



Re-entry Strategies

“Return to Learn”

2021-2022

Operations

DRAFT

PLEASE NOTE: The details in this document are subject to change in response to conditions, directives, and recommendations from governing authorities and health officials.

Fully Vaccinated

CDC recently released guidance on the ability of [fully vaccinated people](#) to resume pre-pandemic activities without wearing a mask or physically distancing, except where required by federal, state, local, tribal, or territorial laws, rules, and regulations, including local business and work place guidance. This guidance has raised questions for schools about how to proceed in the current school year. CDC recommends schools continue to use the COVID-19 prevention strategies outlined in the current version of [CDC's Operational Strategy for K-12 Schools](#) for at least the remainder of the 2020-2021 academic school year.

Recommendation for continuation with these prevention strategies is based on

- Youth under the age of 12 are not yet eligible for vaccination. Youth between the ages of 12 and 15 became eligible for vaccination on May 12, 2021.
- The time needed for schools to make systems and policy adjustments. Systems and policy adjustments may be required for schools to change mask requirements for students and staff while continuing to ensure the safety of unvaccinated populations.

CDC will update its guidance for schools in the coming weeks. Updated guidance can inform school planning for the 2021-2022 academic year.

If you've been fully vaccinated:

- You can resume activities that you did prior to the pandemic.
- You can resume activities without wearing a mask or staying 6 feet apart, except where required by federal, state, local, tribal, or territorial laws, rules, and regulations, including local business and workplace guidance.
- If you [travel in the United States](#), you do not need to get tested before or after travel or self-quarantine after travel.
- You need to pay close attention to [the situation at your international destination](#) before traveling outside the United States.
 - You do NOT need to get tested before leaving the United States unless your destination requires it.
 - You still need to [show a negative test result](#) or documentation of recovery from COVID-19 before boarding an international flight to the United States.
 - You should still get tested 3-5 days after international travel.

- You do NOT need to self-quarantine after arriving in the United States.
- If you've been around someone who has COVID-19, you do not need to stay away from others or get tested unless you have symptoms.
 - However, if you live or work in a correctional or detention facility or a homeless shelter and are around someone who has COVID-19, you should still get tested, even if you don't have symptoms.

Instructional Delivery

Goal: To protect both students and staff while minimizing the impact on learning.

Procedures:

- Assigned seating
 - Teachers should create seating charts for their classes to allow for easier contact tracing should the need arise. Student seat assignments should not be regularly changed.
- Arrangement of desks within the classroom
 - Students should face the same direction.
 - Within room and furniture constraints, distance should be maximized between student seating to achieve three feet spacing, where feasible (American Academy of Pediatrics, AAP).
 - Staff should have excess furniture removed to prioritize student safety.
- Extra furniture and classroom displays that inhibit distancing and prevent the arrangement of student seating should be removed from the classrooms.
- Small group instruction
 - Reduce the mixing of student groups when performing small group instruction. Ideally, students are in a consistent grouping for weeks at a time, not a daily change.
- Use of technology/cleaning of technology
 - When possible, assign devices to students to minimize sharing of devices.
 - EPA approved cleaning supplies are available for students to clean devices before use.
 - Early childhood devices will be cleaned by district staff before student use.
- High-touch surfaces like door handles and light switches should be cleaned frequently throughout the day. Student desktops should also be wiped with a sanitizer wipe between different student groups.
- Cohorting of students as feasible through master scheduling.
- Minimize mixing classrooms

Social Distancing

Goal: Keep a safe distance to slow the spread of COVID-19.

Guideline: [CDC Social Distancing](#)

Procedures:

- Between students in classrooms
 - In elementary schools, students should be at least 3 feet apart.
 - In middle schools and high schools, students should be at least 3 feet apart in areas of low, moderate, or substantial community transmission. In areas of high community transmission, middle and high school students should be 6 feet apart if cohorting is not possible.
- Maintain 6 feet of distance in the following settings:
 - Between adults (teachers and staff), and between adults and students, at all times in the school building. Several studies have found that transmission between staff is more common than transmission between students and staff, and among students, in schools.
 - When masks cannot be worn, such as when eating.
 - During activities when increased exhalation occurs, such as singing, shouting, band, or sports and exercise. Move these activities outdoors or to large, well-ventilated space, when possible.
 - In common areas such as school lobbies and auditoriums.
- Use [cohorting](#), and maintain 6 feet of distance between cohorts where possible. Limit contact between cohorts. In areas of substantial (orange) and high (red) levels of community transmission, schools that use less than 6 feet between students in classrooms, cohorting is recommended, with at least 6 feet maintained between cohorts.
- Remove nonessential furniture and make other changes to classroom layouts to maximize distance between students.
- Face desks in the same direction, where possible.
- Eliminate or decrease nonessential in-person interactions among teachers and staff during meetings, lunches, and other situations that could lead to adult-to-adult transmission.
- Visitors: [Limit any nonessential visitors, volunteers, and activities](#) involving external groups or organizations as much as possible—especially with people who are not from the local geographic area (for example, not from the same community, town, city, county).

Additional suggestions for physical distancing:

- Staggered scheduling: [Stagger](#) school arrival and drop-off times or locations by cohort, or put in place other protocols to limit contact between cohorts, as well as direct contact with parents.
- [Alternate schedules](#) with fixed cohorts of students and staff to decrease class size and promote physical distancing.

Playgrounds/Recess

Goal: To minimize exposure of students to the COVID-19 virus while maintaining opportunities for physical, psychological, and emotional health.

Each elementary site will develop a recess schedule that allows for outdoor playtime daily for all students. Recess schedules may vary from site to site due to limiting the number of students in one area at each time.

Considerations:

- Hand washing must take place before and after play
- Staggering classes/grade levels should be considered

Guidance for Wearing Masks

- SPS will continue to support guidance from health officials and will:
 - *recommend* that unvaccinated students wear masks
 - support any student wishing to wear a mask

Goal: To ensure the safety of all students and staff members, and minimize the likelihood that the COVID-19 virus could be shared from person to person.

What you need to know

- When you wear a mask, you protect others as well as yourself. [Masks work best when everyone wears one.](#)
- A mask is NOT a substitute for [social distancing](#). Masks are recommended to be worn in addition to staying at least 6 feet apart, especially when indoors around people who don't live in your household.
- To maximize protection, masks should completely cover the nose and mouth and fit snugly against the sides of the face without gaps.
- Masks are recommended to be worn [when traveling](#) on a plane, bus, train, or other form of public transportation traveling into, within, or out of the United States and in U.S. transportation hubs such as airports and stations.
- People age 2 and older are recommended to wear masks in public settings and when around people who don't live in their household.
- It is recommended that you wear a mask inside your home if someone you live with is sick with [symptoms](#) of COVID-19 or has tested positive for COVID-19.
- Wash your hands with soap and water for at least 20 seconds or use [hand sanitizer](#) with at least 60% alcohol after touching or removing your mask.
- Masks may not be necessary when you are outside by yourself away from others, or with people who live in your household. However, some areas may have mask mandates while out in public, so please check the rules in your local area (such as in your city, county, or state). Additionally, check whether any federal mask mandates apply to where you will be going.
- CDC continues to study the effectiveness of different types of masks and update our recommendations as new scientific evidence becomes available. The most recent scientific brief is available here: [Scientific Brief: Community Use of Cloth Masks to Control the Spread of SARS-CoV-2 | CDC](#)
- CDC recently conducted a [study](#) in a laboratory that tested the performance of different mask combinations.
- There are several easy methods to improve the performance of your mask. Visit CDC's [Improve the Fit and Filtration of Your Mask to Reduce the Spread of COVID-19](#) webpage to learn more.

Masks are recommended to be worn:

- By people 2 years of age and older
- Any time you are in a public setting
- [Any time you are traveling](#) on a plane, bus, train, or other form of public transportation traveling into, within, or out of the United States and in U.S. transportation hubs such as airports and stations
- When you are around people who do not live with you, including inside your home or inside someone else's home
- Inside your home if someone you live with is sick with [symptoms](#) of COVID-19 or has tested positive for COVID-19

Types of masks

[Some masks work better than others](#) to help slow the spread of the virus that causes COVID-19. Note: N95 respirators approved by CDC's National Institute for Occupational Safety and Health (NIOSH) should be prioritized for healthcare personnel.

Handwashing and respiratory etiquette

Goal: To ensure the potential spread of the virus is minimized or prevented.

Frequent and thorough handwashing practices have proven to be critical in the mitigation of any virus, especially COVID-19. Schools will plan and prepare for additional handwashing opportunities throughout the day. SPS will provide each elementary site [visual hand washing posters](#) published by the CDC. These posters will be posted in highly visible locations (i.e. entrances, restrooms). In addition to increased opportunities for handwashing, there will also be increased opportunities for students to use hand sanitizer in the classroom and at multiple hand sanitizing stations throughout the school building.

Considerations:

Through ongoing health education units and lessons, teach children proper handwashing and reinforce behaviors, and provide adequate supplies. Ensure that teachers and staff use proper handwashing and respiratory etiquette.

- Teach and reinforce [handwashing](#) with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students, teachers, and staff. If handwashing is not possible, hand sanitizer containing at least 60% alcohol should be used.
- Encourage students and staff to cover coughs and sneezes with a tissue when not wearing a mask and immediately wash their hands after blowing their nose, coughing, or sneezing.
- Some students with disabilities might need assistance with handwashing and respiratory etiquette behaviors.
- Adequate supplies: Support [healthy hygiene](#) behaviors by providing adequate supplies, including soap, a way to dry hands, tissues, face masks (as feasible), and no-touch/foot-pedal trash cans. If soap and water are not readily available, schools can provide alcohol-based hand sanitizer that contains at least 60% alcohol (for staff and older children who can safely use hand sanitizer).

Staff Safety

Goal: To provide a safe working environment for all staff.

Since all SPS staff have had the opportunity to be vaccinated and in accordance with the CDC guidelines, staff operations can return to normal.

Increased cleaning needs throughout the day

GOAL: To adhere to common cleaning and disinfection practices to maintain a healthy environment for all students and staff.

Considerations:

- Supplies for classrooms
 - A canister of wipes SaniCloth wipes for each classroom (on an as needed basis).
 - A gallon of hand sanitizer in each classroom (on an as needed basis)
 - While we would appreciate the gesture, we are unable to accept donated sanitizer or wipes. SPS is required to keep safety data sheets for the district provided products.
- Increased availability of supplies building wide
 - Hand sanitizing stations (available to all)
 - Soap and water (available to all)
 - Disinfection - The CDC acknowledges that cleaning practices are sufficient to protect against COVID-19. Disinfection adds an additional layer of protection.
 - Disinfecting atomizer sprayers to be used by custodial staff if a confirmed or suspected case of COVID-19 is present in a space.
 - Beyond regular use, disinfecting spray is to be used if the number of COVID-19 cases in the community rises to a concerning level.
- “Clean as you go”
 - High touch surface areas (doorknobs, light switches, sink knobs, desk tops, counter tops, etc).
 - For quality control considerations, only staff will be allowed to clean.

Uniformity across the district -

- Custodial staff manage daily building wide cleaning needs and conform to a checklist for all interior spaces. In addition to daily cleaning, custodial staff will disinfect each building at the end of every school day.

Breakfast and Lunch Procedures

GOAL: To feed students while maintaining social distancing and sanitation.

Considerations:

Students PK - 7th grade:

Students will wash their hands prior to eating. When feasible, they will eat in the cafeteria while being seated with spaces between students. When this is not feasible, students will eat in another area, such as their classrooms, in order to social distance themselves from each other. No guests will be allowed to have lunch on-site during this time of operational adjustments being made due to COVID-19. If it is necessary to have fewer students in the cafeteria during lunch to ensure adequate spacing for social distancing, staggered schedules will be implemented where half the grade eat in their classrooms on one day (i.e. M/W) and the other half eat in the cafeteria then switch for (T/Th), etc.

No classwide snacks will be allowed or distributed at school. Students choosing to bring a snack to school may bring an individually wrapped snack for themselves, or school sites may provide individually wrapped snacks.

Students 8th - 12th grade:

Back to standard operating procedures.

Considerations for each school site:

- Stagger lunches
- Outdoor dining
- Other common spaces
- Floor markers for social distancing reminders while students move through the lunch line.

*Note: lunch is available on site for any student enrolled in virtual learning.

Signage

Goal: Provide clear and concise instructions for students, staff, and visitors regarding procedures and expectations. Signage will support COVID-19 recommendations.

Considerations:

- Social distancing markers
- One way only, do not enter, maintain 6 feet of distance, please wait here, please wear a face mask before entering, directional pathways to keep people from face to face contact (directional foot traffic plans), please wear a face covering at all times, Up/Down (for stair cases)
- Hygiene posters from PCHD or CDC
- Other

Visitor Management

Goal: To provide access to SPS facilities in the safest possible manner for all stakeholders

Non-essential visitors in the school setting will be discouraged during the period of time that COVID-19 remains active in the community.

Considerations:

- Parents
- Vendors
- Volunteers
- OSU students

Procedures:

- 1) Use secure entry areas as holding facilities for visitors.
- 2) Any parent meetings with SPS staff will need to be by appointment only. Remote meetings are preferred.
- 3) Special celebrations (birthday parties, etc) will need to be suspended until further notice.
- 4) 1st day of school procedures will not allow for parent access to the classroom. Parents will need to follow drop off procedures as established.
- 5) Assemblies will be suspended until further notice.
- 6) Staff remain behind plexiglass barriers whenever possible.

Staff/Student Procedures for when someone gets sick COVID-19

Goal: To identify and isolate individuals who test positive for COVID-19

Process:

1. Follow CDC guidelines (see below)
2. Priority is to remove and isolate the infected individual from the current location.
3. Document potentially infected individuals.
4. Trace potential contacts with infected individuals. This information will be shared with the Payne County Health Department (PCHD).
5. PCHD, or a SPS representative, will notify individuals who may have been exposed to COVID-19.
6. Have a separate treatment room/facility for common ailments, and one for suspected COVID-19 infected individuals.
7. Students will be allowed to return 10 days past onset of symptoms or date of positive test if asymptomatic.
8. Staff should contact the Human Resources Department with questions regarding leave.
9. Notify Amy Spiva, School Nurse, and District COVID-19 point of contact.

CDC Language:

- Advise Staff and Families of Sick Students of Home Isolation Criteria
 - Sick staff members or students should not return until they have met CDC's [criteria to discontinue home isolation](#).
- Isolate and Transport Those Who are Sick
 - Make sure that staff and families know that they (staff) or their children (families) should not come to school, and that they should notify school officials (e.g., the designated COVID-19 point of contact) if they (staff) or their child (families) become sick with COVID-19 [symptoms](#), test positive for COVID-19, or have been [exposed](#) to someone with COVID-19 symptoms or a confirmed or suspected case.
 - Immediately separate staff and [children](#) with COVID-19 [symptoms](#) (such as fever, cough, or shortness of breath) at school. Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are, and follow [CDC guidance for caring for oneself and others](#) who are sick.

- Work with school administrators, nurses, and other healthcare providers to identify an isolation room or area to separate anyone who has COVID-19 symptoms or tests positive but does not have symptoms. School nurses and other healthcare providers should use [Standard and Transmission-Based Precautions](#) when caring for sick people. See: [What Healthcare Personnel Should Know About Caring for Patients with Confirmed or Possible COVID-19 Infection](#).
- Establish procedures for safely transporting anyone who is sick to their home or to a healthcare facility. If you are calling an ambulance or bringing someone to the hospital, try to call first to alert them that the person may have COVID-19.
- Clean and Disinfect
 - Close off areas used by a sick person and do not use these areas until after [cleaning and disinfecting](#)
 - Ensure [safe and correct use](#) and storage of [cleaning and disinfection products](#)
 - including storing products securely away from children.
- Notify Health Officials and Close Contacts
 - In accordance with state and local laws and regulations, school administrators should notify [local health officials](#), staff, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with the [Americans with Disabilities Act \(ADA\)](#).
 - Inform those who have had [close contact](#) with a person diagnosed with COVID-19 to stay home and [self-monitor for symptoms](#), and follow [CDC guidance](#) if symptoms develop.

Monitoring for Symptoms (of students and staff)

Goal: To identify people (staff, students, other) with possible symptoms of coronavirus disease 2019 (COVID-19).

[Screening K-12 Students for Symptoms of COVID-19: Limitations and Considerations](#)

Based on the best available evidence at this time,

- CDC does not currently recommend schools conduct symptom screening for all students in grades K-12 on a routine (e.g., daily) basis.
- Parents, caregivers, or guardians (“caregivers”) should be strongly encouraged to monitor their children for symptoms of infectious illness every day through home-based symptom screening.
- Students who are sick should not attend school in-person.

Considerations:

- Provide guidance for self-monitoring
- Staff should ask themselves screening questions before leaving home.
- If a student is riding the bus, parents should temperature check and monitor for other symptoms before boarding the bus.

Transportation Procedures

Goal:

- To transport all students to and from school safely and efficiently while limiting chances of exposure.
- Transport all students and faculty to and from events.

Considerations:

- Cleaning needs
 - Spray disinfectant after each morning bus route and each afternoon bus route.
- Ventilation
 - Whenever possible, windows/vents will be open for ventilation.
- There may be times when the district is unable to provide bus service for all students due to driver shortages, etc. Some routes may be delayed or cancelled.

Movement within the building

Goal:

- To minimize potential contact and exposure to COVID-19 between students and staff throughout the school day during normal operations.

Considerations:

- Entry points (coming into the school building)
- Exit points (leaving the school building)
- Cohorting students

Entry/Exit Procedures

Goal: To safely admit and release students to/from school and identify students/staff/visitors exhibiting symptoms of COVID-19 with minimal impact to normal operations.

Considerations:

- Bus drop off/pick up
 - Single bus drop off/pick up point
 - Car/walkers drop off/pick up
 - Single Car/Walk up point of entry
 - Parents should remain in their vehicle and not accompany students into the building.
- Walkers
 - Release 5 minutes ahead of dismissal to clear the building before car/bus riders.
- Visitors
 - Schedule an appointment/call ahead.
 - Facial coverings are recommended.
 - Must remain in the designated waiting area.
 - Single point of entry
 - Single entry advisable except for main AM/PM arrival/departure.
 - Need separate entry for bus and car riders to not impede traffic.
 - Staggered arrival/dismissal times should be considered.

Water Fountains

All traditional “bubble up” water fountains will be disconnected (where feasible). Most schools now have water bottle filling stations; these will remain connected and available to students and faculty. Students and staff are encouraged to bring filled water bottles or other non-breakable water containers to school with them.

School Nurse’s Office & Role

Students displaying symptoms of COVID-19 are to be isolated in a separate room from other students. The school nurse will attend to these students. If there are other students who need medical attention for less serious concerns or for daily medical needs, others in the office will manage this care. If a teacher suspects that a student may have COVID-19 symptoms they should contact the office to arrange for an adult to come to the classroom and escort the student to the isolation room. Parents will be contacted immediately to pick up their child.

Drills

Drills will still follow state guidelines and deadlines as outlined by the Oklahoma State Department of Education.

Media Center

To promote the importance of reading for both pleasure and research, the media centers will remain open for student use. Students will be allowed to check out books.

Student Clubs

Student clubs will be reviewed by site administration on a case by case basis to determine if it is feasible for the club to gather while meeting COVID-19 health and safety protocols and procedures. Clubs will have the option to meet in a virtual manner.

Schoolwide Assemblies

Schoolwide assemblies will only occur through a virtual setting, or when the number gathering can maintain social distancing.

Music/Athletics (OSSAA sponsored)

Competitions will be determined with guidance from the OSSAA. When a determination has been made, Stillwater Public Schools will respond with plans for spectators that meet COVID-19 health and safety protocols. All other plays, concerts, and performances will be evaluated on a case by case basis within the COVID-19 health and safety protocols and procedures.

Book Fairs

Book fairs can be held in a virtual format. Or, site administrators can establish a schedule for an in person experience, working within the SPS guidelines and protocols of recommended masking, social distancing to the greatest extent possible, frequent hand washing and cleaning of space, cohorting and staggering groups.

Fundraisers

Fundraising events will only be held in person when they can be limited to small groups of students, maintaining social distance and following CDC guidelines. Otherwise, all fundraising efforts will need to be held virtually.

PTO/A Events

Site administrators will work with the PTO/A groups to establish an acceptable fundraising event that aligns with SPS guidelines and protocols.

PALS

After Care programs at each site will follow the guidelines established by SPS and their school site procedures as well.

Field Trips

Field trips will be considered on a case by case basis.

Out of State Travel

If you [travel](#), you should still take steps to [protect yourself and others](#). You will still be [required to wear a mask](#) on planes, buses, trains, and other forms of public transportation traveling into, within, or out of the United States, and in U.S. transportation hubs such as airports and stations.

Out of the Country Travel

Fully vaccinated [international travelers](#) arriving in the United States are still [required to get tested](#) 3 days before travel by air into the United States (or show documentation of recovery from COVID-19 in the past 3 months) and should still get tested 3-5 days after their trip.

Use of Facilities

The use of SPS facilities will be available to outside entities when the facility is not being used for an SPS activity. The use of facilities agreement form should be submitted to the site administrator for scheduling approval, who will then forward the request to the Assistant Superintendent of Operations for final approval. SPS reserves the right to limit

our employee(s) exposure if an outside entity is not practicing safe protocol while using our facilities, and revoke that use immediately.