



Shasta Middle School
Health & Safety Handbook
2021-2022

Hello Shasta Students and Families!

We are very excited to welcome you back to school for in person learning! The Shasta staff have been working hard to get school safe and ready for you to return. We hope this handout will help you and your student get to know the expectations that will keep us all safe, healthy and ready to learn.

*Brady Cottle
Principal*

School Hours

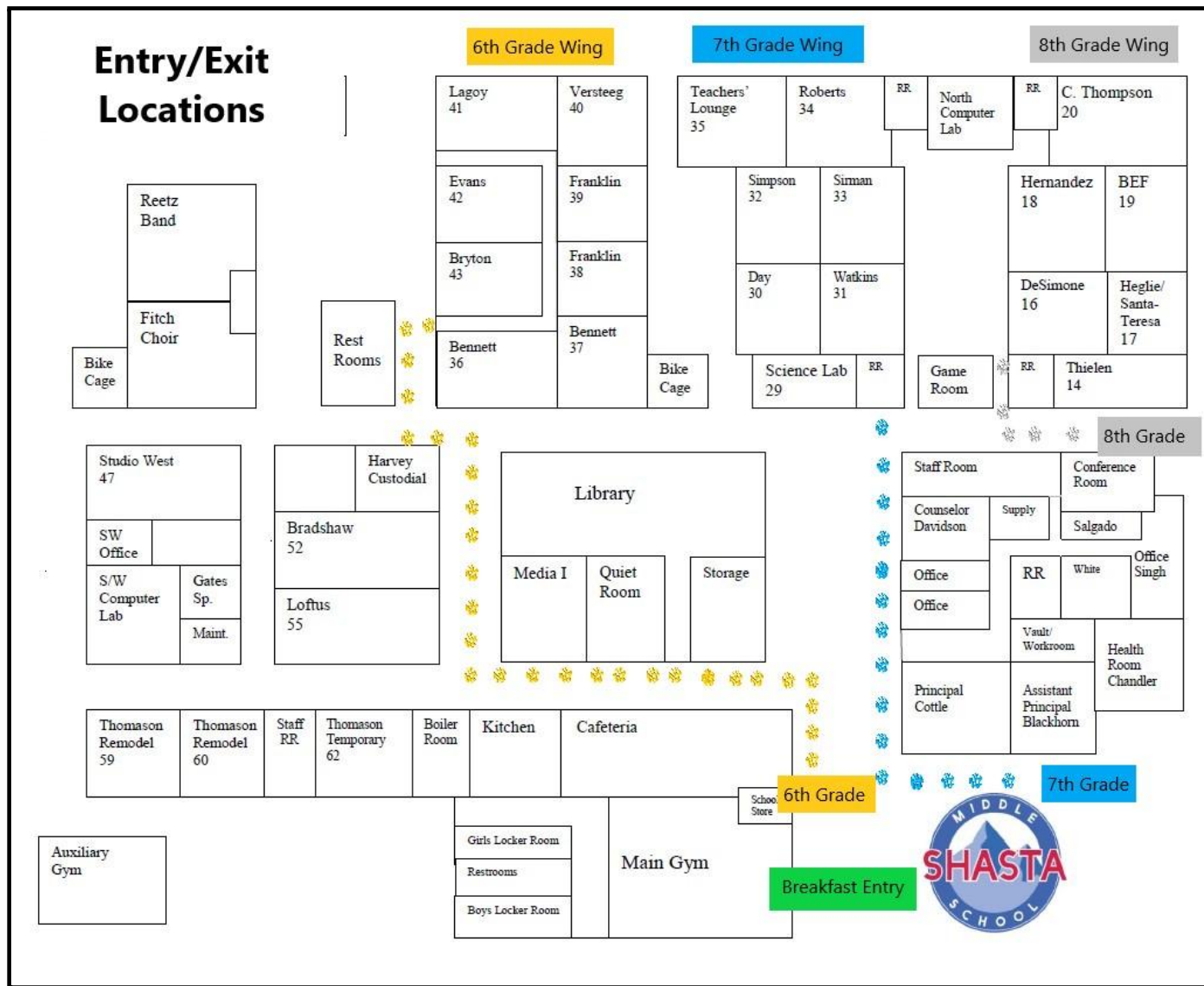
Shasta hours are 9:10 - 3:30 pm.

Supervision will be provided from 8:40 - 9:00 am and 3:30 - 3:40 pm.

Upon arrival, each grade level will need to enter through their designated gate at 9:00 am. A free breakfast will be available for all students in the cafeteria, starting at 8:40 am.

Entry Protocol

All students will be visually screened for appearance of symptoms prior to entry into the building. Symptomatic students and staff will be isolated, screened again, and sent home if ill. All students (bus riders, walkers, bikers, & students transported by parent/guardian) will enter and exit the school through a designated gate at the front of the school. Each grade level will have their own entry and exit, with arrows painted on the sidewalk to mark the path to follow to and from their classroom. Signage will be displayed at the entry and throughout the school.



Drop Off and Pick Up at School

We are making a few adjustments to our current parking plan in order to reduce the likelihood of creating close gatherings on campus. We are asking all students and families to use the front parking lot to the school (see map below).

Here are the **big** changes:

- Each grade level will have their own specific gate to enter through at the front of the building.
- The back parking lot will be closed.
- Clear Lake Elementary will have the same time for drop off in the morning, so please encourage students to walk, ride bikes, or take the bus to school.

Late Arrivals

Students arriving late to school need to enter the building through the Shasta front office to check in.

Physical Distancing

The recommendation is to maintain appropriate physical distancing in all settings, at all times to the maximum extent possible. Signage, protocols, routines and systems have been put in place to teach, reteach and practice maintaining appropriate physical distancing.

Meals

School breakfast and lunch will be free to all students.

Breakfast

- Free for all students
- Served between 8:40 - 9:05 am
- Students will eat breakfast at their designated grade level tables
- During breakfast time, adults remain masked; students remove masks only while eating and promptly return masks when finished (students are masked when preparing for meals and when cleaning up after meals)

Lunch

- Free for all students
- Students will eat lunch with their grade level:
 - 6th grade - 11:34 - 12:19
 - 7th grade - 12:22 - 1:07
 - 8th grade - 1:10 - 1:55
- During lunch time, adults remain masked; students remove masks only while eating and promptly return masks when finished (**students are masked when preparing for meals and when cleaning up after meals**)
- Because of health and safety and access, microwaves will **not be available** for student use.
- Students will have the option to eat outside, space is limited though
- Break times will be available for students during lunch:
 - Masks will be worn at all times, inside and outside
 - Gym and outside ball fields will be available for students to use

Face Coverings

Face coverings are required for all students and staff. The use of face coverings does not change physical distancing requirements. It is important for students to know how to properly wear a face mask and to practice getting used to wearing face masks for an extended period of time. Masks must be worn indoors and outdoors.

All adults, including parents must wear a mask when on school property. Student or family refusal to wear appropriate face covering for a values-based reason then dictates that educational needs be met through the Bethel Online Academy. Certain accommodations for medical needs or disability are noted in the Ready School Safe Learner Guidance. The district will meet all ADA and IDEA requirements, including scheduling meetings and involving District Nurses in team decision making for individual students.



[Cloth Face Coverings-Video \(ENGLISH\)](#)

[Cloth Face Coverings-Video \(SPANISH\)](#)

Daily At-Home Screening

To maintain health and safety and keep our schools open, we are asking that every student is screened for signs of illness at home every day--before they come to school. This is one way we will help prevent the spread of COVID-19 and other illnesses to students and staff.

Daily Parent/Caregiver Screening Questions		
Question 1	Question 2	Question 3
<p>Do they have one or more primary symptoms of COVID-19?</p> <ul style="list-style-type: none"> ● Fever (100.4 or above) or chills ● Shortness of Breath ● New or persistent cough ● New loss of taste or smell <p>Stay home. Call the doctor.</p>	<p>Do they have any secondary symptoms?</p> <ul style="list-style-type: none"> ● Headache ● Vomiting ● Diarrhea ● Headache ● Sore Throat ● Congestion ● Fatigue/Tiredness <p>Stay home. Call the school for further guidance.</p>	<p>Have they been exposed to a positive COVID-19 case or currently in quarantine?</p> <ul style="list-style-type: none"> ● You must be 14-days past the last exposure, and symptom-free. ● Documentation must be provided before entrance. <p>Stay home. Call the school for details on returning.</p>

Signage

We have building signage and other written forms of communication inside and outside of the school describing new health protocols and safety procedures.

This includes and is not limited to:

- Floor markers that indicate physical distancing
- Maintain social distancing reminders

- Hand washing/sanitizing protocols and prompts
- Masks Required signs inside and outside
- CDC COVID-19 hazard posters
- Directional signage for traffic flow and one-way designations

Classroom Capacity, Classroom Layout and Assigned Seating

Classrooms are set up to follow physical health and safety guidelines. We have removed extra furniture to increase available space. Desks, tables and seats will be arranged to allow 3 feet of distance between students and between adults, to the extent possible. Teachers have planned walkways and have students desks facing the same direction to reduce the spread of germs. Students will have assigned seating in classrooms to maximize physical distancing and minimize physical interaction.

Bathroom Use

We have identified and assigned specific bathrooms for grade level use. The bathrooms are cleaned at various times of the day. Scheduled breaks will be established throughout the day to allow for multiple, predictable bathroom breaks throughout the day. Students can access bathrooms outside of the scheduled bathroom breaks. Students will be taught and retaught recommended hand washing procedures. Bathrooms have hand washing practices signs posted.

Cleaning, Disinfection and Ventilation

Each night the custodians will be cleaning and disinfecting frequently touched surfaces during the day and after school. Classrooms are equipped with supplies for the cleaning and disinfecting of high-touch surfaces.

Ventilation systems have been checked and serviced prior to in-person instruction and are regularly maintained by maintenance staff and/or HVAC contractors. Ventilation systems operate to maximize intake and circulation of outdoor air throughout buildings. Staff will open doors as much as possible, while still monitoring student safety.

Limited Shared Materials

Students will be provided individual school supplies for on-site use. We will limit the use of communal supplies or share items (e.g. pencils, scissors, headphones). Items brought from home should be related to academic essentials (e.g. backpack, jacket, water bottle, etc.).

Drinking Water

Drinking fountains will be off limits and not accessible to students. Students are encouraged to bring a water bottle to school.

Thunderbird Nest

The Thunderbird Nest is the name for our isolation area. Schools are required to create a space for students who become ill at school with excludable symptoms. Students are escorted to the room by

Shasta staff, providing a “warm hand-off” to designated Thunderbird Nest staff. Students will remain at school supervised by staff in the Thunderbird Nest staff until parents/guardians can pick them up. Students will be provided a medical mask facial covering (if they can safely wear one). Staff will wear a medical mask, shield and PPE as appropriate and maintain physical distancing, but students will never be left unattended.

Health and Safety Precautions for the Thunderbird Nest Include:

- Barriers between students
- Sanitizing/hand washing station
- Ventilation considerations/air purifiers
- Disinfecting supplies for between visits
- Disposable face masks, shields and gloves
- Communication with District Nurse and documentation
- If more than one student in isolation room, students will maintain physical distancing
- District Nurses guide illness/exclusion process per ODE/OHA Communicable Disease Guidance
- District Nurse/Shasta health staff contact family
- [Isolation Screening Form](#)

Health Room

Our health room, located in the front office, is separate from the Thunderbird Nest and will continue to be staffed by our health assistant. Students receiving medications at school or who are injured will access the health room. Students who feel sick during the day will go to the Thunderbird Nest for additional screening and care.

Bus Transportation

Protocols are in place for the bus stop, bus ride and as students exit the bus. Buses will be disinfected between cohorts and routes. Shasta buses will drop off and pick up in the front parking lot. Bus riders will walk through the designated grade level gate.

Before boarding the bus students will:

- practice social distancing at the bus stop
- wear masks prior to entering the bus
- be visually screened by a EA/designated bus staff prior to entry

On the bus students will:

- be seated from the rear of the bus to the front of the bus
- wear face coverings on the bus
- be in stable transportation cohorts
- have an average of 21-24 students per bus (dependent on bus size)

Exiting the bus students will:

- dismiss from front to rear of the bus

Visitors and Volunteers

At this time, visitors and volunteers will be unable to work in schools, or complete other volunteer activities that require in person interaction. Adults in schools are limited to essential personnel only. Signage at main entrances inform all visitors of policies and process for entry. We look forward to the day that we can open our doors to our Shasta community again!

Supervision

The regular school day NOW runs from 8:40 am to 3:40 pm. Supervision of students is provided from 8:40-9:10 am and from 3:30-3:40 pm. Supervision is not provided for times other than those designated here. Parents should not leave children unattended beyond Shasta's hours of supervision.

Mask Breaks

We know that students may need to take a "mask break" during the day. All classrooms have designated mask break spaces that are away from other students and near a door when possible.

Mask Wearing Tips

- Explain how masks work and why they are important. Use simple clear language.
- Practice wearing masks at home in intervals and increase the duration over time. Start with short periods and practice during preferred activities. Make a plan, practice, provide positive feedback.
- Wear masks and look in the mirror, talk about what you see.
- Find a mask with material that feels comfortable for your child. Try different types of masks. You might find the perfect fit.
- Attach a lanyard (breakaway lanyard) to the mask so it's always available and doesn't fall off.
- Pack extra masks. Make it easy. Provide options and choice.
- Model wearing a mask.

Process to Report Health and Safety Concerns

Bethel School District has created an anonymous survey form that will be available to all students, staff, and families via Shasta's website. Concerns will be reviewed.

SHASTA ARRIVAL & DISMISSAL

ALL GRADES 6-8 ENTRY & EXIT LOCATIONS

