



# BROWNSTOWN CENTRAL COMMUNITY SCHOOL CORPORATION

## 2020 - 2021 COVID-19 REOPENING PLAN

### RESPONSE



- Maintain communication with Jackson County Health Department.
- Provide each student and staff member with a face shield and 2 cloth masks.
- Participate in contact tracing efforts as directed by local health officials.
- Post signage in classrooms, hallways, and entrances to communicate on how to stop the spread, COVID-19 symptoms, preventative measures, good hygiene, and school/district specific protocols.
- Follow "When a Child, Staff Member Becomes Sick at School" protocol listed below.
- Consider ways to accommodate needs of children, teachers/staff, and families at higher risk for severe illness (see Protecting Vulnerable Populations).
- Provide a virtual option of instruction to students. A link to this option can be found on the corporation website.

### PRACTICING PREVENTION



- **STAY HOME IF YOU ARE SICK**
- Students and staff will self-monitor temperature and symptoms daily.
- Each student provided with a forehead thermometer from BCCSC.
- Teach and reinforce good hygiene measures such as hand washing, covering coughs, and face coverings.
- Hand soap and/or hand sanitizer with at least 60% alcohol will be provided in all bathrooms, classrooms, and high traffic areas.
- Clean/disinfect frequently touched surfaces at least daily and shared objects after each use.
- Face masks/face shields are required for staff and students in grades 3-12.
- Students are encouraged to bring their own reusable water bottles. Bottle fill stations will be available.
- Ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible, as long as this does not pose a safety or health risk to students or staff.
- Conduct deep cleaning of schools prior to students/staff returning. Classrooms and all high-touched areas will be cleaned and disinfected daily with CDC recommended cleaners and equipment.
- Perfect Attendance Awards are suspended for 2020-2021 school year.

### TRANSPORTATION



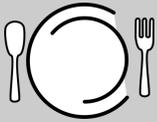
- Social distancing as allowable. Implement standard operating procedures while taking preventative measures such as:
  - Buses will be cleaned and disinfected by drivers after each A.M. and P.M. route is completed.
  - Students will sit in assigned seats. Family members will sit together.
  - **Drivers and passengers are required to wear a face mask or face shield.**
  - Buses will be aired out when not in use.
  - **Field trips will NOT be permitted until further notice.**
  - Follow protocol for bus stops, loading/unloading students to minimize congregation of children.
  - Students will only be transported to their place(s) of residence, caretaker, or regular pickup/drop-off location.
- Parents are encouraged to bring/pickup children to/from school to limit bus crowding.

## ENTERING SCHOOL BUILDINGS



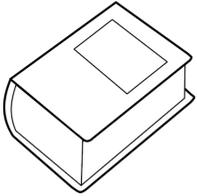
- Face masks or face shields are required for staff and students in grades 3-12.
- Hand sanitizer will be provided for students and staff.
- Some procedures will be building-specific.
- No congregating in hallways.
  - Students/staff who feel ill/experience symptoms when they come to school will be isolated (see "When a Child or Staff Member Becomes Sick at School").
- Plexiglass barriers will be installed between secretaries and public areas.
- NO VISITORS PERMITTED past the office area.
- Guest Speakers must be screened and wear a face mask or face shield.

## FOOD SERVICE



- Implement standard operating procedures.
  - Class schedules may be adjusted to provide time for students to wash hands before and after meals.
  - Cafeteria reduced by 50% capacity by skipping every other seat.
  - Hand sanitizer provided for students/staff.
  - Face masks or face shields are required for students in grades 3-12 while in transition/lunch line.
  - Cafeteria staff required to wear face mask/covering.
  - Cafeteria staff place utensils on tray.
  - Students use assigned seating in Cafeteria.
  - Social distancing as allowable.
  - Cleaning of cafeterias and high-touch surfaces throughout the school day.
  - Hand sanitizer immediately following lunch number input.

## TRANSITIONING



- Implement standard operating procedures.
  - Face mask or face shield is required for students in grades 3-12.
  - Designate areas of the hallway (i.e. lanes) as flow paths to keep students separated.
  - Clean hallways/high-touch surfaces daily.
  - Building principals will look at ways to stagger class schedules to reduce large crowding in the hallways.
  - Minimize congregation of students.

## TEACHING AND LEARNING



- Implement standard operating procedures.
  - Social distancing will be maintained as allowable. Desks will be separated to the extent possible and facing one direction.
  - Keep each child's belongings separated & individually labeled in storage area, container, locker, cubbies, etc.
  - Ensure adequate supplies to minimize shared-use of high-touch items OR limit use by one group at a time and clean/disinfect between use.
  - Avoid immediate contact (hand shaking, hugs, etc.).
  - Use assigned seating.
  - Establish academic baseline of returning students.
  - Hand sanitizer will be provided for students and staff.
  - Disinfectant will be available in all classrooms and in high traffic areas for wiping down desks and shared items.
  - Face masks/face shields are required for staff and students in grades 3-12. Face mask/shield breaks may be allowed at the teacher's discretion.
  - Classes may utilize larger areas when possible. (Example includes outdoors when weather permits.
  - Choir socially distanced in the auditorium.
  - Prepare for possible future virtual learning.

## PROTECTING VULNERABLE POPULATIONS



- Implement standard operating procedures.
  - Establish a point-of-contact with the local health department.
  - Identify local COVID-19 testing sites. COVID-19 HOTLINE: (812) 524-4266
  - Hand sanitizer provided for students and staff.
  - Vulnerable students and staff allowed to wear PPE throughout the school day (to the extent practicable).
  - Vulnerable students may opt to complete their coursework via Virtual Instruction Option.
  - Limit large group gatherings/interactions for vulnerable students and staff.

## WHEN A CHILD OR STAFF MEMBER BECOMES SICK AT SCHOOL



- Anyone exhibiting COVID-19 symptoms will be given a mask to put on immediately.
- Anyone exhibiting COVID-19 symptoms during school will be placed in a **COVID Isolation Area**. Teachers should notify the office immediately.
- School nurses will use Standard and Transmission-Based Precautions when caring for sick people.
- Parents picking up sick students will be asked to call the school when they arrive and wait inside the front doors of the main entrance. Sick students will be sent out to the parent.
- Notify affected parties immediately of a possible case, while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.
- Clean or disinfect areas or rooms used by a COVID-19 sick person.
- Sick staff members and children will be excluded until they have met Indiana State Department of Health criteria to discontinue home isolation.
- The health department will assist school officials to provide guidance on next steps, i.e. informing those who have had close contact to a person diagnosed with COVID-19, determining operations status, etc.

## HEALTH CLINIC



- COVID-19 Symptomatic
  - Each school will designate a COVID isolation area separate from the health clinic where students/employees who are feeling ill are evaluated or wait for pick-up.
  - All waiting students/staff will be required to wear a face covering.
  - ONLY essential staff will be allowed in the room. This includes the school nurse or designee. Appropriate PPE must be worn.
  - A record of who enters the room will be kept. The room will be disinfected frequently.
  - Strict social distancing will be required.
  - Students being picked up by parents/guardians will meet parents outside the main office.
- Non-COVID Related Illness
  - Students who do not display symptoms of COVID-19 can be seen and treated in the nurse's clinic. This includes:
    - Student injuries
    - Special health needs for chronic health conditions
    - Medical treatments
    - Medication
    - Other as designated in the individual health plans

## SCHOOL EXCLUSION



- State statute gives public school districts the authority to exclude students who have a contagious disease such as COVID-19 or are liable to transmit it after exposure (IC 20-34-3-9). In addition, the local health department has the authority to exclude students from school and may order students and others to isolate or quarantine (IC 16-41-9-1.6).
- Students and employees should remain home **if they have been in close contact** with someone in the household that has COVID-19 symptoms or that is being tested for COVID-19.
- Surveillance Testing: Students or staff who live in a household with individuals who are required to regularly test for COVID-19 as a result of employment (surveillance testing) are not required to isolate or quarantine.
- Monitoring of Student/Staff Attendance
  - Daily health reports will be sent to the Superintendent. The report will track:
    - Reasons for student and staff absence
    - Immediately report any positive cases of COVID-19 (one or more) to the Superintendent and local health department.
- Symptoms Impacting Consideration for Exclusion from School
  - Students and employees should be trained to recognize the following COVID-19-related symptoms:
    - A fever of 100.4 ° F or greater
    - Cough
    - Shortness of breath or difficulty breathing
    - Chills
    - Repeated shaking with chills
    - Muscle pain
    - Headache
    - Sore throat
    - New loss of taste or smell
    - Diarrhea
    - Nausea
- Students and staff who are called in sick will be asked if they are exhibiting any symptoms of COVID-19.
- **Students and employees will be excluded from school if they test positive for COVID-19 have a temperature of 100.4° F or greater, or exhibit symptoms of COVID-19 included in the list above. Return to school will be determined using guidance from the Indiana State Department of Health, found on the COVID-19 link on our website at [btownccs.k12.in.us](https://btownccs.k12.in.us).**