

**Almond-Bancroft School District**  
**COVID-19 Infection Control and Mitigation Scenarios**  
**2020-2021**

Reopening school for the 2020-2021 school year includes three possible scenarios: 1) in-person, face-to-face instruction and learning with students back full-time in the school building, 2) a blended approach with in-school and at home instruction and learning, and 3) a full-time distance learning approach utilizing virtual/learning packet instructional techniques. Since the virus causing COVID-19 remains among us, these scenarios were produced with thoughtful consideration of best practice strategies in conjunction with the Portage County Health and Human Services Department and TIC, our district insurance company. Based on what is currently known, practices have been adopted in these scenarios according to guidelines issued by the Wisconsin Department of Public Instruction, the Wisconsin Department of Health Services, and the Center for Disease Control. Implementation of these scenarios must remain fluid and may change as more is learned about COVID-19 and as conditions change in regard to the level of COVID-19 transmission throughout our state, in Portage County and in our school district communities.

**The Board of Education approved the in-person scenario, which is face-to-face instruction and learning with students back full-time in the school building, for the start of school in the fall on Tuesday, September 1, 2020.**

**In-Person Scenario**

**All students will return to school, following our established 2020-2021 school calendar, unless a family chooses to keep children home. Distance instructional methods such as virtual learning and/or learning packets will be provided if a family chooses not to send their children to school. Learning materials and equipment will be available to families choosing the distance learning option for pick up in the Main Office Lobby as directed by the teachers. Materials may also be dropped off in the Main Office Lobby. The distance learning opportunities will be aligned to in-school learning opportunities and students will be invited to return to school at any time.**

Physical Distancing

The goal of physical distancing is to increase the physical space between individuals to reduce unintended exposure. Although a 6 foot space between individuals will be difficult to manage and not feasible in many school situations, we will maintain as much distance as possible between individuals in all school settings. We will work to minimize close contact defined as individuals being face to face within 6 feet for a prolonged period of time (usually 15 minutes). Students will remain in classrooms or cohorts as much as possible to reduce the inter-mixing of large groups of students.

1. Student desks and tables will be arranged to allow for maximized physical distancing.
2. Student and teacher desks/tables will be arranged so all face the same direction.
3. Classrooms will include the same students, teachers and support staff as much as possible each day.
4. Teachers seeing multiple students each day will frequently clean high touch areas.
5. Students will be seated in the cafeteria 6 feet apart and alternative spaces such as classrooms or larger areas may be used for breakfast and lunch to allow for physical distancing and to minimize inter-mixing of large groups of students.
6. Recess and lunch hours will be staggered to avoid contact between cohorts of students.
7. Other community buildings may or may not be utilized to allow for separation of grade levels, more physical distancing and reduce the inter-mixing of large student groups.

## Limit Symptomatic and Asymptomatic Spread and Exclusion Criteria

1. Staff members and students should not be in school if they are displaying symptoms of influenza type illness or COVID-19, or if they have been in contact with someone confirmed of having COVID-19 in the last 14 days.
2. Portage County Health and Human Services Department will be contacted if we have a suspected or confirmed case of COVID-19.
3. Ill staff members and students should not return to school until criteria to discontinue home or medical facility isolation is met determined by health professionals.
4. Each morning, staff members and students should have a health screening conducted at home in accordance to privacy laws and regulations. Individuals with a temperature of 100.4 degrees or higher need to stay home.
5. Health concerns should be reported to a Main Office staff member at (715) 366-2941 extension 108 or to the Attendance Officer at (715) 366-2941 extension 414. Reported concerns shall remain confidential; however, cases with COVID-19 like symptoms will be reported to the Portage County Health and Human Services Department for guidance and follow up in accordance to confidentiality laws and statutes.
6. If a student becomes ill at school, we will provide an isolated space for the ill student to rest safely and quietly while waiting for the arrival of a parent/guardian. Upon notification, the parent/guardian should pick up the ill student as soon as possible.
7. A staff person wearing appropriate personal protective equipment will stay with the ill student until a parent/guardian arrives.
8. Nonessential visitors and volunteers will be restricted from being in the school building.
9. Consideration to cancel or limit large group events will be taken under association guidance such as WIAA and fine arts associations.

## Hygiene and Personal Protective Equipment

1. Students and staff members will be provided with one reusable/washable cloth face covering. The wearing of a face covering is required under Wisconsin Executive Order #28, Emergency Order #1 issued by Governor Evers. This requirement is in effect from August 1<sup>st</sup> through September 28<sup>th</sup> for individuals age 5 and older.
2. Staff members tending to ill students will be provided with personal protective equipment such as gloves, hand sanitizer, face coverings and goggles.
3. Students will be frequently reminded and given scheduled time to wash their hands, reminded to keep their hands away from their faces, and they will be taught the proper use of face coverings.
4. Signs will be posted throughout the building on how to properly use a face covering, wash hands, and how to use protective measures to stop the spread of COVID-19.
5. Students will be encouraged to carry personal water bottles instead of using public water fountains and will be reminded to use proper techniques to shield coughs and sneezes.

## Cleaning/Disinfection Measures and Maintaining a Healthy Environment

1. Our Head Custodian will be trained in deep cleaning techniques, will create a schedule for custodians and train them to implement the cleaning protocol.
2. Hand sanitizer and cleaning products will be available in classrooms for high touch surface areas to be used throughout the school day as needed ensuring safe and correct storage and application.
3. Shared objects such as toys, games and school supplies will be cleaned between uses.

## Communication Expectations Regarding Infection Control

1. We will provide parents with information about the importance of monitoring symptoms and staying home while ill.
2. We will utilize school outreach methods to remind staff members and families to check for symptoms of household members each morning.
3. Parents will be asked to provide specific reasons for absences including any illness symptoms present.
4. Our attendance protocol will allow for students to be excused in case of symptoms exhibited individually or for a family member. Families will always have the option under this scenario to keep their children home and we will provide distance learning opportunities through a virtual or learning packet instructional environment.
5. Staff members will be trained in symptom identification and infection control.
6. Staff members may be reassigned duties if needed to include teachers being reassigned to teaching areas out of their certification.

## Cafeteria and Food Service Safety

1. Breakfast and lunch may be eaten in spaces other than the cafeteria. If the cafeteria is used, the number of students allowed at one time will be limited to accommodate physical distancing of 6 feet between individuals. The East Gym may be used as a cafeteria to allow for physical distancing.
2. Students may eat in classrooms with the same cohort of students to reduce inter-mixing of groups of students. They will physically distance as much as possible.
3. The cafeteria or spaces used as a cafeteria will be cleaned between groups of students.
4. Entrances and exits will be established to control traffic to and from picking up meals and dropping off empty trays.
5. When students go through the breakfast/lunch line, they will be served with no self-service type items and they will physically distance while in line.
6. Assigned seating will be utilized to reduce the inter-mixing of students.
7. Salad bars and other opportunities for self-service or high touch points will be eliminated including microwave use to heat up meals brought from home.
8. Hand washing or the use of hand sanitizer will be required before meals.
9. Individually plated meals or pre-packaged meals will be served ensuring the safety of children with allergies. Students may bring cold lunches from home.
10. There will be no sharing of food or utensils.
11. Food service staff members will be trained on proper food preparation and cleaning.

## Transportation Safety

1. Face coverings will be required for individuals age 5 or older according to Governor Evers issuing of Executive Order #28, Emergency Order #1. This order is in effect from August 1<sup>st</sup> through September 28<sup>th</sup>.
2. Students with COVID-19 like symptoms such as a temperature of 100.4 degrees or higher should stay home and not get on the bus.
3. Students must sit in assigned seats at all times. This will be strictly enforced and students violating this requirement will be suspended from bus riding privileges.

4. Students who become ill on the bus will be seated in a front seat and taken to an isolation room at school as soon as the bus arrives at school. A parent/guardian will be notified to pick up the ill student as soon as possible. Confidentiality will be maintained, however, the Portage County Health and Human Services Department will be notified of a case when COVID-19 like symptoms are present.
5. Requests for pick up or drop off changes on a short term basis will not be honored due to the strict protocols we need to follow for health and safety reasons.
6. Families choosing to transport their own children should notify the Northern Express Bus Company so routes may be adjusted as necessary.
7. There will be no field trips requiring busing.
8. We will work with our transportation director/owner of our bus company to ensure drivers and transportation employees are trained on proper cleaning and disinfecting protocols along with district requirements for bus riding.

### **Blended Learning Scenario**

**The COVID-19 pandemic continually changes and we will be required to respond to any changes impacting our students and staff members. Health and safety are priorities so we will be prepared to move back and forth through these three scenarios at any given time. We strongly suggest families also prepare for these changes to occur with little notice. The blended learning scenario options provide for strict adherence to physical distancing protocol in situations where COVID-19 spread places our school communities in a higher risk level necessitating fewer students in our school environment at any given time. Transportation protocol would be as outlined in the In Person Scenario with as much physical distancing as possible, however there will be fewer students on the bus.**

**The Board of Education approved Blended Learning Model: Option 1, if the school district is required to move to a Blended Learning Scenario.**

#### Blended Learning Model Options

1. **Option 1:** All elementary students in grades 4K through 5<sup>th</sup> will continue to attend all day everyday Mondays through Thursdays, and middle and high school students will attend on alternating days with ½ of the students in group A, who will attend Mondays and Wednesday, and the ½ of the students in group B, who will attend on Tuesdays and Thursdays. Days students are at home will be distance learning days through the virtual/learning packet instructional environment. No students will attend on Fridays to allow for deep cleaning, planning, organization and professional development.
2. **Option 2:** All students, grades 4K through 12<sup>th</sup>, will attend on alternating days with ½ of the students assigned to group A, who will attend Mondays and Wednesdays, and ½ of the students assigned to group B, who will attend Tuesdays and Thursdays. Days at home will be distance learning days through the virtual/learning packet environment. No students will attend on Fridays to allow for deep cleaning, planning, organization and professional development.
3. Protocols listed in the In-Person Scenario will also be followed in each of the Blended Scenarios.
4. All children in a family will be on the same alternating day schedule in the blended scenario. (Examples: If a family has a child in elementary school, a child in middle school and a child in high school, the elementary child would attend 4 days Mondays through Thursdays (option 1), and the middle and high school children would both attend the same alternating day schedule. If a family has two children in high school, both children would attend the same alternating day schedule.)
5. Families may choose to keep their children home and be provided full time distance learning opportunities through virtual/learning packet instructional methods. Learning materials and equipment would be picked up and dropped off in the Main Office Lobby as directed by the teacher.

## **Distance Learning Scenario**

**All students in grades 4K-12<sup>th</sup> stay home and receive distance instruction and learning through a virtual and/or learning packet environment.**

### Considerations include:

1. Maintaining relationships with students and families remotely.
2. Maintaining active partnerships and communication in navigating trends.
3. Ensuring all students have access to distance learning materials/equipment.
4. Maintaining curriculum alignment and assessments for progress monitoring.
5. Supporting teachers with instructional practices for remote learning.
6. Identifying resources and supports families may need, including explanations of classroom routines and how to support student learning at home.
7. Transitioning staff into virtual roles or other roles necessary for distance learning.
8. Using buses to deliver and pick up instructional materials.
9. Seeking approval from DPI to continue providing meals either through delivery to homes or family pick up at identified locations.
10. Cancellation of co-curricular activities and events.