

# Logansport Community School Corporation COVID-19 Response Plan



**2021 - 2022**

*Revised: July 26, 2021*

Based on CDC guidance and Cass County Health Department, the Logansport Schools have created the following 2021- 2022 COVID-19 Response Plan for the 2021-2022 school year.

*\*This policy is subject to change or amendment upon the recommendation of the Cass County Health Department, the Logansport School Board, or by Order of the Governor.*

## **I. Educational Operations**

A. Opening Dates for the 2021-2022 school year. Logansport Schools will open for the fall semester as follows:

1. August 10, 2021 Teacher Organization Day
2. August 11, 2021 Students first day. All classes will be in session pursuant to student schedules.

B. Face Coverings

1. Face coverings will be optional in all Logansport Community for students and staff. A proper fitting mask (over nose and mouth) is recommended, but not required while inside our schools or on school grounds. In accordance with federal regulations, masks are required on the school bus. Students are expected to have their own face covering.
2. The school will have masks available at the school's main office.
3. It shall be the policy to provide as much physical distancing as is possible in classrooms, hallways, cafeterias and at other school facilities.

C. Passing Periods

1. As much as possible, in each building students will move in one direction as they pass from one part of the building to another. When not possible, students will use a "stay to the right" process as they move through the buildings.

D. Restroom Breaks

1. In the elementary schools, the building principals will develop a schedule for restroom breaks that help classes avoid being in the restrooms at the same time. No more than one class shall be released for restroom use at a time.
2. High School and Junior High school restrooms will be limited to five students at a time for use during passing periods. Students needing to use the restroom facilities may also seek a pass during class, at such times as to not disrupt the educational plan of the teacher.

E. Guidelines for school visitors

1. We encourage parents to complete any school business electronically if possible as we try to limit office visits to essential business. If you have questions about school-related issues, please contact the appropriate school office or department. Our office staff will be available to answer your phone

calls and your questions. If necessary, we encourage you to schedule an appointment for an in-person office visit.

2. Please be aware we will follow the guidelines listed below to provide a safe environment for our students and staff:
  - a. All visitors to our school offices must wear a face covering.
  - b. All visitors should use the hand sanitizer provided when they enter a school office area.
  - c. All visitors to our school offices must remain in the front office areas unless authorized by the principal.
  - d. All visitors should practice physical distancing.  
All in person meeting attendees will be required to wear a face covering.
  - f. Visitors will not be allowed to eat with the students.
3. All visitors should complete a self-check before entering a school building. If the answer is yes to any of the following questions for you, or any of the individuals accompanying you, the individual(s) whose response is affirmative will not be permitted to visit. Please contact the person with whom you made an appointment to reschedule your visit.
  - a. In the last 14 days, have you been in contact with someone who has tested positive for Covid-19? Or, have you come into contact with a person who is suspected (i.e. undergoing or considering testing) to have been infected with Covid-19 or who has been around someone who has tested positive for the virus in the past 14 days?
  - b. Do you have any of the following conditions?
    - Temperature 100 degrees Fahrenheit or higher when taken by mouth
    - Sore throat
    - New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/ asthmatic cough, a change in their cough from baseline)
    - Diarrhea, vomiting, or abdominal pain
    - New onset of severe headache, especially with a fever
    - Loss of taste or smell
4. Parents/individuals dropping off items for a student will be able to do this in the designated area at each building. The self-check outlined in Section C above needs to be completed prior to dropping off an item. Any person who cannot pass the self-check will not be allowed to drop off items:

F. General Parent Meeting guidelines

1. When meeting with parents to address student concerns the following guidelines should be followed:
  - a. Two family members and the student will be allowed to attend the meeting.
  - b. No other family member or friend(s) will be allowed at the meeting.

- c. Examples include but are not limited to: Fall P/T conferences, parent teacher meetings during the year, Special Education conferences, etc.
2. All persons attending any meeting or program will need to complete the self-check before attending. If they exhibit any of the symptoms listed in section H paragraph 3 above, they may not attend the meeting or program.

## **II. Buildings & Facilities**

- A. All buildings will return to normal operating hours for the 2021-2022 school year.
  1. Building areas will be disinfected on an as needed basis.
  2. The facility use request program will continue to be utilized.
    - a) The evaluation of requests by building administrators, facilities/grounds supervisor and central office administration will include consideration of time and effort needed for cleaning, disinfecting and preparing facilities for regular school programming. Due to the direct or indirect impact by the current pandemic, requests may be declined.
- B. Hand sanitizing stations will be available at all main entry doors, cafeterias and additional areas deemed appropriate

## **III. Sanitation Issues**

- A. Water fountains. All water fountains shall be disabled. Students needing hydration shall be responsible to provide their own water bottle, which shall not be shared with other persons.
- B. Hand washing or sanitizing. Hand sanitizers will be available at all entry doors, at the cafeteria, and throughout the building. All persons should use hand sanitizers at the following times:
  1. upon entering the building in the morning.
  2. before eating.
  3. after using the restroom.
  4. after blowing the nose, coughing or sneezing; and
  5. after using shared equipment.Note: The school will provide hand sanitizer for these purposes.

## **IV. Food Services**

- A. Due to their direct contact with every student during meal service, Cafeteria Cashiers and Lunch Room Assistants are required to wear a face covering while students are in the cafeteria. Additional PPE will be required as necessary.
- B. Assigned seating will be used during lunch with students in grades K-5.

## **V. Bus Transportation**

- A. In accordance with federal regulations, masks are required on the school bus. If a student does not have a face covering while riding the bus, a mask will be

provided by the driver. Students may ride buses to school as normal, without physical distancing. As such the following guidelines need to be followed:

1. At the direction of the Indiana State Police, hand sanitizer will not be provided by LCSC on buses due to the flammable nature of the sanitizer. Students will be allowed to use personal sized hand sanitizer while riding LCSC buses. Students should use hand sanitizer before entering and after exiting the bus.
  2. Students will not sit in the seat directly behind the driver (unless an emergency arises while on the bus).
- B. Drivers and bus assistants
1. Bus drivers and aides should wear face covering when students are on the bus.
  2. Bus assistants may be required to wear a shield, face covering, and gloves as appropriate while assisting students who are medically fragile as they enter and exit the bus.
  3. The wearing of a face covering will be allowed while driving.
- C. Buses shall be sanitized on a regular basis.

## **VI. Athletic / ECA Activities**

- A. Athletic programs will use normal operating procedures as outlined in the Logansport High School student handbook and this Safe School Response Plan.
1. Normal operating procedures will be subject to future IHSA, IDOE, Department of Health, and Indiana Governor guidelines.

## **VII. Screening**

- A. Each student/parent or staff member shall be personally responsible to daily screen their own physical condition, by taking their temperature before school starts. Those with a temperature that equals or exceeds 100 degrees shall be kept at home, and their absence properly reported to the school building.
- B. If a student or staff member attends school and thereafter appears to be showing signs of illness by elevated temperature (100 degrees or higher), sore throat, new uncontrolled cough that causes difficulty breathing, diarrhea, vomiting, or abdominal pain, new onset of severe headache, especially with a fever, loss of taste or smell, they should report to the school nurse who shall quarantine the student and contact a parent or guardian to pick up the student, or send the staff person home, responsibly. Once a student or employee is removed from the school environment, they will be permitted to return if they satisfy the guidelines listed in section VIII.
- C. The Logansport Community School Corporation is working in partnership with the Cass County Health Department in the process of performing BinaxNOW rapid antigen testing of students to screen for or diagnose COVID-19.
1. BinaxNow (rapid antigen test)

- a. After completing the required training, the LCSC nurse or their designee will perform the testing in a predetermined location.
- b. In order to provide consistent reporting, all BinaxNow test results should be entered into the Gateway portal by the nurse.
- c. Schools may use BinaxNow cards to test symptomatic teachers, staff and students (with parental consent) to more quickly isolate positive individuals and begin contact tracing. A negative BinaxNow test in a symptomatic individual should be followed up with a confirmation PCR or molecular test.
- d. They may also be used as an option to allow return to school on Day 8 if no symptoms have been reported days 1-7.
- e. BinaxNOW cards should not be used to :
  - i. Return asymptomatic close contacts back to school prior to day 8.
  - ii. To provide proof of negative Covid status to participate in extracurricular activities, including, but not limited to, athletics, band, choir, or orchestra.
- f. Schools that ~~choose to~~ use BinaxNow cards will need to complete training and agree to comply with the Cass County Department of Health CLIA waiver.

### **VIII. Student illnesses**

- A. Students who are ill with Coronavirus or have Covid-19 diagnosis, or who are ordered into quarantine by a physician or the County Health Department shall have excused absences and during the quarantine shall be served by their current teachers similarly to any other student with a long-term absence (ie. tonsils removed, etc)
  1. When possible, provide access to materials through Google Classroom or Schoology.
  2. Students without internet service in the home must be provided equal access to materials via hard copies.
- B. If a member of your household is awaiting a COVID-19 test result and is symptomatic, all individuals in your household should quarantine until the test results have been received. If you have any questions, please contact your school's nurse.
- C. Return to school guidelines for close contact students and staff who exhibit no COVID-19 symptoms.

#### Quarantine Guidelines:

- a. All fully vaccinated individuals who remain asymptomatic (even if a close contact) are not required to quarantine but should monitor for symptoms throughout the 14 days following their exposure.
- b. Individuals are considered fully vaccinated when:
  - Two weeks after the second dose of a two-dose vaccine such as Pfizer or Moderna have passed.
  - Two weeks after a single dose of the J & J (Janssen) vaccine have passed.

- c. Close contacts who are unvaccinated MUST quarantine.

Quarantine Options:

CDC and the IDOH recommend the 14-day quarantine as the safest option, because it reduces the chance of post quarantine transmission to 0.1%. However, IDOH also supports the two other CDC early return options for the schools to choose.

**Option 1**

- a. Asymptomatic close contact may return after Day 10 with the following enhanced precautions in place Days 11-14
  - Masked at all times on the bus and during school day, no exceptions.
  - Distance of at least 3 feet from others when inside the classroom and should be facing forward during instructional times.
  - Lunch to be eaten separately from others as the mask will be off when eating and remain 6 feet from others, no exceptions.
  - Prioritize hand hygiene
  - Symptom monitoring daily by parents/guardians. If any covid symptoms are identified while at home, student/teacher/staff should not come to school.
  - If symptoms develop during the school day, individuals should be masked and sent home as soon as possible.
  - Symptomatic individuals should obtain a confirmation PCR covid test.
    - If PCR positive, begin 10 days of isolation starting from the date symptoms began.
    - If PCR negative, due to being a close contact, they must still complete the remainder of the 14 day quarantine at home.
  - For all extra-curricular activities including but not limited to athletics, cheerleading, band, choir
    - Masked at ALL times - no exceptions
    - If mask cannot be worn, individual should not practice, compete or attend the activities until after the 14 day quarantine is complete
    - Distance at least 6 feet away from others
    - Wash hands with soap and water or use hand sanitizer before and after playing/touching equipment
  - The school secretary will supply ECA coaches / sponsors with a list of early returning students and the day 14 date of last exposure to the positive individual.

**Option 2**

- a. Asymptomatic close contact may return after Day 8 with a negative PCR covid test on day 5, 6, or 7 OR a negative BinaxNOW test performed on Day 8.
  - Continued enhanced precautions as listed under Option 1 for Days 8-14.
  - Results from the over-the-counter COVID tests will not be accepted per the ISDH. ONLY results from COVID tests done by a healthcare provider or in a healthcare setting will be accepted.

- i. Parents: call the school nurse on Day 7 to schedule a time to bring the student to school on Day 8 for the BinaxNOW test and must stay with the student until test results are obtained. Parents may also be directed to Cass County Health Department for BinaxNow testing if scheduling warrants. Hard copy results must be brought in when bringing students to school. Verbal results will not be accepted.
- ii. If negative, the parent can leave and the student goes to class.
- iii. If positive, the parent takes the student home and should obtain a confirmatory PCR test.

## IX. Staff Illness

### A. Quarantine Guidelines:

1. Staff who are fully vaccinated are not required to quarantine (even if they are considered a close contact) as long as they remain asymptomatic.
2. Staff are considered fully vaccinated when:
  - o Two weeks after the second dose of a two-dose vaccine such as Pfizer or Moderna have passed.
  - o Two weeks, after a single dose of the J & J (Janssen) vaccine have passed.

### 3. Quarantine Options:

CDC and the IDOH recommend the 14-day quarantine as the safest option, because it reduces the chance of post quarantine transmission to 0.1%. However, IDOH also supports that the two other CDC are options for the schools to choose.

#### Option 1

- The first is to allow teachers to return to school after 10 days provided that the teacher never developed symptoms and that they wear a mask at all times upon their return.
- In these cases, they may not participate in athletics or extra-curricular activities if these activities require them to remove their mask.

#### Option 2

- Teachers and staff who have remained **asymptomatic** may return to school after seven days if a PCR nasal swab on day 5, 6 or 7 or an antigen test upon return to school on Day 8 is negative.
- Again, this presumes that the teacher never developed symptoms and that they will wear their masks at all times when they return.

### 4. BinaxNow (rapid antigen test)

- a. Schools may use BinaxNow cards to test symptomatic teachers, staff and students (with parental consent) to more quickly isolate positive individuals and begin contact tracing.
- b. They also may use them as an option to allow return to school on Day 8 of quarantine.
- c. Schools that choose to use BinaxNow cards will need to complete training and agree to comply with the Cass County Health Department CLIA waiver.

### 5. Important Things to Remember

- a. Testing is not recommended until at least day 5 of a quarantine as testing before this may result in a false negative because of the incubation period.



- b. Anyone who develops symptoms within 14 days of a close contact should follow isolation guidelines.
  - c. The most important thing individuals over the age of 12 can do to reduce their chance of being quarantined is to get vaccinated. Go to <https://www.vaccines.gov/> to find a location.
  - d. Under this plan, students may participate in extracurricular activities by wearing a face covering and practicing social distancing when not directly participating in the extracurricular activity.
- B. LCSC Essential Critical Infrastructure Workers return to work will be determined on a case by case basis in consultation with the school administration. Essential Critical Infrastructure Workers may return to work under the following conditions:
1. Testing for COVID-19 for an asymptomatic staff member is not required to return to work under this plan.
  2. A staff member returning to work under this plan must be asymptomatic and quarantined for five (5) days following an initial exposure from a close contact. After the five (5) consecutive days of quarantine, an asymptomatic staff member can return to work under the following conditions:
  3. The staff member must self-screen - Do you have any of the following conditions? If the answer is yes to any of these questions, you must notify your school's nurse, who will advise you of quarantine procedures.
    - a. Temperature 100 degrees Fahrenheit or higher when taken by mouth
    - b. Sore throat
    - c. New uncontrolled cough that causes difficulty breathing (for individuals with chronic allergic/ asthmatic cough, a change in their cough from baseline)
    - d. Diarrhea, vomiting, or abdominal pain  
New onset of severe headache, especially with a fever  
Loss of taste or smell  
Other symptoms / contact nurse for further guidance.
  4. Regular monitoring
    - a. The staff member returning to work under this plan will report to their building nurse to complete the monitoring which will consist of a temperature and symptoms check.
    - b. Frequency:
      - i. At the beginning of each day, until the end of the staff member's normal quarantine period.
      - ii. Anytime during the work day, if the staff member begins to experience symptoms.
  5. The employee must wear a face covering and preferably a face shield in addition to the face covering.
  6. Social distancing from students and colleagues: The employee must maintain 6 feet and practice social distancing as work duties permit in the workplace.
  7. Cleaning and disinfection of work spaces daily will continue.

8. Transportation:

- a. In addition to the above guidelines, the seats in the row immediately behind the bus driver will remain open. The second row of seats will also remain open if/when possible.

C. Critical Infrastructure workers who have tested positive for COVID-19 will use the following guidelines:

1. If **symptomatic**, isolate until:

- a. At least 10 days have passed since symptom onset **and**
  - i. At least 24 hours have passed since resolution of fever without the use of
  - ii. fever-reducing medications and
  - iii. Other symptoms have improved

2. If **asymptomatic, isolate** until 10 days after the collection date of the first positive test

D. If a member of your household is awaiting a COVID-19 test result and is symptomatic, all individuals in your household should quarantine until the test results have been received.

E. Refer to Addendum A for a Summary of Paid Leave for COVID-19 Related Reasons.

## **X. Medical Inquiries**

The school will take each opportunity to inquire concerning Covid-19 symptoms for employees and students, including:

- A. If a parent tells the school that a student is ill, the school will ask the parent whether the student is exhibiting symptoms of Covid-19.
- B. If an employee calls in sick or appears ill, the school will inquire whether the employee is experiencing Covid-19 symptoms.
- C. If a person is obviously ill, the school may make inquiries about the symptoms exhibited, and may exclude the person from school property, only to return in accordance with Section VIII of this policy.
- D. If a student or employee has recently had contact with a person with a suspected or confirmed case of Covid-19, has someone in their home being tested for Covid-19, or has recently traveled from somewhere considered to be a "hot spot" by the CDC, the school may exclude the person from the school building, and recommend that they self-quarantine for 14 calendar days.

## **XI. School Response to Confirmed Cases.**

A. After it is confirmed that a person infected with Covid-19 was on school property, the following steps shall be taken.

1. Notification to the Cass County Health Department.
2. School administration and nurses will begin the contact tracing process.


- a. In the classroom setting, contact tracing will take place at 6 feet when masks are not worn.
  - b. Vaccinated individuals **do not** need to be quarantined.
  - c. Parents will be notified if their vaccinated child has been exposed to COVID so that they may monitor for symptoms for 14 days.
  - d. Individuals who have tested positive for COVID do not need to quarantine or get tested again for up to 90 days unless they experience symptoms.
  - e. Individuals who develop symptoms within 90 days of their first bout of COVID may need to be tested if no alternative diagnosis is identified.
3. Implementation of sanitation efforts in areas where the infected person was engaged in the educational program.

B. The administration may shut down buildings, busses, or other facilities upon recommendation of the County Health Board or the Indiana Department of Education, for such time as is appropriate for the protection of the community.

### ADDENDUM A

## COVID-19 Screening for Parents

Every morning before you send your child to school please check for signs of illness:

<input type="checkbox"/>  <b>FEVER 100.4* OR CHILLS</b> <small>*or school board policy if threshold is lower</small>	<input type="checkbox"/>  <b>SORE THROAT</b>	<input type="checkbox"/>  <b>COUGH* OR SHORTNESS OF BREATH</b> <small>*especially new onset, uncontrolled cough</small>
<input type="checkbox"/>  <b>DIARRHEA, NAUSEA OR VOMITING, ABDOMINAL PAIN</b>	<input type="checkbox"/>  <b>HEADACHE*</b> <small>*particularly new onset of severe headache, especially with fever</small>	<input type="checkbox"/>  <b>NEW LOSS OF TASTE OR SMELL</b>

*\*May present with more than one symptom. This list does not include all possible symptoms.*

- 1** Does your child have any sign of illness above?
  - 2** Were you in close contact (within 6 feet for more than 15 minutes) with anyone confirmed with COVID-19?
  - 3** If the answer is **YES** to any of the questions, **DO NOT** send your student to school. Instead, begin isolation of your child and contact your healthcare provider. Have you been tested for COVID-19? Only a positive test or provider diagnosis can confirm if someone has a current infection.
  - 4** Please keep your student home until they meet the criteria on the chart on back of the page.
- ➔** If you have trouble breathing, chest pain, new confusion, inability to wake or stay awake or bluish lips or face **CALL 911!**



Updated: 8/27/20

## Indiana Department of Health Guidelines on student and staff return to school

The Indiana Department of Health continues to make ongoing revisions to guidance for students or faculty/staff members returning to school due to COVID-19. This response requires being nimble to changing guidelines and recommendations, and more updates are expected in the future. The state health department greatly appreciates your understanding and vigilance.

**Purpose:** The purpose of this update is to assist school healthcare staff and public health officials in determining if a student or faculty/staff member needs to be excluded from the facility for COVID-19 quarantine or isolation. The chart uses three criteria to determine this: close contact, symptoms, and COVID-19 test status.

**How to use:** First, determine if the individual was a close contact to a COVID-19 case based on the definition below and then selecting the appropriate chart on the next page. Second, determine if the individual is showing symptoms of COVID-19 (symptomatic) or not. Finally, determine if the individual was tested for COVID-19 and the result of the test. Key definitions are provided below.

### Definitions:

**Isolation** means keeping sick people away from healthy ones. For COVID-19, this means that the sick person stays in a separate bedroom or separate area of the home and stays away from others. This includes staying home from school and any activities. Currently, guidance from the Centers for Disease Control and Prevention (CDC) states that COVID-19 positive people with symptoms isolate for 10 days from the start of their symptoms, be fever-free for 24 hours without the use of fever-reducing medication and show improvement of symptoms. Individuals who test positive without symptoms should [isolate](#) for 10 days from the date their sample was collected.

**Quarantine** means separating people who were exposed to someone who was sick. Since people who were around other sick people are more likely to get sick themselves, quarantine prevents them from unintentionally spreading the virus to other people even before they realize they are sick. Usually people who are in quarantine stay at home and avoid going out or being around other people. This includes staying home from school and other activities. Currently, the CDC advises that close contacts of COVID-19 positive people [quarantine](#) for 14 days after the last exposure with the COVID-19 positive person, even if they have a negative test.

**Close Contact Outside the Educational Day:** An individual is considered a close contact if **any** of following is true:

- You were within 6 feet of someone who has COVID-19 for a total of 15 minutes or more. This could be a single encounter of more than 15 minutes or multiple encounters within a single day that add up to more than 15 minutes.
- You provided care at home to someone who is sick with COVID-19
- You shared eating or drinking utensils
- They sneezed, coughed or somehow got respiratory droplets on you

Keep in mind that anyone who lives with or stayed overnight for at least one night in a household with the infected person while he or she was infectious is at highest risk.

These close contact criteria apply regardless of mask use, face shields, or physical barriers, such as Plexiglas or plastic barriers. The only exception is if a healthcare worker in a school setting is wearing the proper personal protective equipment. When an individual's symptom, contact, or test status changes, their quarantine or isolation requirements should be reassessed.

Fundamentally, a close contact is anyone you think has had enough exposure to transmit infection.

### **Symptoms Consistent with COVID-19:**

If a child, faculty or staff member has any of the following symptoms, that indicates a possible illness that may put them at risk for spreading illness to others.

- Temperature 100.4 degrees Fahrenheit or higher when taken by mouth (or school board policy if threshold is lower)
- Sore throat
- New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline)
- Diarrhea, vomiting or abdominal pain
- New onset of severe headache, especially with a fever
- Loss of taste or smell
- Rash

### **Quarantine of Siblings and Household Members:**

If a student, faculty or staff member has symptoms of COVID-19 as described above and tests positive or does **NOT** get tested for COVID-19, then siblings and household members should be considered close contacts and advised to quarantine. If the symptomatic person is diagnosed with another condition that explains the symptoms, or tests negative, then no quarantine for close contacts is necessary, but a provider's note with alternate diagnosis will be needed to return to school.

A symptomatic student, faculty or staff member and anyone living in their household should quarantine while waiting for test results.