

DIVIDE COUNTY SCHOOL DISTRICT

Health & Safety Plan

Smart Restart 2020-21

DCSD School Board Approved
August 7, 2020

Updated September 10, 2020

Divide County School District's reentry plan includes recommendations from health officials and reasonable procedures to try and mitigate risks and minimize the spread of COVID-19. To accomplish our goal of reentering schools, it is imperative all students, staff, and parents do their part by following health department guidance whether they're at school or out in the community. Everyone will also need to monitor their health and stay home if they are feeling sick or showing symptoms of COVID-19.

Divide County School District's reentering plan was drafted with input from stakeholders including parents, teachers, staff and local health officials. It includes feedback from over 250 survey responses. The plan is a living document and will be updated in accordance with new guidance from the Governor's office, the ND Department of Instruction, the ND Department of Health, the ND High School Activities Association and local Health Officials.

Divide County School District Reentry Plan At-a-Glance

The district reentry plan is subject to change depending on the spread of COVID-19 and revised public health orders. **Please do your part – practice social distancing, wear a mask when appropriate, stay home when not feeling well, and wash your hands frequently. We must work together so we can control the spread of the virus in order to get our students back in school and continue educating them inside the school building.**

Screening

- Staff and students should screen daily at home using the ND Department of Health COVID-19 Exclusion Guidance <http://www.nd.gov/dhs/info/covid-19/docs/guidance-covid-19-child-care-decision-tree-for-symptomatic-individuals.pdf>
- Staff and students should stay home if:
 - Fever of 100.4 (or higher) OR 2 or more of the following symptoms:
 - Cough
 - Shortness of breath or difficulty breathing
 - Congestion or runny nose
 - Fatigue
 - Nausea, vomiting, diarrhea, abdominal pain
 - Muscle or body aches
 - Sore throat
 - New loss of taste or smell
 - Headache
 - Persons showing signs/symptoms are to be excluded from school until symptom free for 24 hours (ex. Temp below 100.4 without the use of medication, cough free, no sore throat)
- **If your child or a staff member is being tested and/or tests positive for COVID-19, you MUST inform the school immediately so officials may take additional measures to prevent the spread within the school. Confidentiality will be maintained during this process.**

Basic Precautionary Measures at School

- Students and staff will have their **temperature checked** before entering a school bus or the school building.
- **Frequent hand sanitizing/washing** – students and staff will hand sanitize upon entering a school bus and the school building as well as throughout the day
- Desks and work spaces **physically distanced**
- **No sharing** of school supplies
- **Frequent disinfection** of items that must be shared
- **In order to protect those within our school building who are medically vulnerable or at high-risk of complications from COVID-19, cloth face coverings/masks are required in communal spaces and close groups when physical distancing is not achievable:**
 - Entering and exiting the building
 - Hallways and passing time
 - Partner/group work when physical distancing standards are not possible
 - When teachers/staff are directly supporting students and physical distancing standards are not possible
 - Buses
- **Every effort will be made to provide ample opportunities for students and staff to remove face coverings. Face coverings may be removed when:**
 - Appropriate physical distancing can be maintained
 - During lunch
 - Recess and Physical Education
 - During classroom instruction when physical distancing is achievable
 - Teachers will be encouraged to take their classes outdoors as weather permits to allow for physical distancing and fresh air.
- Students and staff are encouraged to provide their own cloth face coverings/masks and to maintain appropriate cleaning and/or replacing of their coverings. Disposable masks will be available at the school for staff and students who need them.

**Note: Wearing a face covering may not apply to students or staff who have a physical, medical, or cognitive disability documented by a medical doctor and appropriate paperwork filed with the school.*

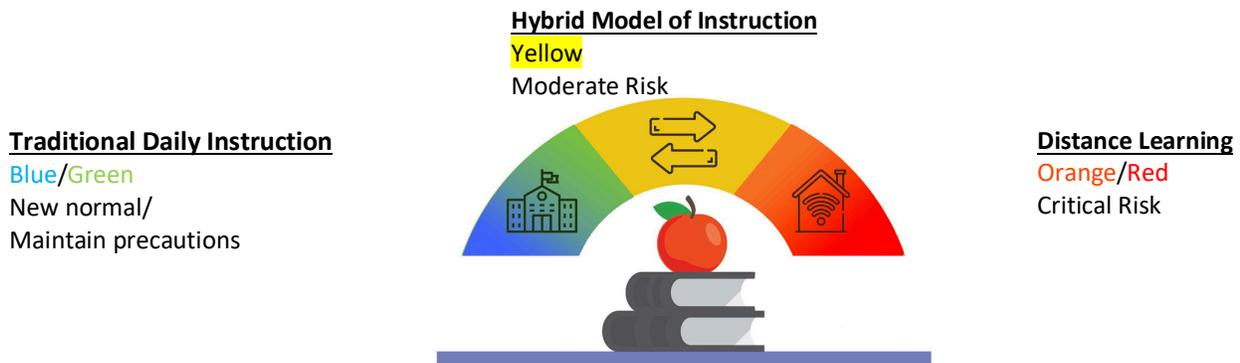
**Every effort must be made to protect those who are most vulnerable and at high-risk of complications from COVID-19. Virtual Education is recommended for any student who does not have a documented disability and refuses to wear a face covering when required at school.*

- No outside visitors; families should call/buzz the school office if needing to pick up a child early, drop off an item, etc. You will be asked to wait outside or in the vestibule with a mask on.
- Families will be required to pick up their child immediately if their child presents with COVID-19 related symptoms during school

Phases of Instruction

The purpose of this Reentry Plan is to maximize in-person learning opportunities. DCSD's Reentry Plan will allow us to respond quickly to changing local, regional, state and national conditions. School districts are required to utilize the phases outlined by the North Dakota Department of Health, North Dakota Department of Public Instruction and Governor's Office.

To accommodate specific needs within the school district and building levels, the district may opt to, as appropriate, implement health and safety measures in a higher tier. This may include, up to, school closures. This will only be done after consultation with Upper Missouri District Health Unit and the impacted Building(s) COVID-19 Coordinator. Any change to phase would be immediately communicated to allow for appropriate implementation for families and at the building/district level.



Instructional Models

Traditional Daily Instruction



Instruction is delivered in-person with some building and group modifications. Teachers and students maintain a normal daily schedule. Safety precautions are implemented to enhance staff and student safety. A virtual learning option will be available for families who choose not to attend school on campus at this time.

Hybrid Model of Instruction (campus and online)



Students report to school on a modified schedule. Student schedules may be varied to meet the learning needs of each child. Multiple hybrid models of instructional delivery may be appropriate. Instruction would be conducted in person and online.

Distance Learning



All instruction is provided off-campus using distance learning resources, suited to the unique needs of the student.

Precautionary Details

Blue – Return to Normal	
Priorities:	<ul style="list-style-type: none"> • Traditional learning – in-person learning for all students. • Consider which preventative measures and instructional practices should continue once the pandemic risk has dissipated.

Phase 1 - Green – Low Risk	
Priorities:	<ul style="list-style-type: none"> • Ensure students and staff who are symptomatic stay at home. • Implement reasonable accommodations to reduce school-wide and community spread. • Protect those who are most vulnerable or at high-risk within our schools.
Daily Checks & Screening	<ul style="list-style-type: none"> • Families will be asked to do an initial screening at home to determine if their child is exhibiting any symptoms of COVID-19. (see Appendix) If showing symptoms, child(ren) should stay home. • Temperatures of students riding the bus will be taken upon arrival to school bus. Students not riding a bus will have their temperature checked upon arrival at school. • Students/staff with temperatures of 100.4 and/or higher or other symptoms as described in the appendix will be required to go home. • Students and staff hand sanitize upon arrival to bus and school building.
Districtwide Practices:	<ul style="list-style-type: none"> • Social distancing where possible and reasonable <ul style="list-style-type: none"> ○ Social distancing on a school bus is unachievable, masks will be required, families are encouraged to consider alternate transportation for their child • Masks or cloth face coverings will be required whenever social distancing is not possible to protect those most vulnerable or at high risk within our schools. This includes entering/exiting building, hallways, working with others in close proximity, etc. Physical distancing opportunities will be required to allow for masks to be removed frequently. • Staff and students are encouraged to provide their own masks. The school will have disposable masks available for those who need. • Building and buses routinely cleaned and disinfected according CDC guidelines. • Handwashing integrated throughout the day.

	<ul style="list-style-type: none"> • Hand sanitizer used upon entry/exit of each classroom. Hand sanitizer will be readily available throughout the building. • Implement social distancing and classroom/cohort groups where possible and reasonable. • Water fountains will be turned-off except for bottle filling feature. Students and staff will be encouraged to bring their own water bottle. Water bottles will be taken home daily for washing. • All attendance-based rewards and/or incentives will be suspended. • Families will be provided an online option for educating students. • Support and training for parents who need help accessing technology, tools, and online curriculum.
Classroom Spaces:	<ul style="list-style-type: none"> • Limit sharing of materials and supplies. • No community sharing or storing of items. • Disinfect items that must be shared between uses. • Desks arranged to allow for social distancing and facing the same direction as much as possible. • Staff and students working within close proximity will wear face coverings. • Each student will have own work space (desk, table, chair) and a storage space (cubby, locker) where their school materials and personal belongings will be stored. • Classes may be conducted outdoors if possible. • Students will not use the teacher’s phone. Teachers will make the phone call for student.
School Spaces:	<ul style="list-style-type: none"> • Protective measures will be implemented in office spaces. • School events, assemblies, and gatherings may be canceled or have limited attendance to allow for social distancing. • Restricted access to the school building for visitors, families, volunteers, etc. • Students will not use the office phone – office staff will make the phone call for the student.
Common Spaces:	<ul style="list-style-type: none"> • Students move in classroom or cohort groups as much as reasonably possible. • School schedules may be adjusted to reduce number of students passing in hallways. • Lunch times and locations will be altered to reduce the number of students in the cafeteria at any one time. • Face coverings will be worn when social distancing is not possible, especially during passing times – arrival, dismissal, passing between classes in hallways, etc.
Social, Emotional, and Behavioral	<ul style="list-style-type: none"> • Resources will be provided to staff, students, and parents to assist in dealing with the events of COVID-19.

	<ul style="list-style-type: none"> • Staff will report to administration regarding concerns for specific students or staff who may be experiencing trauma due to the circumstances of COVID-19 pandemic so appropriate resources and support may be put into place.
Extracurricular activities:	<ul style="list-style-type: none"> • Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities.
Communications:	<ul style="list-style-type: none"> • Share information with families and community about how to stop the spread of COVID-19. • Signage will be placed throughout the buildings to continue to educate students and staff about safe protocols in regard to COVID-19. • Students will receive education in proper hygiene, hand washing, appropriate face mask wearing, COVID-19 symptoms, what to do if experiencing symptoms, and to stay home when sick.

HYBRID	Phase 2 - Yellow – Moderate Risk
Priorities:	<ul style="list-style-type: none"> • Ensure students and staff who are symptomatic stay at home. • Maximize social distancing cohort where possible by reducing the number of students in the buildings. • Protect those who are most vulnerable or at high-risk within our schools. • Support blended learning model.
Districtwide Practices:	<ul style="list-style-type: none"> • Continued Green level precautions • Masks or cloth face coverings will be worn by all employees and students.
Classroom Spaces:	<ul style="list-style-type: none"> • Continued Green level precautions • Students will attend school on a hybrid schedule and school times may be adjusted. Students will attend school on campus on alternating days. Every effort will be made to ensure children from the same family attend on the same days. • Approximately 50% of students will attend Monday/Tuesday and the other 50% on Wednesday/Thursday. • Fridays will be utilized for students who need further intervention, staff professional development, and planning. • Teachers will provide direct instruction to students on days the student is at the school building. • On days students are not in the school building, they will work independently to practice concepts and master grade level skills. • Staff and students will wear face coverings.
School Spaces:	<ul style="list-style-type: none"> • Continued Green level precautions

Common Spaces:	<ul style="list-style-type: none"> Continued Green level precautions Students move in cohort groups as much as reasonably possible. School schedules may be adjusted to reduce number of students passing in hallways. Lunch times and locations may be altered to reduce the number of students in the cafeteria at any one time.
Extracurricular activities:	<ul style="list-style-type: none"> Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities.
Communications:	<ul style="list-style-type: none"> Continued Green level precautions Share technology support resources for families.

Phase 3 - Orange/Red – Critical Risk	
Priorities:	<ul style="list-style-type: none"> Reduce the risk of further spread by closing school buildings.
Districtwide Practices:	<ul style="list-style-type: none"> Online instruction will be utilized districtwide in all courses at all grade levels. Focused, rigorous instruction on essential learning targets and priority standards. Attendance and academic progress is expected. Grading policies will not be suspended. Families who require an electronic learning device will be supplied with one. Support and training for parents who need help accessing technology, tools, and online curriculum.
School Spaces:	<ul style="list-style-type: none"> Closed to the general public except by special appointment. Small group meetings or instruction may be allowed, particularly for special needs students or academic interventions. Masks or cloth face coverings will be worn by anyone in the building.
Classroom:	<ul style="list-style-type: none"> Students will engage in learning at home. Regular student contacts will be made by teachers. Students will be expected to be present and engage in online learning opportunities. Student accountability for attendance and assignments.
Extracurricular Activities:	<ul style="list-style-type: none"> Guidance and directives from the NDHSAA and other governing bodies will be followed. (activities likely suspended)

Health and Safety Protocols

Student and Staff Health

Monitoring the health of students and staff will be an important component of a safe and healthy educational environment. Divide 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

- Back to school enrollment processes will include questions asking families to identify if their child is at-risk, based on a health professional's diagnosis. Documentation will be required. This information will be provided to the building principal who will contact the family to discuss instructional model options.
- The DCSD will survey all employees inquiring if they are at-risk, based on a health professional's diagnosis. Documentation will be required to determine reasonable accommodations for the employee.
- The building COVID Coordinator will be contacted when the NDDOH or UMDHU inform the district of a student or staff member who is COVID-19 positive.

If a student or staff members becomes sick at school (or school event)

Student

- Student will be given a facial covering and isolated in the building sick room.
- Parent/guardian will be contacted to immediately pick up the child.
- Parent/guardian should consult with a health care professional.

Staff

- Wear a facial covering and immediately contact supervisor.
- A replacement will be found if supervising students at the time.
- Leave the school building/grounds.
- Consult with a health care professional.

Return to School

When a student or staff member has been isolated or quarantined as directed by NDDoH or Upper Missouri District Health they will be allowed to return to school after being cleared by the NDDoH.

DAILY SCREENING: BEFORE GOING TO SCHOOL

In cooperation with state and local public health officials, we ask as students and staff prepare for school each day, to screen for the following:

Stay home if you have:

- ✓ Fever or Chills (a fever is considered having a temperature of 100.4 F)

Or are experiencing 2 or more of the following symptoms:

- ✓ Cough
- ✓ Shortness of breath or difficulty breathing
- ✓ Congestion or runny nose
- ✓ Fatigue
- ✓ Nausea, vomiting, diarrhea, abdominal pain
- ✓ Muscle or body aches
- ✓ Sore throat
- ✓ New loss of taste or smell
- ✓ Headache

If you answer is **YES** to any of these symptoms we ask that you:

- Contact the school and request to be connected with COVID-19 Coordinator.
- When reporting an absence, you will be asked for symptoms of student/staff. This is for monitoring possible COVID-19 activity within our district. This information will be recorded WITHOUT student/staff identifying information.
- DO NOT come to work/send your child to school.
- Contact your healthcare provider for guidance to determine if testing for COVID-19 is recommended.

IF YOUR CHILD WAS DIRECTED BY A HEALTHCARE PROVIDER TO STAY HOME:

- ✓ Contact the school and you will be connected with a COVID-19 team member.
- ✓ DO NOT send your child to school UNTIL:
 - Your medical provider has determined a different illness than COVID-19 and cleared your child to return to school.
 - Provide documentation.

IF YOUR CHILD HAS HAD CLOSE CONTACT WITH SOMEONE TESTING POSITIVE FOR COVID-19

- Contact the school and the COVID-19 Coordinator
- If your child is determined to be a close contact to someone who has tested positive for COVID-19, they will be required to quarantine for 14 days. A negative test does not clear the child to return to school.
- The student will continue instruction through distance learning or through the use of other appropriate instructional resources during the quarantine process.

IF YOUR CHILD HAS BEEN TESTED FOR COVID-19 DUE TO SYMPTOMS

- Contact the school COVID-19 Coordinator
- DO NOT send your child to school UNTIL:
 - The test is negative and
 - Symptoms have disappeared

YOUR CHILD HAS TESTED POSITIVE FOR COVID-19

- Contact the school COVID-19 Coordinator to notify of the positive test.
- DO NOT send your child to school
- Follow guidelines from your healthcare provider and NDDOH regarding isolation and contact tracing.
- Work with the school and NDDOH to determine close contacts.
- Provide documentation of the positive test to the school.

DCSD RESPONSE TO A POSITIVE TEST OF STUDENT AND/OR STAFF

- School personnel will contact UMDHU and/or NDDOH and will follow protocol.
- School personnel, along with UMDHU/NDDOH, will determine the level of possible exposure to staff and students. Depending on possible exposure, one or more classrooms may be moved to distance learning until close contacts can be determined.
- 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 Disabilities Act (ADA)

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.
- Wash hands before eating, after using the restroom, after recess/gym/music or areas where students will have shared materials.
- 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 social distance from others especially important for people who are at 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.
- Entry to school buildings, by visitors, shall be restricted to essential visitors only.

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 will clean and disinfect frequently touched surfaces daily.
- Appropriate cleaning supplies will be furnished by the district.
- Shared materials (not recommended) should be cleaned.
- Classrooms will be cleaned nightly by custodial staff.

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 students or staff may be taken at the school.
- Symptomatic students will be isolated and their guardians contacted.

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.
- Divide County School District will follow isolation and quarantine guidelines and directives as set by NDDOH and Upper Missouri District Health.

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

DCSD COVID-19 PPE Guidance

- The wearing of masks will be based on the guidelines within the Phases of Instruction.
- Educators will teach students how to properly wear a face covering so they are prepared to use them on school buses or other situations in close proximity with others. Resources from NDDPI and NDDOH will be provided to educators.
- In specific instances, wearing a cloth face covering/mask will be required. Please see the table below for explanations and guidance.
- Schedules will allow for frequent breaks during times that face coverings are required.

Who?	PPE
All staff & students	Strongly Encouraged to wear cloth face coverings/mask, but will be Required to wear cloth face covering/mask when unable to social distance. i.e. Entering & Exiting the school building, hallway passing, when working in close proximity with others. Staff and students will be provided breaks from wearing masks and allowed to remove their mask when outside or in spaces that accommodate social distancing.
Visitors & Essential Service Personnel	Required to wear cloth face covering/mask at all times
Bus students	Required to wear cloth face covering/mask on buses
Bus driver	Required to wear cloth face covering/mask when responsible for students. Other barriers may be available.
All Staff	Required to wear a cloth face covering/mask
All Students	Required to wear a cloth face covering/mask on buses and in school buildings. Staff and students will be provided breaks to remove their masks with limitations.
All Staff & Students	Required to wear a cloth face covering/mask if on school property.

Best Intentions

Despite taking every reasonable precaution, there is no guarantee that our schools will be without risk as it relates to COVID-19. The virus will be present on our buses, in our classrooms, and at our activities. In certain situations, social distancing is not possible in a school setting. Our actions, as outlined in this plan, will not prevent any student or staff member from being in contact with the virus.

DCSD Health & Safety Planning Committee

The Divide County School District's Smart Restart Plan was crafted and reviewed by a team consisting of the following:

- Educators
- Parents
- Students
- DCE & DCHS Leadership Team
- Upper Missouri District Health (NDDoH)
- DCSD School Board
- DCSD Administration
- Custodial Staff
- Administrative Assistants
- Bus Driver
- Food Service
- Technology Dept.

Anticipated Timeline

July 2020	Administration work with Leadership Teams, School Board Members, and local public health unit to develop a Smart Restart Draft, Survey staff and parents
End of July/Beg. of August	Share draft plans with staff and parents, gather feedback
August	Present plan to Divide County School Board for review
August	Approval by Divide County School Board

Divide County School District Goals

- Provide a rigorous, comprehensive education for all students.
- Respect health guidance from the CDC and local and state health officials, and adopt reasonable practices to help reduce the risk of COVID-19 and minimize the spread.
- Be flexible, empathetic and ready to respond quickly to support staff and families if conditions change.
- Clearly communicate shared expectations for students, staff and parents.
- Ensure every student has a device for learning in a classroom or a remote setting.
- Provide parents and teachers with the training and support needed to utilize technology and resources.
- Provide online options for students and families whose health concerns limit their ability to attend classes inside the building.

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 report cases of COVID-19, found in the school setting, to health officials and the State Superintendent's office.

Building Principals will assume the role of building level coordinator in all Divide County School District buildings. If the coordinator is unable to be reached the secondary contact will be the Superintendent.

Resources

Summary of Survey Results

Percentage of people having some level of concern about contracting COVID-19:

- Staff – 80.43%
- Parents – 82.34%

Support mask wearing while at school:

- Staff – 95.74%
- Parents – 57.23%

Students and staff who are at high-risk of complications if contracted COVID-19 or someone in the household is:

- Staff – 34% Yes
- Parents – 30.07% Yes

Want to begin school in the building:

- Staff: 78.26%
- Parents: 72.55%

Willing to send students to school on alternating days:

- Parents
 - Yes – 74.51%
 - No – 25.49%

Willing to provide transportation if busing is limited or restructured:

- Parents
 - Yes – 75.61%
 - No – 24.39%

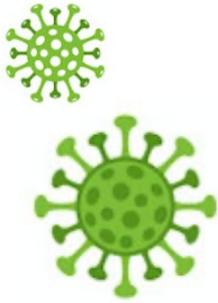
Willing to assist with increased safety precautions at school:

- Staff
 - Yes – 95.65%
 - No – 4.35%

Willing to follow the guidelines set forth by the school board if school begins inside the school building:

- Staff
 - Yes – 97.87%
 - No – 2.13%

- CDC Considerations for Schools <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>
- CDC Cleaning and Disinfecting <https://www.cdc.gov/coronavirus/2019-ncov/community/clean-disinfect/index.html>
- CDC Print Resources <https://www.cdc.gov/coronavirus/2019-ncov/communication/print-resources.html?Sort=Date%3A%3Adesc>
- CDC Face Coverings <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>
- CDC Handwashing Information <https://www.cdc.gov/handwashing/index.html>
- CDC Social Distancing <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/social-distancing.html>
- CDC Isolation and Quarantine Guidelines https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fif-you-are-sick%2Fquarantine-isolation.html



BEFORE SCHOOL!



Parents are asked to review this daily health checklist with each child by answering the following questions before sending their child to school.
(No need to send checklist to school.)

Does your child have?

- Fever or Chills (a fever is considered having a temperature of 100.4 F)

Or 2 or more of the following symptoms:

- Cough
- Shortness of breath or difficulty breathing
- Congestion or runny nose
- Fatigue
- Nausea, vomiting or diarrhea
- Muscle or body aches
- Sore throat
- New loss of taste or smell
- Abdominal pain
- Headache



If YES to any of the symptoms above, Do NOT send your child/ren to school. Contact your healthcare provider. Contact **DCE at 701-965-6324** or **DCHS at 701-965-6392** to inform us of your child's absence.



If you are able to answer NO to ALL of the questions, GO to school!