

Collinsville Middle School
Hybrid/In Person Back to School Plan
August 2020



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Open house will be conducted in virtual format this year. Chromebooks will be given to students on the first day of school. Any student who requests distance learning will have a chromebook pick up time prior to the first day of school. This will take place outside of the front entrance.

Under a hybrid model, students with last names beginning with A-L will attend on Tuesdays and Thursdays. Students with last names beginning with M-Z will attend Wednesdays and Fridays. Parents need to notify us of siblings with last names that would attend on different days so an effort can be made to allow them to attend school on the same day.

Students will be allowed into the building at 8:25, grab a bagged breakfast, and will report to their advisory time. The 6 ft apart rule will be enforced by school personnel and students. Students will use hand sanitizer as they walk into the building. A table with breakfast bags will be placed at the front entrance for car riders and near the bus drop off door. Tables will be sterilized and removed once the 1st hour starts. This will be for the first 20 minutes of the day and will be in the same room as their first hour class. SPED student caseloads will be adjusted so their case manager is their advisory/first hour teacher. This will not be possible with all SPED students. Approximately 15 SPED students will need to travel to their advisory period to see their case manager and then travel to their first hour class. Students in band will drop off their instruments in the band room then immediately go to their class. Lockers will not be utilized this year. The schedule will be as follows:

Advisory--8:35-8:58

1st Hour--9:01-9:44

2nd Hour--9:47-10:30

3rd Hour--10:33-11:16

4th Hour--11:19-12:02

5th Hour--12:05-12:48

6th Hour--12:51-1:34

Students will have 3 minutes passing period and passes will be given for the nurse and bathroom use if needed. Students will wipe down desks at the end of each class. Cafeteria monitors will be used as hall monitors and will deliver lunches to classrooms. Students will eat in their 4th hour classrooms. Desks will be wiped down after eating and prior to resuming learning in the 5th hour. PE classes will meet in the gym, commons area, and multipurpose room. Outside areas will be used when weather

permits. Due to the requirement of masks, temperatures will be monitored hourly to ensure students are safe. Students will not dress out so locker rooms will not be utilized.

The library will be utilized to the greatest extent possible. Mr. Hayman will be taking requests for books and having them ready to be checked out or they will be delivered to the classroom. When books are returned, they will be taken out of circulation for 2 weeks. The entire CMS staff will promote the use of our vast digital library.

An isolation room will be provided for students with emerging symptoms of COVID 19. Two or fewer students will remain in the nurse's office. If more than 2 students require isolation, the room off the library will be used. The health care assistant will monitor the students in the room.

Dismissal from hourly classes will be staggered to minimize travel in the halls. Teams will dismiss every 30-45 seconds. Teachers decided to shorten the travel time between classes to minimize students being able to "hang out" in the halls. Teachers who have students who travel further than their normal teams (RTI, band, music, expo, SPED, PE) will allow extra time for students to travel to their rooms. Habitual late arrivals will be handled on a case by case basis.

End of the day dismissal will be handled in the following manner. Students will be called to their buses as the buses arrive. Sixth hour teachers will be provided a list of buses and the students who ride each bus. When a bus number is called, only the students who ride that bus will be allowed to leave the room and will continue social distancing. Students will use hand sanitizer prior to picking up their breakfast and lunch. Students will then grab a breakfast and lunch bag for the following day. Once all students have left the building, custodial staff will sanitize the table and remove them from the exit areas.

Cleaning

Routine cleaning is performed on a regularly scheduled basis by district custodial staff assigned to that building or area. Routine cleaning includes daily cleaning and disinfecting of all restrooms, scheduled sweeping of all floors, sanitizing of cafeteria tables, emptying trash and other building based tasks.

Supplemental cleaning is performed by either regular custodial staff, substitute custodial staff or temporary custodial staff assigned to perform cleaning over and above what is considered routine. Supplemental cleaning is focused on cleaning and disinfecting high touch surfaces, specifically for the purpose of preventing spread of disease. Personal area cleaning is performed by all employees in their personal workspace, which may

include their desk, telephone, keyboard, chair or any other items they use in performing their duties. This cleaning is customized to personal preference and standards and is done using district supplied cleaning products and equipment.

Between each class period, students will sanitize their desks thoroughly at the end of each class period. Any high-traffic surfaces including but not limited to door knobs and light switches will also be cleaned after each use.

Routine high touch cleaning:

- Restroom stalls, dispensers, toilets, sinks and faucets--These will receive a deep cleaning during the 3rd hour. All surfaces will be sprayed and toilet seats will be wiped down. Regular water fountains will not be used. Students and staff will only have access to water bottle filling stations.
- Cafeteria tables--These will be wiped down by students after use. At this time, there is no plan to use the cafeteria tables.
- Food preparation surfaces--These surfaces will be cleaned and sanitized by Sodexo staff.

Supplemental cleaning:

- Door handles and knobs (including exterior doors)--Teachers or students will clean interior door handles and knobs. Custodial staff will clean exterior doors during their daily routine.
- Recreation equipment/playground equipment--Any equipment used during Physical Education will be cleaned and sanitized by students at the end of class. Equipment use will be minimized to the greatest extent possible.
- Copier, printer and fax control buttons--Wipes will be placed near electronic devices. Users will wipe down surfaces after each use.
- Front desk and lobby surfaces--These surfaces will be cleaned during daily routine cleaning by the custodians. In the event these surfaces are used, they will be wiped down by office personnel.

Transportation

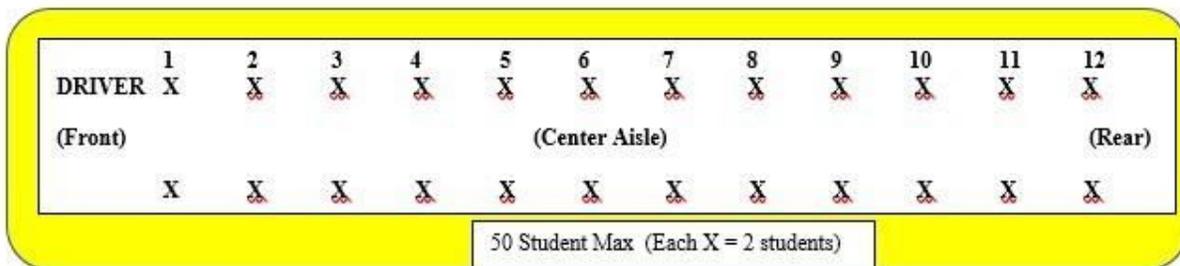
First Student Bus Company Transportation has played a critical role in the operations for many aspects of our student's education. Transportation has developed several safety protocols to keep our staff and students safe during the COVID-19 pandemic.

Student transportation procedures have been developed to assure compliance with all applicable expectations under state and federal guidelines. All individuals on a bus must wear a face covering, no more than 50 individuals should be on a bus at one time, and social distancing must be maintained to the greatest extent possible. Students must undergo symptom and temperature checks, which may include self-certification, before boarding a bus. Drivers and monitors must wear approved and appropriate PPE and perform regular hand hygiene. Drivers and monitors must undergo symptom and temperature checks or self-certify and verify that they are free of symptoms before the start of each workday. Drivers and monitors who have a temperature greater than 100.4 degrees Fahrenheit/38 degrees Celsius or symptoms of COVID-19 may not work. Drivers and monitors who become ill during their route should contact their supervisor immediately. 42 Student transportation should apply the most feasible social distancing guidelines. The CDC recommends that entities should “create distance between children on school buses ...when possible.” No more than 50 individuals may be on a vehicle at any one time during Phase 4. All physical changes to school transportation vehicles must meet Illinois Department of Transportation (IDOT) and Secretary of State rules and regulations. All required IDOT inspections should occur.

Physical Distancing During Transport

Following the CDC guidelines, school buses must be allowed to have no more than 50* students on board. As a result of these guidelines designed to protect students and staff from the spread of COVID-19, the capacity on our school buses may be reduced. We will be prioritizing students who have transportation written into their IEP and students identified through the McKinney Vento Act.. These students will be given priority regarding transportation needs. With the hybrid/blended learning model, the number of students attending school each day will be reduced. Therefore, we anticipate to be able to accommodate most all student transportation requests.

72 passenger school bus with 12 rows of seating



School Bus Sanitation

The transportation sanitation plan includes daily disinfection of the First Student Bus Company fleet. Bus company facilities will be cleaned daily (or between use on all vehicles) with emphasis on high touch surfaces and restrooms. A physical distancing and PPE plan has been developed for the transportation staff when they are at the bus garage. Schools buses will be disinfected daily at the end of routes using only products that meet the EPA criteria and manufacturers' guidelines and allowed to sit overnight for maximum disinfectant dwell time. First Student's preferred product is Zoono Z71™ Microbe Shield Surface Monthly Disinfectant. Zoono Z71 an antimicrobial defensive barrier that destroys pathogens — including the virus that causes COVID-19 — on contact, making it more effective than traditional disinfectants. Daily disinfectants will also be available.

Health Screening

Parents are required to complete the COVID-19 Daily Student Checklist for their child(ren) each day before sending their child(ren) to school. An agreement for Daily Student Health Screening (by the parent/guardian) will be part of the Online Registration process completed by the parent/guardian.

If you answer YES to any of the questions on the Self-Certification checklist, have your child(ren) **STAY HOME**, contact your child's school to report their absence and contact your physician to report the information. Your child will not be permitted to return to school until you provide the District a statement from a physician that your child is cleared to return to school. If your child(ren) begins to feel sick while at

school or experiences any of the symptoms listed below, your child(ren) should report the symptoms to their teacher immediately.