



## REOPENING GUIDE FOR STUDENTS & PARENTS

Working with Students, Parents, & Visitors to Keep our School Safe

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# Lenape Tech Health & Safety Plan

Lenape Technical School's Joint Operating Committee approved our reopening plan on June 23, 2020. This comprehensive plan provides the local procedures for safely reopening school based on current PA Department of Health and current CDC guidelines.

## Lenape Tech Plan for Instruction

On September 8, 2020, Lenape Tech will reopen for **in-person instruction** as we normally would. This means all students, both full and part-time will be in class five days per-week. Friday early dismissals will continue as before. However, our plan for instruction may change in response to local or state health & safety recommendations.

## Importance of In-person Instruction in Career & Technical Education

Hands-on learning is a critical component of our instructional delivery. Our reopening plan centers on students being able to safely participate in technical training and the complimentary academic classes which is difficult to replicate virtually.

### **Student Arrival & Dismissal Changes:**

- *Doors will open at 7:05am, no earlier*
- *Drivers enter Gym Lobby/ Bus-riders enter main entrance*
- *AM Part-time dismiss at 10:15am*
- *Dismissal to buses at 2:39pm*
- *Drivers dismissed at 2:40pm*
- *Parents are not to pick-up or drop off from Chaplin Ave.*

### **Friday Early Dismissal:**

- *Buses dismissed at 12:45pm*
- *Drivers dismissed at 12:46pm*

## Mask & Face-Covering Requirements

On July 1, 2020, the Secretary of Health issued an Order that requires all individuals to wear a face-covering when they leave their homes.

On August 17, 2020, an additional Order was published that requires that **students wear face coverings at all times while in school, even when six-feet of social distancing can be achieved**. There are limited exceptions. As per the Department of Health:

*"Face covering" means a covering of the nose and mouth that is secured to the head with ties, straps, or loops over the ears or is wrapped around the lower face. A "face covering" can be made of a variety of synthetic or natural fabrics, including cotton, silk, or linen, and, for the purposes of the order, can include a plastic face shield that covers the nose and mouth. "Face coverings" may be factory-made, sewn by hand, or improvised from household items, including but not limited to, scarves, bandanas, t-shirts, sweatshirts, or towels. , these specialized masks should be reserved for appropriate occupational and health care settings."*

In order for Lenape Tech to remain open for in-person instruction, all students will need to comply with this order. If you have specific questions about your child, please contact Lenape administration so that we can answer your questions.

**Lenape will provide masks to students if they do not have some type of appropriate face covering. If a student refuses to wear a mask or face covering, parents will be notified and the student may be sent home. Only under the following circumstances will students be permitted to remove a mask or face-covering:**

Eating or drinking when spaced at least 6 feet apart; or

When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task; or

At least 6 feet apart during "face-covering breaks" to last no longer than 10 minutes.



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### Pre-screening

Pre-screening your child helps reduce the risk of spreading infections. We recommend parents screen their children prior to sending them to school.

\*We also recommend medications be given at home to reduce student traffic in the nurse's office.

***Please use the following screening tool to determine if you should keep your child home:***

#### **Group A— One or More Symptoms**

- ⇒ Fever (100 or higher)
- ⇒ Cough
- ⇒ Shortness of breath\*
- ⇒ Difficulty breathing\*

\* If significant, call 911

#### **Group B— Two or More Symptoms**

- ⇒ Sore throat
- ⇒ Runny nose/congestion
- ⇒ Chills
- ⇒ New lack of smell/taste
- ⇒ Muscle Pain
- ⇒ Nausea/Vomiting
- ⇒ Diarrhea
- ⇒ Headache

### *Prevention & Mitigation*

#### Cleaning/Sanitizing/Disinfecting/Ventilation

- ◇ Detailed inspection of all areas prior to the opening of school
- ◇ Disinfecting and sanitizing high- touch areas will occur throughout the day
- ◇ Focused cleaning of the building nightly
- ◇ Hand sanitizer dispensers will be placed throughout the building
- ◇ Teaching staff will be provided with a spray bottle of disinfectant to clean surfaces in their classrooms between class changes
- ◇ Signage will be posted to remind students of good hygiene habits, hand-washing, and social-distancing
- ◇ Outside air dampers adjusted to allow more fresh air to enter the building

#### **Responding to Suspected or Positive Cases**

In all instances of suspected or positive COVID-19 cases, Lenape Tech will work closely with students, parents, and local/state health officials to make decisions based on our prevailing concern for the safety of all students and staff. This may include quarantines for up to 14 days, notification to proper Department of Health officials, and any additional steps to ensure the safe return of students after a potential exposure. Please refer to the Department of Education for additional information. <https://www.education.pa.gov/Schools/>



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### **Student Transportation**

- ⇒ [Mask/face coverings must be worn at all times](#)
- ⇒ Hand sanitizer will be available on each bus
- ⇒ Students will board by occupying seats working from back to front
- ⇒ Upon arrival at the school, students will then exit front to back
- ⇒ Students will be limited to two (2) per seat (siblings should sit together)
- ⇒ Buses will be sanitized between each run
- ⇒ Parents should pick up and drop off students in front of the Adult Education building on Armstrong Avenue to avoid congestion in bus lanes



### *Communication & Technology*

To access important school news and information, we encourage students and parents to frequently check our website (<http://www.lenape.k12.pa.us/>) and Facebook pages. We also send out global-connect calls via our school-based SwiftK12 system.

All students will be able to communicate with their teachers using the Office 365 Teams platform as well as through our Lenape Outlook email system.

Students who can verify they do not have access to a laptop or other device and do not have internet will be able to upload assignments from Teams and work remotely without the need for an internet connection.

Parents are encouraged to provide their email information to the school so that we can provide additional student-specific information as needed.

### Changes We Have Made

#### **School Cafeteria & Lunches:**

- ⇒ Cafeteria seating has been arranged to allow for recommended social-distancing of 6ft to the extent possible
- ⇒ Seating has been expanded to include more space outside as well as additional seating in the gym
- ⇒ Students will be required to wear masks until then are seated and ready to eat, at which time masks can be removed
- ⇒ Handwashing will be encouraged & hand sanitizer stations have been added
- ⇒ Water fountains are outfitted with bottle-fillers only
- ⇒ Breakfast will be grab & go in the morning
- ⇒ All student- breaks will be grab & go

#### **Student Lockers:** (bookbags are permitted)

- ⇒ All students will have a shop locker or other area in the technical programs to keep items (only school locks are permitted)
- ⇒ Full-time students will also have a regular hall locker assigned
- ⇒ Students will not be permitted to loiter around lockers at any time



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### Changes We Have Made

#### Student Attendance & Make-Up Work:

Using the pre-screening guidance provided on page 2, we are asking that students who meet that criteria stay home from school when ill. Please be sure to read about student attendance in the Lenape Tech Student Handbook for detailed information. Here are some important points to remember:

- ⇒ Turn in excuses to the guidance office within 3 days of returning to school
- ⇒ For each day of school missed, students have an equal day to make up work (miss 1 day, you have 1 day to make up, miss 3 days, you'll have 3 days to make up, etc.)
- ⇒ The need for isolation or quarantine will be handled on a case-by-case basis according to our Health & Safety Plan
- ⇒ If we need to send your son/daughter home due to illness, please be sure we have current emergency contact information of someone who can pick up the student from school

### *Social Distancing Expectations*

Lenape Tech faculty and staff are excited to welcome our students back for in-person learning. However, it will take a community-based effort to ensure that the school can safely remain open. Social-distancing is an essential component to re-opening schools. Please note the following regarding these expectations:

- Social distancing is not a substitute for required face-coverings. Both working together help keep people safe
- Buses, classrooms, cafeteria, and common areas have been arranged to allow for social distancing of 6 feet to the extent possible
- Students will need to follow PPE and safety guidelines in their technical areas according to industry-specific guidelines. Your technical instructor will monitor these precautions and student-compliance
- All assemblies, dances, or other crowd-based campus activities are cancelled until further notice. Every effort will be made to reinstate these events when it is safe to do so and based on student-compliance
- As in previous years, student ID's must be worn chest-high when moving about the building. Students must sign out of a classroom to leave for any reason & must carry an agenda signed by their teacher.

### Technical Program Specifics

- ◆ There may be a delay in the availability of your shop clothing for your program. Your technical instructors will explain what appropriate clothing may be used as a substitute
- ◆ The status of our Cooperative Education program (Co-Op) will continue to evolve as the year progresses and in response to our business and industry partners. More information will be provided at a later date
- ◆ Completion and testing for certain industry certifications will be an ongoing discussion based on current safety guidelines
- ◆ All technical programs will have procedures in place for the use of shared tools, equipment, and technology. Students will be expected to follow these procedures



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### **Part Time Student Information**

All part-time students will start in-person instruction at Lenape on September 8th.

Armstrong JR/SR High & West Shamokin students:

- Students will be picked up at home and bused to Lenape. Students then will be bused from Lenape to the high schools as would normally occur

Apollo Ridge High School students:

- Students will be picked up at home and bused to Lenape. Students then will be bused from Lenape to Apollo Ridge HS. They will transfer to a bus at the high school that will take them home for the second half of their day.

Leechburg Area High School Students:

- AM part time students will be picked up from home and bused to Lenape. Students will then be bused from Lenape back home for the second part of their day.
- PM part-time students will be picked up from home and bused to Lenape. Students will then be bused from Lenape back home at the end of the day. Leechburg students arriving for afternoon classes should observe social distancing when signing in at the Guidance Office.

### ***For Parents Visiting Lenape***

To the extent possible, parent-teacher conferences and discussions should be conducted by phone or with virtual meetings such as Zoom or Skype.

If an in-person meeting is needed, we ask that parents self-screen prior to coming to the school. Upon arrival at Lenape, we will record the temperature of the visiting parent and ask them a series of screening questions during their normal check-in procedure.

All parents & visitors will be asked to wear a mask or other face-covering

### **Support Services for Students & Families**

The faculty, staff, and administration at Lenape Tech certainly understand the impact that COVID-19 has had on the social-emotional well-being and growth and development of our students. Additionally, we are committed to supporting our parents and families in providing multi-tiered supports to meet the dynamic needs of our community.

With the uncertainty surrounding the future, it is important to recognize that educators, children, and families may experience stress, confusion, fear, anger, and anxiety upon returning to school. These are challenges we will face together.

Lenape Tech remains committed to providing resources and support for parents and families as we navigate our way through these uncertain times.

We will continue to offer our school-based counseling service, student assistance program (SAP), and access to mental health support services in addition to career and education guidance and preparation.

Please do not hesitate to contact our guidance office so that we can help align the appropriate resources and support for your child and family.

Lenape Tech Guidance Office (724) 763-7116 Ext 3304