

**Belmont Middle School  
Shaker Regional School District**

# **RETURN-TO-SCHOOL PLAN**

*IN RESPONSE TO COVID-19*

August 17, 2020



Dear Belmont Middle School Community,

The intention of this student/parent Return to School Plan is to share with you the measures our professional community plans to implement in order to ensure the safety of all individuals within our school while fulfilling the responsibilities associated with teaching and learning. It is also intended to share with you the expectations we have for our learners and the guidelines by which they may be successful in these remarkable times. This document is the product of the dedicated focus committed by dozens of SRSD professionals throughout the summer months. While it is extensive by its nature, it is not exhaustive; therefore, we recognize that adjustments will need to be made as we encounter challenges associated with the evolving health crisis.

Should you have questions or wish to gain additional clarity regarding the plans and procedures herein, please contact our main office. The appropriate personnel will respond and share as much information as possible with you.

The success of this plan - and of the students of the Shaker Regional School District - lies in the hands of each of us; through collaboration and the ever-present aim of preparing our students for our ever-changing world, we will meet the needs of our learners and overcome the forthcoming challenges.

You will find that Part A, the next seven pages of the document, serve as an overview of important points and practices. The information that follows in the appendix section, serves to provide supplemental information that may also prove useful to you.

As ever, thank you for your support!

**BMS Return to School Planning Team**

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## SECTION I

### ACADEMICS

The Shaker Regional School District will start the school year in a Hybrid model of school re-entry. In accordance with this plan, students will (with some exceptions) be accessing their education in both in-person and remote modes in cohort groups. This plan is designed to outline what this will look like on a daily basis for your child and provide you with a description of the choices available to you.

#### **Option A: In-Person Learning - The Hybrid Model**

Students who choose the hybrid model will engage in in-person learning two days per week (most weeks). Monday will be a distanced-learning day for all students; students will then attend school on either Tuesday and Wednesday or Thursday and Friday, depending on the student's assigned cohort group. Accommodations regarding cohort assignments will be made for households wherein students' last names vary.

#### **Option B: SRSD Remote Learning**

Students may elect to participate in classes remotely, interacting with classroom teachers through digital means only. Students will learn from home and will largely be working independently. Teachers will post assignments/lessons and share classroom information; teachers will also be available to answer questions via email and Google Classroom.

#### **Option C: The Virtual Learning Academy Charter School (VLACS)**

Students may also elect to remain enrolled in Belmont Middle School while enrolling in VLACS, the Virtual Learning Academy Charter School. If you are considering selecting this option, **you must contact your school's counseling office to make appropriate arrangements. This conversation will help ensure that the selected VLACS courses align with standards associated with BMS courses.**

#### **Option D: Homeschooling**

In this option, students are unenrolled from Belmont Middle School. Parents/Guardians are required to notify the school and write a letter to the superintendent stating their intentions to homeschool their children. The guardian then becomes responsible for all aspects of the student's education.

#### **Hybrid Model - Our Schedule**

Families who choose to send their children back to school in the hybrid model will be placed in either cohort A or B, most often based on their last name.

**Mondays at BMS**

Students are expected to follow the Monday schedule and participate in each class:

Time	Faculty/Staff Expectations	Student Expectations
7:25 - 7:45	<ul style="list-style-type: none"> <li>● Update Classroom and send out Monday/Weekly Assignments to students</li> </ul>	<ul style="list-style-type: none"> <li>● Breakfast/morning routine</li> <li>● Check Google Classroom</li> <li>● Organize weekly planner and calendar</li> </ul>
7:45 - 8:15	<b>Block 1:</b> <ul style="list-style-type: none"> <li>● Google Meet</li> <li>● Direct Instruction</li> <li>● Direct, live support of students' needs</li> </ul>	<ul style="list-style-type: none"> <li>● Remotely log in with <b>Block 1</b> teacher for attendance and participate in Remote Instruction, as prepared and presented by the classroom teacher.</li> </ul>
8:15 - 8:30	<ul style="list-style-type: none"> <li>● Feedback on Block 1 assignments and students' efforts</li> <li>● Communication with parents for Block 1 students</li> </ul>	<ul style="list-style-type: none"> <li>● Block 1 work</li> <li>● Individual/group practice</li> </ul>
8:30 - 9:00	<b>Block 2:</b> <ul style="list-style-type: none"> <li>● Google Meet</li> <li>● Direct Instruction</li> <li>● Direct, live support of students' needs</li> </ul>	<ul style="list-style-type: none"> <li>● Remotely log in with <b>Block 2</b> teacher for attendance and participate in Remote Instruction, as prepared and presented by the classroom teacher.</li> </ul>
9:00 - 9:15	<ul style="list-style-type: none"> <li>● Feedback on Block 2 assignments and students' efforts</li> <li>● Communication with parents for Block 2 students</li> </ul>	<ul style="list-style-type: none"> <li>● Block 2 work</li> <li>● Individual/group practice</li> </ul>
9:15 - 9:45	<b>Block 3:</b> <ul style="list-style-type: none"> <li>● Google Meet</li> <li>● Direct Instruction</li> <li>● Direct, live support of students' needs</li> </ul>	<ul style="list-style-type: none"> <li>● Remotely log in with <b>Block 3</b> teacher for attendance and participate in Remote Instruction, as prepared and presented by the classroom teacher.</li> </ul>
9:45 - 10:00	<ul style="list-style-type: none"> <li>● Feedback on Block 3 assignments and students' efforts</li> <li>● Communication with parents for Block 3 students</li> </ul>	<ul style="list-style-type: none"> <li>● Block 3 work</li> <li>● Individual/group practice</li> </ul>

10:00 - 10:30	<b>Block 4:</b> <ul style="list-style-type: none"> <li>● Google Meet</li> <li>● Direct Instruction</li> <li>● Direct, live support of students' needs</li> </ul>	<ul style="list-style-type: none"> <li>● Remotely log in with <b>Block 4</b> teacher for attendance and participate in Remote Instruction, as prepared and presented by the classroom teacher.</li> </ul>
10:30 - 10:45	<ul style="list-style-type: none"> <li>● Feedback on Block 4 assignments and students' efforts</li> <li>● Communication with parents for Block 4 students</li> </ul>	<ul style="list-style-type: none"> <li>● Block 4 work</li> <li>● Individual/group practice</li> </ul>
10:45 - 11:15	<b>Block 5:</b> <ul style="list-style-type: none"> <li>● Google Meet</li> <li>● Direct Instruction</li> <li>● Direct, live support of students' needs</li> </ul>	<ul style="list-style-type: none"> <li>● Remotely log in with <b>Block 5</b> teacher for attendance and participate in Remote Instruction, as prepared and presented by the classroom teacher.</li> </ul>
11:15 - 11:30	<ul style="list-style-type: none"> <li>● Feedback on Block 5 assignments and students' efforts</li> <li>● Communication with parents for Block 5 students</li> </ul>	<ul style="list-style-type: none"> <li>● Block 5 work</li> <li>● Individual/group practice</li> </ul>
11:30 - 12:00	<b>Lunch Break for All Professionals and Students</b>	
12:00-3:05	<ul style="list-style-type: none"> <li>● Parent/student communication, small group work with students, planning and collaboration, team meetings, office hours</li> </ul>	<ul style="list-style-type: none"> <li>● Continue the work assigned from the morning sessions</li> <li>● Log on to teachers' Classroom Sites to check for new announcements and/or materials</li> <li>● Request Google Meet(s) with available teachers to receive additional assistance</li> </ul>

**Tuesdays - Fridays at BMS**

Doors will open for students at 7:25 AM and dismissal will begin at 1:35 PM on in-person days. Students will follow the schedule below:

	5th	6th	7th	8th
7:45 - 8:45	Block 1/Advisory	Block 1/Advisory	Block 1/Advisory	Block 1/Advisory
8:45 - 9:30	Block 2	Block 2	Band/Chorus/ Intervention	Band/Chorus/ Intervention

9:30 - 10:15	Band/Chorus/ Intervention	Band/Chorus/ Intervention	Block 2	Block 2
10:15 - 11:00	Block 3	Block 3	Block 3	Block 3
11:00 - 11:55	Block 4	Block 4	Lunch/Recess	Recess/Lunch
11:55 - 12:50	Lunch/Recess	Recess/Lunch	Block 4	Block 4
12:50 - 1:35	Block 5	Block 5	Block 5	Block 5
UA	Art	PE	Health	STEM

**Band and Chorus:** Band will be offered in-person on Tuesdays and Thursdays while chorus will be on Wednesdays and Fridays and will meet remotely on other days. At this time, will only be able to offer band in grades 6-8 due to scheduling and safety protocols.

**Unified Arts:** Unified Arts classes will take place on an 18 day rotation with each unified arts working with a specific grade level each rotation. You will notice in the schedule above that all 5th grade students will have art for the first rotation and so on. General music classes will work with all of our remote learners during the first 18 day rotation then move into 5th grade for the second 18 day rotation.

**Intervention:** Students will be assigned an intervention teacher to work on specific student academic needs. This will look different for all students and provide an opportunity for students to work on previous standards not obtained.

**Breakfast, Lunch, Recess, and Mask Breaks:** Breakfast will be available in the cafeteria between 7:25 AM and 7:45 AM. Students will eat breakfast in the cafeteria with appropriate 6 ft physical distancing. Lunch and recess periods will be divided by grade level. Students will eat lunch in the cafeteria with appropriate 6 ft physical distancing. Masks will be worn while in the cafeteria with the exception of while eating. Outside recess will occur in designated areas. Students will have approximately a 25-minute lunch and a 25-minute recess period throughout the day. Should weather conditions result in inside recess, teachers will provide opportunities for students to have non-structured down time in a safe way. Additional mask breaks will be given throughout the school day.

**Student Arrival: No student should arrive prior to 7:25 AM. THE DOORS WILL REMAIN LOCKED AND NO STUDENTS WILL BE ALLOWED TO ENTER UNTIL 7:25 AM.** Students being dropped off at school should maintain physical distancing and wear a face covering while entering the building. Upon entering, students will go directly to their Block1/Advisory.

Students arriving via bus will continue to wear their face covering while going to their classrooms. Students will disembark the bus in an organized and spaced-out manner, following the driver's instructions, to maintain physical distancing. Students will go directly to their classrooms when entering the building.

**Student Dismissal:** Students will be dismissed at the end of the day by Cohort Group (A1, A2, A3, A4, A5 or B1, B2, B3, B4, B5). This allows a small number of students from each grade level to walk to their bus. Walkers and car riders will be dismissed in the same manner after the buses leave the campus.

Students will only be allowed to take their regularly scheduled bus. If you have a change in a pick up schedule for the end of day or an appointment, call the office. 603-267-9220 or [cdrake@sau80.org](mailto:cdrake@sau80.org). Notes sent to the teacher **will not** be brought to the office in order to minimize contact.

### **Special Education Services**

We will be scheduling IEP meetings for all students with IEPs in the first month of school to discuss student progress and determine an appropriate plan for moving forward.

The district will provide Special Education and related services to students with disabilities according to the Individuals with Disabilities Act (IDEA) along with the New Hampshire Rules for the Education of Children with Disabilities. The district will consider both health and safety, as well as academic considerations for all learners. Staff will honor physical distancing recommendations when in school, and meet student medical, personal or support needs and ensure safety for students who need assistance with activities of daily living, as well as their service providers. Further, it will determine how adequate space and facilities will be utilized to maintain the health and safety of students and staff. The district will provide students with specialized instruction including reading and math programs, speech and language services, occupational and physical therapy, counseling services, behavioral therapy and intervention, along with other special services.

## **SECTION II**

### **HEALTH AND SAFETY**

#### **Social-emotional Wellbeing of Students**

The district will provide families with an "Opt Out" Form for students to participate in a screening to access additional supports. All School Counselors will provide support and facilitate implementation of the "Choose Love Brave New World" program for all students K-12 (the lessons are aligned with the American School Counselor Association standards). The school counselors will ensure that all lessons will be completed by December 2020. The screening tool will systematically identify a method of identifying students who are in need of support, evaluate the social/emotional learning progress of students and data to see if programs are effective in meeting the needs of our students.

The school counselors will provide resources to families and school staff to help address the social and emotional learning and mental and behavioral health needs of all students and staff. Upon returning to

school, the school counselors will meet with students to establish a sense of safety, both physically and psychologically. A survey will be conducted for students and staff so that a multitiered system of support is provided to best meet the needs of our school community.

### **Mask Requirements**

Per the Shaker Regional School District (SRSD) 2020-2021 Return to School Plan, all staff and students are required to wear masks at all times. Frequent mask breaks will be provided. Any staff member or student with a documented medical condition that prevents full time mask wear will contact their building principal to discuss the procedure prior to the beginning of the school year. [SRSD Mask Requirement Accommodation Form](#)

### **Failure to Comply with COVID-19 Health/Safety Protocols**

- This includes, but is not limited to, the wearing of masks, observance of established traffic flow patterns, physical distancing, and personal sanitation protocols.
- Infractions of this nature will result in one verbal warning and one office referral; in response to subsequent offenses, the student will be isolated in the health office and sent home. Willful or chronic failure to comply with mask-wearing or safety/distancing practices may result in the student's being shifted to our fully remote enrollment option.

### **Physical Distancing**

A minimum of 3 feet, with a goal of 6 feet, will be required. The district will add floor markers, establish traffic patterns, and minimize opportunities for groups to mix. Classrooms will be configured to ensure a minimum of 3 feet with a goal of 6 feet.

### **Student Screening and Protocols**

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus.

Students shall be screened daily by their Parent/Guardian prior to allowing the student to travel to school. Screenings will include measuring of temperature and screening for symptoms and risk factors for COVID-19. Students will be screened through one of the following methods:

- The electronic COVID-19 screening tool provided by SRSD. Responses shall be entered into the screening tool prior to the child traveling to school to determine if the student is able to attend school. This is the preferred screening method.
- SRSD screening tool document. This checklist may be used when the parent/guardian is unable to utilize the electronic screening tool. Students screened at home by this method may be subject to a screening upon arrival to the school building.
- Any student who appears unwell or reports feeling unwell will be referred to the school nurse following established protocols.



### **Facilities and Cleaning**

The safety of our employees and students are our first priority. Upon reopening, our schools have been completely cleaned and disinfected and we will continue to adhere to all necessary safety precautions. A cleaning schedule to disinfect workplace surfaces, chairs, tables, bathrooms, etc. will be adhered to in order to protect employees and students to reduce the risk of spread of infection. We will require employees to maintain this safety standard by continuously cleaning and disinfecting throughout the school day. For more details, please see SRSD Cleaning Schedule further down in this document.

### **Restroom Usage During the School Day**

Maximum capacity for each bathroom will be established that allows for physical distancing. Signs will be posted with the maximum capacity on the door. Marked areas outside of restrooms will indicate where students should stand if they are waiting for the restroom.

### **Visitor Restrictions**

Belmont Middle School will not allow normal visitation to our building. Only Belmont Middle School students, staff and approved contracted service providers are allowed in the building when students are present. The building will remain locked at all times.

### **Communication Methods**

To stay updated on the most current information:

1. Teachers and parents need to check their email often as email will be the primary mode of communication.
2. District-level communication will come from the Superintendent of Schools.
3. Building-level communication will come from the building principal.
4. Class-specific communication will come from the student's teachers.

## **SECTION III**

### **ATHLETICS AND CO-CURRICULAR ACTIVITIES**

The Shaker Regional School District recognizes the value of athletics and co-curricular activities and will provide opportunities for students to participate in a safe manner that meets physical distancing protocols. At this time, only outdoor athletic activities will take place after the school day as well as co-curricular activities that can meet the physical distancing protocols appropriately. At this time, there will be no after care or open library for students. Students will be required to leave school campus and find a way to get back to the activity or participate in those that will be held virtually.

## **APPENDIX SECTION**

### **Definitions of Key Terms:**

#### **Close Contact**

In accordance with NH DPHS, close contact will be defined as two or more individuals within six feet or less of each other for a cumulative duration of 10 minutes or more.

#### **Exposure**

A potential exposure means having household contact or close contact with an individual with confirmed or suspected COVID-19.

#### **Cloth Face Coverings**

Students and staff shall wear a cloth face covering or disposable mask. Acceptable face coverings shall meet the following CDC recommendations:

- fits snugly but comfortably against the top of the nose and cheeks, side of the face, and bottom of the mask
- completely covers the nose and mouth (we recommend a rigid nose strip to ensure the mask will remain in place while talking)
- is secured with ties or ear loops (students must be able to tie their own mask)
- includes multiple layers of fabric (does not allow light to pass through)
- allows for breathing without restriction
- can be laundered and machine dried without damage or change to shape
- masks with exhalation valves are not allowed
- neck gaiters or similar styles are not allowed

It is recommended that students and staff have extra masks available each day to replace wet, torn, or soiled face coverings.

#### **Personal Protective Equipment (PPE)**

Personal protective equipment (PPE) is generally worn by healthcare professionals. PPE includes face masks, face shield/goggles, gloves, gowns and respirators. In the school setting, there may be situations that warrant PPE to be worn by educational staff. Staff training will be provided regarding instructions for proper use of PPE.

#### **Quarantine**

Keeps someone who was in close contact with a person who has COVID-19 away from others.

#### **Isolation**

Keeps someone who is sick or tested positive for COVID-19 without symptoms away from others.

## **Section I:**

### **ACADEMICS**

**As part of our return to school plan for the fall, we are looking at the following areas to address as appropriate for students in their individual grade level assignments.**

**Social Emotional Wellness:** A focus upon return will be the social-emotional wellness of students. We understand that they have had different experiences and related emotions over the past several months. We will spend time engaging students, building relationships, and working through understanding individual circumstances. Our school counselors will work closely with our teachers, providing training to support the work staff are doing in the classrooms.

In regards to academics, we will gather data through baseline assessments. Assessments will be scheduled after a period of settling in; we expect the timelines for assessment to vary by grade level and potentially classroom groupings.

**Instructional Gaps:** Our learning management system, Empower, helps indicate students' progress in the academic standards. Based on data from last year and the baseline assessments at the beginning of 2020-21, we will be able to address specific gaps in each student's learning. The goal for all students is to meet their grade level standards within the next two school years.

### **ACADEMIC PROGRESS**

#### **Standards Scoring**

Shaker Regional School District measures progress according to essential learning standards. These standards describe what students need to know and be able to do in each content area and grade level. All learners are expected to reach "Proficiency" in all standards. We also recognize that students learn in different ways and different timeframes. Students demonstrate their learning throughout the year, and standard scores are based on the body of work produced as they progress towards mastery of the SRSD standards. Learners are encouraged to seek ways to continue their progress until they reach proficiency.

Students' progress is recorded and monitored using our district's Learning Management System, Empower. This enables flexibility and personalization; when learners in the same group are ready for different standards, educators have the ability to meet various learning needs. Schools will work to support learners and families in navigating and understanding Empower to take an active role in the learning journey.

#### **Habits of Work**

In addition to academic content standards, Belmont Middle School teaches and reports progress in critical learning and study skills called Habits of Work. At Belmont Middle School, these include Meeting Deadlines, Participation, and Quality Standards. These areas are essential for student success, especially in a new and evolving format for instruction. Therefore, teachers will communicate with all learners the

specific expectations for Habits of Work in remote, in-person, and hybrid models. Habits of Work are scored and monitored in Empower, just as academic content standards are.

### **Completion Protocols**

Students not making progress, not completing academic assignments, or opting not to participate during hybrid/remote learning, risk being retained in their current grade level/current course for the next academic year. For promotion to the next grade level/vertically-aligned course, students will need to have completed the requirements outlined for each course.

### **Online Instruction**

Google Classroom is our online component to deliver live and pre-recorded instruction from the classroom teacher. Teachers will provide instruction for the lesson and then follow-up with tutorials.

### **Special Education**

Regular education teachers, service providers, and special educators will collaboratively plan learning tasks in order to consistently provide specialized instruction aligned to curriculum standards and competencies across all settings and provide accommodations for students who may be unable to independently follow school health and safety protocols.

- Classroom teachers, special educators, and related service providers will collaboratively plan for instruction and services to more efficiently integrate the IEP service delivery into the general education curriculum, and in some cases, decreasing the need for extensive service hours outside the general education classroom.
- IEP teams will determine how special education services are delivered based on a review of the evidence of student growth/success related to the approaches used prior to, during, and after distance learning to make these decisions.
- For students who are unable to wear PPE, the Special Education Team will determine alternative seating, instructional spaces and/or materials needed.
  - Teams may consider a flexible student schedule so that transitions through hallways are scheduled at times when hallways are less populated.
  - Specialized protocols for health and hygiene, toileting (diapering), and feeding will be established by the Team to provide for individual student needs.
- For students who are unable to wear a mask or require more significant physical support, the IEP team, including the school nurse, will meet to develop individualized protocols.
  - Consideration of documented student needs based on sensory issues, social-emotional, hearing and language will be reviewed.
  - In these cases, students and staff may have access to additional PPE as needed (e.g. goggles, clear face shields, masks, gloves and gowns) and alternative learning spaces may be considered to limit person-to-person contact.
- For families who choose to keep students at home during this period, Special Education Teams, including parents, will meet to consider the unique needs of the student and mutually agree on a plan for special education service delivery.

- It may be necessary to consider flexibility in staffing to support student services in a remote setting. For example, a case manager who provides remote instruction may be assigned students from multiple schools or at multiple grade levels based on the number of students in this learning environment.
- IEP teams will review data collected via distance learning within 30 days of the start of school to determine the need for compensatory services.
- All IEP Team meetings will be held with access to Google hangout remote platform. When possible, both the case manager and regular education teacher will attend in person allowing for social distancing, however, family members and itinerant/support staff and LEA will participate remotely.

### **Band, Chorus and General Music Classes**

#### **General Music Classes:**

No in-class singing is allowed; even with masks, singing produces aerosol droplets that remain in the air for a long time.

#### **Band and Chorus:**

Whenever band & chorus rehearsals are possible, they will be held outdoors. All students must be masked at all times during the rehearsal: singers must sing masked, and instrumental students must be masked whenever they are not actually playing (percussionists will remain masked for the entire rehearsal). Students playing wind instruments must use bell & instrument covers in order to play. The district will have some of these items available.

When the weather does not permit outdoor rehearsal, indoor rehearsals will be held with percussion instruments only, or will be centered around skills that do not require playing or singing.

## **SECTION II:**

### **HEALTH AND SAFETY**

#### **Face Covering Guidelines**

The CDC affirms that cloth face coverings are a critical tool in the fight against COVID-19 that could reduce the spread of the disease, particularly when used universally within communities. There is increasing evidence that cloth face coverings help prevent people who have COVID-19 from spreading the virus to others. The CDC recommends all people 2 years of age and older wear a mask in public settings and when around people who don't live in your household, especially when other social distancing measures are difficult to maintain.

#### **Cloth Face Coverings:**

Students and staff shall wear a cloth face covering or disposable mask. Acceptable face coverings shall meet the following CDC recommendations:

- fits snugly but comfortably against the top of the nose and cheeks, side of the face, and bottom of the mask
- completely covers the nose and mouth (we recommend a rigid nose strip to ensure the mask will remain in place while talking)
- is secured with ties or ear loops (students must be able to tie their own mask)
- includes multiple layers of fabric (does not allow light to pass through)
- allows for breathing without restriction
- can be laundered and machine dried without damage or change to shape
- masks with exhalation valves are not allowed
- neck gaiters or similar styles are not allowed

It is recommended that students and staff have extra masks or face coverings available each day to replace wet, torn, or soiled face coverings.

### **Face Shields:**

It is not known if face shields provide any benefit as source control to protect others from the spray of respiratory particles. CDC does not recommend use of face shields for normal everyday activities or as a substitute for masks. Some people may choose to use a face shield when sustained close contact with other people is expected. If face shields are used without a mask, they should wrap around the sides of the wearer's face and extend to below the chin. Disposable face shields should only be worn for a single use. Reusable face shields should be cleaned and disinfected after each use.

### **Instructions for Wearing Masks/Face Coverings:**

1. Clean hands with soap and water or an alcohol based hand sanitizer prior to putting on your mask.
2. Inspect the mask and do not use it if it is damaged, wet, or dirty. Handle the mask by the ear loops or straps.
3. Apply the mask over the mouth and nose. Adjust the mask to the face, leaving no gaps at the sides.
4. Avoid touching the mask while wearing it. Change the mask if it gets dirty or wet.
5. To remove the mask, clean hands first. Remove the mask by the straps or ear loops, and pull it away from the face.
6. Wash your hands after removing the mask.
7. If you need to remove your mask, store it in a clean personal place. When removing the mask, handle it by the straps or loops. Do not reuse the mask if it is wet or dirty.
8. Fabric masks should be washed daily, preferably in hot water.

### **When Are Masks Required:**

Per the Shaker Regional School District (SRSD) 2020-2021 Return to School Plan, all staff and students are required to wear masks at all times. Mask breaks will be provided. Any staff member or student with a documented medical condition that prevents full time mask wear will contact their building principal to discuss the procedure prior to the beginning of the school year. [SRSD Mask Requirement Accommodation Form](#)

### Helpful Resources:

Video from the World Health Organization (WHO) on proper mask use:

[https://www.youtube.com/watch?v=9Tv2BVN\\_WTk](https://www.youtube.com/watch?v=9Tv2BVN_WTk)

Why do we wear a mask? For younger children:

<https://www.pbs.org/video/what-it-important-wear-mask-right-now-17gvqh/>

How to help your child adapt to wearing a mask:

<https://biasbehavioral.com/how-to-help-your-child-adapt-to-wearing-a-mask/>

### Visitor Restrictions

Belmont Middle School will not allow normal visitation to our building. Only Belmont Middle School students, staff and approved contracted service providers are allowed in the building when students are present. The building will remain locked at all times.

### Travel Restrictions

In general, students and staff who have traveled outside of New England are expected to self-quarantine for 14 days before re-entering to the building.

### Student Screening and Protocols

Students shall be screened daily by their Parent/Guardian prior to allowing the student to travel to school. Screenings will include measuring of temperature and screening for symptoms and risk factors for COVID-19. Students will be screened through one of the following methods:

- The electronic COVID-19 screening tool provided by SRSD. Responses shall be entered into the screening tool prior to the child traveling to school to determine if the student is able to attend school. This is the preferred screening method. *Screening tool to be determined, nurses are reviewing tools and will make a recommendation.*
- SRSD screening tool document. This checklist may be used when the parent/guardian is unable to utilize the electronic screening tool. Students screened at home by this method may be subject to a screening upon arrival to the school building.
- Any student who appears unwell or reports feeling unwell will be referred to the school nurse following established protocols.

### COVID-19 Symptoms

People with COVID-19 have reported a wide range of symptoms, ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. **If you answer “yes” to any of the following questions, the student should not come into the building. After following the normal call-in procedure to inform the school that the student will be absent, you will be contacted by the school nurse to follow up.**

- Do you/Does your student have any of the following new or unexplained symptoms?
  - Cough
  - Shortness of breath or difficulty breathing

- Fatigue
  - Muscle or body aches
  - Headaches
  - New loss of taste or smell
  - Sore throat
  - Congestion or runny nose
  - Nausea or vomiting
  - Diarrhea
- Have you had close contact with someone who is suspected or confirmed to have COVID-19 in the prior 14 days? Close contact is defined as any individual who was within 6 feet of an infected person for at least 10 minutes, starting from 2 days before illness onset.
  - Have you traveled in the prior 14 days outside of New England (outside of NH, VT, ME, MA, CT, RI)? \*If you answer yes to this question, please contact the building nurse for additional screening criteria.

### **Health Protocols**

Staff and students should practice frequent hand hygiene:

- a. Wash hands often with soap and water for at least 20 seconds. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol.
- b. Always wash hands with soap and water when your hands are visibly dirty.
- c. For younger children, when soap and water are not readily available, alcohol based hand sanitizer should be used under the direct supervision of staff.
- d. Teachers and staff should have an alcohol-based hand sanitizer available in all classrooms. When not in use, hand sanitizer should be kept out of reach of younger students (on a high shelf, cabinet, or in a backpack worn by staff outside).
- e. Supervise and help students needing assistance to ensure they are washing/sanitizing hands correctly, and to prevent swallowing of alcohol-based hand sanitizer.
- f. Hand hygiene should be practiced when arriving at the facility, before and after meals or snacks, before and during meal preparation or service as necessary to prevent cross contamination, after outside time, before and after going to the bathroom, after handling any bodily fluid, before and after medication administration, after cleaning up and handling any garbage, before and after touching a person's face covering or face, and prior to leaving for home.



## **PROTOCOL FOR SUSPECTED OR CONFIRMED COVID-19**

### **Monitoring student absenteeism to identify illness patterns**

Outside of school hours, any person with suspected or confirmed COVID-19, or exposure to an individual with suspected or confirmed COVID-19 should contact their Healthcare Provider (HCP). These individuals may not enter the educational facility and must contact the school nurse.

Any student absence due to illness shall require the Parent/Guardian report the illness symptoms to the school nurse by:

1. Completing the electronic COVID-19 screening tool, or
2. Reporting illness symptoms **directly to the school nurse**. This may be done via telephone, email, or voicemail. Illness symptoms should be reported to the school nurse as soon as possible. The school nurse will follow up with any additional questions related to symptoms and contact tracing.

### **Reporting and Investigating COVID-19 in the Educational Facility**

#### Students Exhibiting Symptoms at the Educational Facility:

When a student exhibits new or unexplained symptoms on the CDC list of possible symptoms of COVID-19 while at school, the student will notify a staff member. The school staff member will:

1. Ensure that the student is properly wearing a cloth face covering or mask.
2. Notify the building nurse and follow her instructions.
3. Under the direction of the school nurse, the student will receive a brief assessment and will be accompanied to the health office or to the isolation area.
4. Students meeting the criteria for dismissal will remain in the isolation area while the school nurse or other school employee contacts the parent for dismissal.
5. Parents are encouraged to provide current contact information and are required to pick up their child in a timely manner.
6. Students' return to school criteria will be based on current NH Department of Public Health Guidelines. The school nurse will provide these guidelines to parents/guardians.

#### Reporting and Investigating:

- The building School Nurse will be the primary contact person for the New Hampshire Division of Public Health Services.
- The building School Nurse will conduct an initial survey of close contacts of the ill student or staff member. This may include but is not limited to the school bus, classroom contacts, and household contacts.
- The School Nurse will contact Public Health for any suspected COVID-19 cases and will assist in their investigation and contact tracing.
- Household contacts of the ill individual will be excluded from school until reviewed by NH Public Health and a determination has been made.

### **Nurse's Office**

Student access to the nurse's office will be modified to take into account physical distancing and minimizing potential exposure to illness. Guidelines for accessing the nurse's office will be provided to students.

### **Social Emotional Learning Supports**

To alleviate student anxiety, special attention will be paid to easing the transition back to school, including:

- Provide school-wide videos demonstrating expectations for personal protective equipment (PPE), social distancing, proper handwashing, procedural changes to new norms.
- At the start of school, time will be dedicated to community-building activities within the school.

In order to identify students who have suffered trauma since March 2020 so that they are ready and available to learn, we will:

- By school, review parent feedback data gathered from SEL surveys. [Return to School Parent Survey](#)
- DESSA - Mini to be administered to all students within the first two weeks of school.
  - [SE Screening - Opt Out Form](#)
- Provide training to recognize mental health concerns, while promoting social emotional wellness for all students and staff.
  - [Choose Love Brave New World Program](#) by December 2020

To connect students and families to appropriate mental health resources, we will:

- Create a resource list prior to start of the school year to be sent to families that will be published on the school district website, and thereafter we will send periodic reminders to families.
- Use existing protocols to address the needs of identified students.

### **Classroom Arrangements**

Classrooms will be set up to meet the state's guidelines for physical distancing with the goal of 6 feet of separation if possible. Students will have assigned seats that allow for contact tracing if necessary.

Students will rotate through their 4 academic classes and Unified Arts class during the day. The outdoor environment will be used as much as possible weather permitting.

### **Restroom Usage During the School Day**

Maximum capacity for each bathroom will be established that allows for physical distancing. Signs will be posted with the maximum capacity on the door. Marked areas outside of restrooms will indicate where students should stand as they are waiting to use the restroom.

### **School Bus Protocols**

Per the NH Reopening Guidelines, students and parents are encouraged to seek private transportation. Parents/guardians should screen their children using the protocols provided before allowing them to ride the bus. Students will sit one per seat or with one other member of their household and will be assigned seats. Masks will be worn at all times while boarding, riding and exiting the bus.

Please [CLICK HERE](#) for a link to the First Student START SAFE Program

### **Facilities Cleaning**

Shaker Regional School District will complete cleaning throughout the District in accordance with CDC Guidance, using EPA-approved disinfectants. The schedule of cleaning will be as follows:

- I. HVAC Filters - changed every 4th Monday by Custodial Staff
- II. Nurse's Office - Disinfectant spray & wipe after students cycle through by Nurse and/or Custodial Staff
- III. Isolation Area(s) - Electrostatic disinfectant spray as used by Custodial Staff
- IV. Common areas & heavy traffic areas - Disinfectant spray & wipe every 1 ½ hours by Custodial Staff
  - A. Outdoor areas including doorbells, buzzers, entry way door handles, railings
  - B. Hallway areas including door handles, handrails, water refill station/fountains, hand sanitizer stations
  - C. Restroom door knobs and handles, faucet handles, paper towel dispensers, soap dispensers, toilet paper dispensers, sanitary napkin dispensers, toilet flush handles, toilet door, door handles and locks
- V. Classrooms & Office - Disinfecting wipe after each use and when leaving the room by Staff member
  - A. Desks, tables, seats, inside door handles
  - B. Window latches
  - C. Classroom equipment such as microscopes, globes, etc.
  - D. Office Equipment such as copiers, fax machines, etc.
  - E. Telephones, touchscreens, keyboard, mouse
- VI. Classroom & Office - Nightly cleaning and electrostatic disinfecting spray by Custodial Staff
  - A. Desks, tables, seats, inside door handles
  - B. Waste and recycle bins
  - C. HVAC ceiling vents
  - D. Doors, closets, cupboards
  - E. Hand sanitizer stations
- VII. Cafeteria - Disinfecting Microfiber Pad cleaning after each service AND routine cleaning with electrostatic disinfecting spray nightly by Custodial Staff
  - A. Cafeteria tables and Chairs
  - B. Waste and recycle bins
- VIII. Cafeteria - Wiped with cleaning solution after each service by Food Service Staff

- A. Countertops
- B. POS Touchscreens
- IX. Gymnasium - Routine cleaning and electrostatic disinfecting spray by custodial staff
  - A. Bleachers/seating
- X. Staff Room - The District discourages the sharing of resources. Cleaning by disinfecting wipe is the responsibility of the staff member who uses an item. Custodial staff will do routine nightly cleaning and electrostatic disinfecting spray.
  - A. Microwave, refrigerator, coffee maker, table, other.
- XI. Not available for use:
  - A. Vending Machines
  - B. Microwaves in the Cafeteria
  - C. Cafeteria Napkin Dispensers (prepackaged sets of plastic ware with napkins will be distributed with the meal)
  - D. Cafeteria trays

## SECTION III

### ATHLETICS AND CO-CURRICULAR ACTIVITIES

We are beginning phase one of reopening for athletics. [CLICK HERE](#) for the guidelines athletes must follow in order to participate. At this time the only athletics that will be occurring will be fall sports which will be held outdoor only. Please make sure to review the guidelines thoroughly, a signed copy must be brought to coaches before you are able to participate. If you have any questions please reach out to the coaches or athletic director.

For information regarding specifics teams please contact the following coaches:

#### **Middle School Coaches Contact Information**

Athletic Director: Cayman Belyea [cbelyea@sau80.org](mailto:cbelyea@sau80.org)

Cross Country: Lucas Robichaud [lrobichaud@sau80.org](mailto:lrobichaud@sau80.org)

Girls Soccer: Jim White [jwhite@sau80.org](mailto:jwhite@sau80.org)

Boys Soccer: Dan Geoffrey [dgeoffrey@sau80.org](mailto:dgeoffrey@sau80.org)

Intramural Golf: Diane Dyke [dmdre1991@yahoo.com](mailto:dmdre1991@yahoo.com)

7/8 Volleyball: Tracy Peterson [taptracy22@hotmail.com](mailto:taptracy22@hotmail.com)

5/6 Volleyball: Cyndi Spiers [cspiers@sau80.org](mailto:cspiers@sau80.org)