

Putnam County Schools

Putnam County Health Department



SCHOOLS

Columbus Grove

Continental

Fort Jennings

Kalida

Leipsic

Miller City –
New Cleveland

Ottawa-Glandorf

Ottoville

Pandora-Gilboa

Putnam County
Educational Service
Center

Putnam County
Health Department



Putnam County Schools and Putnam County Health Department Joint Re-Opening Agreement-Revised to include preschool programming 8/31/2020

Preface: All Ohio schools closed for the remainder of the school calendar beginning on March 16, 2020, by order of the Governor and the Ohio Department of Health Director in response to the COVID-19 pandemic. On July 2, 2020 Governor Mike DeWine released the Reset & Restart Planning Guide for Schools and this Joint Re-Opening Agreement was created with those recommendations in mind. This Agreement is the initial result of collaboration among the Putnam County School Superintendents and the Putnam County Health Department. The recommendations and requirements set forth herein are **subject to change** and in all likelihood will evolve as the situation progresses.

Guiding Principles

Each school district will implement safety protocols tailored to their respective buildings

- Each school district will continuously work with the Putnam County Health Department to promote safety in each school building
- Each school district will be transparent with all stakeholders that some level of risk will always be present when children and school district employees occupy school district facilities
- School districts acknowledge the need for consistency in areas of operations while also acknowledging that individual differences in classroom spaces, school facilities and overall building operations may lead to some inconsistencies
- School districts are planning to maintain their previously-approved school calendars with some potential adjustments due to staff training and preparedness
- Each of these general guiding principles will be common to all Putnam County School districts
- **Preschool programs shall follow the transitional pandemic requirements and best practices for licensed child care centers. All programs that are licensed preschool programs through Ohio Department of Education will operate in accordance with the Executive Order 2020-34D and emergency rule (3301-32-06.1) in addition to the existing preschool licensing rules. As of August 10, 2020 the lower ratio/class size requirement of 1:9 has been removed, however, the preschool programs will maintain a smaller ratio for social distancing purposes.**

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Daily Health Assessments

- District personnel are expected to take their own temperature before reporting to the school building
- Students who are able are expected to take their own temperature before reporting to the school building
- Parents or guardians of students who are unable to take their own temperature are expected to conduct temperature checks on their son(s) and/or daughter(s) before reporting to the school building
- **Preschool children and staff will have their temperatures taken prior to or as soon as they arrive each day (no mercury thermometers).**

- Students **must** stay home if any of the following conditions exist:
 - A temperature in excess of 100 degrees Fahrenheit
 - Experiencing any or all of the following symptoms:
 - Fever or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - Loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
 - **Any preschool student or staff will immediately be sent home who has a temperature of 100 degrees or higher and shall not return until they have been fever-free without the use of fever reducing medication for at least 24 hours.**

Communications when a Student/Staff Member has been diagnosed COVID-19 Positive

- Communication will be developed by the Putnam County Health Department and shared with each Putnam County school district
- Communication will be shared based on the protocol set forth by the Putnam County Health Department
- School districts will cooperate with the Putnam County Health Department's work in contact tracing and quarantine requirements

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- The Putnam County Health Department, consistent with statewide protocols, will define what is considered “exposure” to COVID-19
- The Putnam County Health Department will determine the quarantine protocol
- **Preschool programs shall follow the communications guidelines (school scenarios document) /COVID-19 procedures as set by the local school district and the Putnam Co. Health Dept. (attached).**
- **If a child or employee who has had the fever and known contact with someone confirmed or probable to have COVID-19, they must complete isolation or quarantine procedures in coordination with the (school scenarios document) /COVID-19 procedures as set by the local school district and the Putnam Co. Health Department. (attached).**
- **If a preschool employee or child enrolled in preschool tests positive for COVID-19, the program shall:**
 - a. Notify ODJFS by the next business day in OCLQS as a serious incident and**
 - b. Notify the local health department by the next business day.**

Face Coverings

- Face coverings are required for all staff members
- Face coverings are required for students in Grades 3-12
- Face coverings are strongly suggested for Grades K-2
- Any requirement may be waived for individual students or staff with medical conditions that prohibit them from wearing a face covering. In that instance, proper documentation must be provided to the district.
- **Preschool students are not required to wear face coverings, however, if their parent request, the student may wear within the classroom setting.**
- **Preschool staff members shall wear a face covering while indoors unless not medically appropriate and shall cover the nose and mouth.**
- ***Parents are advised that any current recommendations on face coverings may become mandates***
- ***Changes to any face-covering policy may be made at either a county or district level***

Classrooms

- Safety protocols for all learning spaces will be in place
- However, as stated in the General Guiding Principles above, some level of risk will always be present when children and school district employees occupy school district facilities

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- Classroom occupancy will be determined based on each individual circumstance with the maximum amount of safety considerations possible

Food Service/Cafeteria Use

- All districts will offer food service
- Logistics will be determined by individual districts in compliance with the Putnam County Health Department
- Additionally, the following measures will be implemented:
 - No self-service of any kind
 - Individual condiment packages will be distributed to students by kitchen staff
 - Socially-distanced seating in the cafeteria and adjacent eating spaces
 - Encouragement for students to wash their hands before and after eating lunch
 - Sanitization of the cafeteria and adjacent eating spaces between each lunch cycle

Transportation

- Strict loading and unloading procedures will be developed by each district
- Drivers will create strict and specific seating arrangements for each bus route that students must adhere to
- Districts will allow two students to a seat in normal circumstances
- Special circumstances that may lead to three students in a seat include the following:
 - Three siblings
 - Smaller students who can safely fit three to a seat
- Face coverings are required for all drivers and riders to and from the school building
- Hand sanitizer will be provided for use as students enter and exit the school bus
- In the event state policies require school districts to use alternative schedules, districts may adopt minimum requirements for transportation to reduce the number of students who are eligible for school district transportation
- Parents who are uncomfortable regarding the ability of the district to successfully maintain a safe and healthy setting on the school bus are encouraged to personally transport their son(s) and/or daughter(s) to and from school
- **Preschool age children are not required to wear face coverings while on the bus.**

Playground/Recess

- Districts will make every effort to maintain consistency with other safety procedures

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- Hand sanitization/washing of hands must take place prior to and after use of school playground equipment
- Districts may be flexible with recess scheduling to limit amount of students on the playground area(s) at the same time
- When preschoolers return from the playground they shall wash their hands using soap and water. No sanitizer shall be used.

Start of Day/End of Day

- Measures will be taken to prevent students from congregating before and after school
- Measures will be taken to improve the flow of student traffic entering and exiting the building before and after the school day
- Preschool children shall enter the building at a separate time from all other students in the school. If possible, a separate entry/door shall be used. All students will have their temperatures taken prior to entering the building by the preschool staff.

Visitors/Volunteers

- Visitors to any district building can include any number of reasons. Therefore, each district will make decisions to allow visitors based on a case-by-case basis.
- That being said, the following guidelines for school visitors will be observed:
 - Visitors are generally discouraged from being inside the building during the school day
 - Safety protocols, such as a temperature screening upon arrival, may be required prior to granting entry into the building
 - Preschool programs will limit visitors to the classrooms. If a visitor or parent does come into the classroom, their temperature shall be taken prior to entering. If the visitor/parent has a temperature of 100 degrees or higher, they shall not be allowed to enter the building/classroom.

Handwashing Procedures-Preschool Programs

- Preschool programs shall follow all handwashing procedures pursuant to rule 5101:2-12-13 of the Administrative Code with the following additions:
- All administrators, child care/preschool staff members and employees shall wash their hands upon entering a classroom and prior to leaving for the day.
- Preschool will follow Responsible RestartOhio Child Care guidelines for Handwashing, including:
 - a. Upon arrival, after breaks and upon returning from outside

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- b. After toileting or assisting with toileting
- c. After diaper change
- d. After contact with bodily fluids, cleaning up spills or objects contaminated with bodily fluids
- e. After cleaning or sanitizing or using any chemical products
- f. After handling any pets or live animals
- g. Before eating, serving or preparing foods
- h. Before and after completing any medical procedure or administering medication
- i. When visibly soiled
- j. Prior to departure

Risk-Level Guidelines as per Governor DeWine's Orders from July 2, 2020

The state has created a color-coded system of guidelines to assess the amount of spread of COVID-19 per county (Yellow, Orange, Red, and Purple). School officials will collaborate regularly with the Putnam County Health Department to review Putnam County's rating and determine what adjustments, if any, need to be made to daily school operations throughout the school year.

Therefore, we strongly urge parents, students and staff members to practice the ongoing and strongly recommended safety measures to further prevent the spread of COVID-19:

- Physical and social distancing
- Wearing a face covering
- Good hand hygiene

The practices we engage in **now** and over the next six weeks will determine whether Putnam County school districts can allow our children to go back to school in late August which is where we all know they need to be.

Mr. Nicholas Verhoff, *Columbus Grove Local School*

Mr. Danny Kissell, *Continental Local School*

Mr. Nick Langhals, *Jennings Local School*

Mr. Karl Lammers, *Kalida Local School*

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Mr. Greg Williamson, *Leipsic Local School*

Mr. Kerry Johnson, *Miller City-New Cleveland Local School*

Mr. Don Horstman, *Ottawa-Glandorf Local School*

Mr. Scott Mangas, *Ottoville Local School*

Mr. R. Todd Schmutz, *Pandora-Gilboa Local School*

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