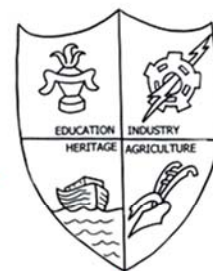


SPENCERVILLE SCHOOLS

Learning and Growing Together as One School, One Community, One Purpose



K-12 Building
2500 Wisher Drive
Spencerville, OH 45887

Administrative Office
600 School Street
Spencerville, OH 45887

2020-2021 District Re-Opening Plan Policies and Procedures for Students, Staff and Visitors (Addendum to the Allen County Schools Common Re-Opening Agreement)

The following information outlines Spencerville Local Schools' policies and procedures for returning to school safely on **Tuesday, September 1st**. Please note this is subject to change at any time during the school year and as the county and state COVID-19 Threat Levels change. There are 3 tiers. At this time, Spencerville Local Schools intends to open the school year in **Tier B**.

Tier A: Five Day Plan: Students will attend school (in person) five days a week. (A remote learning option will be available.)

Tier B: Four Day Plan: Students will attend school (in person) four days a week. Those days will be Tuesday, Wednesday, Thursday and Friday. On Mondays, students will work from home and staff will report to school. (A remote learning option will be available.)

Tier C: Remote Learning Plan: Students will work remotely.

Face Covering Requirements (for students)

Bus: Face coverings are required for ALL students riding the bus.

Grades K-12: Face coverings are required for all students.

*NO Face Shields allowed without a doctor's note.

Face Coverings Requirements (for staff and visitors):

Face coverings are required at all times, unless while working alone in the classroom.

Additional face covering requirement information:

- Please see the Ohio Department of Health Amendments to Mask Orders for approved exclusions to face coverings.
- There will be "mask breaks" under certain circumstances.
- Training will be provided.
- Policies regarding wearing face covering will be enforced. These policies will be provided prior to the start of school.

Physical Distancing:

All students, staff and visitors will be encouraged to practice safe physical distancing while in all areas of the building.

Hand Washing/Sanitizer:

Students, staff, and visitors will be asked to practice consistent hand washing. Hand washing routines will be in place and include: Start of the school day, before and after recess, and before and after lunch.

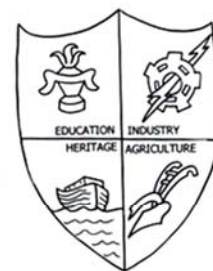
Hand sanitizers have been installed at every exterior door, classroom and in high traffic areas (ex. central office).

Assessment of Symptoms:

All students, staff, and visitors will complete a daily assessment of symptoms at home prior to entering the school building. If any symptoms are present, students are asked

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to follow the guidelines outlined in the Allen County Common Plan. Symptoms to check for include:

1. Fever or chills (100 degrees or higher).
2. Dry cough
3. Shortness of breath or difficulty breathing
4. Extreme fatigue
5. Loss of taste or smell
6. Sore throat
7. Nausea or vomiting
8. Diarrhea

*Temperatures may be taken at school upon arrival at any time, particularly if there is a spike in local cases, an increase in absences, etc.

Arrival to school:

All students will report to their first period class upon entering the building. [If purchasing a breakfast, they will need to go to the cafetorium to eat their breakfast instead of taking it directly to their first period classroom to eat.](#)

Lunch:

[Students in grades K-5 will eat lunch in their classrooms.](#) Students may pack a lunch, however microwave ovens will not be available for use until further notice. Hot lunches will be provided in Styrofoam “to go” containers. Students in grades 5-12 will eat lunch in the cafetorium. They will sit in assigned seats and adhere to physical distancing.

Classrooms:

Desks will be spread-out to maintain physical distancing. There will be extra caution in sharing supplies in the classroom. Every desk and various supplies/materials will be sanitized between each class change.

Devices:

All students will be assigned a device to be used daily.

Hallways:

All students will walk orderly through the hallways on the right side to allow for physical distancing. There will be no congregating in the hallways. Hallway traffic will be reduced to a minimum.

Lockers/backpacks:

Lockers will be assigned, but will only be used upon arrival, before/after lunch and at dismissal to store a coat and/or lunch. No locks will be provided. Students in grade K-5 will use their cubby/desks to store belongings. Grades 6-12 will carry their backpacks.

Water bottles:

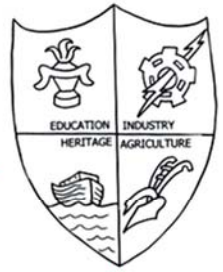
All students are asked to bring their own water bottle. They may use the water fountains to refill their bottles. Water fountains will not be used for drinking.

Busing:

We ask parents/guardians to transport their students if possible. Please notify the school if your student will not need bus service. [Due to COVID-19 restrictions, we can](#)

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only drop-off/pick-up your student at one location. The face covering policy will be enforced: If a student does not wear a mask on the bus on 3 separate rides, they will be suspended from the bus for 5 school days.

Visitors:

Parents are asked to call the school when picking-up or dropping-off their student. The office will check them out. Visitors entering the building must be checked-in the office for symptoms, wash their hands and wear a face covering.

Upcoming events:

OHSAA Athletic Meetings – These will all be held virtually for each sport and completed in early August.

Kindergarten Screening – Aug. 19 & 20

Schedules will be mailed home and available on Progress Book accounts. (Schedules will not be picked up at the school.)

Open House August 27–This will be available to Kindergarten only. There will be 3 groups- 1 group per hour:

1:00-2:00PM-Last name: A-G

2:00-3:00PM- Last name: H-P

3:00-4:00PM-Last name: R-Z

**updated: Aug. 21, 2020*