

# **Richwoods R-VII School District**

## **Safe Return to In-Person Instruction and Continuity of Services Plan**

### **(SRCSP)**



## **2023-2024 School Year**

The guidelines and protocols outlined in this document are subject to revision as needed to reflect local, state, and federal guidance. Guidelines and protocols may also be revised as appropriate to reflect the needs of local conditions. This plan will be reviewed at the end of each semester or as needed to be updated with input from staff, students, parents, and administration.

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**References:** Richwoods Board Policy EBB Communicable Diseases  
[https://richwoods7.org/School-Board/Home/Policies\\_Listing/Support\\_Services/Policy\\_EBB](https://richwoods7.org/School-Board/Home/Policies_Listing/Support_Services/Policy_EBB)  
Missouri Department of Health & Senior Services  
<https://health.mo.gov/living/healthcondiseases/communicable/>  
Centers for Disease Control and Prevention  
<https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>

## **COVID-19 Guidelines & Protocols:**

- The safety and well-being of Richwoods students and staff is our top priority in all decisions related to conducting school and providing a quality education to all students we serve.
- The COVID-19 guidelines developed and presented below follow all applicable local, state, and federal guidelines and incorporate many best practices recommended by DHSS, CDC and Washington County Health Department.
- The content in this document will be updated as additional guidance is provided by state, local, and federal authorities. Please refer to this document often to stay informed about the most current guidelines and protocols our District will be following.
- Stakeholders should contact the District if information is needed in a different language or a printed version.

## **Phases of Operation:**

**Phase 1:** This phase will have the school operating in normal school conditions. Students and staff will not be required to wear masks while inside our buildings. The District will not have any special scheduling in place to limit the amount of students in the cafeteria at one time during meals. The District will not restrict any entrance into the buildings except what is mandated by policy.

**Phase 2:** During this phase masks are optional, but are strongly encouraged when social distancing is not possible.

With this modification, students who have been exposed to a positive and are asymptomatic can remain in school during the 10 day period.

1. We recommend a well-fitting mask be worn correctly and consistently for 10 days after the last date of exposure.
2. Well-fitting mask is recommended to be worn **ON TRANSPORTATION**.
3. Exposed student(s) will social distance during classroom/lunch time.
4. Parents should evaluate/monitor their child(ren) daily for any signs or symptoms of COVID-19.
5. MSHSSA guidelines are followed when it comes to participation in competitive play. For sports, with the modified exclusion, if a child is excluded from school, they cannot participate in the event, but may observe from a distance properly masked.

Please keep your child(ren) home if they are sick according to district policy. If unsure, contact the district's health clerk for questions.

**Phase 3:** This phase will require students and staff to wear masks anytime they are outside of their normal classroom. Students and staff will not be required to wear masks outside or in gym class. The District will have special scheduling for students during their meal times. This will limit the amount of students inside the cafeteria at one time. The District will require outside guests to wear masks anytime they are in a District building. The District will have limited access to entry inside all of our buildings per District policy.

**Phase 4:** This is considered the highest phase the District will have in place. Students and staff will be required to wear masks at all times inside any of our buildings. Students will still be able not to wear masks while outside or in gym class. The District will have special scheduling for students during meal times. This will limit the amount of students inside the cafeteria at one time. The District will restrict any entrance into our buildings on an individual basis or by board policy.

When the District is operating above Phase 1, the Board of Education will review monthly the continuation to operate at its current phase. The Board of Education can raise or lower to any phase as they see necessary to protect the students and staff of the District.

**Appropriate accommodations for children and staff with disabilities with respect to the health and safety policies:**

- Be consistent with CDC and local health department guidelines
- Accommodations as necessary or as mandated by the individual education plan and/or health plan

**Mask:**

- Mask may be required to worn per phases of operation
- Masks are recommended to be worn at school by students and staff
- Richwoods R-VII will follow all CDC and local health department guidelines
- Richwoods R-VII will follow all CDC and local health department guidelines in regards to masks being worn while on transportation

**Handwashing and Respiratory Etiquette:**

- Consistent with CDC and local health department guidelines
- Taught and reinforced
- Sanitizers and tissues provided

**Social Distancing:**

Social distancing is an effective way to prevent potential infection. School employees, students, parents, and visitors should practice staying 3-6 feet or more away from others when possible.

- Social distancing will no longer be required except in emergency circumstances or when it is determined to be students/staff's best interest.
- Routing and minimum distancing practices will be used when needed.

**Healthy Practices:**

- Drinking fountains will be used during the school year. If the water fountain is equipped with a bottle filling station, it is recommended to use the filling station.

**Personal Workspace/Classroom:**

- Employees are encouraged to disinfect their own personal workspace throughout the day, giving special attention to commonly touched surfaces.

**Cleaning and maintaining healthy facilities:**

- Consistent with CDC and local health department guidelines
- Increased cleaning in high-touch surfaces

**Deep Cleaning and Disinfection Protocol:**

- The district will follow the latest CDC recommendations in regards to cleaning procedures.

**Preventative Supply Inventory:**

- The District has an adequate supply of soap, disinfection, hand sanitizer, paper towels, and tissues. These items will be supplied to staff as needed.

**Bus Driver Protocols:**

- Buses will be sanitized as required
- Hand sanitizer will be available on school buses
- Students may be assigned seats based on routes

**School Day:**

- Parents/Guardians: **Student drop off time is 7:15.** All students will enter through the gym doors
- All students will go directly to classrooms upon arrival. Students will eat breakfast in the gym/classrooms and will have limited access to the building including the District office
- Signage will be provided throughout the building on floors, doors and windows to promote healthy habits, such as social distancing, washing hands properly, etc.

**Shared Objects:**

- Sharing of items should be limited as possible
- If adequate supplies cannot be acquired to minimize sharing of high touch materials to the extent possible (e.g., assigning each student their own art supplies, equipment), use will be limited to supplies and equipment by one group of children at a time, cleaning and disinfecting supplies/equipment between use will be required
- Students will be assigned a Chromebook at the beginning of the school year to utilize
- Sharing of student supplies (art, other) will be minimized

**Food Service:**

- Lunch shifts will be staggered
- All meals will be plated or boxed
- Students will wash hands prior to eating and prior to engaging in other activities after eating
- Use individual packets of condiments
- Gloves should be worn when handling used utensils and removing trash bags
- Hands should be washed after handling soiled dishes and before handling clean dishes
- All kitchen staff are not required to wear a mask and gloves during meal preparation and serving
- All tables will be cleaned thoroughly between uses

**Contract Tracing:**

- Consistent with CDC and local health department guidelines
- Contact tracing by the District and/or the local public health department

**Diagnostic and screening testing:**

- Consistent with CDC and local health department guidelines
- Testing available at health care providers or clinic

**Efforts to provide vaccinations to educators and other staff:**

- Consistent with CDC and local health department guidelines
- LEA participates in local vaccination events

**Mental Health:**

- The District will have a counselor on staff to meet students, staff, and community emotional/social needs
- The District also has a traveling counselor to meet with students and staff on an appointment basis at our District
- The District will have suicide prevention hotline posters throughout the District to provide a phone number for students and staff to contact

**Alternative Method of Instruction Plan:**

- Chromebooks will be allowed for students to take home as needed during any interruption of face to face learning once an agreement is signed by the parent.
- The District will send home learning packets the day before using an AMI Day. If the situation does not allow for packets to be sent home; the District will not consider using AMI for this time. All material will be a review of items that have been previously taught to the student. Staff will be available during these days to assist any student. A letter will be sent home at the beginning of the year explaining how AMI Days work and how to contact staff during this time.