

2020-2021

**Yuma Union High
School District #70**

**Return to
Learning
Manual/
Mitigation Plan**



Yuma Union High School District's school year will begin as planned on Thursday, August 6, 2020, in our Distance Learning Model (Canvas).

YUHSD will remain in a Distance Learning Model until it is safe to move into a model where students and their families can choose to return to in person learning in a hybrid model or continue with Distance Learning.

— LEARNING MODELS —

DISTANCE LEARNING (CANVAS)

Note: This model goes into effect FOR ALL STUDENTS from Aug. 6-16 and will be utilized in the event of school closures due to COVID-19.

- Must enroll in a YUHSD school
- Students participate remotely through the Canvas Learning Management System with YUHSD teachers
- Students take part in the same classes they would in their regular class schedule
- Instruction in core subjects and electives
- YUHSD Cambridge Curriculum
- Accommodations and support services provided virtually
- Emotional and social support provided virtually
- Modified extracurricular activities/events
- Eligible to participate in athletics
- Requirements for AIA, NCAA, and AP satisfied
- Breakfast/lunch provided via drive-thru lane (student ID required)
- District netbook provided
- Internet access required – YUHSD may provide limited support
- Ability to transition to In-Person On Campus Learning Model after consultation with counselor and approval
- If you have questions about this learning model or the YUHSD Return to Learning plan, please contact your counselor

YUMA ONLINE DISTANCE ACADEMY (YODA)

- Must enroll in a YUHSD school
- Students participate remotely through the Canvas Learning Management System with YUHSD teachers
- Students take part in the same classes they would in their regular class schedule
- Instruction in core subjects and electives
- YUHSD Cambridge Curriculum
- Accommodations and support services provided virtually
- Emotional and social support provided virtually
- Modified extracurricular activities/events
- Eligible to participate in athletics
- Requirements for AIA, NCAA, and AP satisfied
- Breakfast/lunch provided via drive-thru lane (student ID required)
- District netbook provided
- Internet access required – YUHSD may provide limited support
- Ability to transition to In-Person On Campus Learning Model after consultation with counselor and approval
- If you have questions about this learning model or the YUHSD Return to Learning plan, please contact your counselor



HYBRID LEARNING MODEL

- Must enroll in a YUHSD school
- Teachers provide in-person instruction two (2) days per week
- Distance learning takes place three (3) days per week
- Instruction in core subjects and electives
- YUHSD Cambridge Curriculum
- Accommodations and support services provided
- Emotional and social support provided
- Modified extracurricular activities/events
- Eligible to participate in athletics
- Requirements for AIA, NCAA, and AP satisfied
- Breakfast/lunch provided
- District netbook provided
- Designated space available for students to access campus five (5) days per week
- Follow preventative safety measures, including wearing required masks
- Ability to transition to Distance Learning or Yuma Online Distance Academy after consultation with counselor and approval
- If you have questions about this learning model or the YUHSD Return to Learning plan, please contact your counselor

—HEALTH & WELL-BEING—

The heart of our decisions remains the safety of our students and staff. For the well-being of everyone, we will utilize the following guidelines.

STUDENTS

Health Screenings Prior to Coming to School

Parents should screen their children for COVID-19 symptoms each morning. Parents will need to self-report symptoms to their child’s school and keep their child home if any symptoms are present. Students must not come to school if they exhibit any of the following symptoms.

SYMPTOMS	
Fever of 100.4 degrees or higher, or chills	Shortness of breath or difficulty breathing
Muscle aches	Cough
Sore throat	Vomiting
Headache	Diarrhea
Fatigue	New loss of taste or smell
Congestion or runny nose	



STUDENTS

If a 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.

Upon arrival at school, each student is expected to maintain social distance until their first period begins.

When at School

- Staff members will educate and remind students regularly to maintain at least 6 feet of distance between individuals at all times possible.
- Student seating, when possible, will be arranged to maintain as much physical distance as possible.
- Where possible, social distancing will be maintained in open or common areas, such as hallways, stairwells, cafeterias, and gymnasiums.
- Students will not share school supplies.
- Parents will be required to drop off/pick up students without getting out of the car, unless express permission from a site administrator is provided for good cause. If a parent has permission to get out of the car during drop-off/pick-up, the student should arrive at/leave school before or after assigned times for the majority of students.
- Signage will be posted in all rooms and common areas explaining hygiene practices to prevent spread.
- Parents will be required to drop off/pick up students without getting out of the car, unless express permission from a site administrator is provided for good cause. If a parent has permission to get out of the car during drop-off/pick-up, the student should arrive at/leave school before or after assigned times for the majority of students.
- Signage will be posted in all rooms and common areas explaining hygiene practices to prevent spread.

Cloth Face Coverings for Students

Students will be requested to bring their own cloth face coverings to and from school. Schools will attempt, when feasible possible, to have a supply of cloth face coverings available to provide students who cannot afford or do not have their own.

Students will be required to wear cloth face coverings when physical space does not allow for maintenance of six (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 cloth face coverings at any time.



STUDENTS

Cloth Face Coverings for Students Continued

Students who refuse to comply with the safety protocols adopted for in-person learning will be assigned to an online learning program pursuant to A.R.S. 15- 841(F).

Exceptions:

- Unable to wear a mask due to a health condition as evidenced by a doctor's note;
- Unconscious, incapacitated, or unable to remove a mask without assistance; or
- Subject to a 504 Plan or individualized education program (IEP) that makes wearing a face covering impossible. These students will be evaluated on an individual basis to determine whether there are additional accommodations that may be made to provide them with the greatest possible protection. Prior meeting and approval must be granted by the Campus or District Administration prior to the student reporting to any campus or site.

Note: Wearing cloth face coverings does not replace the need to maintain social distancing of at least six (6) feet whenever possible.

Hand Hygiene

Frequent hand washing/cleaning will be encouraged at regular intervals throughout the day with both soap and water or hand sanitizer. Hand sanitizing stations will be available at every school site for mobile use in the high-traffic areas of campus. All classrooms will have access to a minimum 60% alcohol-based hand sanitizer. Students will wash/sanitize their hands when:

- upon arrival at school
- after being outside for physical activity
- before and after lunch
- prior to leaving school for home
- after sneezing, coughing, or blowing their nose

Students are encouraged to bring their own hand sanitizer.

Bathrooms

Students will be permitted to enter bathrooms in groups no larger than the number of stalls/urinals in the bathroom, and will be directed to maintain social distancing. Posters will be displayed reminding students of proper handwashing techniques.

Front Office

- Plexiglass dividers will be installed in designated areas.
- Floor markings and signage have been placed to remind students, staff, and visitors to social distance.
- Additional disinfecting of high traffic and high touch point areas, such as countertops and door handles will be completed by the site lead on each campus.



STUDENTS

Enhanced Cleaning

- Additional disinfecting of high touch point areas, such as countertops and door handles will be completed by the site lead on each campus.
- All classrooms will have an EPA N-list registered disinfectant available for staff to disinfect high touch points as needed throughout the day.
- Training will be provided on the proper use/procedures for disinfecting and the required Personal Protective Equipment (PPE) required.
- Campus custodial teams will mobilize their response team in the event of a positive COVID-19 case and utilize industry and CDC recommendations to thoroughly clean and disinfect the contaminated area.

Specialized Classes

Some classes, such as science labs, choir, band, PE, and others, will require alternative lesson plans to limit contact and the sharing of supplies, and to reduce the spread of respiratory droplets. Sports equipment and any other shared items will be cleaned between uses by groups of students.

Exceptional Students

The Executive Director of Student Services will coordinate with site-based case managers to ensure that the needs of students receiving special education or 504 accommodations are being met in the context of implementation of these safety protocols.

Parents will be involved in any decision about an individual child's placement or services under the Individuals with Disabilities Education Act (IDEA) or Section 504.

Reporting Procedures

- School nurses will follow established screening protocols and will consult with public health officials to determine how best to handle students and staff who display or develop COVID-19 symptoms.
- School sites will communicate any confirmed case of COVID-19 among the student population to Yuma County Public Health Services District (YCPHSD). At each school site, the school nurse will be responsible for reporting.
- The district will follow YCPHSD protocols regarding confirmed cases and take specific guidance from the YCPHSD.
- The school will notify students who were possibly exposed to a confirmed COVID-19 case.

Visitors On Campus

The district sites will limit nonessential visitors and volunteers at school. Parent volunteers will not be allowed in the classroom during the COVID-19 health crisis.

Extracurricular Activities

- Field trips will not be conducted until it is deemed safe by YCPHSD and YUHSD. Teachers may use virtual learning opportunities (such as a virtual tour of a museum) to enhance students' educational experiences.
- School-wide assemblies will not be held with students assembled in the same physical location.
- Yuma Union High School District will take in consideration guidance from the YCPHSD, metrics created by the Governor's Office, and Arizona Interscholastic Association on when it is safe to resume athletics.
- When athletics are deemed safe to resume in Yuma County, district administration, athletic directors, certified athletic trainers, and coaches will develop protocols that incorporate applicable YCPHSD, Arizona Interscholastic Association, and CDC recommendations for athletic activities.



SUPPORT SERVICES

An integral part of everything we do at Yuma Union High School District is connected to support services. From transportation to technology to our invaluable staff in each of our offices, they are all a part of coming together to make this year successful.

Transportation

Pick-Up Procedures

- Due to the proximity of individuals on a school bus, students and bus staff will be required to wear a cloth face mask. A mask must be provided by the parent.
- Social distancing will be required at the bus stop, when boarding the bus, and exiting the bus.
- **If there are insufficient drivers to run bus routes, the bus routes will be canceled for that school day. Students will take part in class from home via Distance Learning (Canvas).**

Boarding the Bus

- Students will board the bus from the back to front and exit the bus from the front to the back.
- Students will sit in the seat position closest to the window.
- Students will sit one per seat when possible. Siblings will be encouraged to sit together.

Drop-Off Procedures

- Students will remain in their seats until the driver dismisses them. Students will exit the bus beginning with the front seats.

Cleaning Procedures

- The inside of buses will be sprayed with disinfectant: Between AM and PM bus routes and at the end of each school day
- The driver will wipe down high touch areas between groups of students.

Note: If there are insufficient drivers to run bus routes, the bus routes will be canceled for that school day. Students will take part in class from home via Distance Learning (Canvas).

Student Nutrition

Cafeterias will be open during lunch with meals provided at no cost for students enrolled at the campus. Students who have chosen Canvas for Distance Learning may come to campus to pick up breakfast/lunch. Students in the Hybrid model may pick up breakfast/lunch on the days they are not physically attending school.

Safety measures have been increased to include the following:

- Tables will be marked in the cafeteria to indicate where students may sit.
- Students will not be allowed to share food.
- Proper line spacing will be required while students are in line to receive their breakfast/lunch
- Markers to promote social distancing will be placed on the floor/ground to indicate where to stand.
- Student Nutrition employees will wear face coverings and gloves at all times.
- All comprehensive campuses have increased the number of lunch periods to help accommodate social distancing during lunch.



SUPPORT SERVICES

Training and Communication

- At each school, the principal and/or designee lead the training and communication for that school.
- Prior to students returning to campus, all staff will be trained on implementation of COVID-19 protocols via SafeSchools. Training will include proper use of PPE and supplies; cleaning and disinfecting; managing stress and anxiety; and other measures.
- At each school, the principal and/or designee will coordinate and implement the protocols for the school
- Students and staff will be educated about their role to help support a safe and healthy environment.
- Families will be provided with information about COVID-19 symptoms, risk factors, CDC guidelines and the protective efforts to reduce the spread in our community on our website which will be continuously updated.
- The Chief Communications Officer will work with the communication team to create a multimedia campaign, with student input, to inform stakeholders of how to safely come to school and maintain a healthy environment.

STAFF

Health Screenings Prior to Coming to School

Employees should screen themselves for COVID-19 symptoms each morning before leaving for their work site. Employees will need to self-report symptoms to their supervisor if any symptoms are present. Employees will not be allowed to work onsite if they exhibit any of the following symptoms:

SYMPTOMS	
Fever of 100.4 degrees or higher, or chills	Shortness of breath or difficulty breathing
Muscle aches	Cough
Sore throat	Vomiting
Headache	Diarrhea
Fatigue	New loss of taste or smell
Congestion or runny nose	

Each employee will take his/her temperature at home prior to arriving at work. If the employee's temperature is 100.4 degrees or higher, the employee will notify their supervisor and not report to work.



STAFF

Cloth Face Coverings for Employees

Staff members will be requested to bring their own cloth face coverings to and from school. Staff members will be required to wear cloth face coverings during all in-person interactions with other individuals, including but not limited to students and staff.

Exceptions:

- Staff members who have medical documentation exempting them from wearing a face covering.
- Staff members will not be required to wear cloth face coverings during physical activities and when social distancing is maintainable, though they may voluntarily wear cloth face coverings at any time.

Unless a documented medical condition prevents it, custodial staff will be required to wear cloth face coverings and/or other personal protective equipment (as available and appropriate) while cleaning and disinfecting the schools.

Note: Wearing cloth face coverings does not replace the need to maintain social distancing of at least six (6) feet whenever possible.

Hand Hygiene

Frequent hand washing/cleaning will be encouraged at regular intervals throughout the day with both soap and water or hand sanitizer. Hand sanitizing stations will be available at every school site for mobile use in the high-traffic areas of campus. Employees will washing/sanitize their hands when:

- upon arrival at school
- after being outside for physical activity
- before and after lunch
- prior to leaving school for home
- after sneezing, coughing, or blowing their nose
- after physical contact with other staff or students

Enhanced Social Distancing

Employees are to maintain a distance of at least six (6) feet between individuals at all times, unless it is not physically possible or, for a student's safety, less space is required. If a situation arises that requires a staff member to touch a student or another staff member (for instance, if a student requires toileting help, is having a physical emergency, or requires a two-person restraint), the staff member will resume social distancing as soon as safely possible, wash/sanitize their hands, and disinfect any surfaces they touched.

Reporting Procedures

- School nurses will follow established screening protocols and will consult with public health officials to determine how best to handle staff who display or develop COVID-19 symptoms.
- School sites will communicate any reported case of COVID-19 among the school population to the Director of Human Resources. At each school site, the principal and/or their designee will be responsible for reporting.
- The district will follow YCPHSD protocols regarding reported cases and take specific guidance from the YCPHSD.

How to Conduct Yourself at Work

The following is the expectation for how Yuma Union High School District staff members should conduct themselves while at work each day.



Wear a Mask

Regularly clean work surfaces



Keep social distance by remaining in work area when possible



Clean your hands regularly with sanitizer or soap and water



WE ARE IN THIS TOGETHER

Yuma Union High School District will be faithful to our core mission of EVERY student graduating college, career, and community prepared.

This time is an extraordinary opportunity for growth, collaboration, and personalized learning. As we move forward, our families will continue to be our top priority. The best way to get through this is by working TOGETHER.

For questions regarding this manual or anything related to our schools, please reach out directly to your respective campus via phone or email.

Contact Information



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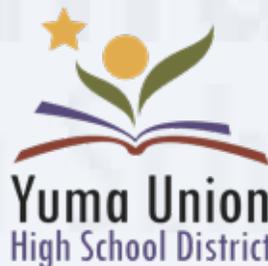
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