

Broken Bow Public Schools

Strategies For Start Up

2020-2021



COVID-19 Plan for Re-Entry
Based on CDC Guidelines and Oklahoma State Health Department
July 28, 2020

Plans in this document are subject to change as new information becomes available or as new situations arise related to COVID-19

As we begin the new school year, we are working diligently to provide a safe learning environment for our students and staff. As always, safety is our top priority. Special considerations and accommodations to account for the diversity of youth should be made, especially for our vulnerable populations, including those who are medically fragile, live in poverty, have developmental challenges, or have special health care needs or disabilities, with the goal of a safe return to school.

This plan is a working document that serves as a framework for administrators, employees, and families. This plan may be modified based on ongoing situational analysis and guidance from the local health authorities, the Centers for Disease Control, The American Academy of Pediatrics and the Oklahoma State Department of Education. The safety of our students, our employees, and the community is our utmost concern.

Broken Bow Public Schools (BBPS) acknowledges and understands the importance of implementing these health and safety measures for our students and staff. We also understand these protocols in no way guarantees a student or staff member will NOT transmit or contract COVID-19. In an overabundance of caution the District will continue to follow recommendations provided by medical professionals and local health officials. BBPS will always emphasize the safety and health of students, staff and the community.

Plans in this document are subject to change as new information becomes available or as new situations arise related to COVID-19

Transportation

- The District will recommend alternate transportation if possible for all bus riders to minimize the number of students on the bus. This will help with “social distancing.”
 - Parent drop off and pick up will be encouraged.
- We will maximize air flow by leaving windows down during transport.
- Parents will “self evaluate” students each day with the self screening checklist provided prior to leaving for the bus stop and school. If students have a temperature of 100 degrees or higher, the student must stay at home.
- Students who ride the bus must wear a face covering while on the bus.
 - If a student has no face covering the district will provide a disposable mask the first week for bus riders.
- Students and staff who ride a bus will use hand sanitizer when they load on the bus.
 - Sanitizer will be provided by the district.
 - Dispensers will be installed on each route bus
- The bus driver will maintain a daily seating chart to aid in contact tracing in the case of a confirmed COVID19 case.
- Students who arrive at school by alternative method (car rider) will be screened (temperature with a no touch infrared thermometer) and verified with a temperature less than 100

before they are allowed to enter the building. Anyone with 100° temperature or above will be sent home immediately.

- Buses will be disinfected after completion of each route before they are allowed to pick up any more students or staff.
- Bus drivers will self screen before each route and wear a mask at all times during the route.

Day to Day District Operations

- All staff will “self screen” daily. If they come to work, then they are certifying they have screened themselves and are healthy, (screening checklist will be provided.)
- Staff and families with specific illnesses or health concerns should communicate with building principals to discuss possible accommodations.
- Parents will be asked to “self screen” students each day before sending them to school.
 - If students arrive at school - parents are “certifying” them healthy.
 - The screening checklist will be provided to parents.
- As recommended by the Oklahoma Chapter of the American Association of Pediatricians (<https://www.okaap.org/3399-2/>), Kindergarten through 12th grade students and all staff will be required to wear a face

covering while in classrooms, hallways, bathrooms, and other common areas, and while standing in cafeteria lines.

- Facial coverings may include but not limited to; disposable masks, cloth masks, gators/neck buffs, bandanas, and scarves.
 - Once students and staff are seated in the cafeteria, facial coverings may be removed to eat.
 - Students and staff with medical reasons that prevent the use of masks will be excused from wearing masks but may be asked to use a face shield. Documentation must be provided.
- Students and staff may remove face coverings while outside and while in PE or athletics, but social distancing guidelines still apply.
 - Students will have their temperatures taken before they enter their 1st hour class.
 - Students that have a temperature of 100 degrees or above will be quarantined and sent home.
 - Students must have a temperature below 100 degrees for 24 hours WITHOUT medication before returning to school
 - Teachers are encouraged to maximize social distancing in their classrooms as much as possible.
 - The Oklahoma Chapter of the American Association of Pediatricians recommends a minimum of 3 feet

- Classroom seating should face one direction wherever possible.
- All teachers will maintain a seating chart in each classroom to assist in contact tracing in the case of a confirmed case
- Any staff or student who exhibits a fever of 100 degrees or more will be immediately isolated in a predetermined isolation room and immediately sent home. The building principal will follow the protocols in the “Response Guide.”
- Hand sanitizer stations will be installed in each classroom and the entrances to each campus.
- Teachers will leave classroom doors open to increase ventilation and minimize touching by multiple people.
- When feasible teachers should open windows to increase ventilation of outside air.
- Teachers and administrators will stress the importance of following the CDC guidelines of social distancing, face coverings, hand washing, hand sanitizer use, if you’re sick stay home, etc.
- Teachers, administrators and the district will follow the pre-released “Response Guidelines” for responding to exposure or confirmation of a positive COVID19 case
- The identity of the exposed or positive case will be protected as much as possible.

- Students are highly encouraged to bring their own water bottle to school.
- On campus visitors will be limited. Parents should schedule an appointment with the building office prior to visiting the campus.
 - Office visitors will be asked to wear a mask and agree to a temperature check by office staff
- Communication with staff and families is paramount and we will continue to be as transparent and timely with all communications as possible.
 - Text (Text messaging will be encouraged as an immediate communication to parents/guardians)
 - Email
 - Social Media
 - Website
- Cafeteria times will be staggered to minimize the number of students in the cafeteria as possible. (added lunch run at high school and middle school)
- Cafeteria lines will be monitored to maintain social distancing and/or facial coverings compliance.
- Students will be required to alternate seating at cafeteria tables leaving an empty seat between diners during meal times.
- Grab and Go meals will be provided for students unable to attend school.

Plans in this document are subject to change as new information becomes available or as new situations arise related to COVID-19

- Daily on-campus learning will be available to all parents who would like their students to learn in school each day.
 - In addition, all parents will have the option to choose remote learning for their children, initially, or at any point as the year progresses. Parents who choose remote instruction for their students will be encouraged to commit to remote instruction for a full semester.
 - The District will use online learning sites such as Google Classroom, Edmentum and Exact Path along with currently used digital media for instructional purposes during face to face, part-time virtual, and full-time virtual learning.

Cleaning and Disinfecting

CDC Guidelines

- We will continue routine cleaning and disinfecting.
 - Cleaning visibly dirty surfaces with soap and water prior to disinfection.
- We will continue to use the appropriate EPA recommended cleaning and disinfectant products.
- Custodians will be required to wear masks and gloves when disinfecting facilities.
- If an area has been unoccupied for 7 days or more, it will only require normal routine cleaning to reopen the area. This

Plans in this document are subject to change as new information becomes available or as new situations arise related to COVID-19

is because the virus that causes COVID-19 has not been shown to survive on surfaces longer than this time.

(Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools and Homes, CDC Guidance)

- Normal routine cleaning with soap and water will decrease how much of the virus is on surfaces and objects, which reduces the risk of exposure.
- Disinfection using the EPA-approved disinfectants against COVID-19 can also help reduce the risk. Frequent disinfection of surfaces and objects touched by multiple people is important.
 - Includes: tables, keyboard, doorknobs, toilets, lightswitches, faucets and sinks, countertops, handles, touch screens, desks and phones.
- Coronavirus on surfaces and objects naturally die within hours to days. Warmer temperatures and exposure to sunlight will reduce the time the virus survives on surfaces and objects.
- Consider what items can be removed from campuses, classrooms and common areas to reduce frequent handling or contact from multiple people.
- Outdoor surfaces will be cleaned with targeted use of disinfectants. Outdoor hard surfaces and objects frequently touched by multiple people.

- Custodians will disinfect empty classrooms throughout the day with EPA approved disinfectant.
- Teachers will be encouraged to use disinfectant wipes and disinfectant spray in their classrooms hourly. *(Please donate wipes and spray often to help lower the costs to the district.)*

Employee Exposure Guidelines

- **Employees with COVID-like symptoms (with no known exposure or close contact to someone with COVID-19) should:** Employees with a fever should stay at home until they are free of fever (100 degrees) and signs of a fever for at least 24 hours, without the use of fever-reducing medications
- Notify the site principal or department director of status
- Documentation kept by administrator or designee including employee name, date, symptoms
- Site principal or department director will notify the Human Resources department for leave clarification related to COVID-like symptoms

Employees with known exposure to COVID-19

- **Definition of COVID-19 exposure**

- Individuals in close contact with an infected person.

Close contact includes:

- Living in the same household as a person with COVID-19
- Caring for a person with COVID-19
- Being within 6 feet of a person with COVID-19 for ≥15 minutes (per CDC)

<https://www.cdc.gov/coronavirus/2019-ncov/php/public-health-recommendations.html>

- Being in direct contact with secretions from a person with COVID-19 (e.g., exposure to coughing, kissing, sharing utensils, etc.)

- **Employee has been near but NOT in close contact with a confirmed COVID-19 case, there is a low risk of infection and employee may continue to go to work and school but should monitor health for 14 days**

- **Employees in close contact with someone who HAS a confirmed case of COVID-19**

- Contact your physician and do **NOT** come to work
- Employee may return to work after
 - Quarantine for 14 days after exposure based on the time it takes to develop illness, **OR**

Plans in this document are subject to change as new information becomes available or as new situations arise related to COVID-19

- Employee has a confirmed NEGATIVE COVID test and 3 days of being fever free with no fever reducing medication.
 - Physician releases employee to return to work
 - Monitor your health for fever, cough and shortness of breath during the 14 days
 - Notify your site principal or supervisor of your continued status or test results
-
- **Employees returning to work if confirmed to have COVID-19:**
 - If an employee has previously tested positive for COVID-19, they can discontinue home isolation and return to work under the following conditions:
 - At least 3 days (72 hours) have passed since a negative COVID test or physician's release- defined as resolution of fever without the use of fever-reducing medications **AND**,
 - Other symptoms have improved (for example, when your cough or shortness of breath have improved) **AND**,
 - At least 14 days have passed since symptoms first appeared and at least 3 days (72 hours) have passed since recovery - defined as resolution of fever without the use of fever-reducing medications

Student Exposure Guidelines

● Positive Case - Elementary Campus

- Consult with county Health Department to begin contact tracing
- Communicate to staff via phone call, email, and letter
- Communicate to applicable parents depending on classroom arrangement.
- Thoroughly sanitize classroom.
- Positive case classroom goes to distance learning for 14 days while those students are quarantined. If a student has siblings, the siblings will be quarantined as well.
- If the attendance of students or staff at a campus and/or district where the positive case occurs reaches a 35% absenteeism rate, the site and/or district will go to distance learning for 14 days. The count starts the first day of distance learning.
- Grab and Go meals will be provided starting Day 1 of distance learning. Delivery schedule will be dictated by the district's Child Nutrition capabilities.

● Positive Case - Secondary Campus

- Consult with county Health Department to begin contact tracing
- Communicate to staff via phone call, email, and letter
- Communicate to parents at site about the positive case.

- County Health officials will decide which students will have to be quarantined and to go distance learning based on exposure level as determined by the county health officials.
- If the attendance of students or staff at a campus and/or district where the positive case occurs reaches a 35% absenteeism rate, the site and/or district will go to distance learning for 14 days. The count starts the first day of distance learning.
- Grab and Go meals will be provided starting Day 1 of distance learning. Delivery schedule will be dictated by the district's Child Nutrition capabilities.