Reopening Plan

2020-2021

Family guide for successful student learning and wellbeing (COVID-19)

Dear families of Oak Ridge,

We appreciate the tremendous participation and feedback you have given us for our safe reopening survey. This plan is based in large part on that feedback, as well as guidance from the Centers for Disease Control and Prevention (CDC), the World Health Organization (WHO), state, county, and local government. This plan will be evolving regularly with changing guidance during our ongoing response to COVID-19. Regular updates will be made to this plan as we receive guidance from these agencies.

We learned from our survey that the majority of you want to see us return to some semblance of normalcy with students participating in face-to-face instruction. You also told us your highest priorities in bringing students back safely are, in order: 1) regularly disinfecting common areas, 2) practicing social distancing, 3) providing temperature checks, 4) reducing non-essential visitors in the school, and 5) wearing masks as needed.

In response to your voices, and to help reduce ambiguity for you, we created this evolving plan to aid in a safe reopening. With this plan, we hope to address questions you may have regarding the ever-changing landscape of learning, health, and safety recommendations we receive. We will work together to implement, continuously evaluate, and update this plan. **It is our ultimate desire to protect the wellbeing of our students, staff, and families in our community, as we carefully plan to reopen this fall.**

To help mitigate the spread of the virus, we are also requesting that parents take their children's temperature on a daily basis prior to allowing them to attend school. Students with a temperature of 100.4 or higher should remain at home.

All updates to this plan will be sent to you by e-mail and posted on our COVID-19 web page: www.ortn.edu/information-regarding-coronavirus

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How Our Students Will Learn

Students will be offered two options for instructional models this year. Families should read this guidance document and make informed decisions about which option to select.

The options for instruction include the following:

Option 1
Physically in the school building with safety measures applied and contingency plans in place.

- If full-time direct instruction cannot be provided for all students due to emergency closure, we are preparing to ensure that high-quality learning will be able to continue virtually online.
- To make this possible, your student(s) will be provided the device(s) they need for digital learning. We will work diligently with families to ensure each and every student has the wireless access needed to use these devices or we will offer a paper alternative.
- When families have internet access, all activities can be done online, eliminating potential health risks associated with packet distribution and face-to-face instructional support. As with face-to-face instruction, timely completion of assignments is expected for students to receive grades and course credit.

Option 2
Fully online with current teachers delivering standardized course content virtually.

- ConnectOR is a continuous learning program at Oak Ridge Schools that provides a home-based option to students for whom an online, virtual education is appropriate.
- Students who are accepted into ConnectOR will use a rigorous, relevant online curriculum, with guidance from certified, highly-qualified teachers to complete the state-required curriculum from home or any place where a computer and a high speed internet connection are available.
- If your student(s) need(s) this option, click here to apply. The link here has a handbook with student learning expectations.
- Complete and return the application form to ConnectOR@ortn.edu at your earliest convenience.
- To make this possible, your student(s) will be provided the device(s) they need for digital learning. We will work diligently with families to ensure each and every student has the wireless access needed to use these devices or we will offer a paper alternative.
- When families have internet access, all activities can be done online, eliminating potential health risks associated with packet distribution and face-to-face instructional support. As with face-to-face instruction, timely completion of assignments is expected for students to receive grades and course credit.

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Grades K-1 iPads

Grades 2-12 Windows Laptops

Student Opportunities and Expectations	Option 1	Option 2
Face-to-face interaction with teachers and counselors	x	
Collaboration with peers	x	
Oak Ridge Schools-created curriculum	x	
Access to hands-on elective coursework	x	
Access to extended learning opportunities	x	
Full-time learning every day, attendance is mandatory	x	x
Oak Ridge Schools will provide learning devices	x	x
Students will have online support	x	x
Students will have offline support	x	x
Students will have opportunities to practice for assessments	x	x
Students will have support for learning to use virtual content delivery systems	x	x
Students with disabilities will have access to supports needed to fulfill their individualized education plans (IEP) and 504 plans	x	x
Students who are English Learners will have access to instruction in a manner consistent with individualized learning plans (ILP)	x	x

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How Our Students Will Stay Healthy and Safe

For those who select to be physically in the school building to learn, it is our top priority to ensure health and safety for every student, staff member, and family in the Oak Ridge community. Decisions about student activities will be made to mitigate risk and minimize the spread of the virus, including:

- Increasing deep cleaning practices, including the use of disinfecting guns on a daily basis in classrooms, and sanitizing high-contact points multiple times during the day.
- Emphasizing social distancing, handwashing, staying home when sick, and the required use of cloth face coverings.
    - Reducing social interactions as appropriate
    - Providing daily routines for thorough hand washing both at home and at school
    - Supplying hand sanitizing stations on all campuses at front entrances, near restrooms, in cafeterias, and in administrative offices.
    - Requesting that parents take their children's temperature on a daily basis prior to allowing them to attend school.
        - Students with a temperature of 100.4 or higher should remain at home.
    - Creating temperature check stations and isolation rooms in all buildings
        - Students with a temperature of 100.4 or higher at school will immediately be isolated, evaluated by a school nurse, and then sent home.
    - Masks are required where social distancing is not possible, especially in classroom situations, during bus rides, class change transitions, and in hallways.
        - Cloth masks that are breathable and washable will be sufficient.
        - Professional grade N-95 masks are not recommended.
        - Decorative masks may be worn but must meet school dress code guidelines and must not display drugs, alcohol, or any other forms of prohibited content.
- Allowing only essential and pre-approved visitors in our buildings.
- Working out details for activities, including field trips, athletic events, concerts, and more.
- Closing individual schools as needed, following our Communicable Disease Team protocol.

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The health and safety guidelines that follow are listed in alphabetical order for easy reference.

Arrival to Schools

As students arrive on campus, they should follow instructions given by each building's administrative staff. If a student arrives at school and needs to have his or her temperature checked, there will be a designated station at each building for daily checks. If a student has a temperature above 100.4 F, he or she will be isolated for review by the school nurse, who will provide an assessment to check for COVID-19 symptoms, and then send the child home. If coronavirus symptoms are present, the student will be expected to report to a physician for a health screening. The student must remain out of school until he/she is cleared by a physician.

Athletics/Extra-Curricular Activities

Oak Ridge Schools understands the value that sports and extracurricular activities have in developing well-rounded students. Sports and extra-curricular activities will be slowly phased-in. Athletic conditioning has been ongoing in the summer months. Full participation will resume once clearance has been granted by the recommendation of state and local health officials in cooperation with TSSAA guidelines. Social distancing and other safety protocols continue to be applied to all athletic and extra-curricular activities. Click here to access our COVID-19 disclaimer form for athletics.
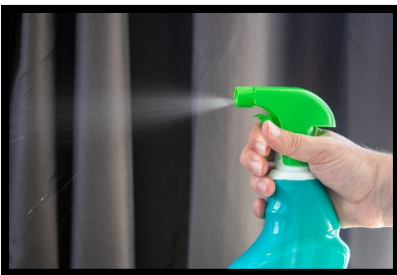
Cafeteria

It is recommended that students will wash hands regularly with soap and water before and after meals. Cafeteria staff will wear personal protective equipment (PPE) including masks and gloves, and will clean and sanitize surfaces regularly to optimize student health and safety. Breakfast and/or lunch may be eaten in alternative locations within the school as deemed appropriate by each school's principal.

Classrooms

Classrooms will be sanitized daily by our custodial staff. Students are encouraged to wash hands regularly with soap and water throughout the day, and when soap is not available, to sanitize with an alcohol-based hand sanitizing gel. Masks are required where social distancing is not possible, as physical distancing of 6' apart may not be practical in our regular classroom settings.

Cleaning and Sanitizing Schools

Our maintenance and operations team takes great pride in ensuring that our buildings are thoroughly cleaned, sanitized, and well-maintained. Each school will receive a daily cleaning which specifically includes door handles, restroom facilities, desks, offices, classrooms, school offices, and other high-traffic areas.

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Extended Child Care (ECC)

Extended Child Care (ECC) will resume and follow the district school schedule. If school closes early for inclement weather or due to emergency closure, ECC providers will follow the same schedule, sending information out to parents to let them know when services will resume.

Hallways

School administrators and teachers will provide guidance regarding hallway expectations for health and safety to limit virus transmission to the fullest extent possible. Masks are required where social distancing is not possible during hallway transitions between classes.
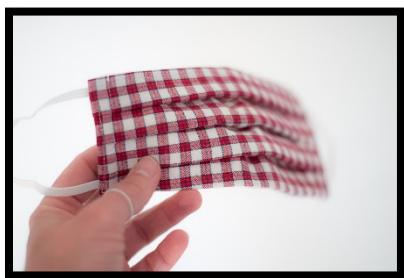
Hand Sanitation

Students are expected to wash hands regularly after using the restrooms. It is recommended that students use soap and water for 20 seconds, and avoid touching their faces, eyes, mouths, and noses. Additionally, they should cover coughs with the bend of their elbows. When soap and water are not available for cleansing hands, students should use an alcohol-based hand sanitizer.

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Playgrounds/Gymnasiums

Shared equipment on playgrounds and gymnasiums will undergo regular cleaning. While in gym locker rooms, it is recommended that students will 6 feet apart from others as a regular practice (or wear a mask), and eliminate unnecessary physical contact.

School Supply Recommendations

- A washable cloth mask that falls within dress code guidelines, as mentioned above
- Hand sanitizer
- Sanitizing wipes
- Digital learning device (provided by Oak Ridge Schools)
- Headphones with built-in microphone for Zoom calls, if needed
- Tissues

Please check your school's website for specific school supplies to purchase related to your students' classes. www.ortn.edu/schools

Social-Emotional Wellbeing

Your health and safety is a top priority, and includes social-emotional wellbeing. School counselors will develop videos and resources for staff and families to access, and will work with students individually or in small groups as needed to address issues related to wellbeing. Additional online resources are available on our COVID-19 web page: www.ortn.edu/information-regarding-coronavirus

Transportation Services

First Student Transportation Services is working with us to develop a roadmap to ensure they can support our students throughout the COVID-19 pandemic.

- ***Return-to-School Preparedness***
  The wellbeing, health and safety of our students is a top priority. This pandemic has been a learning opportunity for everyone. As the industry leader, First Student is offering us assistance in our decision-making process. Our transportation leaders are actively reaching out to our district to develop solutions to improve our ability to meet our return-to-school needs.
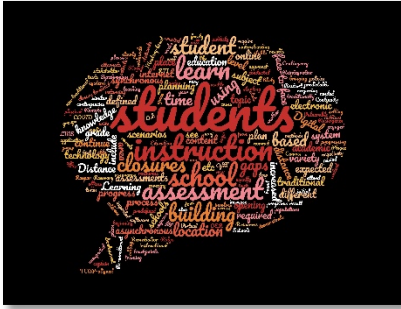
- ***Safety and Cleaning Protocols***
  First Student has assembled a team of experts from engineering, safety training operations, and human resources to ensure healthy and safe operation of our district transportation services. This team is leading the charge to reduce exposure and prevent transmission on our school buses and workplaces. As such, First Student staff is actively collaborating with various government agencies, health care organizations, and university research teams to test and share information about virus dwell-time, reaction, and bus decontamination methods. Additionally, First Student has engaged with their school bus manufacturer partners to conduct research on instantaneous disinfection and prolonged protection of the school bus environment. This research will support their cleaning protocols as well as their best-practice recommendations for the industry, and in turn, the health and safety of our students.

- ***Student Seating***
  Drivers will assign one student per seat for social distancing purposes where feasible and practical, and will adjust seating throughout the route. Students will be seated with their own family members as appropriate. Due to the fact that we are unable to guarantee consistency in social distancing while riding the bus, students will be required wear a mask prior to loading the bus, and continue to wear the mask until they are provided sufficient space for proper social distancing.

Words We Use – Education Lingo

As we continue to communicate with you about your child's learning needs during our ongoing response to COVID-19, we want to ensure we are using a common language. Educational lingo includes a number of terms our families might not use on a daily basis, and we want to be on the same page with the meaning of our words.

- Asynchronous learning – students learn the same material at different times and locations (location independent)
- Blended learning – students learn through electronic and online media as well as through face-to-face instruction
- Closure – students are not able to attend school in the traditional school building; staff engagement and staffing policies vary by location
- Competency-based instruction – system of instruction, assessment, grading, and reporting based on student demonstration of mastery over the knowledge and skills they are expected to learn as they progress (please also see mastery-based learning)
- Conditions for learning – the requirements or context that should be in place in order for a student to learn in a face-to-face or distance learning setting
- Contingency planning –development of alternate plans based on predictable scenarios (like building closure)
- Continuity of learning – plan that outlines how students will continue to progress in expected learning in non-traditional, unexpected, temporary, or otherwise different scenarios
- Diagnostic assessment – the results of diagnostic assessments explain what is needed for skills-based intervention (consistent with RTI framing and special education designation language) and include benchmarks to determine what content and knowledge has been missed, not learned or carry student misconceptions
- Digital divide – known or perceived gaps between demographics and regions based on access to modern technology (which can include phones, television, personal computers, and the internet); recommended specificity
- Digital learning – learning accompanied by or using technology (in this document, specifically computer-based) and includes synchronous and asynchronous learning opportunities
- Distance learning – primarily defined as when students and teacher are not housed in a classroom or school building
- Formative assessment – wide variety of assessment of learning; here defined as very short-form TCAP-aligned tests
- Instructional continuity – assurance to continue coursework and instruction despite a significant or lengthy disruption

- Interim assessments – test that mimics a summative assessment to provide information on student learning gaps, and are aligned to grade level content standards
- Learning Management System (LMS) – software application for a variety of education programs conducted online (*Canvas* in Oak Ridge Schools)
- Mastery-based learning – instructional approach where students demonstrate a deep level of understanding of a topic or subject area before progressing to another topic or subject area in a way that is not bound by time as is traditionally required in a predefined scope and sequence
- Open Education Resources (OER) – teaching, learning, and resources that are publicly and freely usable
- Recovery – starting a process of returning traditional systems to a stable (or more "normal") state
- Re-enrollment – students who have not been engaged and require increased touchpoints with the school system as a result of closures
- Reintegration – the process of bringing stakeholder group back into the physical space (schools, office etc.)
- Reopen – the time period covering the initial weeks of school building and offices opening after closures
- Remediation – planning and increased instruction required to fill academic and non- academic gaps created during closures
- Remote learning – Please see: Distance Learning
- Restart – beginning a new year with a plan in place to address contingencies
- Resurgence – a widescale (localized or statewide) increase in COVID cases
- Staged reopening – opening schools by slowly adding groups of students (by grade, etc.)
- Synchronous learning – students learn at the same time and location using the same or similar activities
- Virtual learning – a form of distance or remote learning that is done using the internet and electronic instruction and usually involves both synchronous and asynchronous learning methods
- Vulnerable populations – those students most likely to be negatively impacted by closures