

## In-Person Return to Campus Safety Requirements All Schools Class Sizes

To limit the amount of exposure between students and staff members, class sizes should be evaluated to ensure the classroom space can accommodate the number of students with proper social distancing. Desks should be spaced a minimum of five feet apart, and all desks should face the same direction. If tables are used in lower elementary classrooms, students should be spaced three students per table (one at each end and one in the middle). The size of each classroom should be measured, and the number of students will be determined by the number of work stations that can be placed with adequate distance in between. Teachers and administrators should consider removing any unnecessary furniture or supplies to create as much space as possible. In the planning guide at the end of this document, you will be asked to think about square footage of classrooms and how many students will be able to be in a room safely.

**Update: A minimum distance of three feet should be maintained, and desks do not need to all face the same direction if a second physical barrier is used (i.e., sneeze guard) OR three feet of distance is maintained.**

## Cleaning and Sanitation Practices

To ensure a safe working and playing environment disinfecting should take place regularly throughout the day, and additional deeper cleanings should take place at the end of each day. A sample schedule of cleaning and disinfecting practices is provided at the end of this document. The use of classroom sets of textbooks should be limited to prevent cross-contamination.

## Enhanced Hygiene Practices and Personal Protective Equipment

Students and teachers should regularly wash their hands throughout the day. Hand sanitizer should be readily available throughout the school, but thoroughly washing with soap and water should be used when students first enter the school, before meals, and before returning to the classroom from outside play or other activities in the building. Anybody who can be reasonably expected to wear a mask should wear a mask all day. Students and teachers will be responsible for bringing their masks each day. Mask with valves should not be worn.

**No changes. \*Masks are one of the most effective ways to mitigate the spread of COVID19. Masks should continue to be worn by all individuals in PreK-12 schools.**

## Drop-Off and Dismissal

Each morning all student and staff member temperatures will be taken before they are admitted into the building. If a person's temperature is 100.4 or higher, they will not be permitted back into the building until they have been fever-free for three consecutive days, per CDC guidelines.

Parents will not be admitted into the building until further restrictions are lifted. Students should exit the car, have their temperature taken, and then walk directly to their classroom. For dismissal, schools should determine the best and most efficient way to keep students in their classes until it is their turn to walk to their car. Schools should avoid having students wait in a common area to prevent cross-contamination.

**Update: Schools will no longer be required to take temperatures during drop-off. While this step will not occur on campus, parents should continually monitor for symptoms of COVID-19, including fever, before sending students to school each morning.**

### Self-Containment of Classes

Whenever possible, groups of students should be isolated to only mingle with their own class and should remain in their classroom as much as possible. Special classes, such as art, music, P.E., etc. should take place in their classroom with the teacher coming to them. Some classes, such as P.E., may take place outside weather permitting. Schools should avoid having multiple groups utilize common spaces to prevent cross-contamination.

**Update: Classes may travel to shared spaces and classrooms in the buildings for special classes such as music, art, P.E., etc. The school should provide a clear plan for disinfecting each shared space in between classes.**

### Meals & Food Service

Lunches should be served in the classrooms to limit cross-contamination in common areas such as the cafeteria. The school should evaluate what types of lunches are served from the cafeteria (i.e., pre-packaged, easily transported, etc.). If the school does not believe they can safely serve food from the cafeteria, schools may require children to provide their meals.

**Update: Students may eat lunch in the school cafeteria or common space so long as three feet of distance is maintained between students. The school should provide a clear plan for disinfecting each shared space in between classes.**

### School Visitors

Until additional restrictions are lifted, and it is determined safe to increase the number of people allowed in the building, school visitors will be limited to only essential business. Visitors should not go beyond the office unless it is deemed necessary by the building administrator. We recognize that parent and community involvement is an essential part of our campus cultures. We will monitor recommendations from governing bodies and health care professionals and allow for visitors as soon as it is deemed safe.

### After and Before School Care Program

These programs can continue to operate under the same guidelines for school-day operations. The number of available staff should be taken into consideration when determining the number of students who can be served in these programs.

## Use of LMS or Online Learning Platform

Even if we return to campus in person, we must be able to quickly and seamlessly switch to distance learning should a case be reported in a school. Even if classes are taking place on campus, teachers should utilize LMS to post assignments, share information with parents, and help students practice submitting assignments when possible. The use of an online learning platform should especially take place beginning in 3<sup>rd</sup> Grade. Training for parents and students should be done at the beginning of the year.

## Prolonged Absences Due to Quarantine/ COVID-19

When the school building is open, it will not be uncommon for students to be absent for extended periods due to quarantine requirements or personal healthcare needs. To ensure minimum disruptions to learning, students should be able to access their online learning platform from home. Each grade level should have one designated staff member (counselor, teaching assistant, etc.) to be the primary point of contact for students participating in distance learning while schools are open.

## Students or Families with Underlying Health Conditions

We recognize that some of our students or families may be at higher risk of contracting or suffering additional complications due to COVID-19. If a student or family is concerned about the threat posed to their student due to an underlying health condition, they should work with their healthcare provider and school administrator to determine the best course of action.

## Substitute Teachers

Throughout the year, schools will likely see more teachers out for extended periods. Schools should make every effort to expand their list of potential substitute teachers, and all substitute teachers must receive training of COVID-19 guidelines and expectations.

## In-Person Return to Campus- Middle and High Schools Scheduling

Given the volume of classes that must be offered and variants in individual class selection, scheduling in the middle and high school level will prevent students from being self-contained. The following are suggestions that should be considered while building schedules for the 2020-2021 school year.

1. A/B Day or Block Schedules: Moving to an A/B Day or Block Schedule will extend the time students spend in each classroom each day and limit the number of times students will have to switch. While students will not be entirely self-contained, this would limit them to intermingling with three or four groups of students versus seven.
2. Grouping Students in Similar Classes: Consider grouping students who are on the same academic path and will be in the same level of classes to allow them to

rotate as a group. This strategy will likely work better in middle school, as there are fewer classes offered.

3. Traffic Patterns should be evaluated. When students must change classrooms, an effort should be made to change in waves to allow students to move in smaller groups. Traffic patterns should be evaluated to limit interactions between students (i.e., one-way hallways)
4. Middle and high school students should wear masks throughout the day, and desks should be spaced a minimum of five feet apart, with the goal of six feet when class size allows.

Update: Middle and high school students should wear masks throughout the day, and desks should be spaced a minimum of three feet apart.