

# Back to School Well- COVID 19 Plan



REDFIELD SCHOOL DISTRICT

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## Introduction

The Redfield School District has created a plan through our Back to School Well Committee to create a safe and caring learning environment while reducing the impact of COVID 19 for students, staff, and community/visitors. The guidelines referenced in this plan are from guidance from the Centers for Disease Control and Prevention (CDC), World Health Organization (WHO), South Dakota Department of Health (S.D. DOH) and the South Dakota Department of Education (S.D. DOE). The plan will be updated regularly as new information comes in from the CDC, WHO, and applicable federal, state and local agencies.

The goal of the Redfield School District, is to start school as scheduled on August 26, with all students in the school building. The Back to School Well Committee created a Tiered system approach for our students, staff, and community's safety. The tiered approach will be enacted based on the number of cases we have locally and through guidance from the South Dakota Department of Health and our local health care system. Advice will be provided by the South Dakota Department of Health, South Dakota Department of Education, and local health care providers to determine if school will have to occur via Flex Learning or Remote learning based on our local community cases.

The School District will have a resources page created for families to access that will walk them through the programs expected of students for Flex Learning and/or Remote learning if needed during the 2020-2021 school year.

## Safety of Students, Staff, and Community/Visitors

### Students

The Redfield School District is asking parent(s)/guardian(s) to please temperature check your child(ren) at home before sending them to school. Parent(s)/Guardian(s) are the first line of defense in assisting schools with identifying students who have a temperature above 100.4 degrees and/or are ill should not attend school. Any student, with a temperature above 100.4 degrees, will be asked to stay home. The student will need to stay home until their temperature is below 100.4 degrees for 24 hours without the aid of any medications. All students will be screened for a temperature and asked questions through a symptom checker, students with temperatures above 100.4 degrees will be sent to the nurse's office. The student will be isolated in the nurse's office, parent(s)/guardian(s) will be contacted, and the student will be isolated until they can be picked up. **When students are working in small groups and unable to maintain social distancing, the teacher will require masks.**

### Staff

All staff members, both certified and non-certified, will fill out a screener each day they come into work, and a staff member will take their temperature. Staff members are encouraged to take their temperatures at home. If a staff member has a temperature above 100.4 degrees, they must stay home until their temperature is below 100.4 degrees for 24 hours without the aid of any medications. Staff members will be required to wear PPE when working with students, lecturing to students, or are within 6 feet of students during the school day.

### Community/Visitors

Community members and visitors will not be allowed into the classrooms or areas outside of the office areas during the school day. If community members or visitors would want to come into the school, they need to be approved by the school administrator and adhere to the same screening and temperature checks as the students and staff.

### Preventative Student Education

Students will have additional time built into their school schedule to accommodate hand washing/hand sanitizing procedures during the school day. Elementary classrooms will have frequent sanitizing of shared areas after use by students and staff. Middle school and high school students will sanitize their seating areas, as they transition to and from classrooms. Posters for correct hand washing and hand sanitizing procedures will be in restrooms, hallways, and classrooms.

### General Disinfection Measures Protocol

Category	Area	Frequency
<b>Workspaces</b>	Classrooms, Offices	At the end of each use/day
<b>Appliances</b>	Refrigerators, Microwaves, Coffee Machines	Daily
<b>Electronic Equipment</b>	Copier machines, Shared computer monitors, TV's, Telephones, keyboards	At the end of each use/day and/or between use
<b>General Used Objects</b>	Handles, light switches, sinks, restrooms	At least 4 times a day
<b>Buses</b>	Bus seats, handles/railing, belts, window controls	At the end of each use/day
<b>Common Areas</b>	Cafeteria, Library, Conference rooms, Gyms, Common Areas	At the end of each use/day; between groups

The goal is to establish a sanitary baseline before the site opens. The site has been 100% disinfected and continues to be cleaned and disinfected daily. The school will be 100% cleaned and sanitized for the start of the 2020-2021 school year.

## Deep Cleaning and Disinfection Protocol

Deep cleaning is triggered when an active employee or student is identified as positive for COVID 19 based on testing.

## Bus Drivers/Bus Protocols

Bus drivers or custodial staff must disinfect the buses at a minimum:

1. After the morning route
2. After the afternoon route

All students who ride the busses must wear a mask since they will be in a confined space for an extended period, and social distancing cannot be adhered to during the bus route. All students will have assigned seats, and families will sit with each other on the bus. The bus will fill from the back to the front as students are picked up to decrease students' passing on the bus. Bus windows will be opened when applicable to increase the movement of airflow on the bus.

## Locker Rooms

While in locker rooms, students are to practice social distancing, which means to try and stay 6 feet from others as a normal practice. Eliminate contact with others, such as handshakes. Avoid touching surfaces touched by others to the extent feasible. Avoid anyone who is coughing, sneezing or appears to be sick.

## Social Emotional Wellbeing of Students and Staff

The social and emotional wellbeing of students and staff is always a priority. The school district will work with our mental health professionals and counselors to provide families and staff resources to access. The school counselors will work with staff and parent(s)/guardian(s) to work individually with students or in the group setting to assist with students' social and emotional wellbeing.

## Staff Training

Staff members will be provided with the opportunity to learn more about distance education and tools available to make flex learning and remote learning more effective. Staff members will work on google classroom, Microsoft teams, mental health training, and suicide prevention before the first in-person in-service training. During in-service times at the start of the year, staff will be provided with in-depth training in person for google classroom and Microsoft teams. Through these efforts, we will provide a more effective and efficient, flex learning and remote learning opportunity for students, if the need arises.

## Explanation of Tier System

The school district will enact the Tier system when a case of COVID occurs within a school building. The administration will work with S.D. DOH and our local health care providers to determine the best course of action within our school district. If the number of cases increases, the school district will move down a Tier unless more prevention is needed, based on the advice from S.D. DOH and our local health care providers. The administration will work with S.D. DOH and our local health care providers to determine the best course of action within our school district. The school district administration will decide on what Tier we will be in based on the number of cases in our area and the recommendation of S.D. DOH and our local health care providers.

**Tier 1:** Back to school as usual, with increased social distancing. Masks or face shields are recommended for students. Staff will have masks or face shields they will wear in the classroom or within six feet of staff or students.

Face masks or shields will be mandatory during students' transportation to and from school via the bus. Each day students will put their facemask in the laundry bag for the bus driver. The school will launder the masks to kill the virus and redistribute the masks to the same bus driver, with each student having a mask.

No parents in the buildings for drop off or pick up of students. There will be no other outside people in the building unless approved by the administration. Masks or face shields are recommended during drop off and pick up. Lunch will be determined on how that will look as we continue to meet. We will also set out additional tables down the hallways and other areas to increase social distancing.

**Tier 2:** PPE to be worn by all students and staff. Increased social distance will be used where applicable. Modified lunch periods to accommodate for more social distancing.

**Tier 3:** A/B schedule. Half of the students will report on Monday and Wednesday with the other half Tuesday and Thursday. Friday will be a mandatory set up Microsoft teams/Zoom call with students missing work, and/or report into work with the teachers at school if teachers feel comfortable. Everyone will wear PPE during the school day.

**Tier 4:** Out of the building for 14 days with remote learning through Google classroom and Microsoft teams. Students may come into the building with PPE on Friday for additional assistance.

## Monitoring for Symptoms

Conducting regular screenings for symptoms can help reduce exposure. Staff and students are encouraged to self-monitor for symptoms such as fever, chills, shortness of breath, difficulty breathing, new cough, loss of taste or smell, nausea, vomiting, or diarrhea. An [on-line COVID19 screening tool](#) is available to assist with understanding symptoms. If a student or staff member develops symptoms, while at school, he/she must notify a school health official or school

administrator immediately. Parent(s)/Guardian(s) are encouraged to monitor their child(ren) at home and are asked to keep sick child(ren) home.

- Enforce that staff and students stay home if:
  - they have tested positive for or are showing COVID-19 symptoms, until they meet criteria for return.
  - they have recently had close contact with a person with COVID-19 (See Appendix D-SD Department of Health What Should I Do If I've Been in Close Contact), until they meet criteria for return.
- Parents/guardians can utilize a symptom screening checklist (See Appendix E Student Symptom Screening Checklist) to check for symptoms before sending students to school.
- Students will be screened using the symptom screening checklist (See Appendix E Student Symptom Screening Checklist) at the start of their first hour class. Students will also have their temperature taken and a temperature above 100.4 degrees student(s) will be sent to the nurse with a facemask.
  - Students in grades 3-12 will fill out the symptom checklist using google forms and it will be done on their school device.
  - Students in grades K-2 will be asked the questions as a class and the teacher will only take down answers where the student said yes.
    - All of the results will be deleted daily

## Handling Suspected, Presumptive, or Confirmed Positive Cases of COVID-19

- Signage will be posted at the main entrance requesting that people who have been symptomatic with fever and/or cough not enter.
- Staff, students, and their families will be educated about the signs and symptoms of COVID-19, when they should stay home, and when they can return to school. (See Appendix F- Suspected, Presumptive, or Confirmed Cases of COVID-19 Screening Flowchart)
- A dedicated space will be established for symptomatic individuals.
- Symptomatic individuals will immediately be isolated to the designated area at the school and sent home to isolate and seek medical care.
- Symptomatic students will remain under visual supervision of a staff member who is at least 6 feet away. The supervising adult will wear a cloth face covering or a surgical mask.
- The symptomatic person will be required to wear a cloth face covering or a surgical mask while waiting to leave the facility.
- Cloth face coverings should not be placed on:
  - anyone who has trouble breathing or is unconscious.
  - anyone who is incapacitated or otherwise unable to remove the face covering without assistance.
  - anyone who cannot tolerate a cloth face covering due to developmental, medical or behavioral health needs.
- School nurses or delegated school staff to provide direct patient care will be required to wear appropriate Personal Protective Equipment (PPE) and perform hand hygiene after removing PPE.
- Cleaning and disinfecting procedures will be implemented following CDC guidelines.



- The following processes will be followed for allowing a student or staff member to return to school:
  - If a person has had a negative COVID-19 test based on symptoms and NOT direct exposure to someone with COVID-19, they can return to school once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours.
  - If a person is diagnosed with COVID-19 by a medical professional based on a test or their symptoms or does not get a COVID-19 test but has had symptoms, they should not be at school and should stay at home until they (or a family member if younger child) can answer YES to the following three questions:
    - Has it been at least 10 days since the child first had symptoms?
    - Has it been at least 3 days since the child had a fever (without using fever reducing medicine)?
    - Has it been at least 3 days since the child's symptoms have improved, including cough and shortness of breath?
- If a person with COVID-19 was in the school setting while infectious, school administrators will coordinate with local health officials to notify staff and families while maintaining confidentiality in accordance with FERPA, and all other state and federal laws.
- If a student/employee has been diagnosed with COVID-19 but does not have symptoms, they must remain out of school until 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 a student/employee that has been diagnosed with COVID-19 or has been presumed positive by a medical professional due to symptoms, they are not required to have documentation of a negative test in order to return to school.
- If a student/employee has been determined to have been in close contact with someone diagnosed with COVID-19, they must remain out of school for 14 days since the last date of exposure unless they test positive. In which case, exclusion criteria above would apply. They must complete the full 14 days of quarantine, even if they test negative.
- Remote learning options will be provided for students unable to be at school due to illness or exposure.

## Communicating Individual Positive Infection Cases

The SD Department of Health (SD DOH) will work with school districts to provide data at a level to inform decision making, in line with appropriate privacy protections.

If staff or a student within a school building tests positive for COVID-19, SD DOH and SD DOE will:

- Work with school officials to determine the level of exposure of other students and staff, depending on what level of close contacts the individual would likely have had. This will vary, for example, depending on the age of the student or the number of classes a teacher has.
- Recommend appropriate steps to take to accommodate cleaning, quarantine, etc., as necessary, depending on the level of exposure risk to the school community.

If there are no active cases within a school community, school officials should rely on SD DOH data to drive decision making regarding levels of opening.

Additional resources provided by the SD Department of Education and the SD Department of Health are as follows:

- COVID-19 Mitigation in Schools (Appendix G)
- COVID-19 School Scenarios (Appendix H)
- Initiating a Case Investigation in a K-12 School (Appendix I)
- What Will Happen If... (Appendix J)
- COVID-19 Contact Tracing (Appendix K)
- Isolation or Quarantine (Appendix L)

## Bird Feeder and Student Meals

In order to accommodate increased social distancing during student meals the school district will add additional seating for students. The administration may determine that some classes will eat in their classrooms if needed to try and adhere to social distancing recommendations from the CDC, WHO, and S.D. DOH.

## Academics and Home Based Learning

When the school district determines, through advice from S.D. DOH and our local health system, that school needs to be on an A/B schedule or remote learning, students are expected to have their materials done on time. In the A/B schedule, students will have in-person learning at the school on Monday and Wednesday or Tuesday and Thursday. That means that each day the student is in school, they will have a new lesson in their classes. Every Friday will be a mandatory check-in day for students who have missing work. Mandatory Fridays mean that the students will schedule an online or in-person meeting with each teacher for their missing work in their classroom(s).

Remote learning will strictly be online, and a new lesson will be presented each day for the students. Students are expected to attend the live online class during the remote scheduled time for grades 3-12. Every Friday will be mandatory Friday, students who are missing work will be mandated to schedule an online or in-person meeting with each teacher for their missing work in their classroom(s).

If a student parent(s)/guardian(s) choose to put their student(s) into remote learning the student(s) will remain in remote learning until the end of the quarter. Parent(s)/Guardian(s) who are interested in the online need to contact their student(s) school principal and fill out Appendix B in this document.

**If reliable internet service is an issue for participating in online instruction, families can make accommodations by contacting the school offices.**

## Grading Policy

### Grading and Attendance

Students need to complete their assignments to receive credit and be in attendance for their courses for this school year. The grading policy for classes is in each teacher's syllabus.

Students are determined to be truant if they are not completing their assignments and do not schedule and attend their mandatory missing work appointment with their teachers.

### Completion Procedures

To earn credit, students must complete their work in each class. Students and parent(s)/guardian(s) can check their student(s) grades in Infinite Campus/Google Classroom. Each Friday, parents will be notified of their student(s) missing work. Students will have until the following Friday to schedule and meet in person/virtually for each class in which they have missing work. If the work is completed before the scheduled meeting, the teacher may excuse the student from the meeting. Students have a week from the Friday they were notified, to complete their work without receiving any deduction in points for the assignment.

### Online Resources

Each grade level (K-2), (3-5), and (6-12) will have an online format for student materials in their classes. Parent(s)/Guardian(s) will be able to watch videos on how to access the resources as well as having access to frequently asked question (FAQs) sheets to utilize the online resources. These will be found on the school district webpage, under the Redfield News, and titled COVID-19 Student/Parent Resources. Additional videos and FAQs will be on this page to utilize Google Classroom, Microsoft teams, SeeSaw, Infinite Campus, Zoom, Planbook, and Empower.

### Classes/Lesson Plans

Each grade level (K-2), (3-5), and (6-12) will have their teacher webpage where each class will be available. On the teacher website accessed from their faculty page, there will be a lesson plans link. This lesson plan link will take student and parent(s)/guardian(s) to a list of the teacher's classes or subjects that they teach. Students and parent(s)/guardian(s) can click on each link for the daily lesson in their classroom. Each day will have the standard the student will learn, the video link for the class that day, and the assignment. Please allow teachers time to get these materials uploaded each day for your child(ren).

### Extra-Curricular Events

To support the whole child and develop a student's passions and interests, the District will consider maintaining extra-curricular activities during the various reopening plans, as much as possible. Activities and events will follow the same guidelines as the regular school day. All requirements and recommendations will still apply.

Attendance at Extra-Curricular events may be limited, depending on the number of COVID-19 cases within the community. The administrative team may decide to restrict the number of team fans during events. Fans are encouraged to wear masks for sporting events and are encouraged to self-screen before attending any games. If a fan is in the at-risk category the Redfield School District strongly encourages them to stay home and watch the competition through our live stream system called Pixellot. The Pixellot camera system can allow community members to view a live event from home without attending the game.

Activities that occur indoors will be limited to 5 people per participant. The participant will let the school know they would like the tickets. The people who have the tickets for the event will

still need to pay at the gate or show that they have a pass. Activities that occur outside because of the decreased transmission of COVID-19 will not be limited. We ask that all fans limit themselves to their group and still maintain social distancing of 6 feet from other groups. During football games, fans will be encouraged to bring lawn chairs and sit along the fence to maintain our social distancing.

#### Concession stands

The concession stands will be open, and we ask that people maintain a social distance of six feet from other groups when ordering. Staff and helpers will have masks on in the concession stands.

#### Restrooms and Facilities

During events, we ask that you maintain social distancing during all portions of the game. If you need to use the restrooms, we ask that you limit the numbers to keep the acceptable social distance of six feet. People will be limited to 3 at a time in the restrooms during events.