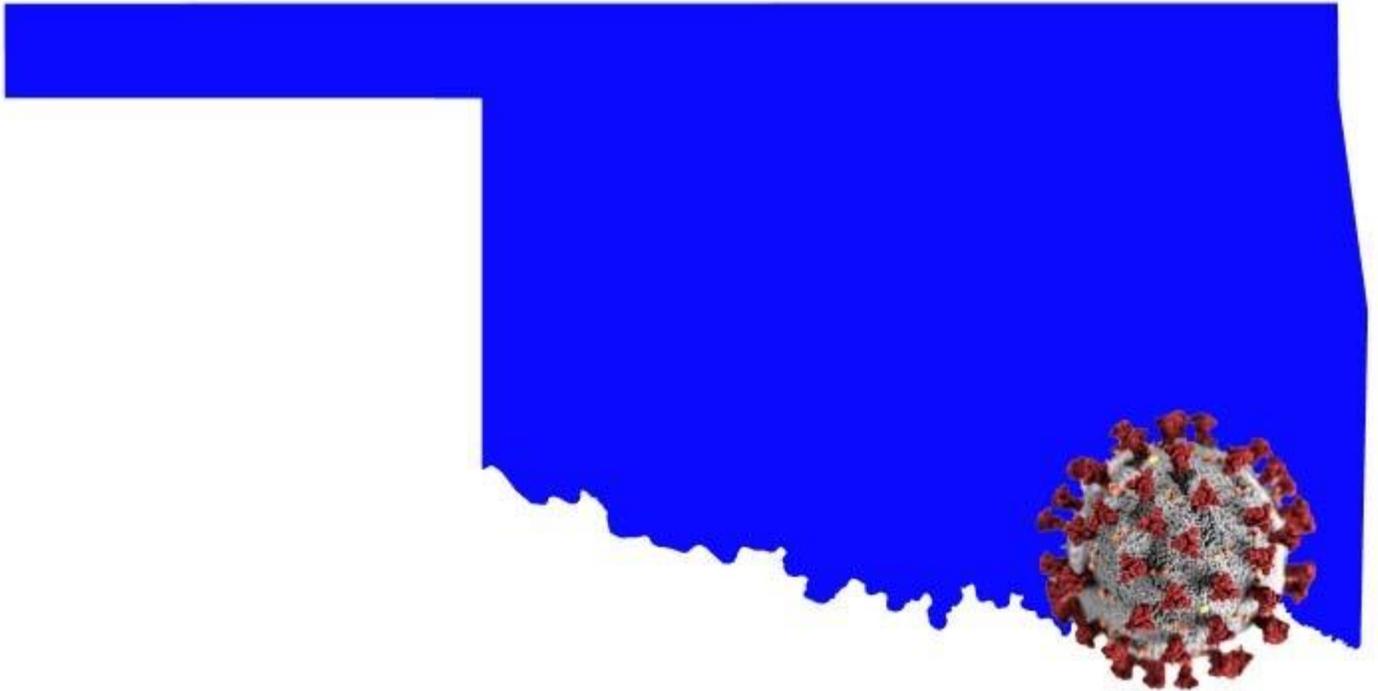


# COVID-19



Savanna Public School  
Covid-19 Protocol Response Guide  
and  
Safe Return Plan  
Updated 9/6/2021

# Savanna Public School

PO Box 266  
Savanna, OK 74565  
(918) 548-3777



Richard Peckio – Superintendent

Angelia Wilson – Principal

Calrton Higgins-Assistant Principal

## **PROTOCOL SUBJECT TO CHANGE AS THE FLUIDITY OF THE COVID-19 PANDEMIC SITUATION CHANGE**

### **OVERVIEW**

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As we begin the new school year, we are working diligently to provide a safe learning environment for our students. Savanna staff and Board of Education goals are to reopen Savanna schools safely, sustaining the safe operation of the school and addressing students social, emotional, mental health and academic needs resulting from the Covid 19 pandemic. We strive to maintain academic progress, as well as, address learning loss by utilizing evidence based interventions.

### **MASK MANDATE VISITORS**

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Savanna School will limit visitors inside the school buildings when necessary and require all parents/visitors to wear a mask to enter. Savanna School does not require students or staff to wear a mask but it is strongly recommended when appropriate social distancing is not possible.

CDC guidance on correct wearing of mask:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>

### **DAILY SCREENING**

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The safety of your child and our students and staff is of utmost importance as we return to school. During this school year, it is your responsibility to do the daily screening that will be relied upon by your child's school. Families are expected to screen children for fever of 100.4 or more and/or other **symptoms** associated with COVID-19 prior to students' arrival at school each day. School staff will also take each student's temperature during the school day. Families should not send a child to school if they have a fever or other **COVID-like symptoms**. If a student presents at school and has a temperature of 100.4 and/or presents with other **COVID-like symptoms**, the student will be sent home.

District staff are also expected to self-screen each morning before reporting to work. Staff should not report to work if they have a fever of 100.4 or more and/or other symptoms associated with COVID-19.

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## **AT SCHOOL PROCEDURES FOR SYMPTOMS, CONTACT OR POSITIVE CASE**

### **WHAT HAPPENS IF A CLASSROOM HAS A POSITIVE CASE OF COVID-19?**

When a school is made aware of a positive COVID-19 case in a classroom, the school’s Contact Tracing Team will conduct **contact tracing** to determine who was in **close contact** with the positive case, be it school staff or another student. Savanna Public School will work in tandem with Pittsburg County Health Department Officials to report COVID-19 confirmed cases. Those identified during contact tracing as **close contacts** will be personally notified and provided with isolation information.

Savanna Schools following CDC recommendation will take the following ACTIONS:

1. If a fully vaccinated person is exposed to a positive case, they will not be required to isolate, unless they become symptomatic. They will be required to provide proof of vaccination to the principal.
2. For those students that are not fully vaccinated but wearing a mask when exposure occurred will be viewed as equally with those who have been fully vaccinated, thus they will not be required to isolate.
3. Students who are neither fully vaccinated nor wearing a mask will be quarantined with the protocols listed in the table below.

**“Close Contact” Exposure** “Close contact” as defined by the Centers for Disease Control and Prevention occurs when an individual is within 6 feet of an infected person for at least 15 minutes starting from 2 days (or 48 hours) before the infected person’s diagnosis.

**Self-Reported Positive Cases** refers to when a staff member or student has notified Savanna Public School of positive results from a COVID-19 test.

**Fully Vaccinated** refers to a person who is 14 days out from receiving two doses of the Moderna or Pfizer vaccine OR one dose of the Johnson and Johnson vaccine.

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## **COMMUNICATION REGARDING A POSITIVE COVID-19 CASE**

Savanna Public School will notify all families and staff of a confirmed positive COVID-19 case in a building/on campus. When contact tracing is complete, those who are determined to have been in close contact with the positive case will also be contacted separately and asked to isolate or show proof of vaccination.

Each day, Savanna Public School will report the number of “self-reported” positive COVID-19 cases, along with the number of individuals who have been asked to isolate due to potential exposure to the virus to each school office and the Pittsburg County Health Department and to the OSDE through single sign on. The principal will then notify all staff of the students that have been identified to be quarantined.

## **DISINFECTANT CLEANING FOLLOWING A POSITIVE COVID-19 CASE**

In addition to the daily cleaning protocols, after notification of a positive / presumptive positive COVID-19 case in a building, high touch point surfaces and potentially impacted areas will be isolated and thoroughly cleaned and disinfected.

## **WHAT IS CONTACT TRACING?**

Contact tracing is the process for quickly identifying and notifying people of the potential exposure to a confirmed positive COVID-19 case. A member of the District’s Contact Tracing Team will utilize classroom and campus cameras to assess exposure. The team will also ask the individual who tested positive a series of questions to determine who they may have been in close contact with while on campus or at a school activity. In some cases, the Contact Tracing Team will also request the assistance of school personnel. Each person who is determined to be close contact will be personally notified and asked to isolate.

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## **WILL A STUDENT WHO HAS TESTED POSITIVE FOR COVID-19 BE REQUIRED TO BE OUT OF SCHOOL FOR A CERTAIN NUMBER OF DAYS?**

A student who tests positive will have to stay home for a time period based on current CDC guidelines. Please note that learning will not be interrupted as students will be able to continue with virtual learning. After receiving a positive test, a student must meet **ALL** of the following criteria to return school:

- 10 days after the symptom(s) first appeared,
- Fever-free for the last 24 hours (without the use of fever-reducing medications), **AND**
- **Symptoms** have improved

## **WHAT HAPPENS IF A TEACHER OR STAFF MEMBER TESTS POSITIVE FOR COVID-19?**

If a Savanna Public School teacher or staff member tests positive for COVID -19, they will be required to notify their administrator so contact tracing can be conducted. Information will be shared with the school building and families if staff or students have been exposed. Teachers/staff will be quarantined and teachers will be required to perform their teaching duties through Google Classroom/Google Meets.

## **WHAT IF A STUDENT'S OR STAFF'S FAMILY MEMBER HAS A POSITIVE CASE OF COVID-19?**

When the family member of a student or staff member tests positive for COVID-19, an exposure risk assessment will be completed by Savanna Public School to determine if the student or staff member is considered to be a close contact. If it is determined they are a close contact, all proper documentation and notifications will be completed and the individual will be required to isolate for 10 days. Teachers/staff will be quarantined and teachers will be required to perform their teaching duties through Google Classroom/Google Meets.

**IF YOU BELIEVE YOU or YOUR CHILD ARE SICK:** We ask our families and employees to closely monitor themselves for possible symptoms. If you or your child are feeling ill, please stay home.

- Families should report a positive COVID-19 test result, or symptoms to their child's school who can provide further instructions or guidance.
- A student who tests positive will be asked to stay home for a time period based on current CDC guidelines.

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**SUSPECTED POSITIVE CASE:** Any student or staff member who exhibits a fever of 100 degrees will be instantly isolated in a predetermined isolation room and immediately sent home.

After being sent home, the student or staff member cannot return to school until the following criteria is met:

- The student will become a distance learner at home until he/she can return to school.
- The student will be counted as present because distance learning will be provided.
- The chart below recommended by the CDC will be followed:

I KNOW/THINK I HAVE COVID-19 WITH SYMPTOMS (ISOLATION)	I TESTED POSITIVE BUT HAVE NOT SYMPTOMS (ISOLATION)	I WAS IN "CLOSE CONTACT" WITH SOMEONE WITH COVID-19-(QUARANTINE)
You can be around others after-	If you continue to have <u>no symptoms</u> , you can be around others after-	Option 1- quarantine(stay home, Monitor for symptoms) for <b>14 days AFTER LAST EXPOSURE.</b>
<b>10 days</b> have passed since symptoms first appeared <b>AND</b>	<b>10 days</b> have passed since you were tested.	Option 2- quarantine 10 days Symptom free- must wear mask until 14 days from exposure
Symptoms have dramatically improved (cough, shortness of breath), <b>AND</b>	If you develop symptoms after testing positive, follow the guidance for the I know I have had COVID-19 with symptom	Option 3- quarantine 7 days Symptom free and negative COVID test between 5-7 days from exposure and must wear mask until 14 days from exposure.
You have been fever free for <b>24 hours</b> (without use of fever reducing medication).		Close contact means within 6 feet of the individual for at least 15 minutes. Contact your county health department if you begin to experience symptoms.

## Daily Cleaning Protocols

### Offices/Classrooms/Hallways:

- Wipe surfaces utilizing a disinfectant cleaner
  - Desks - top and bottom
  - Chairs - top and bottom
  - Countertops and cabinets
- Mop floors using an EPA approved disinfectant cleaner
- Empty trash and clean waste receptacle inside and out with disinfectant cleaner and replace liner

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## **Cafeteria:**

- Wipe surfaces utilizing a disinfectant cleaner
  - Eating tables top and bottom
  - Chairs top and bottom
  - Vending machine buttons
- Mop floors using a properly diluted disinfectant cleaner

## **Restrooms:**

- Wipe surfaces utilizing a disinfectant cleaner
  - Fixtures
  - Soap dispensers
  - Toilet / urinal flush handles
  - Partitions
  - Paper towel dispensers
- Scrub toilets and urinals with disinfectant cleaner
- Mop floors using a properly diluted disinfectant cleaner
- Empty trash and clean waste receptacle inside and out and replace liner

## **Disinfectant Mistlers for Added Layers of Protection**

Disinfectant misters will be used in all areas of the school building on a daily basis. Individual school classroom, gym, cafeteria, area or bus will be treated with a disinfectant mist after any positive exposure event.

## **Supplies for Teachers**

All classroom teachers should be provided an EPA approved disinfectant cleaner, along with paper towels and disinfectant wipes in order to wipe down high touch surfaces in the classroom during the school day.

## **Ventilation**

Filters in all buildings will be changed at least monthly and air conditioning units will be changed on a regular schedule.

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**Transportation:** Below is an outline of cleaning protocols for our school buses:

- Daily Routine
  - Wipe high touch surfaces utilizing a disinfectant cleaner
    - Handrail
    - Seatbacks and seats
  - Keep bus floors swept
  - Empty trash
  - Individual buses will be treated and immediately after an exposure event when needed

## **PHYSICAL DISTANCING**

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### **REQUIREMENTS FOR ALL TEACHERS**

- Maximize classroom space.
- One directional seating.
- Seating charts in every class.
- Spray/Clean surfaces daily
- Make sure student centers are well spaced and involve family student pods.

### **TRANSPORTATION**

- Students should physically distance as much as possible while riding the school bus. Students should sit one to a seat when possible and we encourage family members to sit together. However, there will be instances when physical distancing isn't attainable.
- Temperatures will be taken as riders board the bus.
- Mask will be mandatory while riding the bus.

### **STUDENT ARRIVAL / DISMISSAL**

- Arrival and dismissal procedures have been adjusted at each building to practice physical distancing when possible and minimize congestion during high-traffic times. Additionally, parents/guardians and guests will not be permitted inside the school during morning arrival or afternoon dismissal. You will be permitted to go to appropriate office during the school day when necessary, mask will be required.

### **HALLWAY TRANSITIONS**

- Students have been instructed on directional hallways for entrance and exit while maintaining appropriate spacing to support physical distancing measures.

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## **RESTROOMS**

- Students will be allowed to enter the restroom per the number of stalls available. Staff will monitor congregate areas such as restrooms and hallways to encourage physical distancing as much as possible. Restrooms will be cleaned and disinfected frequently throughout the day.

## **WATER FOUNTAINS**

- Water fountains are functional. However, students are required to use refillable water bottles and use the schools' bottle-filling stations, which are available in every building. The district's Custodial Services will clean water fountains frequently throughout the day..

## **LOCKERS**

- The use of lockers may be limited throughout the school day in order to reduce the opportunity for students to gather in the hallways and at lockers.

## **BREAKFAST AND LUNCH**

- A combination of options will be made available by Student Nutrition Services for students and teachers to expedite food service and to minimize the number of students in the cafeteria during breakfast and lunch periods. Each school will adjust their meal schedule to accommodate physical distancing to the greatest extent possible.

## **RECESS**

- Students' ability to participate in unstructured play is an important component for children to develop physical, mental and social skills. Recess schedules will be staggered and the number of children on the playground will be limited at any given time to accommodate physical distancing to the greatest extent possible.
- Hand hygiene practices will be in place before and after recess.

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## DAYCARE

- Numbers will be limited during the COVID-19 pandemic. At this time the safe limit has been set at 15 due to classroom size. If daycare is not needed for work purposes, students will need to be picked up. Daycare will be considered on a case by case basis and discipline issues will result in loss of daycare privileges. Normal daycare forms will be required along with attachment for Covid-19 space limitation forms.
- No daycare services will be provided until a determination of eligibility and numbers can be established.
- We estimate that daycare will begin August 23rd, for those who qualify. We will contact you regarding this as soon as we determine eligibility.

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## VIRTUAL/DISTANCE LEARNING

The Educational Learning options are:

1. Traditional (Face to Face) Learning: Students report to campus and attend classes in a traditional setting. Teachers will utilize Google Classroom to deliver assignments to maintain consistency with Distance learning students. Traditional learning is recommended as the most effective for students overall education and emotional well-being.
2. Virtual/Distance Learning: An application must be submitted, approved by administration and conditions agreed to by parents and students. Once the student is approved for virtual learning it is for an entire semester. Students will be attending synchronous education which means they will attend class at the scheduled time with their enrolled teacher via google meets. Students must be logged in and present during the class period to be counted in attendance for each class. Classwork will be delivered and submitted via Google Classroom. Students/Parents who choose this option will be subject to the discipline that is set forth by the teacher. A participation grade of a 0 will be given if the student is removed from the class for disciplinary reasons. This option will only be approved in extreme circumstances. Students who choose this method and are approved will not be allowed to participate in Athletics or attend extracurricular activities where social distancing is not possible.

All students will be issued a Dell Chromebook 3100 and assured they have access to internet connectivity. Savanna schools Wi-Fi can be used by all school issued devices. The Wi-Fi accessibility area will be designated and shared with all students needing to utilize its availability.

All classes, traditional and virtual, will maintain the necessary rigor to adhere to the Oklahoma Academic Standards. It is imperative for students to use school supplied technology to communicate with their teachers to keep the standard of learning at its highest in both environments offered.

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All students and staff will be counted in attendance by either physically being in the traditional classroom or logging into the class during its specified class time. If a student and/or teacher is sent home or stays home for health reasons due to the COVID-19 Pandemic they will still be counted in attendance by participating in the distance learning environment.

Student Special Needs- Individualized Education Plans (IEP), 504 Plans, and English Language Academic Plans will be followed with the assistance of special education director, teachers, and site principals. District related services providers such as speech and OT/PT will be in contact with students and parents to arrange for continued services within the constraints of this public health crisis. IEP and 504 meetings will be held in person unless a request is made for a phone or video conference. When students are not physically attending school, therapies and other related services may be provided virtually, or at school in a manner that protects the health of all involved.

## **ADDRESSING LEARNING LOSS DUE TO COVID 19 PANDEMIC**

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Savanna School staff and Board of Education are very much concerned about the loss of time in the traditional face to face classroom. At this time we are diligently working on a plan to minimize the loss of education and stress that the pandemic has placed on our school. We will publish this plan as soon as the best course of action is determined. Thank you for all your support and patience during this time.

## **ADDITIONAL INFORMATION- Other things we can do to stay safe and healthy:**

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Savanna School is working closely with The Pittsburg County Health Department. If at any time we suspect a positive case we seek out their advice. If we are made aware of a confirmed case we immediately start contact tracing and contact The Pittsburg County Health Department. We are also coordinating with them on providing Covid-19 vaccinations to students over 12 with parental permission and community members.

To help us maintain safe and healthy buildings, it is important that all students and staff members remain vigilant with hygiene practices. COVID-19 is transmitted through person-to-person contact and through the exchange of respiratory droplets.

Symptoms of COVID-19 include fever, cough and shortness of breath. See list of full symptoms here:

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

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The CDC recommends the following best practices on how to protect yourself and others and ways to slow the spread of COVID-19:

- Get vaccinated –Local Health Dept., Walmart, Walgreens, CVS, Warren Clinic...
- Wear a mask
- Stay 6 feet from others
- Avoid crowds and poorly ventilated spaces
- Wash your hands often
- Cover coughs and sneezes
- Clean and disinfect
- Monitor your health daily You may read the full list here:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

## **Tips for parents managing school age students and the stress of day to day life:**

The CDC has issued recommendations to address mental health and stress put on families due to Covid-19. You can find the most updated recommendations below:

<https://www.cdc.gov/coronavirus/2019-ncov/communication/mental-health.html>

## **CDC safety recommendations that are addressed above:**

1. Universal and correct wearing of masks. pg.2
2. Modifying facilities to allow for physical distancing. pg. 7
3. Handwashing and respiratory etiquette. pg. 10
4. Cleaning and maintaining healthy facilities, including ventilation. pg. 6 & 7
5. Contact tracing in combination with isolation and quarantine, in collaboration with the state, local, territorial, or tribal health departments. pg. 3 & 10
6. Diagnostic and screening testing. pg. 2
7. Efforts to provide vaccinations to school communities. pg. 10
8. Appropriate accommodations for children with disabilities with respect to health and safety protocols. pg. 10
9. Coordination with State and local health officials. pg. 10

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## Letter to Parents regarding transportation/bus

*6/1/2021*

Dear Parents.

As we begin the new school year, we are working diligently to provide a safe learning environment for our students. We know that many of our students currently ride the bus to and from school each day. We will continue to provide this option. However, we do encourage anyone that has the ability to transport their own students, please do so. We are working on plans to decrease the numbers of students on a bus to reduce the possibility of exposure to the COVID-19.

Students that do ride the bus **will be required to wear mask and sit in their “assigned” seat** each day. This may prove helpful in the event contact tracing becomes necessary as the result of a positive COVID19 test at school.

As always, your child’s safety is our top priority. We hope that you have a wonderful summer break and we look forward to the upcoming school year.

Sincerely,

Angelia Wilson, Principal  
Savanna School

Date 6/1/2021

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Dear Parents,

The safety of your child and our students and staff is of utmost importance as we return to school. During this school year, it is your responsibility to do the daily screening that will be relied upon by your child's school. Below is a checklist of statements you may use as a reference. If your child exhibits any of the following signs, indicating by answering yes to the questions below, do not send your child to school. Please keep them at home and contact your healthcare provider. This checklist must be used separately for each child attending school from your household. You can print the At Home Screening Form Daily Log to assist you from our website at [www.savanna.k12.ok.us](http://www.savanna.k12.ok.us)

1. Are you (or your child) experiencing a new cough that you cannot attribute to another health condition? YES / NO
2. Are you (or your child) experiencing shortness of breath that you cannot attribute to another health condition? YES / NO
3. Are you (or your child) experiencing a sore throat that you cannot attribute to another health condition? YES / NO
4. Are you (or your child) experiencing a loss of smell or taste that you cannot attribute to another health condition? YES / NO
5. Do you (or your child) have a temperature at or above 100 degrees or the sense of having a fever? YES / NO
6. Within the last 14 days, have you (or has your child) had close contact, without the use of appropriate PPE, with someone who is currently sick with suspected or confirmed COVID-19? YES / NO

(Note: Close contact is defined as within 6 feet for more than 15 consecutive minutes.)

By sending your child/children to school, you are certifying you have screened your child/children that day and the answer to each of the questions above is "No."

Thank you,

Angelia Wilson, Principal  
Savanna School