

DRAFT

Mormon Trail School District plans to start school using our Return to Learn Plan listed below. School start date is August 24, 2020. District Administration will continually monitor student and staff safety and will have plans in place for mandatory hybrid or online learning. Plans are subject to change.

General Information

- Staff and students will be asked to socially distance at school when possible.
- All staff will be trained in COVID-19 i.e. disease information, Personal Protective Equipment (PPE), hand washing/sanitize and cleaning.
- Signage will be posted throughout the building to serve as a reminder of hygiene practices and safe social distancing practices.
- The District will recommend staff and students wear masks when unable to socially distance from others. Daily PPE such as face masks will not be provided by the district.
- The District will provide continuous communication with teachers, staff, and parents regarding any procedural changes or updates regarding COVID-19.
- Teachers will be asked to help with recommended cleaning guidelines by the Iowa Department of Public Health and the CDC.
- Students with significant health issues or those who are immunocompromised will be asked to utilize on-line learning options as necessary. Online learning will not be an option without a doctor's note.
- The school nurse will maintain contact with Decatur and Wayne County Public Health regarding cases of COVID-19, contact information, recommendations for closure, and changing guidelines recommended for COVID-19.
- Medications/Nebulizer treatments will not be given in an area designated for those with COVID-19 symptoms.
- Minor injuries will be managed by the classroom staff in the classroom to reduce traffic in the nurse's office.
 - Each classroom will have a basic first aid kit including bandaids, set of gloves, alcohol wipes, cold packs etc.
- Students will be given a school-issued water bottle instead of using any water fountains. All fountains will be shut off except water bottle filling stations. All school issued water bottles will be left in their classroom/ first-hour class and at the end of the day be sanitized.
- All students and staff will be expected to wash their hands and/or use hand sanitizer prior to meals, after meals, after using the restroom, and after coughing, sneezing, or blowing their nose. Both buildings will assign grades to specific restrooms to help minimize cross contamination.
- Cover your mouth and nose with a tissue when you cough or sneeze. Put your used tissue in the wastebasket.
 - If you don't have a tissue, cough or sneeze into your upper sleeve or elbow, not your hands.
 - Wash hands often with soap and warm water for 20 seconds. If soap and water are not available, use an alcohol-based hand rub.
- School nurse and County Public Health will gather data and follow up for students and staff exhibiting symptoms of COVID-19 and or that have been in contact with a positive case of COVID-19.

COVID-19
Student Return to School
Mormon Trail Community School District
July 2020

DRAFT

- **All textbooks will remain at home and are not to come back to school until told otherwise.**
 - **This allows for easy transition to hybrid or online learning if the need arises.**
- **All laptops and tablets will stay at the school for both buildings.**
 - EXCEPTION: if a student does not use the time given in class to finish coursework, this will now become homework. Laptops will be allowed to go home when notified by the office. The following morning a sanitizing procedure will be done.
 - In the event we are required to stay home, Mormon Trail will safely deliver the technology needed for online learning.
- Mormon Trail is reducing the risk of spreading by not allowing bags, books, notebooks, writing utensils, and personal items to be brought back and forth between home and school. When situations arise for the need of personal items to be brought to school (winter gear, PE clothes, etc.), the District will provide guidance on how that will be done.

At Home Before School

- Parents will be asked to screen students at home and keep students home who are having COVID-19 symptoms. Err on the side of caution and please use your best judgment. (Office will ask for symptoms when calling parents). A screening guideline will be released closer to the first day of school.
- Parents will be required to provide schools with at least two emergency contact persons with a working phone number.

School Transportation

- Students will be required to take their temperature before they are allowed to enter the school bus or school van. Any student who has a temperature of 100.4 or higher will be advised to return home.
- Students are required to sit with another student living in the household when applicable.
- Each student will be assigned a seat. Students will not be permitted to change seats unless advised by a school official.
- COVID-19 procedures will be added to standard bus procedures.
- Bus driver will release students from the bus to avoid student contact.
- Busses will be cleaned after every route.
- Social distancing will be maintained when possible, masks are required while on a District School bus.

Entering the Building

- No students will be allowed in the building before 7:30. This will include children of all staff. All doors will remain locked, and the assigned employee will allow students in as they go through the screening process.
- All modes of transportation to school will have an assigned entrance for each building. Assigned entrances will be posted closer to the start date.
- All students will need to sanitize their hands using the sanitizing station located by their entrance BEFORE entering the building.
- Students will need to have their temperature taken by a school official BEFORE entering the building. Any student who has a temperature of 100.4 or higher will not be allowed to enter the building, and parents will be notified. Students who must wait for a parent to pick them up will be allowed to wait in the nurse's office, separated from other students who do not have a temperature or similar symptoms. Nurse/health aid will follow IDPH/CDC guidelines for isolation and/or quarantine procedures.

COVID-19
Student Return to School
Mormon Trail Community School District
July 2020

DRAFT

Before School

- All students will go directly to their locker and leave all of their belongings. The only personal items students will be allowed to take with them to their classrooms will be their school water bottle, headphones, reading books, and laptop or tablet.
- **BREAKFAST:** Students who are eating breakfast will then report to the cafeteria to receive breakfast. Students are encouraged to remain 6 feet away from others while in line and to sit in a marked spot when sitting to eat. Reminder that breakfast will be served from 7:30 - 8:00.
- Students who are not eating breakfast will go directly to their classrooms.

Hallway

- Hallway traffic will be modified to allow for as much social distancing as possible. Masking is encouraged but not required. New hallway guidelines will be posted for students.

Classroom

- Students need to sit in their assigned desk only unless otherwise advised by the teacher.
- Desk/Students are placed approximately 6 feet apart when applicable to practice safe social distancing.
 - In situations where social distancing guidelines can not be accurately followed or met, PPE items such as face mask are recommended.
- In classes that rotate to different rooms each period - Students will disinfect their workspace (desk/table; chair) at the end of the period with proper sanitizing spray located in each classroom.
- Students are discouraged from sharing items that are difficult to clean or disinfect.
- Elementary students' belongings should be separated from others' and in individually labeled containers, cubbies, or areas.
- Students who have sinks in their classrooms need to use the classroom sink to frequently wash their hands rather than leaving to use the restroom sink.
- Ensure that student and staff groupings are as static as possible by having the same group of children stay with the same staff as much as possible.
 - Limit mixing between groups if possible.

Cafeteria/Lunchroom

- USDA/State waivers will dictate actual meal service availability.
- Food service will plan on serving students that are in school.
- To maintain social distancing, students could be required to eat in their classroom or homeroom.
- Protective plexiglass could be placed in the serving window to provide a protective barrier between server, food, and students.
- District plans will change according to USDA variances, CDC, and Public Health Department requirements.

Recess/Playground

- Classes will be staggered during their recess time to help reduce the number of students on the playground at one time.
- Games and activities are highly encouraged that support social distancing.

COVID-19
Student Return to School
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July 2020
Visitors

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- Nonessential visitors, volunteers, and activities involving external groups or organizations will not be allowed into the building (this includes walking your child to class before school; staff members will walk students from the front door to the class/cafeteria if needed or requested).
- Please understand that we will not allow visitors into the actual building, this is for the safety of staff and students.
 - This includes picking up and dropping off your child for school.