We are a caring community; nurturing and empowering both academic and individual excellence.

Our Commitments

Please know that we recognize the uncertainty you may be facing as you make plans for next year and we are doing our best to address the questions and concerns we are all facing as a school. We have said this elsewhere, but we want to reiterate our commitments to you:

- We are committed to preserving each family as part of our school community through these very challenging times.
- We are committed to providing a rich Patagonia educational experience for our students.
- We will continue to communicate plans and decisions as they develop.
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Dear Parents/Guardians,

In looking forward to the next school year it is very difficult to tell what the future will hold for us. August 12th, while it is still over a month away, is coming up quickly. Patagonia Public Schools will use the CDC guidelines in order to decide when we can open the school buildings. We will also be prepared with the 5 plans outlined in this packet for the first day of school. We have not yet made a decision on which plan will be implemented, and we will be making that decision as close to the school opening as possible. I realize that you all have some misgivings about how the next school year is going to be. It is going to be difficult for all of us, and emotionally it is going to take its toll on the students, staff, and the parent/guardian of the students. I would like you all to know that the school will be here to support you in any way that we can, but we also need your support as well. These policies and procedures are going to be implemented for the safety of all individuals involved, it is imperative that you follow them as closely as possible in order to keep everyone safe. The information in this packet is the most current and up to date information that we have from the CDC, Arizona Department of Education, and the state and federal governments. These policies and procedures have also been approved by both the PES and PUHS governing boards.

I also did take your survey responses into consideration when developing these plans. I understand that this plan is not going to make everyone happy, but understand that it is my job to keep all individuals on campus safe. We would all like everything to get back to normal, but that is not our reality right now. As soon as it is safe we will all gladly move from Step 2 to Step 3 and onto normal operation. There will be a Distance Community Forum on Wednesday, July, 15th @ 6:00pm to hopefully answer all of your concerns and questions. There will be more information about this Forum released closer to that date. If you have any questions or concerns please feel free to contact the school for answers to your questions.

Sincerely,

Kenny Hayes
Superintendent
Patagonia Public Schools
### Should you consider opening? *(Schools Decision Tree- CDC)*

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
<th>Considerations</th>
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| | | Will reopening be consistent with applicable state and local orders?  
- Orders may come from the Governor’s Office, Tribal Nations, Arizona Department of Health Services, Local Health Departments |
| | | Is the school ready to protect children and employees at higher risk for severe illness? |
| | | Are you able to screen students and employees, upon arrival, for symptoms and history of exposure?*  
- Per CDC guidance, daily health checks/screenings are recommended when feasible and can include:  
  - visual symptom checks, which may include temperature checks if temperature checks can be done safely.  
  - verbal/written confirmation from parent that student is symptom-free  
*Please note that temperature checks are not required, and that fever is just one of many symptoms that may be screened for. |
| | | Any No Responses- Consider Not Opening Physical Buildings |

CDC recommends that schools wait to reopen physical buildings until all answers in the charts above are marked yes. Implementation (of CDC guidance) should be guided by what is feasible, practical, acceptable, and tailored to the needs of each community.

### Are recommended health and safety actions in place? *(Schools Decision Tree- CDC)*

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
<th>Considerations</th>
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<tbody>
<tr>
<td></td>
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<td>Promote healthy hygiene practices such as hand washing and wearing a cloth face covering, as feasible</td>
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<td>Intensify cleaning, disinfection, and ventilation</td>
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<td>Encourage physical distancing through increased spacing, small groups, and limited mixing between groups, if feasible</td>
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<td>Train all employees on health and safety protocols</td>
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<td>Any No Responses- Consider Meeting Safeguards First</td>
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<td>Yes</td>
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<td>Develop and implement procedures to check daily for signs and symptoms of students and employees upon arrival, as feasible</td>
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<td>Encourage anyone who is sick to stay home</td>
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<td>Plan for if students or employees get sick</td>
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<td></td>
<td>Regularly communicate and monitor developments with local authorities, employees, and families regarding cases, exposures, and updates to policies and procedures</td>
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<td></td>
<td>Monitor student and employee absences and have flexible leave policies and practices</td>
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<td></td>
<td>Be ready to consult with the local health authorities if there are cases in the facility or an increase in cases in the local area</td>
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</table>

**Any No Responses- Consider Meeting Safeguards First**

CDC recommends that schools wait to reopen physical buildings until all answers in the charts above are marked yes. Implementation (of CDC guidance) should be guided by what is feasible, practical, acceptable, and tailored to the needs of each community.
STEP 2 PROTOCOLS: STUDENTS ON CAMPUS

Step 2 protocols are established based on community monitoring that reveals low levels of community spread of COVID-19. These practices are put in place as part of a general scale-up of operations.

Daily Health Screening

A staff member, wearing appropriate PPE, will visually check each student and take temperatures with a non-contact thermometer prior to students entering the school. Any student with visible symptoms of runny nose, cough, shortness of breath, or vomiting, or one who has a fever at or above 100.4 degrees, will be taken to the student office. Parents may be contacted for pick-up with the following exceptions:

- If the student has a runny nose and the nurse/health aide observes that there are no other symptoms, the nurse/health aide will contact the parent to inquire as to whether the student has had any other symptoms or there have been any COVID-19 exposures in the home. If not, the student may return to class.

- If the student has health information on file that confirms a diagnosis of asthma or other respiratory condition and the nurse/health aide observes that there are no other symptoms, the nurse/health aide will contact the parent to inquire as to whether the student has had any other symptoms or there have been any COVID-19 exposures in the home. If not, the student may return to class.

- If your student shows any of these signs at home please do not let them attempt to attend school.

- If we have a confirmed case present in the school we will be forced to close for a minimum of 2-5 days.

For students that ride the bus they will be screened before they are allowed to enter the bus.

Note: Schools will not give out attendance awards for the duration of the COVID-19 health crisis.
Continuum of Screening:

**HOME** is the first point on the screening continuum. Families should self-report symptoms of illness, which could include fever, new onset of cough, or close contact with an infected individual. Please contact the school and let us know about any possible conditions; we will excuse these absences and provide distance learning opportunities for them so they will not fall far behind or lose seat hours.

**TRANSPORTATION** is the second point on the screening continuum. Students will be tested, and if they have any of the above mentioned symptoms they will not be allowed on the bus.

**SCHOOL** is the final point on the screening continuum. Patagonia Public Schools will screen every individual that comes on campus to make sure that they are not showing symptoms. If anyone is showing symptoms they will be asked to go home.

- Unfortunately it has been shown that individuals that are asymptomatic can still pass on the disease so we will be making other modifications to ensure the safety of the students, faculty, staff, families, and ultimately the community at large.

**Student Drop off procedures**

Parents will drop off/pick up your students without getting out of the car, unless express permission from the student office is provided for good cause. If a parent has permission to get out of the car during drop-off/pick-up, have the student arrive at school by 8:00am and leave school after 3:20pm for their students.

- Please do not leave until your student has been cleared to stay at school.
Five Possible Plans for Opening the School

Plan A

Plan A will be to welcome all students and staff back to our beautiful campus on the first day of school, August 12. The community will follow specific health precautions which will be in accordance with our local, state, and federal requirements and will include, at a minimum, the following:

- Adults must attest to being symptom-free each day.
- Adults will be wearing masks.
- Maintenance staff will disinfect shared surfaces and equipment between uses.
- We are reducing or, in some cases, eliminating shared materials.
- We are reimagining classes, festivals, and community gatherings.

Plan B: Blended Learning

We recognize that there may be scenarios where campus would be open, but some families or staff may not be comfortable returning at that time, or families or staff may be in quarantine/isolation due to circumstances related to COVID-19. Our goal is to provide a seamless transition between these scenarios and make instruction available to all students during these periods.

Blended learning is the process where some students are receiving instruction via our Google Classroom/Google Meets UC Classroom distance learning platform and some are receiving instruction on campus. This does not change our mission or our commitment to providing a rich Patagonia Public Schools educational experience. Patagonia’s blended learning model combines synchronous (live) instruction with asynchronous (accessible anytime) instruction in a schedule intentionally designed to provide a healthy school/life balance.

Plan C: Campus Closure

Following the recommendations from local public health officials, we are preparing for a series of interruptions to on-campus learning. In the event our local community experiences a spike in COVID-19 cases and an interruption of physical operations occurs, we will promptly shift to campus-wide distance learning via our Beyond the Classroom platform.

Regardless of the mode we may find ourselves in at any given time, we will continue to educate the whole child through the head, hands, and heart. We will continue to build the capacities of confidence and resilience, encourage the pursuit of individual passions, promote life balance, encourage play and movement as a foundation of learning, and provide multisensory learning experiences. And most importantly, we will be leaning into the challenges of this new landscape together as a caring community; nurturing and empowering both academic and individual excellence.
Plan D: Campus Closure/Start after Labor Day

This may be the school calendar if we decide to start after Labor Day. The current adopted school calendar is what will be used unless we decide that this is the safest option. If we open the school after Labor Day we will still be following safety procedures that are stated throughout this document.

Plan E: Staggered Schedule

The schedule will be staggered so that only half of the students will be on campus at a time. This will help with social distancing on the bus and in the classroom. Students will receive in person education 2 days a week, and will receive distance learning 2 days a week. Fridays will be only for students that need extra remediation and help, the rest will not be required to attend, but will have distance learning work to complete.
**Bus Procedures:**

If students are meeting the bus at a communal area, it would be preferred if they wait in their parent’s cars, or social distance while waiting for the bus. All students will go through the screening process before they enter the bus, so it is recommended that you do not leave your students at a bus stop without a way to get home. The screening procedure is detailed above.

While on the bus the following procedures will be followed.

- To the greatest extent possible given bus capacity, assign students to bus seats with one student per row and, when possible, an empty row between students. Where students can be assigned one per row, assign them to the seat closest to the window. Maintain maximum bus ventilation at all times, including open windows (weather permitting). Set ventilation to non-recirculating mode.

- When bus capacity will not allow for one student per row and an empty row between students, students will be required to wear cloth face coverings when on a school bus unless a health condition prevents this.

- Staff will wear cloth face coverings when on a school bus unless a health condition prevents this.

- Buses will load from back to front at bus stops, and unload front to back when at school (to minimize students passing by other students).

- Siblings will need to sit together in order to allow room on the bus for social distancing.

**Water Procedures**

All water fountains will be turned off. We will be using water filling stations instead, so please send a refillable water bottle with your student each day.

**Enhanced Social Distancing**

**Basic social distancing practices**

Staff members will educate and remind students regularly to maintain at least 6 feet of distance between individuals at all times possible.

Where possible, have students remain with the same groupings and the same staff throughout the day. Design schedules for middle and high school students to allow the same groupings of students to move from subject to subject as much as possible. Consider reducing class sizes as much as possible within the constraints of the number of students enrolled and the physical layout of the school.
Student Drop off procedures

Parents will drop off/pick up your students without getting out of the car, unless express permission from the student office is provided for good cause. If a parent has permission to get out of the car during drop-off/pick-up, have the student arrive at school by 8:00am and leave school after 3:20pm for their students.

Classroom layout

For all grades, mark classroom floors with adhesive tape to indicate where individual desks/workspaces will be located.

Position desks 6 feet apart unless that spacing is not possible due to the size of the classroom and the number of students assigned to it. If desks cannot be positioned 6 feet apart, consider requiring cloth face coverings, unless a health condition prohibits this.

Position desks to face the same direction rather than facing each other. Do not use large tables for groups of students unless this is the only option. If this is the case, the district may consider requiring cloth face coverings.

Do not permit students to be physically grouped to work together. Instead, encourage teachers to use technology to facilitate group work and group learning where appropriate for the age, subject, and capabilities of the students.

Communal Spaces

Hallways

Hallways will be marked with adhesive tape to direct students to stay on one side of the hallway for each direction of travel. Where possible given the school layout, certain hallways may be designated one-way.

Playgrounds

Playgrounds will be closed and students will not be allowed to use playground equipment. Individual classes will be assigned specific time slots for students to be taken outside for physical movement, with social distancing to be maintained at all times. Separate classrooms will not be allowed to mingle during outside activity time, and staff is encouraged to be creative in employing techniques to maintain social distancing during unstructured time. Finally, teachers and students are required to wash their hands following activities.

Lunch rooms

We will open the MPR/lunch room during lunch, with increased safety measures, including the following:

- Grades PreK-2 will eat in the lunch room; Grades 3-5 will eat in MPR.
- Grades 6-8 will eat in the MPR; Grades 9-12 will be in Cafeteria and the picnic tables.
- Tables will be marked to indicate where students may sit.
- Assign students to a specific seat with a minimum of 6 feet between marked seats.
- Seating will be limited to the number of assigned seats.
- Only one class will be permitted to line up at a time, and markings will be placed on the floor to indicate where students should stand to maintain social distancing.
- Serve lunches on disposable food service items (trays, plates, etc.), if possible. If disposable items cannot be used, have food service staff collect items while wearing gloves.
- Prohibit students from sharing lunch items with one another.

**Bathrooms**

Permit students to enter bathrooms in groups no larger than the number of stalls/urinals in the bathroom, and direct them to maintain social distancing. If feasible, add sneeze guards/partitions to sink areas. If sneeze guards or partitions are not possible due to physical layout or cost, limit the number of students in the bathroom to allow an empty sink between students during handwashing. Finally, display posters reminding students of proper handwashing techniques.

**Hand Washing**

Require all students to wash their hands with soap and water for at least 20 seconds, or use hand sanitizer with at least 60% alcohol at the following times:

- upon arrival at school (use hand sanitizer if there is no sink in the classroom),
- after being outside for physical activity,
- before and after lunch,
- prior to leaving school for home, and
- after sneezing, coughing, or blowing nose.

**Cloth Face Coverings**

Students will be required to wear cloth face coverings, subject to the health condition exception stated below,* when physical space does not allow for maintenance of 6 feet of space between individuals. Students will not be required to wear cloth face coverings during physical activities and when social distancing is maintainable, though they may voluntarily wear face coverings at any time.

*Any student who has difficulty breathing or who is incapable of physically removing the face covering on his/her own will not wear cloth face coverings, and alternate methods of protection will be discussed by parents and staff.

Students may bring their own cloth face coverings to and from school. The school will also have a supply of face coverings available to provide students who cannot afford or do not have their own. Patagonia Public Schools will provide instructions at the beginning of the school year regarding how to wash face coverings and how often.

Note: Cloth face coverings are designed to protect other individuals rather than the individual wearing the covering. Accordingly, the greater number of students wearing cloth face coverings,
the greater the overall transmission mitigation that will be achieved. Plastic face guards, which provide protection for the wearer, will not be required or provided, but are permitted.

**Student Belongings/Materials**

Student belongings will be kept in individual bins or cubbies labeled with each student’s name. Belongings should be sent home for cleaning each day.

Do not permit sharing of school supplies among students. If a school supply or piece of equipment must be shared by students (for instance, a pencil sharpener or blocks/toys), have a staff member wipe down the item with disinfectant after each use.

**Trips and Activities**

All field trips are canceled. Teachers are encouraged to use virtual learning opportunities (such as virtual tours of museums) to enhance students’ educational experiences.

School-wide assemblies may not be held with students assembled in the same physical location. As an alternative (if feasible), hold school-wide assemblies virtually, with student groups remaining in their classrooms.

Large-scale school events such as “Back to School Night” or fall carnivals will be cancelled or reconfigured in order to maintain social distancing. Small-scale activities like parent-teacher conferences may take place over the phone or other electronic means. Other extracurricular activities will be cancelled unless the activity can be conducted in compliance with the protocols in this document or guidelines proposed by the AIA and Athletic Director.

**Specialized Classes**

Some classes, such as science labs, choir, band, PE, and others, may require alternative lesson plans to limit contact and the sharing of supplies, and to reduce the spread of respiratory droplets.

**STEP 3 PROTOCOLS: STUDENTS ON CAMPUS**

**Introduction**

Step 3 protocols are established based on community monitoring that reveals even lower levels of community spread of COVID-19 than in Step 2. Consult with local health officials for guidance. When a district, or a specific school site, progresses to Step 3, the Step 2 protocols should remain in place with the following exceptions:

**Social Distancing**

Social distancing protocols may be relaxed somewhat during Step 3. Staff members should continue to educate and regularly remind students to maintain 6 feet of distance between individuals at all times possible. However, increased social interaction among classes is permissible.
Note: If volunteers and visitors to school are permitted, they should be limited in number and must agree to adhere to the district’s social distancing and other protocols.

**Drop-off/Pick-up procedures**

Will return to normal, non-staggered, and parents can get out with their students. Daily Screenings will still take place.

**Communal spaces**

**Playgrounds**

We can permit classes to have staggered use time on playground equipment. Assign no more than two classes to a specific time slot, and schedule time slots such that there is sufficient time between classroom use for disinfection of the playground equipment.

**Trips and Activities**

Field trips that can comply with the protocols in this document will be permitted *only* if the area to be visited is at a Step 3 of community mitigation. Teachers should continue to use virtual learning opportunities (such as virtual tours of museums) to enhance students’ educational experiences.

School assemblies may be held in staggered groups to ensure that social distancing protocols can be maintained. Unless social distancing can be maintained with all students in the same room, school-wide assemblies must be held virtually with student groups remaining in their classrooms.
I have read and understand the requirements of this School Re-opening plan. I understand that I'm expected to function according to these policies and procedures and I understand that there may be sanctions or penalties if I do not.

____________________________________
Student Name

Date: ________________________________

____________________________________
Student Signature

____________________________________
Parent Name

Date: ________________________________

____________________________________
Parent Signature