

PJHS Back to School Learning Plan

2021-2022

Objective: Our main objective is to educate our students in person on a daily basis.

General Guidelines

- Masks are a requirement for all students in school and for inside activities regardless of vaccination status. Each student and staff member will be provided one mask/face covering or one may be brought from home. The face covering must cover the nose and mouth and must be appropriate for the school setting.
- Mask exemption for medical conditions still exists, but will require a signed letter from a certified physician.
- At this time, there is no mask requirement for outdoor athletic activities.
- Students who disrupt the educational setting by intentionally and/or repeatedly failing/refusing to wear an appropriate face covering can be removed from class per the PJHS Student Handbook p. 25, #20(b).
- Each student will be assigned his or her own Chromebook device. Devices should not be shared. Borrowed devices must be cleaned between usage.
- Each student and staff member must wear a face covering at all times while in the building and should practice social distancing of 3-6 feet to the greatest extent possible.
- Staff and students should wash hands or use hand sanitizer frequently.

Bus Procedures

- Buses will arrive at the junior high at approximately 7:40 A.M. Students should exit the bus and head immediately into the building using the assigned entrances for each grade level (see below).
- Students should continue wearing face coverings at all times while at the bus stops, on the bus, and at the bus exchange.
- No students will be allowed to switch buses without prior approval from the building administrator.
- Students will be assigned seats on the bus and no seat switching is to occur.
- Students who refuse or fail to follow the bus safety protocols will risk losing their transportation privileges.
- Bus riders will be dismissed at 3:30 P.M. and should go directly to the bus and to his or her assigned seat.

Arrival Procedures

- All students will enter through the following locations, regardless of their mode of getting to school (bus, car rider, walker, bike rider):
 - 6th grade students will line up on the sidewalk between the high school and junior high and use the east doors.
 - 7th grade students will line up on the sidewalk in front of the building and utilize the main door near the office.
 - 8th grade students will line up on the sidewalk running parallel to the basketball court and utilize the door near the auditorium.
- Upon arrival at 7:45, students should report to their respective class line. Students should not linger outside or in the hallways.
- Students will be provided a “grab and go” style breakfast and report to 1st hour beginning at 7:45 A.M. First hour will begin at 8:05 A.M.

- Students should not have to visit lockers in the morning unless they have a coat or other item to store for the day. Students are DISCOURAGED from bringing anything other than the essentials to school (binder with folders and supplies, chromebook in case) because of limited use of lockers. Students are NOT allowed to have their phone on their person during the day, and therefore, should consider leaving the phone at home due to lack of locker access and inability to store it safely.

Access to Office/Building

- Parents/guardians will not be allowed in the building without prior approval of the building administrator.
- Parents/guardians needing to drop off materials for students or pick students up will do so at the main door of the building by ringing the doorbell. A staff member will meet the parent/guardian at the door.
- All meetings will take place in the safest way possible. This may include virtual meetings.
- All students or allowable visitors who enter the office should stay behind the partition.
- Student phone calls home should be limited. The student phone will be disinfected after every use.

Absences

- Parents/guardians should continue to call to report if a student will be absent from school.
- Parents/guardians should be aware that additional questions regarding an absence may be asked.
- Parents/guardians should immediately notify the building administrator of possible exposure to COVID in order to assist with tracing and limiting contact.
- Please see Illness Procedures for more information.

Classrooms/Student Scheduling

- Classes will be arranged to facilitate social distancing of 3-6 feet to the greatest extent possible.
- Students will be assigned seats in each classroom.
- Classrooms will be free of carpeted areas or seating that is not easily sanitized.
- Students will be limited in sharing objects (math manipulatives, classroom libraries, colored pencils, etc) and objects that must be shared will be sanitized between use.
- Students/staff will clean desk areas before leaving the classroom each period.
- Hand sanitizer will be provided in each classroom.

Hallways/Lockers/Passing Periods

- Access to lockers will be limited. Students should only bring necessary materials to school. Only coats should be stored in lockers when necessary. Students are DISCOURAGED from bringing phones to school due to lack of proper storage (students are not allowed to carry them on-person during the school day).
- Students are only allowed access to lockers at the beginning and end of the school day. Again, locker use is discouraged unless necessary to store coats.
- Students should NOT use restrooms during passing periods. Student break times will be built into their schedules and students should use the restroom during that time unless there is an emergency or necessary situation.
- Students are allowed to bring their own transparent sealed water containers. Two bottle filling stations will be available for students.

Cafeteria Procedures

- Breakfast will be served in a “grab and go” style upon entry to the building. Students should only eat breakfast at their home school (i.e. junior high students should not eat at Lincoln or Washington).
- Students will walk to lunch maintaining traffic flow and 3-6 feet of social distancing while in line for service.

- Students will be divided into groups, with smaller groups of less than 50 in the cafeteria and outside (weather permitting) or on the blue benches of the hallway. Students will maintain social distance while eating and will not switch seats during lunch time.
- Tables and benches will be sanitized between each group.

Illness Procedures (in accordance to the Illinois Department of Public Health and ISBE guidelines):

- If a student exhibits signs of illness while at school, that student will be isolated for assessment by the school nurse or building administrator.
- Students and staff exhibiting symptoms of COVID must stay home for 14 calendar days from the time the symptoms first appeared.
- Students experiencing COVID like symptoms may be released to school before the 14 days if clearance is obtained from a physician. A note from the physician with the return to school date will be required if a student is to return before the 14 day period is up.
- Students or staff who test positive for COVID must obtain a physician's note before returning to school.
- If a student should have to stay home for a 14 day isolation period.
- In the case of fever with a negative COVID test, 24 hours must pass without fever-reducing medication and a doctor's note must be obtained in order for a student to return.
- Families must immediately notify the building administrator of possible cases in order to assist with tracing and to limit contact exposure.
- Students returning from a 14 day isolation period should report to the office upon return for verification with the school nurse and/or building administrator.

Physical Education/Recess

- Students and staff must continue to wear face coverings while inside the building. Weather permitting, P.E. and recess activities will be held outside, allowing for social distancing of 3-6 feet, and face coverings can be removed.

Access to Library

- When finished with a book, students may use the book return located in the hallway outside of the library.
- Books will be sanitized before re-shelving.

Dismissal Procedures

- Students will have staggered dismissal times:
 - All bus riders will be dismissed at 3:15.
 - All other students will dismiss at 3:18 through their grade level exits.
 - 8th grade students should exit the main doors near the auditorium.
 - 7th grade students should exit the main door near the office.
 - 6th grade students should exit the east door.
- Students may access lockers when leaving, but only if necessary. Students should not linger in the hallways. Face coverings are required until students exit the building and the school campus at dismissal time.
- Students should report to their bus, car, or leave campus immediately. Students should not linger at the building or the bus exchange, and parents/guardians are asked to be prompt if picking up students.

Parent/Guardian Communication

- Parents and guardians are encouraged to keep open lines of communication via phone and email. Staff email addresses can be located on the school website under STAFF.

- Parents and guardians should ensure that phone numbers, addresses, and email addresses are up-to-date with the school. A text or email blast from the school is an effective way to quickly communicate information about events or school closings, and it is most effective when information is up-to-date.
- Parents and guardians are encouraged to follow the District website or social media for information.
- Please note that all staff (teachers and administrators) will make reasonable efforts to respond to emails or phone calls in a timely manner (typically within 24-48 hours).
- In the event that the school transitions to remote learning, all classroom assignments will be delivered via Google Classroom. There will be one Google classroom for each course offered. Parents and guardians will also be invited to join the Classroom (if requested) so they can aid in monitoring student completion of work.

County Health Departments

- District and school personnel will continue to collaborate with the Christian County, Shelby County, and Montgomery County Health Departments on various logistics and decision-making. Topics will include school health and safety protocols, screening testing, contact tracing, vaccine clinics, and emergency school closings.

Subject to Change

- Regular, special, and/or emergency meetings may be conducted by the Board of Education to amend or modify district plans based on the needs of the community and school administration.