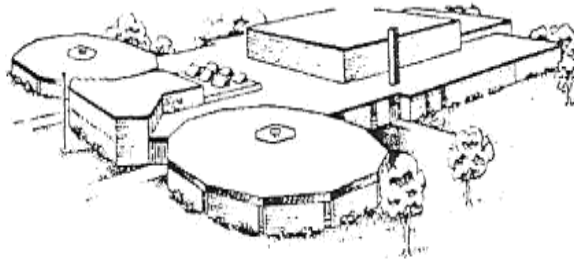


Maddock Public School

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HEALTH & SAFETY SMART RESTART PLAN 2020-2021

Maddock Public School Board
Approved August 6, 2020
Updated September 10, 2020

As we prepare to start the 2020-21 school year, the Maddock School is committed to both the physical and mental health of students, parents, and staff. Currently we are planning on opening our doors for the 2020-21 school year on August 18th. The following plans are based on the ND Smart Restart Color Coded System and includes what education will look like at all risk levels. The plans include online learning, hybrid learning, and face to face learning. The risk level that our school is at will be determined by facts not fear, and the school will use consultation with the Public Health in determining our risk level. Given below is the ND Smart Restart Odometer:



Red/Orange (Critical/High): Schools should remain closed for in person instruction. All instruction must continue via distance learning, whether using digital or non-digital platforms.

Yellow (Moderate): Schools may provide in-person instruction in a hybrid setting after developing a Health and Safety Plan approved by the District’s School Board, with consultation with public health and the plan published on school’s website. The elements in this phase are for a transition to distance learning because of the possibility of increased community spread. There is a higher need for social distancing, face coverings, and personal hygiene.

Blue/Green (Low/New Normal): Schools may provide in-person instruction after developing a Health and Safety Plan approved by the District’s School Board, with consultation with public health and the plan published on school’s website.

Phase	4 (County in Red/Orange)	3 (County in Yellow or Blue/Green)	2 (County in Yellow or Blue/Green)	1 (County in Blue/Green)
School	Fully Online	4 th -12 th Grade Online Preschool – 3 rd Grade Face to Face	In person Mon-Thurs, Online Friday	School as normal with additional safety routines
Food Service	All meals available for pickup/delivery	In school to go breakfast and lunch available and for pickup/delivery	In school breakfast and lunch available and for pickup (delivery Friday)	In school breakfast and lunch available and for pickup
Cleaning	Minimal: building empty	Routine cleaning with extra disinfection of high touch/use areas especially in used areas by students in the building. Deep clean on Friday.	Routine cleaning with extra disinfection of high touch/use areas. Deep clean on Friday.	Routine cleaning with extra disinfection of high touch/use areas.

The purpose of this Reopening Plan is to maximize in-person learning opportunities. Maddock Public School has created a plan that allows us to respond quickly to changing local, regional, state and national conditions. As conditions change, we may be forced to change how we provide

instruction during the school year. Maddock Public School's Reopening Plan outlines what students, staff and parents can expect under different conditions within in our local area.

- **Phase 1:** Maddock Public School will reopen with all students attending school fulltime and schools implementing reasonable procedures in accordance with health guidance. This phase can be used if the state is in a yellow, green, or blue ND K12 Smart Restart Risk Level based on local decision.
- **Phase 2:** Maddock Public School will move to a hybrid/shortened schedule. Students would attend school face to face Monday through Thursday with a shortened day (8:20-2:50). Friday would be learning at home. Staff would utilize Friday for deep cleaning, lesson planning, training, interventions and professional development. This phase can be used if our state is in a yellow, green, or blue ND K12 Smart Restart Risk Level based on local decision.
- **Phase 3:** Maddock Public School will continue in a hybrid schedule. Students in 4-12 would begin remote learning Monday through Friday. Students in preschool-3 would continue face to face instruction Monday through Thursday from 8:20-2:50. Friday would be remote learning.
- **Phase 4:** Maddock Public School will close the school except for essential personnel and remote learning would begin for all students. This phase can be used if our state is in a red, yellow, green, or blue ND K12 Smart Restart Risk Level based on local decisions.

Maddock Public School's Reopening Plan includes recommendations from health officials and reasonable procedures to reduce risks and minimize the spread of COVID-19. To accomplish our goal of reopening the school, it is imperative all students, staff and parents do their part by following health department guidance whether they are 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.

Maddock Public School's Reopening Plan was created with input from stakeholders including parents, staff, and local Public Health. It includes feedback from survey responses. The plan is a living document and will be updated in accordance with new guidance from the Governor's office, the State Department of Public Instructions, the ND High School Activities Association and local Public Health.

COVID-19 Coordinator: Maddock Public School's COVID-19 Coordinator will be the principal. If the coordinator cannot be reached, the superintendent will be the secondary contact.

Maddock Public School's Focus Everyday:

- Provide a rigorous, comprehensive education for all students no matter the mode of instruction while promoting equity and accessibility to learning for all students. Including an Online option for parents uncomfortable sending children back to school in person.
- Respect health guidance from the Centers for Disease Control and local/state health officials and adopt reasonable practices we can control to reduce risks and minimize spread.
- Be flexible, empathetic and ready to respond quickly to support families, staff, and students as conditions change including providing necessary tools for learning at home.
- Clearly communicate shared expectations for students, staff and parents.
- Ensure every student has the tools needed for learning at home.

Phase 1

Maddock Public School will reopen for face to face instruction but will incorporate health guidance and protocols to try and mitigate risks and limit the spread of COVID-19. Here's what to expect:

Districtwide Safety Practices:	<ul style="list-style-type: none"> ○ Social distancing where possible and reasonable. ○ Visitors are recommended to wear masks and to social distance while in the building. All visitors must sign in at the office or the kitchen. ○ Masks or cloth facial coverings will be required on the bus, common areas, during cooking or working with food, in the computer lab, and when social distancing is not possible. There will be breaks from masks such as when in some classrooms, when outdoors, and when able to social distance. ○ Buildings routinely cleaned and disinfected according to CDC guidelines. Special focus on high traffic areas. ○ Handwashing integrated throughout the day. ○ Hand sanitizer available throughout the building. ○ Social distancing on school buses will be difficult so we encourage parents to consider alternate transportation to school such as having children walk or bike or carpool. ○ Temperatures will be taken of all staff and students at the start of the day and half way through the day. ○ Only bottle fillers will be available; water fountains will be closed. ○ Limited use of shared materials and supplies. Disinfected between users if shared materials is needed. ○ Desks arranged to allow for cohort groups and social distancing where possible and reasonable. Students will have assigned seating. ○ Sneeze guards and other protective measures may be implemented in the office, lunch room and potentially other areas of the school. ○ Some school events, assemblies and gatherings may be changed or cancelled to limit large gatherings. ○ Access to campus may be limited with new protocols for volunteers/visitors to campus. ○ Parents may bring their children to the door but not into the school. ○ Parents must enter the school through the main doors and check in at the office. ○ Lunch times will be spread out to reduce the number of students in the cafeteria and allow for social distancing. Cafeteria will be cleaned and disinfected between groups.
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Phase 2

Based on guidance from the Governor's office, the State Department of Public Instructions, the ND High School Activities Association and local Public Health, Maddock Public School may decide to shift to a hybrid schedule where students would attend Monday through Thursday and learn at home on Friday. Here's what to expect:

Districtwide Safety Practices:	<ul style="list-style-type: none"> ○ Social distancing where possible and reasonable. ○ Visitors are recommended to wear masks and to social distance while in the building. All visitors must sign in at the office or the kitchen.
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	<ul style="list-style-type: none"> ○ Masks or cloth facial coverings will be required on the bus, common areas, during cooking or working with food, in the computer lab, and when social distancing is not possible. There will be breaks from masks such as when in some classrooms, when outdoors, and when able to social distance. ○ Buildings routinely cleaned and disinfected according to CDC guidelines. Special focus on high traffic areas. ○ Handwashing integrated throughout the day. ○ Hand sanitizer available throughout the building. ○ Social distancing on school buses will be difficult so we encourage parents to consider alternate transportation to school such as having children walk or bike or carpool. ○ Temperatures will be taken of all staff and students at the start of the day and half way through the day. ○ Only bottle fillers will be available; water fountains will be closed. ○ Limited use of shared materials and supplies. Disinfected between users if shared materials is needed. ○ Desks arranged to allow for cohort groups and social distancing where possible and reasonable. Students will have assigned seating. ○ Sneeze guards and other protective measures may be implemented in the office, lunch room and potentially other areas of the school. ○ Some school events, assemblies and gatherings may be changed or cancelled to limit large gatherings. ○ Access to campus may be limited with new protocols for volunteers/visitors to campus. ○ Parents may bring their children to the door but not into the school. ○ Parents must enter the school through the main doors and check in at the office. ○ Lunch times will be spread out to reduce the number of students in the cafeteria and allow for social distancing. Cafeteria will be cleaned and disinfected between groups.
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Phase 3

Based on guidance from the Governor’s office, the State Department of Public Instructions and local Public Health, Maddock Public School may decide to shift to a hybrid schedule where students in preschool through 3rd grade would attend Monday through Thursday and learn at home on Friday. Students in 4th grade to 12th grade would learn at home every day. Here’s what to expect:

<p>Districtwide Safety Practices:</p>	<ul style="list-style-type: none"> ○ Social distancing where possible and reasonable. ○ Visitors are limited and are required to wear masks and to social distance while in the building. All visitors must sign in at the office or the kitchen. ○ Masks or cloth facial coverings will be required on the bus, common areas, during cooking or working with food, in the computer lab, and when social distancing is not possible. There will be breaks from masks such as when in some classrooms, when outdoors, and when able to social distance.
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	<ul style="list-style-type: none"> ○ Buildings routinely cleaned and disinfected according to CDC guidelines. Special focus on high traffic areas. ○ Handwashing integrated throughout the day. ○ Hand sanitizer available throughout the building. ○ Social distancing on school buses will be difficult so we encourage parents to consider alternate transportation to school such as having children walk or bike or carpool. ○ Temperatures will be taken of all staff and students at the start of the day and half way through the day. ○ Only bottle fillers will be available; water fountains will be closed. ○ Limited use of shared materials and supplies. Disinfected between users if shared materials is needed. ○ Desks arranged to allow for cohort groups and social distancing where possible and reasonable. Students will have assigned seating. ○ Sneeze guards and other protective measures may be implemented in the office, lunch room and potentially other areas of the school. ○ Some school events, assemblies and gatherings may be changed or cancelled to limit large gatherings. ○ Access to campus may be limited with new protocols for volunteers/visitors to campus. ○ Parents may bring their children to the door but not into the school. ○ Parents must enter the school through the main doors and check in at the office. ○ Lunch times will be spread out to reduce the number of students in the cafeteria and allow for social distancing. Cafeteria will be cleaned and disinfected between groups.
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Phase 4

In extreme conditions, Maddock Public School will close schools except for essential personnel and shift to remote learning for all students. Here's what to expect:

Remote Instruction:	<ul style="list-style-type: none"> ○ Focused, rigorous instruction on key learning essentials in each grade and content area. ○ Traditional grades and accountability. ○ Clear expectations and communication with students and families. ○ Some of the structure of a regular school day with face-to-face online instruction with some flexibility for families. ○ 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. ○ There may be opportunities for in-person small group instruction or intervention. ○ Visitors are not allowed in the building unless essential. Masks are required. All visitors must sign in at the office or the kitchen.

Health and Safety Guidance

Best Intentions

Despite taking every reasonable precaution, there is not guarantee that our school will be without risk as it relates to COVID-19. 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.

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.
- 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 a 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 and disinfected between users.
- Physical separation on busing, one student per seat, will be recommended but cannot be guaranteed.
- Visitors, parents, and guardians will have limited access into the building unless an emergency or with permission.

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 should clean and disinfect frequently touched surfaces daily.
- Classrooms will be cleaned nightly by custodial staff.

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

- Masks will be recommended in the Green phase and required in the Yellow Phase or when social distancing is not possible.

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.
- Staff and students who are sick should stay home.
- Temperatures of students or staff will be taken at the school in the morning and half way through the day. Students will be isolated and their guardians contacted if they are running a temperature.

Health & Safety Protocols

Identifying Students & Staff at Higher Risk

- Back to School and enrollment processes will include questions asking families to identify if their child is at-risk, based on a health professionals' diagnosis. This information will be provided to the principal (COVID-19 Coordinator) who will contact the family and discuss instructional model options.
- The business manager will inquire of all employees if they are at-risk, based on a health professionals' diagnosis. The business manager will work in partnership with the building principal/director and the employee to coordinate adjustments to the work schedule or workplace.
- When the NDDoH or our local public health inform the district of a student or staff member that is COVID-19 positive that information will be passed on to HR and the principal/director as allowable within district policy and law.

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.
- Maddock Public School will follow isolation and quarantine guidelines and directives as set by NDDOH and our local health unit.
- Maddock Public School will follow school closing directives as set by NDDOH and our local health unit.

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

- Student
 - Direct/escort the child to the office.
 - The child shall be provided a facial covering if the child does not have one and isolated in the building sick room.
 - Parent/guardian will be contacted to pick up their child.
- Staff
 - Inform your supervisor immediately and wear a face mask/shield until they can be replaced if supervising students at that time.
 - Leave the building grounds and consult with a health care provider.

Grade Level and Building Closures Based on Situations:

1. COVID-19 cases in North Dakota but not our community.
 - a. NDDoH does not recommend school closures.
 - b. Maddock School will continue to monitor sick children, ensure handwashing, school cleaning, and consult with our local public health.
2. COVID-19 cases in our community but not in our school.
 - a. The NDDOH does not recommend school closures if the ongoing spread is not identified in our school.
 - b. Maddock School will continue to monitor sick children, ensure handwashing, school cleaning, and consult with our local public health.
3. There is one case of COVID-19 in our school.

- a. The NDDoH will notify the COVID-19 Coordinator if there is a case in our school.
 - b. The confirmed case must be excluded (isolated) from school for ten days after onset of symptoms or a positive test **and** fever free for 24 hours without the use of fever reducing medications **and** have improvement of symptoms, whichever is longer.
 - c. The NDDoH will provide guidance to the school.
 - d. Close contacts to a confirmed case will be quarantined (must stay home) for 14 days from their last exposure to a case. A close contact is someone who is within six feet of a confirmed case for 15 minutes or greater. Close contacts will be identified by the NDDoH during the investigation. This may mean that a certain classroom or classrooms may have to be closed for 14 calendar days.
4. There are two or more cases of COVID-19 in our school within 14 calendar days.
- a. Specific classrooms or grades may have to close.
 - b. Public health will provide guidance as to when a school should close.
 - c. Schools may also make this determination based on the availability of staffing or level of absenteeism
5. There is/are a close contact(s) in our school.
- a. Children or staff who are identified as close contacts to a confirmed case of COVID-19 must be excluded from the school until 14 calendar days after their last known exposure to the case.
 - b. Close contacts will be identified by the NDDoH and informed to stay home.
 - c. Even if the close contact tests negative during the 14 days, they must still stay home the entire 14 days.
 - d. If a parent or other household member tests positive, the child must stay out of school for the case's isolation period plus the child's quarantine period. Public health will advise the parent as to how long the child will need to be removed from school.
 - e. If a parent is a contact to someone confirmed to be positive, then the child may still attend school if the child did not have direct contact with the case.
6. Ill employees or children in our school.
- a. We will exclude ill employees or children who meet the following criteria:
 - b. Fever of 100.4 **OR** two or more symptoms of fatigue, headache, muscle/body aches, chills, cough, shortness of breath, sore throat, congestion/runny nose, nausea, vomiting, diarrhea, abdominal pain **OR** loss of taste and/or smell.
 - c. Employees and children need to be excluded until one of these happen:
 - i. either tested negative for COVID-19
 - ii. diagnosed by a health care provider with another illness that does not require exclusion
 - iii. for 10 days from onset **AND** fever free for 24 hours without the use of fever-reducing medications **AND** symptoms are improving, whichever is longer.

STAFF/STUDENT HEALTH CHECK BEFORE SCHOOL!

Parents are asked to review this daily health checklist by answering these questions before sending their child to school.

(Parents do not need to send the questionnaire to school)

Has your child had close contact with a confirmed case of COVID-19 in the past 14 days?

Yes____ No____

Does your child have a new or worsening shortness of breath?

Yes____ No____

Does your child have new or worsening cough?

Yes____ No____

Does your child have a fever of 100.4 or greater?

Yes____ No____

Does your child have chills?

Yes____ No____

Does your child have a sore throat?

Yes____ No____

Does your child have a new loss of taste or smell?

Yes____ No____

If **YES** to any of the questions, **STOP!**

Do not send your child to school. Contact your healthcare provider. Contact your child's school to inform them of your child's absence.

If you are able to answer **NO** to all questions, go to school.

Staff Professional Development:

August 13: Google Classroom training – 9:00; Lunch Break; Google Classroom training and work time

August 14: Staff meeting on plans, guidelines, procedures, etc. – 8:30; Lunch; work time

First Five Days of School (In Phase 1, 2, and 3):

August 18: Third Grade (Mrs. Buehler) and 11th Grade (Ms. Dove) will attend school 8:20-3:20.

August 19: Fourth Grade (Mrs. Kallenbach) and 12th Grade (Mr. Wald and Mrs. Risovi) will attend school 8:20-3:20.

August 20: Fifth and 6th Grade (Mrs. Becvar and Mrs. Maloney) and 7th and 8th grade (Mrs. Yri and Mr. Jacobson) will attend school 8:20-3:20.

August 21: Second Grade (Mrs. Hofstetter) and 10th Grade (Mr. Hoffner) will attend school 8:20-3:20.

August 24: Kindergarten (Mrs. Fautsch), First Grade (Mrs. Follman) and 9th Grade (Ms. Sears) will attend school 8:20-3:20.

Preschool screenings: TBD

On these days, students can expect:

1. Academic testing
2. Finalize registration
3. Training on new guidelines and procedures
4. Training on Google Classroom
5. Practice during breakfast and lunch times
6. Practice on classroom procedures and expectations
7. Scavenger Hunt and outdoor activities

August 25: School year 2020-2021 kick-off. All students involved.

Parent Training on Google Classrooms

August 20: Session 1: 5:00-6:00 and Session 2: 6:30-7:30