

July 17, 2020

2020-21 School Year

COVID Procedures

Attendance

- Attendance remains important for students, however incentives for perfect attendance will not be used this year. It is much more important to stay home when sick to prevent disease transmission.
- Attendance policies will be modified to account for COVID related absences.

Instruction

- The 2020-21 school year will start with in-person classes on August 25th.
- The district will implement Level 1 procedures.
- Elementary, Junior High, and High School students will follow a typical class schedule.
- Students will receive general education instruction, supplemental instructional services, and special services.
- Elementary students will receive instruction in “specials” (Music, Media/Library, Art, and PE/Health). Instruction and location may be modified or revised.
- K-12 PE will utilize outdoor space when possible.
- JH/HS physical education classes may have access to the locker rooms in shifts.
- JH/HS courses in the Art, Music/Band, PE, Career Ed, etc. will be taught with needed modifications.
- Elementary students/teachers will remain with their class (stable group) as much as possible.
- Level 2 and Level 3 procedures will require some distance learning. If we reach Level 2, students whose last names begin with the letters A-K will attend on Tuesdays and Wednesdays. These students will do distance learning on Thursdays and Fridays. Students whose last names begin with the letters J-Z will do distance learning on Tuesdays and Wednesdays and will attend school on Thursdays and Fridays.
- Level 3 protocol would be as follows: Last names A-D attend Tuesday, distance learning Wednesday-Friday; Last names E-K attend Wednesday, distance learning Tuesday, Thursday and Friday; Last names L-R attend Thursday, distance learning Tuesday, Wednesday and Friday; Last names S-Z attend Friday, distance learning Tuesday-Thursday.
- Grading practices will be consistent with prior school years (normal grading).

Transportation

- Students are encouraged to drive or get dropped off when arriving and leaving school.
- Social distancing on the bus will be implemented to the extent possible.
- Drivers will have assigned seats for students. Families will be grouped together.
- Attempts will be made to have an empty seat between groups of students.

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- **Students will only be allowed to ride on one bus route. They must ride the same bus to and from school. Students may not ride the bus home with someone else unless it is their normal bus.**
- There will be no eating or drinking on the bus
- Students will use hand sanitizer when loading and unloading the bus.
- Seats will be cleaned after each route.
- Students are encouraged to wear masks provided by their parent/guardian while on the bus.

Food Service

- Breakfast will be served in the cafeterias with social distancing as possible.
- Lunch will be served in the cafeteria in multiple shifts.
- Students will be appropriately spaced at cafeteria tables to the extent possible.
- No sharing of utensils, food, napkin holders, etc.
- No use of self-serve items, salad bars, etc.
- No student access to coolers.
- Food Service staff will wear mask and follow food prep guidelines.
- Tables will be cleaned after each shift.

Recess/Physical Activity

- Recess and physical activity will be incorporated.
- Playground equipment will routinely be cleaned.
- Each grade level will have their own balls, jump ropes, etc to use. Grade levels will not share those supplies.
- Recess materials will be cleaned after use.
- Activities will promote distancing as much as possible.

Classrooms

- Desks/chairs will be spaced 6 ft apart, or as close to 6 ft as possible.
- Teacher may wear mask when transitioning, monitoring halls, etc.
- Teachers will use a Plexiglas partition when working one-on-one or in small groups.
- Students will not share supplies, computers, equipment, etc.
- Distancing will be practiced as much as possible.
- Classrooms, desks, etc. will be cleaned daily.
- Frequent handwashing and sanitizing will be incorporated.
- JH/HS students may wear masks when transitioning classes, at lockers, etc.

Restrooms

- Restroom breaks will be one class at a time (elementary).
- Proper handwashing will be emphasized.

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- JH/HS will have some flexibility on to ensure proper handwashing and distancing can occur between classes.

Visitors and Parents

- Log all visitors and parents who enter building.
- Visitors and parents only allowed in building if absolutely necessary or approved by the principal. Visitors and Parents/Guardians will be required to wear masks while in the building. Anyone who needs to go past the office will also have their temperature taken.
- Primary communication will be at the door through telecom system.
- Parents/Guardians will be provided a letter to sign and date acknowledging that they received this notice and agree to follow the rules **AND that they will instruct and discuss this with their school-age child(ren).**
- Parents will have the primary responsibility of assuring that their child(ren) do not have signs/symptoms of COVID-19 OR any other illness including new-onset fever, cough or diarrhea before the child(ren) leave for school or for school-sponsored events.
- Parents should have contingency plans for childcare in the event that the child cannot go to school due to illness and/or quarantine due to exposure to a confirmed COVID-19 case.

Student and Staff Health

- Students and staff are encouraged to wear masks when in confined spaces less than 6 feet from another person. This would include on busses and in the hallway. Masks must be provided from home.
- Students and staff are expected to practice social distancing as directed by the school guidelines. Students will have these reviewed with them by parents/guardians and reinforced by school personnel.
- Staff will review the school guidelines for social distancing and sign a letter stating that they have read and understand these guidelines.
- Students and employees exhibiting symptoms of COVID-19 without other obvious explanations should not come to school, and if they do come to school, they will be sent home immediately.
- Symptoms can include:
 - A fever
 - Cough
 - Shortness of breath/difficulty breathing
 - Chills
 - Muscle pain
 - Headache
 - Sore throat
 - New loss of taste or smell
 - Nausea, vomiting, or diarrhea

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- Temperature checks and screening will be completed for students/staff who display symptoms.
- Siblings and other household members of a student or staff who exhibit the above symptoms **may also** be excluded from school.
- A separate space will be available to assess students or staff members who may be exhibiting symptoms of a communicable disease. Only essential staff will be allowed to enter the room and must wear a mask.
- Students and staff who exhibit COVID-19 symptoms, without other obvious explanations, will be sent home. Criteria for returning will be based on CDC guidelines.

Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of the CDC. Currently those guidelines are:

1). Symptom-based strategy

Persons with COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions:

- A. At least 3 days (72 hours) have passed *since recovery* defined as resolution of fever without the use of fever-reducing medications **and** improvement in respiratory symptoms (e.g., cough, shortness of breath); **and**,
- B. At least 10 days have passed *since symptoms first appeared*.

2). Test-based strategy Previous recommendations for a test-based strategy remain applicable; however, a test-based strategy is contingent on the availability of ample testing supplies and laboratory capacity as well as convenient access to testing.

Persons who have COVID-19 who have symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions:

- A. Resolution of fever **without** the use of fever-reducing medications **and**
- B. Improvement in respiratory symptoms (e.g., cough, shortness of breath), **and**
- C. Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected ≥ 24 hours apart (total of two negative specimens)*. See [Interim Guidelines for Collecting, Handling, and Testing Clinical Specimens from Persons for Coronavirus Disease 2019 \(COVID-19\)](#). Of note, there have been reports of prolonged detection of RNA without direct correlation to viral culture.

3). Tested with no symptoms.

- A. **Time-based strategy**

Persons with laboratory-confirmed COVID-19 who have not had any symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions:

- At least 10 days have passed since the date of their first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since their positive test. If they develop symptoms, then the symptom-based or test-based strategy should be used. Note, because symptoms cannot be used to gauge where these individuals are in the course of their illness, it is possible that the duration of viral shedding could be longer or shorter than 10 days after their first positive test.
- B. **Test-based strategy** A test-based strategy is contingent on the availability of ample testing supplies and laboratory capacity as well as convenient access to testing.

Persons with laboratory-confirmed COVID-19 who have not had any symptoms and were directed to care for themselves at home may discontinue isolation under the following conditions:

- Negative results of an FDA Emergency Use Authorized COVID-19 molecular assay for detection of SARS-CoV-2 RNA from at least two consecutive respiratory specimens collected ≥ 24 hours apart (total of two negative specimens)*. See [Interim Guidelines for Collecting, Handling, and Testing Clinical Specimens from Persons for Coronavirus Disease 2019 \(COVID-19\)](#). Note, because of the absence of symptoms, it is not possible to gauge where these individuals are in the course of their illness. There have been reports of prolonged detection of RNA without direct correlation to viral culture.
- C. Students and staff may also return if they are approved to do so in writing by the student's health care provider.

General

- Refillable water bottles are required. Drinking from a water fountain is not allowed.
- Social distancing practiced at all times while moving throughout the building and waiting in line.
- Classes will enter/exit building at different times to avoid contact at doors.
- Maintenance will sanitize door handles and commonly touched items before student arrival each day. Maintenance will thoroughly clean all areas after school.
- Staff will clean their areas of use at least once a day (door handles, student desks, etc). Rooms will have disinfectant spray, towels, and or wipes.
- Any shared materials will be cleaned after each use.
- In the event a person diagnosed with COVID-19 is determined to have been in the building and poses a risk to the community, the school will follow established procedures and coordinate efforts with local health department.

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- Close off areas used by any sick person and do not use them until they have been cleaned. Wait 24 hours before you clean or disinfect to reduce risk to individuals cleaning. If it is not possible to wait 24 hours, wait as long as possible.
- Notify local health officials, staff, and families immediately of any positive case of COVID-19 while maintaining confidentiality as required by the Americans with Disabilities Act (ADA). Local Health Department responsible for contact tracing.
- Follow guidance for the local health department to inform those who have had close contact to a person diagnosed with COVID-19 to stay home and self-monitor for symptoms and to follow CDC guidance if symptoms develop. If a person does not have symptoms follow appropriate CDC guidance for home isolation.

All students, staff, and parents need to make plans for any type of school closing or prolonged absence. Any of the following could occur:

- Closing a specific building
- Closing the entire district
- Specific classes or groups of students may be kept from school.
- Symptom free or otherwise healthy students/staff may be required to stay home if they are considered a close contact.
- Closing or specific class/grade cancellation due to a lack of substitute teachers or other staff.

We cannot predict all the possible scenarios, but please be thinking ahead. The district will work with individuals and groups to provide instructional services throughout the school year.

Immunocompromised students and staff

- Many people of all ages have conditions that put them at higher risk for COVID that may not be apparent to others. Students or staff members who have serious heart conditions, chronic kidney disease, COPD (chronic obstructive pulmonary disease), Obesity (BMI>30), Sickle Cell Disease, Solid Organ Transplant (heart, kidney, etc.), Diabetes, Asthma, Cerebrovascular disease, hypertension, pregnancy, Smoking or use of corticosteroids or immunosuppressive medications may be at higher risk for COVID-19 disease or many other diseases. Those over 65 in addition to those with chronic medical conditions may be at risk. It is important that adults take precautions consistently should they have any of these risk factors and that parents reinforce to their child(ren) with identified high risk conditions of the importance of following all the guidelines set forth by the school and the CDC. Alternate plans may need to be considered for accommodation and should be discussed with school authorities **before** an event occurs at the school.

The district may add additional days to the school calendar to recoup lost time due to school closing for illness.

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To the _____ School,

FOR STAFF: I, _____, hereby acknowledge that I received a copy of the COVID-19 Guidelines for _____ School and I have read them and agree to abide by them to the best of my ability. I will ask questions to clarify any points that I may be unsure of. I will do my best to assist in keeping myself, the students, staff and parents/visitors as safe as can be from contracting the COVID-19 virus or any other communicable disease.

Signature/ Printed Name

Date

FOR PARENTS/GUARDIANS: I, _____, hereby acknowledge that I have received a copy of the COVID-19 Guidelines for _____ School and I have read them as well as discussed with my school-age child(ren) the expectations for their behavior to help minimize exposure to COVID-19 or any other communicable disease. I will periodically reinforce these to my child(ren) during the school year. I agree to abide by these guidelines and to assist my child(ren) in abiding by the guidelines. I will ask questions to clarify any points that I or my child(ren) may be unsure of. I will do my best to assist in keeping everyone in the school as safe as can be from contracting the COVID-19 virus or any other communicable disease.

Signature/Printed Name

Date

Printed Name of child(ren) and grade

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