



Wapsie Valley Community School District



2535 Viking Avenue
Fairbank, Iowa 50629
Phone: (319) 638-6711 or (319) 279-3458
Fax: (319) 638-7061
www.wapsievalleyschools.com

Wapsie Valley On-Site Return to Learn Plan

Cleaning Routine

- Custodians will clean sinks, door knobs, countertops (frequently touched surfaces) while the classroom is in session when time permits
- Elementary: a wipe down of desks, chairs, and table surfaces, at natural break times, and at the end of the day, wipe down small group areas after each use
- Secondary: Teachers/students clean surfaces between class periods and at the end of the day.
- Bathrooms
 - Cleaning 2 times during the day- morning and afternoon

Personal Protective Equipment (PPE)

- Students in grades PK-12 and all staff have the option to wear masks as PPE

Arrival/Dismissal

- Elementary

Arrival

- Highly encourage parents NOT to drop off students prior to 8:00 AM.
- Classes will enter the building, drop off materials at lockers and enter the classroom

- High School

Arrival

- Busing - before school
 - Readlyn bus drop at the front door approximately 8:00
 - Fairbank bus drop at south door at 8:05
 - Highly encourage drivers to enter in at 8:10 from north door

Lunch

Each location will return to normal routines and procedures for lunch.

Daily Schedule Adjustments

- Return to normal schedule

Passing Periods/Hallway Procedures



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- Elementary
 - Students/Classes will walk on the right side of the hallway
 - Restrooms
 - Checkout system for students to use the restroom
 - Hand sanitizer will be available in all classrooms
 - Wash after using the restroom
- Secondary
 - No sharing of locker space
 - Students will travel on the right side of the hallway
 - Restrooms
 - Checkout system for students to use the restroom via student pass book
 - Hand sanitizer will be available in all classrooms
 - Wash after using the restroom

Social Distancing in classrooms

Elementary

- Maintain three foot social distancing requirement when possible

Secondary

- Maintain three foot social distancing requirement when possible

Transportation (Regular Routes & Extra Curricular Activities)

- Masks will be optional for sporting events.
- Students will be dismissed by the driver in an orderly fashion
- Maintain three foot social distancing if possible

Recess (Elementary)

- Classroom Teachers will monitor recess
- Sanitize before and after recess.
- Classes will enter and exit assigned doors.
- Equipment will be able to be shared between classes.

Warrior Hour(Secondary)

- Return to normal schedule

Supplies

- Encourage hand-sanitizing when sharing of classroom supplies (pencils, markers, crayons, calculators, manipulatives, etc)



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- Computers/Chromebooks/iPads: assigned 1:1, not sharing computers

Health and Safety Etiquette and Instruction

Direct instruction

- Teach handwashing
- Responsible distancing
- How to safely and properly wipe down surfaces
- Sharing of personal items is discouraged
- Responsible and safe use of facial coverings if needed
- Hallway procedures, appropriate distancing while walking, hands to self
- Refrain from touching face
- Restroom Use and Proper Hand washing before and after restroom use

Intervention and Extension Services (Special Education/Title 1/ ELP/ELL)

- 1:1 or small group service in pull-out setting if needed
- Sanitize hands prior to and after services
- Clean work space prior to services and after services

Music

Elementary:

- Music Class
 - Equipment will only be cleaned at appropriate intervals
- Band
 - Individual lessons whenever possible
 - Small group if needed, following social distance requirements
 - Students have individual instruments - no sharing
 - Follow sanitation protocols before and after each lesson

High School- See and follow Guidance sent out by IHSMA for grouping size and procedures

[Iowa High School Music Association Guidance Website](#)

[July 2020 IHSMA Guidance](#)

- General Music/Chorus
 - Utilize social distancing (3 feet) in individual lessons
- Band
 - Utilize social distancing (3 feet) in individual lessons
 - Follow sanitation protocols before and after each lesson

Physical Education

- PE: Equipment will only be cleaned at appropriate intervals
- Students will sanitize prior entering PE and exiting PE



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- Activities will take place outside as much as possible (weather permitting)
- Weightroom:
 - Cleaning equipment after each use
 - Disinfected nightly
- Locker Rooms
 - Disinfected nightly
 - Per guidance from the IAHSAA and IGHSAU.

Assemblies/Field Trips

- Return to normal procedures

Staff Expectations and Protocols -

If a Staff Member Gets COVID

- Medical documentation required
- If additional leave is needed FMLA can be accessed

PPE (masks) are optional for staff

Nurse/COVID Protocols

Health & Safety: Identify or develop resources and training on how to ensure the health and safety of teachers/staff, students, and families in school.

Goals:

- A. Resources on how to support health and safety of teachers, staff, students and families.
- B. Ensuring ongoing workplace safety b. Support mitigation strategies, and c. Monitor the health and safety of teachers, staff, students and families.

All information may change as the information available changes

TRADITIONAL PLAN

1. Nurse office will be equipped with a designated area for sick students while waiting for them to be picked up by a parent.
2. Students who take medications will not enter the area designated for ill students.
3. All students and staff will wash hands or use hand sanitizer prior to meals and after meals, as well as after coughing or sneezing.
4. All minor student injuries will be managed by staff in the classroom or at recess to reduce traffic in the nurse office.
5. All students can carry a water bottle to minimize use of drinking fountains.
6. Hand sanitizer kiosks will be available in common areas. Wall mount hand sanitizers will be in each classroom.



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7. Buses will be disinfected at the end of every route. .
8. Custodial PPE will be as previous for general cleaning of the facility. If there is a suspected Covid-related illness, building custodians and their supervisor will be notified. The area of contamination will be closed off until cleaned.

Building & Grounds

Entering / Exiting the Building:

1. Provide portable hand-sanitizing stations at designated entrances and common areas to promote regular hygiene.
2. Establish signage to inform parents/visitors about the protocols followed in the school buildings.
3. PE instructors will determine protocols for outside p.e. classes and protocols reflecting sanitizing strategies for equipment and appropriate social distancing will be determined by administration and or ElementaryPrincipal.
4. The use of the district's buildings/gymnasiums for traveling teams, community groups and other organizations will be at the discretion of administration.

Hallways:

1. Clean outside and inside door handles throughout the day as recommended by the local Public Health Department.

General Health & Safety Protocols General

Guidelines

1. Inform all staff, students, parents/guardians, and visitors the inherent risks associated with returning to school and the personal liability the individual(s) assumes when returning to learn or work in the school setting.
2. Provide universal instruction to all grade levels on how to properly wash hands or use hand sanitizer.
3. Inform appropriate staff, students, parents and visitors when a case of COVID19 is acknowledged in the building. Follow protocols established by the local Public Health Department for informing parents and the public as required.
4. Also, provide extra cleaning in the highly used and touched areas.
4. Consider postponing all large group assemblies and visitors as recommended by the Iowa Department of Health dependent on IDPH protocols if deemed necessary by IDPH.
5. Determine staffing options i.e virtual meetings for IEP meetings and other staffings.
6. Establish guidelines and protocols for students who come to school ill, have respiratory issues, have temperatures, need medications, etc. Guidelines will be posted electronically and either sent home with students or mailed to families.
7. School visitors i.e. college representatives, AEA personnel, salespersons, etc. will have the



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option if they want to wear a mask while in the building. Virtual meetings should be encouraged and can be used for part-time AEA staff.

8. Any contaminated area will be thoroughly cleaned before use. Wait 24 hours or as long as possible before cleaning. Ensure safe and correct use and storage of cleaning and disinfectant products. Custodians will wear face masks, gloves and gowns when cleaning a contaminated area.

Classroom

Staff:

1. Establish a protocol for staff who are positive to COVID19 for self containment at home before coming back to school. Request documentation of results prior to return to work.
2. Encourage all staff to remain home when they have indications i.e. temperature, sore throat, etc. that are symptomatic to COVID-19. Request a doctor's note when staff return to work after an extended absence.
3. Staff are responsible for the assurances of social distancing when appropriate. Mask wearing is optional for protection of staff.
4. Reevaluate parent/teacher conference options i.e. virtual conferences, shared folders of work, middle school/high school teachers reporting for their advisee or homeroom student on behalf of all teachers, etc.
5. Consider options for special education classes to reduce or minimize movement between classrooms.
6. The Librarian staff will have protocols for library books and other paper-based products that will not meet technology protocols. Shared technology will have cleaning protocols.
7. Consider student seating arrangement on ways to promote physical distancing. Set up classrooms with all desks facing the same way and reflecting social distance guidelines.
8. Consider options for students on behavioral plans when disruptions occur during the day to encourage physical distancing.
9. Supply classrooms with hand sanitizer that has greater than 60% alcohol.
10. Review the use of "shared" classroom materials i.e. in the classrooms and special area classrooms i.e. art.
11. If there is an exposure/contamination in the classroom, staff will notify administration and the school nurse, who will in turn notify custodians for proper cleaning and disinfection. If necessary, the classroom participants will meet in an alternative location for the remainder of the day.

Students:

Masks or face shields are optional. (e.g. safely storing masks when not in use).

1. Encourage students to wash hands or use hand sanitizer before and after meals.
2. Build in time between instructional transitions for students and staff to wash hands or use hand sanitizer and wipe down surfaces.
3. Encourage those students who have compromised health issues to utilize virtual classroom options.



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Require doctor's permission for those students who have compromised health issues in order to return to the classroom.

4. Continue to communicate with local Public Health to review appropriate protocols for students. Protocols may include optional face masks, appropriate social distancing, classroom sanitizing, etc. throughout the day.
5. Encourage students to bring and use water bottles.

Class Schedules

1. Review the options and recommendations for large group classes i.e. band, choir, large study halls, etc.
2. Consider alternative activities that promote physical distancing in physical education.
3. Reevaluate and communicate with public health for the continuation and restructuring of large group performances i.e. vocal music, band, plays and musicals and their impact based on the established protocols.
4. Build in time between instructional transitions for students and staff to wash hands or use hand sanitizer and wipe down surfaces.

Transportation

Continue to communicate with local Public Health to review cleaning and sanitation protocols and to inservice staff i.e. transportation director, bus drivers, coaches, associates, etc. regarding those protocols for buses and other school vehicles.

Co-Curricular Activities

1. Coaches, students and/or sponsors are responsible for self monitoring any symptoms prior to practice and as they board the buses prior to departure.
2. Coaches will be given thermometers to check for temperatures if illness is suspected.
3. Coaches and/or sponsors are responsible for sanitizing all equipment, materials used during the co-curricular activity.
4. Coaches and/or sponsors responsible for the assurances of social distancing, the option of masks. Review the continuation of sports programs at schools i.e. pasta nights, team meals, etc.

Student/Staff Illness During a Pandemic Policy/Parent Letter

It is essential for the Wapsie Valley Community Schools to work together to prevent the introduction and spread of COVID-19 in the school environment and in the community while still providing a quality education program.



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Exclusion from School

Students will be excluded from school if they test positive for COVID-19 or exhibit the symptoms of COVID-19 based on CDC Guidance that is not otherwise explained:

- A fever of 100.0° F or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell.

Students and employees exhibiting symptoms of COVID-19 without other obvious explanations are prohibited from coming to school, and if they do come to school, they will be sent home immediately. Parents are discouraged from sending students to school when they are not feeling well.

If a parent tells the district that a student is ill, the district may ask the parent whether the student is exhibiting any symptoms of COVID-19. The district may take the temperature of students, employees and visitors to school property on a random basis or in situations where there is reason to believe that the person may be ill. If a person is obviously ill the district may make additional inquiries and may exclude the person from school property.

Wearing Masks and other Personal Protective Equipment (PPE)

All students and staff have the option to wear a mask at school. Any person is welcome to wear a mask or PPE in the school building unless it inhibits the person's ability to perform his or her job, inhibits a student's ability to participate in the educational process or is disruptive to the educational environment.

Ultimately, if kids are sick with any kind of illness they need to stay home. Sick students, teachers, or other staff members should stay home in accordance with existing school procedures, generally until 24 hours after their symptoms resolve. Schools do not have the legal authority to quarantine or isolate students, to enforce wearing a mask, to require getting tested for COVID-19, or to enforce a student to



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stay home after a known exposure (including a household contact).

3. Tested positive

COVID-19 positive persons can return to normal activities after:

10 days since symptoms first appeared and 24 hours with no fever without the use of fever-reducing medications and Other symptoms of COVID-19 are improving* *Loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation.

All other sick students, teachers, or other staff members should stay home in accordance with existing school procedures, generally until 24 hours after their symptoms resolve.

Siblings or Other Students in the Household

If a student is excluded from school due to COVID-19 symptoms or has had a positive COVID-19 test, his or her siblings or other students living in the same household will NOT be excluded from school. If they do not exhibit symptoms. Follow IDPH and CDC Guidelines and Protocol for COVID-19 Related Symptoms and or Exposure.

Students should stay home if they have tested positive for COVID-19.

People with COVID-19 have had a wide range of symptoms ranging from mild to severe illness. Symptoms may appear 2-14 days after exposure to the virus and may include:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Muscle or body aches
- Headache
- New loss of taste or smell



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-Sore throat

-Congestion or runny nose

-Nausea or vomiting

-Diarrhea

--Employees if you feel healthy but recently had a close contact with a person with COVID-19 you can continue to come to work. Monitor your temperature with the main office, monitor for symptoms and if they arise you will leave the school immediately. Wearing a mask at all times is a good option and remain 6ft away from others.

--If you have been diagnosed with COVID-19, are waiting for test results, or have cough, fever or shortness of breath or other COVID-19 symptoms ISOLATE yourself from others.

--Isolation is used to separate people infected with the virus (those who are sick with COVID-19 and those with no symptoms) from people who are not infected. People who are in isolation should stay home until it's safe for them to be around others.

-- In the home, anyone sick or infected should separate themselves from others by staying in a specific "sick room" or area and using a separate bathroom if available.

--If you recently traveled from somewhere outside the United States on a cruise ship or river boat check with local public health to see current travel recommendations regarding COVID.

Staff Illness During a Pandemic Policy

It is essential for the school community to work together to prevent the introduction and spread of COVID-19 the school environment and in the community while still providing a quality education program

Wapsie Valley Schools will be working closely with local Public Health Departments.

Exclusion from School

Employees will be excluded from school if they test positive for COVID-19 or exhibit two low risk symptoms or one high risk symptom of COVID-19 based on CDC Guidance that is not otherwise explained:



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1. A fever of 100.0° F or greater
2. Cough- high risk
3. Shortness of breath or difficulty breathing-high risk
4. Chills
5. Repeated shaking with chills
6. Muscle pain
7. Headache
8. Sore throat
9. New loss of taste or smell- high risk

Wearing Masks and other Personal Protective Equipment (PPE)

Employees have the option to wear PPE. In addition, any person is welcome to wear a mask or PPE in the school building unless it inhibits the person's ability to perform his or her job.

District Response to Exclusion from School or Self-Quarantine

As soon as the district becomes aware of a student or employee that may have COVID-19 or that has been excluded from school or recommended to self-quarantine, the custodial staff will be informed so that all desks, lockers and workspaces of the person are thoroughly disinfected. If the school is not open when notification occurs, the custodial staff will wait 24 hours or as long as possible prior to disinfecting and instead will block off the area so that others do not have contact. However, if that is not possible or school is in session, the cleaning will occur immediately.

- If the school nurse deems that the student is in distress, based on the physical exam, the nurse or staff member will call 911 immediately. Symptoms prompting a 911 call include, but are not limited to:

- Shortness of breath or difficulty breathing
- SPO2 <95% in a student without an underlying respiratory condition
- Persistent pain or pressure in the chest
- Confusion or change in behavior
- Altered level of consciousness
- Circumoral cyanosis or change in coloring to face and/or extremities
- Inability to stay awake

- Should the school nurse or staff member determine that the student should be sent home, they will contact the student's parent/guardian or emergency contact. Pick up will occur within 30 minutes.



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- School Nurse or staff member will provide parent/guardian instructions regarding the need to home isolate and visit the student's health care provider.
- Remember schools are not expected to screen or identify cases of COVID-19. Our local Public Health offices will help notify those individuals and will follow up with next steps!
- The area or room will be disinfected once the student leaves.