

# Howard School District - 'Return to Learn 2020' - COVID-19 Plan

Approved August 10, 2020 - Subject to Change, With or Without Notice

	<u>Phase 1: Normal Operation</u>	<u>Phase 2: Mitigation Strategies</u> (Individuals Exposed or Tested Positive to COVID-19)	<u>Phase 3: Remote Platform</u> (Outbreak of the Virus. Remote Status Evaluated Every Two Weeks)
<b>General Description</b>	School in session for all students and staff (100%) on site. School has guidelines in place for health/safety of students and staff.	School in session for students and staff unless they have documented medical necessity or need to quarantine due to exposure that necessitates a student's remote learning.	School closure requiring the move to 100% distance learning. Re-evaluate after two weeks. Depending upon level of outbreak, to facilitate the learning of young students, consideration will be given to having K-2 students in school (small groups spread out among classrooms).
<b>Bus</b>	Seating by families. Some seats blocked to allow social distance. Upper vents open when possible. Sanitize upon entry. Buses thoroughly sanitized by fogger after every use. Masks optional but encouraged.	Seating by families. Some seats blocked to allow social distance. Upper vents open when possible. Sanitize upon entry. Buses thoroughly sanitized by fogger after every use. Masks optional but encouraged.	No buses will run.
<b>Facilities</b>	Sanitizer at every entrance. Cleaned and sanitized continually throughout the day. Sanitizing fogger used weekly. Signs will be posted. Water fountains with bottle fillers only (spickets turned off). Items that cannot be sanitized will be removed. Desks spread out and facing same direction. Windows open when possible.	Any area used by exposed student will immediately be cleaned and sanitized before anyone is allowed back in that space. Sanitizer at every entrance. Cleaned and sanitized continually throughout the day. Sanitizing fogger used weekly. Signs will be posted. Water fountains with bottle fillers only (spickets turned off). Items that cannot be sanitized will be removed. Desks spread out and facing same direction. Windows open when possible.	Deep cleaning will be done when building is clear. Sanitizing fogger will be used.
<b>Temperature &amp; Symptom Check</b>	Self-Check by parents at home. If student shows any symptoms, stay home. Everyone checked at school door. Anyone showing symptoms will be quarantined and parent/guardian will be called.	Self-Check by parents at home. If student shows any symptoms, stay home. Everyone checked in at school door. Anyone showing symptoms will be quarantined and parent/guardian will be called.	No students in building.
<b>Masks</b>	Optional but encouraged.	Optional but encouraged.	Recommended to enter building.

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<b>Visitors</b>	Limited visitors (vendors, mail and delivery personnel). Must call ahead and be screened for temperature and symptoms at the entrance. No lunchroom or classroom guests.	Limited visitors (vendors, mail and delivery personnel). Must call ahead and be screened for temperature and symptoms at the entrance. No lunchroom or classroom guests.	No visitors in facilities.
<b>Hallways</b>	Everyone social distance and stay to the far right when walking in hallways.	Everyone social distance and stay to the far right when walking in hallways.	Personnel who need to be in buildings will stay to the far right when walking in hallways.
<b>Bathrooms</b>	Cleaned daily. High-touch areas sanitized frequently. Sanitized with fogger weekly. Hand sanitizer located outside each bathroom. Scheduled hygiene breaks for elementary grades.	Cleaned daily. High-touch areas sanitized frequently. Sanitized with fogger weekly. Hand sanitizer located outside each bathroom. Scheduled hygiene breaks for elementary grades.	Deep clean when building is clear. Personnel who need to be in building will sanitize often.
<b>Apparent Symptoms or Sick Student/Staff</b>	If a student shows symptoms or feels ill, they will immediately be masked and isolated while a parent/guardian is called immediately to come get them. A staff member showing COVID-19 symptoms or feeling ill will immediately be masked and asked to go home (or have someone come pick them up). Any area they were in will be deep cleaned and sanitized before any student or staff is allowed back into that space. School staff will wear PPE when in contact with a potentially ill student or staff.	If a student shows symptoms or feels ill, they will immediately be masked and isolated while a parent/guardian is called immediately to come get them. A staff member showing COVID-19 symptoms or feeling ill will immediately be masked and asked to go home (or have someone come pick them up). Any area they were in will be deep cleaned and sanitized before any student or staff is allowed back into that space. School staff will wear PPE when in contact with a potentially ill student or staff.	No students in building. If staff member is working in the building and shows symptoms or feeling ill, they will immediately be masked, isolated, and sent home.
<b>ICE: Isolate &amp; Mask, Call Parent/Guardian Immediately, Exit School Building ASAP</b>			
<b>Students</b>	Hygiene breaks to wash hands and sanitize frequently. Masks optional but encouraged. Will be kept in grade groups as much as possible. Reminded to social distance. No sharing of items. Desks will be spread out and face same direction. All of these changes and expectations will be communicated to students at the start of the year and reminders will be shared often.	Hygiene breaks to wash hands and sanitize frequently. Masks optional but encouraged. Will be kept in grade groups as much as possible. Reminded to social distance. No sharing of items. Desks will be spread out and face same direction. All of these changes and expectations will be communicated to students at the start of the year and reminders will be shared often.	No students in building.

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<b>Staff</b>	Wash hands and sanitize frequently. Masks optional but encouraged. Reminded to social distance. No sharing of items. Social distance in staff lounge. Face shields available for those who want them. Face shields and masks required for staff who must work closely across from students.	Wash hands and sanitize frequently. Masks optional but encouraged. Reminded to social distance. No sharing of items. Social distance in staff lounge. Face shields available for those who want them. Face shields required for staff who must work closely across from students.	For personnel who work in building during this time, they will wash hands and sanitize frequently. Masks optional but encouraged. Reminded to social distance. No sharing of items.
<b>Technology</b>	Distribute grades 7-12 Chromebooks at start of year. Devices for grades K-6 will be available at school.	Chromebooks for grades 7-12 will be distributed at the start of the year. Devices for K-6 will be available at school. If a student or staff has a medical necessity (eg. tests positive for COVID-19 and needs to quarantine), a device will be made available to them if they need it to attend school remotely.	Chromebooks for grades 7-12 will be distributed at the start of the year. If Phase 3 is initiated, devices for grades 3-6 will be made available for remote learning. Home devices will be the first option for grades K-2. (If home devices are not available, school devices may be deployed.) Remote learning will be re-evaluated in two weeks. If students return to school, devices for grades K-6 will be returned to the school. If it is determined that another two weeks of remote learning is necessary, devices will stay with students during that time.
<b>Assemblies &amp; Field Trips</b>	No in-person student assemblies. Virtual assemblies only. Field trips will be evaluated in the Spring.	No in-person student assemblies. Virtual assemblies only. Field trips will be evaluated in the Spring.	No in-person student assemblies. Virtual assemblies only.
<b>Lunchroom</b>	Staggered lunch times. Social distance in line. Tables will be spread out; every other pedestal seat will be used. Staff will enter PIN#. No self-serve salad bar (individual containers). Stagger lunch times. Milk handed to student by staff.	Staggered lunch times. Social distance in line. Tables will be spread out; every other pedestal seat will be used. Staff will enter PIN#. No self-serve salad bar (individual containers). Stagger lunch times. Milk handed to students by staff.	Meals delivered to remote students (depending on availability of funds).
<b>Recess (Elementary)</b>	Playground will be sectioned off to allow small groups per section. Students kept with grade. Morning recess monitored for small groups. Equipment sanitized after every recess. Small play equipment (balls, etc.) will be sanitized after use.	Playground will be sectioned off to allow small groups per section. Students kept with grade. Morning recess monitored for small groups. Equipment sanitized after every recess. Small play equipment (balls, etc.) will be sanitized after use.	Playground closed.

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<b>Grades 4-6 Rotating Classrooms</b>	Teacher will move to class instead of students going to teacher.	Teacher will move to class instead of students going to teacher.	No students in building.
<b>Specials Classes</b>	Small groups within grade. <b>PE class</b> will be held outside as often as possible. Equipment will be sanitized often. Armory high-touch areas cleaned after every use. Elementary teachers walk students to PE class to allow PE teacher time to sanitize between classes. <b>Music/Band</b> will be held outside if possible; in classroom, students will spread out and face same direction. Group by grade. <b>Art</b> will be held in the Art classroom. Students spread out. No sharing of items. Elementary teachers will walk students to classroom to allow Art teacher time to clean between classes.	Small groups within grade. <b>PE class</b> will be held outside as often as possible. Equipment will be sanitized often. Armory high-touch areas cleaned after every use. Elementary teachers walk students to PE class to allow PE teacher time to sanitize between classes. <b>Music/Band</b> will be held outside if possible; in classroom, students will spread out and face same direction. Group by grade. <b>Art</b> will be held in the Art classroom. Students spread out. No sharing of items. Elementary teachers will walk students to classroom to allow Art teacher time to clean between classes.	No students in building.
<b>Athletics</b>	See SDHSAA COVID information found at: <a href="https://www.sdhsaa.com/Athletics/Health-Safety-Issues/COVID">https://www.sdhsaa.com/Athletics/Health-Safety-Issues/COVID</a>	See SDHSAA COVID information found at: <a href="https://www.sdhsaa.com/Athletics/Health-Safety-Issues/COVID">https://www.sdhsaa.com/Athletics/Health-Safety-Issues/COVID</a>	See SDHSAA COVID information found at: <a href="https://www.sdhsaa.com/Athletics/Health-Safety-Issues/COVID">https://www.sdhsaa.com/Athletics/Health-Safety-Issues/COVID</a>
<b>Classroom Instruction</b>	Face-to-face instruction. Desks spread apart facing same direction. Time at start of school spent on: RECOVER (acclimate back to school, share stories, rebuild relationships, watch for mental health flags). ASSESS (identify learning gaps and student levels, administer interim assessment). ONBOARD (practice new procedures, familiarize students with technology devices, resources and learning platforms).	Face-to-face instruction. Desks spread apart facing same direction. Individual students testing positive, having a medical necessity with documentation, or needing to quarantine will use remote platform. Continue to watch for mental health concerns, engage counselor, remind students of new procedures, be prepared to deploy devices at Elementary School for remote instruction. Students (and parents of those students) who are approved for remote instruction should expect to closely follow daily class schedule with homework, attendance, grades, online meetings, videos, etc. Learning platforms used will be Google Classroom (Grades 3-12) and SeeSaw (Grades K-2).	Distribute devices in grades 3-6 and ensure that grades K-2 have home devices (if not, provide school device). Initiate remote instruction. Continue to watch for mental health concerns. Re-evaluate every two weeks with goal to be return to school. Students/parents should expect to closely follow daily class schedule with homework, attendance, grades, online meetings, videos, etc.) Learning platforms used will be Google Classroom (Grades 3-12) and SeeSaw (Grades K-2).

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## Parent Responsibilities

Screen for temp and symptoms at home in the morning. (A symptom checklist was provided to each family prior to the start of school.) If student shows any sign of temp or symptom, they need to stay home. Student must be fever free for 24 hours without medication before they return to school. If student tests positive for COVID-19, follow guidance of DOH before returning to school. If student shows temp or symptom when arriving at school, parent/guardian will immediately be called so families need to have a plan in place prior to August 19 for immediate student pick-up. Parents should communicate with the school if they have any questions or concerns.

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\*See the "Classroom Instruction" section above. Parents should communicate with the school if they have any questions or concerns.

## Resources (DOE, DOH, CDC, AAP, etc.)

The Dept of Health will call should a student or staff test positive or be in close contact. They will provide guidance to the school and family in this situation. The Dept of Education hosts regular virtual meetings to provide updates and facilitate discussions. The CDC and AAP provide guidance on their websites.

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## Cleaning/Sanitizing

Cleaning and sanitizing will continually be done throughout the day. Sanitizing by the fogger in each building will be done weekly. Sanitizer will be located at each entrance, in high traffic areas, and outside each restroom. Students and staff will be required to sanitize upon entry to the building, and entry/exit to/from classrooms.

Cleaning and sanitizing will continually be done throughout the day. Sanitizing by the fogger in each building will be done weekly. Extra cleaning and sanitizing will be done in any room/space that may have been used by an exposed individual. Sanitizer will be located at each entrance, in high traffic areas, and outside each restroom. Students and staff will be required to sanitize upon entry to the building, and entry/exit to/from classrooms.

Deep clean will be performed when building is clear of students. Buildings and rooms will be sanitized by the fogger.