



**Plan for Safe Return to In-Person Instruction & Continuity of  
Services Charlotte County Public Schools  
2021-2022**

**Section 1: Introduction**

This plan describes how Charlotte County Public Schools will maintain the health and safety of students, educators, and other school and division staff during and following the return to full in-person instruction. Questions about this plan should be directed to Robbie Mason, Superintendent of Charlotte County Public Schools.

**Section 2: Maintaining Health and Safety**

Charlotte County Public Schools has taken, and will continue to take, actions to ensure the health and safety of students, educators, and other school and division staff during and following the return to full in-person instruction. A description of actions is below.

- COVID-19 Team Members
  - Superintendent, Principals, Building Administrators, School Nurse Coordinator, Selected Parents, Selected Teachers
- Local Health Department Contact Information 434-542-5251 (Charlotte County)
- Procedures for Contacting Health Department
  - Report COVID-19 cases/concerns to the school nurse and superintendent, who will contact Piedmont Health District.
- Student Health Monitoring:
  - Health screening for students and staff were discontinued on March 8, 2022.
- Absenteeism Monitoring:
  - Monitor absenteeism through school reports, calling home to inquire about students who are not attending school regularly. Require doctor's notes, other forms of documentation, and allow flexibility for students with preexisting conditions. Concerning absenteeism trends will be reported to the Piedmont Health Department.
- Communication Plan
  - Training for Staff
    - Training for contracted custodial service staff on county wide sanitation protocols. Staff members will also be advised on mechanisms to maintain student privacy with health information. Staff will be advised on the importance of maintaining social distancing and

alerting school nurses when students in their classroom are symptomatic.  
The school nurse coordinator will train all school nursing staff.

- Training for Students:
  - Students will be advised on the importance of social distancing, handwashing, proper hygiene in terms of sneezing and coughing, and maintaining sensitivity towards student health information.
- Communication
  - Staff:
    - Principals will communicate important information and procedures, as well as a time to receive feedback from nurses and teachers.
    - Teachers will be encouraged to communicate with the school nurse frequently.
  - Parents:
    - Utilize school reach, social media, local media, letters home on the following topics:
      - Social Distancing
      - Hand washing
      - Visitor Policy
      - COVID-19 symptoms checklist for use during daily morning home screenings
      - Post-illness return-to-school policy
      - Cleaning products used around students who have respiratory illnesses (ex: spraying aerosols)
      - Quarantine procedures and communication methods
      - Bus procedures/transportation changes
      - Availability of remote learning options (Virtual Virginia deadline was 6/30/21)
  - Students:
    - Daily announcements for all students and signage for common areas. Social stories for younger students and SWDs.

Topics:

- Hand washing
  - Social distancing
  - Self care
- Communication of Outbreak and/or Positive Cases
    - 1st Contact- School Nurse or Principal→Superintendent
      - Isolate the student
      - Communicate with parents/guardians
      - Reach out to the health department for the next steps
- Community Response Efforts:

- Follow guidance from the health department.
- Inform community members related to our status regarding facilities use agreements.
- Student Health Services:
  - Access to school nurses/administrative designee daily. Access to school counselors for mental health concerns. School nurses will communicate with staff members related to individualized student health plans and needs.
- Typical Health Services (non-COVID-19 illnesses)
  - Schools will continue to implement the same protocols for non-COVID illnesses as used in the past.
- Mental Health Services
  - School staff will work to ease student concerns related to COVID-19. Students will have access to a school counselor daily.

### **Promoting Behaviors that Reduce the Spread of COVID-19**

**Staff Education:** Staff will be advised as to the importance of the following items:

- Hand Washing
- Respiratory Etiquette
- Staying Home When Sick
- Physical Distancing

**Parent Education:** Information on the following topics will be provided to parents through social media outlets, division/school webpages, parent letters, and School Reach (dual language options):

- COVID-19 symptoms
- Keeping students at home when they have a fever or COVID-19 symptoms

**Student Education:** Students will receive information on the following topics through daily reminders, announcements, school signage, e-books, and informational videos from the CDC:

- Hand Washing
- Respiratory Etiquette
- Staying Home When Sick
- Physical Distancing

**Adequate Health Supplies:** Ordering hand sanitizer and disinfecting wipes/sprays for each classroom and common area. Ordering masks for students and staff. Ordering cleaning devices and paper towels for school buses/cars.

**Signage:** Utilize signage related to handwashing, social distancing, face coverings, self screening, & healthy habits.

### **Maintaining Healthy Environments**

Distancing in classrooms, communal areas, and on school buses will be maximized to the greatest extent possible.

### **Hygiene Practices**

**Cleaning and Disinfecting Protocols:** Contracted custodial staff will disinfect classrooms and common areas frequently throughout the day. Leaving as many interior doors open as possible will help reduce the spread of germs.

**Handwashing Stations and Hand Sanitizer:** Hand sanitizer has been purchased for all classrooms/common areas at each school. Social distancing measures will be followed for students who are washing their hands (1 per sink etc).

**Ventilation Systems:** Buses and classrooms are equipped with filtered ventilation systems.

**Water Systems and Features:** Students should bring a water bottle from home and are encouraged to use fountains as a refill station only. Increased sanitation efforts for fountains.

### **Maintaining Healthy Operations High Risk**

**Individuals:** This will be evaluated on a case by case basis.

**Gatherings-** CCPS will follow VDH and CDC guidelines for large gatherings.

**Field Trips-** Field trips will be evaluated on a case-by-case basis. This evaluation will be based on exposure for students and staff resulting from the proposed trip, COVID case counts of the requested travel destination, and current Charlotte County/CCPS COVID case counts.

### **Protecting Vulnerable Individuals**

**Return to Work Policy-** Must abide by a 24 hour symptom free or improved policy before returning to work.

### **Handling of Identified Illnesses**

**Isolation Protocols:** School nurses will remove students from class and isolate them.

**Transportation:** Communicate via school nurse when a positive case will require a deep cleaning of buses/cars. Transport students home if a parent is unavailable to pick up the sick child.

**Disinfection Procedures:** Use approved disinfectant spray provided by custodial services to clean all areas where student/staff contact was made.

### **Student Dress Code to Allow for Face Coverings**

- Students are allowed to wear a face covering when inside the school to protect themselves and school staff from illness.
- At the discretion of school administration, face coverings deemed disruptive or inappropriate are not permitted. Bandanas are not an acceptable face covering.

### **Student Privacy**

- As always, Charlotte County Public Schools will keep student information confidential.

### **140 Clock Hours Requirement Flexibility**

- Charlotte County Public Schools will follow policy IC/ID to apply for a waiver should the need arise.

### **Emergency Drills**

- CCPS will follow the fire drill guidance provided by the State's Fire Marshal Office. Other emergency drills will be conducted as required by the State of Virginia.

## **Section 3: Continuity of Services**

### **School Schedules**

- Charlotte County Public Schools will provide in-person instruction five (5) days per week during the 2021-2022 school year. Students learning remotely will receive instruction through Virtual Virginia. Virtual Virginia will provide remote instruction with their own teachers (not CCPS teachers) using Canvas. Remote students will remain students of CCPS and will be held accountable for all attendance regulations. The deadline for enrolling students in Virtual Virginia was June 30, 2021.

### **Transportation**

- Bus notes will not be accepted to ensure transportation of students remains in compliance with physical distancing measures.
- **Face coverings are optional on school buses and in county cars.**

### **Technology**

- PreK- Grade 1 will have Chromebooks to use at school but will not be allowed to bring the devices home.
- Grade 2- Grade 12 students will have Chromebooks to utilize at school and at home.
  - All devices must remain in protective cases while on the bus. Students are not permitted to take devices out during transportation.

### **Parent Communication**

- Teachers and school administration will utilize the Remind application, phone calls, and email to communicate with parents.

### **Internet Access/Connectivity**

- Charlotte County Public Schools installed wireless access points at the CCPS School Board Office and all CCPS school parking lots to provide internet access to all students.

## **Identifying Student Learning Loss**

### **VDOE Growth Assessments**

- Legislation passed in the 2021 General Assembly (HB 2027) requires the administration of a fall assessment to students in Grades 3-8 in both reading and mathematics. These tests will be used to measure growth and help to identify unfinished learning from the 2020-2021 school year due to the COVID-19 pandemic.

In the fall of 2021, the Grades 3-8 Growth Assessments administered to students will be based on the previous grade level's content and will be used to assist teachers in identifying academic areas in which students need additional instructional support.

### **SOL Testing**

- The Virginia Standards of Learning Assessments will be administered in the 2021-2022 school year.

### **Remediation**

- After school remediation will be held during the 2021-2022 school year.
- Targeted interventions will support students with learning needs using the tiered intervention model.

### **Continuity of Learning**

- Pre K - Grade 12 students will receive Chromebooks for the 2021-2022 school year. In the event that we experience a full school closure, all learning will transition to remote learning via Google Classroom or Canvas. Teachers are required to have two weeks of remote instruction available for students at all times. Teachers will communicate with families utilizing the following resources: Google Meet, Remind application, email communication, and phone call.

## **Section 4: Opportunity for Public Comment**

Questions concerning the Charlotte County Public Schools' Instructional Plan should be directed to Superintendent Robbie Mason at [masonr@ccps.k12.va.us](mailto:masonr@ccps.k12.va.us). The following link will direct you to a Google Form for you to insert any comments regarding the Instructional Plan: <https://forms.gle/AS9yz9Ug9X7SsMFE7>.

## **Section 5: Periodic Review and Revision of Plan**

During the period of the ARP ESSER award (until September 2023), Charlotte County Public Schools will review this plan every six months and, as needed, revise its plan for the safe return to in-person instruction and continuity of services. Plan revisions will address updated VDH and CDC guidance on safely reopening schools.

**Plan initially posted:** June 1, 2021

**First Review:** November 1, 2021

**Second Review:** June 2022

**Third Review:** December 2022

**Fourth Review:** June 2023

## **Section 6: Making the Plan Available to the Public**

- The plan is posted at <http://www.ccpsk12.org/>
- The plan may be orally translated for parents. Contact the Charlotte County School Board Office, to request translation; and

- Upon request, a parent who is an individual with a disability as defined by the ADA may be provided with the plan in an alternative format accessible by contacting the Charlotte County School Board Office at 434-542-5151.