

Return to School Plan



The purpose of this blueprint is to provide a framework for how Northwest Public Schools will respond to the COVID-19 pandemic and its impact on the educational program at Northwest Public Schools during the 2020-2021 school year. The framework is structured using tenets and tiers in order to allow the district to be responsive to changing public health circumstances. The presence of a formal plan will also support the district in articulating its plan for next fall in a clear, comprehensive, and transparent manner.

Calendar/Scheduling Scenarios:

Scenario	Description	Rationale
A 1	School is in session for all (100%) students and staff on campus in August.	 This is the plan for reopening Northwest Public Schools. We will encourage social distancing and also encourage wearing masks. We will also implement safety precautions that are reasonable.
В	Remote Learning	Necessary in the event of a mandated school closure of more than 2+ weeks.
C1	Optional: Delayed start of school.	 This calendar option would only be used if the commissioner or governor indicated that an on-time August start with students in person on campus was not possible until a later time and mandated that Northwest start later.
C2	Optional: Move the beginning date of school and/or extended holiday break from Thanksgiving through the new year.	 This calendar option would only be used if the commissioner or governor indicated that it was necessary and appropriate to end on campus instruction during the first semester (Thanksgiving) and would mandate Northwest to close early. The intent would be to curb anticipated virus spread.

Tiered Model and Central District Health Risk Assessment Dial:

Tiered Model: Many of the elements in the plan below have tiered levels of response from the school district. The intended definition of each tier has been provided below; however, the application may vary depending upon guidance from local public health officials or the governor (issued directed health measures). Depending upon public health guidance, other local context and the determination of the district's COVID team, the application of the tiers may be applied. For example, public health recommendations may compel the use of Tier II or III strategies even when no area spread exists. Likewise, the school district may choose to apply Tier II actions in one area when the conditions and public health recommendations will only result in the use of Tier I practices. In this way, the real intent behind the Tiered Model below is to proactively outline the progressively rigorous actions the district may take as circumstances change throughout the pandemic.

Tier I	No to Low Risk/Spread – School in session.	
Tier II	Moderate Risk/Spread – School in session.	
Tier III	High Risk/Spread – School in session, modified or perhaps closed.	
Tier IV	Severe Risk/Spread – School likely closed	

Central District Health Risk Assessment Dial



(*example of the CDHD dial, this is 1 piece of data the district will use, not the only factor)

Screening

District Level Screening Practices

- Staff self-screen at home. Parents self-screen children at home. A checklist will be mailed home and given to staff and parents which includes the following common symptoms of COVID-19: fever of 100.0 Fahrenheit or greater, cough, shortness of breath or difficulty breathing, chills (or repeated shaking with chills), unusual muscle pain, headache, sore throat, loss of taste or smell.
- Signage will be posted on school buses as students prepare to enter the bus which includes the common symptoms of COVID-19 and appropriate steps to take when these symptoms are present.
- Signage will be at school entrances which includes the common symptoms of COVID-19 and appropriate steps to take when these symptoms are present.
- Any student who reports to staff or would be exhibiting any of the following symptoms will be referred to the designated safe room and they will have their temperature taken and be further assessed as deemed appropriate by the school nurse or trained staff.
- Professional development will be provided to all staff regarding the recognition of COVID-19 symptoms.
- The school district has ten touch-free thermometers.

School Exclusion:

Students and employees will be excluded from school if they test positive for COVID-19 or are currently exhibiting symptoms and are waiting for COVID-19 test results. Students and employees will also be excluded if they are showing symptoms just as we would if they were showing symptoms of the flu.

Testing Positive-Symptomatic:

Persons who experience symptoms and have tested positive for COVID-19 may return to school if the following conditions are met:

- The individual no longer has a fever (without the use of medicine that reduces fevers) for 72 hours; and
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
- At least 10 calendar days have passed since symptoms first appeared, or a written release by their health care provider, or a negative COVID-19 test.

Tested Positive-Asymptomatic:

Persons who have not had symptoms but tested positive for COVID-19 may return after at least 10 calendar days, or a written release by their health care provider, or a negative COVID-19 test.

Tested Negative - COVID-19:

Persons who have been excluded due to COVID-19 symptoms and have tested negative may return to school if the following conditions are met:

- The individual no longer has a fever (without the use of medicine that reduces fevers) for 24 hours; and
- Other symptoms have improved (for example, when your cough or shortness of breath have improved).

Medical Inquiries:

- If a parent tells the district/school that a student is ill, the district/school will ask the parent whether the student is exhibiting any symptoms of COVID-19.
- If an employee calls in sick or appears ill, the district/school can inquire as to whether the employee is experiencing any COVID-19 symptoms.
- The School District will require parents to inform school in writing from their health care provider on any COVID-19 testing with children that attend Northwest.

Note: Even without symptoms, if a student or employee has recently had contact with a person with a suspected or confirmed case of COVID-19, has someone in their home being tested for COVID-19, has recently traveled from somewhere considered to be a "hot spot" by the CDC, or if staff suspects that a student or employee has COVID-19, the district/school may exclude the student or employee from the school building and recommend that they self-quarantine for 14 calendar days. Decisions in these circumstances will be made in collaboration with public health officials and will <u>vary based upon</u> the specific circumstances.

Screening	Tier 1	Tier 2	Tier 3	Tier 4
Screening Questions	Students and staff will not be asked screening questions as they enter the facility.	Students and staff may be asked screening questions as they enter the facility. Visitors will not be allowed to enter the facility during school hours.	Students and staff will be asked screening questions as they enter the facility. Visitors will not be allowed to enter the facility during school hours.	School Likely Closed. Remote Learning.
Taking Temps.	Students and staff will not have temperatures taken upon entering the facility.	Students and staff may have their temperature taken upon entering the facility.	Students and staff will have temperatures taken upon entering the facility and buses.	School Likely Closed. Remote Learning.

General School Operations/Entering School Facility

District Level School Operations/Entering School Facility

- The COVID Team will be activated and will have meetings scheduled as needed throughout the school year. Northwest Public Schools COVID Team will be identified as the district's pandemic committee.
- All parents will be required to share **two emails** that the district will use to communicate COVID information.
- Staff and students will enter the facility as normal unless we are at a heightened risk with COVID19. The School District may ask all Staff and Students to enter by designated entry ways.
- Visitors will not be allowed into the buildings during school hours in Tier II or above. Educational Guest speakers will be allowed after proper screening.
- Hand sanitizer for staff, and students will be provided at entryways and classrooms.
- COVID19 signage will be posted in classrooms, hallways and entrances.
- Anyone experiencing any symptoms will be taken to a designated safe room.
- Passing periods will be normal during Tier 1 and Tier 2. Passing periods may be staggered if the school district is in Tier 3.
- Reduce outside traffic, eliminate non-essential visits or assemblies if in a heightened risk.
- Reduce large meetings if possible if in a heightened risk.
- Shared water fountains will not be available. Students can use the water dispenser option to fill their own water bottle/container.
- Elementary students will go to recess during Tier 1 and Tier 2. District will determine if recess is allowed or eliminated in Tier 3.
- Parents picking up students will be encouraged to remain in vehicles to reduce exposure risks if in a heightened risk.
- Minimize use of shared equipment if at all possible.
- Masks will not be required but encouraged. If the local area becomes high risk and we want to remain in operation, we may require masks in buses and in school.

General Operations & Entering School Facility	Tier 1	Tier 2	Tier 3	Tier 4
COVID Team	COVID Team activated and will meet regularly during the school year to discuss COVID and how things are going for the school district.	COVID Team activated and will meet regularly during the school year to discuss COVID and how things are going for the school district.	COVID Team activated and will meet often to determine what precautions need to be in place to keep school open and operating.	School Likely Closed. Remote Learning.
Entering Facility	Students and staff will enter the facility as normal.	Students and staff will enter the facility as normal. Visitors will not be allowed to enter the facility during school hours.	Students and staff will enter the facility in designated areas. Visitors will not be allowed to enter the facility.	School Likely Closed. Remote Learning.
Passing Periods	Passing periods normal.	Passing periods normal.	Passing periods may be altered.	School Likely Closed. Remote Learning.
Rest Rooms	As normal	As normal.	During passing times, restrooms are discouraged or may not be allowed.	School Likely Closed. Remote Learning.
Water Fountains & Personal Water Bottles	Shared water fountains are not available. Students and staff are allowed to use water dispensers to fill personal water bottles.	Shared water fountains are not available. Students and staff are allowed to use water dispensers to fill personal water bottles.	Shared water fountains are not available. Students and staff are allowed to use water dispensers to fill personal water bottles.	School Likely Closed. Remote Learning.
Elementary Recess	Elementary recess will occur as normal.	Elementary recess will occur as normal.	Elementary students may or may not go to recess.	School Likely Closed. Remote Learning.

Face Coverings	Face covering shall be optional by students and staff. Face covering is recommended by NDE, CDC, and the Health Departments.	Face covering shall be optional by students and staff. Masks may be required in buses.	Masks may be required during school and for bus routes. Opt-out forms for parents and staff would be distributed if school mandates masks.	School Likely Closed. Remote Learning.
Social Distancing	Students and staff are encouraged to practice social distancing if possible.	Students and staff are encouraged to practice social distancing if possible.	Students and staff are encouraged to practice social distancing if possible. Social distancing scenarios likely incorporated in school day.	School Likely Closed. Remote Learning.
Attendance	PK-12 Attendance as normal.	PK-12 Attendance as normal.	PK-12 Attendance as normal. Considerations for remote learning for PK-12.	School Likely Closed. Remote Learning.
End of School Day	Students dismissed as normal. PK-8 students staggered by grades and were released to buses.	School dismissed as normal or school may stagger dismissals for age- groups of students.	School dismissed as normal or school may stagger dismissals for age-group students.	School Likely Closed. Remote Learning.
Outside Use of Facilities by Patrons	Facility may be used by outside groups or patrons as normal.	Facility may be used by outside groups or patrons as normal.	Facilities may be closed to outside groups or patrons.	School Likely Closed. Remote Learning.

Academics

District Level Academics

- Northwest Public Schools administration and staff will discuss strategies for unfinished learning from spring of 2020.
- Specials classes with elementary students may be reduced or eliminated if the district attempts to implement more social distancing/isolation with elementary students in a heightened risk scenario.
- Staff development focus will be on enhancing instruction with remote learning.
- If school is open, education will take place "in person". A hybrid system is not being implemented where in person instruction will occur along with remote learning instruction while school is open.

Academics	Tier 1	Tier 2	Tier 3	Tier 4
Classroom Instruction	Teachers and students will have in-class instruction as normal.	Teachers and students will have in-class instruction as normal.	Teachers and students may have modified inclass instruction.	School Likely Closed. Remote Learning.
Remote Learning Plan	Remote Learning Plan may be needed if we have students or staff in quarantine due to being COVID positive.	Remote Learning Plan may be needed if we have students or staff in quarantine due to being COVID positive.	Remote Learning Plan may be needed if we have students or staff in quarantine due to being COVID positive.	School Likely Closed. Remote Learning.
Specials	Students participate in specials as normal.	Students participate in specials as normal	Students may not participate in specials to decrease larger student gatherings and/or intermixing.	School Likely Closed. Remote Learning.

Food Service

District Level Food Service

- Staff and students will be able to eat lunch as normal during low risk determinations.
- Standard operating procedures with social distancing encouraged in low risk determinations. Salad Bar may be removed.
- If the school district is put into a heightened risk, school lunch may go to a "grab and go" format and students and staff may be asked to return to classrooms to eat food.
- Sanitizer will be provided for all participants by lunch serving areas.
- Cleaning of high-touch areas (lunch tables, etc.) will happen between lunch periods.
- If the school district is put into a heightened risk, marked spaced lines could be put in, to the extent practical and classes may be staggered coming to the lunch area to eliminate large gatherings.
- Longer meal periods may be implemented during heightened risk times to lower numbers and extend spacing between students, staff, tables, etc.
- Disposable plates, utensils, etc. may be used.
- Staff will continue to take down student and staff lunch IDs. Staff involved with this will be encouraged to wear masks. If school district in Tier 3, Staff involved with lunch may be required to wear masks.

Food Service	Tier 1	Tier 2	Tier 3	Tier 4
Lunch	K-5 students will eat lunch in their normal staggered lunch periods and will eat lunch in the cafeteria. Elementary students will have assigned seating by grade level. 6-12 students and staff will eat lunch in the normal staggered lunch periods and will eat lunch in the cafeteria. Salad Bar may not be open for student or staff use.	K-5 students will eat lunch in their normal staggered lunch periods and will eat lunch in the cafeteria with social distancing encouraged. Elementary students will have assigned seating by grade level. 6-12 students and staff will eat lunch in the normal staggered lunch periods and will eat lunch in the cafeteria. 6-12 students will eat lunch in the cafeteria. 6-12 students will eat lunch either in their normal staggered lunch periods or may transition into a 3 or 4 staggered lunch design depending on risk determination. 6-	K-5 students will eat lunch in their normal staggered lunch periods and will eat lunch in the cafeteria with social distancing required. Elementary students will have assigned seating by grade level. 6-12 students will eat lunch either in their normal staggered lunch periods or may transition into a 3 or 4 staggered lunch design depending on risk determination. 6-12 students will eat lunch in the cafeteria with social distancing required.	School Likely Closed. Remote Learning.

12 students will eat lun in the cafeteria with sood distancing required. Salad Bar may not be open for student or statuse.	ial immediate area, all PK-12 lunches will likely be a "grab and go" and all	
--	--	--

Cleaning/Facility Modifications

District Level School Cleaning/Facility Modifications

- Northwest Public Schools will follow as best as we can, the basic pandemic cleaning plan.
- Proactive cleaning in high-touch areas.
- Tables in cafeterias will be spread apart as much as possible.
- Classroom tables will be spread out as much as possible.
- Teachers will be equipped with cleaning supplies to clean rooms as much as possible.
- Increase inventory of HVAC filters and monitor whether we change out more frequently.
- Increase inventory of cleaning supplies in case cleaning needs to be increased dramatically.
- Shut off shared water fountains. Increase the number of water fill stations or provide large fill stations in the facility.
- Deep cleaning protocol in the room or part of the facility where the person came in contact with someone who is positive COVID19.

Cleaning/Facility Modifications	Tier 1	Tier 2	Tier 3	Tier 4
Cleaning	Base Pandemic Cleaning Plan. Classrooms cleaned daily. Lunch tables and high- touch areas cleaned between each lunch. Weight Room equipment cleaned daily.	Base Pandemic Cleaning Plan. Classrooms cleaned daily. Lunch tables and high- touch areas cleaned between each lunch. Weight Room equipment cleaned daily.	Increased cleaning in all areas. Classrooms will be cleaned between each class period by students and teachers. Lunch tables and hightouch areas cleaned between each lunch.	School Likely Closed. Remote Learning.

			Determine if HVAC filters need to be changed out more frequently. Weight Room equipment cleaned daily.	
Facility Modifications	Classroom tables and cafeteria tables spread apart as best as possible. Shared water fountains shut off. Increased number of water fill stations.	Classroom tables and cafeteria tables spread apart as best as possible. Shared water fountains shut off. Increased number of water fill stations.	Classrooms and all areas may be modified to eliminate any larger gatherings.	School Likely Closed. Remote Learning.
Staff	All teachers and classified staff are involved in the cleaning facility.	All teachers and classified staff are involved in the cleaning facility.	All teachers and classified staff are involved in the cleaning facility.	School Likely Closed. Remote Learning.

Transportation

District Level School Transportation

- Northwest Public Schools are asking all parents to screen their child(ren) for any symptoms prior to loading the bus on morning routes.
- Maintain open windows to promote airflow on the bus when feasible.
- Students and bus drivers will be encouraged to wear masks regardless of the current COVID situation in the district. If the district is elevated into a higher risk with COVID, masks may be required.
- Buses will be sanitized after each route.
- Hand sanitizer will be available on buses. Students are asked to use sanitizer as they board a bus and also when they exit a bus.
- Seat directly behind the driver will always remain empty to create social distancing.
- Seating charts will be created, and siblings will be seated together.
- Weekly/daily reminders and information will be shared with riders on keeping hands to themselves, coughing into a sleeve, social distancing as best as possible, etc.

• Field Trips, activity events may be canceled if the school district is elevated into a higher risk with COVID19.

Transportation	Tier 1	Tier 2	Tier 3	Tier 4
Cleaning	Buses will be cleaned after each route.	Buses will be cleaned after each route.	Buses will be cleaned after each route.	School Likely Closed. Remote Learning.

PPE	Students and bus drivers are highly encouraged to wear masks.	Students and bus drivers are highly encouraged to wear masks.	Students and bus drivers may be required to wear masks. Opt-out forms for parents and staff would be distributed if school mandates masks	School Likely Closed. Remote Learning.
Screening	Parents will be asked to screen their child(ren) before loading the morning bus route.	Parents will be asked to screen their child(ren) before loading the morning bus route.	Parents will be asked to screen their child(ren) before loading the morning bus route. Students may be screened by school officials before loading the bus.	School Likely Closed. Remote Learning.
Social Distancing	Practice social distancing when you can. Students will be removed from the bus if they don't adhere to social distancing rules such as keeping hands to yourself, hugging, etc.	Practice social distancing when you can. Students will be removed from the bus if they don't adhere to social distancing rules such as keeping hands to yourself, hugging, etc.	Bus routes may be altered to implement social distancing on buses with lower numbers.	School Likely Closed. Remote Learning.
Field Trips, Etc.	Field Trips, etc. will occur as normal.	Field Trips, etc. will occur as normal.	Field Trips, etc. may be eliminated or canceled.	School Likely Closed. Remote Learning.
Activities/Sporting Events	Participate as normal.	Participate as normal but evaluate the district risk dial and risk dial of where the team or group is heading.	Determine if group, activity, or sport team travels or hosts an event based on risk dials at both Northwest and other school(s).	School Likely Closed. Remote Learning.

Extracurricular Activities

District Level Extracurricular Activities

- Northwest Public Schools will follow the NSAA "Return to Activities" document.
- Maintain open windows to promote airflow on the bus when feasible.
- Students and bus drivers will be encouraged to wear masks regardless of the current COVID situation in the district. If the district is elevated into a higher risk with COVID, masks may be required.
- Hand sanitizer will be available on buses. Students are asked to use sanitizer as they board a bus and also when they exit a bus when going to any activity.
- Seat directly behind the driver will always remain empty to create social distancing.
- Field Trips, activity trips may be canceled if the school district is elevated into a higher risk with COVID19.
- Every event, whether the school has a group traveling or the school is hosting, the current risk factor will be evaluated to determine if students and sponsors will either attend or the school will host the event.
- Locker room use will be evaluated weekly on whether students will be able to use locker room or if they can, we will stagger usage.

Extracurricular Activities	Tier 1	Tier 2	Tier 3	Tier 4
Practicing and Participating in sporting events.	Northwest Public Schools will follow the NSAA "Return to Activities" Plan.	Northwest Public Schools will follow the NSAA "Return to Activities" Plan.	Northwest Public Schools will follow the NSAA "Return to Activities" Plan.	School Likely Closed. Remote Learning and Activities/Events likely Canceled.
Traveling to other schools or areas to compete and hosting events.	District Administration will evaluate daily if groups will be sent to another school or if the school will host an event based on current risk factors.	District Administration will evaluate daily if groups will be sent to another school or if the school will host an event based on current risk factors.	District Administration will evaluate daily if groups will be sent to another school or if the school will host an event based on current risk factors.	School Likely Closed. Remote Learning and Activities/Events likely Canceled.
Screening and Temperatures	All participating students as well as sponsors will be screened and have temperatures taken before loading vehicles or buses to attend away activity.	All participating students as well as sponsors will be screened and have temperatures taken before loading vehicles or buses to attend away activity.	All participating students as well as sponsors will be screened and have temperatures taken before loading vehicles or buses to attend away activity.	School Likely Closed. Remote Learning and Activities/Events likely Canceled.

			Northwest Public Schools may screen and take temperatures of students and sponsors of visiting schools before entering Northwest facility.	
School sponsored clubs and organizations.	Sanitizer provided in areas where students are participating. Allow/support students and staff and/or sponsors to wear masks if they chose to do so. Social distance if possible.	Sanitizer provided in areas where students are participating. Allow/support students and staff and/or sponsors to wear masks if they choose to do so. Social distance if possible.	Sanitizer provided in areas where students are participating. Encourage or perhaps require students and staff to wear masks to participate depending on severity in the area. Social distance regulations are in place. Stagger practices if possible to decrease the number of students gathering. Start using larger gathering places to spread students and staff/sponsors out if available.	School Likely Closed. Remote Learning and Activities/Events likely Canceled.
PPE and Social Distancing at Events	Masks and social distancing are encouraged.	Masks and social distancing are encouraged.	Masks may be required to attend events and social distancing will be required.	School Likely Closed. Remote Learning and Activities/Events likely Canceled.
Spectators Attending Events	School will follow DHM guidelines for occupancy.	School will follow DHM guidelines for occupancy. Additional restrictions on spectator attendance may be determined by school districts involved.	School will follow DHM guidelines for occupancy. Additional restrictions on spectator attendance may be determined by school districts involved.	School Likely Closed. Remote Learning and Activities/Events likely Canceled.

Wellness (Social and Emotional Supports)

District Level Wellness

- COVID Team will meet at least once/month to discuss wellness and social/emotional needs.
- Staff survey to determine what support systems are needed for staff.
- Student survey to determine what support systems are needed for students.
- At least weekly instruction on hygiene, washing hands, etc. to promote being healthy.
- Stress and Anxiety screener ready and available to use if needed.
- Bring in materials/curriculum for staff and students to lessen anxiety.
- Providing materials for those who are in crisis due to COVID-19.
- Bring in materials to support staff on how to talk to students about the pandemic.
- Support system/training for substitute teachers.

Wellness (Social and Emotional Supports)	Tier 1	Tier 2	Tier 3	Tier 4
COVID Team	COVID Team will meet at least once/month.	COVID Team will meet at least once/month.	COVID Team likely meeting multiple times/month.	School Likely Closed. Remote Learning.
Monitoring	All staff monitor students and adults for anxiety, crisis, etc.	All staff monitor students and adults for anxiety, crisis, etc.	All staff monitor students and adults for anxiety, crisis, etc.	School Likely Closed. Remote Learning.

Protocol for Northwest Public Schools for positive test scenarios			
1 or more confirmed case(s) in the building of a student or staff member.	 Staff member(s) and/or student(s) who have a confirmed positive test, will be excluded from school until conditions are met (See Screening). District will communicate the situation with all building stakeholders as permitted by confidentiality laws. Sanitization plan will be executed by the district. A more restrictive environment may be implemented depending on the severity. If the school facility is closed temporarily, reopening communication will be provided to district stakeholders. 		
1 confirmed case of immediate household member(s) of a staff member.	 School District would request household member(s) to quarantine from staff members if at all possible or as required by a DHM. If a staff member shows symptoms, staff member will be excluded from school facilities until conditions are met (See Screening). 		
1 confirmed case of immediate household member(s) of a student.	 The School District would request household member(s) to quarantine from the student if at all possible or as required by a DHM. Student will be closely monitored for symptoms but will be allowed to return to school. Once a student shows symptoms, student will be excluded from school facilities until conditions are met (See Screening). Student's teachers will provide remote learning opportunities for student if the student is able. 		
Confirmed exposure of staff or travel to an impacted area/location.	 Staff member will be closely monitored for symptoms but will be allowed to return to work. Once a staff member shows symptoms, the staff member will be excluded from school facility until conditions are met (See Screening). 		
Confirmed exposure of student(s) or travel to an impacted area/location.	 Student will be closely monitored for symptoms but will be allowed to return to school. Once a student shows symptoms, student will be excluded from school facilities until conditions are met (See Screening). Student's teachers will provide remote learning opportunities for student if the student is able. 		
Potential causes of movement between Operational Risk Zones (Green, Yellow, Orange, Red)	 Local decision using local medical profession to move to a different zone based on local/area cases and/or student/staff cases. Decision also using as a reference, the Central District Risk Dial. Mandate through a DHM. Mandate or action through the Governor or Commissioner of Education. 		

Was the individual who was exposed wearing a face covering? If yes, low risk of exposure. Was the individual that tested positive wearing a face covering? If yes, low risk for exposure.

covering? If no, low risk of exposure.

Was the individual within 6 feet of the exposure for 15 minutes regardless if the individual that tested positive was wearing a face

Determination of "exposure" from Central District Health Department