



Back To School Plan 2020-2021

The responsible start up of school has been heavy on our minds and hearts as we have been in the process of developing plans. We have been working with multiple stakeholders including the Henry County Health Department on how we can best get our students safely back to school in a responsible manner. Though we acknowledge that there is some inherent risk present in bringing your children back to school, we ask that you as parents or guardians and community members be actively involved in helping us to create the safest environment for our students and staff. You as parents or guardians will be the front lines in making sure that you send your children to school in a safe and responsible manner. If you or your child are exhibiting Covid-19 symptoms or have been around others who have, please do your part and err on the side of caution and keep your children home and communicate the next steps with the school. If everyone does their part to work together on the responsible start up of school we will be able to start the school year with your children on site 5 days a week receiving the best education possible. For those families that are interested in an online option for the first 9 weeks, please visit www.napoleonareaschools.org for more information. Please keep in mind that our plan can change based on the most current guidance from state and local health officials.

Dr. Erik Belcher
Superintendent

Return To School Dates Preschool & Grades 1-12

Aug 27 - Students with last name A-K

Aug 28 - Students with last name L-Z

Families with students scheduled to attend on both Aug 27th & 28th
can send all students on Aug 28

Aug 31 - All Students

Kindergarten

Sep 1 - Students with last name A-K

Sep 2 - Students with last name (L-Z)

Sep 3 - All Kindergarten Students

It is important to remember that anyone who has close contact with someone with COVID-19 should consult with the Henry County Health Department. Contact tracing will be done by the Henry County Health Department. The Napoleon Area Schools has also developed a COVID 19 Response team. This team will be responsible for fielding calls or follow up conversations regarding Covid 19 related issues. They can be reached at 419-599-2093 or covidteam@napoleonareaschools.org



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Health & Safety Protocol In Response to COVID-19

I tested positive for COVID-19, and I had symptoms. You can be with others after:

- At least 10 days since symptoms first appeared, *and*
- At least 24 hours with no fever without fever-reducing medication, *and*
- Symptoms have improved.

I tested positive for COVID-19 but had no symptoms. If you continue to have no symptoms, you can be with others after:

- 10 days have passed since the test.

If You Are Feeling Ill

Students and Staff must stay home until symptom-free and fever-free for at least 24 hours without the use of fever-reducing medicines.

Masks

We protect each other by wearing masks. All staff and students will be required to bring a mask (face covering) and wear it properly. Masks should be worn to cover the nose, mouth and chin.

Training

Professional Development will be provided to all staff at start of school year on symptoms and screening measures.

Divided Clinic Locations

There will be an area for students displaying symptoms who are waiting to be picked up and another area for medication distribution, etc.

Seating Charts

Seating charts will be required on buses, in classrooms, and in the cafeteria. Siblings will be seated together on buses.

No Outside Food Deliveries

Deliveries will not be permitted into schools during the school day.

Hand Washing

Hand washing will be required throughout the day. Additional hand sanitizer will be available in each classroom and other areas designated throughout the buildings.

Water Bottles

Students will be allowed to carry water bottles. All drinking and water fountains will be used only for the purpose of filling water bottles.

Emotional Support

Schools will help identify and communicate access to community support for students and staff. If you are in need of assistance, please ask for help.

Stay Home If Sick

Families must screen their children and keep them home if ill. Sick children will be directed immediately upon arrival to the nurse who will require him/her to be picked up if exhibiting symptoms.



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Napoleon Elementary & Junior Senior High School

It is the intent of Napoleon Area Schools to have all students return to campus for instruction when reopening for the 2020-2021 school year. School will be in session 5 days a week. Napoleon Junior/Senior High School will use a block schedule every day. Classroom transitions will be limited at NES & NJSHS. It is understood changes may be necessary if the State of Ohio, the Ohio Department of Health, or local health officials release guidelines which are more restrictive in the coming months. All students & staff will be required to wear masks.

We are using a stoplight system to identify the alternative options of learning for students:

Green: Learning environment is on-campus with a full return of all students.

Yellow: Learning environment is completely through remote online learning with their classroom teacher. This can be determined by District, Building, or Classroom based upon need and intent to keep the learning environment to continue.

Red: Remote - Students are enrolled online (only) with the Napoleon Opportunity Academy (NOA).

Athletics

The Athletic Administration will work closely with the Ohio High School Athletic Association and follow protocols established by the Ohio Health Department and the Henry County Health Department as it pertains to student-athletes and coaches for all competitions and non-competitions. The Athletic Administration will work with fellow league and non-league schools to ensure students, parents, and community members can have the best possible experience. Athletic updates will be frequent and often as new details are being released on a weekly, and at times, a daily basis. Student-athletes should stay in constant contact with their coaches.



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Food Service

The school will offer daily food service in compliance with the Henry County Health Department recommendations which include but are not limited to:

- Fewer students per table & reduced capacity in the cafeteria or the designated dining area if possible and assigned seating may be utilized.
- Tables will be spaced as far apart as possible.
- Alternative locations for student lunches might be determined by individual buildings for particular grades.
- There will be no self-service.
- No outside food deliveries.
- Individual condiments.
- Students will wash or sanitize hands on the way to and from lunch.
- Sanitizing of Tables in between each lunch group.
- Masks are to be worn in the cafeteria except when eating.

Transportation

The Transportation Department will work closely with the Ohio Department of Education, Ohio School Board Association, local health department and other local agency guidelines to provide the safest transportation methods. Face coverings will be required to be worn by all students while on the bus. Drivers will wear face coverings as long as it does not interfere with the safe operation of the school bus. It is highly recommended that each student have their own small supply of tissues and hand sanitizer. Students will be given an assigned seat, two to a seat with some instances of three, with siblings sitting together. A two (2) mile no transportation zone will be implemented with some exceptions. Busses will be disinfected daily. Parents who are uncomfortable regarding the ability of the District to successfully and safely maintain a healthy setting are encouraged to personally transport their children to and from school. Please refer to the Transportation Questions section for more information.



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Frequently Asked Questions

Will the schools have an Open House this year?

Schools will not have a traditional Open House for the 2020-2021 school year. A virtual open house will be scheduled with staff.

How will students become familiar with the buildings?

During the regular school day, staff will take the time to ensure students become familiar with their surroundings.

Will visitors, and/or guests be allowed at school?

Visitors are discouraged from being in school facilities during school hours. All visitors will enter the building through the main school office and depending upon the need or request, individuals may or may not be permitted access to the building. If visitors are allowed in the building, they will be assigned a consistent work/meeting area.

Have safety precautions been implemented for visitors, and guests?

Yes. Safety precautions have been implemented for all visitors, such as but not limited to taking temperatures, requiring face coverings, washing or sanitizing hands upon arrival may be implemented for all visitors to the buildings.

Will there be class parties or large groups of people or social gatherings?

No, parties, whether it be large groups of people or social gatherings (i.e. classroom parties, shared food days, etc.), will not be permitted.

Will there be field trips?

Classroom based field trips will not take place until further guidance is provided.

What will the classroom occupancy be for students?

Classroom occupancy will be determined based on each individual circumstance with the maximum amount of safety considerations possible (i.e. appropriate social distancing). Students will be spaced apart when possible.

Will students have access to hand sanitizer?

Yes. Students will be encouraged to sanitize their hands before, during, and after school (i.e. before and after activities or classes).

How will students use the restroom safely?

Students will be able to use the restrooms. Students will be encouraged to wash their hands regularly throughout the school day (i.e. before and after lunch or after using the restroom).

Will students attend their regular classes?

Yes, students will attend their regular classes as scheduled.



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Frequently Asked Questions

Will students be able to congregate? No congregating will be permitted.

How will Parent Meetings take place?

General student meetings, IEP, ETR, 504, or IAT meetings will be by appointment and scheduled through an internet platform or phone conference. When this changes, parents or guardians will be notified.

Will there be Fundraisers? Updated 9/25/20

Fundraising will be allowed, but with a restriction on in-person sales for students. All fundraising requests must be approved by the building principals or athletic director prior to the beginning of the fundraiser. Please follow district approved fundraising procedures

Health Clinic / Nurses Office

Do the schools have a COVID-19 response team?

Yes, parents should call 419-599-2093 or email covidteam@napoleonareaschools.org

Will the nursing staff be working with the Henry County Health Department?

Yes. The nursing staff will work closely with the Henry County Health Department in order to support students and staff.

How will nursing services be provided?

Mobile health clinics will be established at both schools (i.e. nursing staff with medical treatment carts). The nursing staff will travel to the students or staff who have needs.

Can students still go to the nurse?

Protocols for signing in/out of the health clinic will be established by the nursing staff. Access to health clinics will be determined by a mobile nursing evaluation.

Can I drop off my student's medication and speak with the school nurse?

Yes, please contact the nurse's office to make arrangements. A pre-scheduled time has been established prior to the start date of school. Drop off time for NES is August 25th between 8:00am-4:30pm. Drop off time for NJSHS is August 24th between 8:00am-4:30pm.

Can students still have access to medications?

Yes, access to medications will be provided by the mobile nursing staff.

What if my child has daily needs which are supported by the nursing staff (ex. diabetes)?

The nursing staff will support those needs and a plan will be in place to help your child.

What will happen if a student starts feeling ill at school?

Students who do not feel well will be escorted to the health clinic by nursing staff. Any ill students showing symptoms of COVID will be kept away from non-symptomatic students and staff.



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Frequently Asked Questions

Health and Safety Questions

Will students have access to first aid supplies?

Yes. Certified staff will have a small quantity of first aid supplies for direct access in the classroom (band-aids, cough drops).

What are typical COVID 19 Related Symptoms?

A fever of 100 or greater, Cough, Shortness of breath, Chills, Repeated shaking with chills, Muscle Pain, Headache, Sore Throat, New loss of taste or smell, Nausea or Vomiting and Diarrhea.

Do students and staff have to wear masks/coverings/face shields?

Yes, All employees and students will be required to bring a mask (face covering) and wear it properly. The schools will use a visual communication based **Green** light (Mask not required during breaks, safe environment or while eating), and **Red** light (Mask required) system to alert students to when they should be wearing their masks.

Is there a certain type of mask required?

Any cloth face covering will be acceptable if it covers nose, mouth and chin.

If a student arrives at school and is ill, what will happen?

The student will be assessed by the nursing staff in the school's health clinic.

What can we do to keep schools open and keep students and staff safe?

Staff and Students should stay home if they are sick. Please screen your children daily and do not send them to school if they are ill.

What additional cleaning protocols will be in place?

Hand sanitizer will be available at entrances, as well as classrooms and office areas. The school has implemented additional cleaning protocols during school hours, as well as during the nightly cleaning of classrooms, offices and common areas. The school's focus will be to decrease the likelihood of infection with hygiene, cleaning, and safety procedures through implemented safety protocols.

What about common drinking or water fountains?

Drinking fountains with dispensers for water bottles will be available. Common or shared drinking and water fountains will not be available.

Will students or staff be temperature screened?

Staff will be required to be screened for temperature and symptoms daily. The school asks parents or guardians to perform daily symptom and temperature checks for students. Ill staff and students who have symptoms consistent with COVID-19 will stay home.



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Frequently Asked Questions

Instructional Questions

Will the schools have a Remote Online Learning Option?

The school will offer remote / online learning for parents who do not choose to send their child for in-person school. The school will determine what an online education system will encompass. If there is an increase of spread and there is a need to return to remote learning, each building will have a plan in place. The plan will vary but will involve online lessons, grading policies, and accountability to complete work on a daily or weekly basis. Parents may choose two options:

1. Send their child to in-person school (assume some level of risk) and be taught by a traditional classroom teacher: or

2. Choose online learning with the Napoleon Opportunity Academy (NOA).

Courses and curriculum will be entirely provided by NOA.

The NOA teacher will facilitate online learning.

Students will not be permitted to come in and out of online learning based on the school's guidelines. (ex. Students will be enrolled for a minimum of one academic quarter).

Students may still participate in extra- and co-curricular activities at Napoleon.

Parents or Guardians should complete the online form at www.napoleonareaschools.org by August 14, 2020 to enroll his or her student in NOA.

What if it is required that schools operate under full distance remote online learning conditions either at the beginning of the year, or at any time after the start of school?

If the schools move to Full Time Remote Online Learning, a weekly schedule will be organized so students are required to have contact time with instructors while participating in remote learning. Meaningful skill based lessons will be the focal point during the time period. Assessments will be relevant to the targeted learning goals. A reduction of major assessments such as unit tests, large comprehensive chapter tests, etc. will be implemented.

Will the learning be entirely on a digital platform if we are required to use full distance remote online learning?

No, there are certain age groups and certain courses which materials are needed to best educate students. The schools will establish a process so materials can be picked up and dropped off.



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Frequently Asked Questions

Instructional Questions (Continued)

Will schools have gym classes, recess, or other outdoor activities?

The school has made every effort to maintain consistency with other safety procedures. Students will be required to wash and/or sanitize their hands before, during, and after gym class or while engaged in social activities outside of the classroom (i.e. recess or outdoor activities).

How will students move throughout the buildings?

Additional time will be built in between class changes and rotations for cleaning of desks and equipment. Release times between classes and dismissal times will be staggered to decrease traffic in the hallways.

What will the Start and End of the School Day look like for students?

Measures have been taken to prevent students from congregating before and after school. Students will report to a predetermined and designated location at the start and end of the school day.

Napoleon Junior Senior High School Questions

How will students participate in a Block Schedule at NJSHS?

Students will participate in a Block Schedule (four class periods a day). Monday B1, Tuesday B2, Wednesday B1, Thursday B2, and Friday will alternate B1 & B2 every other week.

Will students at NJSHS have an intervention and enrichment period this year?

No, the intervention and enrichment period will be considered a homeroom. The time will be spent focusing on other items associated with school. It will take place immediately following the 5th and 6th period. Students will stay in their 5th and 6th period classroom.

Will students at NJSHS be able to carry backpacks during the school day?

Yes, the students in grades 7 to 12 will be permitted to carry backpacks to reduce the need to return to their lockers.

Transportation

Will students be able move around the bus to socialize with other students when the bus is parked?

No. Students will be required and expected to go to their assigned seat and sit down immediately. They will be required to stay in their seat until the bus arrives at their designated school/bus stop.

Will there be hand sanitizer dispensers on the bus?

Yes. Each bus will have hand sanitizer dispensers mounted in the bus. However; we still encourage students to have with them in their bookbag their own personal hand sanitizer, as students will not be allowed to move around freely on the bus.



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Frequently Asked Questions

Transportation (Continued)

What areas of town consist of the two (2) mile no transportation zone?

The two mile no transportation zone is from the west Napoleon city limits east to the curve on Fillmore St. near Zack's Recycling Center. The areas south of US Route 24 to the Maumee River. Oakwood Ave. from Northcrest Dr. south to the Maumee River.

Are there any areas inside the two (2) mile no transportation zones that will still be provided transportation?

Yes. Areas that have been determined a safety hazard will be provided transportation. These areas consist of: West Riverview Ave. from Hurst Dr. southwest to the Napoleon city limits. Scott St. from Pizza Hut restaurant north to the city limits. Jahns Rd. from West Riverview Ave. to County Rd. P (Bales Rd.) Harmony Acres – Specifically North Harmony West of Glenwood Ave., Westwood Ave., Glenbrook Court and Harmony Dr. Taylor Addition – Specifically Taylor St., Rivera Heights, Oakwood Ave. from Northcrest Dr. north to the Napoleon city limits.

Will the district make any changes to the two (2) mile no transportation zone?

If ridership is reduced because parents choose to transport their own child, and we can still accommodate maintaining our reduced passenger capacity, the zone could be reduced. The district will continue to monitor this and make changes if possible.

We have shared parenting, will both parents be allowed to have a bus stop?

No. Students will only be allowed one bus stop location in the morning and one bus stop location in the afternoon. Parents will need to work together to determine where the stop location for the student(s) will be. There will be no alternating weeks/days.

Will my child be able to ride the bus home with a friend?

No. Bus passes will not be allowed for a student to go home on the bus with another student.

May I pick up my child from school who normally rides the bus?

Yes. However, due to the amount of students riding the bus and the information needed to be passed on to their teacher; parents must call the appropriate school by 2:00 PM to notify the school that your student will be picked up.

Will the buses be ventilated?

Yes. Windows and roof vents may be open to allow for fresh air ventilation.