

Bishop Public School Safe Return Plan 2023-2024



Family and Community Communication

Bishop recognizes the importance of clear and consistent communication. With this in mind, Bishop has provided multiple ways for families to engage in meaningful communication such as text, website, app and social media. Families should ensure that phone numbers and emails are updated with the school office.

Vaccination Efforts

Bishop School will coordinate efforts with the Comanche county Health Department to provide opportunities for vaccinations. If the need arises the Health Department can utilize the school gymnasium as a community vaccination hub.

Instruction Methods:

Bishop Public School classes will consist of traditional on-site in person instruction. There will be an option to participate in virtual learning for students who cannot attend in person. Instruction during virtual learning will be provided by a certified teacher. All teachers will adhere to the district pacing guides that are aligned to the Oklahoma Academic Standards for all instruction and assignments. To assist with meeting student academic needs a device, chromebook or iPad, will be provided for each student to use during in class and virtual learning. Families in need of internet connectivity will be provided a wi-fi hotspot for instructional and learning purposes.

There will be two methods for instruction offered: Option 1 Traditional On-site (in person) or Option 2 Virtual (online). Parents have the opportunity to choose the instructional method that works best for their students. Students will not have the opportunity to switch back and forth from traditional or virtual instruction. Students who participate in virtual instruction will be required to remain virtual for the entire nine weeks. Virtual students will have the option to move to traditional on-site instruction at the beginning of each nine week period. There may be some exceptions for moving to immediate traditional on-site learning if deemed necessary by the district.

Option 1: Traditional On-site (in person) model for instruction

- Students receive instruction in the classroom for the majority of the school year and possibly the entire year, as long as the public health officials deem it safe.
- Students and staff will practice the CDC guidelines for social distancing.

Option 2: Virtual (online) model of instruction:

- Students receive instruction and assignments online.
- Students may use the device provided by the school district.

- The school district will provide the software and hardware for virtual learning.
- A certified teacher from the district will communicate and provide instruction for the students.

OPTION 1: TRADITIONAL ON-SITE (IN-PERSON)

SAFETY PROCEDURES

Screening Staff, Students and Visitors

Existing law provides that anyone with a communicable disease is prohibited from attending a private or public school, and Oklahoma State Department of Health rules acknowledge the importance of preventing and controlling communicable diseases. Bishop has adopted a screening policy that reflects a commitment to safe and respectful screenings in accordance with applicable privacy laws and regulations. The policy allows for screening of all staff, students and visitors upon entry to the facility or school vehicles, as needed. The screenings may include taking temperature and/or answering the district's health questionnaire.

Universal and Correct Wearing of Masks/Face Shields

Masks

Masks are recommended, but not required, for all staff, students and visitors if social distancing is not possible (i.e. If you are within three feet or less of another person).

Masks are recommended, but not required, in all common areas such as: hallways, buses, restrooms, etc. where social distancing is not possible.

Face Shields

Face Shields have been provided for all faculty and staff. It is recommended to wear a face shield and mask when taking care of someone who is sick or giving a breathing treatment. Masks are optional for any person who has been vaccinated.

In the event that the school experiences a rise in the number of cases, Bishop will consider reinstating the mask requirement.

Social Distancing

Based on CDC guidance, Bishop School will consider ways to keep individuals apart and make modifications as needed for social distancing. When in groups, individuals will be separated by at least three feet whenever possible. If the need arises, Bishop is prepared to close all common areas where staff and students may gather. In addition, for areas such as the gymnasium and playground Bishop will consider dividing students into groups or pods small enough to maintain social distancing and mark appropriate distancing with tape, if necessary, to help students know where to sit or stand.

Cleaning

Enhanced cleaning and sanitization practices will be in place and occur frequently to ensure that the facility is disinfected to include high touched surfaces such as door handles, faucets, light switches, desks, drinking fountains, computers or tablets. To help control germs in the building and the gymnasium UV lights have been installed throughout the ventilation system. Rooms will be disinfected using Clorox 360 machines.

Quarantine, Isolation and Contact Tracing Procedures:

Staff and students should not come to school and should notify the school if they have COVID symptoms, are diagnosed with COVID, are awaiting for test results, or have been exposed to someone with a positive case of COVID.

Student:

1. Any student with a positive COVID test result must be isolated.
2. Students who are isolated and cannot complete their school work, due to a positive COVID test, will have one week to complete assignments after returning back to school.
3. Students who have a positive test result, with no symptoms, will have to be isolated for five days then may return to school wearing a mask for an additional five days. If symptoms occur students will need to be isolated for the full 10 days.
4. Students who have had close contact with a positive case need to be quarantined for 10 days. Students may quarantine for 5 days at home then return to school wearing a mask for 5 days unless symptoms occur. Any student who has been fully vaccinated is exempt from quarantining unless they have developed symptoms.
5. Students who are quarantined will receive instruction using google classroom with their teacher. They are required to complete school work when it is due.
6. Students who become ill during the quarantine may not be able to complete school work by the due dates. These students will be allowed one week after returning for instruction to turn in or submit assignments.

Teacher / Staff:

1. In the event that a class is quarantined, the teacher will go to the school and teach virtually. Quarantining in the classroom unless the teacher is ill.
2. In the event the teacher is too sick for virtual learning, a substitute will be available to assist students at times designated by the district.
3. In the event that the teacher is quarantined at home, assignments will be posted in google classroom and the teacher or a substitute will be available to assist the students.

Isolation and Contact Tracing at School:

Bishop School has specific COVID plans in place for both students and staff when there is a need for isolation or contact tracing. In the case that a student is exhibiting symptoms of COVID during the school day the student plan will be followed. If a staff member begins exhibiting symptoms of COVID during the school day the faculty/staff plan will be followed.

Student Plan Classrooms:

1. Student will be isolated to a specific waiting area and a parent will be contacted to pick-up their child.
2. School Staff will disinfect the room(s) where the student has entered.
3. Student will be required to meet the Health Department requirements before returning to school.
4. If a student has a positive COVID test result contact tracing will take place with guidance and collaboration from the Comanche County Health Department.

Student Plan Buses:

1. Students will have assigned seats on the school bus to allow for a social distance of at least 3 feet. If there is a COVID positive case on the school bus everyone on the bus could possibly need to quarantine, based on contact tracing.
2. If the bus driver has a COVID positive case, everyone on the bus may be quarantined, based on contact tracing.

Faculty/Staff Plan:

1. Any faculty or staff member who exhibits symptoms of COVID may be sent home.
2. Room(s) will be disinfected.
3. If a Faculty or Staff member has a positive COVID test result, Comanche County Health Department will be contacted to begin contact tracing. Parents of students in contact with staff will be notified of possible exposure.

SAFEGUARDS AT SCHOOL TO MAINTAIN HEALTHY FACILITIES

● Classrooms

1. Bishop school will provide school supplies for all students.
2. Chairs and desks may be spread out to allow for social distancing as much as possible.

● Water Fountains

1. Touchless water fountains are available for everyone to use.
2. The water fountains will be cleaned frequently throughout the school day.
3. Students are encouraged to bring their own personal water bottle to school.

● Restrooms and Hand Washing

1. Restroom breaks will be scheduled for each class to reduce congestion and allow for safe distancing.
2. Hand washing instruction posters / flyers will hang above the hand washing stations.
3. Restrooms will be cleaned and disinfected frequently throughout the school day.
4. Hand washing stations will be cleaned and sanitized frequently throughout the school day.

● Respiratory Etiquette

1. Signage with instructions and guidance on covering your cough and sneeze.
2. Staff will model correct mask wearing and respiratory etiquette.

Continuity of Services

● Technology

1. Students will be provided one-to-one devices to limit spreading germs.
2. Each student will be issued a Chromebook, K, 1st, 2nd, 3rd, 4th, 5th and 6th grades.
3. Each student in Pre-K will be issued an iPad.

● Tutoring

1. Students will be provided opportunities for extra tutoring based on their data and identified areas of academic need.
2. The school will use evidence-based comprehensive programs for tutoring.

- **Conferences**

1. All conferences will take place either in-person, over the phone or virtually to include IEP and 504 meetings.
2. All signatures required will be gathered digitally or in-person.

- **Counseling**

1. The school counselor will be available to ensure social and emotional well being.
2. The counselor will provide resources to students and families as needed.
3. The counselor will provide resources to faculty and staff as needed.

SCHOOL DAY PROCEDURES

- **Arrival**

1. Due to a spike in COVID cases, student temperatures may be taken with a facial scanner as they enter the building.
2. Students will go directly to their classrooms after entering the building.

- **Meals**

1. Breakfast and Lunch will be offered to every student.
2. Student breakfasts for all grade levels will be delivered to the classrooms.
3. Student lunches for prekindergarten and kindergarten will be delivered to the classroom in disposable containers.
4. Students in first through sixth grades will have an alternating lunch schedule to allow less people in the hallways. The students in first through sixth grades will be picking up their lunches at the cafeteria.

- **Recess**

1. Students will have recess one class at a time outside on the playground.
2. There will be an alternating recess schedule. Recess will last 15 minutes for each class.

- **Dismissal**

1. Parents who need to check their child out of school during the day for appointments must enter the building at the main entrance to the office.
2. **Bus:** A staff member will take the students to the school bus.
3. **Parent Pick-up:** Students will be in the hallway waiting to be picked up and masks are recommended but not required. Anyone picking up students at the end of the day will be required to drive through the parent pick-up lines. There will be no walking in the building to pick up students at the end of the school day.

- **After School Tutoring and Enrichment Activities**

1. After school activities using evidence based comprehensive programs will be provided for students.
2. During after school tutoring and enrichment, masks are recommended but not required.
3. The Extended Day program will be provided for students. If weather permits, extended day students will be outside. If there is bad weather, extended day students will be in the gymnasium or a classroom.

OPTION 2: VIRTUAL MODEL (ONLINE)

INSTRUCTION PROCEDURES

- Virtual instruction is teacher paced.
- Bishop certified virtual teachers provide the instruction via Google Classroom platform.
- Lessons and curriculum follow district pacing guides, which can be found on the Bishop app and website to ensure alignment to the Oklahoma Academic Standards.
- Virtual teachers may provide pre-recorded lesson videos to ensure student access to effective instruction.
- Assignments will be uploaded to the Google Classroom.
- Two grades are taken each week in all subjects to monitor student progress and will be used for student report cards.
- Monthly formative assessments will be given.
- Students take benchmark assessments as required by the district. Each nine weeks the STAR tests are given.
- Students and virtual teachers log in live using Google Meetings for routine face-to-face interactions.
- Students receive one-to-one support as needed.
- Students can have group discussions and meet with classmates when using Google Meets.
- Services for students on an IEP, 504 or Reading Plan will be provided virtually, if needed.
- When the OSTP test begins in April virtual students will be provided a room where they can social distance to take the test.

LEARNING ACTIVITIES

- Reading/ELA
- Math
- Science/STEM
- Social Studies
- Physical Education
- Fluency: Reading and Math
- Interactive Games / Lessons
- Listening to Audio Clips
- Watching Videos for Lessons and/or Information
- Collaborative Discussions

STUDENT WEEKLY EXPECTATIONS

- Google Classroom meetings online: at least 1 hour each week.
- Students will log in with the teacher at scheduled times.
- Independent work on academics (not including google meetings with the teacher): 6 to 12 hours each week.

ATTENDANCE

- Students will be considered in attendance if they log in and participate in the google meets and complete the daily assignments.
- Students who do not log in for google meetings and/or complete the daily assignments by the due date will be counted absent.