



Madison C-3 School

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Dear Madison C-3 Families,

We have worked to develop a re-entry plan that meets the needs of our students, staff, and community as well as the guidelines set by local, county, state agencies, and the CDC. There has been collaboration with the Monroe County Health Department to ensure our plan is reasonable and easily communicated, yet expresses the significant changes to practices we are making to ensure the safety of our students and staff members.

Please know that we care deeply about the safety of our students and staff. This plan will be adapted and adjusted as frequently as needed to continue to meet area guidelines. We may also have to adjust our practices to ensure they are practical and as effective as needed. We truly feel that this is the best possible plan, given the ever-changing circumstances brought about by COVID-19.

Our goal is to focus on the well-being of our students' social, emotional, and academic needs. We understand that COVID-19 has had a multitude of effects on our students and their families. We are hopeful that this plan will provide a little security, structure, and normality to our students' lives.

As we have all experienced, COVID-19 has brought about many sudden changes to our daily practices and routines. We must communicate that this Re-Entry Plan is subject to change as time goes by. We encourage everyone to move forward with patience and compassion. We also want to stress that the school district has open communication lines. As a school district, we will work hard to be transparent in our communication efforts, all while abiding by confidentiality and HIPAA laws.

I look forward to working together to make the 2020-2021 school year safe and successful for the students of this school district.

Sincerely,

Dr. Zach Bruner, Superintendent

Madison C-3: Re-Entry Plan

Fall 2020

*All plans are subject to change based on guidance passed down from our local and state health officials

Wash your Hands and Practice Good Health Etiquette:

Every building will have additional hand sanitizer stations and there will be an expectation of students following the following healthy practices:

- Clean your hands (consider regular "Handwashing" breaks) and disinfect frequently touched items.
- Avoid touching your eyes, nose, and mouth.
- Cover your mouth and nose with a tissue when coughing or sneezing; or use the inside of your elbow, not your hands.
- Clean your hands (wash them or use hand sanitizer after coughing, sneezing, eating/handling food or touching things in "common" areas in your building.
- Cleaning solutions will be provided to classrooms.

Parent/Guardian Responsibilities:

- Maintaining the health and safety of our students continues to be our priority as we plan for our return to school. With that in mind, it is crucial we ensure student information remains up to date. In the event that a student becomes ill, we must be able to get in contact with the legal parent/guardian or their designated alternate contact.
- Parents/guardians should take their students' temperature before bringing or sending them to school each day. Parents should not bring or send an ill student to school.

Nursing/Screening:

- Staff will keep a log of health room visits. The name of all persons seen with fever and a new cough will be recorded. Due to privacy, these records are not public, however, information may be shared with the Monroe County Health Department, as appropriate.

- The Monroe County Health Department will provide guidance on students and staff who have had contact with people who are suspected COVID-19 positive.
- Students and staff who have a fever (100 or higher without fever-reducing medication) or cough will be asked to stay home.
- Those who are identified to have a fever and or cough may be instructed to wear an appropriate mask, use hand sanitizer, and go to a designated area to be picked up by parent/guardian and be sent home.
- If a child or parent/guardian refuses to wear a mask, the school will not force an individual to wear a mask. It is highly advisable for Madison C-3 employees to wear a mask in this situation.
- Individuals suspected of being exposed to COVID-19 may be excluded from entry into the building and the student will be escorted out.

In-Person Classes

District Procedures:

- Post reminders at entryways not to enter the school if experiencing signs of illness.
- Put up posters about handwashing and covering coughs and sneezes and any other needed signage to limit the spread of germs and viruses.
- Entry into the district will be restricted to staff and students. Other visitors and volunteers must receive pre-approval from school administration.
- Keep doors open in the morning during drop off times so students do not have to touch handles. Keep classroom doors open while students are arriving at their classrooms.
- If a child needs to be picked up for any reason, office personnel will accompany the student to the door and await the arrival of the parent/guardian.
- Water fountains will not be used, students will use the bottle refill options only.
Students will be asked to bring a clear water bottle to school in order to stay hydrated.
- Students and staff are welcome to wear masks, especially when outside of their classrooms, but not required.
- The maintenance department will create a time schedule to clean classrooms during the day.
- Teachers will create an appropriate schedule to wash hands during the day.
- Restrooms will be cleaned and disinfected multiple times throughout the day on a defined schedule unless a special cleaning is required.
- Classroom protocols will include assigned seating and other measures to minimize contact.

Transportation:

- Students will have an assigned seat on the bus.
- Students within the same household (or students considered in each other's stable group) will be assigned seats together or in seats across from, in front of or behind each other.
- Buses will be cleaned and disinfected between each bus route.
- Student bus drop-offs in the morning and bus loading in the afternoon will be performed in a manner promoting social distancing.
- Students riding the bus are encouraged to wear a face-covering but is not required.
- Bus drivers will watch for continued coughing and may request a student to sit in a designated area on the bus. Upon arrival, the bus driver will immediately alert the school administration.

Arriving to School:

- Breakfast will be served in the cafeteria with spaced out seating
- Students that choose not to eat breakfast will need to report to their teacher's classroom (elementary) or 1st hour class (JH/HS).
- Students will not be allowed to congregate in public spaces like restrooms, hallways, cafeteria, or gymnasium.

Instructional Day:

- Teachers will be teaching in-person and incorporating online lessons, and in the event of a school closure, instruction will transition to virtual learning immediately.
- Individual Chromebooks will be assigned to as many students as possible and may be utilized during the school day at the discretion of the classroom teacher.
- In lower elementary, we also have other devices that students can use.
- 7th-12th students will retain a "normal" schedule, but interactions outside the classroom will be limited. They will be let out of class and must follow our signage so that they can social distance as they change classes.

Lunch:

- We will space students out as best as possible in the cafeteria. Students must sit with their homeroom class.
- Cafeteria tables will be cleaned and sanitized between each shift.

Recess:

- Hand washing before and after physical activity will be expected.
- Students will use their own equipment to avoid sharing. When this is not possible appropriate cleaning and sanitizing will take place.
- Recess will be outside when possible. The baseball field may be utilized so more than one group of students may have recess at the same time.

Specials:

- Students will have access to P.E., Art, Music, Library, etc.
- Students will use their own equipment to avoid sharing. When this is not possible appropriate cleaning and sanitizing will take place.
- The library will remain open. Safety measures will be enacted to clean and sanitize circulated materials.
- Teachers will demonstrate proper handwashing and cleaning of tools, equipment, and media so that students can properly clean shared items when appropriate. Students will follow teacher demonstration and expectations.
- Hand washing before and after physical activity will be expected.
- As students move from one class to another, teachers will sanitize equipment and tables, etc. between classes.
- PE classes will not be using the locker rooms to change clothes. Dressing out for PE will not be mandatory, but participation will be expected along with proper shoes.
- Band students will not be allowed to share instruments and students will be conducting daily cleaning of their instruments.

Dismissal:

Students will be dismissed in smaller groups that allow social distancing; they will be as follows:

- Parent Pick-Up/Walkers
- Elementary Bus Riders
- Secondary Bus Riders

In the event of a suspected case of COVID-19:

In the event of a suspected case of COVID-19, the following protocols will be followed.

Scenario:

An employee or student doesn't feel well and visits the school healthcare provider.

- The provider determines symptoms may be COVID related.
- The employee or student will be temporarily separated from others.

Employee:

- The employee will contact their primary healthcare provider and the provider will arrange for testing.
- If the employee tests positive for COVID, the provider that ordered the test will call the employee with a positive result.
- The health department will also contact the employee after receiving notification from the Missouri Department of Health.

Student:

- The school staff member will contact the parent. When the parent arrives, the school staff member will encourage the parent to have the child tested. School staff will assist the parent with making phone calls to the healthcare provider.
- The healthcare provider will arrange for the student to be tested. If the student tests positive for COVID, the healthcare provider will contact the parent.
- The health department will then contact the parent after notification is received from the Missouri Department of Health.

Person Identified as a Close Contact to a Confirmed Positive Person:

- Close contacts to infected people will be notified by the health department and issued quarantine orders for 14 days beginning from the last date of exposure to the infected person.

A sibling or Other Students in the Household:

- If a student is excluded from school due to a positive COVID-19 test, his or her siblings or other students living in the same household will be excluded from school and asked to self-quarantine.

Self-Quarantine:

- If a student or employee has recently had contact with a person with suspected COVID-19 or has recently traveled from somewhere considered to be a "hot spot" by the CDC, the school district may exclude the student or employee from the school building and recommend that they self-quarantine for 14 calendar days.

School District Response to Exclusion From School or Self-Quarantine:

- As soon as the District becomes aware of a student or employee that may have COVID-19 or that has been excluded from school or recommended to self-quarantine, the custodial staff will be informed so that all desks, lockers, and workspaces of the person are thoroughly disinfected. If the school is not open when the notification occurs, the custodial staff will wait 24 hours or as long as possible prior to disinfecting and instead will block off the area so that others do not have contact. However, if that is not possible or school is in session, the cleaning will occur immediately.

Confirmed Case of COVID-19 in the School Building:

- In the event there is confirmation that a person infected with COVID-19 was in a school building, the school district will contact the local health department immediately. Unless extenuating circumstances exist, the school building will remain open and the district will work with the local health department to assess factors such as the likelihood of exposure to employees and students in the building. The

number of cases in the community and other factors will determine when or if the building should close. The school district will contact parents/students and employees and notify them that a person tested positive for COVID-19 was in the building and encourage cooperation with the school district and the local health department to trace contacts with the individual. The individual who tested positive will not be identified in communications to the school community at large but may need to be selectively identified for contact tracing by the health department.

- If the school building is closed, all school activities associated with that building will be cancelled or rescheduled. Parents/students and employees will be encouraged to stay at home until more information is provided by the school district or the health department.

School Closure

AMI-Alternative Method of Instruction:

- AMI refers to school courses taught only online when triggered by a building closure.
- Courses will be taught with a technology integration model.
- Chromebooks/devices will be provided to students who need one at home, but any student with a reliable device at home will be asked to use their own devices.
- Prek-5th grading practices will follow the same format as the Fall 2019 grade card.
- 7th-12th Students will be given feedback through the A-F grading system and grades will be issued on a grade card.
- Attendance will be recorded and based on completed assignments/participation.

Special Education:

- In the event of a school closure, special education services will be provided during the regular school day.
- A parent can elect to have their student(s) access the instruction virtually and/or bring their student into the building for their services during their scheduled special education classes.
- A parent could elect for their child to receive their related services (speech, physical therapy, occupational therapy) via teletherapy and/or bring their child in for in-person instruction with the therapist.