The guidelines and protocols outlined in this document are subject to revision as needed to reflect local, state, and federal guidance.

Guidelines and protocols may also be revised as appropriate to reflect the needs of local conditions.
The St. Clair R-XIII School District is committed to providing a quality education to all students, while also ensuring their safety and well-being.

The COVID-19 guidelines developed and presented below follow all applicable local, state, and federal guidelines and incorporate many best practices advocated by school associations and groups.

Parents/guardians with questions or concerns are asked to call the St. Clair R-XIII School District at 636-629-3500 to discuss and address those concerns.
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Part 1: Information Sources / Guidance

The following information sources and guidance were used to develop this document. The St. Clair R-XIII School District has also been in frequent communication with the Franklin County Health Department, and other local officials to review/revise this Re-Entry Plan.

DESE / DHSS Missouri School Re-Opening Guidance

St. Louis County Return to School Guidance

American Academy of Pediatrics: Guidance for School Re-entry

MSBA Pandemic Recovery Considerations

Show-Me School-Based Health Alliance - COVID-19 Resources (several links)

MOre Healthy Schools: Re-entry Considerations for Physical Education, Physical Activity and Sports (1.5 hr. video)

CDC Considerations for Schools

CDC What to do if you are sick

CDC When you can be around others after you had or likely had COVID-19

CDC article about Springfield hair salon employees and masks

CDC Mitigation Strategies

CDC Preparing for Safe Return to School in Fall 2020
Part 2. Introduction / General Information for Parents

The St. Clair R-XIII School District offers the following guidance with regards to returning to the regular school setting. The 2020-2021 regular school year is scheduled to begin August 24, 2020.

It is important to note that while the District will make every effort to provide a safe and healthy environment for our students and staff, there are inherent risks with participation in group activities during this time. The District cannot guarantee that your child will not be exposed to the COVID-19 virus or those who may have been affected; but, as always, the District will continue to prioritize the safety of all children.

Regarding students and the COVID-19 virus:

- The American Academy of Pediatrics strongly advocates that all policy considerations for the coming school year should start with a goal of having students physically present in school. The importance of in-person learning is well-documented, and there is already evidence of the negative impacts on children because of school closures in the spring of 2020. The preponderance of evidence indicates that children and adolescents are less likely to be symptomatic and less likely to have severe disease resulting from SARS-CoV-2 infection. In addition, children may be less likely to become infected and to spread infection. Policies to mitigate the spread of COVID-19 within schools must be balanced with the known harms to children, adolescents, families, and the community by keeping children at home.

  ○ American Academy of Pediatrics: Guidance for School Re-entry

- The Centers for Disease Control and Prevention (CDC) states:

  ○ The unique and critical role that schools play makes them a priority for opening and remaining open, enabling students to receive both academic instruction and support as well as critical services.

  ○ CDC Preparing K-12 School Administrators for a Safe Return to School in Fall 2020

- The Centers for Disease Control and Prevention (CDC) recommends promoting behaviors that reduce the spread of COVID-19. These behaviors include:

  ○ Staying home when appropriate
  ○ Hand hygiene and respiratory etiquette
  ○ Cloth face coverings

  ○ CDC Considerations for Schools

- In Franklin County, as of July 24, 2020, there have been 414 confirmed cases of COVID-19 (.003% of county population).
○ Of the 414 total cases, 30 cases (4.3% of total cases) were under the age of 18.
○ 18 out of the 30 cases in this age group are listed as recovered.
○ There have been no COVID-19 related deaths in the 0-18 age range in Franklin County.
○ [Franklin County, MO COVID-19 Cases/Recoveries]

● Children’s Mercy Kansas City recently shared information from a study of 2,143 pediatric COVID-19 patients. Of that group, almost all (94.1%) had non-severe disease.
  ○ [COVID-19 School Re-Entry Webinar Recording and Webinar Slides]

● Children’s Mercy Kansas City also shared information about transmission of COVID-19 in an Australian school system. In that group, there were nine children infected.
  ○ Those nine children had 128 teacher/staff close contacts. There were no resulting infections.
  ○ Those nine children had 735 children-close contacts. There were two resulting infections.
  ○ [COVID-19 School Re-Entry Webinar Recording and Webinar Slides]

● An evidence review on the use of face masks against COVID-19 reported the following:
  ○ A small study found that use of a cotton mask blocked 96% of viral load on average at a distance of just 8 inches.
  ○ The available evidence suggests that near-universal adoption of non-medical masks when out in public, in combination with complementary public health measures could successfully reduce effective-R to below 1.0, thereby stopping community spread.
  ○ [Face Masks Against COVID-19: An Evidence Review]
Part 3: Health Guidance

Understanding and recognizing COVID-19

- Faculty and staff will be trained to recognize symptoms that may be associated with COVID-19. Training will include, but not be limited to, online modules provided by the Missouri United School Insurance Council. The CDC lists the following as possible symptoms of COVID-19:
  - A fever of 100 degrees or higher.
  - Cough.
  - Shortness of breath or difficulty breathing.
  - Chills
  - Repeated shaking with chills.
  - Muscle pain.
  - Headache.
  - Sore throat.
  - Newly emerged loss of taste or smell.
  - Gastrointestinal issues.
  - Other symptoms as described in CDC documentation.

- Students at school who display health symptoms that could suggest COVID-19 concerns will be checked by the nurse. If evaluation by the nurse suggests potential for COVID-19 infection, the student will be placed in a separate room near the nurse’s office, and masked (if appropriate for health) until picked up by a parent/guardian.
- Students with a temperature of 100 degrees or higher will be sent home.

When a Case of COVID-19 is Identified - Contact Tracing

- If the district is made aware of a possible case of COVID-19 among students or faculty/staff, the Head Nurse will be informed and will attempt to verify the report with the Franklin County Health Department.
- If a student or member of the faculty/staff has tested positive for COVID-19, we request that the district is notified as soon as possible.
Once a case is confirmed, the Head Nurse will enlist the assistance of administrators and teachers or coaches who are most familiar/knowledgeable about the students and/or the situation. Under direction of the Head Nurse and the Franklin County Health Department, school personnel will:

- Maintain confidentiality about the identity of the individual that has tested positive.
- Attempt to identify individuals that may be considered exposed (spent more than 15 minutes within 6 ft. of the individual that has tested positive) and share this information with the Franklin County Health Department.
- Assist the Franklin County Health Department in notifying the exposed individuals and directing them to quarantine according to health department guidelines.
- Communicate and cooperate with the Franklin County Health Department at all times.

- Affected school facilities will be deep-cleaned and sanitized.
- District officials, working with the Franklin County Health Department will determine if a short-term closure of the building or district is warranted.

Returning to School After COVID-19 Concerns

A student or faculty/staff member excluded from the school environment due to COVID-19 concerns may return to school in accordance with guidelines provided by the health department. Please understand that guidelines may change over time. At the time of this publication, the guidelines are as follows:

- **Untested.** Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following three conditions are met:
  - They have not had a fever for at least 72 hours (that is three full days of no fever without the use medicine that reduces fevers); and
  - Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
  - At least ten (10) calendar days have passed since your symptoms first appeared.

- **Tested.** Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following three conditions are met:
  - They no longer have a fever (without the use medicine that reduces fevers); and
  - Other symptoms have improved (for example, when your cough or shortness of breath have improved);
  - The Franklin County Health Department will provide additional guidance pertaining to testing or timelines in this situation.

- **Tested with no symptoms.**
 Persons who are asymptomatic, but test positive for COVID-19 may return when they have gone ten (10) calendar days after the test as long as they stay symptom-free and have been released by a healthcare provider.

 Students may also return if they are approved to do so in writing by the student’s health care provider.

* Siblings or Other Students in the Household
  ○ If a student is excluded from school due to COVID-19 symptoms or has had a positive COVID-19 test, his or her siblings or other students living in the same household will be questioned and if they exhibit symptoms, they will also be excluded from school.
  ○ If they do not exhibit symptoms, they may still be excluded from school and asked to self-quarantine.

* Self-Quarantine
  ○ If a student or employee has recently had close contact with a person with COVID-19 symptoms or diagnosed with COVID-19 or has recently traveled from somewhere considered to be a “hot spot” by the CDC, the LEA may exclude the student or employee from the school building and recommend that they self-quarantine for 14 calendar days.
Health Screenings
Before sending your child to school, please screen him/her for the following symptoms of COVID-19:

- A fever of 100 degrees or higher.
- Cough.
- Shortness of breath or difficulty breathing.
- Chills
- Repeated shaking with chills.
- Muscle pain.
- Headache.
- Sore throat.
- Newly emerged loss of taste or smell.
- Gastrointestinal issues
- Other symptoms as described in CDC documentation.

If your child has any of the COVID-19 symptoms, please DO NOT send him/her to school.

If COVID-19 symptoms are present, parents are advised to seek medical treatment.

All Parents Are Asked to Teach Healthy Habits

- Educate your child about COVID-19 and the signs of illness.
- Teach your child appropriate hand washing, good hygiene, and social distancing.
- Help explain to your child why material sharing (school supplies, toys, etc.) will be limited right now.
- Teach your child how to appropriately wear a mask, and when it should be used.
Part 5: Education Choices for Students and Parents

The St. Clair R-XIII School District is committed to providing a safe and high quality education for all students. Parents and students may select from the following options for the 2020-2021 regular school year.

Parents/students will need to select from the following two choices to start the 2020-2021 school year. The district will provide a form to make this choice as part of the student registration process.

In-Person, On-Campus Education

- Students may return to school on August 24 for the regular school year.
- Open Houses and similar events will not take place prior to the school year.
- At the discretion of building and district administration, students with specific needs (new student, health issues, special education services, etc.) may schedule appointments to visit campus and consult with school officials.
- School operations will be conducted as described in Part 6: Regular School Operations of this document.

Virtual Learning

- Students may select Virtual Learning before the school year starts, or at any point during a semester.
- Students selecting Virtual Learning will be required to remain in Virtual Learning until the end of the semester.
- Students selecting Virtual Learning will be required to meet with school officials to design class schedules and/or individual learning plans.
- Students selecting Virtual Learning will NOT be eligible for activities that take place outside the school day (sports, extracurriculars, co-curriculars, etc.) in accordance with MSHSAA guidance.
- If parents/students believe conditions are such that a student cannot safely attend school in-person, that decision is considered applicable to activities taking place outside the regular school day.
Part 6: School Operations - Green/Yellow/Orange/Red Status Levels

The St. Clair R-XIII School District has developed four status levels for having school: Green, Yellow, Orange, and Red. The status in use will depend on COVID-19 conditions in the community, county, and state. A brief description of each level is provided here. Additional explanation of each level is provided on the following pages.

GREEN STATUS: School operations are normal. There are no requirements or restrictions related to COVID-19.

YELLOW STATUS: School is available in-person/on-campus daily. Virtual learning is also available upon request. In-person/on-campus school will have COVID-19 guidelines and protocols as described in the following pages.

NOTE: As of 7/27/20, our plan is to start school at YELLOW STATUS.

ORANGE STATUS: School will operate on a hybrid status, with approximately 50% of the students attending on-campus each week. The other 50% would be involved in virtual learning (technology, or paper/pencil.) Groups would rotate on a weekly basis.

RED STATUS: Students will participate in virtual learning only.
GREEN STATUS - ADDITIONAL INFORMATION

At GREEN STATUS, there are no concerns about the spread of COVID-19 that warrant special procedures. School operations are normal. There are no guidelines or restrictions related to COVID-19.
YELLOW STATUS - ADDITIONAL INFORMATION

At YELLOW STATUS, COVID-19 conditions make it advisable to institute guidelines and restrictions to slow the spread of the disease. The St. Clair R-XIII School District will operate under the guidelines and protocols given below. In addition, there will be building-specific procedures for student arrival, breakfast, lunch, moving around the building, certain classes, special education, and other issues as deemed appropriate by building administration.

As of 7/27/20, we expect the school year to start at YELLOW STATUS.

YELLOW STATUS - IMPORTANT NOTES

A major feature of YELLOW STATUS is the use of protective masks. We understand the use of masks may be seen as controversial.

In order to have In-Person/On-Campus school, we need to limit the spread of COVID-19 among students and faculty to the greatest extent possible. Faculty members that are exposed to COVID-19 and required to quarantine will severely affect our ability to continue In-Person/On-Campus school.

At YELLOW STATUS, faculty/staff will be required to wear masks. Students in Grades 6-12 are highly encouraged to wear masks. For students in Grades K-5, use of masks is considered optional.

At this time, research indicates that use of masks among faculty and students provides the best chance to keep school open and in operation. We appreciate your support in this effort.
YELLOW STATUS - General Guidelines

● Regular school year attendance policies will be adjusted in order to remove any incentive for students to attend school while sick.
● In addition to the guidelines in this document, each building may have specific guidelines appropriate to their students and facilities.
● All faculty/staff will participate in training about COVID-19 and about the contents of this document prior to the start of the school year. All faculty/staff will be expected to adhere to district guidance.
● Faculty/Staff are required to wear masks. The district will provide 3 types of masks to each member of the faculty/staff. Each faculty/staff member will be issued a district-logo face mask, a gaiter-style mask, and a clear plastic face shield.
  ○ Masks may be removed if 6 ft. or more from another person (indoors or outdoors)
  ○ If within 6 ft. of another person (indoors or outdoors), mask must be in place.
● Students wearing masks:
  ○ Students in Grades 6-12 are highly encouraged to wear protective masks.
  ○ For students in Grades K-5, use of protective masks is considered optional.
  ○ If a student is unable to obtain masks, the district will provide masks. Boxes of masks will be provided for each classroom.
  ○ Availability of district-provided masks is subject to the district’s ability to procure masks (shortages of masks may limit availability).
  ○ Homemade masks are acceptable.
  ○ Masks must meet school dress code guidelines and not cause disruption of school processes.
  ○ Masks must be in clean, sanitary condition.
  ○ Students may not share, trade, or exchange masks.
● All non-essential furniture and equipment will be removed from all classrooms in order to maximize student spacing.
● Seating charts will be mandatory for all classrooms. Seating charts should not be changed without permission from building administrators. It is important to keep students within the same groupings when seated for more than a few minutes.
● Students will be guided to wash hands multiple times per day.
● Hand sanitizer will be provided at multiple locations throughout buildings.
● Drinking fountains will be removed from service, except for those with bottle filling capabilities.
  ○ The district will make bottled water available to students in place of using drinking fountains.
Students may bring personal water bottles from home but bottles must be plastic or metal, and in clean, sanitary, condition.

- Social distancing will be observed to the extent possible by all faculty, staff, and students. Social distancing is more achievable in outdoor areas and larger facilities.
- Student activities and athletics will be conducted as usual to the extent they are permissible under local, state, and federal guidance.
- Students with diagnosed medical conditions that are related to COVID-19 susceptibility, or that request virtual instruction for other reasons, will be provided opportunities for distance learning and other accommodations as appropriate and practicable.
- Faculty/staff with diagnosed medical conditions that are related to COVID-19 susceptibility will be provided accommodations as appropriate and practicable.

YELLOW STATUS - Cleaning/Sanitation Information

- In addition to regular cleaning measures, custodial staff will also:
  - Disinfect every desktop every morning.
  - Vacuum all rugs every morning.
  - Clean/disinfect every restroom every morning and every hour on the hour.
  - Mop as needed every morning and throughout the day.
  - Disinfect all door handles/ push bars, hand railings, light switches, restroom stall locks, soap / sanitizer dispensers, paper towel dispensers, water fountains every hour in every building.
- Spray bottles of disinfectant and paper towels will be provided in each classroom for use throughout the day.
- All indoor non-classroom spaces used by students will also have spray bottles of disinfectant and paper towels available.
- Playground equipment will be sprayed with disinfectant each morning.
- Other measures will be implemented as needed to ensure “touch” surfaces are kept in clean and sanitary condition.
- The district will have all indoor areas sprayed with a long-duration (30-90 day) anti-microbial agent. The product will be re-applied on a monthly basis. The product is all natural and non-toxic.

YELLOW STATUS - Transportation information

- Parents/guardians are encouraged to drop students off at school instead of using bus service. Drop-off and pick-up systems will be organized to ensure social distancing to the greatest extent possible.
● Students riding the bus, from the same household, will be required to sit together.
● Buses will be sanitized multiple times per day.
● Bus routes will be designed to keep buses running at ⅔ or less capacity. Second loads and other revisions of usual practice may be necessary.
● Running buses at ⅔ capacity will result in delays and will require understanding, cooperation, and accommodation from all parties. Parents/guardians may help this situation by dropping students off at school whenever possible.
● Hand sanitizer will be available on school buses.
● Drivers may use personal protective equipment (PPE), such as masks, throughout routes. Drivers may also use clear plastic face shields during student loading/unloading times.
● Students with diagnosed medical conditions that are related to COVID-19 susceptibility will be provided other transportation accommodations as appropriate and practicable.

YELLOW STATUS - Arrival at school
● K-5 students will go directly to classrooms upon arrival. Breakfast will be served in the classroom.
● 6-12 students may go through the breakfast line using appropriate social distancing. Breakfast seating capacity will be expanded by allowing students to eat breakfast in designated areas outside the cafeteria.
● 6-12 students will report directly to classrooms after finishing breakfast.
● Parents/visitors will be permitted to visit building offices, but will not have access to any other areas in the building.
● The district is adopting an electronic visitor system sign-in system to enhance security and to provide timestamped records of visitor access.
● Clear plastic guards (similar to those found in grocery stores, etc.) will be provided to allow office personnel to interact with visitors while minimizing potential exposure.

YELLOW STATUS - During the school day
● K-5 students will remain with their class group all day. Cooperative activities with other class groups will not be permitted.
● K-5 students will remain with their class in designated areas during recess. Classes will not co-mingle during recess.
● Sharing of student supplies (art, other) will be minimized and/or eliminated. Students may be asked to bring personal supplies (art boxes with supplies, etc.).
● Equipment used by more than one student will be sanitized between uses.
● Dressing out for physical education will be optional, although appropriate footwear for activities will be required.
● No field trips, assemblies, or visiting presenters will be allowed at this time.
● Cadet teaching will be limited to HS Seniors who still need to complete tutoring hours. JH and HS students already co-mingle to a certain extent, therefore cadet teaching will be allowed at those buildings, but not at elementary schools.

YELLOW STATUS - At lunch
● Lunch shifts will be staggered as possible to minimize the number of students gathered.
● Lunch shifts may be added in order to minimize the number of students gathered.
● All lunches will be plated or boxed. Self-serve options (salad bar, etc.) will not be available.
● K-5 students will eat lunch with their class.
● JH and HS students will be allowed to eat in designated areas outside the cafeteria in order to provide as much social distancing as possible. Students will be allowed to eat lunch outside in designated areas, weather and appropriate behavior permitting.
● All tables will be cleaned thoroughly between uses.

YELLOW STATUS - Activities Outside the Regular School Day (Sports, Extracurriculars, Co-Curriculars, etc.)
● Activities taking place outside of the school day will be conducted according to guidance from the MSHSAA and/or other applicable governing bodies.

YELLOW STATUS - Guidelines and protocols considered but **NOT ADOPTED**
● Temperature screenings
  ○ Many young people are asymptomatic and may not run a fever with COVID-19. Temperature screenings are not considered determinate and are not advised by the local health department.
● Plastic shields placed on tables/desks
  ○ Hygiene, especially with younger students, is a major concern.
  ○ Behavior issues (throwing items over the shield, etc.) are a concern.
● Staggered hallway passing times for JH and HS students
  ○ Changing classes already requires co-mingling of students. Different passing times would provide minimal benefit.
- Students attending school on alternate days, alternate times, staggered school start times.
  - Creates significant hardship for families, especially those with younger children, or who are economically disadvantaged.
- Limiting buses to one student per seat, or limiting students to every other seat
  - The rural nature of the school district makes it necessary for many bus routes to be quite long. It is very difficult to run second loads, or double routes, when bus routes are 45 minutes or longer.
  - This protocol reduces bus capacity by 50% or more and the district is unable to provide the buses and drivers necessary to implement.
- Placing/constructing clear plastic shields between bus drivers and students
  - These modifications are not advised by Blue Bird Bus Company and are not permitted under federal bus standards.
At ORANGE STATUS, all guidelines and protocols from YELLOW STATUS will be followed, and the district will also operate in a Hybrid Model to provide education. Education provided under a Hybrid Model will include the introduction of new content, giving students opportunities to practice using the content, and assessing how well students know the content. New material will be taught, and grades will be taken.

Details of the Hybrid Model are described below.

**ORANGE STATUS - Hybrid Model of Education**

- Hybrid model education will be provided in a combination of in-person learning and distance/virtual learning.
- Hybrid model education will allow greater social distancing due to only 50% of the students attending in-person at one time.
- Hybrid model education will operate on a weekly rotation.
  - 50% of students will be attending in-person for one week while the other 50% will be engaged in distance/virtual learning.
  - Student groups will be split in such a fashion that siblings will attend in-person, or will engage in distance/virtual learning during the same weeks.
- Students on a distance/virtual learning week will be provided with technology or paper/pencil resources to allow them to learn the same content as students participating in-person.
- Due to differences in student age/maturity and resources needed, delivery of distance/virtual learning may differ by building.
At RED STATUS, education would be provided only through distance/virtual learning. Distance/virtual learning would be made available through the use of technology, and would also be available in paper/pencil format as needed.

**RED STATUS - Temporary Closure**

- Temporary closures may be employed if COVID-19 conditions (quarantine of faculty members, etc.) prevent the St. Clair R-XIII District from providing adequate staff to ensure quality education and safe supervision of students.
- Temporary closures will also be employed if required by health officials or governmental orders.
- Faculty/staff will still be required to report to work as usual. Teachers can effectively socially distance in classrooms, and custodial/maintenance/transportation staff would assist in continued deep cleaning of district facilities.
- It would be the intention of the St. Clair R-XIII School District to limit any temporary closure to a maximum of 2 weeks.
- All students will be provided distance/virtual learning opportunities to allow education to continue as if in-person education were taking place.
- Due to differences in student age/maturity and resources needed, delivery of distance/virtual learning may differ by building.
- During temporary closures, all activities that take place outside the school day (athletics, extracurriculars, co-curriculars, etc.) will also be cancelled.
- Temporary closures may be extended if conditions warrant.