

## Preparedness Plan for Summer School Programming

### Hybrid Model:

Due to the recent update by the Minnesota Department of Education (MDE) and the Department of Health (MDH), school districts are allowed to provide summer school services on-site in our schools. With the guidance by MDE and MDH we will be providing a **Hybrid Model** for summer school programming. In the summer of 2020, the Jordan Public Schools will provide an alternating day of service to receive summer school. We will have students broken into two groups. Each student will receive 8 alternating days of summer school services on-site and 8 alternating days of school remotely online on the day(s) they are not in school. School hours/days may vary based on the need of the summer school program. Summer programming and services may include; Extended School Year, Targeted Services/Credit Recovery, Kids Company, and Community Education Classes. During the summer of 2020, there will not be lunches served to students. **Students are not required to wear a barrier face mask during summer school programming.**

Program	Dates	Time	Number of Students	Location
Kids Company	June 8 - August 14	7:00am - 5:00pm	90 Kids	JES
JES Summer School	July 7 - July 30 (M-TH)	8:30am - 10:30am	TBD	JES
JMS Summer School	July 7 - July 30 (M-TH)	8:30am - 10:30am	TBD	JMS-7th/8th POD
JHS Summer School	July 13 - July 31 (M-TH)	8:00am - 1:00pm	TBD	JHS Union and Soc
Extended School Year (ESY)	July 6 - July 30 (M-TH)	8:30am - 10:30am	Up to 60 students (30 A day, 30 B Day) 6 or less in a classroom	JMS-5th and 6th POD
Community Education			9 per class	TBD

## **Screening Procedure: Reliance on Social Distancing**

**Students who have a fever of 100.0 or above or other signs of illness should not be admitted into the facility. Encourage parents to monitor their child and keep home when they are sick.**

1. Maintain 6 feet distance.
2. Parents/guardians will take the student's temperature before arrival and confirm no fever, cough, shortness of breath, muscle aches, headaches, etc. with weekly COVID-19 Pandemic Student Disclosure form.
3. Visual inspection of students for flushed cheeks, rapid or difficult breathing, or fatigue.

If the staff member needs to take a temperature- gloves will be used and mask if needed per assessment. Follow guidelines below.

1. If temperature is 100 degree or higher send home
2. If the temperature is 99 - 99.9 notify parents that the temperature will be re-checked every 2 hours, and they may need to go home.
3. If symptomatic with runny nose, cough, watery eyes, sore throat, muscle aches etc, send home. Do not allow student(s) in the summer programming. Contact your doctor for further direction of when the student can return. Medical authorization letter required to return to summer programming.

### **Guidelines throughout the day:**

- Temperature check at the end of the summer programming day if any signs of illness.
- Wash hands for 20 sec. with soap and water upon arrival, before and after snacks, in between activities, and after recess "play time."
- 6 feet social distancing.
- Remind students to cover cough and sneeze.
- Ask about respiratory symptoms and observe respiratory status.
- Student's will maintain groups of 9 or less with no "crossover," and same staff members throughout the day.
- Have classroom staff monitor for any other symptoms of illness throughout the day and contact on call nurses as needed.
- Student(s) will be sent home using the same guidelines that we follow during a normal school day per school policy.
- Students must bring their own water bottle in order to have water throughout the day.

### **New Health Concerns:**

Notify the nurse between 8:30 AM -11:45 AM if assistance is needed.

Call Nurse Kristina first at- 612-598-0277 or Nurse Laura as back-up- 952-250-4717.

**Quarantine:**

If running a temperature of 100 degrees or greater or not feeling well (sore throat, muscle aches, headache, cough, runny nose, etc.) call the parent and set up the student in the health office.

**Cleaning:**

Clean tables and anything used by student(s) at the end of the day and if able more frequently.

**When a student is dropped off or becomes ill in a building**

*\*\*\*If a child has or were to develop symptoms consistent with those of COVID-19 (fever and cough/shortness of breath) place a barrier mask on the child while awaiting pickup and or staff member designated to stay with the child while awaiting pickup.*

**Access Symptoms:** Feeling feverish, cough or shortness of breath, headache, sore throat, muscle aches, or fatigue.

NO

YES

Is student well enough to remain on site

NO

YES

Call parent to Pick up

Treat & Return to Class

**If Student Feels Feverish or has Cough or Shortness of Breath**

Take an initial temperature

Oral or Axillary (circle) \_\_\_\_\_ degrees Fahrenheit

*Fever is oral greater than 100 degrees Fahrenheit or axillary greater than 99 degrees Fahrenheit*

Student Name \_\_\_\_\_

Parents Name \_\_\_\_\_

Phone Number \_\_\_\_\_

Nursing/Staff Note

## **Next Steps:**

1. Isolate Student in Health office
  - a. Keep doors closed unless entering or leaving
  - b. Provide student a barrier face mask
  - c. Nurse or staff should put on mask
2. Contact Parents
  - a. Advise them to call their health care provider
  - b. Have parents contact you with their health care recommendations after talking with their health care provider
  - c. Students will need a note from a Health Care Provider to return to Summer Programming.
3. Clean any areas the student/patient is known to come into contact with using standard cleaning procedures.
  - a. Notify classroom to do the same
4. Disinfect any non-disposable equipment per instructions on disinfectant.

\*\*\* Students should NOT be moved unless safety or security issues arise. If a student needs to leave the health office, they should always wear a mask, including leaving the building to parent's car.

\*\*\*Staff should notify District Nurses Nicole Langheim (612) 845-7086 or Laura Menden (952) 250-4717

Email: [jordannurse@isd717.org](mailto:jordannurse@isd717.org)

Please feel free to call us Laura Menden RN,LSN and Nicole Langheim RN,LSN at 952-492-4278 or email us at [jordannurse@isd717.org](mailto:jordannurse@isd717.org) with any questions or concerns that you may have. We thank you in advance for your help in keeping our students healthy.

Nicole Langheim and Laura Menden - Jordan Public Schools District Nurses

## Routine On-Site Classroom Procedures for Summer School Programming

### Classroom “Social Distancing” Set Up:

The term “social distancing” refers to measures being taken to restrict where and when people can gather in order to stop or slow the spread of infectious disease. In the school setting, 6 feet of separation is the distance that will be kept between students interacting within their peers and teachers.

Small, closed pods that serve a consistent group of students and staff offer the opportunity to more closely control the environment through monitoring of symptoms and adherence to policies for people who are ill. Teaching staff will build routines for participants to wash hands upon entering and leaving the classroom or program space, and create regular cleaning practices for frequently used items such as desks, program equipment, writing utensils, and other programmatic materials.

Social distancing guidance will support a 3-foot radius around each participant, resulting in a 6-foot total distance between any two people.

### Maintaining safe program spaces:

The Jordan Public School District will do the following to ensure social safe distancing is provided to students while on-site for summer school programming:

- Modify classes where participants are likely to be in very close contact.
  - **Staff to Student Ratio:** *Based on the size of the classrooms, the Jordan Public School District will have a maximum of a 1:9 staff to student ratio (not to exceed 10 people in a room).*
- Bring in specialist staff (e.g., music, art, physical education) to individual classrooms versus rotating all kids through a shared space that is not able to be cleaned with each new participant introduction.
- Whenever possible, provide classes and physical activities outside and encourage participants to spread out. Consider using visual cues to demonstrate physical spacing.
- Rearrange desks and common seating spaces to maximize the space between participants. **Social distancing guidance will support a 3-foot radius around each participant, resulting in a 6-foot total distance between any two people.**
- Turn desks to face in the same direction (rather than facing each other) to reduce transmission caused from virus-containing droplets (e.g., from talking, coughing, sneezing).
- Consider using visual aids (e.g., painter’s tape, stickers) to illustrate traffic flow and appropriate spacing to support social distancing.
- Avoid community supplies when possible.
- Students must have their own water bottle that can be refilled at a water fountain station.
- If shared supplies are necessary, consider using designated bins for clean and used supplies. Community supplies are considered high-touch and should be cleaned frequently.

- Do not share equipment between staff, volunteers, and participants when possible.
- Clean high touch surfaces between different groups.

## **District Procedures for Cleaning Building and Classroom Space-**

The Jordan Public School District will provide the following services to ensure classroom space is cleaned effectively to support on-site learning for summer school programming:

- Disinfect/wipe/spray the following surfaces and materials:
  - School building floors
  - Trash containers
  - Sanitary stations
  - Sink, counters, and drinking fountains
  - Dispensers
  - Common touched surfaces throughout the building
  - Mirrors - Glass windows in buildings
  - Desks, tables, chairs, and phones
  - Carpets and walk-off mats
  - Hardwood and vinyl floors

The Jordan Public School District will also use disinfecting spray daily to classrooms and commonly used spaces to ensure the safety of our students and staff.

## **Transportation-**

With the Jordan School District providing a **Hybrid Model** that employs distance learning and in-school learning, transportation will be provided to in-school students according to the district's transportation policy. Students who receive special transportation per their Individualized Education Plan (IEP), they will continue to receive special transportation as outlined in their IEP. Students who do not have special transportation will have transportation offered and provided at designated pick up and drop off locations. Locations will be communicated to families with participating students for Extended School Year and Targeted Services Summer School Programming for Elementary and Middle School students.

### **Driver Health and Safety:**

Below are safety procedures that will be provided by Benjamin Bus Company through summer programming:

- Drivers will wear masks to ensure safety of students coming on and off the bus
- Drivers will be screened to ensure no symptoms are present while driving a bus
  - Drivers will be encouraged to stay home if any symptoms are present during a screening or self check process
- Drivers will adhere to practicing physical distancing and staying six feet apart when working at Benjamin Bus Garage and when providing transportation to students.

**Safety Environment for Students:**

High touch areas (see list below) on the school bus will be wiped down with EPA registered household disinfectant or with a bleach solution following each route.

- Handrail
- Door Assembly
- Dash
- Driver Compartment
- School Bus Seating

When on a school vehicle, students will be seated or distanced to the fullest extent possible in the exterior seating positions. Roof hatches should be raised (weather permitting) to keep airflow exiting the vehicle.

- Students should be encouraged to wear masks if possible.
- Students should be loaded from the rear of the vehicle to front and unloaded from front to rear to prevent incidental contact.
- Hand sanitizer on the vehicle mounted for students as they enter the vehicle
- Bus driver will enforce seating arrangements to ensure safety of students
- No water, food, gum, candy should be consumed on the bus