# Safe Return to In-Person Instruction and Continuity of Services Plan (SRCSP)



Clinton School District 2021-2022 School Year

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## MESSAGE FROM THE SUPERINTENDENT

Cardinal Parents/Guardians,

Our community, nation and world continue to address the ever-changing circumstances of COVID-19. As the Clinton School District prepares for another school year, we still need to develop a safety plan for students to attend school in person..

As the District prepares to open school again on August 25th, we have collaborated with our students, staff, parents, and our community healthcare providers. Their input has helped us develop a plan that provides a safe learning environment for our students and staff. This plan was approved by the Board of Education at their meeting on June 28, 2021 and updated on August 11, 2021. This Plan will be reviewed and updated at the September 27th Board of Education meeting as needed. Thereafter, the Board of Education will review and update this plan at least every six months.

We will periodically ask for additional input and feedback from our stakeholders about the plan prior to reviewing and making changes. If you or someone you know needs this plan translated into another language or needs to have it read to them, please contact Angie Lawson, the District Communications Director, at 660-885-5585.

As we have seen in the last year and a half, the COVID-19 situation is very fluid and guidelines and protocols have changed several times. The guidance we receive from local, state and federal agencies will have an impact on the decisions we make throughout the school year. Because of this, we ask for your patience and flexibility as the District may have to make changes to this plan throughout the 2021-22 school year.

Regardless of the changing circumstances, our commitment to your children remains the same. With a focus on the health and safety of our students and staff, the Clinton School District will continue to build relationships with our students, while living out our mission of *Educating and Empowering our students with the skills they need to be successful and Engaged adults after high school.* 

We believe that with your partnership, support, **flexibility and patience**, together we can make this year another successful one for our Cardinals.

Sincerely,

**Destry Brown** 

Superintendent

Plan Updated-8/11/2011-most recent changes in red

## **OVERVIEW OF SRCSP PLAN**

Since reopening school in August 2020, Clinton School District has made adjustments to our Safe Return to In-Person Learning Plan for our students and staff. This is the latest version of that plan.

This handbook outlines the District's safety protocols being put in place in buildings and facilities, and ways that families can help us safely continue in-person learning to minimize risk to students, staff and the community. The handbook also contains information about our Continuity of Learning Services for our students should they be guarantined or isolated due to exposure to COVID-19.

This plan was developed with advice and guidance from the Henry County Health Center (HCHC), Golden Valley Memorial Hospital (GVMH), Missouri Department of Health and Senior Services (DHSS), the Missouri Department of Elementary and Secondary Education (DESE) and the Center for Disease Control (CDC).

The procedures listed in this handbook may be modified at any time in order to adjust to the needs of our students and staff. Thus, we do ask that families have contingency plans if we are instructed to close a school building or the District. As changes are made to this plan, the District will notify families.

## **UNIVERSAL PRECAUTIONS**

As we prepare to welcome students back to school, it is important to understand how COVID-19 is spread in order for everyone to help do their part to minimize the exposure to the virus. COVID-19 is mostly spread by respiratory droplets released when people talk, cough or sneeze. Personal prevention practices (such as handwashing, staying home when sick, physical distancing, and face coverings) and environmental cleaning and disinfection, are important principles that are covered in this document.

We emphasize the importance of staying home when you don't feel well. Incentives and award programs related to attendance will not be implemented again this year.

The District will be teaching the importance of these universal precautions, and we ask that all parents and guardians help reinforce them at home, as well. **See "Safety Protocols" section for more information** 

## **HANDWASHING**

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing or sneezing.
- If you are unable to wash your hands, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose and mouth.

## **COVER COUGH AND SNEEZES**

- Remember to always cover your mouth and nose when you cough or sneeze.
- Throw used tissues in the trash.
- Immediately wash your hands with soap and water for at least 20 seconds.
- If soap and water are not readily available, use hand sanitizer with at least 60% alcohol.

## PERSONAL PROTECTION

- Face coverings are required to be worn by all students and staff.
- Face coverings are also required on the school bus.
- Face coverings are not required while outside during recess, PE or other times that teachers may take their class outside.

## PHYSICAL DISTANCING

- Arrangement of classroom furniture will be modified so students are at least 3 feet apart.
- Arrival and dismissal procedures may be adjusted.
- Recess, cafeteria, and hallway traffic may be modified to limit the number of students in these areas.

Plan Updated-8/11/2011-most recent changes in red

Before the start of each day, students and staff should complete a self-screening (see chart included in this plan). The following procedures were developed based on guidance and direction provided by the Henry County Health Center (HCHC), Children's Mercy Hospital and the Centers for Disease Control (CDC).

## SYMPTOMATIC STUDENTS/STAFF

- Students showing symptoms associated with COVID-19 will be separated in an isolated area and cared for by a staff member until they are picked up.
- Students will be required to wear a mask while they are waiting to be picked-up.
- Parents must pick up their student within 30 minutes of being notified. It is imperative that the school have correct contact information for parents.
- Students and staff showing symptoms associated with COVID-19 will be sent home and guided to contact their healthcare provider.
- If a student or staff member is sent home with COVID-19 symptoms, their desk area will be cleaned and sanitized, as well as common areas used by all students and staff.

## **POSITIVE CASES**

- Notification will be made by the HCHC, your healthcare provider, or the District Nurse to inform parents/guardians of students with a positive test.
- To ensure that appropriate next steps can be taken, parents and staff members are asked to report a positive test of the student, staff member or someone in their household, to their school nurse immediately.
- The District will follow recommendations by the HCHC.
- Custodial staff will perform a targeted clean and disinfection of exposed areas.
- If multiple cases occur in schools, it may be necessary for the district to consider alternative schedules
  like a virtual or hybrid model to help reduce numbers in the buildings. However, our goal is to limit
  exposures and make it possible for students to attend school in person.

## COMMUNICATION

• The HCHC will provide official notification to the District of any positive COVID-19 case (parents/staff are asked to do the same).

## COMMUNICATION (cont.)

- The HCHC and District Nurse will be responsible for conducting contact tracing of individuals who may be at-risk of exposure to the virus.
- HCHC staff will be in contact with those individuals regarding recommended next steps. The District will
  assist the HCHC by providing names and contact information of close contacts to the positive case.
- The District will post a general message on the District Facebook page (Clinton Schools) and Twitter (@ClintonMoCards) following notification of positive cases of students/staff. These general announcements will follow all legal and ethical privacy rules. Following this general notification, an additional message will be sent to students who were in the same classroom, activity or bus as the individual who tested positive. You can view these general messages <a href="here">here</a>.
- REFER TO THE CHART IN THIS PLAN TO SEE THE STEPS THE DISTRICT WILL FOLLOW WHEN NOTIFIED OF A POSITIVE COVID-19 CASE.

## RETURN TO SCHOOL

- Students will not be allowed to return to school until parents have spoken with the school nurse or school office.
- Children with a fever as their only symptom, should be fever-free for 24 hours prior to returning to school (without the use of fever-reducing medication).
- Persons with a new cough, difficulty breathing, loss of taste or smell or two or more of the other COVID-19 symptoms (fever, congestion or runny nose, nausea, vomiting, or diarrhea, sore throat, headache or body aches) may return to school after 10 days of isolation, or a note from their healthcare provider, or a negative COVID-19 test.
- REFER TO "RETURN TO SCHOOL" CHART FOR ADDITIONAL GUIDANCE.

## **CLOSE CONTACT-DEFINED**

Per the HCHC and CDC, close contact is defined as being within 6 feet of a person for a period of 15 minutes, and while the person is exhibiting symptoms, or two days prior to the person becoming symptomatic.

## **CLOSE CONTACT-DEFINED (cont.)**

• The close contact definition excludes students who were within 3 to 6 feet of an infected student if both the infected student and the exposed student(s) <u>correctly and consistently</u> wore well-fitting <u>masks</u> the entire time.

## ISOLATION AND QUARANTINE-DEFINED

- **Isolation** separates people who are infected with the virus away from people who are not infected.
- Students showing symptoms associated with COVID-19 while at school will be separated in an isolated
  area and cared for by a staff member. The student should be picked up within 30 minutes of the parent
  being contacted. Staff members showing symptoms will be sent home immediately.
- Quarantine keeps someone who might have had exposure through close contact away from others for 10 days from last contact with a person confirmed or suspected of COVID-19.
  - Any student or staff member in close contact with a suspected or confirmed case of COVID-19
     should not go to school unless they have been fully vaccinated and not having any symptoms,
     or both the infected and exposed students correctly and consistently wearing masks while at
     school and not having symptoms.
  - Quarantines will occur according to CDC and Henry County Health Center guidelines unless the student or staff member has been fully vaccinated, or both the infected and exposed students correctly and consistently wearing masks, and not exhibiting symptoms.

## **ANTIGEN TESTING**

- The BinaxNow Antigen test that detects the presence of SARS-CoVs, the virus that causes the COVID-19 infection, will be available to Clinton School District students and staff. The State of Missouri and the Department of Elementary and Secondary Education (DESE) has provided these test kits to the school district free of charge. To begin the testing process, parents should be aware of the following guidelines:
  - This is a voluntary test that is only available to employees and students of the Clinton School District.

## **ANTIGEN TESTING (cont.)**

- The test will only be administered to individuals who are exhibiting symptoms or at the school nurse's discretion.
- Our school nurses are required to maintain documentation for each administration of the test.
   School nurses will be in contact with the parent or legal guardian before a test is given.
- Students under the age of 18 must have a permission form signed by the parent or legal guardian each time a test is given. (The permission slip can be found on our website by following this <u>link</u>.)
- Employees and students ages 18 and older may self-refer and sign all necessary paperwork on their own.
- All test results will be conveyed to the MO Department of Health and Human Services after results have been shared with the parents of the student, the adult student, or the employee being tested.
- The district does not intend for these tests to replace the medical professionals in our community who have the ability to administer COVID-19 tests. The district prefers for staff and students to first contact their healthcare provider when experiencing symptoms related to COVID-19. The tests from the school should only be used when someone is unable to get a test scheduled through their health care provider.
- The test itself will be administered by school nurses who have been trained on the administration of the tests. Test results are available within 15 minutes.
- The test includes a nasal swab, but it is not inserted more than 1 inch into each nostril and only takes a few seconds.
- The student or staff member may be sent home and will be called with results, or they will wait for results with the school nurse.
- In order to be tested at school, the parent or employee will need to contact the school nurse at the school that your child attends or the school where you are employed to make an appointment. You may also contact the district nurse, Julie Balke, to schedule an appointment. Because of the guidelines involved in the testing, tests will only be administered within a specific time period during the school day.
- After being tested, students or staff may still be sent home until symptoms improve. The district is working closely with Henry County Health Center (HCHC) and local healthcare providers to provide follow up to the tests that are administered at the school.

## **ANTIGEN TESTING (cont.)**

 We believe that offering this testing at the school will help the HCHC and local healthcare providers to provide care and information more quickly during times of high volumes of testing at local test centers.

## **VACCINATIONS**

- The district will provide information regarding vaccination opportunities to staff and families as they become available in our community and school district.
- Fully vaccinated staff and students will not be required to quarantine if they are in close contact with a COVID-19 positive case, unless they are exhibiting symptoms.
- If your child has received a COVID vaccine, please notify your child's school nurse.

## **POSITIVE COVID-19 CASE FLOWCHART**

When there is a COVID-19 case in our schools these are the steps we will follow.



• District is notified of a positive case by the Henry County Health Center (HCHC) or a parent



• District provides seating charts and contact information of close contacts so that HCHC can begin contact tracing (HCHC will contact those who are considered close contacts).



• District posts a general notice on social media and website. A phone call will also be made to parents whose children were in the same class, activity or bus as the positive case.



• District notifies Maintenance Department of areas that need extra disinfecting and cleaning.



 Parents and school staff will continue to monitor for COVID-19 symptoms of students and staff

When there is a COVID-19 case in our schools we will not:

- Provide identifable information of positive case (name, grade level, classroom, etc.)
- Immediately close schools or buildings

## **RETURN TO SCHOOL CHART**

Symptom or exposure	Action	Return to school
Exposure to someone with COVID-19	Stay at home or dismiss from school	Student will need to quarantine, unless they are fully vaccinated or both students are correctly and consistently wearing a mask while at school, for 10 days from last exposure to a person with confirmed COVID-19. This will be done in conjunction with the Henry County Health Center, If the child develops symptoms during quarantine, they need to be evaluated for COVID-19.
Student has 1 or more high risk symptom: -New Cough -Difficulty breathing -Loss of taste or smell  OR	The student will stay home or be dismissed from school.	These students can return to school when at least 10 days have passed since symptoms first appeared and at least 24 hours of being fever free without the use of fever-reducing medication and improvement in symptoms  OR
Student has 2 or more additional symptoms  -Fever (100.4) or chills ***  -Congestion/runny nose  -Nausea/vomiting/diarrhea  -Sore throat  -Headache  -Muscle or body aches  -Fatigue		The student may return to school with a negative covid test and 24 hours after fever has resolved and symptoms improved  OR  A note from their healthcare provider with alternate diagnosis and return to school date.
Has ONE of these symptoms only: -Fever of 100.4 or more*** -nausea/vomiting/diarrhea  ***Fever is now a high risk symptom	The student will stay home or be dismissed from school.	Return to school 24 hours after symptoms have resolved without the use of fever reducing medications and no additional symptoms occurred.
for adults/staff  Has one of these symptoms ONLY:  -Congestion/runny nose -sore throat -headache -muscle or body aches -fatigue	Will try interventions to improve symptom (mint or cough drop, hydration, snack or tylenol or motrin for headaches).	If the symptom improves and no other symptoms occur students may stay at school. If no improvement occurs, the student will be dismissed and return to school 24 hours after symptoms resolve. If additional symptoms occur, see above for actions.

## BE A CAREFUL CARDINAL!



Are you experiencing any of these symptoms today?

- Fever 100.4+
- New Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea, vomiting or diarrhea
- Close contact with someone who has tested positive for COVID-19?

If you answered yes, please stay home and call your school office.

## **SERVICES FOR STUDENTS IN QUARANTINE**

Information for families of students in quarantine

If your child is placed in quarantine by the Henry County Health Center, due to testing positive or close contact with someone who has tested positive for COVID-19, your child still has access to several services through the school district.

**SCHOOL MEALS**-If your child is placed in quarantine, and you would like to access meals for them during their time away from school, please see the information below.

- Please contact Food Service Director, Jessica Heggestad at 660-885-2237 ext. 3008 or email at jheggestad@clintoncardinals.org. Please provide your child's name, school they attend and the dates they will need meals.
- Meal pick-up will occur at the school building where your child attends school (if you have children in multiple buildings, the Food Service Director will work with you to determine which building you can pick-up your meals). Please ring the doorbell and inform staff that you are picking up meals for your child. A staff member will bring the meals to you.
- A week's worth of meals will be provided on Mondays, so you will only need to pick-up once a week. If
  your child is placed in quarantine later in the week, the Food Service Director will inform you of the date
  you can receive meals.

**DISTANCE LEARNING-**If your child is placed in quarantine, distance learning will be provided by their teacher(s).

- Your child is responsible for completing all distance learning work/activities provided by their teacher(s) during quarantine.
- STUDENTS WILL RECEIVE GRADES FOR ASSIGNMENTS.
- Your child's teacher(s) will provide all assignments through Google Classroom.
- If your child receives Special Services, their case manager will contact you, or please feel free to reach out to your child's teacher.
- If your child needs to borrow a school device (laptop), please contact your child's school counselor to request one.
- Please contact your child's teacher(s) regarding any questions you might have during their time in distance learning through email or by calling your child's school office.

Added safety plans for students and staff

## **HEALTH AND HYGIENE**

- Daily self-screenings for staff and students at home before school.
- Students will be given ample opportunities to wash hands/use hand sanitizer throughout the day (arrival at school, class changes, recess, before/after meals, etc).
- Hand sanitizer stations are available in classrooms and throughout the buildings.
- Schools will reinforce best handwashing practices and other health safety precautions, such as the reasons for wearing masks and for social distancing (see page 5). Please teach these at home, as well.
- Sharing of equipment and supplies will be limited, and eliminated if possible. If sharing of equipment is necessary, the equipment is to be sanitized after each use and every evening.

## **CLEANING AND SANITIZING**

- To maximize sanitizing and disinfecting efforts, training of all custodial staff will take place prior to the first day of school.
- Regular training for custodial staff for updated procedures and best practices for cleaning and disinfecting will occur.
- Increased sanitation of high-touch surfaces.
- The District has replaced some of the older heating and air conditioning units to improve the ventilation and air quality as well as adding high quality filters to all units in the District.

## FACE COVERINGS (face mask, neck gaiter or face shield)

- Face coverings are required of all students and staff.
- Face coverings are required on the school bus.
- Parents are asked to provide face coverings for their children. The school will have a limited supply, and can provide face coverings if parents are unable to.
- Face coverings should be clean, fit properly and adhere to the school dress code.

## SOCIAL DISTANCING

- Please remind your children about social distancing practices.
- Classroom desks may be spread out using as much room as possible with assigned seating
- Social distancing will be in place where appropriate, but we understand that it is not always possible in all situations, such as class changes.

## Added safety plans for students and staff

## **BUS TRANSPORTATION**

- We encourage parents to transport or walk their children, or for students to ride their bikes to school. These forms of transportation provide the least risk for students from exposure to the virus.
- Bus drivers and monitors will self-screen daily for symptoms and will wear a face covering while on the bus.
- Face coverings will be required of all students who ride the bus.
- The number of students may be reduced on the buses to help with social distancing...
- Seats will be assigned to students.
- If we need to limit the number of students on each bus, the District will need to run multiple loops. Bus schedules will be provided closer to the start of school.
- Buses will be thoroughly sanitized daily.
- Windows will be open when weather allows.
- Parents must sign their child up for bus transportation using the form found <a href="here">here</a>. Please use this form if your child will ride the bus at any time during the school year.
- Students will be able to sign up for one bus in the morning and a different bus in the afternoon. In order
  to allow for accurate contact tracing, we can no longer accommodate requests for students to ride
  different buses on different days.

## ARRIVAL AND DISMISSAL

- Please only use the designated drop-off and pick-up locations.
- Doors will open at each building at the following times
  - o CECC 7:30 (Head Start), 7:55 (AM and Full Day Classes) and 11:55 (PM Classes)
  - Henry Elementary-7:30
  - o CIS 7:30
  - o CMS-7:15
  - o CHS-7:15
- Students are asked to remain in vehicles or stay at a distance from the entrance and each other while waiting for the doors to open.
- Students will report to the designated location in their building after entering the school. In most buildings, that will be the gymnasium or the commons area.

Added safety plans for students and staff

## **FACILITIES**

- Students may bring a water bottle to fill at the water bottle filling stations. Parents will need to clean and sanitize water bottles daily.
- Hallway lockers at CHS and CMS may be available for use, students may also use backpacks or other bags.
- Outside groups will be allowed to use our buildings on a limited basis.

## **FOOD SERVICE**

- Breakfast and lunch will be served.
- Students may choose to bring their own lunch.
- Students will self-serve as appropriate.

## **VISITORS**

- Parents, volunteers or visitors will be allowed in the building on a very limited basis provided they are wearing a mask.
- IEP/504 parent meetings will occur in-person. These meetings can be held virtually if requested by parents.

## **COURSE OPTIONS**

- Students will have traditional course schedules and classes available to them (fine arts, electives and technical school classes will continue to be offered).
- Some courses may require added safety measures.
- Some elective courses may hold class outside in order to social distance.

## **EXTRACURRICULAR ACTIVITIES**

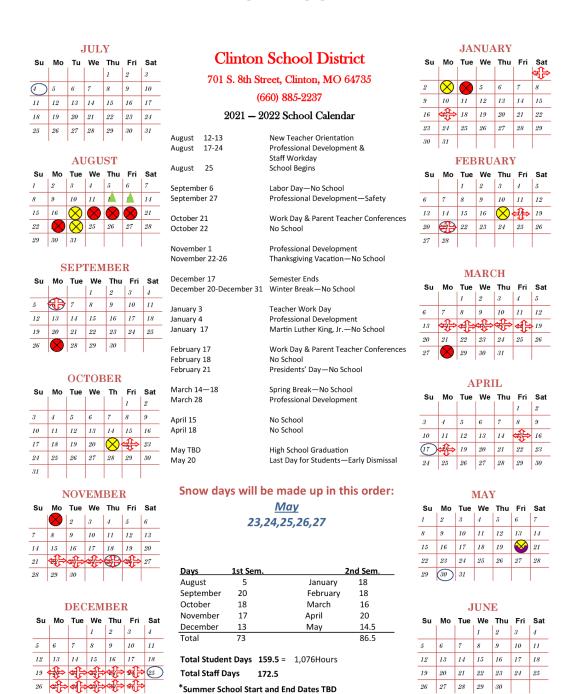
- The District will implement safety procedures during extracurricular activities.
- The participation in these activities will raise your child's risk of exposure. It is impossible to social distance during most sports activities and wearing face coverings may not be practical.
- Fans and family members may attend activities and are encouraged to social distance. Numbers of
  fans may be limited depending on the venue of the sport or activity. If the event is held inside, fans and
  family members will be required to wear face coverings.

Added safety plans for students and staff

## LATCHKEY PROGRAM

- The District will continue to offer the Latchkey program (after school care) at Clinton Early Childhood Center and Henry Elementary. Clinton Intermediate School may be used if needed, depending on the number of students.
- Latchkey safety guidelines will match what is required at the building in which your child attends the Latchkey Program.

## 21-22 ACADEMIC CALENDAR



BOE Adopted ~ January 25, 2021

🛕 New Teacher Days 🚫 Teacher Inservice/No Students 🛟 No School 🔘 Holidays 🛛 😭 Early Dismissal 🚫 Teacher Workday

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## **RESOURCES**

## Missouri Department of Elementary and Secondary Education

## **Missouri Department of Health and Senior Services**

**Henry County Health Center** 

**Centers for Disease Control** 

**Children's Mercy Hospital** 

## **Clinton School District Contacts:**

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