

THE CREEK

INDIAN CREEK SCHOOLS

SAFE RE-ENTRY TO SCHOOL PLAN
2020-2021 CALENDAR YEAR
UPDATED 8/2/2020 (HIGHLIGHTS IN **ORANGE**)

www.indiancreekschools.com | 317.878.2100



COMMITTED TO OUR MISSION:

To actively partner with students, staff, families, and community to ensure all students acquire and apply knowledge, attitudes, skills, and habits to be responsible citizens in American society, life-long learners, and successful participants in a global and technological society.

COMMUNITY FEEDBACK

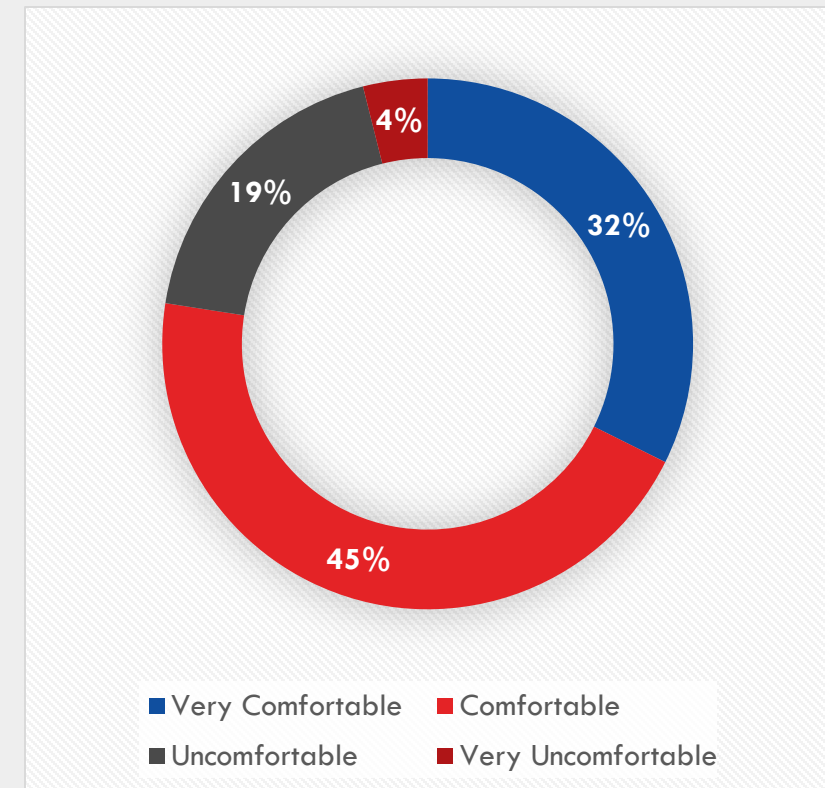
NHJ United School Corporation sent a comprehensive community survey to parents within the school system. Results of the survey were taken into consideration and used along with guidelines from local and state health departments when arriving at our comprehensive back-to-school plan.



ELEARNING/CONTINGENCY LEARNING PLAN FEEDBACK RESPONSES

Question 17 from eLearning/Contingency Learning Plan Feedback form.

“If the Governor allows corporations to open schools with face-to-face instruction in the fall, will you be comfortable sending your student to school?”



<http://www.vertex42.com/calendars/school-calendar.html>

JOHNSON COUNTY PUBLIC SCHOOL GUIDING PRINCIPLES

Everyone should understand and anticipate that schools may have to deal with positive Covid-19 cases, and they cannot be completely prevented. Johnson County Public Schools have coordinated their efforts in the following areas:

- Schools will start on time and keep their presently approved school calendars for 2020 – 2021.
- Use water fountains only to fill water bottles and/or cups.
- Require students and staff to be fever free for 24 hours (without the use of fever reducing medications) prior to returning to school.
- Discontinue perfect attendance and other attendance incentives for students.
- A strict limitation of visitors will be permitted in the school buildings throughout the instructional day.
- Masks are required for all students and staff in grades 3 – 12 and will still be strongly encouraged for grades PK – 2 in accordance with Governor Eric Holcomb's executive order.
- Staff and students will be provided frequent opportunities to wash and/or sanitize their hands during the school day.



AREAS OF EMPHASIS

ALL PLAN COMPONENTS WERE REVIEWED AND APPROVED BY THE LOCAL HEALTH DEPARTMENT.



Transportation Model
How to safely transport students



Traditional Learning Model
In-person student instruction



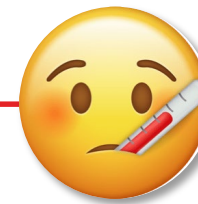
Remote Learning Model
Combination remote/
e-Learning instruction



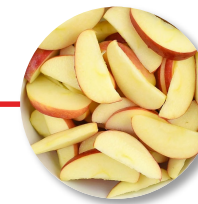
ECA/ Co-Curricular
Clubs, band, choir/
athletic teams



School Day Operations
Daily student/staff
procedures



School Health Model
Student illness policy



Food Services Model
Procedures for students
breakfast/lunch



TRANSPORTATION

• TRANSPORTATION PLAN COMPONENTS WILL INCLUDE:

- BUS DRIVERS MUST WEAR MASKS OR **FACE SHIELDS (EO 20-39)** WHILE DRIVING THE SCHOOL BUS.
- COACHES AND SPONSORS DRIVING MINIBUSES MUST WEAR MASKS.
- STUDENTS WILL BE ASSIGNED SEATS FOR EACH ROUTE. SEATING CHARTS WILL BE KEPT IN ORDER TO PROVIDE A RECORD IN THE EVENT THAT CONTACT TRACING IS REQUIRED BY THE HEALTH DEPARTMENT.
- WHILE ON THE SCHOOL BUS, STUDENTS ARE REQUIRED TO WEAR THEIR OWN MASK. THIS HELPS TO PROTECT BOTH STUDENTS AND BUS DRIVERS.
- OUR TRANSPORTATION DEPARTMENT WILL STRIVE TO PLACE TWO STUDENTS PER SEAT ON A SCHOOL BUS.
- CONSISTENCY IN DAILY RIDING OF THE SAME BUS IS REQUIRED FOR SAFETY REASONS, FOR NOT OVERCROWDING BUSES, AND TO ENSURE THE POSSIBLE NEED FOR CONTACT TRACING. FOR EXAMPLE, STUDENTS NEED TO CONSISTENTLY RIDE THE SAME BUS FOR THEIR MORNING AND AFTERNOON ROUTES.
- THERE WILL BE NO SWITCHING/MOVING TO OTHER BUSES. THERE WILL BE NO GUEST/FRIEND RIDERS ALLOWED TO RIDE BUSES HOME.

• TRANSPORTATION PLAN COMPONENTS WILL INCLUDE:

- PARENTS WHO ARE UNCOMFORTABLE WITH BUSING PROCEDURES ARE ENCOURAGED TO DRIVE/PICK UP THEIR STUDENTS ON A CONSISTENT BASIS.
- EXTRA CLEANING OF BUSES WILL OCCUR BEFORE AND AFTER EVERY ROUTE.
- STUDENTS SHOULD KEEP THEIR HANDS TO THEMSELVES WHILE ON THE SCHOOL BUS.
- 5TH GRADE STUDENT-ATHLETES WILL BE ESCORTED BY AN ADULT TO THE MIDDLE SCHOOL FOR ATHLETIC PURPOSES.
- CHILDREN OF STAFF MEMBERS WILL BE ESCORTED BY AN ADULT TO AND FROM BUILDINGS.
- IF BUS CAPACITY SIZE NEEDS REDUCED, THE TRANSPORTATION DEPARTMENT WILL CONTACT OUT OF DISTRICT FAMILIES AND REQUEST THAT THEY PROVIDE THEIR OWN TRANSPORTATION.
- IF AFTER SCHOOL CARE IS NEEDED, PLEASE CONTACT OUR CONTRACTED PROVIDER--*COUNTRY KIDS' DAYCARE AND AFTER SCHOOL PROGRAM*. CLICK ON THE FOLLOWING LINK FOR ASSISTANCE: [COUNTRY KIDS](#)



STUDENT INSTRUCTION (IN-PERSON AND REMOTE LEARNING OPPORTUNITIES)

• STUDENT INSTRUCTION PLAN COMPONENTS WILL INCLUDE:

- TRADITIONAL IN-PERSON INSTRUCTION WILL OCCUR FIVE DAYS PER WEEK.
- USING OUTSIDE AREAS FOR CLASSROOM INSTRUCTION WILL BE PERMISSIBLE (WEATHER PERMITTING).
- ALL STUDENTS (K - 12) WILL POSSESS AND TAKE HOME THEIR OWN SCHOOL-ISSUED DEVICE ON A DAILY BASIS.
- CONSIDERATION WILL BE GIVEN TO USING INSIDE, LARGE AREAS FOR CLASSROOM INSTRUCTION TO HELP MAINTAIN SOCIAL DISTANCING. EXAMPLES INCLUDE: POOL LOBBY, LGI, COMMONS AREA, CAFETERIAS, AND AUDITORIUM SPACE.
- TEACHERS WILL CLEAN OUT ALL CLASSROOMS FOR MAXIMUM SPACE USAGE AND REMOVE NONESSENTIAL MATERIALS PRIOR TO THE START OF THE 2020 – 2021 SCHOOL YEAR.
- CLASSROOMS WILL BE REORGANIZED TO ALLOW FOR PROPER SPACING OF DESKS TO ENSURE SOCIAL DISTANCING. FOR EXAMPLE, DESKS WILL BE REARRANGED TO INCREASE SPACE BETWEEN ALL STUDENTS. DESKS WILL FACE IN THE SAME DIRECTION WHEN POSSIBLE.
- THERE WILL BE ASSIGNED SEATING IN ALL CLASSROOMS ACROSS ALL SCHOOL BUILDINGS.
- THERE WILL BE NO FIELD TRIPS AND/OR SCHOOL-WIDE ASSEMBLIES OR CONVOCATIONS FOR THE 2020 – 2021 SCHOOL YEAR.

• STUDENT INSTRUCTION PLAN COMPONENTS WILL INCLUDE:

- PERFORMANCE EXPECTATIONS FOR IN-PERSON/TRADITIONAL AND REMOTE LEARNING WILL BE THE SAME FOR STUDENTS REGARDLESS OF THEIR LEARNING ENVIRONMENT.
- THE DISTRICT WILL DEVELOP A STRONG COMMUNICATION PLAN (THAT WILL BE IN THE BUILDING-LEVEL SPECIFIC PLANS) WITH FAMILIES TO DISCUSS THE DELIVERY METHOD OF INSTRUCTION FOR STUDENTS WITH DISABILITIES AND ENSURE THAT THEIR NEEDS ARE ADEQUATELY MET.
- ATTENDANCE AWARDS AND/OR PERFECT ATTENDANCE INCENTIVES FOR STUDENTS WILL BE SUSPENDED FOR THE UPCOMING SCHOOL YEAR.
- PARENTS OF STUDENTS WITH PRE-EXISTING HEALTH CONDITIONS OR OTHER SERIOUS HEALTH CONSIDERATIONS SHOULD CONTACT THEIR BUILDING LEVEL ADMINISTRATOR TO DISCUSS REMOTE LEARNING OPPORTUNITIES.
- EXPANDED, REMOTE LEARNING OPPORTUNITIES WILL BE AVAILABLE ON AN INDIVIDUAL BASIS. REACH OUT TO YOUR BUILDING ADMINISTRATOR FOR ADDITIONAL INFORMATION.
- IF A STUDENT CONTINUES WITH REMOTE LEARNING THEN HE/SHE WILL NOT BE ABLE TO PARTICIPATE IN EXTRA-CURRICULAR ACTIVITIES.

SCHOOL DAY PROCEDURES & OPERATIONS



- **SCHOOL DAY PROCEDURES AND OPERATIONS PLAN COMPONENTS WILL INCLUDE:**
 - MASKS ARE REQUIRED FOR ALL STUDENTS AND STAFF IN GRADES 3 – 12, AND WILL STILL BE STRONGLY ENCOURAGED FOR GRADES PK – 2.
 - ALLOWABLE EXCEPTIONS FOR NOT WEARING MASKS MAY INCLUDE THE FOLLOWING:
 - CLASSROOMS THAT ARE CONFIGURED SO THAT ALL STUDENTS CAN MAINTAIN AT LEAST THREE (3) FEET OF SOCIAL DISTANCING FROM ONE ANOTHER AT ALL TIMES, AND WHERE STUDENTS ARE POSITIONED TO FACE IN THE SAME DIRECTION, FACE COVERINGS OR FACE SHIELDS DO NOT NEED TO BE WORN DURING IN-PERSON EDUCATIONAL INSTRUCTION BY STUDENTS. INSTRUCTORS MUST WEAR A FACE COVERING OR FACE SHIELD UNLESS THE INSTRUCTOR(S) CAN MAINTAIN SIX (6) FEET OF SOCIAL DISTANCING FROM STUDENTS (EO 20-39).
 - WHEN CLASSROOMS CANNOT BE CONFIGURED SO THAT ALL STUDENTS CAN MAINTAIN EITHER SIX (6) FEET OF SOCIAL DISTANCE OR AT LEAST THREE (3) FEET OF SOCIAL DISTANCE FROM ONE ANOTHER WITH ALL STUDENTS FACING THE SAME DIRECTION AT ALL TIMES, FACE COVERINGS OR FACE SHIELDS MUST BE WORN DURING IN-PERSON EDUCATIONAL INSTRUCTION BY STUDENTS. INSTRUCTORS MUST WEAR A FACE COVERING OR FACE SHIELD UNLESS THE INSTRUCTOR CAN MAINTAIN SIX (6) FEET OF SOCIAL DISTANCING FROM STUDENTS. AT THE DIRECTION OF THE INSTRUCTOR, A STUDENT MAY BE PERMITTED TO REMOVE HIS OR HER MASK ON AN INTERMITTENT AND TEMPORARY BASIS (EO 20-39).

• SCHOOL DAY PROCEDURES AND OPERATIONS PLAN COMPONENTS WILL INCLUDE:

■ ALLOWABLE EXCEPTIONS FOR NOT WEARING MASKS MAY INCLUDE THE FOLLOWING (CONTINUED):

- OUTDOOR RECESS WHERE PROPER SOCIAL DISTANCING IS ENFORCED.
 - INDIVIDUAL DISCRETION WHILE WORKING WITH STUDENTS WHO HAVE 504 PLANS OR IEP'S
 - ACTIVITIES DEEMED NECESSARY BY SCHOOL ADMINISTRATION FOR INSTRUCTIONAL PURPOSES.
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- NO GUESTS OR VISITORS WILL BE ALLOWED DURING THE SCHOOL DAY.
 - ONLINE REGISTRATION THROUGH INFINITE CAMPUS WILL BEGIN IN EARLY JULY.
 - NO OUTSIDE LUNCHESES/FOOD ITEMS WILL BE DELIVERED TO SCHOOL OFFICES.
 - NO ACCEPTANCE OF FOREIGN EXCHANGE STUDENTS WILL OCCUR AFTER AUGUST 4TH.
 - NO SCHOOL SUPPLIES ARE ALLOWED TO BE SHARED BETWEEN STUDENTS (TOYS, ELECTRONIC GAMES, ETC.).
 - WATER FOUNTAINS WILL BE CONVERTED TO WATER DISPENSING STATIONS.
 - LIBRARY MATERIALS WILL OPERATE ON A THREE DAY CHECK-IN/CHECK-OUT SYSTEM. IN OTHER WORDS, WHEN BOOKS ARE RETURNED THEY WILL NOT BE SHELVED FOR THREE DAYS.

• SCHOOL DAY PROCEDURES AND OPERATIONS PLAN COMPONENTS WILL INCLUDE:

- ICES STUDENTS WILL TAKE THEIR SCHOOL ISSUED DEVICES HOME DAILY LIKE STUDENTS IN ALL OTHER BUILDINGS.
- LUNCHROOM SCHEDULES
 - *EXPANSION OF DINING AND SITTING AREAS FOR SOCIALLY DISTANCING STUDENTS DURING THIS TIME WILL OCCUR.
- STAGGERED PASSING PERIODS WILL BE UTILIZED TO MINIMIZE CONTACT BETWEEN STUDENTS.
- STUDENTS WILL REPORT IMMEDIATELY TO CLASSROOMS UPON ARRIVAL AT SCHOOL.
 - *STUDENTS PURCHASING BREAKFAST SHOULD DO SO, AND REPORT TO THEIR CLASSROOM.
- A COVID-19 SELF CHECK-LIST FOR SYMPTOM REMINDERS WILL BE SENT OUT TO FAMILIES DAILY.
- WE WILL PROVIDE MORE FREQUENT OPPORTUNITIES TO WASH AND/OR SANITIZE HANDS THROUGHOUT THE DAY.
- RECESS TIMES (K - 5) WILL BE STAGGERED AND MODIFIED IN ORDER TO SOCIALLY DISTANCE AND TO MINIMIZE THE NUMBER OF STUDENTS ON THE PLAYGROUND AT THE SAME TIME.
- STUDENTS WILL BE ALLOWED/ENCOURAGED TO BRING THEIR OWN WATER BOTTLE FOR USE.
- THERE WILL BE NO CHANGE OF CLOTHES DURING PE CLASSES UNTIL AFTER AUGUST 16.
- THERE WILL BE NO DELIVERY OF SWIMMING CURRICULUM DURING PHYSICAL EDUCATION CLASSES FOR THE FIRST SEMESTER.



EXTRA-CURRICULAR & CO-CURRICULAR ACTIVITIES

- **ECA AND CO-CURRICULAR PLAN COMPONENTS WILL INCLUDE:**

- NHJ WILL FOLLOW THE PRESCRIBED GUIDELINES FROM THE IDOE RE-ENTRY PLAN BEGINNING JULY 6 THROUGH AUGUST 15 WITH THE THREE PHASES FOR EXTRA-CURRICULAR ACTIVITIES (I.E., SPORTS AND CLUBS) AND CO-CURRICULAR ACTIVITIES (I.E., BAND AND CHOIR). PLEASE CONTACT YOUR COACHES, SPONSORS, OR ATHLETIC DIRECTOR FOR ADDITIONAL INFORMATION.

[ISSMA MARCHING BAND GUIDANCE](#)

[INDIANA DEPARTMENT OF EDUCATION IN-CLASS COVID-19 HEALTH AND SAFETY RE-ENTRY GUIDANCE](#)



SCHOOL HEALTH & WELLNESS CARE

• SCHOOL HEALTH AND WELLNESS CARE PLAN COMPONENTS WILL INCLUDE:

- STUDENTS AND STAFF WILL STAY HOME IF THEY HAVE A FEVER OF 100 °F OR HIGHER.

*PARENTS SHALL MONITOR ON A DAILY BASIS CHILDREN AND SIGNS OF POSSIBLE INFECTION. STAFF WILL MONITOR THEMSELVES FOR POSSIBLE INFECTION AS WELL. THESE INCLUDE THE FOLLOWING SYMPTOMS:

- *FEVER OR CHILLS
- *COUGH
- *SHORTNESS OF BREATH OR DIFFICULTY BREATHING
- *FATIGUE
- *MUSCLE OR BODY ACHES
- *HEADACHE
- *NEW LOSS OF TASTE OR SMELL
- *SORE THROAT
- *CONGESTION OR RUNNY NOSE
- *NAUSEA OR VOMITING
- *DIARRHEA

- ANY STUDENT OR EMPLOYEE WITH A FEVER WILL STAY HOME UNTIL THEY HAVE NOT HAD A FEVER FOR AT LEAST 24 HOURS (THAT IS ONE FULL DAY OF NO FEVER WITHOUT THE USE OF MEDICINE THAT REDUCES FEVER); OTHER SYMPTOMS HAVE IMPROVED; AND AT LEAST 10 CALENDAR DAYS HAVE PASSED SINCE SYMPTOMS FIRST APPEARED.

• SCHOOL HEALTH AND WELLNESS CARE PLAN COMPONENTS WILL INCLUDE:

- AN ISOLATION AREA WILL BE ESTABLISHED FOR STUDENTS EXHIBITING SYMPTOMS IN ORDER TO PROVIDE A SAFE AREA FOR INDIVIDUALS TO BE QUARANTINED WHILE AWAITING PARENT PICK UP.

- MEDICAL INQUIRIES

- *FEDERAL LAW TYPICALLY LIMITS THE TYPE OF MEDICAL INQUIRIES THAT CAN BE MADE, BUT GIVEN THE NATURE OF THE PANDEMIC MORE LEEWAY HAS BEEN GIVEN TO SCHOOLS IN THIS CIRCUMSTANCE TO MAKE ADDITIONAL MEDICAL INQUIRIES OF STAFF AND STUDENTS THAN WOULD OTHERWISE BE ALLOWED.

- * IF THE PARENT TELLS THE SCHOOL THAT THE STUDENT IS ILL, THE SCHOOL MAY ASK THE PARENT WHETHER THE STUDENT IS EXHIBITING ANY SYMPTOMS OF COVID-19.

- * IF AN EMPLOYEE CALLS IN SICK OR APPEARS ILL, THE SCHOOL CAN INQUIRE AS TO WHETHER THE EMPLOYEE IS EXPERIENCING ANY COVID-19 SYMPTOMS.

- * IF A PERSON IS OBVIOUSLY ILL, THE SCHOOL MAY MAKE ADDITIONAL INQUIRIES AND MAY EXCLUDE THE PERSON FROM SCHOOL PROPERTY.

• SCHOOL HEALTH AND WELLNESS CARE PLAN COMPONENTS WILL INCLUDE:

- SELF-ASSESSING QUESTIONNAIRES WILL BE SENT DAILY TO FAMILIES FOR THE SAFETY OF OUR ENTIRE CAMPUS, IT IS IMPERATIVE THAT THESE QUESTIONNAIRES ARE COMPLETED DAILY.
- IMMUNIZATION REQUIREMENTS HAVE NOT CHANGED. ALL IMMUNIZATIONS WILL BE BASED ON THE REQUIRED STATE GUIDELINES. IMMUNIZATION REQUIREMENTS MAY BE VIEWED AT THE FOLLOWING LINK: [IMMUNIZATION 2020 -2021](#)
- YOU WILL NOTE THAT IN THE EVENT OF A DOCUMENTED POSITIVE CASE, SHORT-TERM CLOSURE MAY BE APPROPRIATE. SCHOOLS AND LOCAL HEALTH DEPARTMENTS ARE ENCOURAGED TO KEEP SCHOOLS OPEN AND OPERATING AS MUCH AS POSSIBLE. THE CDC DECISION TREE HAS THE SCHOOL CLOSING FOR POTENTIALLY TWO - FIVE DAYS SO THE LOCAL HEALTH DEPARTMENT OR THE INDIANA STATE DEPARTMENT OF HEALTH CAN ENGAGE WITH YOUR TEAM TO RECOMMEND FURTHER TESTING, CLEANING, ETC.; HOWEVER, THIS HEALTH/MEDICAL REVIEW MAY BE DONE ON THE SAME DAY AS A POSITIVE CASE TO REDUCE SCHOOL CLOSURE TIME.
- THE INDIANA STATE DEPARTMENT OF HEALTH (ISDH) WILL COORDINATE AND CONDUCT ALL CONTACT TRACING IN THE EVENT IT IS NECESSARY.



FOOD SERVICES

• FOOD SERVICE MODEL PLAN COMPONENTS WILL INCLUDE:

- STAFF WILL WEAR MASKS AND GLOVES DURING FOOD PREPARATION AND SERVING.
- MEALS WILL BE SERVED TO STUDENTS, OR STUDENTS MAY PICK UP PRE-PACKAGED MEALS THEMSELVES.
- PRE-PACKAGED FLATWARE WILL BE PROVIDED.
- THERE WILL BE NO SHARING OF FOOD BETWEEN STUDENTS.
- STUDENT MICROWAVE OVEN USAGE IS SUSPENDED UNTIL FURTHER NOTICE.
- SNEEZE GUARDS/PROTECTIVE BARRIERS WILL BE INSTALLED AT CASHIER STANDS AND SERVING AREAS AS NECESSARY AND APPROPRIATE.
- FAMILIES ARE ENCOURAGED TO USE THEIR ONLINE PAYMENT PORTAL THROUGH *INFINITE CAMPUS* TO DEPOSIT MONEY. THE USE OF CASH AND CHECKS IS STRONGLY DISCOURAGED. CASH TRANSACTIONS THAT ARE BROUGHT TO SCHOOL SHOULD BE PLACED IN THE CAFETERIA DROP BOXES LOCATED IN EACH SCHOOL'S MAIN OFFICE.



“Student learning and safety have always been our top priority at Indian Creek. We will continue this tradition by working closely with local health officials, our staff, and the community to provide a great learning environment, even in the midst of these unprecedented times.”

- Dr. Tim Edsell
Superintendent

FOR MORE INFORMATION OR QUESTIONS

www.indiancreekschools.com/back-to-school

Indian Creek Elementary School questions: kgrant@nhj.k12.in.us

Indian Creek Intermediate School questions: aperry@nhj.k12.in.us

Indian Creek Middle School questions:

szachery1@nhj.k12.in.us or kdavis@nhj.k12.in.us

Indian Creek High School questions:

lskobel@nhj.k12.in.us or bwallace@nhk.k12.in.us

