

COMMUNITY SCHOOL PLAN TO REOPEN 2020-21

1) Planning to Reopen

- a. Established COVID-19 team with teachers, administrative staff, board members and parents. All procedures and protocols align with Center for Disease Control (CDC), Virginia Department of Health (VDOH) or Roanoke Health Department recommendations.
Point person: Patrick Critzer-Administrative Director Contact: 540- 563-5036 or patrickc@communityschool.net
- b. Roanoke Dept. of Health- Questions about the coronavirus-1-855 -949-8378
- c. Provide daily health screenings for students and staff upon arrival. Pair these with attendance monitoring.
- d. Communication strategy
 - Orientation/training to review new guidelines and protocols will be presented to staff before school begins and sent to families for review with children in August before school opens
 - Regular emails to families and staff to communicate and update any changes with policies; updates also posted on website
 - Use Alert System to notify parents of outbreak or any positive cases
- e. Participate in community response-work with other schools and Roanoke County to develop plans and be part of United Way team to standardize childcare procedures
- f. Set up infirmary for COVID-19 patients and stock with PPE (Health Grade) masks, gloves and thermometers
- g. Maintain typical (non-COVID-19) health services- students with non-COVID-19 symptoms may have to stay in classrooms or be sent to the main office.
- h. Psychological Health – Staff has access to Employee Assistance Program (EAP) through Psychological Health and telehealth options. Professional development webinars/trainings related to wellness and dealing with trauma will be available for faculty to prepare for students' return.

2) Promoting Behaviors that Reduce Spread of COVID-19

- a. **Education** training plans will be developed for staff, students and families. They will provide level specific hygiene and respiratory etiquette, including proper usage of cloth face coverings, and physical distancing

- Teach and reinforce proper handwashing techniques with soap and water (best option) or use of sanitizer during key times: before eating; after using the restroom; after blowing nose, coughing, sneezing; before entering a building or class; after touching shared surfaces or supplies
- Increase monitoring to ensure adherence among students and staff
- Guidance and information on the proper use, wearing, removal and cleaning of a cloth face covering will be shared with staff, families and students as provided by the CDC; classrooms will have disposable masks to offer a child if needed
- All adults and middle school students are expected to wear face coverings when walking inside a building or when 6 feet of distance cannot be maintained. Students under the age of 10 are encouraged to wear a face covering when 6 feet of distance cannot be maintained.
- Students should not come to school if they feel sick. Parents will be sent check list (per CDC for Schools and Childcare Programs) to promote everyday healthy habits
- Encourage social distancing through visual reminders and signage

b. Maintain adequate supplies to support healthy hygiene: soap, hand sanitizer (at least 60% alcohol), paper towels, tissues, disinfectant wipes, gloves; set up a schedule to check and refill supplies as needed.

c. Promote physical distancing

- In Phase II-Preschool-Upper Elementary will be on campus full time: students in Middle School will be on-line unless they require learning accommodations (those students will be given 2-3 days of on-campus instruction)
- In Phase III-Modification of class layouts and communal areas; class sizes limited- preschool-8; elementary-10; middle school 13; all students on campus
- Stagger arrival times for drop off and pick up to alleviate congestion
- Eliminate usage of narrow hallways and stairways; expand outside walkways by removing overgrown bushes
- Eliminate delivery of food to rooms
- Size of gatherings will be consistent with Executive Orders-physical distancing and masks required
- Recreational activities on playground: Playground area to be sectioned off for different ages; staggered times for elementary classes if needed; adjust recess time for middle school
- To avoid overlap of students, establish separate entrances and exits for classrooms and limit number of students walking through buildings
- Students will stay with the same group as much as possible to limit contact with students in other levels

3) Maintaining Healthy Environment:

a) Temperatures will be taken daily on arrival for staff and students. *Questions for daily health screening: Since your last day of work/school have you experienced any NEW ONSET of cold or flu-like symptoms-fever (100.4 or higher), chills, cough, shortness of breath, loss of sense of taste or smell? In the last 14 days have you had contact with any person who is symptomatic and being investigated for COVID-19 or is confirmed positive for COVID-19?*

b) Hygiene practices: Cleaning and disinfection protocols- coordinate with staff and develop cleaning schedule and perform ongoing and routine environmental cleaning and disinfection of high-touch surfaces; increase hand sanitizer/hand washing stations; ensure adequate supplies; use EPA approved disinfectant for SARS-CoV-2; limit use of shared classroom supplies

c.) Ensure ventilation systems operate properly: Maintenance staff in coordination with heating and air services will check on a regular schedule

d) Ensure water systems are safe –testing and possible removal of water fountains

4) Maintaining Healthy Operations

a) Implement protections for staff and children at higher risk

- Review IEP or 504 plans to accommodate students with special healthcare needs and update their care plans as needed
- Create a process for students/families and staff to self identify as high risk for severe illness due to COVID-19 and offer plan for alternative learning arrangements or work re-assignments

b) Align plans for gatherings, field trips and volunteers consistent with Executive Orders related to group sizes, transportation

c) Back-up staff and substitutes will be trained to ensure continuity

d) Limit visitors on campus

5) Protecting vulnerable individuals

a) Create policy options to support those at higher risk for severe illness to limit exposure risk (e.g. telework, modified job duties, virtual learning opportunities)

b) Implement flexible sick leave policies and practices in line with guidance from the Department of Labor and the Virginia Department of Health that enable staff and students

to stay home or self-isolate when they are sick or have been exposed. Add to Staff/Family handbook

- C) Follow CDC recommendations/Roanoke Health Department for return to class/work after COVID-19 illness

6) Preparing for When Someone gets Sick

- a) Separate and isolate-students will be sent to second floor of the Main building; staff will be sent home
- b) Parents will be notified immediately and asked to pick up their child as soon as possible.
Parents must prearrange back-up coverage for pick-up should it be needed.
- c) Remove students and staff from affected areas; close off and ventilate facility areas used by sick person. Allow respiratory droplets to settle before cleaning and disinfecting.
- d) Notify local health department to initiate public health investigation, contact tracing and consultation.

7) Planning to close down if necessary, due to severe conditions.

- a) We will follow state mandates to determine any changes in phase status for school
- a) A reduction of in-person classes will occur if the student-staff ratio cannot be met due to limited staffing or if there is a high infection rate of students
- b) School administration will consult with the Roanoke Health Department/ Virginia Department of Health to determine which conditions trigger school closure

APPENDIX

Please note: This information will change if new guidelines are released by the CDC or VDOH.

Positive Screening Protocols During the School Day: Student

EXPOSURE, NO SYMPTOMS: Student shares they were exposed to someone with COVID-19 within the last 2 weeks but is NOT symptomatic

- Separate student in designated area with supervision by a delegated staff person until transportation is available
- School must notify designated parent/guardian/family member, or other individual to facilitate student getting home safely
- Notify Local Health Department and follow their procedures
- Once student is able to leave school, student may return to school 14 days after last close contact, if no symptoms develop and they do not have a positive COVID-19 test
- Student should participate in remote learning while out

DIAGNOSIS, NO SYMPTOMS: Student shares they were diagnosed with COVID-19 less than 10 days ago, but Not symptomatic

- Isolate student in designated area
- Delegated staff person supervising should wear a cloth face covering while remaining at least 6 feet away
- Student should wear a cloth face covering if appropriate
- Enact plan to get student home safely
- Return to school after 10 days since first positive COVID-19 test, if they did not subsequently develop symptoms since positive test
- Participate in remote learning
- Close off facility areas used by sick person
- Wait at least 12 hours, THEN clean and disinfect with EPA-registered product
- Notify Local Health Department and follow their procedures

SYMPTOMS: Student presents with at least one of the following COVID-19 symptoms (*Fever, Chills, Shortness of breath or difficulty breathing, New cough, New loss of taste or smell*)

- If appropriate for the student, they should wear a cloth face covering or mask
- Isolate student in designated area
- Delegated staff person supervising should wear a cloth face covering while remaining at least 6 feet away
- Enact plan to get student home safely
- Parents/guardians should contact their healthcare provider

- If student is diagnosed with COVID-19 based on a test, their symptoms, or does not get a COVID-19 test but has had symptoms, they can return to school when ALL of the following have occurred:
 - At least 3 days (72 hours) have passed since recovery, defined as resolution of fever without the use of fever-reducing medications
 - Improvement in respiratory symptoms (e.g. cough, shortness of breath)
 - At least 10 days have passed since symptoms first appeared
- If confirmed diagnosis other than COVID-19 (e.g. stomach virus, ear infection): Follow normal school policies to return to school
- Close off and ventilate facility areas used by the sick person
- Wait at least 12 hours, THEN clean and disinfect those areas with an EPA-registered product
- Notify Local Health Department and follow their procedures

Positive Screening Protocols During the School Day: Staff

EXPOSURE, NO SYMPTOMS: Staff shares they were exposed to someone with COVID-19 within the last 2 weeks but is NOT symptomatic

- Immediately go home
- Notify Local Health Department and follow their procedures
- Staff may return to school 14 days after last close contact, if no symptoms develop nor do they have a positive COVID-19 test
- Can participate in remote teacher if applicable

DIAGNOSIS, NO SYMPTOMS: Staff shares they were diagnosed with COVID-19 less than 10 days ago, but Not symptomatic

- Immediately go home
- Return to school after 10 days since first positive COVID-19 test, if they did not subsequently develop symptoms since positive test
- Close off facility areas used by sick person
- Wait at least 12 hours, THEN clean and disinfect with EPA-registered product
- Notify Local Health Department and follow their procedures

SYMPTOMS: Staff member presents with at least one of the following COVID-19 symptoms (*Fever, Chills, Shortness of breath or difficulty breathing, New cough, New loss of taste or smell*)

- If appropriate for the staff member, they should wear a cloth face covering or mask
- If well enough, immediately go home and contact healthcare provider
- If not well enough, isolate staff member in designated area and provide support to get home or to medical care
- If a person is diagnosed with COVID-19 based on a test, their symptoms, or does not get a COVID-19 test but has had symptoms, they can return to school when ALL of the following have occurred:
 - At least 3 days (72 hours) have passed since recovery, defined as resolution of fever without the use of fever-reducing medications
 - Improvement in respiratory symptoms (e.g. cough, shortness of breath)
 - At least 10 days have passed since symptoms first appeared

- If confirmed diagnosis other than COVID-19 (e.g. stomach virus, ear infection): Follow normal school policies to return to school
- Close off and ventilate facility areas used by the sick person
- Wait at least 12 hours, THEN clean and disinfect those areas with an EPA-registered product
- Notify Local Health Department and follow their procedures