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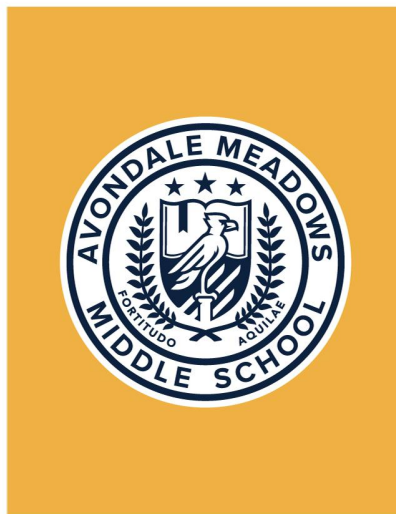


2006

UNITED SCHOOLS OF INDIANAPOLIS

Return to In-Person Instruction Plan

July 2021



Overview

United Schools of Indianapolis will be providing students 100% in-person instruction, five days a week, for the 2021-2022 school year. An e-learning option will not be offered. This plan was developed to provide a safe, secure learning and working environment for all within United Schools of Indianapolis.

Operational Parameters and Safety Precautions

The following precautions are based on the [Back to School guidance](#) provided by the Indiana Department of Education. USI will continue to rely on data provided by the Marion County Health Department, Indiana State Department of Health and the CDC. This plan is designed to meet criteria for the Return to In-Person Instruction Plan as required by the US Department of Education as a part of ESSER III funding.

General Safety	
Masks	<ul style="list-style-type: none"> All staff and students are required to wear masks when inside the school buildings.
Cohorting	<ul style="list-style-type: none"> Homeroom classes will be considered a “cohort.” Middle school students will stay with their cohort for all classes. Art, Music & Technology teachers will conduct class in their respective classrooms. Students will travel in cohorts, (and under the supervision of an adult) to attend electives. Students will have the same assigned seat every day in the desks, at the carpets and in specials.
Water	<ul style="list-style-type: none"> Students are encouraged to bring water bottles to school and allowed to utilize the bottle filling stations during restroom/water breaks. Scholars may keep their water bottle at their desk throughout the day so long as it does not cause a disruption to the learning environment. Cup dispensers will be mounted to the walls beside each water dispenser During restroom/water breaks, students may get a drink by filling up the cone with the bottle filler. Water fountains will not be turned on.
Cleaning, disinfecting	<p><u>Daily classroom/building cleaning:</u></p> <ul style="list-style-type: none"> Each classroom and office will be equipped with a bottle of DDDS for cleaning high touch areas throughout the day, especially before and after lunch. Every classroom will be disinfected nightly following CDC guidance.

	<p><u>High-touch items:</u></p> <ul style="list-style-type: none"> ● High touch surfaces (door handles, sink handles, water fountains, etc) and common areas will be cleaned/sanitized multiple times a day.
Facilities and Classroom Set up	
Topic	Precaution
Classroom spacing	<ul style="list-style-type: none"> ● Desks will all be facing the same direction and will be separated as much as possible to accompany all desks with a desired distance of 3 ft. ● Assigned seats must be used. Keep all desks in each classroom with specific kids sitting at theirs day after day. This will allow scholars to store supplies in their desk (EL).
Storage of belongings	<ul style="list-style-type: none"> ● All materials should be stored in a scholar's assigned cubby or locker. No sharing of cubbies or lockers is permitted. ● Lockers and cubby assignments will be as spaced out as possible depending on the number of in-person students.
Ventilation	<ul style="list-style-type: none"> ● Classroom doors should stay open during instruction to increase airflow throughout the building. ● As temperatures and conditions allow, keep windows open in classrooms to increase air flow.
Teacher Work Rooms/Lounge	<ul style="list-style-type: none"> ● Staff should follow social distancing in the work room/lounge ● Staff members should limit use of high-touch, non-essential appliances and materials ● Teacher's lounge will be stocked with disinfectant and hand sanitizer. ● Staff members should not congregate in the teacher work room/lounge.
Office/Small Group Work	<ul style="list-style-type: none"> ● Social distancing (3 feet) must be maintained when students are in offices and small group work spaces.
Signage	<ul style="list-style-type: none"> ● Signage from the Center for Disease Control that promotes social distancing, proper mask wearing, proper hygiene and other safety protocols will be visible around the building: <ul style="list-style-type: none"> ○ Stop the Spread of Germs ○ Stay Home When Sick ○ Handwashing ○ Covid 19 Symptoms
School Wide Systems	
Topic	Precaution

Arrival System	<p><u>Staggered and extended arrival times</u></p> <ul style="list-style-type: none"> ● Continue arrival window of 20 min ● Utilize multiple entrances for arrival. ● Scholars are not permitted out of the vehicles until 7:40. ● Scholars will not be able to access the building before arrival to wait in the lobby, gym, or other common areas. <p><u>Arrival Safety Precautions:</u></p> <ul style="list-style-type: none"> ● Scholar uses hand sanitizer upon building entry. ● Personal belongings stored in a backpack, backpack stored in a cubby or in a locker. <p><u>Greetings:</u></p> <ul style="list-style-type: none"> ● Warm, no-touch warm greetings will be used as scholars enter the buildings and classrooms <p><u>Tardy System:</u></p> <ul style="list-style-type: none"> ● A no-touch system will be implemented for kids who are arriving late (i.e. one staff member signs late kids in, granola bars laid out on desk; restrict family members from entering the building).
No-Contact Arrival/Dismissal Systems	<ul style="list-style-type: none"> ● Continue to implement the PikmyKid dismissal system that keeps kids and adults safe - both from the virus and making sure they are dismissed to the right adult. ● Family members will not be allowed to enter the building during arrival or dismissal.
Early Dismissal	<ul style="list-style-type: none"> ● Schools will utilize a no-contact system for early dismissal. ● Parents/guardians must call ahead, and call the main office when they arrive.
Late Pickup	<ul style="list-style-type: none"> ● Late pick-up system will be in the classroom to avoid mixing groups of scholars.
Meals	<ul style="list-style-type: none"> ● Breakfast will be eaten in individual classrooms. ● Lunch may be eaten in the cafeteria with distancing or individual classrooms (this will vary by school). ● If lunch is eaten in the classroom, students will go through the lunch line to retrieve a hot lunch and return to the room (supervised by an adult). Students must sit in their assigned seats. ● If lunch is in the cafeteria, students must be distanced and sit in every other seat.
Scholar Attendance	<ul style="list-style-type: none"> ● Scholars and staff members must stay home if they are experiencing any symptoms. ● If sick with a fever of 100.4 or higher, scholars and staff should stay home until they are fever free for 48 hours (for non-COVID illnesses) ● Scholars/staff who arrive at school with noticeable symptoms and/or a fever will be sent home. ● Absenteeism will be monitored daily.

Handwashing Routines	<ul style="list-style-type: none"> ● There will be a bottle of hand sanitizer in every classroom and office. ● Hand sanitizer will be administered by an adult throughout the day, minimally at the following times: <ul style="list-style-type: none"> ○ Start of the school day ○ Before & after eating ○ After blowing nose, coughing, or sneezing ● While washing hands in bathrooms, scholars should maintain distance with only one scholar at a sink at a time.
Bathrooms	<ul style="list-style-type: none"> ● The number of bathrooms per building varies significantly. In order to minimize the number of scholars from different homerooms/grade levels using the same bathroom, we have considered the following (implementation varies based on building-specifics and state/district guidance); <ul style="list-style-type: none"> ○ Assign bathrooms per grade level ○ Build 'bathroom time' into schedules for each homeroom. ○ Increase teaching and accountability for hand-washing after bathroom use. ● Visual markers are on the floor to maintain social distancing while scholars are waiting to use the restroom. ● Custodians will follow CDC guidelines for bathroom cleaning.
Recess (EL Only)	<ul style="list-style-type: none"> ● We will minimize the number of students on the playground at one time and encourage social distancing.
Extra-Curriculars & Visitors	
After-School activities	<ul style="list-style-type: none"> ● After school activities will be held in person.
Visitors	<ul style="list-style-type: none"> ● Visitors and volunteers are welcome in the building by appointment only. ● Visitors and volunteers are required to wear a mask and follow safety guidelines at all times. ● Visitors and volunteers are not permitted in the building during arrival, dismissal and lunch. ● 3rd party vendors will be permitted into the buildings by appointment only, must wear a mask and follow all school guidelines.

Mitigation Procedures

COVID-19 Vaccinations

- The COVID vaccine is not required, but is encouraged for all individuals 12 and older. To schedule a vaccine appointment, please visit <https://vaccine.coronavirus.in.gov/en-US/>.
- The school will share communications with staff and families about vaccine availability and any

nearby pop-up clinics.

Staff and Scholar Screening

Screening Procedures

- Self-screening tools will be re-sent to staff and families to use daily prior to coming to school.
- Staff are directed to self-screen for COVID symptoms prior to coming to work daily and assess whether they should stay home from work.

It is the expectation of parents/ guardians to only send healthy students to school each day throughout the year. If they exhibit the following symptoms, students must remain home:

- Temperature of 100.4 or greater
- Congestion or runny nose
- Sore throat
- New uncontrolled cough that causes difficulty breathing.
- Diarrhea, vomiting or abdominal pain.
- New onset of severe headache, especially with fever.
- Loss of taste or smell.

Close Contacts

- If all students are masked and facing forward in the classroom, only individuals within 3 feet of a person diagnosed with COVID-19 for a total of 15 minutes or more over a 24-hour period.
- Vaccinated individuals with an exposure to someone with COVID-19 are not required to quarantine if they are fully vaccinated and have remained asymptomatic since the current COVID-19 exposure. Fully vaccinated individuals still need to monitor for symptoms for 14 days and isolate if symptoms occur.

Quarantine

- If all students are masked and facing forward in the classroom, only individuals within 3 feet of a person diagnosed with COVID-19 for a total of 15 minutes or more over a 24-hour period.
- If all students are not masked and facing forward in the classroom, all individuals within 6 feet of a person diagnosed with COVID-19 for a total of 15 minutes or more over a 24-hour period.
- Unvaccinated individuals who are close contacts will be required to quarantine for 14 days per the CDC guidelines.

Reporting

- Schools will report all positive cases and close contacts to the Marion County Health Department and the Indiana Department of Health via the IDOH K-12 Gateway portal.