



The [Pulaski County-wide Plan](#) was developed in coordination with Eastern Pulaski Schools and the Pulaski County Health Department. Below are further actions specific to our campus and buildings based on current conditions.

## West Central School Corporation Specific Protocols During Fall 2020 Reopening

*This list is not exhaustive, nor does it detail how we'll handle every specific situation. Much more will be done on a day-to-day basis than is listed here.*

*We believe these measures provide sufficient protection for students and staff while allowing for the necessary learning opportunities our students need to continue to grow and develop into well-rounded and productive citizens.*

### Overall

- High-touch surfaces such as light switches and door knobs will be cleaned regularly
- Staff, students, and adults in the building will self-screen for symptoms and remain home if symptoms are present
- Hand sanitizer, touchless water bottle filling stations, and other touch-mitigation options will be available
- Blanket policy exemptions will be drafted to provide some relief from policies penalizing excessive absences by students, staff, and others who might be affected
- Mask use in schools is required for grades 3 and higher as well as for faculty and staff, volunteers, and anyone else in schools based on the Governor's Executive Order. Masks are also required for any person who rides a school bus
- **Masks are not required when:**
  - **Students are eating or drinking**
  - **Students are at recess and can social distance**
  - **Students are spaced at least 6 ft, apart**
  - **Students are at least 3 ft apart, seated at their desks, and all facing the same direction receiving instruction or doing seatwork**
- Distance/virtual learning options will be provided for students and families who are quarantined, have high-risk members in their households, or would like to remain enrolled in West Central but are concerned about COVID-19 (please contact your building principal if you are interested in a virtual option)

- **All plans are subject to change due to the fluid nature of COVID-19 and its continuing development**

### Offices

- Plexi-glass dividers will be installed between office staff and patrons
- Thermometers will be available at every office for checking symptoms

### Classrooms

- Pump hand sanitizers will be available in every classroom
- Spray sanitizers and food/people safe sanitizer will be used regularly in common areas
- Student desks will be spaced out as much as reasonable and facing the same direction

### Nurse Stations

- The school nurse will be provided with extensive PPE and equipment to check for symptoms and handle potential COVID-19 cases
- COVID-19 containment spots will be used to sequester probable COVID-19 cases until those individuals can be sent home

### Hallways

- Pump hand sanitizer stations will be available in common areas
- Students will avoid congregating in one place and be spurred upon to quickly go to their lockers and move quickly to class
- Drinking fountains will be turned off, with water bottling filling stations available for student use
- Extra handwashing stations will be available for handwashing

### Cafeteria

- Breakfast will be served in classrooms with extra cafeteria staff as needed for prep for quick distribution of meals
- Food will be arranged to expedite the serving process to avoid students congregating in line
- Cafeteria spaces will be socially distanced to the extent possible, with tables being spread out and limited students at each table
- For extra room, the gymnasiums and other spaces may be used to further spread out students as necessary
- Elementary-level cafeteria will be limited to one grade-level at a time or two grade-levels when numbers permit

- Seating charts will be used for contact tracing purposes
- Middle/high school cafeteria will be socially distanced with the space available and lunch periods added

### Recess

- Elementary recess will be staggered one grade-level at a time or two grade-levels when numbers in grades are smaller
- Students will wash hands or sanitize upon re-entering the building and regularly throughout the day

### PE/Music/Weight Room

- Classes will be conducted outside when possible and spaced out as appropriate
- Band/choir ensembles will be spaced out within the room, as numbers are small enough to make this a possibility
- Weight room/PE room/equipment will be disinfected after use
- Elementary specials may be conducted in classrooms as needed

### Buses

- Bus drivers will be encouraged to wear facemasks that do not impinge on their ability to drive
- Parents will be encouraged to drive their students to lower the number of students riding the bus
- Bus routes will be reconfigured to lower the number of students on each bus after determining final numbers of students
- Windows will be open to the extent possible that driver/passengers are comfortable
- Seating charts will be utilized to group family members
- Buses will be sprayed with disinfectant after every route

### Other Items as Part of the Reopening Reopening

- Parents will need training/reminders to not send symptomatic students to school
- Students training will need to include handwashing, distancing from peers, and mask wearing if masks are desired
- Group staff PD and meetings will be postponed/adjusted to allow for social distancing between adults
- Teachers will need guidance on distance learning and responsibilities may need shifting/adjustments to balance workloads

### Screening/Symptoms Procedures

- **All screening/symptom procedures can be overridden by the county health department (the following are guidelines based on current information)**
- Students/parents and staff members are responsible for self-screening before coming to school. Those with a temperature meeting or exceeding 100.4 degrees or exhibiting other symptoms of COVID-19 as defined by the CDC should stay home
- Students removed from the school environment who have not tested positive for COVID-19 will be allowed to return if they have been fever free for 48 hours without fever-reducing medication and do not exhibit other visible symptoms of COVID-19
- Students removed from the school environment who have tested positive for COVID-19 will be allowed to return to school if they have tested negative for COVID-19 and have been fever and symptom free for at least 48 hours

#### Procedures for Confirmed Cases

- After it has been confirmed a household member of someone from school has COVID-19, all household members will be quarantined from school for 10 calendar days. They may return to school when they have tested negative for COVID-19 and have been fever and symptom free for the at least 48 hours
- After it is confirmed that a person infected with COVID-19 was on school property, the following steps will be taken:
  - The Pulaski County Health Department will be notified
  - The Indiana Department of Education will be notified
  - The area(s) where the infected person traveled will be sanitized
  - Close contacts as defined by the Department of Health as being within 6 feet of someone else for more than 15 minutes will be removed from school for a minimum of 48 hours and may not return until they have been fever and symptom free for at least 48 hours

#### Communication Protocol

- COVID-10 related questions shall be forwarded to designated COVID-19 district contacts, which will include designated secretaries and administration. No certified-staff or non-certified staff should answer any questions unless designated to do so
- No personal information regarding who has/has not tested positive for COVID-19 shall be shared at any time