

Norwalk High School
Return to Learn Plan

Last Revision- July 20th

Know that this plan is fluid and could change daily. Each time there is a change in the plan, the Teacher Return to Learn team will be notified as well as the Parent Committee.

[Norwalk Community Schools Return to Learn Plan DRAFT](#)

Daily Guidelines:

- No [symptoms](#) or fever (self reporting)
- No one in family is pending results of COVID-19 testing
- Stay home if sick. [Norwalk Student Illness Guidance for Parents](#)
- Spacing (will reference two arms lengths) recommended & encouraged
- Face coverings (nose and mouth) are required for students, if social distancing can't be maintained, and required for staff and visitors
- Wash hands & use hand sanitizer frequently

COVID-19 policies are intended to mitigate, not eliminate, risk. There is no single action or set of actions that will completely eliminate risk, but we can work together to reduce the risk.

Expectations for All Three Scenarios (#1 Normal w/ Modifications, #2 Blended, #3 Remote)

- We are committed to building supportive, connected classroom environments in which **we value each student's academic and social-emotional growth and wellness.** Relationship and community-building activities will take place in all settings.
- Learning provided to students during in class and remote virtual instruction will be **required.**
- Attendance will be taken** during the class meeting each day, whether in-class or remote.
- Teachers will be expected to provide instruction, feedback and targeted supports to students.
- Students will be expected to participate in instruction and share evidence of their learning.
- Teachers will gather evidence and determine proficiency on priority standards on a trimester basis via the report card.

- ❑ Remote learning will consist of both **synchronous (live)** and **asynchronous (on demand)** learning.
- ❑ Each classroom teacher will maintain an active Google Classroom or Canvas online classroom throughout the school year. PLCs will collaborate to ensure access to remote learning opportunities through these programs.

Scenario #1 - Normal with Modifications

Students will be in all general classrooms and social distancing will be emphasized facing forward. Small group instruction will continue with a limited number. Group work may continue if social distancing is attainable. Masks will be required when students are not able to maintain appropriate distances. Teachers will teach students in person (least restrictive).

Important things for parents to consider regarding Scenario #1:

- Our school has carefully planned and will be implementing many detailed health and safety mitigation strategies to do our best to keep student's safe. Please [review those plans in detail](#) for more information.
- Should an individual student or a whole classroom be under quarantine due to COVID-19 based on WCPH guidelines, the quarantined individual or classroom will all engage in Scenario #3, Remote Learning, for the duration of the quarantine. If a student is ill and unable to participate in Remote Learning, they will need to report each day of illness as an absence to the school (per DE guidelines).
- Should a parent opt to change enrollment to Remote Learning during the school year, they may be moved to another section of the grade level that is a full year, fully Remote Learning environment.

Scenario #2 - Blended Model

This scenario will only be implemented when “normal with modifications” is not recommended based on COVID-19 data or state, local or district guidelines. This is not currently an option parents may choose for the beginning of the year. Students will attend school for in-person instruction two days a week and engage in remote learning three days a week. Wednesdays will be for deep cleaning, planning, collaboration and targeted supports for students. Students will be assigned A or B day schedules based on households. An example is listed below:

Week 1	Monday	Tuesday	Wednesday	Thursday	Friday
Purple Week 1	In-Person	Remote	In-Person	Remote	In-Person
Gold Week 1	Remote	In-Person	Remote	In-Person	Remote
Week 2	Monday	Tuesday	Wednesday	Thursday	Friday
Purple Week 2	Remote	In-Person	Remote	In-Person	Remote
Gold Week 1	Remote	In-Person	Remote	In-Person	Remote

Scenario #3 - Remote Learning: Teachers and students are engaged in instruction through Google Classroom, Canvas and/or virtual meeting platforms each day.

Important things for parents to consider regarding Scenario #3:

- Selecting the Remote Learning option is a trimester commitment.
- Remote Learning with young children at the PS-1st grade levels will still require a significant amount of adult support to manage whether in the home or at a child care location. Students will need to log-in at certain times, interact with their teacher remotely, and submit work electronically via SeeSaw.
- Should a parent opt to change enrollment to Normal with Modifications at the change of a semester, they may be moved to another section of the grade level that is a full year, in-person environment.
- Remote Learning is considered a required option for the state of Iowa that meets academic standards for the grade level. **Families opting to have their students engage in Remote Learning for the 2020-21 school year will not be automatically eligible to enroll in the same grade level for the 2021-22 to repeat the year in-person.** This would constitute grade-level retention, and all retention decisions are individual, data-based decisions at the discretion of the district.

All Scenarios will be **required** learning.

By August 1st, families will complete the Google form for Required Remote learning. Any required medical forms will be dropped off at the district office. The superintendent will be approving requests.

Families will have the choice of Scenario 1 or 3 at the beginning of the school year. We will move to Scenario 2 if it is recommended to have fewer people at school due to COVID-19 data. The length students should maintain their scenario choice will be determined at a later date. Exceptions will be made if a child or their family are dealing with sickness.

Detailed Plans for All Students Returning to School with Modifications	
Open House	<ul style="list-style-type: none">→ No in person Open House→ Student Advocates and counselor will prepare a virtual tour of building→ Teachers record messages for students→ Students/families new to the district set up appt with the Advocates Office to tour the school. Please contact Jessica Garrison, jgarrison@norwalk.k12.ia.us.→ Medications delivered by appointment with the nurse, Diana Duffy dduffy@norwalk.k12.ia.us→ Students with special circumstances and/or needs in building by appointment (anxiety, etc.) with the counselor, Jessica Gambrel, jgambrel@norwalk.k12.ia.us
Before School	<ul style="list-style-type: none">→ The high school requests that students arrive after 8:10 a.m.→ Bus riders and other students enter building and go directly to cafeteria→ Assign adults to supervise the areas (Paras)→ Hand sanitizer provided→ Students will sit in assigned areas; mingling is restricted→ Breakfast: Follow district guidelines→ Lockers will not be issued to begin the year. Students will work out of backpacks until winter break and then reevaluate. Special circumstances may exist for a few students.→ Restroom use with permission and pass→ Four students posted based on social distancing.→ Students are not to congregate

<p>After School</p>	<ul style="list-style-type: none"> → Stagger times for dismissal of students at the end of the day → Students use specific doors when exiting the building using safe distancing. → Maintain social distancing outside of the building. → Parent/guardian pick-up is at the north side of the HS or at the MS; <ul style="list-style-type: none"> ◆ Students are NOT to be picked up in front of Eastview
<p>Transportation/Bus</p>	<ul style="list-style-type: none"> → Buses will operate at capacity → Riders are required to wear masks, remain seated and face forward → Riders will sit in assigned seats as directed by the driver → PM bus riders transition to Eastview cafeteria and/or front of Eastview → Bus transfers and loading will be coordinated with the Director of Transportation <ul style="list-style-type: none"> ◆ Identify loading/drop-off areas for each route ◆ Create table groups based on Bus route → Para educators assist with supervision and transfer of elementary students
<p>Classroom</p>	<ul style="list-style-type: none"> → Mask expectation will be based on CDC and district recommendations → Teachers will teach lessons while being mindful of social distancing practices → Limited and shortened partner work → Teachers will assign seats and turn in seating charts to the office for contact tracing purposes → Teachers will refer to the flowchart (creation in progress) for when/how to send ill students to the nurse
<p>Transitions/Passing Periods</p>	<ul style="list-style-type: none"> → Per the Norwalk Fire Dept, a doorstop may be utilized for classroom doors during passing period or transition times only. This will limit touches to the door and door handle while still providing the intended security when the classroom is occupied. → Students wear masks during passing periods → Sign and directional markings in hall identify traffic flow → Walk to the right and maintain distance → Student leaders assist teachers with cleaning classroom desk/table surfaces between classes → If necessary, teachers escort students during transition to lunch and dismissal → Use Google Form that includes destination and date/time stamp to sign out of classrooms Destination Pass Log
<p>Lunch</p>	<ul style="list-style-type: none"> → Juniors and seniors will have open lunch. A grab and go option will be available, but students must leave the building for open lunch or remain in the cafeteria. → Lunch will have staggered times and teachers will walk students to the cafeteria → Tables assigned by class; students will be assigned a spot per table → Stagger times for tables/students to come through lunch line → One-way entrance into the servery /exit near cashier

	<ul style="list-style-type: none"> → Duplicate serving lines arranged by Director of Nutrition Services → Lunch supervisors will assist with gathering trash to limit student movement around cafeteria → Students will remain seated at table until dismissed by staff member → Time between lunch periods will be allocated for passing times → Signs posted for traffic flow, where to stand → Students use hand sanitizer/ wash hands before & after lunch → Tables sanitized after each lunch → No visitors to eat lunch with students → Students paying with cash will not receive change back, instead, it will be deposited into the student's lunch account
<p>Study Hall</p>	<ul style="list-style-type: none"> → 10-11 grade students receive one release period and 12 grade students receive two release periods, with parent permission, any student in grade 10-12 can turn a study hall into an additional period of release → Those remaining in study hall can expect the following: <ul style="list-style-type: none"> ◆ Mask expectation will based on CDC and district recommendations ◆ Students will have assigned seats ◆ Social distancing practices followed ◆ Google Classroom and/or Canvas will be used ◆ Students are expected to engaged in homework / online practice activities or free-read ◆ No partner work
<p>Office</p>	<ul style="list-style-type: none"> → Plexiglass has been installed for all offices (main office, Advocates' office, Activities office, Technology office) → NCS D COVID visitor screener → Nonessential visitors will not be allowed in building → When in office, social distancing will occur → Wipe phone receiver and space between transitions of staff
<p>Nurse</p>	<ul style="list-style-type: none"> → Norwalk Student Illness Guidance for Parents → Nurses will work with teachers and parents of students with compromised health conditions → Nurses will help educate and take temperatures if needed for employees who might have compromised health → Mask expectations will be based on CDC and district recommendations → Hand washing will be a priority. Nurses will provide instruction through video. → Two areas will be created for the students <ul style="list-style-type: none"> ◆ Illness Area for those with symptoms ◆ Medicine Area

Restrooms/ Drinking Fountains	<ul style="list-style-type: none"> → 4 person capacity signs for restrooms → Sign out /in from classroom for restroom using Destination Pass Log → Markings for standing in line → Water bottle filling stations will be used (possible donation of bottles from local group) → No drinking fountain → Teach students proper hand washing routine
Instruction	<ul style="list-style-type: none"> → Mask expectation will be based on CDC and district recommendations → Teachers will teach lessons while being mindful of social distancing practices → A virtual priority assessment calendar will be provided to the parents for the month → Google Classroom and/or Canvas will be used → Students engaged in remote learning will experience both synchronous (live) and asynchronous (on demand) instruction → Limited and shortened partner work → Teachers will review and provide meaningful feedback on student work to adjust instruction and set learning goals with students.
Technology & Books	<ul style="list-style-type: none"> → Virtual Check out (Carry out or pick up check out) → Students communicate with librarian by email to locate materials for them → Book return system outside of the library
Parent Communication	<ul style="list-style-type: none"> → PLC teacher teams meet virtually → PLC teams and teachers will provide Weekly Learning information for families (needs updated) → 6-12 PLC teams and teachers will identify when Priority Assessments are given/due (needs updated) → Consistent between PLCs & grade levels → Use of Google Classroom and/or Canvas → Teacher emails and/or phone calls to parents → Messengers to families from building administration and counselor
Equity & Special Populations	<ul style="list-style-type: none"> → Teachers will work with students in small groups using social distancing → Teaching would occur in both classrooms and special education offices
SEMBH	<ul style="list-style-type: none"> → Teachers will make relationship building with student a priority → Continue our work with 7 Habits and Leader in Me → One School-based therapist will be housed out of the high school
Safety Drills	<ul style="list-style-type: none"> → Per the Fire Department: Social distancing should not be practiced in the event of a fire or other emergency requiring evacuation, as a student's immediate safety outweighs the risks of being in the proximity of less than 6 feet to another student. Fire drills should be practiced as if they are a true emergency,

	without social distancing, with due regard to hand sanitation and 6 feet of separation at the conclusion of the drill.
Field Trips/Visitors/Assemblies	<ul style="list-style-type: none"> → Field trips are canceled until further guidance → No nonessential visitors or speakers until further guidance → Limit gatherings in large groups → Create virtual assemblies
Band	→ Band has a unique situation and, therefore, has created their own plan to keep students and staff safe: Plan for Band
College/Career/Military Recruiters	→ All college, career, and military recruiting will be done virtually