

# **Diamond R-IV School District**



## **Re-entry and Reopening Guidelines for School 2020-2021**

**Revised 8/21/2020**

The purpose of this document is to provide information to the community in preparing for and conducting an effective and successful re-entry into education services for the 2020-2021 school year programming in the Diamond R-IV School District. Because experts are continuing to learn more about COVID-19 and the conditions surrounding the crisis are continually evolving, this document will likely change, be amended or added to. Diamond Schools has worked in coordination with local authorities and health officials for review and approval of this plan. Diamond Schools will always adhere to the most recent recommendations from the Centers for Disease Control and Prevention. Each school will be updating their individual plans as needed and communicating with our students and families any needed changes.

**SERVING THE DIAMOND COMMUNITY:** As a learning organization, we are committed to serving our community. Ultimately, we respond to the needs of those we serve. Diamond has historically provided a robust program, providing enrichment and remediation to students in all grade levels. While the current pandemic has presented challenges, Diamond Schools is committed to meeting the needs of our students this school year. In addition to the general school handbook, the below protocol and guidelines will be followed:

## **OPENING OF SCHOOL**

All three buildings will open as scheduled on Monday, August 24th for full day classes. We plan to have school on our normal schedule from 8:10 - 3:15 daily. Beginning Monday, August 31, Diamond will have Alternative Methods of Instruction Extended(AMI-X) each Monday according to the school calendar. AMI-X instruction will be conducted virtually and students will not attend in person but will have access to teachers through email, phone calls, by appointment, and Google Hangouts for feedback and assistance each Monday. Students will attend in person for onsite instruction on Tuesday through Friday.

Each building has plans in place to socially distance whenever possible and keep our students as separated as possible. Teachers will keep the same groups of students (cohorts) together as much as possible during class time, lunch, and transition times. We plan to have all the regular classes in their respective classrooms; PE, Band, Choir, as well as all other non-traditional or elective classes.

Students will not be allowed to enter the buildings prior to 7:40 a.m. to ensure adequate supervision and social distancing. At 7:40 a.m. students will enter the buildings, pick up breakfast if desired, and go to their assigned classroom.

## **GENERAL EXPECTATIONS**

We ask that all parents teach healthy habits to children before school begins.

- Educate your child on viruses and the signs of illness
- Teach appropriate hand washing, good hygiene, keeping surfaces clean, and social distancing
- Help explain to your child why material sharing will be limited right now

- Teach your child how to appropriately wear a mask and when to use them (if desired)

All teachers will reinforce healthy habits to children during school.

- Educate students on viruses and the signs of illness
- Have students maintain personal supplies versus communal supplies
- Reinforce appropriate hand washing, good hygiene, keeping surfaces clean, and social distancing
- Teach students how to appropriately wear a mask and when to use them (if desired)

Measures will be taken to decrease students congregating in one location:

- Students will pick up breakfast if desired then report straight to their classroom upon entering the buildings and staff will monitor to ensure no congregating occurs
- Students will be required to stay with their assigned class (cohort) to promote social distancing as much as possible
- Elementary restroom breaks will be scheduled by classroom, outside emergencies, with good hand washing after use
- Students will have assigned seating in all classrooms and social distancing when possible
- In locations where students line up, teachers will help promote social distancing

### **Minimizing Building Access**

To ensure the health and safety for all faculty, staff, and families in the District, it will be necessary to minimize the need for people to be in our buildings other than employees and students. The District has developed the following guidelines:

- Parents are required to call ahead if they have a need to visit the school, outside of emergency situations or a scheduled appointment
- Parents will not be allowed beyond the school entryway, outside of emergency situations or a scheduled appointment
- Parents will not be allowed to visit the classroom or eat lunch with their child
- Visitors, outside necessary employees providing student instruction and student services, will not be allowed in the building

### **Breakfast, Lunch, And Snacks**

- Breakfast will be bagged (grab and go) and available for every student at 7:40 a.m.
  - Elementary, Middle School, and High School students will eat breakfast in the classroom
  - Middle School and High School students will have the opportunity for a 2nd chance breakfast
- Students will be scheduled to eat lunch with assigned classes (cohorts) in the cafeteria, FEMA, or commons depending on the building and will practice social distancing
- Food can not be shared with other students

- Snacks for special events must be store bought and individually wrapped to ensure the safety and health of our students

### **Dismissal**

- Students who ride a bus will be released to the designated bus pickup area at the assigned time
- Elementary students will be picked up using the car line ONLY to ensure student safety and parents must remain in their vehicle

### **Playgrounds / Alternative Locations**

- Staff will monitor students for social distancing
- Hand washing and hand sanitizer will be used upon returning to the building from the playground
- Frequently used playground and alternative locations will have surfaces cleaned routinely

### **HEALTH PROTOCOL**

Any student who is sick or showing any symptoms of COVID-19 need to stay home until all symptoms have concluded. Students and employees will adopt these hygiene measures:

- We ask that all of our parents to please pre-screen their children before sending them to school and notify the school if they have symptoms and will remain at home
- All persons are required to wash hands or use hand sanitizer when they come to school, and throughout the school day
- Encourage students to leave personal items at home unless necessary, backpacks will be stored separately from others
- Require all persons to wash hands after blowing noses, coughing or sneezing or when in contact with bodily fluids
- Encourage classes and employees to create their own hand signals to replace shaking hands, hugging, or giving high-fives
- Avoid using classroom items that are frequently touched but not easily cleaned such as fabric
- To avoid the use of traditional water fountains, students will be provided a refillable water bottle to use throughout the day. Each school has no-touch bottle filling stations

Students and employees will be excluded from school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19 based on CDC guidance that is not otherwise explained.

- Fever of 100.4 or chills
- Cough

- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea, vomiting, or diarrhea

However, additional criteria for exclusion may be provided by the local health department at the time of exclusion based on the most current CDC guidance.

Students (with assistance from parents) and employees should self-screen prior to coming to school or expect to be screened before entering the school building. Those exhibiting symptoms of COVID- 19 without other obvious explanations will be prohibited from coming to school, and if they do come to school, they will be sent home.

Wearing Masks and other Personal Protective Equipment (PPE)

- Any person is welcome and recommended to wear a mask or PPE in the school building if desired (a washable cloth mask has been donated for each student and staff member)
- Parents who send their child with a mask should teach them appropriate usage and proper cleaning and/or disposal
- PPE must follow current CDC guidelines

### **Return to School After Exclusion**

Once a student or employee is excluded from the school environment, they may return only if they satisfy the recommendations of the current CDC guidelines, which are subject to change.

At the time of writing this document, the CDC / DESE / Local Health Department guidelines state:

#### **1. Symptomatic:**

Persons who have not received a test proving or disproving the presence of COVID-19 but have experienced symptoms consistent with COVID-19 may return when the following conditions are met:

- a. Fever free for 24 hours without fever reducing medication and all symptoms are gone.
- b. At least ten (10) calendar days have passed since symptoms first appeared if they tested positive.
- c. If they have received a negative test they may return when all symptoms are gone, fever free for 24 hours without fever reducing medication,

## **2. Confirmed COVID-19:**

Persons who have experienced symptoms and have tested positive for COVID-19 may return when all three of the following conditions are met:

- a. They no longer have a fever (without the use of medicine that reduces fevers); and
- b. Other symptoms have improved (for example, when your cough or shortness of breath have improved).
- c. They have completed their quarantine set by the local Health Department and are cleared to return to school/work.

## **3. Siblings or Other Students in the Household:**

If a student is excluded from school due to COVID-19 symptoms or has had a positive COVID-19 test, his or her siblings or other students living in the same household will be quarantined for 14 days past the date of last contact with the excluded sibling (who tested positive) and or 14 days from the day the excluded sibling (who tested positive) is released if they remained in contact. The District will continue to consult with local health authorities for further guidance in this instance.

## **4. Self-Quarantine:**

If a student or employee has recently had close contact with a person with COVID-19 symptoms or diagnosed with COVID-19 or has recently traveled from somewhere considered to be a “hot spot” or out of state by the CDC, the District may exclude the student or employee from the school building and recommend that they self-quarantine for 14 calendar days. If you have questions about your specific situation you can contact the Newton County Health Department at (417)451-3743.

## **District Response to Exclusion from School or Self-Quarantine**

As soon as the District becomes aware of a student or employee that may have COVID-19 or that has been excluded from school or recommended to self-quarantine, the custodial staff will be informed so that all desks, lockers and workspaces of the person are thoroughly disinfected. If the school is not open when notification occurs, the custodial staff will wait 24 hours or as long as possible prior to disinfecting and instead will block off the area so that others do not have contact. However, if that is not possible or school is in session, the cleaning will occur immediately.

## **Separation While in School**

Each school will have a room or space separate from the nurse’s office where students or employees who may have COVID-19 or another communicable disease will wait to be evaluated or for pickup. Students will be given a mask to wear. Only essential staff and students assigned to the room may enter, all will sign in so that there is a record of the persons who

entered the room, and the room will be disinfected several times throughout the day. Strict social distancing is required, and staff must wear appropriate PPE. Students who are ill will be walked out of the building to their parents.

### **Care Rooms for Students with Physical Needs**

Each school will designate a location separate from the nurse's office for the care of students with special care needs such as suctioning, tube feeding and nebulizers to minimize exposure to students who might be ill. The room will be disinfected frequently, and all staff members present will wear appropriate PPE. The student will be provided a mask.

### **Confirmed Case of COVID-19 in the School Building**

When there is confirmation that a person infected with COVID-19 was in a school building for a sustained time period under circumstances where transmission was likely to occur, the District will contact the local health department immediately. Unless extenuating circumstances exist, the District may close the school building for up to 2-5 days and work with the local health department to assess factors such as the likelihood of exposure to employees and students in the building, the number of cases in the community and other factors that will determine when the building should re-open.

The District will contact parents/students and employees and notify them that a person who tested positive for COVID-19 was in the building and encourage cooperation with the District and the local health department to trace contacts with the individual. The individual who tested positive will not be identified in communications to the school community at large but may need to be selectively identified for contact tracing by the health department.

While the school building is closed, all school activities may be cancelled or rescheduled, regardless of whether the activity was to take place in the building or another location, including extracurricular activities, before and after-school programs, and field trips. Parents/students and employees may be encouraged to stay at home until more information is provided by the District or the health department.

### **ATHLETICS AND EXTRACURRICULAR ACTIVITIES**

At this time, MSHSAA is planning a full athletic and extracurricular schedule. This is of course subject to change, but at this time all athletics and extracurricular activities will be taking place.

### **LEARNING**

Diamond R-IV Schools are committed to providing meaningful instruction to help overcome the effects of the disruption we have had on student learning. While teachers will still have autonomy to engage students in creative ideas and projects this year, we will also have specific

district guidelines teachers will use to assess students on core instruction. This assessment data will be used to drive instruction throughout the year.



# Diamond R-IV Tiered AMI-X Model for Fall Reopening

## A Vision for Learning and Opportunity in Uncertain Times

Alternative Methods of Instruction Extended(AMI-X) Phases for 2020-2021 School Year

Dear Diamond R-IV Families,

It was the District's hope that we could host in-person school five days per week this upcoming school year, with our focus being on modified schedules and following recommended health and safety guidelines. However, with the recent increase in positive COVID-19 cases in our region, and after many hours of deliberation as how best to serve our students safely as well as academically, we have come to the conclusion that we may need to think outside of the box and be creative in how we plan and deliver digital instruction for the school year. Our Administrative Leadership Team has been in constant contact with the Newton County Health Department and has been researching all of the varied reopening plans in our region and throughout the state. Our current circumstances dictate a need for the following Alternative Methods of Instruction Extended (AMI-X) plan. We plan to start school on Monday, August 24th with our first in-person day for all students to check out learning devices, go over first day procedures, and Wildcat Strong stepping up ceremonies. We are going fully 1:1 with each individual student receiving a device (i-Pads for grades K-2 and Chromebooks for grades 3-12) this year and will send home the devices with your students each day. We are currently working on the purchase of wifi hotspots for families without internet, possible wireless HUBS across our community, and individual water bottles for each student have been donated. Participation for students during AMI-X days will be required and learning will go forward in our district. We look forward to returning Wildcat Strong!

Dr. Keith White



### Phase 1 - Monday AMI-X 4-Day Onsite Model

Diamond R-IV Schools will begin the 2020-2021 school year in Phase 1 which will consist of students attending onsite in-person for 4 days, and one Alternative Methods of Instruction Extended(AMI-X) day each Monday. Busses will run Tuesday, Wednesday, Thursday, and Friday. A grab-and-go meal pick-up option will be available at each school for breakfast and lunch on Mondays and an option on Fridays to take home breakfast/lunch for AMI-X Mondays. The chart below shows a regular school week in Phase 1.

<b>Monday</b> AMI-X Day - No Students in-person	<b>Tuesday</b> All students attending in-person	<b>Wednesday</b> All students attending in-person	<b>Thursday</b> All students attending in-person	<b>Friday</b> All students attending in-person
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### Phase 2 - Fixed Blended Instruction Model

Diamond R-IV Schools will enter Phase 2 only if the Newton County Health Department guidelines, state, or federal guidelines recommend increased social-distancing measures. In this phase we would split our student into two groups of onsite in-person learning (50% of students by alphabet and siblings) . Busses will run on Tuesday and Wednesdays for group 1 students and on Thursday and Fridays for group 2 students. A grab-and-go meal pick-up option for breakfast and lunch will be available daily at each school for non-attending students and an additional meal will be provided for AMI-X Mondays. The chart below shows a regular school week in Phase 2.

<b>Monday</b> AMI-X Day - No Students in-person	<b>Tuesday</b> Group 1 50% attending in-person	<b>Wednesday</b> Group 1 50% attending in-person	<b>Thursday</b> Group 2 50% attending in -person	<b>Friday</b> Group 2 50% attending in-person
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### Phase 3 - Intermittent Blended Instruction Model

Diamond R-IV Schools will enter Phase 3 only if the Newton County Health Department guidelines recommend more stringent social-distancing measures. In this phase we would split into four groups of onsite in-person learning (25% of students by alphabet and siblings) and 4 AMI-X days. Busses will run on Tuesday, Wednesday, Thursday, and Friday by group number routes. A grab-and-go meal pick-up option for breakfast and lunch will be available daily at each school for non-attending students and an additional meal will be provided for AMI-X Mondays. The chart below shows a regular school week in Phase 3.

<b>Monday</b> AMI-X Day - No Students in-person	<b>Tuesday</b> Group 1 25% of students attending in-person	<b>Wednesday</b> Group 2 25% of students attending in-person	<b>Thursday</b> Group 3 25% of students attending in-person	<b>Friday</b> Group 4 25% of students attending in-person
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**Phase 4 - Quarantine Mandated School Closure**

Diamond R-IV Schools will enter school closure and offer Alternative Methods of Instruction Extended(AMI-X) every day, no in-person instruction for students. We will continue to provide meal options during this phase. The chart below shows a regular school week in Phase 4.

<b>Monday</b> AMI-X Day - No Students in-person	<b>Tuesday</b> AMI-X Day - No Students in-person	<b>Wednesday</b> AMI-X Day - No Students in-person	<b>Thursday</b> AMI-X Day - No Students in-person	<b>Friday</b> AMI-X Day - No Students in-person
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**Note:** As part of our Fixed Blended Learning Model, Alternative Methods of Instruction-Extended (AMI-X) will be utilized during any school closures due to COVID-19.

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**Note:** Alternate Method of Instruction (AMI) days (up to 36 hours) will be utilized during any school closures due to weather/emergency situations not related to COVID-19.

# BE THE CHANGE



# Diamond Wildcats

## Plans for a Healthy and Safe Return to School



### Academics

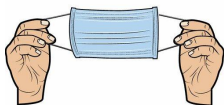
School will begin on Monday, August 24, 2020.

After the first week students will be attending in-person classes on Tuesday-Friday, with AMI-X Mondays being held virtually starting August 31st. During all in-person classes, we will have health and safety precautions in place. Should your child need to stay home, please contact your building principal to make arrangements.



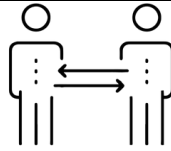
### Cleaning & Disinfecting

All persons are required to wash hands or use hand sanitizer when they come to school, and throughout the school day. All persons are required to wash hands after blowing noses, coughing or sneezing or when in contact with bodily fluids. Avoid using classroom items that are frequently touched but not easily cleaned such as fabric.



### Face Coverings

Any person is welcome to wear a mask or PPE in the school building and cloth face masks and coverings will be provided to each student and staff member and are highly recommended. Parents who send their child with a mask should teach them appropriate usage. If a mask or other PPE is disruptive to the educational environment the principal may call the parent/guardian.



### Social/Physical Distancing

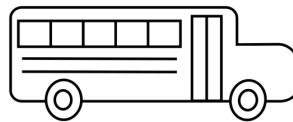
Students will report straight to their classroom upon entering the building and staff will monitor to ensure no congregating occurs. Students will be stay with their assigned class and not co-mingle with other classrooms. In locations where students line up, teachers will help promote social distancing.



### Health Screenings

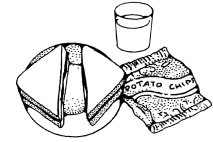
Students and employees will be excluded from school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19 based on CDC guidance that is not otherwise explained.

- Fever or chills • Cough • Headache
- Muscle aches • Nausea, vomiting or diarrhea
- New loss of taste or smell • New runny nose or congestion
- Shortness of breath or difficulty breathing • Sore throat • Close contact with a person with COVID-19 in the last 14 days



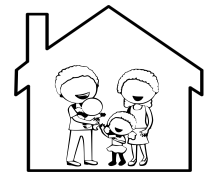
### Transportation

Families are encouraged to consider providing transportation to and from school, if possible. We will not be able to provide physical distancing on buses. Bus drivers, bus aides, and students are recommended to wear face coverings. Students will use hand sanitizer upon boarding the bus. Bus seats will be assigned and family members will sit together. Buses will be cleaned and disinfected at regular intervals, including handrails and seats.



### Breakfast/Lunch

Breakfast and Lunch will be grab and go. Students will be allowed to eat in the cafeteria but will practice social distancing by using both the cafeteria and FEMA building. There will be NO sharing of food in any way. To avoid the use of traditional water fountains, students will be provided a refillable water bottle to use throughout the day. Each school has no-touch bottle filling stations and students will receive water bottles.



### Parents/Visitors

To minimize the need for people to be in the building other than necessary employees and students, the District requests the following:  
Please call ahead if there is a need to visit the school, outside emergency situations. Parents will not be allowed beyond the school entryway, outside emergency situations. Parents will not be allowed to visit the class or eat lunch with their child. Visitors will not be allowed in the building.



### Extra-Curricular Activities

As long as it is deemed appropriate by MSHSAA, the Diamond R-IV School District will continue to offer extra curricular activities. We will follow guidelines from MSHSAA, Newton County Health Department, and state health departments about gathering sizes and/or group restrictions and communicate any changes or updates utilizing district communication tools.



**Diamond R-IV School  
District**

**2020-2021 School Calendar**

Aug 17-18 New Staff  
 Aug 19-21 All Staff Begins  
 Aug 24 Student's First Day  
 Sept 7 Labor Day  
 Oct 16 End of 1<sup>st</sup> Quarter  
 Oct 19 Begin 2<sup>nd</sup> Quarter  
 Oct. 26 Parent/Teacher Conf  
 (Appointment Only)  
 Nov 23-27 Thanksgiving Break  
 Dec 18 End of 2<sup>nd</sup> Quarter  
 Dec 21-Jan 4 Christmas Break  
 Jan 4 Teacher PD Day  
 Jan 5 Begin 3<sup>rd</sup> Quarter  
 Jan 18 Martin Luther King Jr. Day  
 Feb 15 Presidents Day  
 Mar 5 End of 3<sup>rd</sup> Quarter  
 Mar 8 Begin 4<sup>th</sup> Quarter  
 Mar 22-26 Spring Break  
 Apr 2 Easter Break  
 May 7 Graduation 7:30 pm  
 May 14 Student's Last Day (½ Day)  
 May 17 & 18 Teacher Work Days  
 May 31 Memorial Day  
 June 2-29 Summer School

JANUARY 2021						
SU	M	T	W	TH	F	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY 2021						
SU	M	T	W	TH	F	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH 2021						
SU	M	T	W	TH	F	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL 2021						
SU	M	T	W	TH	F	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

MAY 2021						
SU	M	T	W	TH	F	SA
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2			

**Note:** As part of our Fixed Blended Learning Model, Alternative Methods of Instruction-Extended (AMI-X) will be utilized during any school closures due to COVID-19.

Alternate Method of Instruction (AMI) days (up to 36 hours) will be utilized during any school closures due to weather/emergency situations not related to COVID-19.

AUGUST 2020						
SU	M	T	W	TH	F	SA
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER 2020						
SU	M	T	W	TH	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER 2020						
SU	M	T	W	TH	F	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2020						
SU	M	T	W	TH	F	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER 2020						
SU	M	T	W	TH	F	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Holiday - No School
School Day
AMI-X Day
Teacher Professional Day - No School
Early Release Day
Graduation
First Day of Summer School