



FAYETTE COUNTY PUBLIC SCHOOLS

As the district and schools continue providing instruction utilizing the NTI-2DL model, it may be necessary for schools to bring small groups of students into the building for short orientation periods or to provide targeted services. This document should be used to capture and communicate the districts' targeted services model.



General Health Procedures and Protocols

Masks: All students and staff are required to wear a mask at all times while in the building or on the bus, with the exception of those who have a medical exemption. Students and staff should only lower their masks while actively eating or drinking. Masks will be provided for students or staff members who do not have one.

Clean Hands: Frequent hand-washing will be encouraged, and hand-cleaning supplies including hand soap, paper towels, and hand sanitizer containing at least 60% alcohol will be readily available on buses, in classrooms and throughout the school grounds.

Temperature Check: Temperatures will be taken as students enter school busses for those that have a monitor. If a bus does not have a monitor a red sign will be placed in the window to alert school staff. These students will be screened upon entry to the building by school staff. Walkers and car finders will also be screened upon entry.

Healthy Habits: Students and staff will be encouraged to avoid touching their eyes, nose and mouth, stay home when sick and cover coughs or sneezes with a tissue, then throw the tissue in the trash and wash/sanitize their hands.



Family Assurance of Student Health

- Families who send their child to school will be asked to attest that their child does not have a fever and has not exhibited any of the symptoms of COVID-19 within the past 48 hours.
 - It is advised that families check the temperature of the student at home before leaving for school.
- Families should monitor their child for fever, chills, shortness of breath or difficulty breathing, sore throat, muscle pain, loss of smell or taste, diarrhea, nausea or vomiting. If any of these symptoms are observed the student should not come to school.
 - Parent should follow the CDC guidelines and consult with a doctor for further direction.
 - Parent should consider a COVID19 test.
- If a student is identified as having a temperature on the bus or at school, the parent will be contacted to pick up the student immediately. The student will be escorted to the sick room to wait for the parent.
 - Parent should follow the CDC guidelines and consult with a doctor if flu like symptoms or cold symptoms are present.
 - Parent should keep the student home until he/she is free of fever for 24 hours.
- Students testing positive for COVID19 should register with the FCPS COVID reporting system.
 - Families should follow the guidance from the FC Health Department.

- o When the student is released from isolation by the FC Health Department the student may return to school.
- Students who have a medical exemption for wearing a mask will continue to receive instruction through remote learning. (individual situations will be considered)
 - o Teachers will work with the student to continue with remote instruction.

Transportation

- All families who can transport their children to school are strongly encouraged to do so to help reduce the number of students on each bus.
- Buses that have monitors will screen student temperatures as they board the bus. Students with a fever will sit in a designated section and upon verification of fever at school, family will be called to pick up the child. If there is not a bus monitor, then students will have their temperature taken by school staff upon arrival.
- Hand sanitizer will be provided as students enter and exit the bus.
- Students who have a medical exemption for wearing a mask will be assigned seating at the front of the bus.
- Buses will be loaded from the back to the front, and unloaded from the front to the back.
- Buses will be sanitized between routes and at the end of the day.

Arrival

Staff Arrival

- Staff members will arrive at the building by 8:45 (morning session) / 1:45 p.m. (afternoon session) and will be at his/her designated post by that time. If a staff member is not able to take his or her temperature at home, he/she may utilize the thermometers located at the front check stations.
- If a staff member is not able to report to work, he or she should follow standard operating procedure as defined in the staff handbook.

Supervision Duty

- Staff will perform specific supervision duties to facilitate the implementation of the student arrival plan.
- Designated administration and counseling office staff will monitor for social distancing and mask use as students enter the building.
- FCPS security ambassadors will conduct thermal imaging camera and metal detector screening and complete bag checks with each student as they enter the building.
- Instructional staff delivering targeted supports will remain in their rooms to supervise students as they arrive.
- Designated staff will be stationed in the hallways to sweep students to their classrooms.

Student Bus Arrival

- Students will be reminded to keep their masks on and to social distance as they enter the building.
- Students being dropped off by buses with monitors will have already had their temperatures taken. Students with a fever will exit first and be taken to the isolation area (712) to await a family member to take them home.
- If students on the bus have not had a temperature check conducted, they will proceed to the front entrance and will go through the screening conducted at that location. Students will line up 6 feet apart (spacing will be marked) while they wait to have their temperature taken and pass through the thermal imaging camera.

Walker/Car Arrival

- Student drivers (11th and 12th grade only) will park in the lower/back lot closest to Man O' War Boulevard. Students will be required to wear a face covering upon exiting the car. Depending on the number of 11th and 12th drivers we will consider allowing 10th grade drivers during this time only.
- All walkers and car riders will enter the building through the front doors.
- Walkers, car riders and those being dropped off by buses without monitors should line up 6 feet apart (spacing will be marked) while waiting to pass through the temperature screening area.



Metal Detectors (High School Only)

- All students and visitors to the building must complete a metal detector and bag search prior to entering the main part of the building.
 - People waiting to be screened will stand 6 feet apart (marked on the floor) and wear their masks.
 - Before entering the metal detector, students must scan their ID badges. Visitors must sign in through the attendance clerk to have their ID scanned and receive a visitor's badge.
 - FCPS security ambassadors will guide each person through the screening process.
 - Place all belongings (including cell phones, keys, backpacks, chromebooks, etc.) on table for search.
 - Walk through the metal detector one person at a time. If alarm sounds, return to the front, identify and correct the problem that made the alarm sound, and pass through the metal detector again.
 - If the metal detector alerts a second time, the security ambassador will screen the person with a wand to identify the cause of the alarm.
 - If a prohibited item is discovered during the bag check or the metal detector screening, administration and/or law enforcement will initiate the appropriate disciplinary action.
 - After completing the screening process, students will report directly to their classroom.
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Health Screenings

- All students and staff are required to complete a daily health screening questionnaire.
 - All students and staff will have their temperature checked upon arrival.
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Sick Room

- The nurse's office is located in the front office and will remain open for routine student needs, such as dispensing medication.
- The sick room will be classroom 712 and 716.
- Students who have a fever or display symptoms of COVID-19 will be supervised by an adult until the parent is contacted to come pick-up their children as soon as possible.
- To pick up a sick child the parent will need to enter the vestibule and inform the attendance staff and the student will be escorted to the parent.
- The parent will wait in the vestibule area or outside for their student.



Hallway Protocols

- Hallways have been marked with floor stickers to designate social distancing requirements.
- The main hallways will be two-way traffic and students are to remain on the right side closest to the lockers.
- In the four triangle areas where content specific classes are located the hall traffic will be one-way staying to the right.
- The ramp will be off limits and only used for students in wheelchairs and emergencies.
- Stairways will be two-way traffic staying to the right.
- Hall passes will not be used.
- Targeted instruction teachers will step into the hallway as students transition between classrooms. Students will socially distance, wear their masks, and avoid lingering or socializing in the hallways.

Instruction

Classroom

- Student seats will be spaced as far apart as possible and wear a mask at all times.
- All students will have access to individual supplies to eliminate sharing of materials.
- Students will all face the same way.
- Students will have assigned seats.
- Students will keep their belongings with them. Cubbies and lockers will not be used.
- Posted on each classroom door will be the number of students permitted to be in the classroom space for the class.
- Students will be provided a paper towel for cleaning upon entry to the classroom. The teacher will spray the desk and the student will wipe down.
- Student will be provided a paper towel for cleaning at the end of class. The teacher will spray the desk and the student will wipe down.
- Custodians will clean classrooms during the teachers planning block throughout the day.
- Specific procedures will be outlined for each content area regarding labs, physical education, foods and business classes, art, music, drama, theater, and other classes that require movement and sharing materials.

Targeted Services Delivery Plan



Who will be identified to participate in targeted services (Which students and which staff):

- Students who meet the FCPS criteria for targeted instruction who have IEPs or PSPs, including students who need to receive in-person related services
- Any student who is failing two or more classes at the end of the first progress grading period
- Students who are identified for in-person mental-health services
- Students who are referred by their teacher for additional support

3-4 teacher volunteers from each core department and other content areas as needed will deliver targeted instruction.



Why are targeted services being provided to the group selected? Describe the process, including which data was used to identify which students needed the most help:

- Students' individual plans include strategies that are highly interactive or personalized
- Students are demonstrating difficulty achieving academic success in the NTI-2DL model without supplementary support
- Students need a more confidential or personalized setting for mental health services

Data: midterm grades, review of accommodations and services, participation and successful completion of NTI-2DL activities, intake screening for mental health



When are target services being provided: FCPS transportation dependent and additional student opportunities:

- Students will not be brought into the building to receive primary instruction during periods of fully virtual learning.
- Targeted services will be offered to students who meet the criteria and who can provide their own transportation on Wednesdays 9:00 a.m. - 11:00 a.m.
- Targeted services will be offered to students who will ride the bus on Wednesdays 2:00 p.m. - 4:00 pm
- Other times may be offered based on student and teacher specific needs.



Where will the targeted services take place: Instructional setting- how will Safety Expectations and Best Practices for Kentucky Schools (K-12) be implemented:

Instruction/services will take place in designated classrooms.

Safety expectations:

Temperature check, screening questions, metal detector and bag check upon entry

Students remain in designated area with supervision during the entire window with limited restroom breaks as needed

Students and staff will be required to wear masks and maintain distancing unless direct contact is required by the instructional plan

Students will bring their assigned Chromebook or other approved device from home

Any manipulatives will not be shared among students and will be sanitized between uses

Students being transported by FCPS will follow all transportation guidelines



Input and Communication plan- staff, counsel, families, and stakeholders:

Input was collected from various stakeholders, including special education, EL and Gifted and Talented,

[Targeted Services for Special Education Students](#)

[Targeted Services for EL Students](#)

[SBDM Consultation](#)

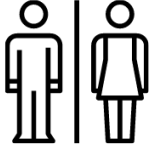


How will targeted services be provided: Service delivery model (instructional grouping etc.)

- Schools will adhere to the [Guidance on Safety Expectations and Best Practices for Kentucky Schools \(K-12\)](#) document, including social distancing, temperature checks, and mask requirements.
- Schools will not exceed a total capacity of 15 percent of their usual student building capacity.
- Schools will have no more than 15 individuals in a classroom at any given time, including adults.
- Time bound of no more than 2 hours
- Staggered start and end times
- Limited number of students in entryways and hallways at any given period of time
- Students will be grouped based on courses they are failing or services they need to receive.

Common Area Procedures

Restrooms



- Facilities will be cleaned every 30 minutes.
- Individual bathroom breaks will be allowed as needed.
- Students may use the restroom between classes.
- Signs will be placed on the restroom doors as a reminder - Students should social distance, wash hands, and wear a mask.
- Hall passes will not be used.

Water Breaks



- Water fountains will not be used. Water bottle filling stations will be available.
- Students will be allowed to bring individual water bottles from home. Water bottles will be provided for students who do not have one.

Dismissal/Student Pick-up

Bus Dismissal

- All families who can transport their children from school are strongly encouraged to do so to help reduce the number of students on each bus.
- School staff will screen students and take temperatures before boarding the bus. Students with a fever will stay at school, and the family will be called to pick up the child.
- Hand sanitizer will be provided as students enter and exit the bus.
- Students who have a medical exemption for wearing a mask will be assigned seating at the front of the bus.
- Buses will be loaded from the back to the front, and unloaded from the front to the back.
- Buses will be sanitized between routes and at the end of the day.



Dismissal Procedures Parent Pick-up/Car Dismissal/Walker

- Students will be dismissed via the school public address system.
- Car riders, walkers, and student drivers will be dismissed first to leave campus immediately.
- All students will need to leave the building immediately upon dismissal and off campus by 4:15 P.M. every day.
- Students are required to wear a mask and social distance when exiting the building. Administration and counseling staff will supervise students as they exit the building.

- Students not following the expectations will receive a referral, the parent will be contacted, and disciplinary consequences will be assigned.
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Visitors/Student Pick-up

- To ensure the health and safety of students and staff, entry points to buildings will be restricted and access to schools will be limited to students and staff as much as possible
 - Parents will wait in the vestibule
 - Students will wait until they are called before coming to the office for parent pick up
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Cleaning Protocols

- Increased cleaning and sanitizing protocols will be implemented in all FCPS classrooms, schools, facilities and buses.
 - High-touch surfaces will be cleaned frequently.
 - Cleaning supplies and personal protective equipment (PPE) for staff are already in stock to ensure availability.
 - Time for deep cleaning will be built into the school schedule. Custodians will clean classrooms that are utilized for targeted instruction in between morning and afternoon sessions and after the afternoon session dismisses.
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Large Group Gatherings

Assemblies, pep rallies, field trips and other group gatherings will not be permitted at this time.



Communication and Notification Procedures- 902 KAR 2:220E Emergency Administrative Regulation

- Families are required to notify FCPS if their student tests positive for COVID-19. To report a positive case, families should call 859-381-FCPS (3277), email covid19@fayette.kyschools.us or visit www.fcps.net/covid19.
- The Lexington-Fayette County Health Department will conduct contact tracing, a process of identifying and analyzing the interactions the individual who tests positive has had with others to assess the potential risk to our school community.
- The Lexington-Fayette County Health Department will identify individuals who need to quarantine as a result of interactions with someone who tested positive for COVID-19.

- Anyone identified as a close contact of a staff or student who tests positive for COVID-19 will be notified by phone and instructed to quarantine for 14 days from the time they last interacted with the individual.
- After close contacts have been personally notified, all families at our school will receive an email via Infinite Campus making them aware of the case.
- While committed to maintaining the confidentiality of students and staff, we will make every effort to be transparent regarding all COVID-19 related matters.

Appendices

[Faculty and Staff Information and Opportunities for Feedback](#)

[Staff Survey](#)

[SBDM Consultation](#)