**Willard Schools: Start Strong 2020**

An entry plan to learn safely at Willard Schools for our students, staff, and Willard family.

**General Guidelines**

The following guidelines will be in place for Willard Public Schools during the 2020-2021 school year, or until the COVID-19 pandemic subsides and normal guidelines can be reinstated. These measures will be updated or changed as new information becomes available. These guidelines will be followed to the extent possible given the unique circumstances of each school facility and guidelines might look different across school sites. Decisions will be made in coordination with the Springfield-Greene County Health Department.

**Goal**

Our goal is to keep students and staff healthy and provide a safe learning environment to the best of our ability. This will be a synergistic effort among our students, staff, and families.

**Resources**

- **Start Strong Safety Plan Community 1-Pager**
- **Facial Coverings Protocols (Community)**

*Willard Public Schools is committed to returning to fully seated in-person learning on August 24th. Students will report to their schools full-time to receive in-person instruction and support. **Students will be attending in-person unless parents specifically opt for a virtual learning path by July 31st.** Parents will need to contact the district office (417-742-2584) to opt-in to the virtual option. Students who choose the virtual option, through Launch, will remain in the virtual learning environment for the entire semester. Find more information [here](#).*

**Level 1: Face to Face Learning (current planned status for August 24, 2020 start)**

- School operations will be as normal as possible
- Social distancing will be encouraged at all times
- Facial coverings will be strongly encouraged for all students, and required for students grades 5-12 and all Willard staff - this may change if there is a modification in Spfd/Greene Co. ordinances
- Visitors to buildings will be limited and require pre-approval
- Hand washing/hand sanitizer will be available and frequently encouraged
## Student Health

- We are requiring facial coverings for our students going into **5th grade and older**. However, all students are encouraged to wear a facial covering. Facial coverings will not be required when at recess, PE, or meal time or **anytime students are able to properly social distance**. Disposable masks will be available for students upon request. Find our Facial Covering Protocols [here](#).
- Student temperatures will be monitored daily. If above 100 degrees, student will promptly be sent home.
- If students exhibit cough, shortness of breath, or at least two of the following symptoms:
  - Fever
  - Chills
  - Repeated shaking with chills
  - Headache
  - Sore Throat
  - New loss of taste or smell
  - Runny Nose/Congestion
  - & Other flu-like symptoms

  Students will be sent to the nurses’ office for evaluation. If a student’s symptoms are determined to possibly be COVID-19 related, the student will be sent home.

Students may be allowed back at school with one of the following: **symptom free for 72 hours with a doctor’s note to return to school, a negative COVID-19 test, or after 14 days of quarantine.**

- Staff will be trained on healthy hygiene practices so they can teach these to students.
- Ensure handwashing strategies include washing with soap and water for at least 20 seconds. Strongly encourage hand washing during all the following:
  - After going to the bathroom.
  - After playing outside.
  - Before eating.
  - After blowing your nose, coughing, or sneezing.
- If soap and water are not available, use an alcohol-based hand sanitizer.
- **Remind students to not touch their eyes, nose or mouth.**
- Remind students to not share cups, eating utensils, food or drinks with others.
- **Personal water bottles are encouraged** as drinking fountains will have limited accessibility.
Students will be active in sanitizing their work and play areas/equipment to help disinfect throughout the day.

**Staff Health**

- **Facial coverings will be required when social distancing is not possible.** Mask or face shields will be provided upon request.
- **Staff members are to take their temperature and monitor for symptoms prior to starting to work daily.**
- If staff exhibit cough, shortness of breath, or at least two of the following symptoms:
  - Fever
  - Chills
  - Repeated shaking with chills
  - Headache
  - Sore Throat
  - New loss of taste or smell
  - Runny Nose/Congestion
  - & Other flu-like symptoms

**Staff member will be sent to the nurses’ office for evaluation.** If a staff member’s symptoms are determined to possibly be COVID-19 related, the staff member will be sent home.

Staff may be allowed back to work with one of the following: symptom free for 72 hours with a doctor’s note to return to work, a negative COVID-19 test, or after 14 days of quarantine.

- The workspace will be disinfected.
- Assure employees are routinely washing their hands for at least 20 seconds.

**Building Operations**

- Custodial Department to ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) to support healthy hygiene practices throughout each facility.
- Individuals encouraged to sanitize hands upon entry and exit of all buildings. Hand sanitizing stations will be available to do so.
- Routinely clean and disinfect surfaces and objects that are frequently touched periodically throughout the day. Items to consider:
  - Doorknobs
  - Light switches
  - Classroom sink handles
  - Countertops
  - Lockers
- Clean with effective cleaners that are typically used for those cleaning surfaces. Use all cleaning products according to the directions on the label.

*Updated July 20, 2020*
- Provide disinfectant wipes to teachers, staff, or students (grades 5-12) so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped down before use.
- Increase airflow and ventilation as weather allows. (Open windows, use air conditioning where available, etc.) Encourage use of outdoor learning spaces.
- Post signs encouraging good hand and respiratory hygiene practices.
- Students should keep their own supplies to limit sharing supplies when possible.

### Transportation

- Students grades 5-12 are required to wear a facial covering while on the bus. Students K-4 are strongly encouraged to wear a facial covering.
- Parents are encouraged to provide their own transportation to/from school when possible to decrease the number of students per bus.
- Students will be separated on the bus where feasible, but social distancing cannot be guaranteed.
- Students on buses will be encouraged to wear facial covering when social distancing cannot occur.
- Buses will be appropriately disinfected after each use.
- Buses will have hand sanitizer dispensers installed. Students are expected to use hand sanitizer upon entry and exiting the bus.
- Bus drivers have been properly trained in COVID safety measures.

### Social Distancing Best Practices

- Parents are expected to drop off their child in the carline. Parents/guardians will not be able to walk their child to their classroom/inside building. Please call ahead if an appointment is necessary.

- Modify field trips, assemblies, and other large gatherings. Modify activities and events such as field trips, student assemblies, athletic events or practices, special performances, school-wide parent meetings, or spirit nights.

- Modify classes where students are likely to be in very close contact, if feasible. For example, consider having teachers come to classrooms to prevent classes mixing with others.

- Increase the space between desks when possible. Rearrange student desks to maximize the space between students. Turn desks to face in the same direction (rather than facing each other) to reduce transmission caused from virus-containing droplets (e.g., from talking, coughing, sneezing).
- **Avoid mixing students in common areas.** Students will pick up breakfast/lunch in the cafeteria and eat in their classrooms rather than in the cafeteria, when possible.

- **Reduce congestion in the health office.** We will have two health stations available if isolation is needed. Masks will be provided to students who exhibit symptoms of COVID-19.

- **Eliminate nonessential visitors.** For example: volunteers for classroom activities, mystery readers, and other activities.

- **Limit cross-school transfer for special programs.** For example, if students are brought from multiple schools for special programs (e.g., music, robotics, academic clubs), consider using distance learning to deliver the instruction or temporarily offering duplicate programs in the participating schools.

### Attendance

- Attendance will be reviewed to monitor absenteeism patterns among both students and staff to assess District health.
- Report daily attendance and absenteeism rates to Greene County Health Center to monitor trends and/or about large increases in student and staff absenteeism if necessary.
- Review attendance and sick leave policies. Encourage students and staff to stay home when sick, even without documentation from doctors.
- Identify critical job functions and positions, and plan for alternative coverage by cross-training staff.
- Determine what level of absenteeism will disrupt continuity of teaching and learning.

### Action Plan if Confirmed Case

- If a student or staff member tests positive for COVID-19, the Springfield-Greene Co. Health department will be notified. Targeted disinfecting will take place. Communication and re-entry will be determined based on guidance from the Springfield-Greene Co. Health Department with the intent to resume school the following day.
- Monitor exposure, absenteeism, and symptoms within classroom/building to determine further action, based on the guidance from the Springfield-Greene Co. Health Department.
- Identify student exposure in relation to direct contact with others and facility exposure for targeted cleaning.
- Address possible student/adult exclusions using best practices (ex: [MSBA Exclusion Procedures](#) & [DHSS Exclusion Recommendations](#)).
● Perform targeted cleaning and disinfection of frequently touched hard, non-porous surfaces, such as counters, appliance surfaces, tabletops, doorknobs, bathroom fixtures, toilets, drinking fountains, phones, technology, and any other surfaces that are visibly necessary.
● Inspect areas to determine readiness for re-entry.
● Consult with the Health Department prior to re-entry.

If extenuating circumstances arise, there is opportunity for our District to implement level 2 or level 3 learning plans. Additional information will be provided if necessary.

**Level 2: Blended Learning**
- Classes may take place online for one or more days due to a rapid increase in number of local cases and/or higher than normal absence rates due to COVID
- Restrictions on school activities will be in place
- Capacity and attendance limits may be established for events or school activities
- No visitors in buildings (includes parents)

**Level 3: At-Home Learning**
- All classes are online and will follow the district’s Emergency Alternative Methods of Instruction plan
- Classwork done independently
- School buildings will be closed and only designated staff can enter
- All activities will be canceled or rescheduled

Updated July 20, 2020