

Freedom School District Freedom Elementary School

21-22 COVID-19 Pandemic School Response Plan

This plan has been created first and foremost with the safety of Freedom's students, staff and families in mind. It is a blueprint to assist in understanding the changes and challenges Freedom School District confronted and continues to confront during the COVID-19 pandemic, as well as outline the precautions to be taken going forward. The guidelines referenced in this plan are based on guidance from the NH Department of Education (NH DOE), NH Department of Health and Human Services (NH DHHS), Centers for Disease Control and Prevention (CDC), and World Health Organization (WHO). Regular updates will be made to this plan based on updated information provided by the above organizations and applicable federal, state and local agencies.

INTRODUCTION

Dear Freedom Elementary School Community,

This past year has been unlike any other we have experienced. Despite the presence of COVID-19 and variants in our lives, we celebrate what we accomplished in the school year 2020-21. As we look to a new school year, our Re-entry Committee reviewed at the recommendations for schools, and taking what we have learned this past year about what works for our Freedom community to revise our plan with the goal of creating a safe learning environment which best meets the current needs of our students and staff.

We know and want to stress that any of our plans are subject to change with a moment's notice. We have been able to relax a few of our procedures from last year's plan due to the current guidance and where we are now in a status of minimal community transmission. We again understand that COVID still exists and is a concern to our community and the greater valley. This plan is designed within this situation knowing that if COVID cases in our school community increase (including students, families, and staff), we will have to change our course accordingly. Our team will continue to monitor the situation closely.

This plan considers many different factors within our building. These factors have direct implications to our students and our staff. Our goal is to provide an environment for students and staff where we can connect with each other, provide support, and create an educational environment within which students can ground themselves and work to make progress. We will continue to teach each child where they are along the learning continuum and look forward to working together with you.

We have updated this plan to continue to aid our employees, students, and families to feel comfortable and to reduce the impact of COVID-19 conditions upon the learning environment. The guidelines referenced in this document are based on guidance from the NH Department of Education (NH DOE), NH Department of Health and Human Services (NH DHHS), Centers for Disease Control and Prevention (CDC), and World Health Organization (WHO). Regular updates will be made to this plan based on updated information provided by the above organizations and applicable federal, state and local agencies.

FES Re-Entry Planning Team

Jennifer DeSaye, SAU 13 Director of Student Services
Janet Cox, Food Service Manager
Ray Desharnais, Transportation Coordinator
Lisa Rivera, Custodian
Karen Shackford, Teacher
Susan Wade, Administrative Assistant
Michael Whaland, SAU 13 Superintendent

Remember we are all in this together.

Section 1:	1
Health	1
Daily Student Wellness Prescreen by Parents	1
Entrance into the Building	1
Staff Entering Classrooms	1
Staff Screening	1
Sending a Student to the Nurse	1
Student or Employee Illness	2
Section: 2	2
Safety	2
Classroom/Personal Workspace	2
Face Masks	2
Facilities Sanitizing and Disinfecting	3
Physical Distancing	3
Travel Restrictions	3
Visitors	3
Transportation	3
Section 3:	3
Daily Routines	
Arrival	3
Dismissal	4
Forgotten Items	4
Meals	4
Restrooms	4
Students' Personal Items	4
Recess	5
Extracurricular Programs	5
Section 4:	5
Academics and Instruction	5
Remote Learning	5
Home Schooling	5
Change in Enrollment Status	5
Section 5:	5
Transition from in Person Instruction to Full Remote Due to School Closure	5
Attendance and Engagement	5
Grading	5
Receiving & Returning Student Work	6

SECTION 1:

Health

DIAGNOSTIC SCREENING & TESTING

The school/district will not provide any diagnostic screening or testing; however, we will continue to ask students and staff to conduct morning wellness screening at home and if not feeling well for any reason, stay home.

If COVID-19 testing is required, results from home testing kits for COVID-19 will not be accepted. A copy of lab tested results must be received by the school prior to re-entry. The doctor's office can fax the results to Freedom Elementary School. Please speak to the nurse for alternate ways to provide documentation.

By choosing for your child to attend school you are attesting to their health status each day. Every morning it is asked that parents will take their child's temperature and assess for any of the following conditions:

- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea
- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Known close contact with a person who is lab confirmed to have COVID-19

Parents must ensure they do not send their student to school if the child has COVID-19 symptoms or is lab-confirmed with COVID-19.

Entrance into the Building

Upon entry it is encouraged to wash or sanitize hands.

Staff Entering Classrooms

- Wash hands/hand sanitize upon entering.
- Wash hands/hand sanitize upon leaving.
- Be mindful of materials being brought in. They must be clean and have been in an isolated area. (Cannot take from one class to another without cleaning first)
- Student desks will be at least 3 feet apart.

Sending a Student to the Nurse

- Staff member calls the nurse or main office and communicates the situation.
- The Nurse or designee will provide directions as to where child should go, if an escort is needed, etc...

- Staff and students will wear a mask when entering the nurse's office.

Student or Employee Illness

If a student or employee becomes ill at school with suspected symptoms of COVID-19, s/he will immediately report to the nurse.

- The nurse will notify administration, call parents and the local health authority.
- Move the individual to the isolation area.
- The nurse will direct the ill employee to leave work or in the case of a student call the parent to have the student immediately picked up to go home.
- The nurse and principal must identify persons who may have come in contact with the person who presented with suspected symptoms. *Unless required by the local health authority, the name of the individual should not be provided.*
- The principal or designee will notify staff and families that they or their child may have been in contact with a suspected COVID -19 positive individual.
- The isolation area and suspected individual's work area/classroom will be thoroughly cleaned and disinfected, in addition to all other common surfaces recently touched by the individual.

SECTION 2:

SAFETY

Classrooms/ Personal Work Space

Classrooms will be set up to meet the state's guidelines for physical distancing with the goal of 3 feet of separation to the extent possible. Students will have assigned seats (3 feet apart) allowing for contact tracing if necessary.

All teachers will be encouraged to utilize outdoor settings to the greatest extent possible, without compromising instruction.

Students will be provided with individual school supplies and assigned a technology device for their individual use.

Students will travel to Unified Arts classes. All tables will be disinfected between Unified Arts classes. The outdoor environment will be used as much as possible, weather permitting. When a teacher takes a class outside of the building, they will take a radio for communication with the office and nurse.

When necessary, students will work in another classroom with Special Education, Title I or other interventionists. Safety protocols have been established for students and staff leaving or entering a room.

Employees are encouraged to disinfect their own personal workspace (teacher desk, phone, etc.) throughout the day, giving special attention to commonly touched surfaces. Ample approved cleaning and disinfecting supplies will be available on site. Staff should NOT bring in cleaning supplies from home or request them of their parents.

Face Masks

Staff and students are expected to wear a face mask according to [CDC guidance](#) when entering the bus and when maintaining 3 foot physical distancing is not possible. Specifically face masks must be worn for the duration of the bus ride, and when 3 feet of physical distance between another person is not

possible. The school will provide disposable face masks, although staff and students may provide their own as long as it aligns with the CDC guidance.

If a student or staff member requires modifications or adaptations, the principal should be contacted. Any such changes will be determined on a case by case basis, identifying a resolution that maintains staff and student safety to the best extent possible. All modifications and adaptations will be documented.

Facilities Sanitizing and Disinfecting

The safety of students and staff is our number one priority. Upon reopening, our school will have been completely cleaned and disinfected and we will continue to adhere to all necessary safety precautions. Classrooms, workspaces, common areas and bathrooms will continue to be sanitized and disinfected on a regular basis.

Physical Distancing

Physical distancing is an effective way to prevent potential infection. Staff and students will be expected to maintain at least 3 foot physical distancing from others to the greatest extent possible, recognizing that some student/staff interactions may need to take in closer proximity.

Travel Restrictions

Freedom Elementary School will allow staff to travel to conferences and workshops which are pre-approved by the principal and the office of the Superintendent.

Notify the principal or nurse if any travel plans include traveling internationally or on a cruise ship.

Visitors

Freedom Elementary School will begin allowing scheduled/planned visitors into the building for meetings or approved volunteer opportunities. As we monitor the situation throughout the year, we will work towards our “normal” visitor operations. The building will remain locked at all times.

Transportation

Bus drivers will disinfect the buses:

1. Right before starting a route to pick up students
2. Right after the morning and afternoon routes

Face masks must be worn while on the bus and students will have assigned seating. Seating assignments will be based on those students boarding. Return trips will be those to the front dropped first, thus reversing the route. Students will be brought home to their regular scheduled bus stops. Attendance will be taken on both morning and afternoon trips.

SECTION 3:

Daily Routines

Arrival

No student should arrive **prior to 8:50 AM**. Students being dropped off at school should maintain physical distancing. Do not let students leave your vehicle until you see a staff member at the door. All students K-6 will enter at the front door. Upon entering, students will go directly to their classrooms.

Students will disembark the bus in an organized and spaced out manner to maintain physical distancing. Students will go directly to their classrooms when entering the building.

Students receiving breakfast will pick up their meals in the lobby.

Dismissal

If you need to pick up your child during the school day, please use the intercom in the foyer, or call the office to let us know you are here, who you are picking up, and why. We will make a note of the time and supervise your child going to your vehicle.

At the end of the day students will remain in their classrooms until called for dismissal. Students being picked up will be sent to the gym where they will remain in class cohorts with physical distancing of three feet.

If you are picking up your child, we ask that you park your car, and wait for busses to be dismissed. Once the buses have left, please stand by your car and we will dismiss students by family.

Forgotten Items

Any items that need to be dropped off for your child during the school day must be left in the foyer outside the front office window. Use the intercom to let us know who it is for. Delivery to the classroom will be arranged.

Meals

Breakfast:

Breakfast will be picked up in the lobby and brought to the classroom. All food components will be on a tray or in a breakfast bag. The Fresh Fruit and Vegetable Program will be served in classrooms with breakfast.

Lunch:

Lunch will be served in the gym. Student seating will be limited to cohort groups of 4. Lunch will be served at 12:00 pm. Students will come out of classrooms, one class at time, to receive their food and return to their tables.

Students will be dismissed to recess by class/cohort group while maintaining 3 feet of physical distancing.

Restrooms

Whenever possible, students will use the restrooms within their assigned classroom. For those classes that do not have an in class restroom, each class will be assigned a restroom in the hall.

Staff will use designated restrooms.

Students' Personal Items

Students are expected to come to school each day prepared with basic materials including:

- A refillable water bottle, water bubblers will be off limits.
- Snack and lunch (unless ordering from school)
- Appropriate clothing for being outdoors for at least a 30 minute period each day

Non-essential school items should remain at home.

Recess

Recess will include all grade levels (K/1/2/3/4/5/6). Outside recess will occur in designated areas. Should weather conditions result in inside recess, teachers will provide opportunities for students to have non-structured down time in a safe way. Students will be asked to maintain 3 feet of social distance while at recess.

Extracurricular Programs

Before and after school programs and organized sports will return as usual, based on level of interest and staff availability.

Section 4:

Academics and Instruction

Remote Learning

For families wishing to have their child(ren) remain enrolled as Freedom Elementary School students, but opt for a remote learning environment, they should notify the Principal and plan to enroll their child(ren) in [VLACS](#) courses, available for grades kindergarten through high school.

Homeschooling

For families wishing to homeschool their child(ren), students would be unenrolled from Freedom Elementary School. Parents are required to notify the school and write a letter to the Superintendent stating their intention to homeschool their child(ren). With homeschooling, parents are responsible for all aspects of their child(ren)'s education. Special Education services are not provided.

Change in Enrollment Status

If parents choose to change their child(ren)'s enrollment status from VLACS to in-person, there will be a one week transition period. This will allow the school to make any necessary arrangements in preparation. Instruction/assignments will be provided by their newly assigned classroom teacher.

SECTION 5:

Transition from in Person Instruction to Full Remote Due to School Closure

Attendance and Engagement

It is the expectation that all students will engage in their learning. Through participation in class meetings, instructional opportunities, and completing work, students will demonstrate their engagement and work towards mastering the competencies. Attendance will be taken daily and will be tracked in accordance with [School Board Policy JH](#).

Grading

To receive credit, students will be expected to complete all assignments. Just as if they were in school, they will be assessed on their progress towards mastery of the NH Competencies.

Grades will be recorded as progress for the first two trimesters with a final competency designation on the year-end report card. Student led conferences will be held.

Students not making progress, not completing academic assignments, or opting not to participate during remote learning, risk being retained in their current grade level for the next academic year.

Receiving & Returning Student Work

We will follow the guidelines below for receiving and returning student work.

Staff and students will be utilizing Google Classroom as the primary basis for instruction. Google Classroom and Class Dojo will be communication methods for parents to be able to contact the classroom teachers.

Specific classroom meeting schedules will be provided by classroom teachers. Special education services will be arranged by specialists.

Paper based materials will be available for families who do not have access to the Internet. This system will involve distributing work packets to families for the students to complete while at home. Teachers will check in via phone calls to parents.

Instructions for returning materials will be provided in accordance with current health guidance.