



**West Holt Public Schools
Safe Return to In-Person
Instruction and Continuity of
Services Plan**

Updated 12.1.2022

Introduction

The purpose of this document is to outline the return to school learning plan for students at West Holt Public Schools. While this document includes much information, it is not possible to plan specific contingency plans for all emergency and non-emergency scenarios. The school will work to adjust the daily operations for our school to meet the needs of the students based on the events which may impede normal school operations.

Modified Daily Operations

West Holt plans to operate under a Red, Orange, Yellow, and Green color scale that will help to indicate the level of risk that is present for our students, staff and patrons. Red will be the most risk and the scale will lessen to green being the least risk. The basic thresholds will be as follows:

- **Green: Low Risk**

- Low/Stable risk does not mean “no risk.” Precautions may still be implemented as a means of remaining in an uninterrupted, in-person learning environment status. School would operate as normal.

- **Yellow: Moderate Risk - 5% or more of a positively infected school population.**

- Increasing disease spread or lack of resources warrants enhanced precautions to provide uninterrupted, in-person learning. The school day will continue as normal with a possible increase in social distancing. Face coverings will be encouraged, but not required for all non-vaccinated students and staff.

- **Orange: Elevated Risk - 10% or more of a positively infected school population.**

- Further disease spread or lack of resources warrants enhanced precautions for in-person or hybrid learning. An increase in social distancing will occur throughout the school day. Face coverings will be encouraged, but not required for all non-vaccinated students and staff.

- **Red: Pandemic - 15% or more of a positively infected school population.**

- Active disease spread warrants major changes to the traditional educational delivery model to protect the health of the students and staff. An increase in social distancing will occur during the school day. Face coverings will be required for all students and staff.
- Determination of a possible hybrid or 100% online learning platform will be decided at this threshold.

Communication

Communication between students and staff should occur face-to-face during times when school is in session. Teachers are encouraged to communicate with students using school email when they are unable to communicate face-to-face. Students are continually advised to access and check their school email daily during the school week to assure they are receiving and responding to correspondence from school staff. The school may also utilize other (non-email) tools/programs to effectively and appropriately communicate with students. These tools/programs may

include the use of messaging platforms including School Messenger through Infinite Campus, Remind, SeeSaw, school managed social media, and also online video conferencing programs.

Communication between school staff and parents/guardians is essential for student educational success both during times of normal school operations and when teaching and learning has to be modified. School staff may utilize phone calls, text or other forms of messaging, email, and online video conferencing programs. The school will also use its mass notification system through Infinite Campus to communicate by phone message, email, text or a combination of the three. Also, following West Holt on Facebook, Instagram, and Twitter, as well as checking out the website periodically is a great way to stay in touch with what is happening at school.

****NOTE - It is imperative that all family and emergency contact information be kept up to date at all times. You can login to the Infinite Campus portal to update all information for your children and family. Contact the West Holt Public Schools Main Office for assistance in updating your information (402) 925-2848.**

Contingency Plans

The main focus of this plan is to keep in the forefront the health and safety of our students and staff, while also continuing to consider the best ways to educate our students. The district will continue to be vigilant in operating within the directed health measures as required by local and state health officials. School calendars, class schedules, activity participation and other key operational variables are subject to change due to circumstances outside the control of West Holt Public Schools. While the district will try to maintain as much normalcy as possible during this time, it is critical that parents maintain an open mind and understanding of the circumstances at hand. Parents may need a plan for alternate day schedules as well as both short and long-term school closure. In the event that the district would limit the number of students and staff allowed in school buildings, all students would likely engage in a remote learning scenario where students would participate in online learning. If any student does not have Internet access at home, they will need to contact the school for assistance in securing access.

Absenteeism

If your child shows any symptoms of a communicable disease please keep him/her home and contact the school to excuse the absence. The district attendance policy will remain in effect and can be found in the student handbook. The district will expect students to attend and participate in school as scheduled even during modified schedules.

Beginning and End of Day Entrance/Exit

School doors will open at 7:15 a.m. each school day. Students will not be permitted into the school facilities until 7:15 a.m. unless with administrative approval, or school activity or practice that is monitored by a coach. All elementary students will enter the school through entrance A (main elementary entrance) or B (main office entrance). High school students will be allowed to use entrance B (main office entrance), entrance O (west side main entrance) or entrance D (east entrance by the lunch room).

Gathering areas before school will be as follows:

- Elementary students gather on the playground as the weather permits. Students will

then come into the building as instructed by a staff member. Students who eat breakfast will be allowed to the cafeteria area. As the weather turns inclement, adjustments will be made and communicated by administration to teachers and students.

- JH and HS students will be allowed in the building. An early bell will be rung to allow students into their first period class prior to 8:03am to limit student interaction.

Upon leaving the school each day:

- Students will be expected to leave campus as soon as they are able.
- Students waiting for parents following the school day or practice will be expected to be outside as the weather permits.

General Class Operations

Students will adhere to social distancing expectations for classrooms as required by directed health measures for schools.

- **GREEN:** Students may be required to use hand sanitizer upon entering each classroom.
- **YELLOW:** In elementary classrooms or classrooms with sinks, students will be made to wash hands thoroughly at intermittent times throughout the day.
- **YELLOW:** Staff will be required to wipe down tables, desks and chairs and other classroom equipment regularly and during planning periods each day.
- **ORANGE:** All desks will face the same direction and students will be seated in a manner providing appropriate space.
- **ORANGE:** Students and staff may be required to wear face covering during class if the risk threshold increases. Both students and staff may wear appropriate face masks if they so choose.

Breakfast and Lunch

- **GREEN:** All meals will be served in the cafeteria.
- **YELLOW:** Same as green with increased cleaning procedures.
- **ORANGE:** Lunch times may be staggered to accommodate capacities and social distancing. Tables may be placed in hallways or the gym stage immediately next to the cafeteria if necessary to assure appropriate social distancing.
- **RED:** Same as orange or remote meals may be available.

Handwashing and Hygiene

Students will be expected to wash their hands multiple times each day. This will include prior to breakfast and lunch. Students should limit the sharing of items including laptops, iPads, calculators and other classroom materials to reduce the spread of germs.

For students and staff who choose to wear face coverings, it is important to ensure that non-disposable masks are washed daily. Students and staff should plan to properly clean masks at home so they can arrive at school with a clean mask each day.

Classroom Layout

- Teachers and administration will work to organize the physical layout of the classroom to assure adherence to directed health measures.
- Larger classes may be required to move to larger areas/classrooms to accommodate space requirements.

Special Elective Classes

Classes that require students to leave campus during the day will be evaluated to determine safety for students. In the event that students are not permitted to leave campus to participate in work study, job shadowing, internships etc., the principal and counselor will work to provide an alternative learning opportunity to the best of their ability.

Transportation

Guidelines for transportation using school owned transportation are as follows:

- All transportation vehicles will be cleaned and sanitized as needed.
- If the risk threshold increases, students and staff may be required to wear face covering when traveling and students riding on a bus may be required to sit in individual seats facing front only.

Visitors and Parent Dropoff

Parents, guardians, and visitors will be guided by the level of modified daily operations. Parents, guardians and visitors who need to address business at the school shall only enter the main office area and address matters with the school secretary and/or school administration.

Field Trips, School Assemblies, and School Dances

School field trips, assemblies and dances will be evaluated by school administration. The level of modified daily operations that are in place at the time will guide administrative decisions.

Facility Use by Individuals and Outside Organizations

The district may restrict facility use by individuals and outside organizations based on the level of modified daily operations.

Professional Development

West Holt faculty and staff members may be allowed to attend in-person professional development workshops outside the district upon approval by the administration. Professional development attended by school staff may also be done via online video conferencing or on site with school staff from West Holt Public Schools.

Facilities Care

The following essential actions will be taken to ensure that school facilities are safe for students and staff to inhabit. The district will:

- Change air filters regularly.
- Distribute wastebaskets, tissues, soaps and sanitizers to appropriate classrooms and restroom facilities so that these materials can be used safely.
- Post signage reminding students and staff of frequent hand washing, cold and cough etiquette.
- Follow guidance from local and state health officials when performing all cleaning related duties.

Students with Underlying Medical Conditions

If a student has an underlying health condition, the parent(s)/guardian(s) can contact the building principal or school nurses to plan for an appropriate learning plan for the school year. Underlying medical conditions include:

- Chronic lung disease or moderate/severe asthma
- Serious heart conditions
- Immunocompromised conditions. There are many conditions that can cause a person to be immunocompromised)
 - * Cancer Treatment
 - * Immune Deficiencies
 - * Smoking
 - * HIV/AIDS
 - * Bone Marrow or Organ Transplantation
 - * Immune Weakening Medications
- Obesity (body mass index (BMI) of 40 or higher)
- Diabetes
- Chronic kidney disease (undergoing dialysis)
- Liver disease

District Management of Communicable Disease Cases and Symptoms

An isolation room or area will be required to separate anyone who exhibits communicable disease-like symptoms. The school nurse will use standard precautions when caring for a sick student or staff member. A parent or guardian will be contacted to come and transport the student home or to a healthcare facility. An emergency contact will be utilized to transport staff members.

- Students should not come to school if they are ill or have a fever of 100.4 degrees (F) or greater.
- Students experiencing symptoms associated with communicable diseases will be excused to obtain screening or diagnostic testing.
- The school will work to adhere to recommendations and directives from local and state officials when making decisions about student and staff safety and welfare.
- The school will allow local health departments to utilize their facilities to administer vaccinations with parent/guardian consent.
- At any time, school personnel may require those entering the building to wear PPE (Personal Protective Equipment), wash/sanitize hands, and participate in building check-in procedures. Failure to comply may lead to non-admittance.
- Parents/Guardians will be expected to immediately notify the school if students display symptoms associated with communicable disease like symptoms.
- The school will cooperate with local and state health departments in contact tracing and enforcing isolation and quarantine orders as directed.

- The school will report cases of communicable diseases to the North Central District Health Department following required guidelines as determined by the State of Nebraska.
- Parent/Guardian and Emergency Contact information must be kept up to date with the school so families are kept informed.

Resources

District Website	www.westholtps.org
Elementary Calendar	bit.ly/3gPV2BV
JH/HS Calendar	bit.ly/2W6VUKy
rSchool (Athletics Calendar)	bit.ly/3gNB1vD
Staff Directory	bit.ly/2OalrNn
Infinite Campus Portal Login	bit.ly/38loYge
Facebook	www.facebook.com/West-Holt-Public-Schools-333124363930590
Instagram - @westholthuskies	www.instagram.com/westholthuskies/
Twitter - @WestHoltHuskies	twitter.com/WestHoltHuskies
KBRX Radio Website	www.kbrx.com
North Central District Health Department	https://ncdhdne.wordpress.com/