



King and Queen County Public Schools

COVID-19 HEALTH MITIGATION PLAN

2021-2022 School Year

September 15, 2021

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Introduction

The King and Queen County Public Schools (KQPS) division serves its 650 PK-12 students in three buildings: Central High School (7th-12th grade), King and Queen Elementary School (PK-6th grade), and Lawson-Marrriott Elementary School (PK-6th grade).

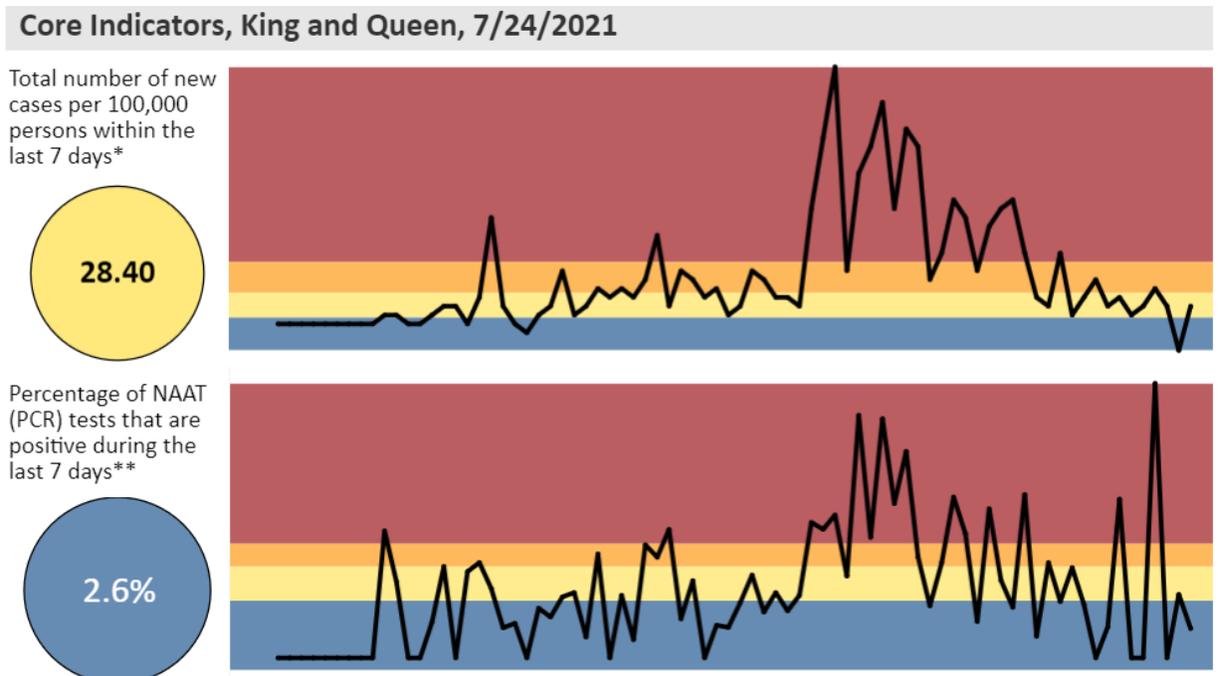
As a school division, student safety is our priority as we prepare for the 2021-2022 school year. As we progress through the COVID-19 Pandemic and plan for the coming school year, King and Queen County Schools will focus on addressing unfinished learning and supporting our students' social emotional learning while maintaining safe and healthy learning environments within our buildings.

King and Queen County Public Schools, in partnership with the King and Queen Health Department, has determined the following layered prevention strategies be implemented in order to prevent the transmission of COVID-19:

- Promoting vaccination for school personnel and students
- Consistent and correct use of masks in each building
- Physical distancing of 3 feet when possible in each building
- Improved ventilation (in buildings and on school buses)
- Handwashing and respiratory etiquette
- Cleaning and maintaining healthy facilities
- Staying home when sick and getting tested
- Contact tracing in combination with isolation and quarantine.

LOCAL PUBLIC HEALTH CONDITIONS

The VDH COVID-19 School Metrics Dashboard informs the level of community disease transmission across our division. This information is considered as we create our Return to Learn Plan, as is input from our local Tri Rivers Health Department.



Source:
VDH COVID-19 School Metrics Dashboard
<https://www.vdh.virginia.gov/coronavirus/key-measures/pandemic-metrics/school-metrics/>
Date Retrieved: July 28, 2021

Level of Community Disease Transmission will be reviewed and re-evaluated consistently. Data and transmission level retrieved from the Virginia Department of Health [School Metrics](#) page.

PLANNING TO REOPEN

COVID-19 Task Force Leadership Teams

Dr. Carol B. Carter, Division Superintendent, ccarter@kqps.net

Mr. David Copsmith, Assistant Superintendent of Operations,
dcopsmith@kqps.net
Chairperson- Safety, Hygiene, Health, and Operations Task Force
Co-Chairperson- Secondary Instruction Task Force

Mrs. Emma Hundley, Chief Financial Officer, ehundley@kqps.net
Chairperson- Finance Task Force

Mrs. Stephanie Lambrecht, Director of Special Education and Student Services,
slambrecht@kqps.net
Chairperson- Special Populations Task Force
Co-Chairperson- Elementary Instructional Task Force

Mr. Michael Bruenig, Director of Technology, mbruenig@kqps.net
Chairperson- Technology Task Force

Mrs. Jennifer Perry, Director of Human Resources and Transportation,
jperry@kqps.net
Chairperson- Transportation Task Force

Mrs. Allison Jordan, Assistant Superintendent ajordan@kqps.net
Co-Chairperson- Family, Community, and Student Support
Co-Chairperson- Elementary Instructional Task Force
Co-Chairperson- Secondary Instructional Task Force

Mr. Preston McKellar, Director of Community and School Support,
pmckellar@kqps.net
Co-Chairperson- Family, Community, and Student Support

Ms. Ashley Reynolds, Assistant Principal- CHS, areynolds@kqps.net
Chairperson- Athletics and Extracurricular Activities

PLANNING TO REOPEN

Attendance Monitoring

All administrative assistants at each of the three schools will report daily attendance to the building principal. This information will be shared with the KQPS Division Superintendent and Administrative Team in order to monitor countywide attendance.

In instances where there is an increase in student absenteeism due to health-related concerns, the Superintendent and/or members of the Safety, Hygiene, Health and Operations Task Force will communicate with the Virginia Health Department for reporting purposes as well as guidance on future operations decisions.

Communication

Frequent communication between families, students, teachers, and staff is crucial during this period. Below are communication channels that will be used to maximize communication within the King and Queen community.

Health Safety Agreement

All families will be required to complete the Student Health Safety Agreement at the beginning of the 2021-2022 school year to assure they understand their obligations in maintaining a safe environment while at school. This form includes the obligation to complete a daily self-check via an instrument provided by the CDC prior to coming to campus.

Superintendent and Principal Updates

The Division Superintendent and school principals will provide email and phone updates to families (through School Messenger). It is critical that parents have up-to-date contact information on file at their child's school.

Social Media Platforms

All pertinent information will be posted on the school division website, as well as the division Facebook and Twitter pages.

PLANNING TO REOPEN

Communication of an Outbreak

As with all other communicable disease information, students and their families will be notified in writing, using the sample letter.

[Date]

Dear (School Name) Students and Families,

A potential positive case of COVID-19 has been identified at (school name). We are working with the local Health Department on their public health investigation and contact tracing efforts.

King and Queen County Public Schools will continue to follow the steps outlined in the Health Mitigation Plan, which can be found on our website: www.kqps.net. We are dedicated to maintaining a safe, healthy environment for all students and staff, and will continue to work with our schools to use the disinfecting procedures and processes recommended by the CDC and VDH.

Follow up actions will be provided as it becomes available.

Sincerely,

Carol B. Carter, Ed. D.
Division Superintendent

PROMOTING HEALTHY BEHAVIORS

Community Response Efforts

KQPS will work with the King and Queen Health Department to assist in community response efforts.

King and Queen Health Department
Kimberly Carlton, RN
Public Health Nurse Supervisor
PO Box 8, 167 Courthouse Landing Road
King and Queen Courthouse, VA 23085
(804) 785-6154

Student Health Services

School nurses will maintain their “normal” health services in schools as well as be on alert for symptoms that may indicate a COVID-19 infection. A separate room from the regular clinic will be designated at each school and will be used to separate individuals displaying COVID-19 symptoms. This Nurse Annex area will have ventilation that is separate from other rooms and have an exterior window for ventilation, if needed. When caring for the sick, school nurses will initiate the standard and transmission-based precautions as detailed by the CDC.

If a child is showing signs of COVID-19 (classroom, hallway, bus, etc.), the school nurse will be called and will escort the child to the Nurse Annex area. The school nurse will evaluate the child and make the necessary notifications as required by VDH guidelines - local department of health, parents, etc. The family will be encouraged to take the child to a doctor.

All non-COVID related clinic visits will occur following normal procedures. Students who require daily medication distribution will report to the nurse at the scheduled time to receive their medication.

Mental Health Services

The COVID-19 pandemic has underscored the need for social emotional learning as an essential part of a high-quality education; highlighting our relationships, resiliency, and collective problem-solving as fundamental to teaching and learning.

As we welcome students to the 2021-2022 school year, teachers and counselors will continue to support students' social emotional learning (SEL) with a focus on re-engaging students, supporting adults, building relationships, and creating a foundation for academic learning.

Teachers at each school will meet regularly to discuss students' academic performance and social-emotional needs. They will work with the School Counselor, Assistant Superintendent, Director of Community and School Support, and our KQPS families to develop plans of support for students of concern in one or both areas. School counselors will be available for student and parent support as needed throughout the year.

Student Family Agreement

All KQPS families will be required to review and sign the KQPS Health Safety Agreement prior to the opening of the 2021-2022 school year. Please review the agreement on the next page.

King and Queen County Student Health Safety Agreement 2021-2022 School Year

The health and well-being of our students, faculty and staff is a top priority. With the COVID-19 pandemic continuing to impact our community, it is imperative we follow very specific guidelines until the pandemic ends. This document provides guidelines for keeping students safe during the ongoing COVID-19 pandemic.

As a condition for your return to the on-site learning environment, you will be expected to practice and follow these guidelines consistently for the safety of not only yourself, but for others you will encounter on-site.

For my safety, KQPS will do the following:

- Maintain a commitment to the rigor of the curriculum, delivering quality instruction and keep interruptions to a minimum
- Initiate steps to mitigate the risk and transmission of COVID-19, including implementation of the KQPS Health Mitigation Plan
- Regularly provide updates to students and families
- Respond to student and family concerns and/or questions as they may arise, and;
- Adapt, adjust, or change procedures or policies to adhere to CDC, state, or federal policy/guidelines.

As a parent/guardian of a KQPS student, I will commit to the following:

- Complete a daily health screening before allowing my child to load the bus or dropping them off at school
- I will not send my child to school if he/she is sick, regardless of symptoms
- I will keep my child home if his/her temperature is 100.4 degrees or higher
- I will not send my child to school if he/she has been exposed to someone with COVID-19 or traveled to an area with a high incidence of COVID-19. I will quarantine him/her per CDC guidelines.
- I will call my child's school when an absence is necessary and provide a reason for absence

As a student of KQPS, I will commit to the following:

- Wear a face mask on campus if required to do so and on school-provided transportation
- Follow social distancing procedures to ensure that I maintain requested distance between myself and others
- Regularly utilize hand washing and hand sanitizing protocol

_____	_____	_____
Student Name	Student Signature	Date
_____	_____	_____
Parent/Guardian Name	Parent/Guardian Signature	Date

PROMOTING HEALTHY BEHAVIORS

Adequate Supplies

King & Queen County Public School has obtained a sufficient amount of personal protective equipment (PPE) for our nurses, custodial and maintenance personnel, food services personnel, transportation personnel and instructional staff members. These supplies include:

- face masks
- face shields
- disposable gloves
- disinfectant products
- hand sanitizers
- touchless, infrared thermometers

Hand sanitizer stations will be installed in each classroom and in high use areas. Students and staff will be required to use hand sanitizer each time they enter and exit the building and the classroom.

Supplies necessary for proper hand hygiene and ensuring all staff and students have the opportunity to maintain cleanliness will be maintained in each school facility.

Signs and Messaging

KQPS will post [signs](#) in highly visible locations (e.g., school entrances, restrooms, etc.) that promote everyday protective measures and describe how to stop the spread of germs (such as by [properly washing hands](#) and properly wearing a cloth face covering).

KQPS will utilize CDC print and digital resources found on the CDC's [communications resources](#) main page.

PROMOTING HEALTHY BEHAVIORS

Physical Distancing

Each school facility has been mapped to determine how classrooms and communal spaces must be prepared to ensure physical distancing recommendations.

Social distancing of three (3) feet will be maintained in each building when possible while students are transitioning from the classroom to another location (bathroom, bus, etc.). Signs will be placed at 3' intervals on the walls and on the floor to promote this behavior. When possible, staff will be present in the hallways to ensure compliance with this recommendation.

Food/Dining Services

Elementary Schools- Students in grades 1-6 will report to the cafeteria upon arrival for a Grab and Go breakfast; they will eat breakfast in their classrooms. Students in grades PK and K will eat in the cafeteria with their class after the start of the school day. All elementary students will eat lunch in the cafeteria during their scheduled lunch block time. Social distancing of 3 feet will be maintained in the cafeteria when possible.

High School- Students will eat breakfast and lunch in the cafeteria. Social distancing of 3 feet will be maintained in the cafeteria when possible.

Recess/Outdoor Learning Spaces

Face coverings will not be required during outdoor activities. Classes will not be allowed to interact with each other. Three foot distancing will be maintained when possible. Teachers will use an electrostatic sprayer to sanitize equipment before leaving the playground area.

Face Coverings

All elementary and high school students and staff members are required to wear face coverings at all times while indoors, regardless of their vaccination status.

MAINTAINING HEALTHY ENVIRONMENTS AND OPERATIONS

Daily Health Screenings for Students

Students will be screened at home using the *King and Queen County Student Health Safety Agreement*. Parents/Guardians will be responsible for signing the agreement at the beginning of the school year; the agreement explains and confirms the parent's/guardian's commitment to being responsible for screening his/her child each day before sending him or her to school. If a child is sent to school, the parent/guardian is verifying the health of his or her child.

Students' temperatures will be checked daily upon arrival at school. If the reading is 100.4 degrees Fahrenheit or higher, they will be asked a series of COVID-19 screening questions and will be referred to the school nurse for further action.

Each staff member will be on alert for students that appear ill - fever, sick stomach, altered appearance, etc.; these students will be immediately referred to the school nurse for screening.

Health Screenings for Staff

Daily Self- Screening

All staff members should monitor their temperature and look for symptoms of COVID-19 on a daily basis at home prior to reporting to work. Staff members should stay home if they are ill, and notify their supervisor as soon as possible if an absence is necessary.

Weekly Screening Questionnaire

Staff members will complete the *COVID-19 Health Screening Form for Staff* on the first workday of each week. This form will be available electronically to staff members and available for review by the school nurse upon submission of completed questionnaires.

MAINTAINING HEALTHY ENVIRONMENTS AND OPERATIONS

Hygiene Practices

Cleaning and Disinfection

Hand sanitizer stations will be installed in each classroom and in high use areas. Students and staff will be required to use hand sanitizer each time they enter and exit the building and the classroom. Building cleaning and disinfection will take place each day; traditional methods of cleaning as well as electrostatic sprayers will be used. All high-touch areas (door handles, railings, etc.) will be cleaned and sanitized multiple times throughout the school day.

Classroom Cleaning

Each classroom will be decluttered and all available space will be used to increase distance between student desks. Each high school student will wipe down his/her individual desk before leaving the classroom. Elementary and high school classrooms will be cleaned each day using traditional methods as well as electrostatic sprayers. Teachers are responsible for clearing their desks before the end of the school day so proper cleaning may take place.

Transportation

All students and drivers, regardless of vaccination status, must wear a face covering while in a King and Queen County Public Schools car or bus. Buses will be disinfected before and after each route has been completed; either to school or from school to home. Each bus driver will receive an electrostatic sprayer to allow him/her to disinfect the bus after each run. Buses will be unloaded one at a time upon arrival at school with social distance emphasized as students exit the school bus and as they proceed to their classrooms. Buses will be loaded one bus at a time for afternoon dismissal to allow for social distancing and proper seating.

All vehicles transporting students will be stocked with masks for drivers, additional disposable face masks for students, spray disinfectants and hand sanitizer.

Shared Objects

KQPS will discourage sharing of items that are difficult to clean or disinfect and will ensure adequate supplies to minimize sharing of high touch materials to the greatest extent possible (e.g., assigning each student their own equipment) or limit use of supplies and equipment to one group of students. Items used by multiple groups will

be cleaned and disinfected between each use. At the elementary level, plastic storage bins will be provided for each student to store their school supplies in the classroom.

Hand washing

Students and staff should wash hands regularly throughout the day. Washing for a minimum time of 20 seconds will be encouraged and expected. Hand washing guidance will be provided to all staff and students.

Bathroom Usage

If a bathroom exists in a current classroom, the students in that room will be expected to use that particular bathroom. Handwashing will be taught and expected after each use of the restroom. When no bathroom is in the classroom, students will enter the room one at a time as appropriate and feasible. Bathrooms will be disinfected periodically throughout the school day using both traditional methods as well as electrostatic sprayers. As feasible, bathroom use at the high school will be discouraged during class changes; if usage is necessary, one student will be allowed in the room at a time

Ventilation Systems

KQPS will ensure ventilation systems operate properly and will increase the circulation of outdoor air as much as possible by opening windows and doors, if appropriate. KQPS Maintenance Staff will check HVAC systems and ensure filters are routinely changed according to manufacturer standards.

Water Systems

KQPS uses WaterPro to test its water and certify its suitability for drinking and other in-school uses. Water fountains will remain disabled, and possible usage reevaluated once further guidance has been received from the state.

Small water coolers and disposable cups will be in each classroom; teachers may serve water to a student when needed/requested.

Athletic/Extracurricular Events

Indoor Events- masks are required for all spectators, coaches, officials and athletes when not actively playing (regardless of vaccination status). Social distancing of 3 feet must be maintained between family groups.

Outdoor Events- masks are not mandatory, but social distancing of 3 feet must be maintained between family groups.

Gatherings

For the 2021-2022 school year, King and Queen County Public Schools plans to allow school gatherings. This includes open house, performances, etc. During these events, ALL individuals in attendance (school employees, students, parents, community members, etc.) must wear a face covering, regardless of vaccination status.

Field Trips

Teachers requesting approval for field trips during the 2021-2022 school year must check with the trip destination to determine face covering requirements for trip attendees. All teachers, students, and chaperones must wear a face covering while on the bus on the way to and from the field trip destination.

Visitors

If a visitor must enter a school building, he/she must do the following:

- Wear a face covering at all times while in the building
- Show a valid ID
- Sign in and sign out according to established procedures
- Maintain a three foot distance from others at all times when possible

Visitors will not be allowed to enter the building beyond the main entrance unless granted permission by the school principal.

PROTECTING INDIVIDUALS

Return to Work/Class

Students or staff with symptoms or a confirmed case of COVID-19 may return:

- At least 10 days since symptoms first appeared **and**
- At least 24 hours with no fever - without fever-reducing medication **and**
- Your symptoms have improved

If you have been exposed to a person with a confirmed case of COVID-19, VDH recommends that you stay home 14 days after the date of last close contact with the person infected with COVID-19. If you are not able to stay home for 14 days and do not have symptoms:

- Quarantine can end after Day 10 without testing and if no symptoms have developed; OR
- Quarantine can end after Day 7 if a viral test (e.g., PCR or antigen test) is performed on or after Day 5, is negative, and if no symptoms have developed. Documentation of testing will need to be provided to the school nurse prior to returning to school/work.

Preparing for When Someone Gets Sick

Separation and Isolation of Symptomatic Students and Staff

KQPS will ensure that the school staff, the students and their families know that they should not come to school, and that they should notify school officials (Principal or designee) if they become sick and have COVID-19 [symptoms](#), test positive for COVID-19, have been [exposed](#) to someone with COVID-19 symptoms or someone who has a confirmed or suspected case.

KQPS will immediately separate staff and [children](#) with COVID-19 [symptoms](#) (such as fever, cough, or shortness of breath) to the Nurse Annex Area. Parents of students displaying symptoms will be notified by the school nurse and directed to arrange pick-up for their child. Staff members displaying symptoms will be sent home as well. The individual will be required to follow [CDC guidance for caring for oneself and others](#) who are sick.

Transportation

Parents/guardians will be notified and students will be required to be picked up. Students will not be permitted to ride the bus home.

Cleaning and Disinfecting

KQPS will close off areas within the school building that were visited by an individual showing symptoms of COVID-19 and/or diagnosed with COVID-19 and will not use these areas until proper [cleaning and disinfecting](#) has occurred.

Notification of Health Officials and Close Contacts

In accordance with state and local laws and regulations, the Superintendent (or designee) will notify [local health officials](#), staff, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disability Act (ADA). KQPS will inform those who have had [close contact](#) with a person diagnosed with COVID-19 to stay home, [self-monitor for symptoms](#), and to follow [CDC guidance](#) if symptoms develop.

Planning for Closure Due to Severe Conditions

KQPS will work closely with the Virginia Department of Health to determine if/when school closures are warranted. Should an outbreak occur, KQPS will transition to fully remote learning.

Individual school closures will occur independently of one another, as infection rates across the county may vary at any given time.