



UNION COUNTY SCHOOL DISTRICT

RETURN TO SCHOOL PLAN

2020-2021





Our vision, "Building a Tradition of Excellence," serves as the foundation for our purpose statement: "Union County Schools and its stakeholders commit to students first in building community, excellence, and life-long learning." We frequently shorten the purpose statement to "Students First" to emphasize our primary focus.

Our belief statements reflect the qualities and characteristics of the Profile of the South Carolina Graduate, adopted by the SCASA Superintendents' Roundtable, SC Arts in Basic Curriculum Steering Committee, SC Chamber of Commerce, SC Council on Competitiveness, SC Education Oversight Committee, and SC State Board of Education, and Transform SC Schools and Districts.

The Profile of the South Carolina Graduate emphasizes world class knowledge, world class skills and life and career characteristics to include integrity, self-direction, work ethic, and interpersonal skills.

Belief **Students FIRST!**

Fostering college and career readiness

Educators must facilitate learning environments that prepare students to graduate from high school ready to enter and succeed in postsecondary opportunities.

College readiness is the level of preparedness for academic work beyond high school.

Career readiness is the preparedness of a student to enter and succeed in the workplace, with a career direction that is professionally and financially promising, while doing work that is fulfilling and meaningful.

Innovative learning

Students should demonstrate their understanding of essential knowledge and skills and their ability to think innovatively through assessments that are varied, authentic, and designed to challenge student thinking.

Educators must design and implement curricula to meet local, state, national, and global needs based on the use of data analysis, which drives instructional practice.

Responsible choices

Educators must guide students in developing their abilities to become self-regulators of learning and behavior; i.e., to ask questions, locate information, use the tools of technology, and make ethical and responsible choices.

Safe schools

Students need a safe, stimulating, and disciplined environment that fosters team building, critical thinking, integrity, problem-solving, and collaboration to help them become college and career ready.

Team building/Team work

All stakeholders, including parents, guardians, students, educators, and community members should share a responsibility in promoting integrity, perseverance, and work ethic.

Educators work more effectively when they are valued, contributing members of professional learning communities.



Models

1

TRADITIONAL FACE-TO-FACE INSTRUCTION

On-campus classes with face to face instruction

District will follow state and local guidance to ensure a safe, sanitary, and secure learning environment

2

HYBRID MODEL



ELEMENTARY MODEL 4K-3rd GRADE and SPED Self-Contained

MON	TUE	WED	THUR	FRI
FACE-TO-FACE	FACE-TO-FACE	FACE-TO-FACE	FACE-TO-FACE	VIRTUAL LEARNING

4th -12TH GRADE A/B Model

-Cohorts of students attend designated days for face-to-face and distance learning

	MON	TUE	WED	THUR	FRI
A	FACE-TO-FACE	VIRTUAL LEARNING	FACE-TO-FACE	VIRTUAL LEARNING	VIRTUAL LEARNING
B	VIRTUAL LEARNING	FACE-TO-FACE	VIRTUAL LEARNING	FACE-TO-FACE	VIRTUAL LEARNING

3

FULL DISTANCE LEARNING 4K-12

Students participate through our Teams platform and Courseware options





UCSD will implement the appropriate Learning Model based on the DHEC information concerning COVID-19 spread in our area:

Low Spread
Model 1: *Traditional Scheduling*

Medium Spread
Model 2: *Traditional Scheduling*

High Spread
Model 3: Hybrid Model

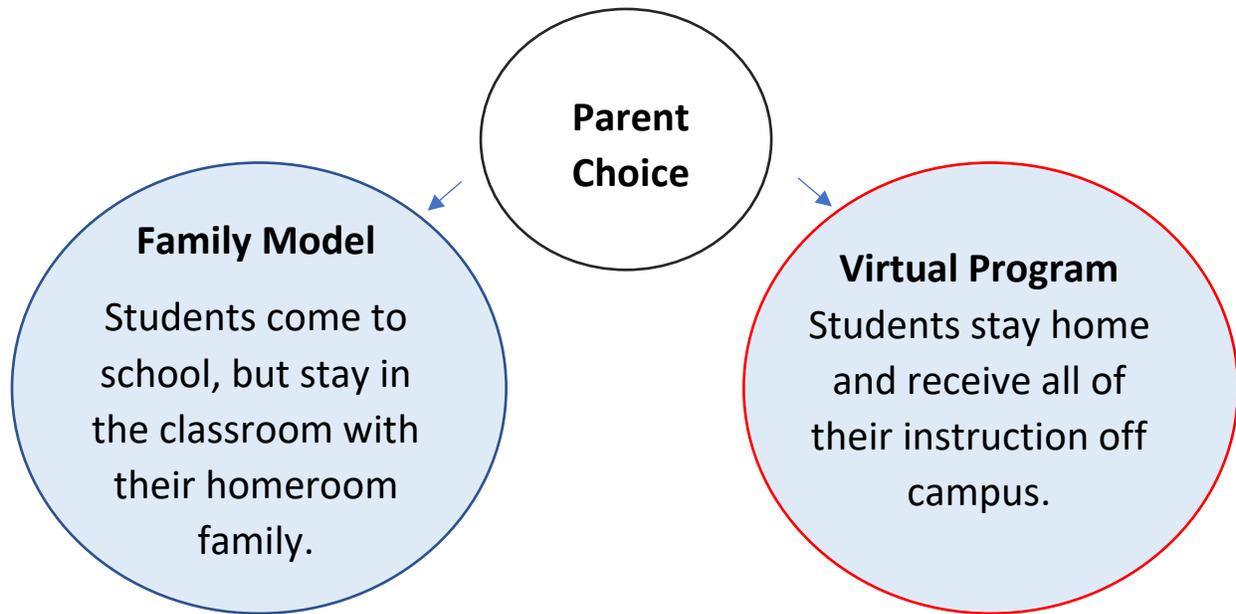
- *The UCSD Board and Superintendent reserve the right to move a class, a school, or the district to a virtual learning model if the transmittance of the COVID-19 virus escalates in a school building.*
- *Should the state close down schools during the 20-21 school year, UCSD will transition to a fully virtual distance model.*

Families may opt to participate in a fourth model through UCSD in order to receive all instruction virtually (this option requires commitment of at least one entire semester):

Model 4: *UCSD Virtual Academy*



4k- 3rd Grade + SPED Self-Contained



Family Model

- Every family classroom schedule includes the following:
 - English Language Arts Instruction
 - Mathematics Instruction
 - Science & Social Studies Instruction
 - Related Arts Opportunities
 - Breakfast/Lunch
 - Recess and Frequent Movement Breaks
 - Social-Emotional Learning Opportunities





- In general, instructional time will be from 7:50 am-2:00 pm Monday-Thursday with Friday being reserved for a virtual instructional day
 - Staggered entry will be from 7:00-7:50 am
 - Staggered dismissal will be from 2:00-2:50 pm
- Schools will develop staggered entry and dismissal plans to decrease the number of students in communal areas.

Design

- Students remain in one classroom throughout the school day, with the exception of recess or other outdoor activities. Students are not required to practice social distancing and wear face coverings while in students' family classroom but they are recommended.
 - Related arts/other support staff will come to the homeroom or take students outside. Related arts staff will wear Personal Protective Equipment during those class experiences.
 - Students will enjoy recess opportunities with their classmates only.
 - Schools will serve breakfast and lunch in the classrooms.
 - If teachers team teach, teachers will move, and the students will stay in their homeroom classroom.
- Support Services that go beyond the family homeroom including Special Education, Gifted and Talented, School Counseling, Response to Intervention, ESOL and other school specific supports will use one or more protocols:
 - Staff wearing PPE will "push in" by providing services to students in the family classroom.





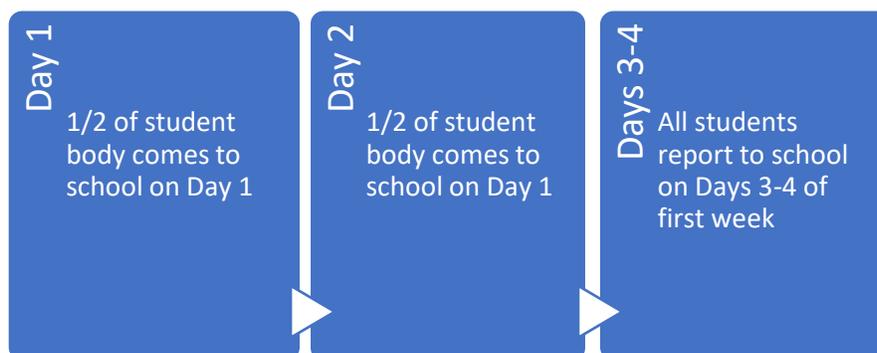
- Staff wearing PPE will pull a student out individually or with family peer students to provide services.
- Staff will pull a student out with non-family peer students. All staff and students will wear PPE and social distance as much as possible given room constraints.

Transitioning to the Family Model- Reentry for Students

The Family Model allows all students on campus Monday-Thursday each week to maximize the learning opportunities for face-to-face instruction while attempting to minimize the exposure of our students to the COVID 19 virus. Since there will be a significant amount of learning for students around safety and cleanliness, it will be helpful to stagger student entry for the first week of school.

One half of each family homeroom will come to school on Day 1 and the other half will attend on Day 2. During this time, we will focus on teaching procedures centered around social distancing norms, class and school operating procedures, etc.

All students will report starting on Day 3.





Other Considerations

- In the event a member of a classroom family tests positive for COVID-19, the school will follow state and district guidelines regarding exposure and quarantine upon notification.
- Instruction will continue in a modified format during any quarantine.

Virtual Model

Virtual Instruction

Instruction will be provided through a variety of formats with accountability measures in place to ensure progress monitoring and academic growth.

Virtual Support

Virtual support will be provided through a variety of formats such as telephone calls, emails, and virtual platform meetings. (Microsoft Teams)

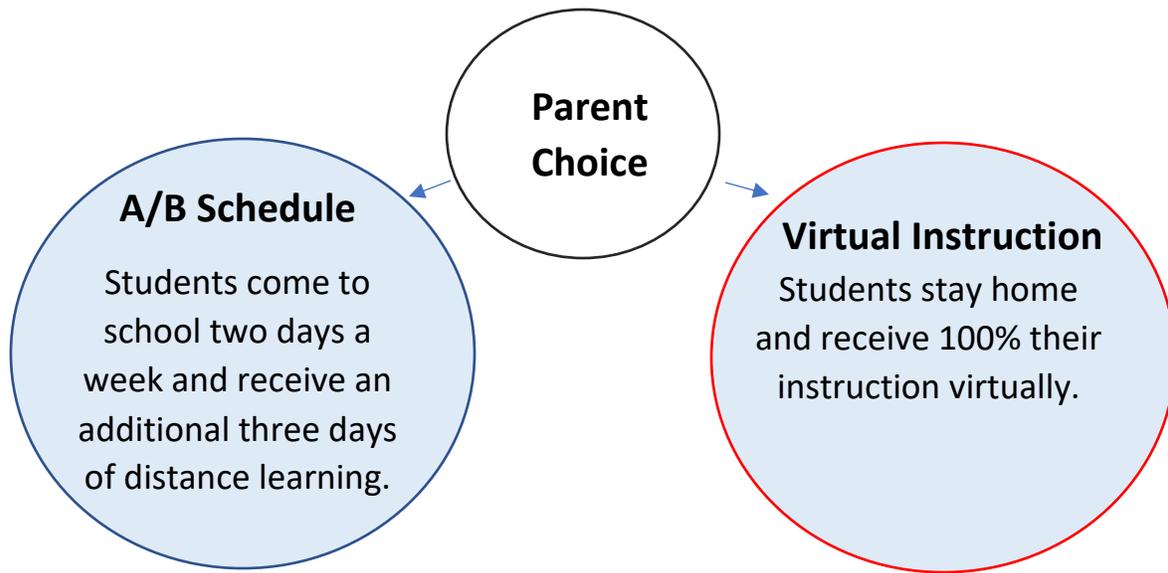
Social-Emotional Support

Social-emotional support will be provided through a variety of formats such as telephone calls, emails, and virtual platform meetings. (Microsoft Teams)





4th-12th Grade



Hybrid Model (A/B)

- Hybrid A/B is a schedule where students attend a full school day on alternating days.
 - Cohort A students will attend every Monday and every Wednesday.
 - Cohort B students will attend every Tuesday and every Thursday.
 - In an effort to have siblings attend school on the same days, students will be assigned to Cohort A or B according to last names and/or home addresses.
 - On the alternating days when students are not meeting face-to-face, students will be completing subject area assignments related to coursework. The assignments on alternating days will be greater than the typical daily homework assignments and will utilize Edmentum Courseware as a primary platform.
 - First Day of School for Cohort A students will be Monday, August 17th.
 - First Day of School for Cohort B students will be Tuesday, August 18th.



Visual Hybrid Schedule

Cohort A

Monday Face to Face
Tuesday Virtual Learning
Wednesday Face to Face
Thursday Virtual Learning
Friday Virtual Learning

Cohort B

Monday Virtual Learning
Tuesday Face to Face
Wednesday Virtual Learning
Thursday Face to Face
Friday Virtual Learning

Face to Face Days

Traditional classroom instruction
Differentiated groupings
Labs/Hands-on activities
Mini lessons

Virtual Learning Days

Implementation of Edmentum software
Peer collaboration opportunities
Utilization of web-based resources (Study Island, USATest Prep, etc.)



UCSD VIRTUAL PROGRAM



- Parents will be given the option of selecting a completely virtual option to begin the 2020-2021 school year
 - When selecting this option, parents are agreeing that their student will remain in the virtual program through the end of the December 2020 semester.
- If parents select the UCSD Virtual School, there will be required meetings to discuss the online programs and to complete the “Declaration of Intent”, which will be distributed at the meetings. Parents are asked to limit the number of attendees to 2 persons. Attendees will be asked to wear masks and maintain social distancing. There will be four sessions offered for parents/families interested. They will all be hosted in the Union County High School Cafeteria.
 - Tuesday, July 21st 10:00am
 - Tuesday, July 21st 6:00pm
 - Thursday, July 23rd 10:00am
 - Thursday, July 23rd 6:00pm
- If parents select the UCSD Virtual School, the placement will remain in effect until the end of first semester. (The Superintendent reserves the right to allow students to move from UCSD Virtual School to face-to-face instruction at the end of the first quarter/first nine weeks.)
- Students will be required to attend live lessons at designated times each day and to complete required online coursework during the assigned time frames.



School Closures and Transitions between Models

- Given the recent increase in COVID-19 cases, it is likely closures will occur at some point within the 2020-21 school year. Closures may involve the entire district, a single school, or individual classrooms.
- The District may transition from a hybrid model to a full-time, face-to-face model during decreases in COVID-19 cases. It may implement closure of the entire school district with 100% remote learning during periods of high spread.

Physical Entry Points

- Schools will post signs (questionnaires) at entrances to remind parents and students of symptoms of COVID-19.
- Visitors will not be allowed into student areas.
- Deliveries must be coordinated through school principals.
- Parent-teacher conferences may be held virtually or by phone.
- Whenever face-to-face meetings of **3 or fewer persons** are held in instructional areas, parents and guests **may be required** to respond to the COVID-19 questionnaire, use personal protective equipment (PPE), such as masks, and have temperature checked.
- Whenever face-to-face meetings with **more than 3 persons** are held in instructional areas, parents and guests should take the following precautions:
 - Respond to the COVID-19 questionnaire prior to entering instructional wing; (Appendix C)
 - Have temperatures checked prior to entering instructional wing; and
 - Use personal protective equipment (PPE), such as masks, during the meetings.



Transportation

- Bus routes will be established around the hybrid A/B schedules, which may require adjustments to the regular routes.
- Buses will strive to comply with SC Department of Health and Environmental Control (DHEC) guidance of 50% capacity of the total students. In addition, students will be seated according to the DHEC diagram for buses.
- Siblings from the households may sit together.
- Students and drivers will be encouraged to wear masks while on buses.
- Buses will be cleaned and disinfected upon completion of the morning and afternoon routes.

Personal Protective Equipment (PPE)

- The District will adhere to SC Department of Health and Environmental Control (DHEC) guidelines and/or mandates regarding the use of personal protective equipment (PPE), such as masks and gloves. Currently, staff and students will be provided with two washable fabric masks to start the school year with. Students are *encouraged* to wear masks while in school buildings and on school campuses but will not be required to do so. SC DHEC guidelines are updated frequently. Parents will be notified of changes in practices based on DHEC guidance.



Handwashing, Hand Sanitizers, & Disinfectants

- Students will be reminded to wash their hands frequently with soap and water, particularly after entering the building or classroom. If soap and water are not available, students should use hand sanitizers.
- High-touch surfaces (doorknobs, handrails, light switches, etc.) will be cleaned frequently with disinfectants throughout the school day.
- Custodians, cafeteria staff, bus drivers, and nurses will follow cleaning and disinfecting protocols according to SC Department of Health and Environmental Control (DHEC) and Occupational Safety and Health Administration (OSHA) guidelines.



Field Trips

- The District does not plan to approve any field trips for the 2020-21 school year.
- Schools will limit assemblies, programs, and speakers in order to provide for social distancing



Food Service

- Breakfast and lunch will be served on the days students are physically present at school.
- Meals will be served in the school cafeteria and in some classrooms to promote social distancing.
- A combination of bag lunches (cold meals) and to-go boxes (hot meals) will be served to students throughout the week.
- Students should wash hands or use hand sanitizer before eating.
- The District will send meals home with students or provide for pick-up of meals on alternating days that students do not attend classes.

Health Room & Isolation Area

- Whenever students experience COVID-19 like symptoms at school, teachers will send students to the health room to be examined by the school nurse. If the school nurse believes the symptoms indicate the probability of COVID-19, parents will be notified immediately and asked to pick up the student from school.
- Until the arrival of the parent, the student will be isolated from other students in the health room through the use of a screen or divider. In addition, the student will be required to wear a mask while he/she is waiting to be picked up.
- Parents should update health records and provide the school nurse with the latest health information on students.
- Parents should ensure emergency contacts and phone numbers are updated.



Notification of Symptoms & Cases



- School nurses and a district administrator will communicate directly with the SC Department of Health and Environmental Control (DHEC) to determine the next steps in each situation.
- The DHEC exclusion and notification guidance will be followed. (Appendix A: SC DHEC Interim COVID-19 Guidance for Schools: Management of Suspect and Confirmed COVID-19 Cases).
- The DHEC re-entry guidance will be followed when a child is ready to re-enter school after being excluded for a case or symptoms of COVID-19.
- School nurses will comply with HIPPA regulations in the handling of COVID-19 cases.

Restrooms & Water Fountains

- Restroom breaks will be scheduled to provide better opportunities for social distancing in the restrooms.
- Students are encouraged to not use water fountains and are instead encouraged to bring bottles of water from home.

Recess & Physical Activity

- Recess and physical activity periods will be scheduled to provide better opportunities for social distancing on the playgrounds and campuses.
- Teachers will structure and limit the sharing of balls, toys, and other play equipment.
- Students should wash or sanitize hands upon return from playgrounds and play areas.



IEP and 504 Meetings

- The District encourages virtual and phone meetings instead of on-campus meetings when possible and agreeable to all parties.
- When face-to-face IEP and 504 meetings are necessary, the meeting size should not exceed 8 participants in order to promote social distancing.
- All requirements related to school entry and face-to-face meetings will be followed. (Refer to Physical Entry Points section of this document.)



Interim COVID-19 guidance for schools: Management of suspect and confirmed COVID-19 cases

This guidance is intended for schools to plan their response to known or possible cases of COVID-19 as well as known contacts. This is based on what is currently known about COVID-19 and will be updated as more information and guidance become available.

Students or staff with symptoms of COVID-19

Students and staff should be excluded from school if they have:

- Any one (1) of the following
 - Fever – or-
 - Shortness of breath or difficulty breathing -or -
 - Loss of taste or smell -or –
 - New or worsening cough

- Any two (2) of the following:
 - Sore throat
 - Muscle or body aches
 - Chills
 - Fatigue
 - Headache
 - Congestion or runny nose
 - Diarrhea
 - Nausea or vomiting

Note: Any child with any one of these symptoms should consider not attending school regardless of meeting exclusion criteria. If these symptoms are explainable by an underlying condition (such as shortness of breath or cough for an individual with asthma) exclusion may not be necessary.

Schools should plan to have a room identified to isolate students or staff with symptoms of COVID-19 identified during the school day.

- Students and staff should be moved safely, respectfully, as well as in accordance with any applicable privacy laws or regulations, to the isolation room for evaluation. The individual should be provided a mask if they are able to use one, and students should be supervised by a staff member who maintains at least six feet of distance and uses appropriate personal protective equipment (PPE) if available.



UCSD School Reentry Plan 2020-2021

- School nurses and other healthcare providers should use [Standard and Transmission-Based Precautions](#) when caring for sick people. See: What Healthcare Personnel Should Know About [Caring for Patients with Confirmed or Possible COVID19 Infection](#).

Return to school

- Advise sick staff members and children not to return until they have met criteria for return.
- Students or staff excluded for these symptoms should not return until they have either tested negative for COVID-19 or a medical evaluation determines that their symptoms were more likely due to another cause (e.g. sore throat due to strep throat). In this later case, the individual can return when they meet criteria for that condition.
- Students or staff that require testing for COVID-19 will require a negative PCR test (mouth or nose swab) or similar rapid test that directly detects the virus or must complete the current isolation criteria for COVID-19 to return to school.
- Current **isolation criteria** for COVID-19:
 - Students and staff who test positive for COVID-19 and persons with symptoms of COVID-19 (see list above) who do not get tested, should isolate until:
 - Ten (10) days have passed since symptoms started - and -
 - Three (3) days (72 hours) have passed since last fever without taking medicine to reduce fever - and -
 - Overall improvement in symptoms.
 - Those who test positive by a PCR test but do not have symptoms will be required to stay out of school until ten (10) days after the specimen was collected.
 - The criteria above should be used to determine eligibility to return to school. Negative PCR test results are not required after meeting these criteria.

Testing

A student or staff member who develops symptoms of COVID-19 but does not get tested could limit DHEC's ability to appropriately respond to new cases and ensure the health and safety of other students and staff. PCR testing (nose or throat swab) or similar rapid test that directly detects the virus is required as there is delay in developing detectable antibodies. A negative antibody test is insufficient to rule out a new infection.

- Location of testing sites is available on the DHEC website: <https://scdhec.gov/infectious-diseases/viruses/coronavirus-disease-2019-covid-19/covid-19-screening-testing-sites>
- Location of DHEC mobile and pop-up testing sites: <https://www.scdhec.gov/infectious-diseases/viruses/coronavirus-disease-2019-covid-19/covid-19-mobile-pop-clinics>

Cases in classroom

If a student or staff member tests positive, they could have been contagious with the virus up to 48 hours before their symptoms began or before their test specimen was collected (for those with no symptoms).

- Prevention - Routinely using these precautions will help avoid the need to quarantine all classroom contacts of persons with COVID-19:



UCSD School Reentry Plan 2020-2021

- It is essential that staff ensure maximum distancing between students and other staff while in the classroom and throughout the day to limit the possibility of transmission.
- Encourage the use of masks among students and staff able to use them.
- Anyone known to be a **close contact** (defined as being within six (6) feet for fifteen (15) minutes or more) to a COVID-19 case while contagious must be excluded from school for fourteen (14) days after last contact with the person with COVID-19. This exclusion requirement applies even if masks were worn if social distancing was not maintained.
- For any classrooms where social distancing could not be maintained (classes with young children who do not have assigned seating throughout the day), all children and staff must be considered close contacts and must complete a fourteen (14) day quarantine period.
- Students and teachers in a classroom with a known COVID-19 case in which social distancing was reliably maintained should remain together in the same cohort to the extent that is possible. They should receive screening for fever and symptoms (see above) each morning until 14 days after last contact with the case. Note: anyone determined to be a "close contact" must be excluded.
 - Any of these students or teachers who are monitored and found to have symptoms of COVID-19 should be sent home and excluded and will be required to get tested or complete the required isolation period to return to school.
- The classroom will need to be closed for [cleaning and disinfection](#) before use again.

Quarantine

Some students or staff may have been told they were a close contact to a case of COVID-19 and have to complete a quarantine period. This means they will be required to stay home so they do not risk exposing others to COVID-19 if they become sick. DHEC staff will inform them of the length of their quarantine period. For students, a parents' note that they have been cleared from quarantine may be used to allow return to school

- Close Contact: The standard quarantine period is fourteen (14) days after last close contact with person while they were contagious with COVID-19.
- Household contact: If the student or staff lives in the same household as the case and has daily close contact, they will have to quarantine for an additional fourteen (14) days after the day their household member has been cleared from their isolation period.
- Other household members in quarantine: If the student or staff lives in the same household as someone in quarantine, they will not necessarily need to quarantine themselves unless the household member in quarantine is then determined to be a COVID-19 case. DHEC will notify those who are required to complete quarantine.

Note: This guidance is consistent with information available as of July 8, 2020 and may be updated as new information on this novel virus and evolving situation become available.



Appendix B

COVID-19 Interim Guidance for School Operations

Screening

- Screening testing of all incoming students and staff is not recommended because the tests available at this time cannot provide assurance that someone will not become sick after the test is performed.
 - The best available test, called a PCR, is a snapshot in time that only tells whether the individual is infected at that exact time. Antibody tests currently available have variable accuracy and positive results cannot guarantee protection from becoming infected again.
 - DHEC does recommend that individuals with even mild symptoms consistent with COVID-19 be tested for the disease.
- Educate students and their parents on the symptoms of COVID-19 and the importance of the student staying home if they have any of the symptoms or if anyone in the household tests positive for the disease.
 - Require sick students and staff to stay home as per the School and Child Care Exclusion List. Establish procedures for those who are sick at school to be sent home as soon as possible and kept separate from others until they can leave. • Place signs such as this one on the exterior of entrances to the building to ask individuals entering to not enter if they have symptoms of COVID-19.
- Perform daily morning screenings by asking students if they have any symptoms of COVID-19. This could be done on an individual basis by asking each student as they enter their first classroom or on a group basis via morning announcements reminding students that they should alert their teacher if they feel sick.
 - Routine temperature screening of all persons entering the school is not recommended, except for in classrooms or schools dedicated to medically fragile students.
 - There is currently no method to screen daily for asymptomatic infected people, so proper social distancing must be performed.

Social Distancing Practices

- To the extent possible, maintain at least six feet of distance between each person.
 - If desks are used, increase the space between them. Rearrange them to maximize the space between students. Make desks face in the same direction (rather than facing each other).
- Stagger arrival and dismissal times.
- Avoid students congregating in common areas. For example, have students eat meals in their classrooms rather than mixing in the cafeteria or other common area.
 - If it is not possible to suspend use of common areas, try to limit the extent to which students mix with each other, and particularly with students from other classes.
 - Restrict hallway use through staggered release of classes.
- Limit people present to only students and essential faculty and staff.
- Avoid assemblies or other congregate events.



COVID-19 Interim Guidance for School Operations

- Encourage frequent handwashing with soap and water for at least 20 seconds. If soap and water are not available and hands are not visibly dirty, use an alcohol-based hand sanitizer that contains at least 60% alcohol.
 - Ensure adequate supplies (e.g., soap, paper towels, hand sanitizer).
 - Put up posters in key locations (e.g., bathrooms) encouraging hand hygiene. ●
- Strongly encourage faculty and staff to wear masks or cloth face coverings as much as possible. Consideration may be given to recommending them for students. Cloth face coverings should not be used on children under two years old, anyone who has trouble breathing, or anyone unable to remove the face covering without assistance. The CDC has a pattern and a video available demonstrating how to make a cloth one.

Cleaning and Disinfection

- Routinely clean and disinfect surfaces and objects that are frequently touched (e.g., doorknobs, light switches, classroom sink handles, countertops). Using an appropriate disinfectant, wipe down items (e.g., desks, chairs) and equipment before each use.
 - Clean with soap and water or a cleaner typically used. Use all cleaning products according to the directions on the label.
 - After cleaning, disinfect with a product that is EPA-approved for use against the virus that causes COVID-19 (a list of these is available here) or with diluted bleach solution (5 tablespoons, or 1/3 cup, bleach per gallon of water or 4 teaspoons bleach per quart of water).
- For electronics such as tablets, touch screens, keyboards, and remote controls, remove visible contamination if present.
 - Consider use of wipeable covers for electronics.
 - Follow the manufacturer's instructions for all cleaning and disinfection products.
 - If no manufacturer guidance is available, consider the use of alcohol-based wipes or sprays containing at least 70% alcohol to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.
- Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time).
- Ensure adequate supplies to support frequent cleaning and disinfection practices. ●
- The CDC provides additional information on Cleaning and Disinfecting a Facility, including guidance on appropriate personal protective equipment to wear while cleaning and disinfecting.
- Increase the ventilation (air exchange) rate and the percent outdoor air in ventilation.

References

- DHEC COVID-19 webpage: scdhec.gov/covid19
- CDC COVID-19 webpage: cdc.gov/covid19

This is consistent with guidance available as of May 18, 2020 and may be updated as new information on this novel virus and evolving situation become available.



UCSD COVID 19 Questionnaire for School Visitation

- 1) Have you been within 6 feet of a person with a lab-confirmed case of COVID-19 for at least 5 minutes, or had direct contact with their mucus or saliva in the past 14 days?

Yes No

- 2) In the last 48 hours, have you had any of the following NEW symptoms? (check all that apply)

- Fever of 100.4⁰F or above, or possible fever symptoms like alternating chills and sweating
- Cough
- Trouble breathing, shortness of breath or severe wheezing
- Chills or repeated shaking with chills
- Muscle aches
- Sore throat
- Loss of smell or taste, or a change in taste
- Nausea, vomiting or diarrhea
- Headache
- None of the above

If you answered **yes** to any of the above questions, please return to your car and call the school to reschedule your meeting.