

# **Fordland R-3 Schools**



## **Safe Return to In-Person Instruction and Continuity of Services Plan (SRCSP)**

**June 2023**

## **Overview**

The Fordland R-3 School District Board of Education has the responsibility and authority per Section 171.011, RSMo. to make changes to the Safe Return to In-Person Instruction and Continuity of Services Plan in response to the pandemic's impact on the health and safety of students and staff.

Fordland has taken steps to prepare for the health, wellness, and safety for students and staff as we continue to mitigate the COVID-19 virus. This guide is a living document and will be updated with new information as it becomes available. Please see the information below for a set of general guidelines and expectations:

- Providing environments that are as safe as possible for students, staff and community;
- Providing equitable, guaranteed, and viable education.
- Universal and correct wearing of masks;
- Physical distancing (e.g., including use of cohorts/podding);
- Handwashing and respiratory etiquette;
- Cleaning and maintaining healthy facilities, including improving ventilation;
- Efforts to provide vaccinations to educators, other staff, and students, if eligible; and appropriate accommodations for children with disabilities with respect to the health and safety policies.

If you need this information translated into your native language, please contact the Student Services Director at 417-767-2298. (Si necesita esta información traducida a su idioma nativo, comuníquese con el Director de Servicios Estudiantiles al 417-767-2298)

## **Level Indicator Definitions**

Decisions will continue to be made in coordination with local and state guidelines. In order for Fordland School employees, students and community to best understand access rules, the school district will use a level indicator.

Level 1: All classes will take place in school buildings. There are no restrictions on visitors and volunteers in the building. No PPE required for students.

Level 2: Seated School with Health Precautions: All classes will take place in school buildings. Extra cleaning and safety protocols for staff and students will be followed. There are restrictions on parents, visitors, and volunteers in the building. PPE may be required for students and/or staff members.

Level 3: Alternative Instruction: Courses will be taught with a possible combination of seated and remote instruction. Staff will be in buildings, with students prescribed days of in-person attendance and remote instruction (AMI). Protocols for staff and students will be followed according to building COVID-19 Re-entry Guidelines. All entrances to schools will be locked and restricted to staff and students.

Level 4: Remote Instruction: All staff will be on campus (unless directed otherwise). All students will be off campus and receive instruction online using Canvas. Teachers will use tools such as email, Zoom, Class Dojo and Remind to communicate with students and families. Accommodations and arrangements will be made for students without internet access. All buildings will be closed to students.

## **General Health and Safety Guidelines**

It is critical to the health of the 600+ students, staff and their families that we work together to identify and exclude those individuals infected with COVID-19 from school per school policy EBB and Section 167.191 RSMo. Please do your part and keep your child home if they are presenting any of the following symptoms; then call your school immediately, so we can reach out to you for contact tracing.

- The district will encourage “wash-in/wash-out” with both students and staff. They will be encouraged to wash hands immediately upon arrival at school and again at the conclusion of the day. In addition to wash-in/wash-out, breaks will be provided during the day to both wash and sanitize hands.
- Health Service staff will continue to keep a record of all persons seen in the nurse’s office. Due to student privacy, these records are not public
- The district can provide a quick-result COVID-19 home test to students.
- We will strive to follow safe social distancing practices by class.
- Temperatures may be checked if feasible.
- For health and safety concerns, outside visitors, volunteers and parents may have restricted access to the school grounds. This includes visits during breakfast and lunch.
- Water fountains may be restricted, but water bottle stations will be available if water fountains are not in use. Students will be encouraged to bring their own water bottle/containers.
- Nurses will be available to all students and staff in each building.
- Students/staff that are running a fever  $>100$  (and do not exhibit COVID-19 symptoms) will be dismissed from campus and should not return to school until they are fever free for 24 hours without taking fever reduction medication.
- Students with symptoms should not attend school and parents should consult their healthcare provider and follow CDC considerations regarding their return to school.
- For students who are diagnosed with COVID-19, either by a laboratory test or based on their symptoms, return to school is permissible under the CDC guidelines.
- Return to school for children with an alternate diagnosis is at the discretion of their healthcare provider and/or the school nurse.
- Children with a known direct contact with COVID-19 (or an adult with symptoms compatible with COVID-19) should stay home for per the CDC guidelines.

## **Home Screening**

- Families are recommended to monitor temperatures daily before leaving their home.
- Students/staff that are running a fever  $>100$  (and do not exhibit COVID-19 symptoms) will be dismissed from campus and should not return to school until they are fever free for 24 hours without taking fever reduction medication.
- It is recommended to also screen for additional symptoms including: shortness of breath or difficulty breathing, coughing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, nausea or vomiting and diarrhea.
- Students and staff experiencing any of these symptoms should stay at home and consult their healthcare provider.

## **Student and Staff PPE and Hygiene**

- The CDC recommends masks be worn indoors by all individuals (age 2 and older) who are not fully vaccinated. Consistent and correct mask use by people who are not fully vaccinated is especially important indoors and in crowded settings, when physical distancing cannot be maintained. In general, people do not need to wear masks when outdoors.
- Face mask usage:
  - Wash your hands before and after touching the mask.
  - Touch only the bands or ties when putting on and taking off your mask.
  - Make sure the mask fits to cover your nose, mouth and chin. ...
  - Make sure you can breathe and talk comfortably through your mask.
  - Wash reusable masks after each use.
- Students and staff are strongly encouraged to wash or sanitize their hands as they enter and before they leave school each day.
- Hand sanitizer is readily available in every classroom, bathroom, lunchroom and throughout the hallways.
- Hand hygiene awareness signs are posted to remind everyone the importance of clean hands and to wash for at least 20 seconds.
- Plexiglass counter shield for one on one instruction in every classroom.
- Cover your mouth and nose with a tissue when you cough or sneeze
- Throw used tissues in the trash
- If you don't have a tissue, cough or sneeze into your elbow, not your hands

## **Transportation**

- Buses will be appropriately disinfected after each use.
- Buses will have hand sanitizer dispensers installed.
- Bus drivers have been properly trained in COVID safety measures.

## **Surveillance, Screening, and Triage**

In the event that a student or staff member is feeling unwell, they will visit the nurse's office on campus and the following protocols will be followed:

- The student or staff will be temporarily separated from others, and wait to be picked up or leave the school. Students will not be left alone while they are waiting.
- The school nurse/office will contact the parent to pick up their child and encourage them to have their student tested and offer assistance in securing testing.
- The school nurse will notify the school counselor to talk to the student for reassurance and to assist the student with their fears or concerns while they wait for their parent.
- The school nurse will notify the Director of Health Services. She may reach out to the parent with questions to ensure contact tracing information is gathered.
- Siblings or other students in the same household will undergo a screening by a district nurse.

## **Health Services**

- Approved face masks will be available to all students.
- Health personnel are available for every building.
- School nurses will provide COVID safety training/materials to faculty and staff
- Parents are encouraged to screen students at home prior to sending them to school.
- Parents must keep children home if they exhibit COVID-19 symptoms.
- A separate space is set up for anyone exhibiting signs of COVID-19.
- Student temperatures will be monitored every time a student goes to the nurse's office. If a student's temperature is above 100 degrees, the student will be provided a mask and parents called for immediate pick up.
- If a student becomes sick at school, the student will be sent home and the workspace will be disinfected. The student may return to school with one of the following: 24 hour fever free without fever reducing medication or with a doctor's note
- Students who exhibit cough, shortness of breath, or multiple of the following symptoms will be sent home:
  - Chills
  - Headache

- Sore throat
- New loss of taste/smell
- Runny nose/congestion
- Identify student exposure in relation to direct contact with others and facility exposure
- Address possible student/adult exclusions using best practices.
- Address the infected space using proven practices for designated time.
- Perform targeted cleaning and disinfection of frequently touched hard, non-porous surfaces, such as counters, appliance surfaces, tabletops, doorknobs, bathroom fixtures, toilets, drinking fountains, phones, technology, and any other surfaces that are visibly necessary.
- Inspect areas to determine readiness for re-entry.

### **On-site Testing:**

Antigen rapid tests are available on-site at each school for students and employees. Please contact the head of nursing to schedule an appointment for testing.

Please contact the school district for any of the following reasons:

- Suspicion of a COVID-19 case in your household.
- A member of your family is being tested or has tested positive for COVID-19.
- Students having multiple symptoms including, but not limited to: Cough, shortness of breath, fever/chills, fatigue, muscle/body aches, headache, new loss of taste or smell, nausea/vomiting, and/or diarrhea.

### **Symptomatic Students or Staff:**

- A student or staff doesn't feel well and visits the school nurse.
- The nurse determines symptoms may be COVID related.

A person with COVID-19 can spread the SARS-CoV-2 virus to others starting from two days before they have any symptoms (or, for asymptomatic patients, two days before the positive specimen collection date), until they meet the criteria for ending self-isolation. Therefore, persons can be infected with COVID-19 and spread the virus to others without having symptoms or knowing they are infected. Test to know is a strategy where persons who are identified as a close contact to a case of COVID-19 are allowed to test with parental/guardian permission in routine testing following an exposure. The frequent repeat testing would enable the prompt identification and exclusion of close contacts who become infected to prevent further transmission of the virus.

### **Positive COVID Test**

- Students and staff with a POSITIVE TEST RESULT will be excluded from school per Section 167.191 RSMo.

### **Return to school after Positive test**

The student or staff may return to school once the following conditions have been met:

- Can return on day 6 with improved symptoms and fever free without the use of fever reducing medications for 24 hours.
- The student will be evaluated by a district nurse when they return to school.

### **Contact Tracing**

At the direction of the Board of Education, the Fordland R-3 School District head nurse, Jennifer Venable and School Resource Officer, Greg Porter will serve as the liaisons between health professionals, families, and the Fordland R-3 School District. Getting comprehensive information from a patient diagnosed with COVID-19 is the foundation of case investigation and contact tracing. This information includes:

- the case patient's socio-demographic characteristics, history of SARS-CoV-2 (the virus that causes COVID-19) testing and results,
- date of symptom onset, if applicable,
- source of illness,
- list of close contacts and their locating information, duration of exposure, the case patient's activity history during the contact elicitation window (when the patient was infectious and not under isolation),
- exposure locations (including events and gatherings with unknown contacts)

### **Close contact at school**

The Head Nurse and School Resource Officer will notify the Superintendent of Schools of students who are considered close contact. Communication will be sent out to families with students who have been considered as a close contact.

Students, teachers, and staff identified as close contacts can continue to attend school and participate in extracurricular activities with ONE of following three ways to participate in school and extracurricular activities:



- Test to know - BinaxNow antigen testing for students who were in close contact with a positive COVID-19 test result will be completed by the school health services department.
  - or an approved mask during school hours for 14 calendar days
  - or a negative test from a healthcare provider
- CDC encourages:
  - 1) Self-isolating for 10 days or 7 days with a negative test result.
  - 2) Watching for symptoms for 14 days after last contact with a person who has tested POSITIVE for COVID-19.
  - 3) If you have symptoms, immediately self-isolate and contact your local public health authority or healthcare provider.
  - 4) It is recommended that masks are worn indoors in public places for 14 days following exposure.

### **Arrival**

- Parent drop off will be a car lane only to reduce the number of people entering the building.
- All students will enter the main entrance at all buildings.
- Students will use hand sanitizer or hand washing upon arrival into classrooms.
- Common areas will be restricted where feasible.

### **Dismissal**

- Use of the car line for student pick-up or bus only. No in-person parent pick-up to avoid parent gatherings in the school lobby or in front of school.
- Hand washing/hand sanitizing will be available at dismissal.

### **Social Distancing**

- To help minimize cross contamination, students are grouped together with the same staff throughout the day; all day for elementary students and as much as possible for older students.
- Classes utilize outdoor learning spaces when applicable.
- Desks face forward and are arranged to increase space between students where possible.
- Only supervisors and staff who are required for instruction are allowed in classrooms.

- Adequate art supplies or other educational tools are available to minimize sharing. When sharing is necessary, staff minimizes the number of students with contact to supplies and teaches disinfecting techniques.
- Recess schedules are altered to minimize the number of students on the playground and allow for more social distancing.
- Passing Periods will be limited by schedule and students will be monitored while walking in hallways.

### **Breakfast and Lunch**

- Increased time between lunches to allow all eating surfaces to be sanitized.
- Elementary: Students will eat in their grade levels/teams to minimize cross contamination.
- 6-12: Along with the cafeteria, alternate spaces may be utilized during lunch periods to allow students to spread out more.

### **Classrooms**

- Multiple social distancing strategies will be implemented based on feasibility of the unique space and needs of each school.
- Students should be spaced as far apart as possible. Six feet apart is best; when that's not possible, schools should make efforts to ensure a minimum of three feet of space between students.
- Students will be encouraged to maintain distance from each other in the school and taught appropriate hygiene/COVID practices: [COVID 19 Do the 5!](#)
- Personal water bottles will be encouraged as drinking fountains will have limited availability.
- Built in time during the day for frequent handwashing.
- Appropriate measures will be taken for cleaning Chromebooks.
- Observe students for illness prior to starting class and refer students to the school nurse.
- There will be limits to mixing of cohorts of students to the extent possible.
- K-5th students will keep their own supplies for use in the classroom.

### **Visitors/Volunteers**

- Nonessential visitors must check into the office, may be screened by the nurse, and may have to wear a facemask to enter the buildings.

- There is a possibility to have limited lunch guests or volunteers at any level.

### **Playgrounds**

- Students will be monitored for social distancing while on playgrounds.
- Handwashing/sanitizer upon re-entry to the building.
- Frequently used playground hard surfaces will be cleaned routinely.

### **Cleaning and Disinfecting**

- Per Section 177.031 RSMo, we have taken extensive measures to ensure we are sanitizing and disinfecting to help reduce the spread of viruses.
- The Fordland School District will maintain adequate supplies of personal protective equipment, soap, paper towels, hand sanitizer, and other cleaning materials throughout each school.
- Cleaning with COVID and EPA approved products will target cleaning and disinfection of frequently touched hard, non-porous surfaces, such as counters, tabletops, stair rails, doorknobs, bathroom fixtures, toilets, drinking fountains, and any other surfaces that are visibly necessary.
- Hand sanitizer dispensers will be installed at most exterior doors and in classrooms.
- Students and families will be provided with best practices for hygiene during the school day and upon arriving at home.

### **Special Education and Section 504**

**Level 1 & 2: Traditional School/Seated School with Health Precautions** Students identified in need of special education services or accommodations (Section 504) will be provided accommodations and services according to their current plan.

**Level 3: Blended Instruction:** Students will be provided services and accommodations according to their plan with appropriate safety measures in place. Social distancing will be managed by grade level and area of service.

**Level 4: Remote Instruction:** Learning through virtual programming or distance services not located on campus. Services and accommodations will be provided in accordance with the students IEP or Section 504. Special Education Teachers and/or Case Managers will be the contact person for provision of services. Related service

providers will work in conjunction with teachers and parents to provide appropriate services.

### **ELL, Homeless, Foster Care and Migrant Students**

**Level 1 & 2: Traditional School/Seated School with Health Precautions** Students identified will be provided accommodations and services according to their current plan.

**Level 3: Blended Instruction:** Students will be provided services and accommodations with appropriate safety measures in place. Social distancing will be managed by grade level and area of service.

**Level 4: Remote Instruction:** Learning through virtual programming or distance services not located on campus. Services and accommodations will be provided in accordance with the school practices and policies. Related service providers will work in conjunction with teachers and parents to provide appropriate services.

### **Social, Emotional, and Mental Health**

- Teachers, staff, and administrators will monitor and observe students (as well as colleagues) for possible social, emotional, or mental needs and refer to the counselor and/or health office as needed.
- The counseling and/or health office will utilize supplemental resources such as Burrell Health and the Fordland Health Clinic as needed.
- Parents and families are encouraged to monitor and observe at home (especially during any interruptions of in-person instruction) for social, emotional, and mental health needs and contact the appropriate building counseling and/or health office as needed.
- Social, emotional, and mental health resources can be provided by calling the Director of Student Services at 417-767-2298.

### **Pandemic Period and District Response to Activities (School Closing)**

The decision to close schools may be made as a means to prevent further spread of an epidemic, or in response to high student and/or staff absenteeism. The Superintendent

will make school closure decisions in consultation with the local, state, and federal officials and neighboring school district superintendents.

Possible School Closure Trigger Points:

- Student absenteeism
- Teacher/Staff absenteeism
- Confirmed case(s) of COVID-19.
- To protect public health and safety
- When advised to close by the Governor, state and/or local health authorities.

The Superintendent may cancel all activities on district property by outside groups, even if some schools in the district remain open. When a school is closed, activities scheduled at that school, including use by community groups, may be canceled.

Activities held at another location that involve students and staff from a closed school may cancel at the discretion of the building principal, in consultation with local health authorities.

Schools may be closed to all staff and students, or just students. If schools are closed only to students, staff members are expected to work regular schedules or use appropriate leave unless otherwise directed.

### **Plan Updates**

- Protocols will be reviewed every thirty days and may evolve and change as new information and guidance is received from governing agencies as well as students, families, school administrators, teachers, staff, and other key stakeholders.
- Any change in protocols will be communicated through the District webpage at [www.fordlandschools.org](http://www.fordlandschools.org)

For any other questions please contact your student's building principal by calling 417-767-2298.