



2020-2021 REOPENING PLAN FOR BCS STUDENTS AND FAMILIES

Released: July 15, 2020

We appreciate your flexibility and understanding during these uncertain times. As we continue to work to navigate the changing data and guidance surrounding the COVID-19 pandemic, our leadership team at Bartlett City Schools (BCS) believes that returning to in-person instruction is important to the overall health and well-being of our students. Our team's decision-making is driven by a desire to maintain the health and safety of our students while meeting the need for in-person academic instruction. While our team acknowledges that there is a certain element of risk in returning to school during a global pandemic, we also believe that schools are in a unique position to safely implement social distancing and safety requirements recommended by the Centers for Disease Control and Prevention (CDC), the Shelby County Health Department (SCHD), and the American Association of Pediatrics. The decisions outlined below are based on feedback from our parent, community, and staff surveys, along with recommendations from the Tennessee Department of Education (TDOE), SCHD and other health officials.

BCS will offer families the option of in-person instruction or allow parents to enroll their child in 100% virtual learning for the first nine (9) weeks of school (August 10th - October 9th). Please **note that this reopening plan is subject to change** based on the health situation in Shelby County and changes in guidance and/or orders from the Shelby County Health Department; local, county, or state government; or state or federal law. Our mission remains to provide a safe learning environment for our students and teachers, and it is our hope that the safety restrictions can be less restrictive as the situation improves over the course of the school year. The local impact of the COVID-19 pandemic remains fluid, and necessary additional changes to our plans will be communicated to our students and families as they are made.

SCHOOL SCHEDULE

At this time, BCS will continue to operate according to the 2020-2021 school calendar approved by the Bartlett City Board of Education on October 24, 2019. You can find the calendar here:

<https://www.bartlettschools.org/pdf/2020-21CalendarBCSfamilyviewapproved.pdf>

BCS will offer families the option of in-person instruction or parents may enroll their child in 100% virtual learning environment for the first nine (9) weeks. Parents must declare their choice by July 24, 2020 via PowerSchool. This decision will be in effect for the first nine (9) weeks of the school year. The decision to go to a hybrid (mixed in-person and virtual learning) schedule for our 9-12 students will be contingent on the number of families that enroll in the 100% virtual school option for the first nine (9) weeks. Please **note that this reopening plan is subject to change** based on the health situation in Shelby County and changes in guidance and/or orders from the Shelby County Health Department; local, county, or state government; or state or federal law. Our mission remains to provide a safe learning environment for our students and

teachers, and it is our hope that safety restrictions can be less restrictive as the situation improves over the course of the school year. Necessary additional changes to our plans will be communicated to our students and families as they are made.

Parents must complete the info in PowerSchool by July 24, 2020 by clicking “2020-2021 Parent Choice Enrollment” link here: <https://bartlettschools.powerschool.com/public>

Regardless of the way your child receives instruction, **the first day for students in 1st grade through 12th grade is August 10, 2020**. Those students entering PreK or Kindergarten will start school on a staggered schedule one day during the first two weeks of school and will be notified of their first day by the teacher and/or school directly. Students who attend school in-person, Monday through Friday (unless otherwise noted on the approved school calendar), will continue to adhere to the normal school hours for their school.

Information about remote learning opportunities and requirements are addressed further in this document.

CLASS SCHEDULES

For Elementary Schools (Altruria, Bartlett, Bon Lin, Ellendale, Oak, Rivercrest)

Students at elementary schools will be assigned to classes the same as in previous years. Because social distancing requirements will limit the number of students in each room, some classes will be required to be broken up to adhere to the social distancing requirements. When applicable, students will stay in their assigned classrooms while other teachers will come to them to provide classroom instruction and lessons throughout the day. With some parents choosing the 100% virtual option, this reduction of students will allow additional space for social distancing.

Families have the option to enroll their child for: an in-person learning Monday-Friday schedule or enroll their child in a 100% virtual learning environment for the first nine (9) weeks. Parents must complete the enrollment form by July 24, 2020 by clicking the link here: <https://bartlettschools.powerschool.com/public>.

For Middle Schools (Appling, Bon Lin, Elmore Park)

Our middle schools are maximizing all classroom spaces and will follow social distancing guidelines. For some schools this may include utilizing extra spaces such as the gym or science labs in order to follow these guidelines. With some parents choosing the 100% virtual option, this reduction of students will allow additional space to social distance.

Families have the option to enroll their child for: an in-person learning Monday-Friday schedule or enroll their child in a 100% virtual learning environment for the first nine (9) weeks. Parents must complete the enrollment form by July 24, 2020 by clicking the link here: <https://bartlettschools.powerschool.com/public>.

For High School (Bartlett Ninth Grade Academy, Bartlett High)

Our high school students will be utilizing a hybrid schedule that combines face-to-face instruction with remote learning. Students will be separated into two groups that will attend school on a Monday/Wednesday or Tuesday/Thursday schedule. Friday will be dedicated to remote learning to allow teachers to work with students who need additional assistance. Note: If enrollment in the 100% virtual component reaches a level where the district could safely bring all students back on campus due to the reduced number of students, the district will transition to traditional classes for all high school students Monday-Friday. This reduction of students will allow us to maximize all classroom spaces and follow social distancing guidelines.

Families have the option to enroll their child for: an in-person learning hybrid schedule or enroll their child in a 100% virtual learning environment for the first nine (9) weeks. Parents must complete the enrollment form by July 24, 2020 by clicking the link here:

<https://bartlettschools.powerschool.com/public>.

BUS TRANSPORTATION

Based on our parent survey results, 84% of responding families stated that they were able to provide transportation for their child. Therefore, we are asking our families to transport their child to school if they are able. While the district can implement additional health and safety precautions on the bus, the district and its contracted transportation provider cannot ensure six feet of social distancing between students.

However, we also understand that parents may have situations where they cannot provide transportation for their child. If you know you are unable to transport your child to school on a daily basis, we are asking you to fill out the transportation information in PowerSchool to request bus service for the 2020-2021 school year.

Parents must complete the info in PowerSchool by July 24, 2020 by clicking “2020-2021 Parent Choice Enrollment” link here: <https://bartlettschools.powerschool.com/public>

Please note that it may not be possible to accommodate all transportation requests, and if we do not feel we can safely transport all students requesting transportation, we may have to develop an alternate system to determine who will receive bus service. Transportation will be provided to students needing this related service as a component of their Individual Education Plan (IEP). Also, all Special Education buses will transport those students while adhering to all health and safety guidelines as outlined by the CDC and the SCHD.

SCREENINGS

We are asking parents to check the temperatures of your child every morning before sending them to school. Any student who has a temperature at or above 100.4 degrees without fever-reducing medication should not attend school that day. In addition, our staff will have access to no-touch thermal thermometers and may conduct temperature screenings on any student at any time. If students have a temperature, other COVID-related symptoms, or other illness, a BCS staff member will call the parents to pick up the child from school.

We will follow the proper protocols as outlined by CDC and SCHD for students who display symptoms of COVID-19 and/or may be waiting for a parent pick-up. Students will be monitored by BCS staff at all times.

BCS will follow the “BCS Reopening Health Guideline Plan” to be released.

ARRIVAL & DISMISSAL

Due to fewer students using student bus transportation this year, there will be an increase in car drop-off and pick-up at each school. Assigned and/or staggered pick-up and drop-off times may be necessary to accommodate the anticipated increase in vehicular traffic. Updated pick-up and drop-off procedures will be distributed by each school prior to the start of school on August 10th.

SOCIAL DISTANCING

Our “BCS Reopening Health Guideline Plan” is based on our belief that maintaining social distancing will do more than anything to reduce the potential spread of COVID-19 among our students and staff. BCS feels that we can consistently maintain social distancing of at least six feet between students and staff throughout the school day with some exceptions. Therefore, BCS will enforce social distancing of six feet or more throughout the day to the extent possible. While we understand that this requirement will be particularly challenging for certain groups of students (younger students and students with special needs), we will work consistently to maintain this distance to the best of our abilities. All students and staff will be encouraged to wear masks throughout the school day, and masks will be required in all communal spaces and in areas when social distancing of at least six feet cannot reasonably be maintained (including but not limited to arrival, dismissal, transitions between classes or activities, etc.).

Excess classroom and school building furniture has been removed to accommodate the maximum number of students possible in each class and hallway in an effort to maintain six feet of distance. In addition, students will be scheduled with other students with similar academic courses to the extent possible to minimize the number of transitions from one place to another that may be required. When applicable, students will stay in their assigned classrooms while teachers will move from classroom to classroom to deliver instruction rather than having students move from class to class (this model will be different for high school students).

There will also be special signage at our schools to emphasize social distancing and other health and safety guidelines.

FACIAL MASKS

By order of the Shelby County Health Department, all members of the public age twelve (12) and older must wear masks or other face coverings in public. This requirement does not apply to public schools and other educational institutions, *“provided K-12 schools comply with the conditions set forth in prior and future Health Directives and Orders issued by The Shelby County Health Director or Health Officer.”*

We will require facial masks for all students in all communal spaces and in areas when social distancing of at least six feet cannot reasonably be maintained (including but not limited to arrival, dismissal, transitions between classes or activities). Facial masks will not be required for classroom or group situations in which students are socially distanced, but the wearing of masks is encouraged to limit the possible spread of COVID-19. BCS will also require our teachers and school staff to wear facial masks in all communal spaces and in areas when social distancing cannot reasonably be maintained.

Specific questions about facial mask expectations for your child may be addressed with our BCS Lead Nurse Inge Fine at ifine@bartlettschools.org.

BREAKFAST & LUNCH PROGRAM

The school breakfast program will most likely be distributed through a “grab and go” process and students will eat breakfast in their classrooms. Lunches will be delivered each day to students in their classrooms or other spaces to mitigate the potential spread of the COVID-19 virus.

Students who usually purchase lunch at school should check the menus as selections will be adjusted based on portability and ease of delivery. School menus will be available on the BCS School Nutrition website. Parents who would like their child to order breakfast or lunch from the cafeteria should be sure cash balances are added to their child’s lunch account. For questions regarding your child’s school nutrition balance, please contact the school cafeteria manager directly. Parents may deposit funds into their student’s online school meal accounts beginning on August 5th.

SEAMLESS SUMMER OPTION

During the previous COVID-19 school closure, any student could pick up free breakfast and lunch from Bartlett High School. This opportunity was available under a waiver from the Seamless Summer Option that expired on May 22, 2020. At this time, free or reduced priced meals will only be available to families that qualify. Should this opportunity become available in the future, families will be notified.

FREE/REDUCED-PRICE MEALS FOR VIRTUAL STUDENTS

Families who qualify for free or reduced-price meals and have students attending classes virtually may pick up meals at Bartlett High School. Dates and times will be announced at a future date. Parents will be asked to provide their students’ student ID number.

NOTE: More families may now qualify for Free/Reduced benefits than prior to the outbreak of the public health emergency. Families may submit a new application for free or reduced-price meals at any time during the school year. Applications are available on the BCS School Nutrition website beginning on August 5th.

FOOD DELIVERIES, PARENT LUNCHESES, & SPECIAL TREATS

At this time, parents may not deliver fast food lunches or send fast food meals to school with students. Parents are not allowed to eat lunch with students at any school as non-essential visits are currently

prohibited. In addition, parents should not send birthday snacks, holiday treats, or any other food for their child's class.

ALLERGENS

We are looking at serving meals in classrooms rather than in the cafeteria. Therefore, parents should prepare meals for their children that are in accordance with any allergy restrictions for that classroom. Teachers will communicate any dietary requirements to all of the parents in that class.

OUTDOOR AND PHYSICAL ACTIVITIES

BCS is committed to providing both physical education and recreational activities for our students even while implementing social distancing requirements. While the use of playground and other equipment may be limited or even unavailable, students will have the opportunity for physical activity and recess with their cohorts.

FIELD TRIPS

All in-town and out of town field trips are prohibited at this time and at least through the end of the first nine (9) weeks.

CLUBS & EXTRACURRICULAR ACTIVITIES

Principals will work with their school's club sponsors to determine which clubs and activities may be safe to hold before and after school. The minimum requirement for holding an activity will be the ability to consistently provide six feet of social distance between participants.

SCHOOL VISITORS

Non-emergency or non-essential visitors to the school are prohibited beyond the reception area at this time. Essential visitors are defined as those whose visits are necessary to achieve the operational or educational missions of the school or school system. Plexiglass will be installed at our school reception areas, and all visitors are required to wear face masks while in the school buildings. Parents are allowed to attend in-person IEP meetings or other meetings with school staff or administration to conduct official educational business, but must adhere to health of safety guidelines set forth by BCS and the SCHD. Please contact your child's school to make arrangements or appointments.

SANITIZING & DISINFECTING

Sanitizing and disinfecting will be performed regularly using a schedule that will be implemented by our in-house custodial team and monitored by our staff. Frequently touched items will be emphasized in disinfecting routines. Also, the practice of sharing school supplies will not be allowed.

In addition, hand sanitizing stations will be readily available around the schools and in common areas. Students will have scheduled opportunities to wash their hands throughout the day. Handwashing routines and expectations will be taught to students and reinforced appropriately.

Specific questions about sanitizing and disinfecting at our schools may be addressed with our BCS School Coordinated Health Supervisor Geniese Bolden at gbolden@bartlettschools.org.

BEFORE/AFTER SCHOOL CARE

Our before and after school care programs will continue to operate on its regular schedule with social distancing requirements in place.

REMOTE LEARNING OPTION

Our parent survey results suggest that a percentage of parents do not feel comfortable sending their child to school for in-person instruction even with strict social distancing and other health guidelines in place. Therefore, we will offer a full schedule of remote learning that will require students to work on a combination of assigned independent work and direct instruction from a teacher offering remote instruction utilizing a BCS provided laptop or iPad.

The Tennessee Board of Education has determined that remote instruction must still mirror the number of instructional days (175) and length of days (7 ½ hours a day) of in-person instruction. Parents should note that this style of instruction will likely be more challenging for younger students. BCS will employ a remote learning coordinator to assist parents and/or students with technical issues and to coordinate the delivery of instruction, help with accountability for remote attendance, and assist with organizing assessments and grading.

Parents who are interested in a 100% virtual learning environment for their students should complete the information in PowerSchool by July 24, 2020 at the link here: <https://bartlettschools.powerschool.com/public>. Parents who choose this option must commit to it for the duration of the first nine (9) weeks of school, from August 10th - October 9th.

COVID-19 TESTS & TESTING

BCS will not require tests of faculty, staff, or students consistent with CDC guidelines and the SCHD.



COVID-19 SYMPTOM SCREENING CHECKLIST

Intended for all faculty, staff, and students who enter a BCS School or Facility

Please answer the following questions each day before entering a BCS school or facility.

1. Do you (or your child) have any of the following symptoms?

- Fever 100.4 °F or greater in the last 72 hours, or new onset:
- Difficulty Breathing or Shortness of Breath
- Loss of Taste and/or Smell
- Increased Fatigue
- Sore throat
- Cough
- Vomiting/Diarrhea

* If the answer to any of the questions above is YES, you should stay home, self-isolate, and call the Shelby County Health Department (SCHD) COVID-19 Hotline 833-943-1658, and your Primary Care Provider.

2. Have you been diagnosed with COVID-19?

- Yes*
- No

* If you have been diagnosed with COVID-19, have COVID-19 symptoms without a COVID-19 diagnosis, you should stay home, self-isolate until you have met the following criteria:

- It has been at least 10 days since the onset of COVID-19 symptoms,
- It has been at least 3 days without a fever, without the use of fever-reducing medicines, and
- It has been at least 3 days since the COVID-19 symptoms have improved

3. Have you been in close contact, 10 minutes or more in less than 6 feet, with someone who has a confirmed case of COVID-19 within the last 14 days?

- Yes; You should stay home for 14 days, self-isolate and call the Shelby County Health Department and your Primary Care Provider.
- No; You or your child/dependent may enter the school if you or your child/dependent have no COVID-19 symptoms.

Anyone experiencing COVID-19 symptoms or who may have been exposed to COVID-19 should not attend school.

For more information on COVID-19, please visit the [Shelby County Health Department](#), [Tennessee Department of Health](#), and the [CDC](#).

Spanish Resources:

- [La información puede cambiar a medida que aprendemos más. Por favor consulte www.tn.gov/health/cedep/ncov para obtener la info](#)
- [¿Cómo puedo saber si he estado expuesto? Comuníquese con el departamento de salud pública Entre en cuarentena Dé seguimien](#)

Please Note: Testing for COVID-19 is now available at no cost for anyone experiencing even mild symptoms. Testing sites are located throughout Shelby County. If you suspect that you have been exposed to someone who has confirmed COVID-19 and are experiencing mild to moderate symptoms, please call your healthcare provider, the Shelby County COVID-19 hotline at 833-943-1658, or contact one of the available testing sites to make an appointment.