

**Waynesville R-VI School District
Pandemic Guide**

Overview- Re-entry Phases	3
Board Policy and Procedural Items	4
III. Academic	8
IV. Communication	12
V. Nursing/Health	13
VI. Physical Plant	17
VII. Personnel	19
VIII. Emotional Health	21
IX. Fiscal	22
Procedures for isolating those displaying symptoms of Coronavirus:	25
COVID Testing Protocol	29
Waynesville Athletics & Activities Department COVID-19 Return to Participation Guidelines and Recommendations	31
Additional Measures to Keep Students and Staff Safe:	36
Appendix:	43

**Note: The intent of this document is to create a template to guide our district in reopening schools and is not a "one size, fits all" document. The document provides examples of protocols the district could implement, if feasible, during a "phased-in approach" to bringing students and staff back to school. The material in the document is not required by law to be implemented and is evolving as new information and recommendations are issued by federal and state agencies. The district will work with our local health departments and local stakeholders to ensure that protocols align with the most current scientific knowledge and community expectations. It is also reasonable to expect that the protocols schools implement will change as the local conditions change.*

I. Overview- Re-entry Phases

The Waynesville R-VI School District will follow the guidance from the Centers for Disease Control and the local health department on the following phases of operation and mitigation measures recommended per policy EBB, which could include but are not limited to the following-

Phase I (Online Learning):

- Vulnerable Individuals/ High Risk Populations (See definition below pg. 18) should continue to shelter in place
- Members of these households with vulnerable individuals need to be assured before going into public that they can maximize and maintain appropriate distancing
- Employees will be social distancing in groups less than 10
- Schools remain closed to students and the district will implement online learning

Phase II (Hybrid: Online Learning and In Person):

- Vulnerable individuals should continue to shelter in place
- Schools reopen with appropriate protocols in place
- Students at risk of severe illness should consider implementing individual plans for online learning
- Social distancing will be observed.
- Consider regular health checks (ex. Temp, respiratory symptom screening) of students, staff and visitors if feasible
- Physical distancing should be maintained as well as sanitizing protocols

Phase III (In Person):

- Vulnerable individuals can go in public with maximized distancing
- Gather guidance from health care providers for staff and students with increased risk to see if they should return or what individual accommodations need to be made
- Minimize time in crowded areas for all
- Review attendance policies and protocols for students and staff
- Encourage personal protective measures among staff/ students (stay home while sick, handwashing, respiratory etiquette)
- Protocols for if a student or staff member becomes symptomatic at school
- Plans in place to transition to other phases based upon level of community transmission or impact
- Precautions in place as needed per guidance from the CDC and local health officials.

II. Board Policy and Procedural Items

Pandemic Task Force Members

The Waynesville R-VI School District will create a Pandemic/Epidemic Task Force Team, which will analyze all available information and advise the district on the Phase of Operation (as discussed in Section I) the need for added safety measures, social distancing, and closure. The team will consist of the following individuals:

Chair- Director of Student Services

Member- Elementary Nurse

Member- Head Nurse

Member- Secondary Nurse

Member- School Based Health Clinic Provider

Member- County Health Official

Member- Fort Leonard Wood Health Official

Member- Phelps Health Community Health Official

Member- Mercy Community Health Official

Board of Education/Administration Meeting Schedule during Closure

The adopted Board of Education Meeting Schedule will continue during school closure. Additional meetings will be called, per district policy, as needed to discuss pertinent or time sensitive issues. The Superintendent is expected to maintain frequent communication with the Board of Education.

Board of Education Meeting Format during Closure/Social Distancing

The Board of Education will adhere to all local, state, and/or national guidelines regarding social distancing and congregating during a pandemic/epidemic crisis. When possible, the Board of Education will meet in person to conduct board business. If possible, video streaming of the meeting will be offered. If local, state, and/or national guidelines prevent meeting in person, the Board of Education will utilize an electronic means (e.g. Google Meets, Zoom, etc.) to conduct business. In addition, the Board of Education will utilize electronic means to conduct special meetings of the Board of Education during a time of closure.

Alternate Command Structures

In the event the Superintendent of the Waynesville R-VI School District is unable to perform his/her duties during a time of crisis, assumption of his/her responsibility will be as follows:

1. Assistant Superintendent of Personnel
2. Assistant Superintendent of Instructional Services
3. Chief Financial Officer
4. Executive Director of Operations

Online Learning Plan

Online learning will be utilized for the Waynesville R-VI School District in the event of a closure related to COVID19. All teachers will engage in the online learning process, and paraprofessionals will continue to support instruction in the online environment. The following guidelines will be utilized by district instructional staff:

- Teachers and/or collaborative teams will organize assignments on a common template provided by the Instructional Services Department.
 - Content and grade level teams are strongly encouraged to develop consistent expectations for the volume of assignments and communicate assignments in multiple disciplines to parents through a single common template to avoid the need to monitor multiple templates.
- Students will have a minimum of two days to complete each assignment.
- If on-line learning (Phase I) is needed for an extended time period (more than ten school days), Fridays will be utilized as intervention and support days, no new concepts or instruction will occur on Friday of each week.
- Assignments will be meaningful and linked to instructional standards.

- Online learning platforms (e.g. Canvas and Google Classroom) will be utilized to provide instruction.
 - The Instructional Services Department will provide a list of approved online educational resources that teachers can utilize.
 - The Instructional Services department will provide online help resources on utilizing and accessing the approved platforms.
- Teachers will be expected to provide opportunities to communicate online with students on a routine basis and a building-level schedule will be designed to avoid overlapping of individual help sessions.

The following will be expected of students:

- Students are expected to attend online learning sessions and will be held accountable for assignments in the online environment.
- Students are expected to engage in help sessions and live sessions, unless special arrangements have been made.
- Students are encouraged to contact teachers with specific learning issues utilizing approved district communication methods and report instances where their questions are left unanswered.

Parental recommendations:

- If your child is experiencing problems in the online environment, please contact his/her teacher. If the issues persist, please contact the building administrator, and, if you have continued concerns, contact the Instructional Services Department.
- If you are experiencing issues managing multiple students in the online environment, please contact the Instructional Services Department to discuss additional instructional support.

Criteria for Moving to Online Learning/Moving out of Online Learning

Moving to online learning (Phase I and other instances causing extended closure)

1. Based on the advice (and preponderance of evidence) of the Waynesville R-VI Task Force, County Health Officials, State Health Officials, and/or Fort Leonard Wood, the school district is asked to move to Phase I and close for more than one regularly scheduled school day, unless we are forced to move the school start date beyond September 8. If this occurs, online learning will start immediately upon closure of a regularly scheduled school day.
2. The final decision to close the district or remain open rests with the Waynesville R-VI School District or state mandated closure.

Moving out of online learning

1. Based on the advice (and preponderance of evidence) of the Waynesville R-VI Task Force, County Health Officials, State Health Officials, and/or Fort Leonard Wood, the school district is able to move to Phase II or III

III. Academic

The following guidelines apply during a move to Phase I or Phase II Operations.

Attendance

Regardless of the format (traditional or online learning), students are expected to attend classes and educational opportunities. School and district officials will work with students experiencing difficulty, but students must engage in the opportunities available to the maximum extent possible. Individual or family health emergencies and other crises will continue to be addressed through communication between school and families.

During traditional schooling, all school attendance guidelines remain in effect..

Engagement in online learning will be evaluated through attending virtual sessions as described in the Engagement Expectations section below. Additionally, students will have two days to turn in assignments at the conclusion of online learning. Students who do not turn in the assignments within two days of the conclusion of online learning will be marked absent for the class that the work was assigned for.

In short, if students log in, they will be counted present. If they turn in homework within 2 days, they will be counted present. If they did not log in or turn in homework, it will be counted absent after 2 days; however, for the purposes of grading, students can still turn in work consistent with building policy.

Make-up Opportunities

The following grading guidelines will be utilized during closures that extend through a designated grading period.

Kindergarten-6th Grade:

- In order to ensure student mastery on standards, students who fall in the below, rarely and sometimes category will receive an incomplete for the standard on the report card. Students who earn an incomplete on standards on the standards-based report card may be required to attend summer school as a condition of promotion to the next grade level.

7th-12th Grade:

Students who do not engage in the online learning environment or submit written materials assigned during an extended closure will have the following options:

- If a student did not engage in online learning or packet materials, he/she will attend summer school or after-school academic assistance sessions. During summer school and/or after-school academic assistance sessions the student will complete missing assignments to fulfill expectations in as many courses as possible. Any courses not completed during summer school will be carried over as an “Incomplete” for a semester.
- If a student does not attend summer school and/or after-school academic assistance sessions he/she will earn the grade that was recorded for the course.
- Individual cases of hardship will be reviewed by the building administrative and counseling teams.

Lesson Plan Expectations

Due to the potential of transitioning quickly to an online environment, teachers will be expected to post weekly lesson plans for administrative review utilizing the district common template. If the district is forced to move into the online format, templates will be posted for student and parental viewing.

Special Services/504

1. All K-5th grade special education teachers will utilize google classroom for the students on their caseload. For students who do not have online access, instructional materials must be available for parents to ensure that students are able to access the general ed. curriculum and work on IEP goals.
2. All 6th - 12th grade special education teachers will utilize Canvas to push out instructional videos, assignments, announcements, and hold relevant discussions. For students who do not have online access, instructional materials must be available for parents to ensure that students are able to access the general ed. curriculum and work on IEP goals.
3. Related service providers will provide tele-therapy to all of their students. If parents do not want tele-therapy, materials will be sent to parents for students to continue working on their OT, PT, speech, and language goals.
4. IEP and evaluation meetings will be held virtually.
5. IEP teams may decide the most appropriate way to grade students during virtual learning in order to ensure FAPE.
6. 504 plans must be followed. Process Coordinators will work with general ed. teachers to ensure that accommodations and modifications continue during virtual learning.

Homebound

1. Attempts should be made by homebound teachers for homebound instruction to continue. All homebound instructions must be online or over the phone.

Academic Progress Teams

- Prior to the end of the current school year, teachers will meet in grade level and/or content teams to review progress in the completion of district curriculum, as well as discussing student progress. In addition, in conjunction with the building administrator, teams will create lists of students who have not engaged in online learning, identify assignments for completion, and submit these to building administration for use in make-up opportunities (summer school and afterschool).
- Transition meetings will be scheduled by the Director of Special Services for special education students and other students receiving support through the special services office (EL, Gifted, etc.). These teams will work in conjunction with the Director of Student Services to identify and implement needed supports.

The following guidelines will be in place for new students entering the district and in Phase II and III or normal operations:

Enrollment

- Students may enroll but cannot attend until they have received all required immunizations per the Missouri School Immunization Requirements, unless covered under a legal exemption.
- When a student enrolls in the Waynesville School District the below questions will be asked:
 - Has the student been quarantined or isolated within the past month.
 - Voluntary Question: Has the student or any person living within the home tested positive for COVID-19 within the past month.
- All parents will be required to check and update emergency contact lists, including a valid email address.

Teaching Healthy Habits/Social Distancing Guidelines

- The Waynesville R-VI Nursing Staff has created the below lessons for students at each grade level:
 - Hygiene behaviors (ex-washing hands- when and how; respiratory etiquette; not sharing utensils, food, bottles, etc.; wiping down areas after they're used)
 - Safety practices- include both social and physical distancing guidelines
 - Proper use of masks/ cloth masks and face coverings
 - Proper use of disinfectants: hand sanitizers, sprays, etc.

Lessons will be available to building principals and scheduled in back to school procedures for students dependent upon the current phase. Direction regarding mandatory lessons will be sent by the Director of Student Services before the first day students report back to school.

Secondary Reduced Attendance Staffing and Schedule

- All staff report each day. Maintain social distancing.
- Staff without classes are expected to conduct online learning from school and will assist with other duties.
- A maximum of 500 students will be allowed in the high school building and a maximum of 400 students will be allowed in the middle school building.
 - Tentatively, 125 students will be serviced on-site per grade level in the high school. Adjustments may be made based on academic need by class.
 - Classes will be socially distanced throughout the building.
 - Tentatively, 200 students will be serviced by grade level in the middle school. Adjustments may be made based on academic need by class.
 - Classes will be socially distanced throughout the building.

Sample Elementary for Reduced Attendance in Restricted Environment (Phase III)

Elementary Hygiene/Sanitization

- Time for sanitizing will be scheduled by the classroom teacher and will occur every hour of the school day.
- Handwashing will occur frequently throughout the day.
- A student sneezing, coughing, etc. will be sent directly to the nurse's office for evaluation. Student area will be disinfected.
- All classrooms thoroughly cleaned following the school day utilizing the guidelines stipulated in the Physical Plant section of this document.

Elementary Reduced Staffing and Attendance Schedule 2020-2021 School Year- Shift Schooling Based on Alphabet

- All staff report each day. Teachers should provide lessons for students to complete on the days their section of the alphabet is not in session.
- Students will report by last name (accommodations will made to allow siblings with different last name to report on the same set of days):
 - On shortened weeks, attendance days may be adjusted.
 - Standard week schedule
 - Monday and Tuesday: Letters A-M (these may be adjusted based on enrollment trends by last name)
 - Thursday and Friday: Letters N-Z (these may be adjusted based on enrollment trends by last name)
 - Wednesdays will be used for PLCs, grade level team meetings, instructional planning, virtual lesson delivery and classroom deep cleaning.
- Students will be taught to socially distance during recess times, but allowed to go outside.

Breakfast/Lunch in Restricted Environment

The following Breakfast/Lunch Precautions may be put in place by the district at any time. Site specific precautions may be necessary.

- Prevent people from self-serving food items.
- Napkins and silverware are provided directly by staff, not for individuals to grab.
- Engineering controls such as sneeze guards are in place in the cafeterias.
- Require students to eat with classmates in the lunchroom and not mingle with other classes.
- Plan to serve high-risk students separately from other students.
- Put tape marks on the floor six feet apart to promote social distancing while waiting in line.
- Prohibit food-sharing activities.

IV. Communication

District Methods of Communication

Remind
Email
Facebook
School Messenger
Website
Radio and Television

Required Communication in District Handbooks (or by supplement)

The following items will be included in all student handbooks:

- Health protocol regarding when to report to the nurses office if a student experiences onset of symptoms while at school
- Basic COVID-19 Information
- Clear direction on when to keep a student home
- Mandatory immunizations
- Resources to assist students with mental health and wellness
- How to locate and access community resources
- Online learning procedures and expectations
- Instructions for how to contact the school outside of business hours when they have symptoms of, have been exposed to, or test positive for COVID-19

Required Signage in Buildings

- The below signage for buildings will be posted upon return to school:
 - Hygiene behaviors (ex-washing hands- when and how; respiratory etiquette; not sharing utensils, food, bottles, etc.; wiping down areas after they're used)
 - Safety practices- include both social and physical distancing guidelines
 - Proper use of masks/ cloth masks and face coverings
 - Basic COVID 19 information
 - Direction on when to stay home/ keep a student home
 - Mandatory immunizations
 - Provide information on district exclusion rules on the district's webpage and in other communications.
- Training documents **will be provided** for staff on:
 - Use of Personal Protective Equipment (PPE)
 - Social and Physical distancing
 - Hygiene Behaviors (washing hands/ respiratory etiquette)
 - Signs and Symptoms of COVID 19 and direction on when not to report to work

V. Nursing/Health

Securing Appropriate Personal Protective Equipment

The Director of Student Services will coordinate with district nurses and the Executive Director for Operational Services to identify the number of masks, gowns, and gloves will be necessary to appropriately protect employees and the stakeholders they interact with on a routine basis. When the quantity of products are identified, it will be the responsibility of the Executive Director for Operations to direct the purchasing officer to solicit quotes and procure the necessary equipment. Appropriate inventory will be monitored at the building level by the school nurse, head custodian, and kitchen manager. Inventory needs will be sent to the Director of Student Services or designee, who will report their needs to the Executive Director for Operations, who is responsible for maintaining appropriate inventory.

Wearing Cloth Face Coverings, Masks, and other Personal Protective Equipment (PPE):

Some employees may be required to wear PPE when directed to do so by the district or their supervisor. In addition, persons who are coughing or sneezing due to reasons other than potential COVID-19 infections may be asked to wear a cloth face covering, a mask or other PPE while on school property to minimize dissemination of bodily fluids and may be asked to leave. Any person is welcome to wear face coverings, masks, or other PPE in the school facility. The district will announce the PPE requirements for staff, students, and visitors via district communications based on recommendations from state and local health officials per policy EBB.

Screening Process for Employees, Visitors, and Students

Phase I- Food Service and Transportation.

Phase II- Food Service, Transportation, and anyone coming in direct contact with students. In addition, random screenings of students may be done daily and any staff, student, and all visitors may be screened. Screening logs will be sent to the Director of Student Services daily.

Phase III- Any staff, student, or visitor may be screened.

Any individual that is flagged during screening will follow isolation procedures as outlined in the procedures for isolating those displaying symptoms of Coronavirus.

Screening Protocols:

The following methods could potentially be used to screen students/staff for symptoms and history of exposure:

- Social Distancing Screening – The school requires parents to take their students temperature and employees are required to take their temperature prior to coming to school and verify that they do not exhibit any COVID 19 symptoms. School staff makes a visual inspection as students arrive at school.
- Temperature Screening – School staff make a visual inspection of every student for signs of illness and take each student and staff member’s temperature. The staff member conducting the screening should wear appropriate PPE while conducting the assessments.
- Random Screening – The district may conduct temperature screenings on a random basis or in situations where there is reason to believe that the person may be ill.

Frequent Reporting Guidelines

Nurses will follow their protocols for reporting to the Director of Student Services and County Health Department.

Monitoring Staff Illness

Administrators and nurses will report staff displaying symptoms or absences due to illness to the Assistant Superintendent of Personnel Services. The Assistant Superintendent of Personnel Service will work with the Director of Student Services and local health department to determine when employees can report back to work.

Monitoring Student Illness

Student absences will be monitored by nurses. Nurses will follow their reporting protocol for students and report to the Director of Student Services and County Health. Based on recommendations from the local health department, the district may exclude students from the school building and recommend that they self –quarantine.

All calls regarding student absences due to illness will be tracked by nurses.

Vulnerable Populations and Guidelines

Vulnerable/ At-Risk Populations: Nurses will generate a list of students we know of that fall into these areas:

Populations vulnerable or at a higher risk for severe illness from COVID-19 as defined by the CDC:

- People 65 years and older
- People who live in a nursing home or long-term care facility
- People of all ages with underlying medical conditions, particularly if not well controlled, including:
 - People with chronic lung disease or moderate to severe asthma
 - People who have serious heart conditions
 - People who are immunocompromised
 - Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
- People with severe obesity (body mass index [BMI] of 40 or higher)
- People with diabetes
- People with chronic kidney disease undergoing dialysis
- People with liver disease

Care Rooms for Students with Physical Needs

An area separate from the nurse's office is necessary to care for students that need suctioning, tube feeding and nebulizers to minimize contact with potentially ill children. The room will be disinfected frequently, and all staff members present will wear appropriate PPE. The student will wear a mask.

- Ensure furniture and other surfaces can be easily disinfected.
- Ensure trash cans and other receptacles are no-touch.

Nurses will examine equipment such as thermometers to determine if adjustments need to be made to increase sterilization and minimize chances of reinfection or if new equipment is needed.

Prior to school starting nurses will notify all parents of students who are not immunized that the student will not be allowed to attend school until those immunizations have been completed or

the first dose of an ongoing immunization is received. (See MDH immunization for school resources)

In addition, nurses will contact all parents with students on health plans and determine if they need to be revised to address minimizing infection.

The Assistant Superintendent of Personnel Services will generate a list of vulnerable staff members for each site as reported by employees. A list of recommended accommodations per their health care provider will be included in this list.

VI. Physical Plant

Facilities

The following changes may be made to our buildings **but are not limited to the following**:

- Shut down water fountains and provide bottled water or install the refillable bottle fountains w/ some no touch signage
- There will be restrictions on certain high traffic areas, or areas where students are more likely to interact in large groups.

Cleaning Schedule for Buildings

Building Cleaning Process Prior to Reopening

Prior to students being present, all buildings will be thoroughly cleaned inside and outside touch areas. Training will be provided to all staff on site before cleaning tasks are designed. Training will include when to use PPE, what PPE is necessary, how to properly put it down, use and take off PPE, and how to properly dispose of PPE.

The District will also ensure we are committed to:

- Educate workers performing cleaning, laundry and trash pick up to recognize the symptoms of COVID-19.
- Provide instructions on what to do if they develop symptoms within 14 days after their last exposure to the virus.

Building Cleaning Process after Reopening

After each passing or transition period, building will be thoroughly cleaned and sanitized with emphasis on high touch areas;

- High touch surfaces: sneeze guards, seats, desks, railings, floors, mirrors, door handles, stairs, sinks, faucets, keyboards, desks, restroom facilities,

After each day building will be thoroughly sanitized to include;

- Soft surfaces: carpeted floor, rugs, and drapes.
- Building Entries: exterior rails, doors & windows, secure entry device.

Cleaning Schedule for Transportation

Transportation Cleaning Process Prior to Reopening

Prior to students being present and riding the school bus, all buses will be thoroughly cleaned inside and outside. Training will be provided to all staff on site before cleaning tasks are assigned. Training will include when to use PPE, what PPE is necessary, how to properly put it down, use and take off PPE, and how to properly dispose of PPE.

The District will also ensure we are committed to:

- Educate workers performing cleaning, laundry and trash pick up to recognize the symptoms of COVID-19.
- Provide instructions on what to do if they develop symptoms within 14 days after their last exposure to the virus.

Buses will be thoroughly cleaned and sanitized to include:

- Seats, railings, emergency exit handles and buttons, floor, entire driver area instrument panel, windows, mirrors, emergency equipment & kits, door handles, seat belts, bus exterior.

Transportation Cleaning Process after Reopening

After each bus run, all buses will be thoroughly cleaned and sanitized with emphasis on high touch areas;

- High touch surfaces; seats, railings, emergency exit handles and buttons, floor, entire driver area instrument panel, windows, mirror, door handles, seat belts

Cleaning Chemicals may include but are not limited to the following:

- ***EPA (Environmental Protection Agency) approved disinfectant for use against COVID-19*** for all surfaces.
- Hillyard Window Cleaner for Windows.
- Disinfecting wipes for all Surfaces.
- Electrostatic Sprayer with Puretabs to disinfect the entire inside of the bus

VII. Personnel

Posting of Federal Leave Information

The Assistant Superintendent of Personnel Services shall ensure all required federal leave information is posted in the appropriate location to include updated COVID-19 information.

Schedule for Appropriate Hygiene

Sufficient time will be built into all building schedules for handwashing and sanitization.

Professional Development Prior to Reopening

The Assistant Superintendent for Personnel Services or his/her designee will ensure a professional development series for all staff will be conducted prior to reopening to include the following:

- Training on symptoms of COVID-19, prevention techniques, and LEA procedures relevant to the staff member to prevent and minimize exposure.
- Universal precautions when in contact with bodily fluids.
- Signs of mental health stress in co-workers and protocols.
- Signs of mental health stress in students and protocols.
- Training in trauma-informed practices.
- Mandated report obligations.
- Training on the suicide prevention policy.
- Training on the anti-bullying policy.
- Information on economic impact of COVID-19 in the community and the families of the students (sensitivity training).
- How to identify deficits in learning and how to respond.
- Individual staff member's responsibilities if shutdown occurs during the school year.
- Effective online learning techniques.
- How to use the technology the district provides for effective online learning.
- Cybersecurity.
- Maintaining professional boundaries with students and electronic communication.
- Train custodial staff on effective methods of cleaning and disinfecting work and play areas and the time schedules for cleaning.
- Crisis Response Training

Plan to Track Absences

Staff absences due to illness will be reported to the Assistant Superintendent of Personnel Services and entered into AESOP. The Assistant Superintendent of Personnel Services will maintain a spreadsheet to determine when employees can report back to work (see Report Back to Work Protocol).

The Assistant Superintendent of Personnel Services will generate a list of vulnerable staff members for each site as reported by employees. A list of recommended accommodations per their health care provider will be included in this list.

Return to Work Protocol

Symptomatic Employee with suspected or confirmed COVID-19:

Once an employee is excluded from the school environment, they may return to work if they satisfy the recommendations of the CDC. Individual cases will be monitored closely and the district will adhere to guidance given from the local Health Department and the physician monitoring the employees care.

VIII. Emotional Health

Mental Health Implications and plans to respond

When schools reopen, students and staff, who are having trouble recovering from recent events will be referred to the school counselor. The Director of Student Services will prepare and revise lists of professional mental health services, particularly those willing to provide services via telehealth. The Director of Student Services will contact law enforcement, juvenile office and the Children's Division to ensure the district has the most recent information on active cases with enrolled students. The Director of Students Services will provide buildings with a parent/teacher referral for students that are displaying the below at risk behavior:

- Cries often
- Sad/Withdrawn
- Worries/Anxious
- Anger outbursts
- Overt defiance
- Self-harm threats or behaviors
- Social isolation
- Suicidal talk/writings

School Counselors will coordinate referrals to the appropriate stakeholders to assess and assist in the psychological and emotional recovery of staff and students.

In addition to required staff training Counselors will also be provided additional training on the below items:

- District Crisis Response Training
- Screening tool for students displaying at risk behavior
- Process for referring to professional mental health services

IX. Fiscal

Organize and maintain the inventory for Personal Protective Equipment across the school district- Executive Director of Operations

Ensure funding is allocated to purchase sufficient infrastructure and devices to support online learning- Chief Financial Officer/Director of Information Systems

Online Learning Daily Assignments- Secondary

Building:			
Teacher:		Week:	
Course			
Periods			
Day	Standard/Objective	Assignments/Activities In-Class	Assignments/Activities Online
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Assignments Due			
Online Schedule			
Additional Notes			

The following procedures and guidelines will be implemented and may evolve as new information and recommendations are issued:

Procedures for isolating those displaying symptoms of Coronavirus:

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

People with these symptoms or combinations of symptoms may have COVID-19:

Cough, shortness of breath or difficulty breathing

Or at least two of these symptoms:

Fever, Chills, Repeated shaking with chills, Muscle pain, Headache, Sore throat,
New loss of taste or smell

*This list is not all inclusive.

When to Seek Medical Attention:

If you see any of these emergency warning signs for COVID 19 get medical attention immediately: Trouble breathing, persistent pain or pressure in the chest, new confusion or inability to arouse, bluish lips or face. *This list is not all inclusive.

Call 911 if you have a medical emergency: Notify the operator that you have, or think you might have, COVID-19. If possible, put on a cloth face covering before medical help arrives.

PPE/hand hygiene: Appropriate PPE such as mask and gloves must be worn when caring for a student/staff with possible COVID-19. Clean hands often, before and after caring for a student/staff. Hands should be cleaned immediately after removing gloves and after contact with an ill person, by washing hands with soap and water for 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.

Assessment of ill students/staff: Assess for symptoms listed above per CDC guidelines. If assessment of body temperature is questionable, reassess temperature using an alternative thermometer. If fever is present or student/staff show possible symptoms of COVID-19 student/staff should be placed in designated isolation immediately. Parents should be called immediately to pick the student up as soon as possible. The parent will be asked to call the

Nurses' office upon their arrival to the facility. District nurses may test the symptomatic student if they qualify for use of the Binax tests and the parent/ guardian provides written approval. The student should be escorted to their vehicle by designated staff. A medical referral should be sent with each student. Designated staff will explain to guardians our current policy for when the student should be allowed to return to school. Individual cases will be monitored closely and the district will adhere to guidance given from the local Health Department and the physician monitoring the student's care to determine their eligibility to return to school. Remember that schools are not expected to identify cases of COVID-19, but are responsible for referring those with symptoms and reporting those to the PCHD.

Isolation Protocol: Students/staff with concerning symptoms, particularly respiratory illness symptoms, should be asked to wear a mask when possible. A mask will be provided as needed. Isolation should immediately follow in the designated isolation room. Ill students/staff should be separated from others until they can be picked up or leave. Each building has identified a "sick/isolation room" which others do not regularly pass through. The "sick/isolation room" should be separated from areas used by well students/staff for routine health activities, such as taking daily medications. Only essential staff and students assigned to the room may enter, all will sign in so that there is a record of the persons who entered the room. Staff in the "sick/isolation room" should be limited in numbers, strict social distancing is required and must wear appropriate PPE. Staff that are at high risk for severe illness if they become unwell should not enter into the "sick/isolation room." The door to the isolation room should remain open with all staff maintaining appropriate distancing at all times.

Disinfecting: The nurses' office and "sick/isolation room" should be disinfected between each use. All equipment used or possibly contaminated should be disinfected each time by the nurse or designated staff. Anything that the patient comes into contact with should be disinfected via disinfectant sprays and disinfecting wipes

Return to School After Exclusion Due to Symptoms:

Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of the CDC. Currently those guidelines are:

Symptomatic student with no increased risk of exposure to the virus that causes COVID-19:

- This student should stay home until his or her symptoms have improved according to existing school policies, typically, at least 24 hours after they no longer has a fever (temperature of 100.4 or higher) or signs of a fever (chills, feeling very warm, flushed appearance, or sweating) *without* the use of fever-reducing medicine (e.g., acetaminophen or ibuprofen).

Symptomatic student who has had close contact (within 6 feet for a total of 15 minutes or more) with a person infected with COVID-19:

- If the student receives a positive COVID-19 test result they should not attend school and should isolate until:
 - At least 10 days since symptoms first appeared AND
 - 24 hours with no fever without fever reducing medication AND
 - Other symptoms of COVID-19 are improving
- If the student receives a negative COVID-19 test result or are not tested they must still complete the designated quarantine time determined by the local health department guidelines from the last contact with an infected person before returning to school. Individuals can still develop COVID-19 for up to 14 days after being exposed. To best protect the student and others, local health department quarantine guidelines for those that have been exposed to a positive case will be followed and the following must also occur:
 - At least 10 days since symptoms first appeared AND
 - 24 hours with no fever without fever reducing medication AND
 - Other symptoms of COVID-19 are improving

Students may also return if they are approved to do so in writing by the student's healthcare provider.

Procedures for referring students to school nurse:

When a student reports or staff member observes symptoms of COVID 19 then the staff member should call the nurse's office and report the student's symptoms prior to sending them to the nurse's office. The nurse will direct the staff member as to whether they should send the student to the nurse's office or await the nurse to come accompany the student to the isolation room.

Once in a confidential setting, the nurse will screen the student and ask the COVID-19 symptom questions:

If the student has a new onset or worsening cough or shortness of breath or difficulty breathing with no known cause, then they will provide the student a mask and place them in the isolation room. The nurse will follow protocol for isolating the student, contacting parents/ guardians,

testing the student and/or sending the student home with a physician referral form.

If the student has any two or more of these symptoms: fever, chills, cough, repeated shaking with chills, difficulty breathing and/or shortness of breath, muscle pain, headache, sore throat, or new loss of taste or smell then the nurse will follow protocol for isolating the student, contacting parents/ guardians and sending the student home with a physician referral form.

If the student presents a fever of 100 or higher then they will be excluded from school until they have been 24 hours fever free without the use of fever reducing medication.

COVID Testing Protocol

Physical Distancing

The following physical distancing restrictions may be implemented:

- Limitation on the mixing of cohorts of students to the extent possible.
- Space students as far apart as possible. Six feet apart is best; when that's not possible, schools should make efforts to ensure a minimum of three feet of space between students.
- Desks should be placed facing forward in the same direction so students do not sit face-to face.
- Placement of physical distancing markers and cues to remind and prompt students to remain distanced where lines assemble.
- Require hand hygiene before and after students move from one space to another within the building.

Exchange of materials/ resources between schools:

- Location for material preparation should be cleaned and disinfected.
- Staff assisting with material preparation should be screened and symptom free, trained on infection control basics, social distancing, hand washing, and use of gloves/facemasks if needed for preparation and delivery of materials.
- Paper documents can be placed in large envelopes that have a tie or use tape/labels to secure. Do not use envelopes that require moisture to secure.
- Plastics, including electronic devices should be disinfected according to manufacturer recommendations.
- If used, backpacks or cloth bags should be new or laundered.
- Materials should be prepared at least 24 hours in advance for paper materials and 72 hours in advance for plastic materials.
- For onsite pick up locations:
 - Use family drop off lanes outside at schools and have families display the student name upon arrival.
 - Create walking zones outside of school for in person pick up with tables to maintain 6 feet distance between staff and families. Use cones, chalk or tape to direct families and assist them in keeping the required distance apart.
 - Instruct families that have an ill family member not to attend. Families can notify the school and provide permission for a replacement such as a neighbor or friend.
- For drop off procedures using school bus routes or delivery:
 - Use of gloves is recommended.
 - Staff should use hand sanitizer before and after each drop off location.
 - Materials should be left on a porch, driveway or entryway for apartments/condos.
 - Mailing materials through USPS is an option to consider, follow school policy for mailing materials.

- Returning materials from families back to school:
 - Use family drop off lanes outside of schools and have families place the returned items in a bin with a teacher or grade level labeled on the bin for easy identification.
 - Use return bins with wheels and lids to secure prior to moving into the school lobby or another central location.
 - Create walking zones outside of school for in person pick up with tables to maintain 6 feet distance between staff and families. Use cones, chalk or tape to direct families and assist them in keeping the required distance apart.
 - Instruct families that have an ill family member not to attend. Families can notify the school and provide permission for a replacement such as a neighbor or friend.
 - Schedule pick-up times to spread out the number of people present at any given time to less than 10 persons.
 - Clean and disinfect tables and other equipment used in the drop off.
 - Allow materials to sit for 24 hours before they are accessed by staff if paper materials, and 72 hours for electronic devices.
 - Staff should use gloves for moving the materials to an interior location.
 - Staff should be trained on school procedures to clean and disinfect items meeting this requirement.

Additional modifications for consideration:

The following are considerations for modifications which may be enacted within these specific areas/ classrooms/ activities after review by building instructional staff and administration.

Waynesville Athletics & Activities Department COVID-19 Return to Participation Guidelines and Recommendations

Waynesville R-VI Schools and Athletics and Activities Department understands the mental and physical benefits associated with athletics and activity, while also acknowledging the need to keep student-athletes, coaches, and their families safe. This resource is intended to address the state-wide restrictions and guidelines provided by the CDC, the state Show Me Strong Recovery Plan, as well as the local health department.

○ **Guiding Principles:**

In addition to the usual requirements for sanctioning, all events must abide by all requirements of local, state, and federal guidelines applicable to the physical location of the facility where the event will take place. Implementing the Return-to-Participation Guidelines presented here will require a cooperative relationship between the Department, Coach, Parent, and Student-athletes.

While the Department and Coach must create a safe environment, the Parent must make the decision for their child to return to play. Whereas there are many that will be excited to return to play, there are others who may be apprehensive. If a player, parent, or family is not comfortable returning to play – THEY SHOULDN'T. We must demonstrate respect and courtesy for everyone's decisions during this time and ensure that we provide a safe environment as we return to participation.

It is important for everyone to realize that this is not participation as usual. Teams will need to adjust their regular operation, coaches will need to modify their training session plans, parents need to understand and follow-through with safety precautions, and student-athletes need to respect and follow safety recommendations.

The following are recommendations for returning to play in phases designed to help keep all participants and our community safe. The following should always be applied regardless of the Return to Participation phase:

- Participation in any group activities is only allowed if you have had no signs or symptoms of Covid-19, no signs/symptoms that may have been Covid-19, and/or have not been exposed to someone who has had signs or symptoms of Covid-19 for a minimum period of 14 days before participation.
- Should an individual be exposed they will not be allowed to return without proper medical clearance.
- Any instance of a positive COVID-19 diagnosis of a participant or anyone in attendance of a session at any time, must be immediately reported to the athletic department, county health authority, and any other necessary authority (i.e. FLW).
- Clear communication to and between all participants and their families about expectations and guidelines is essential to successfully implement return.
- Signage with guidelines will be prominently displayed within all facilities.
- Parents should remain in their cars at the facility except to assist in responding to injuries or other interactions with student-athletes deemed necessary by the coach.
- Student-athletes need to be monitored closely at all times- arrival through departure.

- Do not allow participants to treat spreading the virus as a joke- parents need to be a part of enforcing this.
- An RSVP and attendance system will be used both for planning and to record possible interactions to assist with contact tracing in the event of a positive COVID-19 diagnosis.
- If you are sick or feel sick, STAY HOME.
- At risk individuals, youth or adult, STAY HOME (if you are unsure if you are considered at risk, please consult your medical provider directly).
- Anyone who self-reports a temperature of 100 or more should be sent home and not allowed to participate for a minimum of 14 days.
- Designated areas will be provided for each student-athlete to place their equipment, personal belongings, and that can utilize during breaks.
- All individuals must maintain 6 ft. of social distancing unless a phase permits otherwise.
- All equipment used must be disinfected after each session as well as during sessions when possible.
- No one is to share water, towels, or any personal equipment. This includes, but not limited to: shin guards, tape, hair bands, jersey/uniform, pinnies or bibs of any kind. (Please note you can assign a pinnie/bib to a player to take home and care for OR ask that each player brings/wears their own alternative color shirt).
- No centralized hydration or refreshment stations will be available.
- No spectators at practices.
- Sanitizing options available. This may include but is not limited to: Hand sanitizer, Disinfectant wipes, disinfectant sprays and towels. (All soiled laundry should be separated from clean laundry in designated baskets and laundry should be properly washed and dried before each practice or session.)
- Respect for each individual's choices must be the top priority. If a participant wishes to wear a face mask this should be allowed, and accommodations made if needed

This document is designed to be a starting point and framework for our student-athletes, parents, coaches, and staff to use as guidelines as each one continues to discuss their own return to participation. This document is by no means a blanket permission to return to the fields. Each member is expected to strictly follow state and local guidelines for the resumption of participation as individual counties and jurisdictions may have additional restrictions in place. It is important to note that the return to participation phases may not always proceed linearly, but rather a step backwards in phases may be required following continuous review of the ongoing situation and environment and further guidance from state or local authorities. Each phase breakdown is tied directly to the Missouri Show-Me Strong Recovery Plan as well as CDC and local health department recommendations.

PHASE I

- Individual and small group strength and conditioning training of 10 or less.
- Focused on return to activity with individual training (one player, one piece of equipment) and small group training.
- No balls will be used nor will sport-specific work be done in order to prioritize physical fitness, promote social distancing and eliminate the potential for contact with commonly touched surfaces.

- A maximum of two coaches/staff allowed per half field during sessions.
- No more than 10 student-athletes within a group. (In areas where social distancing can be kept multiple groups may be utilized).
- 10 Student-athletes are recommended per 2 adults/coaches. (1 adult may focus on implementing these guidelines while 1 adult is focused on the training session goals and providing instruction).
- Groups/cohorts will be formed and documented to allow for contact tracing of students and coaches.
- No physical contact should occur between any two individuals.
- Student-athletes are screened for COVID-19 symptoms.
 - Is anyone running a temperature? (NO - proper answer)
 - Does anyone have a persistent cough, difficulty breathing, sore throat? (NO - proper answer)
 - Does everyone feel well & healthy? (YES - proper answer)
- No sharing of water, foods, clothing, or personal equipment.
- All students should provide their own water bottle.
- At the end of each training all equipment will be sanitized properly.
- Participants are to remain a minimum of 6 feet apart.
- Masks are mandatory for each training session.
- The space each student-athlete is allowed to occupy should be clearly defined and strictly enforced. The amount of space required for each student-athlete will vary depending on the location being utilized for participation (i.e. weight room, turf field, gymnasium, etc.). Remember- no two student-athletes can ever come within 6 ft.
- Practice times will be set to maximize social and physical distancing to include 'turnover' time between different teams/groups to allow for proper sanitation.
- When possible group activities will take place outside.
- Scrimmaging, small-sided games, rondos, possession games, partners, etc. all violate social distancing guidelines and must be avoided.
- Lines should be avoided when possible and must delineate appropriate distance for student-athletes to stand if used.
- Participants may never gather in a huddle or small group, as is common when giving instruction.
- All physical contact between student-athletes must be monitored and strongly discouraged (high-fives, horseplay, hugging, etc.).
- Athletic trainers will be the on-site medical professional.
- No athletes will be allowed in the training room unless necessary for injury. Trainers will document attendance and disinfect commonly touched surfaces after use.
- Parents/Guardians are asked to stay in vehicles when students are participating in activities to limit unnecessary exposure to students and staff.
- No spectators are allowed.
- Participation is voluntary.

PHASE II

- Focused on bringing teams back together for individual and small group skill development, drills, and continued strength and conditioning training in groups of 10 or less.
- Focused on return to activity with small group training (sanitized shared equipment).

- A maximum of two coaches/staff allowed per quarter of a 100 yard field during sessions.
- No more than 10 student-athletes within a group. (In areas where social distancing can be kept multiple groups may be utilized).
- 10 Student-athletes are recommended per 2 adults/coaches. (1 adult may focus on implementing these guidelines while 1 adult is focused on the training session goals and providing instruction).
- Groups/cohorts will be formed and documented to allow for contact tracing of students and coaches.
- No physical contact should occur between any two individuals.
- Student-athletes are screened for COVID-19 symptoms.
 - Is anyone running a temperature? (NO - proper answer)
 - Does anyone have a persistent cough, difficulty breathing, sore throat? (NO - proper answer)
 - Does everyone feel well & healthy? (YES - proper answer)
- No sharing of water, foods, clothing, or personal equipment.
- All students should provide their own water bottle.
- At the end of each training all equipment will be sanitized properly.
- Masks are required of staff any time social-distancing cannot be maintained.
- Masks are recommended for student-athletes during participation, but not mandatory. A mask could however become mandatory for students at any time.
- The space each student-athlete is allowed to occupy should be clearly defined and strictly enforced. The amount of space required for each student-athlete will vary depending on the location being utilized for participation (i.e. weight room, turf field, gymnasium, etc.). Remember- no two student-athletes should have contact and all should maintain social-distancing (6 ft. goal).
- Practice times set to maximize social or physical distancing to include 'turnover' time between different teams/groups to allow for proper sanitation.
- When possible group activities will take place outside.
- Personal lockers will not be utilized and no student-athlete and/or coach should keep personal belongings at the facility.
- No Scrimmages, small-sided games, rondos, possession games, partners, etc. that violate social-distancing. (If these types of activities can be done without contact between participants then they are allowed).
- Lines should be avoided when possible and must delineate appropriate distance for student-athletes to stand if used.
- Participants may never gather in a huddle or small group, as is common when giving instruction.
- All physical contact between student-athletes must be monitored and strongly discouraged (high-fives, horseplay, hugging, etc.).
- Athletic trainers will be the on-site medical professional.
- No athletes will be allowed in the training room unless necessary for injury. Trainers will document attendance and disinfect commonly touched surfaces after use.
- Parents/Guardians are asked to stay in vehicles when students are participating in activities to limit unnecessary exposure to students and staff.
- No spectators are allowed.
- Participation is voluntary.

PHASE III

Before proceeding to Phase III, it is recommended that you should have actively participated in Phase II for a minimum of 2 weeks.

- Focused on implementing controlled scrimmages/small-sided games and limited physical contact. (Physical contact should be for a limited duration each training session).
- Training sessions should have a balance between individual non-contact skill building activities and limited duration for small sided games including contact.
- Camps, team activities, and scrimmages may occur upon parental approval.
- If transportation is required all teams must adhere to the recommendations set-forth by the Waynesville R-VI Transportation Department.
- No more than 50 student-athletes within a group. (In areas where social distancing can be kept multiple groups may be utilized).
- Groups/cohorts will be formed and documented to allow for potential contact tracing of students and coaches.
- Student-athletes are screened for COVID-19 symptoms.
 - Is anyone running a temperature? (NO - proper answer)
 - Does anyone have a persistent cough, difficulty breathing, sore throat? (NO - proper answer)
 - Does everyone feel well & healthy? (YES - proper answer)
- No sharing of water, foods, clothing, or personal equipment.
- All students should provide their own water bottle.
- At the end of each training all equipment will be sanitized properly.
- Masks are required of staff any time social-distancing cannot be maintained.
- Masks are recommended for student-athletes during participation, but not mandatory. A mask could however become mandatory for students at any time.
- The space each student-athlete is allowed to occupy should be clearly defined and strictly enforced. The amount of space required for each student-athlete will vary depending on the location being utilized for participation (i.e. weight room, turf field, gymnasium, etc.).
- Locker rooms may be utilized, but no personal gear may be stored in lockers. (All lockers should be secured so personal belongings are not stored in the facility).
- Practice times set to maximize social or physical distancing to include 'turnover' time between different teams/groups to allow for proper sanitation.
- When possible group activities will take place outside.
- Lines should be avoided when possible and must delineate appropriate distance for student-athletes to stand if used.
- Participants should maintain social-distancing when gathering in a huddle or small group.
- All physical contact between student-athletes must be monitored and strongly discouraged (high-fives, horseplay, hugging, etc.).
- Athletic trainers will be the on-site medical professional.
- No athletes will be allowed in the training room unless necessary for injury. Trainers will document attendance and disinfect commonly touched surfaces after use.
- Parents/Guardians are asked to stay in vehicles when students are participating in activities to limit unnecessary exposure to students and staff.
- No spectators are allowed.
- Participation is voluntary.

Additional Measures to Keep Students and Staff Safe:

- Disinfect the venue and all equipment (weights, balls, etc.—anything that can be touched) prior to and after each activity every day.
- Disinfected misting of all facilities after each session or group activity.
- Verify that coaches and participants are symptom-free before activity each day. Staff and student attendance at each day's activities.
- Student-athletes and coaches will utilize hand sanitizer and soap and water to wash hands before each session to mitigate contamination.
- Prepare and schedule frequent hand washing/sanitation opportunities during activity.
- Minimal use of restrooms as needed.
- All laundry (masks and towels used) will be placed in laundry bins after each session and then taken to be cleaned using approved cleaner. (Each basket will be disinfected before each use.)
- Require participants to bring their own water bottles and avoid the use of water fountains.
- Modify drills and activities to limit or reduce potential violations of social distancing guidelines including events like high fives, huddles, team meetings, etc.
- Regularly disinfect items that are most often touched during activities
- Avoid using whistles when possible to reduce droplet spread.

Libraries:

- Increasing sanitization practices between classes and patrons as recommended by the CDC
- Students apply hand sanitizer upon entering the library
- Quarantine returned library books for 72 hours and sanitize before returning to the circulating collection as recommended by the ALA
- Reorganizing library classes to promote social distancing, including the option of the librarian visiting the classroom for library lessons
- Stagger times students visit the library and limit the number of students in the library checking out books at one time
- Suspending open library time before and after school, as well as during lunch or other times where a large number of students would gather in the library
- Suspend use of computer labs and self-checkout stations or sanitize after each use
- Suspend use of all non-book items (i.e. maker materials) or sanitize after each use
- Remove all items from library that cannot be sanitized (i.e. stuffed animals or puppets)
- Reposition or remove furniture, where possible to promote social distancing standards
- Librarians prepare curated resources for classrooms and deliver those to students within their classroom

Physical Education:

- Reorganize to allow for smaller classes and social distancing
- Alternate schedule to minimize numbers of students in gymnasium to promote social

distancing

- Schedule outdoor activities as much as possible with weather conditions being considered
- Manage social distancing when moving students to gymnasium/ field
- Provide students with their own equipment for class/ prohibit equipment sharing
- Disinfect equipment between classes
- Individual equipment used (i.e. balls, jump ropes) could be separated by cohort to reduce the need for disinfecting between uses.
- Students disinfect hands in and out of PE class
- Utilize blended learning (technology platforms) for concepts and skills relating to each standard
- Teachers utilize technology to broadcast instruction due to increased social distancing (i.e. megaphone or microphone)
- Self- management- Individualized programs- multiple activity stations allowing for personal choice with personal recording (record keeping, personalized logs, goal-setting, etc)
- Games and sport activities that require close guarding and potential contact with another player can be excluded. Provide lessons that include no contact activities and no or limited equipment (i.e. shadow tag, jumping rope, running, etc.)
- Workstation equipment set-up should consider strategies for social distancing throughout activity
- Locker rooms may not be available to students until social distancing requirements are eased
- Students may not be required to dress out, but should wear clothing that allows for full movement and safe for participation when scheduled for PE
- Teachers use controlled entrance and exits so students are not entering and exiting through the same door if possible.
- When possible reorganize to allow for 10-12 foot physical distancing rules for classes which require an increased heart rate, hence, deeper respiratory breathing.

Physical Activity/ Recess:

- Alternate recess to minimize the numbers of students on the playground, require social distancing and disinfect equipment between classes. Consider placing a part of the students in organized arts activities during recess time or providing outdoor activities like nature walks where social distancing can be observed.
- Keep groups together consistent, maintain the same groups daily restricting students to engaging with their primary cohorts to the extent possible.
- Require students to stay in an assigned area of the school yard or playground as opposed to mingling with other classes.
- Individual equipment used (i.e. balls, jump ropes) could be separated by cohort to reduce the need for disinfecting between uses.
- Larger playground equipment that cannot be disinfected between uses should not be used until social distancing requirements can be eased.
- Classroom energizers/ mindful minutes can be done in the classroom where students

stay at or near their assigned desks/ workstations.

- Provide regular breaks from the classroom for outdoor or hallway walking and movement activities.
- Teachers use controlled entrance and exits so students are not entering and exiting through the same door if possible.
- Have students wash hands immediately before and after outdoor playground time.
- Introduce games such as red light/ green light, obstacle courses based on activities rather than equipment, etc. to limit physical contact.
- Start walking clubs or dance competitions.

Music:

- Reorganize to allow for smaller classes and social distancing.
- Provide students with assigned seats and mark spots on the floor with stickers or dot spots.
- Alternate schedule- minimize the number of students in the music classroom and assist with social distancing.
- Utilize other available classrooms for sectionals or group rehearsals where social distancing is achievable.
- Teachers use controlled entrance and exits so students are not entering and exiting through the same door if possible.
- Students provided their own equipment for class/prohibited equipment sharing.
- If students are using instruments during the rehearsal/ class period, they must stay on the same instrument for the entirety of the rehearsal/ class period. After each rehearsal/ class period, all instruments must be properly cleaned and sanitized prior to further use.
- Students should be provided their own paper copy of music if necessary and should not share with others. Music can also be projected on a screen for all students to view or students can view music on their own device. (Teachers should purchase the correct amount of music in order to not violate copyright laws).
- Disinfect equipment between classes.
- Chairs/ stands cleaned after each rehearsal.
- Students disinfect hands in and out of the music classrooms.
- Avoid touching, choreography, singing/ playing in circles.
- Utilize blended learning (technology platforms) for concepts and skills relating to each standard.
- Teachers utilize technology to broadcast instruction due to increased social distancing (i.e. megaphone or microphone).
- Conductors face students from 10-20 ft away from the first row of musicians, possibly wear a shield mask.
- Students face the same direction as much as possible.
- If indoor rehearsals are not recommended, utilize other avenues of music learning such as music theory, music appreciation, songwriting, and music history.
- Teachers should stagger access to lockers for instrument storage.
- Students should not be allowed to share lockers.

- Students may not be encouraged to engage in activities for the purpose of “warming up” that would require elevated heart rates or exasperated breathing and social distancing should be observed.
- Students may be asked to wear a face covering when singing
- Outdoor rehearsals could be held to help follow social distancing guidelines
- Outdoor (marching) bands may need to use more than one field for spacing in an outdoor environment but should maintain an indoor plan in case of weather
- Use the NFHS, NAMM, NAFME instrument cleaning guidelines
- Suggest to students to bring their own disinfectant spray for all mouthpieces and reed players use plastic instead of cane
- Brass instrumentalists may provide their own towel in which condensation will be removed during rehearsal. Towels should remain with the student and laundered/ replaced prior to each rehearsal.
- Record class rehearsals and share recordings with students who cannot attend school
- Careful consideration must be given to teaching flute, relying on the most up-to-date information available
- Minimize the use of performance clothing or uniforms until final rehearsals or performances. Consider relaxing dress code standards for performances.
- When possible reorganize to allow for 10-12 feet physical distancing rules for classes which require an increased heart rate, hence, deeper respiratory breathing.

Art:

- Tables/ desks **should** be arranged so as to face in the same direction with students sitting only on one side
- Schedule outdoor art if possible
- If visual art teachers are to travel from one room to another (art on a cart), it is recommended that the cart not enter the room, and that any supplies that enter the classroom stay unless they can be disinfected before entering the next classroom. Artwork will also remain in the students’ home classroom
- Consider lessons supporting the art curriculum that focus on presenting, responding and connecting to art rather than always creating
- Consider self-management/ individualized student lessons with multiple activity stations allowing for personal choice with no rotation between stations during class
- Utilize blended learning (technology platforms) for instruction of concepts and skills relating to each standard to avoid close contact during instruction, especially for demonstrations
- Consider digital art lessons (graphic design, photography, stylus drawing, etc.) to provide art-making experiences, especially if hands-on art-making is not possible
- Teachers should demonstrate proper hand washing and cleaning of tools, equipment and media so that students can properly clean shared items when appropriate
- If students need to share media/ tools/ equipment, students should wash or use hand sanitizer before entering art and before leaving
- Limit media within each lesson, to lessen the need to disinfect materials, especially if supplies are shared

- If students are required to have individual media/ tools: provide safe storage after each use, supplies should NOT go home daily unless they can be disinfected when coming back to school
- Provide adequate time to disinfect classroom surfaces, media, tools or equipment between classes
- When possible, consider a staggered product schedule for use of school media/ tools by class (i.e.: pastels for class 1, paint for class 2, scissors for class 3) giving time to sanitize between use
- Follow clay (regular, modeling, etc.) recommendations for contamination reduction regarding use, storage and sharing
- When possible, develop simple hand-building lessons that require no shared supplies, or use disposable supplies/tools when possible- plastic spoons, craft sticks, straws, etc.

Theatre:

- Teachers use controlled entrance and exits, meet students at a single entry to the classroom or workspace.
- Schedule outdoor activities, rehearsals and performances as much as possible with weather conditions being considered.
- Teachers utilize technology to broadcast instruction due to increased social distancing (i.e. megaphone or microphone).
- Encourage self-management/ individualized programs with multiple rehearsal and performance stations allowing for personal choice with personal recording. Workstation equipment set-up should consider strategies for social distancing.
- Theatre storage should not be open to students during normal class, rehearsal or performance time. Devise an access plan before and after class, rehearsal or performances that minimizes the number of students or staff who utilize the spaces and preserves social distancing.
- Minimize the use of costumes, performance clothing or uniforms until final rehearsals or performances. Consider relaxing dress code standards for performances.
- Consider the use of recorded music instead of live musicians to accompany rehearsal and performance.
- Consider modifying some performances to Readers' Theatre for plays and/or concert versions of musicals to minimize interaction and physical contact between performers.
- When possible reorganize to allow for 10-12 feet physical distancing rules for classes which require an increased heart rate, hence, deeper respiratory breathing.

Performing and Visual Arts Events:

- Enforce social distancing in audience areas by seating patrons every other row with 3 seats in between each person within a row. For flexible seating spaces, maintain recommended social distancing measurements between each audience member's position.
- Consider modifying some productions to live-streaming, video broadcast or podcast events.
- Increase the number of performances so that the same number of patrons may attend

overall, but with fewer at each performance.

- Open adequate restroom facilities in other parts of the building to reduce crowding and preserve social distancing.
- Enforce use of masks.
- Information that would normally go in paper programs should be projected on screens or made available electronically.
- Prohibit sale and distribution of flowers or gifts for performers from family and friends.
- Eliminate post performance gatherings of performers with family and friends.

Classrooms:

- Implement assigned seating arrangements and keep records of seating charts.
- Consider rotating teachers, rather than moving groups of students throughout the school building.
- Increase space between students during in-person instruction. Six feet apart is best; when that is not possible efforts to ensure a minimum of three feet of space between desks should be made.
- Require hand hygiene any time before and after students move.
- Face desks, tables and chairs in the same direction reducing face to face interaction.
- Revise activities that combine classes or grade levels.
- Prohibit students from sharing items like pens and pencils.

Bus:

- Screening of COVID 19 symptoms at home prior to getting on the bus
- Encouraging hand hygiene upon boarding the bus
- Assign seats so contacts are stable
- Set siblings together
- Load the bus back to front
- Encourage the use of masks during transport
- Have windows open when safe and weather-permitting
- Bus drivers and monitors wear PPE

Take measures to decrease students congregating in one location:

- Assign students to use different entrances.
- Stagger drop-off and pick-up processes.
- Stagger times students are in the cafeteria or have students eat at their desks in the classroom.
- Stagger times that classes are released.
- Require students to stay in an assigned section of the school yard or playground as opposed to mingling with other classes.
- Schedule restroom breaks to avoid overcrowding.
- Make hallways or entrances one-way.
- Rearrange furniture to avoid clustering in common areas.

- In locations where students line up, tape marks are put on the floor to indicate the appropriate social distancing.

Take measures to decrease employees congregating in one location:

- Close the staff/teacher's lounge.
- Encourage virtual meetings.
- Encourage employees who can effectively work from home to do so.
- Rearrange workstations to ensure they are separated by six feet.

Appendix:

The following procedures and guidelines will be implemented and may evolve as new information and recommendations are issued:

Procedures for isolating those displaying symptoms of Coronavirus:

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

People with these symptoms or combinations of symptoms may have COVID-19:

Cough, shortness of breath or difficulty breathing

Or at least two of these symptoms:

Fever, Chills, Repeated shaking with chills, Muscle pain, Headache, Sore throat, New loss of taste or smell

*This list is not all inclusive.

When to Seek Medical Attention:

If you see any of these emergency warning signs for COVID 19 get medical attention immediately: Trouble breathing, persistent pain or pressure in the chest, new confusion or inability to arouse, bluish lips or face. *This list is not all inclusive.

Call 911 if you have a medical emergency: Notify the operator that you have, or think you might have, COVID-19. If possible, put on a cloth face covering before medical help arrives.

PPE/hand hygiene: Appropriate PPE such as mask and gloves must be worn when caring for a student/staff with possible COVID-19. Clean hands often, before and after caring for a student/staff. Hands should be cleaned immediately after removing gloves and after contact with

an ill person, by washing hands with soap and water for 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.

Assessment of ill students/staff: Assess for symptoms listed above per CDC guidelines. If assessment of body temperature is questionable, reassess temperature using an alternative

thermometer. If fever is present or student/staff show possible symptoms of COVID-19 student/staff should be placed in designated isolation immediately. Parents should be called immediately to pick the student up as soon as possible. The parent will be asked to call the nurses office upon their arrival to the facility. District nurses may test the symptomatic student if they qualify for use of the Binax tests and the parent/ guardian provides written approval. The student should be escorted to their vehicle by designated staff. A medical referral should be sent with each student. Designated staff will explain to guardians our current policy for when the student should be allowed to return to school. Individual cases will be monitored closely and the district will adhere to guidance given from the local Health Department and the physician monitoring the student's care to determine their eligibility to return to school. Remember that schools are not expected to identify cases of COVID-19, but are responsible for referring those with symptoms and reporting those to the PCHD.

Isolation Protocol: Students/staff with concerning symptoms, particularly respiratory illness symptoms, should be asked to wear a mask when possible. A mask will be provided as needed. Isolation should immediately follow in the designated isolation room. Ill students/staff should be separated from others until they can be picked up or leave. Each building has identified a "sick/isolation room" which others do not regularly pass through. The "sick/isolation room" should be separated from areas used by well students/staff for routine health activities, such as taking daily medications. Only essential staff and students assigned to the room may enter, all will sign in so that there is a record of the persons who entered the room. Staff in the "sick/isolation room" should be limited in numbers, strict social distancing is required and must wear appropriate PPE. Staff that are at high risk for severe illness if they become unwell should not enter into the "sick/isolation room." The door to the isolation room should remain open with all staff maintaining appropriate distancing at all times.

Disinfecting: The nurses' office and "sick/isolation room" should be disinfected between each use. All equipment used or possibly contaminated should be disinfected each time by the nurse or designated staff. Anything that the patient comes into contact with should be disinfected via disinfectant sprays and disinfecting wipes.

Return to School After Exclusion Due to Symptoms:

Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of the CDC. Currently those guidelines are:

Symptomatic student with no increased risk of exposure to the virus that causes COVID-19:

- This student should stay home until his or her symptoms have improved according to existing school policies, typically, at least 24 hours after they no longer has a fever (temperature of 100.4 or higher) or signs of a fever (chills, feeling very warm, flushed appearance, or sweating) *without* the use of fever-reducing medicine (e.g., acetaminophen or ibuprofen).

Symptomatic student who has had close contact (within 6 feet for a total of 15 minutes or more) with a person infected with COVID-19:

- If the student receives a positive COVID-19 test result they should not attend school and should isolate until:
 - At least 10 days since symptoms first appeared AND
 - 24 hours with no fever without fever reducing medication AND
 - Other symptoms of COVID-19 are improving

- If the student receives a negative COVID-19 test result or are not tested they must still complete the designated quarantine time determined by the local health department guidelines from the last contact with an infected person before returning to school. Individuals can still develop COVID-19 for up to 14 days after being exposed. To best protect the student and others, local health department quarantine guidelines for those that have been exposed to a positive case will be followed and the following must also occur:
 - At least 10 days since symptoms first appeared AND
 - 24 hours with no fever without fever reducing medication AND

Students may also return if they are approved to do so in writing by the student's health care provider.

Procedures for referring students to school nurse:

When a student reports or staff member observes symptoms of COVID 19 then the staff member should call the nurse's office and report the student's symptoms prior to sending them to the nurse's office. The nurse will direct the staff member as to whether they should send the student to the nurse's office or await the nurse to come accompany the student to the isolation room.

Once in a confidential setting, the nurse will screen the student and ask the COVID-19 symptom questions:

If the student has a new onset or worsening cough or shortness of breath or difficulty breathing with no known cause then they will provide the student a mask and place them in the isolation room. The nurse will follow protocol for isolating the student, contacting parents/ guardians, testing the student and/or sending the student home with a physician referral form.

If the student has any two or more of these symptoms: fever, chills, cough, repeated shaking with chills, difficulty breathing and/or shortness of breath, muscle pain, headache, sore throat, or new loss of taste or smell then the nurse will follow protocol for isolating the student, contacting parents/ guardians and sending the student home with a physician referral form.

If the student presents a fever of 100 or higher then they will be excluded from school until they have been 24 hours fever free without the use of fever reducing medication.

COVID Testing Protocol

The district will participate in the Missouri BinaxNOW K-12 Testing Program and train school nurses to administer COVID-19 rapid antigen tests to school personnel and students. The district will follow all state and local guidelines for administering tests and reporting results.

Physical Distancing

The following physical distancing restrictions may be implemented:

- Limitation on the mixing of cohorts of students to the extent possible.
- Space students as far apart as possible. Six feet apart is best; when that's not possible, schools should make efforts to ensure a minimum of three feet of space between students.
- Desks should be placed facing forward in the same direction so students do not sit face-to face.
- Placement of physical distancing markers and cues to remind and prompt students to remain distanced where lines assemble.
- Require hand hygiene before and after students move from one space to another within the building.

Additional modifications for consideration:

The following are considerations for modifications which may be enacted within these specific areas/ classrooms/ activities after review by building instructional staff and administration.

Waynesville Athletics & Activities Department COVID-19 Return to Participation Guidelines and Recommendations

Waynesville R-VI Schools and Athletics and Activities Department understands the mental and physical benefits associated with athletics and activity, while also acknowledging the need to keep student-athletes, coaches, and their families safe. This resource is intended to address the state-wide restrictions and guidelines provided by the CDC, the state Show Me Strong Recovery Plan, as well as the local health department.

- **Guiding Principles:**

In addition, to the usual requirements for sanctioning, all events must abide by all requirements of local, state, and federal guidelines applicable to the physical location of the facility where the event will take place. Implementing the Return-to-Participation Guidelines presented here will require a cooperative relationship between the Department, Coach, Parent, and Student-athletes.

While the Department and Coach must create a safe environment, the Parent must make the decision for their child to return to play. Whereas there are many that will be excited to return to play, there are others who may be apprehensive. If a player, parent, or family is not comfortable returning to play – THEY SHOULDN'T. We must demonstrate respect and courtesy for everyone's decisions during this time and ensure that we provide a safe environment as we return to participation.

It is important for everyone to realize that this is not participation as usual. Teams will need to adjust their regular operation, coaches will need to modify their training session plans, parents need to understand and follow-through with safety precautions, and student-athletes need to respect and follow safety recommendations.

The following are recommendations for returning to play in phases designed to help keep all participants and our community safe. The following should always be applied regardless of the Return to Participation phase:

- Participation in any group activities is only allowed if you have had no signs or symptoms of Covid-19, no signs/symptoms that may have been Covid-19, and/or have not been exposed to someone who has had signs or symptoms of Covid-19 for a minimum period of 14 days before participation.
- Should an individual be exposed they will not be allowed to return without proper medical clearance.
- Any instance of a positive COVID-19 diagnosis of a participant or anyone in attendance of a session at any time, must be immediately reported to the athletic department, county health authority, and any other necessary authority (i.e. FLW).
- Clear communication to and between all participants and their families about expectations and guidelines is essential to successfully implement return.
- Signage with guidelines will be prominently displayed within all facilities.
- Student-athletes need to be monitored closely at all times- arrival through departure.
- Do not allow participants to treat spreading the virus as a joke- parents need to be a part of enforcing this.
- An RSVP and attendance system will be used both for planning and to record possible interactions to assist with contact tracing in the event of a positive COVID-19 diagnosis.
- If you are sick or feel sick, STAY HOME.
- At risk individuals, youth or adult, STAY HOME (if you are unsure if you are considered at risk, please consult your medical provider directly).
- Anyone who self-reports a temperature of 100 or more should be sent home and not allowed to participate for a minimum of 14 days.
- Designated areas will be provided for each student-athlete to place their equipment, personal belongings, and that can utilize during breaks.
- Social distancing is highly recommended and is to be maintained when possible during activity.
- All equipment used must be disinfected after each session as well as during sessions when possible.
- No one is to share water, towels, or any personal equipment. This includes, but not limited to: shin guards, tape, hair bands, jersey/uniform, pinnies or bibs of any kind. (Please note you can assign a pinnie/bib to a player to take home and care for OR ask that each player brings/wears their own alternative color shirt).
- No centralized hydration or refreshment stations will be available.
- No spectators at practices.
- Sanitizing options available. This may include but is not limited to: Hand sanitizer, Disinfectant wipes, disinfectant sprays and towels. (All soiled laundry should be separated from clean laundry in designated baskets and laundry should be properly washed and dried before each practice or session.)
- Respect for each individual's choices must be the top priority. If a participant wishes, to wear a face mask this should be allowed, and accommodations made if needed

This document is designed to be a starting point and framework for our student-athletes, parents, coaches, and staff to use as guidelines as each one continues to discuss their own return to participation. This document is by no means a blanket permission to return to the fields. Each member is expected to strictly follow state and local guidelines for the resumption of participation as individual counties and jurisdictions may have additional restrictions in place. It is important to note that the return to participation may change and is fluid with the restrictions set in place, increases and decreases in COVID-19 positive cases, and the research provided by CDC and local health departments.

PHASE I and II (Online or Hybrid Learning)

During Phase I and II the athletic department will mirror online learning and will not meet in person due to potential risks. All in-person activity will be postponed and/ or cancelled. During this time we will move to virtual practices where we look to focus on character development, mental conditioning, knowledge of the sport, and skill development. Note: Any individual that has tested positive for COVID-19 is not cleared to participate in any physical activity virtually or not until they have completed all Return to Play COVID-19 protocols.

PHASE III (In-person Seated Classes and Summer Conditioning)

- Focused on implementing controlled scrimmages/small-sided games and limited physical contact. (Physical contact should be for a limited duration each training session).
- Training sessions should have a balance between individual non-contact skill building activities and limited duration for small sided games including contact.
- Camps, team activities, and scrimmages may occur upon parental approval.
- If transportation is required all teams must adhere to the recommendations set-forth by the Waynesville R-VI Transportation Department.
- No more than 50 student-athletes within a group. (In areas where social distancing can be kept multiple groups may be utilized).
- Groups/cohorts will be formed and documented to allow for potential contact tracing of students and coaches.
- Student-athletes are screened for COVID-19 symptoms.
 - Is anyone running a temperature? (NO - proper answer)
 - Does anyone have a persistent cough, difficulty breathing, sore throat? (NO - proper answer)
 - Does everyone feel well & healthy? (YES - proper answer)
- No sharing of water, foods, clothing, or personal equipment.
- All students should provide their own water bottle.
- At the end of each training all equipment will be sanitized properly.
- Masks are required of staff any time social-distancing cannot be maintained.
- Masks are recommended for student-athletes during participation, but not mandatory. A mask could however become mandatory for students at any time.
- The amount of space required for each student-athlete will vary depending on the location being utilized for participation (i.e. weight room, turf field, gymnasium, etc.).
- Locker rooms may be utilized, but no personal gear may be stored in lockers. (All lockers should be secured so personal belongings are not stored in the facility).
- Practice times set to maximize social or physical distancing to include 'turnover' time between different teams/groups to allow for proper sanitation.
- When possible group activities will take place outside.
- Lines should be avoided when possible and must delineate appropriate distance for student-athletes to stand if used.
- Participants should maintain social-distancing when gathering in a huddle or small group.
- All physical contact between student-athletes must be monitored and strongly discouraged (high-fives, horseplay, hugging, etc.).
- Athletic trainers will be the on-site medical professional.
- No athletes will be allowed in the training room unless necessary for injury. Trainers will document attendance and disinfect commonly touched surfaces after use.

- Parents/Guardians are asked to stay in vehicles when students are participating in activities to limit unnecessary exposure to students and staff.
- No spectators are allowed at practices.

Note that the return to participation during Phase III may change and is fluid with the restrictions set in place, increases and decreases in COVID-19 positive cases, and guidance provided by the CDC and local health departments.

Additional Measures to Keep Students and Staff Safe:

- Disinfect the venue and all equipment (weights, balls, etc.—anything that can be touched) prior to and after each activity every day.
- Disinfected misting of all facilities after each session or group activity.
- Verify that coaches and participants are symptom-free before activity each day. Staff and student attendance at each day's activities.
- Student-athletes and coaches will utilize hand sanitizer and soap and water to wash hands before each session to mitigate contamination.
- Prepare and schedule frequent hand washing/sanitation opportunities during activity.
- Minimal use of restrooms as needed.
- All laundry (masks and towels used) will be placed in laundry bins after each session and then taken to be cleaned using approved cleaner. (Each basket will be disinfected before each use.)
- Require participants to bring own water bottles and avoid the use of water fountains.
- Modify drills and activities to limit or reduce potential violations of social distancing guidelines including events like high fives, huddles, team meetings, etc.
- Regularly disinfect items that are most often touched during activities
- Avoid using whistles when possible to reduce droplet spread.

Libraries:

- Increasing sanitization practices between classes and patrons as recommended by the CDC
- Students apply hand sanitizer upon entering the library
- Quarantine returned library books for 72 hours and sanitize before returning to the circulating collection as recommended by the ALA
- Reorganizing library classes to promote social distancing, including the option of the librarian visiting the classroom for library lessons
- Stagger times students visit the library and limit the number of students in the library checking out books at one time
- Suspending open library time before and after school, as well as during lunch or other times where a large number of students would gather in the library
- Suspend use of computer labs and self-checkout stations or sanitize after each use
- Suspend use of all non-book items (i.e. maker materials) or sanitize after each use
- Remove all items from library that cannot be sanitized (i.e. stuffed animals or puppets)
- Reposition or remove furniture, where possible to promote social distancing standards
- Librarians prepare curated resources for classrooms and deliver those to students within their classroom

Physical Education:

- Reorganize to allow for smaller classes and social distancing
- Alternate schedule to minimize numbers of students in gymnasium to promote social distancing

- Schedule outdoor activities as much as possible with weather conditions being considered
- Manage social distancing when moving students to gymnasium/ field
- Provide students with their own equipment for class/ prohibit equipment sharing
- Disinfect equipment between classes
- Individual equipment used (i.e. balls, jump ropes) could be separated by cohort to reduce the need for disinfecting between uses.
- Students disinfect hands in and out of PE class
- Utilize blended learning (technology platforms) for concepts and skills relating to each standard
- Teachers utilize technology to broadcast instruction due to increased social distancing (i.e. megaphone or microphone)
- Self- management- Individualized programs- multiple activity stations allowing for personal choice with personal recording (record keeping, personalized logs, goal-setting, etc.)
- Games and sport activities that require close guarding and potential contact with another player can be excluded. Provide lessons that include no contact activities and no or limited equipment (i.e. shadow tag, jumping rope, running, etc.)
- Workstation equipment set-up should consider strategies for social distancing throughout activity
- Locker rooms may not be available to students until social distancing requirements are eased
- Students may not be required to dress out, but should wear clothing that allows for full movement and safe for participation when scheduled for PE
- Teachers use controlled entrance and exits so students are not entering and exiting through the same door if possible.
- When possible reorganize to allow for 10-12 feet physical distancing rule for classes which require an increased heart rate, hence, deeper respiratory breathing.

Physical Activity/ Recess:

- Alternate recess to minimize the numbers of students on the playground, require social distancing and disinfect equipment between classes. Consider placing a part of the students in organized arts activities during recess time or providing outdoor activities like nature walks where social distancing can be observed.
- Keep groups together consistent, maintain the same groups daily restricting students to engaging with their primary cohorts to the extent possible.
- Require students to stay in an assigned area of the school yard or playground as opposed to mingling with other classes.
- Individual equipment used (i.e. balls, jump ropes) could be separated by cohort to reduce the need for disinfecting between uses.
- Larger playground equipment that cannot be disinfected between uses should not be used until social distancing requirements can be eased.
- Classroom energizers/ mindful minutes can be done in the classroom where students stay at or near their assigned desks/ workstations.
- Provide regular breaks from the classroom for outdoor or hallway walking and movement activities.
- Teachers use controlled entrance and exits so students are not entering and exiting through the same door if possible.
- Have students wash hands immediately before and after outdoor playground time.
- Introduce games such as red light/ green light, obstacle courses based on activities rather than equipment, etc. to limit physical contact.

- Start walking clubs or dance competitions.

Music:

- Reorganize to allow for smaller classes and social distancing.
- Provide students with assigned seats and mark spots on the floor with stickers or dot spots.
- Alternate schedule- minimize the number of students in the music classroom and assist with social distancing.
- Utilize other available classrooms for sectionals or group rehearsals where social distancing is achievable.
- Teachers use controlled entrance and exits so students are not entering and exiting through the same door if possible.
- Students provided their own equipment for class/ prohibit equipment sharing.
- If students are using instruments during the rehearsal/ class period, they must stay on the same instrument for the entirety of the rehearsal/ class period. After each rehearsal/ class period, all instruments must be properly cleaned and sanitized prior to further use.
- Students should be provided their own paper copy of music if necessary and should not share with others. Music can also be projected on a screen for all students to view or students can view music on their own device. (Teachers should purchase the correct amount of music in order to not violate copyright laws).
- Disinfect equipment between classes.
- Chairs/ stands cleaned after each rehearsal.
- Students disinfect hands in and out of the music classrooms.
- Avoid touching, choreography, singing/ playing in circles.
- Utilize blended learning (technology platforms) for concepts and skills relating to each standard.
- Teachers utilize technology to broadcast instruction due to increased social distancing (i.e. megaphone or microphone).
- Conductors face students from 10-20 feet away from the first row of musicians, possibly wear a shield mask.
- Students face the same direction as much as possible.
- If indoor rehearsals are not recommended, utilize other avenues of music learning such as music theory, music appreciation, songwriting, and music history.
- Teachers should stagger access to lockers for instrument storage.
- Students should not be allowed to share lockers.
- Students may not be encouraged to engage in activities for the purpose of “warming up” that would require elevated heart rates or exasperated breathing and social distancing should be observed.
- Students may be asked to wear a face covering when singing
- Outdoor rehearsals could be held to help follow social distancing guidelines
- Outdoor (marching) bands may need to use more than one field for spacing in an outdoor environment but should maintain an indoor plan in case of weather
- Use the NFHS, NAMM, NAFME instrument cleaning guidelines
- Suggest to students to bring their own disinfectant spray for all mouthpieces and reed players use plastic instead of cane
- Brass instrumentalists may provide their own towel in which condensation will be removed during rehearsal. Towels should remain with the student and laundered/ replaced prior to each rehearsal.
- Record class rehearsals and share recordings with students who cannot attend school
- Careful consideration must be given to teaching flute, relying on the most up-to-date information available

- Minimize the use of performance clothing or uniforms until final rehearsals or performances. Consider relaxing dress code standards for performances.
- When possible reorganize to allow for 10-12 feet physical distancing rule for classes which require an increased heart rate, hence, deeper respiratory breathing.

Art:

- Tables/ desks may be arranged so as to face in the same direction with students sitting only on one side
- Schedule outdoor art if possible
- If visual art teachers are to travel from one room to another (art on a cart), it is recommended that the cart not enter the room, and that any supplies that enter the classroom stay unless they can be disinfected before entering the next classroom. Artwork will also remain in the students' home classroom
- Consider lessons supporting the art curriculum that focus on presenting, responding and connecting to art rather than always creating
- Consider self-management/ individualized student lessons with multiple activity stations allowing for personal choice with no rotation between stations during class
- Utilize blended learning (technology platforms) for instruction of concepts and skills relating to each standard to avoid close contact during instruction, especially for demonstrations
- Consider digital art lessons (graphic design, photography, stylus drawing, etc.) to provide art-making experiences, especially if hands-on art-making is not possible
- Teachers should demonstrate proper hand washing and cleaning of tools, equipment and media so that students can properly clean shared items when appropriate
- If students need to share media/ tools/ equipment, students should wash or use hand sanitizer before entering art and before leaving
- Limit media within each lesson, to lessen the need to disinfect materials, especially if supplies are shared
- If students are required to have individual media/ tools: provide safe storage after each use, supplies should NOT go home daily unless they can be disinfected when coming back to school
- Provide adequate time to disinfect classroom surfaces, media, tools or equipment between classes
- When possible, consider a staggered product schedule for use of school media/ tools by class (i.e.: pastels for class 1, paint for class 2, scissors for class 3) giving time to sanitize between use
- Follow clay (regular, modeling, etc.) recommendations for contamination reduction regarding use, storage and sharing
- When possible, develop simple hand-building lessons that require no shared supplies, or use disposable supplies/tools when possible- plastic spoons, craft sticks, straws, etc.

Theatre:

- Teachers use controlled entrance and exits, meet students at a single entry to the classroom or workspace.
- Schedule outdoor activities, rehearsals and performances as much as possible with weather conditions being considered.
- Teachers utilize technology to broadcast instruction due to increased social distancing (i.e. megaphone or microphone).
- Encourage self-management/ individualized programs with multiple rehearsal and performance stations allowing for personal choice with personal recording. Workstation equipment set-up should consider strategies for social distancing.

- Theatre storage should not be open to students during normal class, rehearsal or performance time. Devise an access plan before and after class, rehearsal or performances that minimizes the number of students or staff who utilize the spaces and preserves social distancing.
- Minimize the use of costumes, performance clothing or uniforms until final rehearsals or performances. Consider relaxing dress code standards for performances.
- Consider the use of recorded music instead of live musicians to accompany rehearsal and performance.
- Consider modifying some performances to Readers' Theatre for plays and/or concert versions of musicals to minimize interaction and physical contact between performers.
- When possible reorganize to allow for 10-12 feet physical distancing rule for classes which require an increased heart rate, hence, deeper respiratory breathing.

Performing and Visual Arts Events:

- Enforce social distancing in audience areas by seating patrons every other row with 3 seats in between each person within a row. For flexible seating spaces, maintain recommended social distancing measurements between each audience member's position.
- Consider modifying some productions to live-streaming, video broadcast or podcast events.
- Increase the number of performances so that the same number of patrons may attend overall, but with fewer at each performance.
- Open adequate restroom facilities in other parts of the building to reduce crowding and preserve social distancing.
- Enforce use of masks.
- Information that would normally go in paper programs should be projected on screens or made available electronically.
- Prohibit sale and distribution of flowers or gifts for performers from family and friends.
- Eliminate post performance gatherings of performers with family and friends.

Classrooms:

- Implement assigned seating arrangements and keep records of seating charts.
- Consider rotating teachers, rather than moving groups of students throughout the school building.
- Increase space between students during in-person instruction. Six feet apart is best; when that is not possible efforts to ensure a minimum of three feet of space between desks should be made.
- Require hand hygiene any time before and after students move.
- Face desks, tables and chairs in the same direction reducing face to face interaction.
- Revise activities that combine classes or grade levels.
- Prohibit students from sharing items like pens and pencils.

Bus:

- Screening of COVID 19 symptoms at home prior to getting on the bus
- Encouraging hand hygiene upon boarding the bus
- Assign seats so contacts are stable
- Set siblings together
- Load the bus back to front
- Encourage the use of masks during transport
- Have windows open when safe and weather-permitting

- Bus drivers and monitors wear PPE

Take measures to decrease students congregating in one location:

- Assign students to use different entrances.
- Stagger drop-off and pick-up processes.
- Stagger times students are in the cafeteria or have students eat at their desks in the classroom.
- Stagger times that classes are released.
- Require students to stay in an assigned section of the school yard or playground as opposed to mingling with other classes.
- Schedule restroom breaks to avoid overcrowding.
- Make hallways or entrances one-way.
- Rearrange furniture to avoid clustering in common areas.
- In locations where students line up, tape marks are put on the floor to indicate the appropriate social distancing.

Take measures to decrease employees congregating in one location:

- Close the staff/teacher's lounge.
- Encourage virtual meetings.
- Encourage employees who can effectively work from home to do so.
- Rearrange workstations to ensure they are separated by six feet.