



**BOWMAN COUNTY**  
SCHOOL DISTRICT #1

Return to In-Person  
Instruction and Continuity of  
Services Plan  
2021-2022

*This plan is a living document and subject to change based on input and updated information from city, state, local health officials, NDDoH and NDDPI.*

Bowman County School District Families,

It has been a challenging journey for our communities of Bowman and Rhame since the COVID- 19 school closure in March 2020. As part of the requirements laid out in the Elementary and Secondary Schools Emergency Relief Funds (ESSER) and American Rescue Plan (ARP) acts, this plan was created to ensure a safe and return to school. For additional ESSER funding information please visit this link.

<https://www.nd.gov/dpi/familiescommunity/nddpi-updates-and-guidance-covid-19/covid-19-funding>

The challenge now is planning for what school will look like during the next school year. This is a daunting task as we all realize the response to COVID-19 has changed rapidly and may continue to evolve. This plan will try to address these challenges, while providing a flexible framework to guide our response over the next school year.

This plan presents our most current research, modeling, and work by our educators, staff, parents, local public health, and school board. In May and June our school district requested public input by inviting the public to attend our Covid-19 Response Team meetings, School Board meetings and input from an electronic survey sent out.

Thank you for your time in reviewing this plan. We encourage everyone to ask questions and communicate their concerns as we move forward. We know that if we work together, our school district and communities of Bowman and Rhame can continue to provide quality education to our children.

Respectfully,

Wayne Heckaman  
Superintendent

Stacy McGee  
School Board President

### **Our School District COVID-19 Planning Team**

The Bowman County School District's Return to In-Person Instruction and Continuity of Services Plan was crafted and reviewed by a team consisting of the following: School Boards Members, Administration, Co- ADs, Technology Coordinator, School Counselors, Teachers, Staff, Bowman County Health Nurse, County Social Services Representative, and a Parent Representative from Rhame and Bowman.

### **COVID-19 Building Level Coordinators**

Each school building will have an identified COVID-19 Coordinator who will be responsible for the health and safety preparedness and response planning. Coordinators will make themselves available to the NDDoH 24 hours a day / 7 days a week to respond to phone calls from public health. This position will assist public health in identifying and notifying close contacts in the school setting. The coordinator will be report cases of COVID-19, found in the school setting, to health officials and the State Superintendent's office.

<b>School District Coordinator</b>	<i>Wayne Heckaman, Superintendent</i>	Office: 701-523-3283 Cell: 701-590-4832
<b>Bowman Campus Building Level Coordinator</b>	<i>Tyler Senn, High school Principal</i>	Office: 701-523-3283 Cell: 701-523-6803
<b>Rhame Campus Building Level Coordinator</b>	<i>Kelley Ouradnik, Elementary Principal</i>	Office: 701-279-5523 Cell: 701-440-8333

## Community Risk Level Phases

The following phases will be used to define the community risk level associated with COVID-19. These phases align with the color-coded guidance in the ND Smart Restart Plan. Each level is reported to schools by the NDDoH after rigorous testing and assessment of cases in the community.

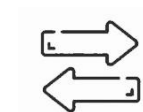


### Bowman County School District Instructional Plans

Bowman County School District has crafted a plan that allows for quick response to quickly changing local, regional, state and national conditions. As conditions change, we will need to change how we provide instruction during the school year. Bowman County Return to In-Person Instruction and Continuity of Services Plan includes Blue/Green, Yellow, Orange, and Red system that outlines what students, staff, and parents can expect under different conditions: This is a guide as instructional models could be altered and subject to change.



**BLUE/GREEN:** New Normal Operations- Instruction delivered in-person with students attending school full time and schools implementing reasonable procedures in accordance with state and local public health guidance. Teachers and students maintain a normal daily schedule. Safety precautions are implemented to enhance staff and student safety.



**YELLOW:** Learning with Caution- Instructional Plans will be chosen to meet the educational needs through a variety of delivery models.



**ORANGE/RED:** Learning with Elevated Risk Level- Instructional Plans will be chosen to meet the educational needs through a variety of delivery models. Special populations may be offered support services on-site with enhanced precautions while general populations may be in distance learning.



## COVID-19 Personal Protective Equipment (PPE) Guidance

	Inside School Facilities & Transportation
<i>All Students, Staff and Visitors</i>	<b>Encouraged</b> to wear face coverings when physical distancing is not possible. Students and staff will be provided breaks and allowed to remove their face covering when outside or in spaces that can accommodate physical distancing.
<i>All Students, Staff and Visitors</i>	<b>Required</b> to wear face coverings when physical distancing is not possible. Students and staff will be provided breaks and allowed to remove their face covering when outside or in spaces that can accommodate physical distancing.
<i>All Students, Staff and Visitors</i>	<b>Required</b> to wear face coverings when physical distancing is not possible. Students and staff will be provided breaks and allowed to remove their face covering when outside or in spaces that can accommodate physical distancing.
<i>All Staff, Students and Visitors</i>	<b>Required</b> to wear face coverings in all areas.



## BLUE/GREEN

**Instruction delivered in-person with students attending school full time and schools implementing reasonable procedures in accordance with local public health guidance. Teachers and students maintain a normal daily schedule. Safety precautions are implemented to enhance staff and student safety.**

***Here is what to expect:***

Districtwide Practices:	<ul style="list-style-type: none"> <li>▪ <b>Encouraged</b> to wear face coverings when physical distancing is not possible. Students and staff will be provided breaks and allowed to remove their face covering when outside or in spaces that can accommodate physical distancing.</li> <li>▪ Physical distancing where possible and reasonable.</li> <li>▪ Buildings routinely cleaned and disinfected according to Health and Safety guidance. Special focus on high traffic areas.</li> <li>▪ Handwashing integrated throughout the day.</li> <li>▪ Hand sanitizer available throughout buildings.</li> <li>▪ Schools share "Stop the Spread" information with focus on preventative measures and symptoms.</li> <li>▪ Support and training for parents who need help accessing technology, tools and online curriculum.</li> <li>▪ Route buses will run as scheduled, however physical distancing on school buses will be difficult, so we encourage parents to consider alternate transportation to school.</li> <li>▪ Non-Essential programming/activities are acceptable following safety protocols with administration approval.</li> </ul>
Classroom Spaces:	<ul style="list-style-type: none"> <li>▪ K-12 students issued their own learning device.</li> <li>▪ Limited use of shared materials and supplies.</li> <li>▪ Classrooms will be arranged to allow for physical distancing where possible and reasonable.</li> <li>▪ PK-12 Teachers will teach their face-to-face class with considerations to allow for a successful transition to distance learning for any or all students at appropriate learning levels.</li> <li>▪ Microsoft Teams is the K-12 online learning platform.</li> </ul>
School Spaces:	<ul style="list-style-type: none"> <li>▪ Protective measures will be implemented in all spaces.</li> </ul>
Common Spaces:	<ul style="list-style-type: none"> <li>▪ Students move in cohort groups where possible and reasonable to try and limit possible exposure.</li> <li>▪ School schedules may be adjusted to reduce the number of students passing in hallways.</li> <li>▪ Lunch times may be staggered to reduce the number of students in the cafeteria and allow for some physical distancing. Some students may eat in other areas of the school or outside, weather permitting.</li> </ul>
Extracurricular Activities:	<ul style="list-style-type: none"> <li>▪ We will follow guidance and directives from the ND High School Activities Association and the governing bodies of other extracurricular activities.</li> </ul>
<b>Priorities in Blue/Green:</b>	<ul style="list-style-type: none"> <li>➤ Ensure students and staff who are sick or showing symptoms stay at home.</li> <li>➤ Implement physical distancing and cohort groups where possible and reasonable.</li> </ul>




## YELLOW


**Instruction delivered in-person with students attending school full time and schools implementing reasonable procedures in accordance with local public health guidance. Based on local conditions, BCSD may choose instructional models 0, 1, 2, 3, or 4**


*Here is what to expect:*

Districtwide Practices:	<ul style="list-style-type: none"> <li>▪ Required to wear face coverings when physical distancing is not possible. Students and staff will be provided breaks and allowed to remove their face covering when outside or in spaces that can accommodate physical distancing.</li> <li>▪ Students and staff will supply their own facial coverings.</li> <li>▪ At-home temperature checks will be recommended of all employees and students prior to entering building.</li> <li>▪ Buildings routinely cleaned and disinfected according to Health and Safety Guidance. Special focus on high traffic areas.</li> <li>▪ Handwashing integrated throughout the day.</li> <li>▪ Hand sanitizer available throughout buildings.</li> <li>▪ Schools share "Stop the Spread" information with focus on preventative measures and symptoms.</li> <li>▪ Route buses will run as scheduled with students required to wear masks or facial coverings. Physical distancing on school buses will be difficult, so we encourage parents to consider alternate transportation to school.</li> <li>▪ Non-essential programming may be suspended.</li> </ul>
Classroom Spaces:	<ul style="list-style-type: none"> <li>▪ PK-12 Students will attend school based on the chosen instruction model.</li> <li>▪ Teachers will accommodate the anticipation that some students will need to be absent from the Face-to-Face class due to COVID-19 restrictions.</li> <li>▪ Students will work independently to practice concepts and grow mastery when they are working independently at home.</li> <li>▪ Microsoft Teams is the K-12 online learning platform.</li> </ul>
School Spaces:	<ul style="list-style-type: none"> <li>▪ Protective measures may be implemented in all spaces.</li> <li>▪ Some school events, assemblies, and gatherings may be changed or cancelled to limit large gatherings.</li> <li>▪ Access to campus may be limited with new protocols for volunteers/visitors to campus.</li> </ul>
Common Spaces:	<ul style="list-style-type: none"> <li>▪ Students move in groups where possible and reasonable to try and limit possible exposure.</li> <li>▪ School schedules may be adjusted to reduce the number of students passing in hallways.</li> </ul>

	<b>YELLOW</b>
Common Spaces:	<ul style="list-style-type: none"> <li>▪ Lunch times may be staggered to reduce the number of students in the cafeteria and allow for some physical distancing. Some students may eat in other areas of the school or outside, weather permitting.</li> </ul>
Extracurricular Activities:	<ul style="list-style-type: none"> <li>▪ We will follow guidance and directives from the ND High School Activities Association and the governing bodies of other extracurricular activities.</li> </ul>
<b>Priorities in Yellow:</b>	<ul style="list-style-type: none"> <li>➤ Ensure students and staff who are sick or showing symptoms stay at home.</li> <li>➤ Maximize physical distancing and groups by following physical distancing guidelines.</li> <li>➤ Protect Student and Staff Populations by following PPE Guidelines.</li> </ul>



 <b>ORANGE</b>	
<p><b>Based on local conditions, BCSD may close a single school, or close districtwide and/or may choose instructional models 0, 1, 2, 3, or 4. In extreme conditions, which could include a local or state stay-at-home order, BCSD will close schools and shift to remote learning for all students. <i>Here's what to expect:</i></b></p>	
Remote Instruction:	<ul style="list-style-type: none"> <li>▪ Focused, rigorous instruction on key learning essentials in each grade and content area.</li> <li>▪ Traditional grades and accountability.</li> <li>▪ Clear expectations and communication with students and families.</li> <li>▪ PK-12 students will attend school based on the chosen instruction model.</li> <li>▪ Support and training for parents who need help accessing technology, tools, and online curriculum.</li> </ul>
School Spaces:	<ul style="list-style-type: none"> <li>▪ Closed to the general public except by special appointment.</li> <li>▪ There may be opportunities for in-person small group instruction or intervention.</li> <li>▪ Microsoft Teams is the K-12 online learning platform.</li> </ul>
Extracurricular Activities:	<ul style="list-style-type: none"> <li>▪ We will follow guidance and directives from the ND High School Activities Association and the governing bodies of other extracurricular activities.</li> <li>▪ Athletics and other extracurricular activities would likely be suspended.</li> </ul>
<b>Priorities in Orange:</b>	<ul style="list-style-type: none"> <li>➤ Ensure students and staff who are sick or showing symptoms stay at home.</li> </ul>

 <b>RED</b>	
<p><b>Based on local conditions, BCSD may close a single school, or close districtwide and/or may choose instructional models 0,1, 2, 3, or 4. In extreme conditions, which could include a local or state stay-at-home order, BCSD will close schools and shift to remote learning for all students. <i>Here's what to expect:</i></b></p>	
Remote Instruction:	<ul style="list-style-type: none"> <li>▪ Focused, rigorous instruction on key learning essentials in each grade and content area.</li> <li>▪ Traditional grades and accountability.</li> <li>▪ Clear expectations and communication with students and families.</li> <li>▪ PK-12 Students will attend school based on the chosen instruction model.</li> <li>▪ Support and training for parents who need help accessing technology, tools, and online curriculum.</li> </ul>
School Spaces:	<ul style="list-style-type: none"> <li>▪ Closed to the general public except by special appointment.</li> <li>▪ There may be opportunities for in-person small group instruction or intervention.</li> <li>▪ Microsoft Teams is the K-12 online learning platform.</li> </ul>
Extracurricular Activities:	<ul style="list-style-type: none"> <li>▪ We will follow guidance and directives from the ND High School Activities Association and the governing bodies of other extracurricular activities.</li> <li>▪ Athletics and other extracurricular activities would likely be suspended.</li> </ul>
<b>Priorities in Red:</b>	<ul style="list-style-type: none"> <li>➤ Ensure students and staff who are sick or showing symptoms stay at home.</li> </ul>

**Bowman County Instructional Plans**

**Monday**

**Tuesday**

**Wednesday**

**Thursday**

**Friday**

**Instructional Plan 0**

Grades PK-6	Traditional Schedule	Traditional Schedule	Traditional Schedule	Traditional Schedule	Traditional Schedule
Grades 7-12	Traditional Schedule	Traditional Schedule	Traditional Schedule	Traditional Schedule	Traditional Schedule

**Instructional Plan 1**

Grades PK-6	Traditional Schedule	Traditional Schedule	Traditional Schedule	Traditional Schedule	Traditional Schedule
Grades 7-12	Traditional Schedule	Traditional Schedule	Block Schedule	Block Schedule	Traditional Schedule

**Instructional Plan 2**

Grades PK-6	Traditional Schedule	Traditional Schedule	Traditional Schedule	Traditional Schedule	Traditional Schedule
Grades 7-12	Block Schedule	Block Schedule	Block Schedule	Block Schedule	Block Schedule

**Instructional Plan 3**

Grades PK-6 50%	Group A In person  Group B Distance Learning	Group A In person  Group B Distance Learning	K-6 Distance Learning  PK In Person	Group A Distance Learning  Group B In person	Group A Distance Learning  Group B In person
Grades 7-12 50%	Block Schedule Group A -In person Group B – online	Block Schedule Group A - In person Group B – online	Online	Block Schedule Group A – online Group B -In person	Block Schedule Group A - online Group B -In person

**Instructional Plan 4**

Grades PK-6	Distance Learning Online	Distance Learning Online	Distance Learning Online	Distance Learning Online	Distance Learning Online
Grades 7-12	Block Schedule Online	Block Schedule Online	Block Schedule Online	Block Schedule Online	Block Schedule Online

## **Distance Learning**

The Bowman County School District will not be providing the option of virtual academy to its students. Distance learning will only occur during emergency situations such as closures due to pandemic or epidemic. It is the belief of the Bowman County School District that distance learning is a last resort should the school be unable to provide a safe environment for learning.

## **Diagnostic and Screening Testing**

Bowman County Schools utilizes tools to aid in the process of identifying students in need. These tools may include the following: STAR Early Literacy, Dibels, Istation Math and Reading, Pathways to Reading, Fountas & Pinnell, IXL Diagnostics, NDSA, and ACT. These tools assist teachers in finding deficits in learning, track gains in learning, evaluate trends and drive instruction.

## **Health and Safety Guidance**

The Bowman County School District strives to provide a healthy and safe environment for all who occupy our schools. The following guidelines are intended to provide a framework for the district's response to COVID-19.

## **Resources**

### **ND Department of Public Instruction**

<https://www.nd.gov/dpi/parentscommunity/nddpi-updates-and-guidance-covid-19>

### **ND Department of Health**

<https://www.health.nd.gov/diseases-conditions/coronavirus>

### **Center for Disease Control and Prevention**

<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

### **Southwestern District Health Unit**

<https://swdhu.net/>

<https://swdhu.net/coronavirus-information/>

## **Best Intentions**

Despite taking every reasonable precaution, there is not a guarantee that our schools will be without risk as it relates to COVID-19. The virus may be present on our buses, in our classrooms, and at our activities. In certain situations, physical distancing is not possible in a school setting. Our actions, as outlined in this plan, will attempt to limit exposure to COVID-19 for our students and staff, but may not prevent exposure.

## **Protect Yourself and Others**

*Wash your hands often*



- Wash with soap and water for at least 20 seconds especially after blowing your nose, coughing, or sneezing.
- If soap and water are not available, use hand sanitizer that contains at least 60% alcohol.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Students are encouraged to wash their hands often throughout the day.

### ***Avoid close contact***



- Keep physical distance from others especially important for people who are at a higher risk of getting sick.
- Alternate or modified schedules, adjustments to use of common areas, use of outdoor spaces and other actions that increase physical separation may be considered.
- The sharing of instructional materials should be limited as much as possible.
- Physical separation on busing, one student per seat, will be recommended but cannot be guaranteed.
- All individuals from outside entities will be temperature checked upon arrival into the school facility during the academic day.
- Visitors will not be allowed to eat in the cafeteria.

### ***Cover coughs and sneezes***



- Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw tissues away and wash hands or use hand sanitizer to prevent spread.

### ***Clean and disinfect***



- School staff should clean and disinfect frequently touched surfaces several times a day.
- Shared materials (not recommended) should be cleaned.
- Classrooms will be cleaned nightly by custodial staff.

### ***Cover your mouth and nose with a cloth face cover when around others.***



- CDC Guidelines for wearing a mask can be found here.  
<https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-covering.pdf>  
<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wash-cloth-face-coverings.html>
- Awareness posters and signs will be placed around the school buildings.
- In specific instances the wearing of a face coverings (mask) may be required. Please reference the COVID 19 PPE Guidance table.

### ***Monitor your health daily***



- Be alert for symptoms. Watch for a fever, cough, or shortness of breath.
- Parents are asked to screen their children each day before sending them to school. Use the screening guidance provided (see appendix).
- Staff and students who are sick should stay home.
- Temperatures of symptomatic students or staff may be taken at the school office.
  - Symptomatic students will be isolated, provided a mask, and their guardians contacted.

### *Student & Staff Health*

Monitoring the health of students and staff will be an important component of a safe and healthy educational environment. Bowman County School District will take the following measures to ensure all students and staff are healthy while they are at school.

#### *Identifying Students & Staff at Higher Risk*

- Parents will be provided the “Before School” checklist to assist in determining if their child is well enough to attend school each day.
- Back to School and enrollment processes will include questions asking families to identify if their child is at-risk, based on a health professionals’ diagnosis. This information will be provided to the building principal (COVID-19 Coordinator) who will contact the family and discuss instructional model options.
- The Superintendent and Business Manager will work in partnership with the building principal and the employee to coordinate adjustments to the work schedule or workplace.
- When the NDDoH or our Bowman County Health Office and/or Southwestern District Health Unit informs the school district of a student or staff member that is COVID-19 positive that information will be passed on to the Primary Coordinator and the building principals as allowable within district policy and law.

#### *Isolation & Quarantine*

- Definitions:
  - Isolation –For people who are already sick from the virus. A prevention strategy used to separate people who are sick with the virus from healthy people.
  - Quarantine –For people who are not sick but have been exposed to the virus. A prevention strategy used to monitor people who were exposed for a period of time.
- Bowman County School District will follow isolation and quarantine guidelines and directives as set by the NDDoH and the Southwestern District Health Unit. See Appendix for provided links of NDDoH’s guidelines and directives.

## **Guidance for Grade Level & School Building Level Closure**

This is intended as guidance for COVID-19 Coordinators and school leaders.

### **COVID-19 Recommendations for Schools**

[https://www.health.nd.gov/sites/www/files/documents/Files/MSS/coronavirus/School%20Resources/NDDoH\\_COVID-19\\_Recommendations\\_for\\_Schools.pdf](https://www.health.nd.gov/sites/www/files/documents/Files/MSS/coronavirus/School%20Resources/NDDoH_COVID-19_Recommendations_for_Schools.pdf)

### **Close Contacts in Schools**

[https://www.health.nd.gov/sites/www/files/documents/Files/MSS/coronavirus/School%20Resources/Close\\_Contacts\\_in\\_School\\_Child\\_Care\\_Settings.pdf](https://www.health.nd.gov/sites/www/files/documents/Files/MSS/coronavirus/School%20Resources/Close_Contacts_in_School_Child_Care_Settings.pdf)

### **Decision Tree for Symptomatic Individuals in Schools**

[https://www.health.nd.gov/sites/www/files/documents/Files/MSS/coronavirus/School%20Resources/NDDoH\\_COVID-19\\_School\\_Decision\\_Tree.pdf](https://www.health.nd.gov/sites/www/files/documents/Files/MSS/coronavirus/School%20Resources/NDDoH_COVID-19_School_Decision_Tree.pdf)

### **COVID-19 Recommendation for Sports**

[https://www.health.nd.gov/sites/www/files/documents/Files/MSS/coronavirus/NDDoH\\_Recommendations\\_for\\_Sports.pdf](https://www.health.nd.gov/sites/www/files/documents/Files/MSS/coronavirus/NDDoH_Recommendations_for_Sports.pdf)

### **Local Public Health Units**

<https://www.ndhealth.gov/localhd/>

### **NDHSAA**

<https://ndhsaa.com/>

## **Food Service**

Providing nourishing meals to students is important for our students. The district shall take the following actions to ensure our students receive nourishing meals safely.

### ***Safety Measures***

- Food items commonly on salad bars, must be individually served in containers.

### ***Food during School Closures***

- When students are on a hybrid schedule, meals will be provided for those students on days they are not in school.
- Students in the Distance Learning plan may be offered meals.

## **Transportation**

Providing safe and reliable transportation for our students and families is very important. Families should be aware that the school district is unable to ensure physical distancing is adhered to on all buses, at all times.

- The health and safety of our students, on district transportation, will be enhanced with the following procedures during the COVID-19 pandemic.
- The transportation system is dependent upon drivers. COVID-19 may affect the total number of drivers available to the district. This may necessitate changes or reductions to district routes.

### ***On the Bus***

- Students and staff facial coverings should be worn in accordance with the PPE guidance (Page 5)
- Hand sanitizer will be available on the bus.
- Bus windows may be partially open when possible.
- Students will be assigned seats. *This assists NDDoH and Southwestern District Health Unit in the event contact tracing is needed.*

### ***Family Drop-off***

- Since physical distancing on a bus is not feasible, families are encouraged to drop-off and pick-up their children at school.

**Keeping Schools Open Will Take Community Effort:**

**Health Checks:** To accomplish our goal of reopening our schools and keeping them open, it will be important for students, staff, parents, and patrons to do their part by following health guidance and monitoring their health.

In cooperation with our local Bowman County Health Officials, we ask students and staff prepare for school each day, ask yourself these questions:



## BEFORE SCHOOL!



Parents are asked to review this **daily health checklist** by answering these questions before sending your child to school. (Parents do not need to send the questionnaire to school)

Has your child had close contact with a confirmed case of COVID-19 in the past 14 days?

Yes \_\_\_ No \_\_\_

**In the past 24 hours:**

Has your child had new or worsening shortness of breath?

Yes \_\_\_ No \_\_\_

Has your child had a new or worsening cough?

Yes \_\_\_ No \_\_\_

Has your child had a fever of 100.4 or greater?

Yes \_\_\_ No \_\_\_

Has your child had any chills, nausea, vomiting, and diarrhea?

Yes \_\_\_ No \_\_\_

Has your child had a sore throat?

Yes \_\_\_ No \_\_\_

Has your child experienced a new loss of taste or smell?

Yes \_\_\_ No \_\_\_



If **YES** to any of the questions **STOP!**

Do not send your child to school. Contact your healthcare provider. Contact your child's school to inform them of your child's absence.



If you are able to answer **NO** to all questions, go to school.



## **Responding to a Confirmed Case of COVID-19:**

An important part of limiting the spread of COVID-19 in our community is identifying those who may be sick, infected, or who have been exposed, and requires all of us working together to keep the virus in check.

### ***Students/Families:***

- If your child has tested positive for COVID-19 we ask that:
  - Follow guidance from your health provider regarding isolation and contact tracing.
  - Do not send your child to school.
  - Notify your school of the positive test.

### ***School & District:***

- School personnel will alert Administrator.
- Administrator will contact Southwestern District Health Unit and will assist Public Health with contact tracing and investigation.
- School District will coordinate efforts to communicate to staff, students, and parents the possible exposure to COVID-19 while maintaining confidentiality as required by the Family Educational Rights and Privacy Act (FERPA), Health Insurance Portability and Accountability Act (HIPAA), and the Americans with Disability Act (ADA).