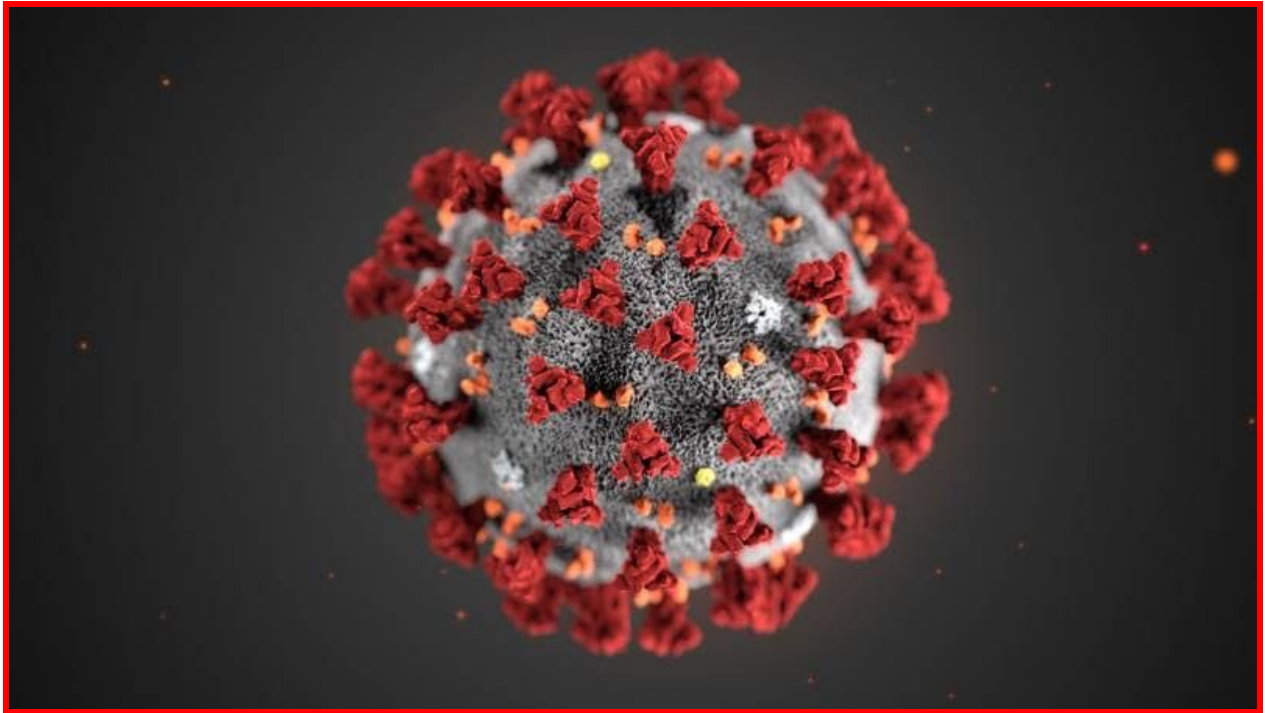


Southampton County Public School Division



HEALTH PLAN

for

**Re-Engaging & Re-Imagining
Teaching and Learning
School Resumption Plan
2020-2021**

SOUTHAMPTON COUNTY PUBLIC SCHOOL DIVISION

2020-2021 Health Plan for School Resumption

Southampton County Public Schools regularly monitors for modifications in guidance from VDOE, VDH, CDC, WHO and our legal partners. This health plan document will continue to be adjusted to reflect any alteration in their guidance to any section/component/expectation/practice herein.

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Mission

The mission of Southampton County Public Schools through the combined efforts of staff, students, families, and the community is to ensure a quality education in a safe environment that will prepare students to be successful learners and productive citizens in an ever-changing society.

Vision

The vision of Southampton County Public Schools is that all students will be successful, productive, lifelong learners in an ever-changing world.

Division Goals

GOAL 1: *Expand Learning Opportunities and Increase Student Achievement*

GOAL 2: *Expand Our Safe and Healthy School Culture and Climate*

GOAL 3: *Expand Professional Training and Improved Employee Retention*

GOAL 4: *Expand Community and Parental Partnerships*

GOAL 5: *Expand Capital Improvement Efforts and Acquire More Fiscal Resources*

GOAL 6: *Expand Opportunities to Make them Equitable for All Students*

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Overview

The COVID-19 pandemic has created health and safety challenges for school divisions across the globe. In an effort to support a healthy and safe physical environment for our students, employees, and community members, Southampton County Public School Division has created a health plan addressing specific components of safety.

Southampton County Public School Division's Health Plan presents information and key elements that are focused on ensuring the safety, health, and well-being of students, staff, and the community that enter any building within the Southampton County Public School Division. The plan focuses on three of the division's main goals during school resumption: Continuity of Health and Wellness, Continuity of Resources, and Continuity of Nutrition.

Southampton County Public School Division has developed a school resumption plan that addresses bringing our students and staff back into our buildings and on our campuses in a manner that is safe and in accordance with guidance provided by Virginia's Governor, Dr. Ralph Northam, Centers for Disease Control and Prevention (CDC), Western Tidewater Health District, Virginia Department of Health (VDH), American Academy of Pediatrics (AAP), and Virginia Department of Education (VDOE).

Southampton County Public Schools is extremely fortunate to have a close relationship with our local health department, and their local offices. We would like to extend a special thank you and share our heartfelt gratitude to the Director of the Western Tidewater Health District, Dr. Todd Wagner, Epidemiologist, Amal Patel, and Emergency Manager, Will Drewery for their leadership and for their team's support and guidance as we have developed our school resumption and health plan. Continued collaboration, cooperation and support between Southampton County Public School Division and The Western Tidewater Health District will be critical as our schools reopen and we navigate the upcoming school year.

Southampton County Public School Division is thrilled to offer opportunities for our students and staff to return to the places we love--granted that community conditions are safe and we are able to adhere to the guidelines, protections, and mitigation strategies.

We look forward to welcoming all to our buildings when it is safe to do so.

Health and Absenteeism Monitoring/Approaches

i. Communication

Frequent communication will take place between the Division Superintendent and the Virginia Department of Health Western Tidewater Health District for local information that impacts Southampton County Public Schools staff and students.

ii. Documentation of Absences

Every absence, staff or student, will be documented at each location. Each person will be contacted and asked to declare to the school division if they exhibit symptoms of COVID-19.

- School personnel will contact the parent/guardian of a student or the employee directly that is absent and will utilize the *Southampton County Public Schools' Health Screening Questionnaire* which reflects questions from the Centers for Disease Control and Prevention regarding COVID-19.
- There will be a file maintained for all illnesses. This file will be held at the school of attendance, with a copy being held by the District Nursing Supervisor or Director of Human Resources as appropriate.

Communication Strategy

i. Orientation and training

Western Tidewater Health District will provide training for Southampton County Public Schools' Nursing Supervisor. Training will focus on guidance for case investigation, and contact tracing and how to handle presumed positive cases within the school division. The training will include case investigation, protocols, symptoms, and what exposure looks like.

Southampton County Public Schools, in conjunction with the Western Tidewater Health District, will orient and train teachers and staff through educational modules during our in-service days for return to school fall 2020. Videos, posters and/or handouts will be made available for students and parents to review prior to their return to buildings. This will educate and alleviate concerns about mitigation practices within SCPS.

ii. Plans for communication

Southampton County Public Schools will communicate plans for communication with staff, parents, and students on new policies. All announcements and information from the school division will be distributed through SCPS website, app, Remind, handbook, social media and individual school-based accounts.

iii. Communication about cases

Southampton County Public Schools will communicate an outbreak or positive case detected from the Office of the Superintendent. This will be conducted in conjunction with the Western Tidewater Health District utilizing their process for notifying individuals and making community announcements.

Participate in Community Response Efforts

Southampton County Public Schools will work collaboratively with the Western Tidewater Health District to distribute health information through Southampton County Public Schools' social media outlets and work with the health department and other community agencies to assist in community response efforts.

Division's Student Health Services

i. Medical-grade Personal Protective Equipment (PPE)

Southampton County Public Schools will ensure the provision of medical-grade PPE for health services staff by ordering items (gloves, N-95 masks, smocks, disposable isolation gowns, shoe covers and head protection) in a timely manner. The Western Tidewater Health District has offered to assist in the instance where PPE supplies run low if they have resources available.

ii. Non-COVID-19 health needs

Southampton County Public Schools will ensure and maintain typical (non-COVID-19) health services; School nurses will continue to be a part of all Southampton County Public Schools and will continue to address students' daily medical needs.

iii. Mental health services

Southampton County Public Schools will ensure the provision of mental health services. School guidance counselors will administer a social-emotional wellness assessment. They will create plans for sessions with students that exhibit the needs. They will also conduct monthly socio-emotional sessions for student groups.

Key Elements: Promoting Behaviors that Reduce the Spread of COVID-19

Education/Training Plan for Staff, Students and Families

COVID-19 prevention will be a component of staff and student orientations and will be sent to all parties before reopening schools. Information for staff members pertaining to procedures, expectations and guidelines regarding COVID-19 will be shared with staff during welcome back programs. Information for students pertaining to procedures, expectations and guidelines for returning to school will be shared with students and their families prior to the return to in person instruction. All relevant information will also be made available electronically on the division website and will include:

i. Hand hygiene and respiratory etiquette

The expectation of students and staff will be to regularly wash hands, or utilize hand sanitizer with a minimum of 60% alcohol content. Class schedules will allow for regular hand washing and workstation cleaning breaks. Students and staff are encouraged to follow CDC guidelines and recommendations for covering coughs with their elbow or with a tissue, throwing away used tissues, and washing hands after a cough or sneeze. Information to be shared will include, but not be limited to; procedures, expectations, & guidelines for hand-washing coughing/sneezing, symptomatic individuals, and daily health screening routines. All relative information will be shared with staff, students and their families prior to the return to in person instruction.

ii. Use of cloth face coverings

All students and staff of Southampton County Public Schools will wear a facial covering at all times when on all Southampton County Public School properties and transportation vehicles. As of June 28, 2020, the CDC recommends all people 2 years of age and older wear a cloth face covering in public settings and when around people who don't live in their household, especially when other social distancing measures are difficult to maintain.

For students with intellectual and developmental disabilities, mental health conditions or other sensory sensitivities parents should consult with their healthcare provider for advice about wearing cloth face coverings and share documentation with the building principal.

In accordance with the recommendations of the CDC, World Health Organization, and AAP, Southampton County Public School's staff and students will maintain physical distance and wear face coverings.

iii. Staying home when sick

All students and staff will have the same expectations that if they are experiencing any COVID-19 related symptoms, they will be encouraged to stay home, and to report symptoms to the school health professional.

iv. Encouraging physical distancing

Literature will be sent home to all households with the above mentioned hygiene etiquette guides. Additionally, literature and infographics will be displayed throughout the school buildings and on school buses. Floor decals and directional signage will also be used in all schools.

All of the information in this section will be sent to staff and students prior to the beginning of school.

Maintain Adequate Supplies to Promote Healthy Hygiene

We have established ordering practices for sanitizing products and supplies and they will be maintained for the foreseeable future, to ensure that all necessary products are available to our students and staff members. The Western Tidewater Health District has offered to assist in the instance where PPE supplies run low if resources are available. Inventory will be checked frequently and maintained (based on availability).

Provide Signs and Messaging to Promote Healthy Hygiene

Signs will be posted on mirrors in all bathrooms, at all schools. Signs will be posted above each classroom sink as well. Signage that relates to distancing and respiratory etiquette will be posted on each division bus. Signage will be posted strategically throughout the building to remind students and staff of hand hygiene and respiratory etiquette recommendations.

Promote Physical Distancing

Signage will be posted strategically throughout the building to remind students and staff of social distancing and mask requirements. Guides will be placed on floors to illustrate traffic flow, to encourage safe movement within buildings--with the focus being on direction and separation of student movements. School buses will have markings on seats to illustrate where students should/are required to sit.

Modify Layouts of Spaces to Facilitate Social Distancing

Classrooms: Southampton County Public Schools will establish diagram guides within classrooms, outlining positioning of desks to allow for appropriate distancing. This will require desks to be aligned in row fashion, and will prohibit desks from being clustered. SCPS has diagrams of classrooms and desks that will be distributed to teachers upon their return to school.

Elementary communal supply sites will be removed. Students will have individual supply "buckets" for their necessary instructional supplies. Classrooms may have class sets of tablets or laptops to supplement classroom supplies and materials and to eliminate the opportunity for cross-contamination. The school division is in the process of purchasing each child an electronic device. This will minimize cross contamination.

All secondary school students will have their own copies of all materials, and as much as possible, materials will be electronically accessible

Communal Areas: In order to abide by the requirements set by the Virginia Department of Health and the Governor of Virginia related to limiting the number of individuals in a gathering to 50 or less, multiple locations will be established for meals. Schedules will be created at each school to limit the number of classes in the hallway at one time, as they travel to and from their classrooms. This will be utilized for arrivals, meals and departures.

Restrooms: PreK-1st grade classrooms have individual restrooms in their classrooms. For communal bathrooms, there will be a limited number of students in the restroom at one time. Three hooks will be placed outside of each restroom where students will hang their hall pass as they use the restroom. Floor markings will instruct students where to wait their turn outside of the restroom. Hall monitors will be utilized in each building to ensure that safe distances are being followed by all students and staff throughout the school day and to offer support for staff in times of classroom needs. Each monitor will have two-way communication with the front office. At least one monitor will be stationed at each school per 300 students.

Buses: Southampton County Public Schools will place one student per seat, with students required to wear facial coverings. Seats will be taped and labeled to illustrate seating assignments for students. All students living in the same household will be allowed to sit in the same seat provided social distancing is maintained for other students.

Cafeteria: At this time, cafeterias may be utilized for meal distribution, but not for meal consumption. Students will eat meals within their classrooms, while maintaining social distancing with best hygiene practices and respiratory etiquette.

Strategies for Food/Dining Services

Meal distribution will be facilitated at designated locations at each school, which may include the cafeteria. Meal pick up areas will be disinfected before initial use and after each subsequent use. Consumption of meals will occur in classrooms. Students will be required to wash hands with soap and water or use an alcohol based hand sanitizer, which we will provide, before and after meals. These practices will be followed at all Southampton County Public School sites.

It is strongly encouraged that students eat meals provided by the school division, at no cost, during COVID-19. The Virginia Department of Education Office of School Nutrition Programs has recommended encouraging students not to bring food from home, although this may not be completely feasible for those with dietary restrictions. All students that do bring a prepared meal from home, will be required to disinfect their lunch box upon arrival at school. A provided disinfectant wipe or spray will be used to clean the lunch box and satisfy this requirement.

Limit Size of Gatherings

There will be no school wide gatherings. In accordance with current VDOE guidance large school gatherings are not encouraged and limited to 250 people, per the large group gathering limitation in Phase III of Forward Virginia.

School-related Sports and Other Recreational Activities

Physical activity is a necessary component of the school day. However, the utilization of playground equipment will not be allowed at this time. This recommendation is in accordance with CDC recommendations, as large playground systems are difficult to keep clean and sterilized.

Physical activity in open spaces, granted students maintain a physical distance of 10 feet while playing, will be allowed. This type of interaction does not constitute exposure (being within 6 feet for 15 minutes or more).

As of July 7, 2020, athletics will be limited to individual or team-based practice, skill-building drills or conditioning activities that allow maintenance of physical distancing at all times. Current guidance allows for outdoor and indoor sports that are able to maintain 10 feet of physical distancing between participants, while minimizing incidental contact. Activities that rely on close contact of participants will not be allowed. No more than 50% of venue capacity or 50 participants should be at any activity.

Plan for Daily Health Screening

Each day as staff arrive, they will complete a health screening. This will include, but will not be limited to; temperature checks, brief questioning of 24 hour history (temps/illness/travel), and hand sanitizing.

Likewise, each day as students arrive on campus, they will have a health screening. This will include, but will not be limited to; temperature checks, brief questioning of 24 hour history (temps/illness/travel), and hand sanitizing. At each location, a staff member will greet the students in the car (who are being dropped off by their parents), take the student's temperature and pose the health screen questions to the parent. As students unload the bus at each school, staff will be positioned to conduct the temperature and health checks. At the high school, there will be an additional entrance for student drivers for temperature and health checks.

SCPS will administer the following screening questions to students (or their parents) as they enter schools. Questions have been adapted from the VDOE "Sample School Health Screening Guidance" and CDC Health Screening Questions. Student friendly questions will be written by school health care professionals.

"YES or NO since my last day in the building, have I had any of the following:"

- Fever or chills
- 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 or vomiting
- Diarrhea

Hygiene Practices

i. Cleaning and disinfection protocols

School based custodians will have check lists with specific locations within classrooms and throughout the school that require daily sanitization. Classroom teachers will be provided with supplies, giving them the ability to sanitize classroom surfaces regularly and as needed.

All schools have custodians assigned to be on campus during the school day, and they will monitor the building and focus on continually cleaning high touch areas

throughout the school and school day. Sinks, urinals, stools and all handrails in student restrooms will be sanitized regularly.

Bus and car drivers will sanitize their vehicles after each unloading of students. Door handles, handrails, and seats will all be disinfected after the morning drop offs, before the afternoon pick-up and after the driver finishes their afternoon route(s).

ii. Hand sanitizer/handwashing stations

Hand sanitizer stations have been placed at entrances of all buildings. Additional hand sanitizing stations are being evaluated, and will be implemented in areas deemed necessary.

iii. Adequate supplies

All Southhampton County Public School students will be issued a device, through our 1:1 initiative. Additionally, classrooms will have dedicated sets of cleaning supplies to include spray bottles with solution, paper towels, disinfectant wipes and hand sanitizer.

Operation of Ventilation Systems

Over the coming weeks, HVAC optimization will occur. HVAC repairs are taking place at SHS & RES, and assessments are continuous at all other sites.

Water Systems

At all locations, manual flushing of pipes will occur. All faucets will run for two minutes, all ice machines will be emptied with the first set of new ice to be thrown out as well, and all toilets/urinals will be flushed. Water fountains will be converted to water stations so that users can easily fill up water bottles or use disposable cups. By conducting each of these steps, we will ensure fresh water is present in all pipes in all buildings. All facilities where students are expected to attend will be inspected, and all issues resolved.

Key Elements: Maintaining Healthy Operations

Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19

i. High risk employees

Employees who are at higher risk for severe illness will work with the Human Resources Department.

ii. High risk students

Students who are at higher risk for severe illness will work with their parents, the building principal, and nursing supervisor to develop a plan that will accommodate their needs.

iii. Facial coverings

Staff and students will be required to wear a cloth facial covering and maintain 6 feet of distance.

iv. **Disinfecting**

All students and staff will be required to wash hands, and wipe down workstations regularly.

Plans for Gatherings, Field Trips and Volunteer Restrictions Consistent

i. **Large gatherings**

In accordance with the latest guidelines from VDOE & VDH: large school gatherings will not be allowed.

ii. **Necessary gatherings**

Nevertheless, for any small necessary gatherings, cloth facial coverings and social distancing measures will be followed in accordance with the current CDC/VDH guidelines. All gatherings will be under the limited 250 people, per the large group gathering limitation in Phase III of Forward Virginia.

iii. **Field trips/Volunteer**

Also, at this time there will be no field trips, and no outside volunteers or service groups will be allowed in the school building.

Sick Leave Policies and Practices When Sick or Have Been Exposed

i. **Display of symptoms**

If a student or staff member is found to have symptoms of COVID-19, they will be isolated until they are able to leave campus. Furthermore, siblings and other housemates of a probable case that are in SCPS will also be removed from school as they will be considered close contacts until the case test results come back and should be quarantined. Once they have been identified as symptomatic, the individual will be referred to the nurse, who will work very closely with the Western Tidewater Health District. The individuals will also be isolated.

ii. **Isolation**

If testing is warranted based on collaboration of the school nurse, the Western Tidewater Health District, and the individual's primary care provider, the student or staff member will be isolated at home until the results of the testing are returned. For students required to self-isolate at home, within reason, the school will make all efforts to ensure that instruction/support continues throughout the course of the student's isolation. In PowerSchool a COVID-19 code will be created to label these absences.

iii. **Contact tracing**

Contact tracing will be conducted at the school level and led by the school nurse with assistance from the Western Tidewater Health District. The student or staff member will not be allowed back on school grounds until they are proven to be clear of all infectious symptoms and transmission characteristics--CDC recommendation of 72 hours of fever

free without medicine, 10 days since first signs of symptoms and an improvement in all other symptoms.

iv. Immunocompromised students

It is recommended that medically fragile and immunocompromised students consult their medical provider prior to attending school.

Continuity of Operations

In order to ensure the continuity of instruction, the instructional and human resource departments will maintain a list of available substitute teachers.

Division level administrators will be on standby to provide administrative support in the instance that site based administrators are unable to perform needed duties.

In the event that the custodial staff is impacted and unable to perform needed duties, Southampton County Public Schools will work with state contracted, janitorial service companies or with local temporary employment agencies, to ensure that the cleaning and sanitization of the schools continues.

In the event that the cafeteria staff is impacted and unable to perform needed duties, adjustments will be made to ordering practices and meal preparations to lower the amount of needed prep and contact time for food service (safe serv card holding) workers. Additionally, if needed, Southampton County Public Schools will work with local temporary employment agencies and if needed, advertise for additional food service personnel.

Key Elements: Protecting Vulnerable Individuals

Policy Options for Higher Risk Staff and Students

i. Telework policy

Currently, Southampton County Public Schools has a Telework Policy. The Human Resources Director will work with personnel on their individual situations.

ii. Students with documented illnesses

All schools will be flexible and work parents on providing alternatives for students with documented illnesses.

iii. Policies

Student handbooks will be updated to reflect COVID-19 practices.

Policies for Return to Class/Work After COVID-19 Illness

Southampton County Public Schools will develop policy in accordance with VDH and CDC guidelines, along with legal counsel, for return to work/school for all employees and students.

Those Who Present with Symptoms

Students and staff that are found to have symptoms of COVID-19 will be separated from the population immediately. Schools will have designated rooms within their buildings that will be dedicated to only housing those that have exhibited symptoms of COVID-19.

School members that have to be isolated to this area will be escorted to the isolation room. In the isolation room, they will be supervised by a health professional outfitted with the proper, medical grade PPE, to include a N95 mask.

After the school member has left the room, and campus, the designated room will be sterilized immediately. This room will also receive a daily cleaning from custodial staff.

Safe Transportation of Those Who are Sick to Home or Healthcare Facility

i. Symptomatic individuals

Students and staff that are found to have symptoms of COVID-19 will be isolated immediately, and contact made to parent/guardian or, when needed for faculty, a family member to remove them from campus.

ii. Transporting symptomatic students home

The transportation of students found to have COVID-19 symptoms will be the responsibility of parents/guardians. In the event of an extreme circumstance that prevents the parent/guardian from providing the necessary transportation, there will be two options.

- 1) The schools will provide transportation home for the student in a vehicle that is at the school with the sole purpose of transporting presumed positive COVID-19 individuals. This vehicle will be sanitized once the student exits the vehicle. The vehicle will be returned to the district parking lot, and not used in any capacity for the CDC recommended 24 hours, at a minimum.
- 2) The driver, employed by the school division, transporting a presumed positive individual will wear the appropriate PPE.

Cleansing and Disinfection Procedures of Areas Used by Sick Individuals

i. Isolation room

The isolation room will be immediately disinfected once the individual exhibiting symptoms has left. Individuals cleaning the isolation room will be properly outfitted with medical grade PPE.

ii. Other areas of the building

If an individual is found to have symptoms at the end of the school day, contact tracing will be conducted to identify all areas within the building, as well as transportation to ensure that all possibly contacted areas are cleaned adequately.

Communications Plan with Local Health Department

If at any time a school community member has been tested and diagnosed with COVID-19, and the parent contacts the school with the results, a parallel contact trace investigation will occur within the school.

This contact tracing will be led by the school nurse in conjunction with the Western Tidewater Health District. If there is a confirmed case of COVID-19, Southampton County Public Schools will work with the Western Tidewater Health District to determine the next steps.

Key Elements: Planning to Close

Conditions for Reduction of In-Person Classes

If in the course of the school year, the local health department or Southampton County Public Schools determines that the safety of students and staff is threatened, schools will follow alternative plans for the continuity of instruction as outlined in the Southampton County Public School Division *Re-Engaging and Re-Imagining Teaching and Learning* School Resumption Plan.

Conditions for Complete School Closure

If a person with a confirmed case of COVID-19 has entered a school building, a determination of potential partial or full closure of facilities will be made after consultation with the Western Tidewater Health District. The facility may be shut down for 2-5 days if the health department or superintendent deems doing so is appropriate. The affected areas or buildings will be closed to everyone for 24 hours, per CDC recommendations, before a deep cleaning of the school occurs with focus placed on high touch areas. After cleaning has taken place, staff will be allowed to return to the areas of the building.

Decisions on which, if any, staff should be allowed in the school will be made in collaboration with local health officials.