**Safe Return to In-person Instruction and   
Continuity of Services Plan**

**Addendum Guidance**

**2023**

LEAs are required to update the Safe Return to In-Person Instruction and Continuity of Services Plan every six months through **Sept. 30, 2023.** Each time, local education agencies (LEAs)must seek public input on the plan and any revisions and must take such input into account. The purpose of the plan is to keep stakeholders informed.

Every LEA should complete the addendum and upload it to ePlan in the LEA document library and post it to the LEA’s website (Feb. 15 and Sept. 15). Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA’s publicly available website.

Please consider the following when completing the addendum:

* Ensure the LEA used multiple models of engagement offered to stakeholders. Examples may include surveys, in-person or virtual committee meetings, town hall meetings, or other inclusive engagement opportunities.
* LEAs should engage all applicable groups noted in meaningful consultation during the crafting of the plan and when making any significant revisions or updates to the plan.
* The number of stakeholders engaged should represent the composition of students. For example, if students with disabilities make up 15 percent of students, then 10-20 percent of respondents should represent this subgroup.
* Ensure the stakeholder engagement happened prior to the development/revision of the plan.
* The LEA must engage the health department in the development and revision of the plan. This is different from providing the health department with COVID-19 numbers.
* Plans must explicitly address every bullet point in Question 3 regarding district policies and strategies.
* Plans require local board approval and public posting.
* LEAs must update the *Safe Return to In-Person Instruction and Continuity of Services Plan* at least every six months through Sept. 30, 2023, seek public input on the plan and any revisions, and take such input into account. All revisions must include an explanation and rationale of why the revisions were made.
* All revisions must include an explanation and rationale, with meaningful public consultation and in an understandable format. The American Rescue Plan (ARP) Act requires LEAs to post their Health and Safety Plans online in a language that parents/caregivers can understand, or, if it is not practicable to provide written translations to an individual with limited English proficiency, be orally translated. The plan also must be provided in an alternative format accessible, upon request, by a parent who is an individual with a disability as defined by the Americans with Disabilities Act.

**Safe Return to In-Person Instruction and   
Continuity of Services Plan Addendum**

The Elementary and Secondary School Emergency Relief 3.0 (ESSER 3.0) Fund under the American Rescue Plan (ARP) Act of 2021, Public Law 117-2, was enacted on March 11, 2021. Funding provided to states and local educational agencies (LEAs) helps safely reopen and sustain the safe operation of schools and address the impact of the coronavirus pandemic on the nation’s students.

In the fall of 2021, LEAs developed and made publicly available a Safe Return to In-Person Instruction and Continuity of Services Plan. All plans were developed with meaningful public consultation with stakeholder groups. LEAs are required to update the plan every six months through Sept. 30, 2023, and must seek public input on the plan and any revisions and must take such input into account. LEAs also must review and update their plans and ensure they align with any significant changes to CDC recommendations for K-12 schools. Like the development of the plan, all revisions must be informed by community input and reviewed and approved by the governing body prior to posting on the LEA’s publicly available website.

The following information is intended to update stakeholders and address the requirement.

LEA Name: Hancock

Date: 9/14/2023

1. **Describe how the LEA has continued to engage in meaningful consultation with stakeholders in the development of the revised plan.**

|  |
| --- |
| The LEA has conducted and will continue to conduct the following events directly related to the opening of schools, the instructional conduct, and use of ARP ESSER funds for the 2023-2024 school year.  Community Forum 7/13/2023  Community Forum/County Commissioners 7/10/2023  Continuous Learning Plan Family/School Group 7/31/2023  School/Community Engagement Group: 8/1/2023  School Teachers and Staff Meeting: 7/31/2023  School/Community Engagement Groups: 8/2/2023  School Board Meetings: Monthly  Principal Meetings: Monthly  Coaches' Meetings: Monthly  Social Media Postings Soliciting Parent and Community Input involving surveys posted online and in-person at meetings. |

1. **Describe how the LEA engaged the health department in the development of the revised plan.**

|  |
| --- |
| * Hancock County Schools has been part of weekly collaborative meetings with the regional health department and also communicates frequently with the local health department. This communication is ongoing. |

1. **Provide the extent to which the LEA has updated adopted policies and a description of any such policies on each of the following health and safety strategies.**

|  |
| --- |
| *Appropriate accommodations for children with disabilities with respect to health and safety policies* |
| * Hancock County Schools began schools in person. * Make-up work and assignments will be given to students who are absent. |
| *Physical distancing (e.g., use of cohorts/podding)* |
| * Physical distancing will be maintained throughout classrooms, cafeterias and other common areas as feasible. Lines will be staggered throughout schools. * Students will be given handwashing breaks where needed. * Signage will be posted in all buildings encouraging frequent handwashing and social distancing. |
| *Hand washing and respiratory etiquette* |
| * Students will be given handwashing breaks where needed. * Signage will be posted in all buildings encouraging frequent handwashing and social distancing. |
| *Cleaning and maintaining healthy facilities including improving ventilation* |
| * Frequently touched surfaces will be regularly cleaned and sanitized. This includes door handles, sink handles, bathroom fixtures, desks/tables, and playground equipment. |
| *Contact tracing in combination with isolation and quarantine* |
| * Based on current CDC and TN Health Department guidelines Hancock County Schools no longer contact traces or quarantines students or staff. * Please contact the local health department for guidance on quarantine or isolation periods. |
| *Diagnostic and screening testing* |
| * Parents are asked to be diligent in monitoring their child’s health. Anyone who feels sick should remain home. * If a student becomes ill during the course of the school day, he or she will be taken to a safe area of isolation while a parent or guardian is contacted. * Hancock County Schools has a school-based health clinic located on site at the elementary school and at the middle/high school. * The clinics will provide medical consultation as necessary. |
| *Efforts to provide vaccinations to educators, other staff, and students, if eligible* |
| * The Hancock County Health Department has provided multiple opportunities for vaccination for educators and staff as well as children ages 5 and above. * Each employee of Hancock County Schools and students who are eligible have had and continue to have multiple opportunities to become vaccinated. |
| *Universal and correct wearing of masks* |
| * At this time, masks are optional for all students, staff and visitors. |

1. **Provide a current description as to how the LEA is ensuring continuity of services including but not limited to services that address students’ academic needs and students’ and staff’s social, emotional, mental health, and other needs, which may include student health and food services.**

|  |
| --- |
| Based on our plan we began school in-person on August 2, 2023. We expect to be able to provide all services to students and families in accordance with policies, statutes, and all regulations. Common sense infectious disease prevention efforts will remain in place based on CDC and Tennessee Department of Health guidelines. Our reopening plan has been publicly released.    Student academic needs, including learning loss and acceleration, will be addressed through Tier I, II, and III instruction and research-based interventions. The district has hired focus teachers to add to these strategies. Using ESSER funding, student and staff social and emotional support will be enhanced with additional resources. Both of our schools have school counselors. Both schools also have a school-based health center on site to address health concerns and conduct any necessary action against Covid-19. Food service operations will be provided, per regulations, in all schools. Any need to provide remote meals will be met.  Additional ESSER funding has been allocated to purchase and implement research-based, results-proven skills and standards-based interventions and curriculum to help address learning loss and student acceleration. These programs include, BrainPOP, Reflex Math, and IXL and other programs selected and approved by the district. These programs will primarily benefit our subgroups including SWD and ED.  Foundational Literacy Skills Plan: This plan articulates our process for ensuring our K-5 students receive the best possible instruction in foundational literacy. It is posted on our district website: [www.hancockcountyschools.com](http://www.hancockcountyschools.com).  The Director of Schools has also created an Early Literacy Working Group comprised of principals, teachers, and academic coaches. This working group will focus on addressing district concerns around early literacy, identifying challenges, and implementing best practices. |