

Sumner County Schools Pathway to Re-entry



Considerations and Recommendations for Sumner County Schools

Our goal is to support student learning across multiple platforms considering every possible precaution for the health and safety of students and staff.

The Sumner County Board of Education has developed guidance to support our schools and communities as we navigate reopening schools. *Sumner County Schools Pathway to Re-entry* provides a tiered approach with clear, actionable steps to be followed as students and employees return to school buildings, along with a plan that is applicable throughout the 2020-2021 school year.

This approach was built in consultation with federal, state, and local health guidance and is designed to help the district and schools prioritize the health and safety of students and employees as we open school buildings and deliver instruction for the 2020-2021 school year.

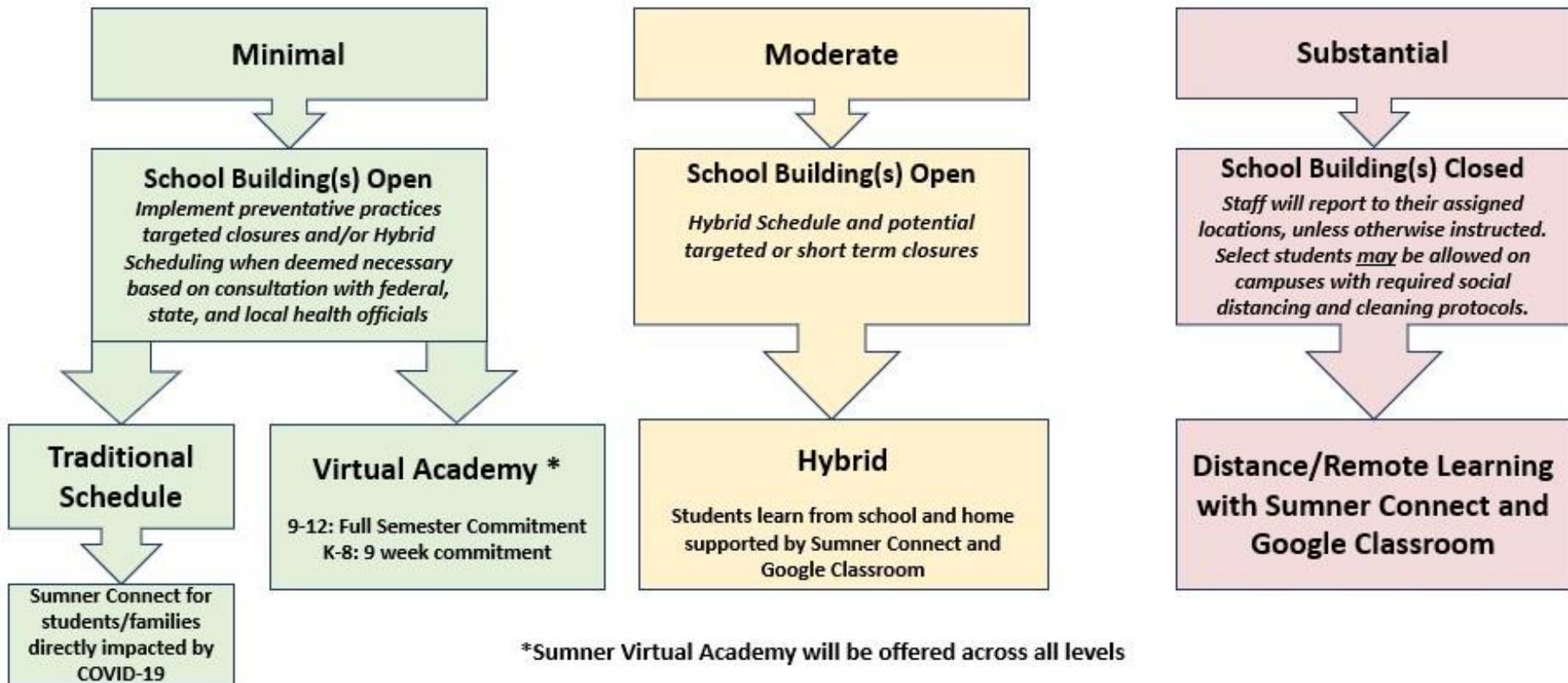
Sumner County Schools Pathway to Re-entry provides guidance to stakeholders as we prepare to begin the school year.

The Sumner County Board of Education will continue to evaluate and update the plan for our schools as we navigate the academic, social, and emotional effects of the COVID-19 pandemic on students and employees.

We all have a shared responsibility in protecting the health and safety of our school communities during this unprecedented pandemic and ask for everyone's understanding, support, and cooperation.

This plan may be altered based on federal, state, or local guidance.

Sumner County Schools Pathway to Re-entry



Definitions

<p>Face Coverings</p> 	<p>Cloth face coverings may help prevent people who have COVID-19 from spreading the virus to others. We encourage consultation with your medical provider for further guidance regarding face coverings.</p> <p>> CDC Guidance</p>	<p>Hand Sanitizer</p> 	<p>Hand sanitizers will contain at least 60% alcohol and only used with staff and children who can safely use hand sanitizer. Hand soap and water are preferred.</p> <p>> CDC Guidance</p>	<p>Clean/Disinfect</p> 	<p>Bioesque Botanical Disinfectant Solution will to be used as an additional cleaning product.</p> <p>> EPA list of approved products</p>
<p>Close Contact</p> 	<p>Someone who was within 6 feet of a COVID-19 positive person for at least 15 minutes starting from two days before illness onset until the time the patient is isolated.</p> <p>> Close Contact CDC</p>	<p>School Closure Decisions</p> 	<p>Visit the TN Dept of Health website. https://www.tn.gov/content/tn/health/cedep/ncov/data.html On the “Cases by Labs and County” table, find the current number of active cases in Sumner County.</p> <p>Decisions to move between Traditional/Hybrid/Remote will be determined by the culmination of multiple data points and guidance impacting a school, group of schools, or the entire district.</p>	<p>Learning and Communication Platforms</p> 	<p>> Sumner Virtual Academy</p> <ul style="list-style-type: none"> • An alternative method of instructional delivery for students K thru 12. Students will receive online instruction and assignments for at least nine-week increments. <p>> Sumner Connect</p> <ul style="list-style-type: none"> • Provides training tutorials for parents to navigate Google Classroom, Skyward and other Google tools. <p>Google Classroom</p> <ul style="list-style-type: none"> • A teacher specific virtual classroom where students engage in learning and receive and turn in assignments. <p>Remind</p> <ul style="list-style-type: none"> • A two-way communication tool for updates between teachers and students/parents <p>SchoolMessenger</p> <ul style="list-style-type: none"> • An automated notification system that allows school administration to communicate with families via phone call, email or text.

Addressing COVID-19 in Sumner County Schools

	MINIMAL	MODERATE	SUBSTANTIAL
<p>School Schedules</p> 	<p><u>Traditional</u></p> <ul style="list-style-type: none"> • Normal classroom/schedule supported by Sumner Connect and Google Classroom • Sumner Connect and Google Classroom available for students/families directly impacted by COVID-19 • SCS may move to a hybrid schedule in this stage, in all or in part, based on consultation with the local Health Department (see <i>Hybrid Schedule Section</i>). • Daily Attendance and grades will be recorded across all learning platforms. <p><u>Sumner Virtual Academy</u></p> <ul style="list-style-type: none"> • Virtual Academy Option • Full Semester Commitment for HS • 9 Week Commitment for K-8 • Daily Attendance and grades will be recorded across all learning platforms 	<p><u>Hybrid</u></p> <ul style="list-style-type: none"> • Hybrid schedule for students supported by Sumner Connect and Google Classroom (see <i>Hybrid Schedule Section</i>) • Sumner Connect and Google Classroom supporting students learning at home • If SCS moves to the Hybrid Schedule Model, it will be implemented for a minimum of 10 school days • Daily Attendance and grades will be recorded across all learning platforms. • All SCS employees report to work on normal schedule and location. 	<p><u>Remote</u></p> <ul style="list-style-type: none"> • All SCS employees report to work on normal schedule and location, unless otherwise instructed. • Select students in school buildings, if necessary • Sumner Connect and Google Classroom supporting all students for all instruction at home • Daily Attendance and grades will be recorded across all learning platforms

Practicing Prevention



- Maintain daily communication with state and local health officials
- Participate in contact tracing efforts as directed by state and local health officials
- Parents should screen their students daily for symptoms, including temperature checks, prior to entering the school. (see *Self Screening Tool*)
- Staff should screen themselves daily for symptoms, including temperature checks, prior to entering the school (see *Self Screening Tool*).
- Midday temperature checks of all students
- Face Coverings will be strongly encouraged, but not required unless legally mandated by state and local officials. Reusable face coverings provided by the State of TN will be made available to staff and students.
- Encourage students and staff to bring personal hand sanitizer and face coverings
- Teach and reinforce good hygiene measures such as handwashing and covering coughs
- Minimal use of shared supplies
- Provide hand soap and hand sanitizer with at least 60% alcohol, paper towels, and no-touch trash cans in all bathrooms, classrooms, and frequently trafficked areas.
- Strategic movement of students, where feasible
- Post signage in classrooms, hallways, and entrances to promote good hand hygiene, prevention measures, and listing COVID-19 symptoms.
- Clean/disinfect frequently touched surfaces at least daily and shared objects after each use
- BIOESQUE Disinfectant Solution used to clean and disinfect classroom and shared spaces routinely. >[EPA list of approved products](#)
- Water fountains closed. Water Bottle Filler Stations available. Students encouraged to bring personal water bottle.
- Plexiglass shields at front office areas
- Conduct deep cleaning of schools prior to students/staff returning; schedule periodic cleanings during weekends or school holidays/breaks (to the extent practicable)
- When students or staff members present with COVID-19 symptoms or test positive follow protocol (see *When a Student or Staff Member tests COVID positive or presents with COVID-19 symptoms at school*)

In addition to minimal section guidelines:

- Face Coverings will be strongly encouraged, but not required unless legally mandated by state and local officials. Reusable face coverings provided by the State of TN will be made available to staff and students.
- Require all visitors to wear face coverings
- Student numbers reduced due to hybrid schedule
- Enhanced social distancing measures (see *Student Transitions, Building Use, and Supporting Teaching and Learning*)
- American Academy of Pediatrics
>[Guidance for School Re-Entry](#)

Supporting Teaching and Learning



- Prepare for potential future remote learning by embedding digital resources into all learning platforms:
 - Utilization of Google Classroom tools to provide access to lessons, assignments, and classroom resources.
 - Embed digital curricular resources into Google Classrooms
 - Weekly usage of Google Classroom
 - Provide professional development support for all educators through Sumner Connect.
 - Sumner Connect Lead in each school to support teachers using remote learning tools
 - Training and support for teachers on utilizing Google Classroom
 - Training and support on Remind
 - Training and support on using digital curricular resources
 - Implement additional job-specific training for targeted substitute teacher group
 - Increase high school substitute pool by compensating existing high school teachers for substituting during their planning period
 - Provide training and support for parents on remote learning tools through Sumner Connect.
 - Tutorials on how to access Sumner Connect learning resources
 - Tutorials on how to access communication tools
 - Provide training and support for students on remote learning tools.
 - Practice logging into and using Sumner Connect learning tools
- Different learning options to meet student needs:
 - Traditional classroom instruction and schedule
 - Sumner Connect
 - Daily access to lessons and resources for short-term absences
 - Library of video lessons by grade level and subject
 - Support from traditional classroom teacher
 - [>Sumner Virtual Academy](#)
 - 100% remote learning from home
 - **Sign-up available during online registration through Skyward July 15-26**
 - **Enrollment process will be completed at your zoned school on designated registration nights**

In addition to minimal section guidelines:

- Updated guidance for parents and teachers will be posted on the Sumner Connect portal.
- All classroom work and assignments will be coordinated through Google Classroom.
- Teachers will communicate with all students and parents via Remind.
- Schools will implement plans to distribute digital devices, if needed, and available curricular resources for students to learn at home.

School buildings are closed.

- All SCS employees report to work on normal schedule and location, unless otherwise instructed.
- Select students in school buildings, if necessary
- Sumner Connect portal will update regularly with information for parents and students.
- All instruction will be coordinated through Google Classroom.
- Teachers will connect with parents and students through Google Classroom and Remind.

<p>Supporting Teaching and Learning (cont.)</p> 	<ul style="list-style-type: none"> ○ >Sumner Virtual Academy cont. <ul style="list-style-type: none"> ▪ Participation in zoned-school extra-curricular activities allowed, and participation in sports is governed by TSSAA Eligibility Rules ▪ Daily instruction by a Sumner County teacher using digital video conferencing tools ▪ Follows traditional curriculum and pacing guide used in traditional model ▪ A contingency plan will be developed if a parent chooses Virtual Academy for their child with an IEP ▪ Structured daily schedule (>Click for Sample Schedule) ○ Accessibility to Instructional Resources <ul style="list-style-type: none"> ▪ Students may bring their own digital device for educational purposes per Board Policy CR and Board Policy IFAF ▪ District procedure to loan digital devices to students, if necessary ▪ 1:1 on ELA texts and materials. Every student has a book. ▪ Accessibility to print and digital resources 		
<p>Student Attendance</p> 	<ul style="list-style-type: none"> • Daily attendance will be taken across all learning platforms. • Current Attendance Policy allowing five (5) parent notes per semester, and doctor’s notes will be accepted across all platforms for non-COVID-19 related absences. • All COVID-19 related absences will be excused with a parent or doctor’s note. • Email to your school’s attendance clerk is preferred method for notes • If a student is absent from the traditional classroom due to being COVID-19 positive or symptomatic: <ul style="list-style-type: none"> ○ The parent must communicate to the school the reason for the absence. ○ The student will be counted present by participating in Google Classroom assignments. ○ A negative test result OR a return to school note from a healthcare provider should be presented prior to the student’s return. • Sumner Virtual Academy attendance is based on participation in online learning sessions and completed work assignments. 	<ul style="list-style-type: none"> • Daily attendance will be taken across all learning platforms. • The student will be counted present by participating in Google Classroom assignments. • Sumner Virtual Academy attendance is based on participation in online learning sessions and completed work assignments. 	<ul style="list-style-type: none"> • Daily attendance will be taken across all learning platforms. • The student will be counted present by participating in Google Classroom assignments. • Sumner Virtual Academy attendance is based on participation in online learning sessions and completed work assignments.

<p>Student Transportation</p> 	<ul style="list-style-type: none"> • Implement standard operating procedures outlined in <i>Practicing Prevention</i> • Hand sanitizer will be available on all buses for students and bus drivers • Bus drivers and students will be required to wear face coverings while on the bus. Students without a face covering will not be permitted to board the bus. • Parents are encouraged to use other methods of transportation, such as personal vehicle or carpooling, if feasible. • Limit field trips (to areas of limited/low transmission) • Utilize spaced seating, where feasible • Clean and disinfect between morning and afternoon routes and after each day's use. • Routes may be cancelled based on driver availability. 	<p>In addition to minimal section guidelines:</p> <ul style="list-style-type: none"> • Eliminate field trips 	<p>No Bus Transportation will be provided.</p>
<p>Building Use</p> 	<ul style="list-style-type: none"> • Implement standard operating procedures outlined in <i>Practicing Prevention</i> • Limit unnecessary congregating of students and staff • Limit nonessential visits such as eating with students, parent volunteers, PTO activities • Require all visitors to wear face coverings • Visitors should screen themselves for symptoms, including temperature checks, prior to entering the school (see <i>Self Screening Tool</i>) • School facilities use by non-school groups may be limited 	<p>In addition to minimal section guidelines:</p> <ul style="list-style-type: none"> • Additional limitations on facilities use by non-school groups. 	<p>School buildings are closed.</p>

<p>Serving Meals</p> 	<ul style="list-style-type: none"> • Implement standard operating procedures outlined in <i>Practicing Prevention</i> • Promote good hand hygiene. Allow student hand sanitizing before and after meal service. • Require School Nutrition Staff to wear face coverings and gloves. • Conduct cleaning of cafeterias and high-touch surfaces throughout the school day • Use disposable trays and pre-packaged utensils • Eliminate self-serve option • School specific serving plans will be posted on individual school’s website. • School serving plans will be designed by school administration to reduce the number of students accessing the cafeteria at one time. Options could include: <ul style="list-style-type: none"> ○ Spaced serving lines (marked on floors) ○ Utilize outdoor space and larger common spaces to encourage social distancing as practicable and appropriate ○ Longer meal service times for more staggered lunch periods ○ Pre-packaged boxes or bags, if possible, for students instead of traditional serving lines. ○ Serving meals in classrooms, if feasible ○ Designate entrance and exit flow paths 	<p>In addition to minimal section guidelines:</p> <ul style="list-style-type: none"> • Student numbers reduced due to hybrid schedule 	<p>School buildings are closed.</p> <ul style="list-style-type: none"> • Initiate Grab-and-Go Meals at select locations across Sumner County • Require School Nutrition Staff to wear face coverings and gloves.
---	--	---	---

<p>Student Transitions</p> 	<ul style="list-style-type: none"> • Implement standard operating procedures outlined in <i>Practicing Prevention</i> <ul style="list-style-type: none"> ○ Strongly encourage students/staff to wear face coverings. • School specific plans will be designed by school administration to reduce student movement, movement within shared spaces, and modify dismissal practices. School specific plans will be posted on individual school’s website. 	<p>In addition to minimal section guidelines:</p> <ul style="list-style-type: none"> • Face Coverings will be strongly encouraged, but not required unless legally mandated by state and local officials. Reusable face coverings provided by the State of TN will be made available to staff and students. • Limit exposure between groups of students (to the extent practicable) • For class changes and other transitions throughout the school day options may include: <ul style="list-style-type: none"> ○ Provide additional time for transitions ○ Designate areas of the hallway (i.e. lanes) as flow paths to keep students distanced and minimize congregation of students ○ Plan staggered class (ex: by hall, odd/even rooms, grade/subject) changes to decrease number of students in hallways at one time ○ Have students stay with the same group of students and staff throughout the day 	<p>School buildings are closed.</p>
---	--	--	--

Phase-In Hybrid Schedule



**Phase-In Hybrid Schedule
August 3-14, 2020**

- Last name A-K students will attend traditional classes at school on Monday/Thursday and at home with Sumner Connect and Google Classroom on Tuesday/Friday.
- L-Z students will attend traditional classes at school on Tuesday/Friday and at home with Sumner Connect and Google Classroom on Monday/Thursday.
- Wednesday all students will attend via Sumner Connect and Google Classroom at home.

Phase-In Hybrid Schedule August 3rd-14th					
Students	Monday	Tuesday	Wednesday	Thursday	Friday
Students Last Name A-K	Learning at School 	Learning at Home with Sumner Connect 	Learning at Home with Sumner Connect 	Learning at School 	Learning at Home with Sumner Connect 
Students Last Name L-Z	Learning at Home with Sumner Connect 	Learning at School 	Learning at Home with Sumner Connect 	Learning at Home with Sumner Connect 	Learning at School 

Extended Hybrid Schedule



Extended Hybrid Schedule Beginning January 11 through January 22, 2021

- All K-5 students and all K-12 CDC students will attend classes in the school building all 5 days.
- All Pre-K programs will remain on their regular schedule.
- 6th through 12th grade students with last name A-K will attend traditional classes at school on Monday/Thursday and at home with Sumner Connect and Google Classroom on Tuesday/Friday.
- 6th through 12th grade students with last name L-Z will attend traditional classes at school on Tuesday/Friday and at home with Sumner Connect and Google Classroom on Monday/Thursday.
- Wednesday all 6th through 12th grade students will attend via Sumner Connect and Google Classroom at home.

Extended Hybrid Schedule January 11 through January 22, 2021					
Students	Monday	Tuesday	Wednesday	Thursday	Friday
PreK Grades K-5 CDC K-12	Learning at School 	Learning at School 	Learning at School 	Learning at School 	Learning at School 
Grades 6-12 Students Last Name A-K	Learning at School 	Learning at Home with Google Classroom 	Learning at Home with Google Classroom 	Learning at School 	Learning at Home with Google Classroom 
Grades 6-12 Students Last Name L-Z	Learning at Home with Google Classroom 	Learning at School 	Learning at Home with Google Classroom 	Learning at Home with Google Classroom 	Learning at School 

When a Student or Staff Member:

Tests COVID-19 Positive



Presents with COVID-19 Symptoms at School



COVID-19 Positive

- SCS will assist the local health department in contact tracing and follow local health department recommendations.
- Using SchoolMessenger, the school will notify staff and parents of students that have come in close contact with a COVID-19 positive individual at school.
- Staff who test COVID-19 positive should report this to their supervisor/principal immediately. The supervisor/principal will contact HR. HR will work directly with the employee on federal requirements as it relates to COVID-19.
- The school will restrict use of impacted workspace for cleaning and temporarily move activities to another space in the school.
- COVID-19 positive students/staff must complete the recommended quarantine period per TN Department of Health guidelines and submit a return to work/school letter from their healthcare provider before being allowed to return to school.
- Students who are directly impacted by COVID-19 can continue learning at home via Sumner Connect and Google Classroom.

COVID-19 Symptomatic

Students

- Students who present with COVID-19 symptoms during the school day will be separated from other students, given a face covering, and evaluated by the school nurse. If the nurse confirms that the symptoms are consistent with COVID-19, parents will be contacted to pick up their child. Parents are asked to consult with their child's healthcare provider prior to the student returning to the school building.
- If a COVID-19 test is recommended by the healthcare provider, the student should quarantine at home until test results are back. A negative test result OR a return to school note from a parent or healthcare provider should be presented prior to their return.
- Sumner Connect and Google Classroom are available to support all children when in quarantine.

Staff

- Staff who present with COVID-19 symptoms during the school day will notify their principal/supervisor immediately, be given a mask, have no further contact with staff/students, and they will be asked to consult with their healthcare provider prior to returning to the school building.
- If a COVID-19 test is recommended by their healthcare provider, the staff member should quarantine at home until test results are available. A negative test result OR return to work note must be presented prior to their return.

COVID-19 Close Contact Exposure but Asymptomatic

Using SchoolMessenger, the school will notify staff and parents of students that have come in close contact with a COVID-19 positive individual at school.

**Comes in
Close Contact
but
Asymptomatic**



Students

- Students who were in close contact with a COVID-19 positive individual are encouraged to consult with their healthcare provider prior to returning to school.
- The student must quarantine for 10 days from the last exposure to the positive individual. Exposure date is day 0, day 1 is the following day. Student may return after completion of day 10.
- A student may return after 7 days from the last exposure to the positive individual if they provide a negative test result upon their return to school.
 - The student must submit proof of the negative test result to the attendance clerk before returning to class.
 - The negative test must be dated on the 6th or 7th day of the quarantine period.
 - Even with a negative test, the earliest a student may return is after completion of day 7.
- Students will be screened upon their return.
- All COVID-19 related absences will be excused with a parent or doctor's note.
- Students can continue learning at home via Sumner Connect and Google Classroom if preferred or recommended by their health care provider.

Staff

- Staff who were in close contact with a COVID-19 positive individual are encouraged to monitor for symptoms and consult with One to One if symptoms develop.
- If a COVID-19 test is recommended by One to One, the staff member should quarantine at home until test results are available. A negative test result OR return to work note must be presented prior to their return.
- If the employee is not exhibiting symptoms, they may continue to work as a critical infrastructure employee per [Federal Critical Infrastructure Guidelines](#) .
- The employee should wear a face covering at all times while at work for 14 days after the last exposure.

CDC Guidance

>[Symptoms of Coronavirus](#)

TN Department of Health

>[SCS Mandatory Quarantine Letter](#)

<p style="text-align: center;">When a Student or Staff Member Resides in the Home with a COVID-19 Positive Individual</p> 	<p><u>Staff that Resides in the Home with COVID-19 Positive Individual</u></p> <ul style="list-style-type: none"> • Staff who reside in the home with a COVID-19 positive individual should report this to their supervisor/principal immediately. The supervisor/principal will contact HR. HR will work directly with the employee on federal requirements as it relates to COVID-19. • Employee must quarantine 10 days from the date of the individual’s positive test. • If an employee is able to separate from the positive individual in the home, they may return after 7 days from the last exposure to the positive individual if they provide a negative test result upon their return to work. • The negative test must be dated on the 6th or 7th day of the quarantine period. • Even with a negative test, the earliest an employee may return is after completion of day 7. <p><u>Student(s) that Resides in the Home with COVID-19 Positive Individual</u></p> <ul style="list-style-type: none"> • We request that parents inform the principal if their student resides in the home with a COVID-19 positive individual. • If a quarantine is recommended, Sumner Connect and Google Classroom are available to support students during a quarantine period. <p>If the student can separate from the positive individual:</p> <ul style="list-style-type: none"> • The student must quarantine for 10 days from the positive individual’s test date. Test date is day 0. The following day is day 1. • Proof of the positive individual’s test result must be provided to the school nurse and attendance clerk. • No healthcare provider note is required for return to school after 10 days. • A student may return after 7 days from the last exposure to the positive individual if they provide a negative test result upon their return to school. • The student must submit proof of the negative test result to attendance before returning to class. • The negative test must be dated on the 6th or 7th day of the quarantine period. • Even with a negative test, the earliest a student may return is after completion of day 7. • Any additional quarantine days required by a healthcare provider will be excused. <p>If the student cannot separate from the positive individual in the home, they should consult with their healthcare provider or the health department.</p>
<p style="text-align: center;">Self-Screening Tool</p> 	<p>Families should check student’s temperature and ask the screening questions below before leaving for school each morning. All staff members should complete the same self-screening before reporting to work each day. Students and staff should remain home if they answer yes to any of the listed questions or have a pending COVID-19 test, until results are available.</p> <p><u>Screening Questions</u></p> <ul style="list-style-type: none"> • Have you been in close contact (as defined in Definitions) with a confirmed case of COVID-19 within the past 14 days? • Are you experiencing a new onset cough, shortness of breath, sore throat, or stomach symptoms not related to an existing chronic condition? • Have you had a fever 100.4 or greater in the last 48 hours? • Are you experiencing a new loss of taste or smell?