



Hebron Public School

HEALTH & SAFETY
SMART RESTART PLAN

Hebron Public School Board Approved

August , 2020

Dear Hebron Public School Families,

It has been a challenge for our entire community since March, but we hope you have found ways to cope and embrace this new normal. Thank you to the students, staff, parents, and community members who have helped us succeed in these difficult times. The 2019-2020 school year was challenging but we are proud of students and thankful the district was able to celebrate our seniors' accomplishments with a graduation ceremony.

The challenge now is planning for what school will look like during the 2020-2021 school year. This is a daunting task as we all realize how the impact and response to COVID-19 has changed rapidly over the past four months. This plan will try to address these challenges, while providing a flexible framework to guide our response over the next school year.

For academic, social-emotional, and economic reasons, we are compelled to strive to return to an in-person model. Yet, we cannot disregard that the health and safety concerns associated with the virus remain. The district must consider all practical steps to keep our schools from contributing to virus spread in our community.

We realize that reviewing this plan may not address every question you have. We recognize some concepts and actions may be polarizing, and there are strong opinions about what the school should do or should not. But we must remain open to what is possible and consider all options so we can move forward.

Thank you for your time reviewing this plan. We encourage everyone to ask questions and communicate their concerns as we move forward. Together, our school can provide a quality education to our children in a safe manner.

Respectfully,

Myron Schaff
Superintendent

Dave Kraenzel
School Board President

Assumptions & Assurances

Hebron Public School believes:

- Every student should have the opportunity to engage in learning, regardless of the spread of COVID-19 in our community.
- Schools have a vital role in providing safe environments for students, focusing on both social-emotional and physical health.
- By working together with educators, staff, health care professionals, parents, students, and community members we can solve most challenges.
- Our district will make decisions based on the most current guidance from local, state, and national health care officials.
- Our School Board will ensure our plan meets the needs of our students, educators, staff and community.

Our Planning Team

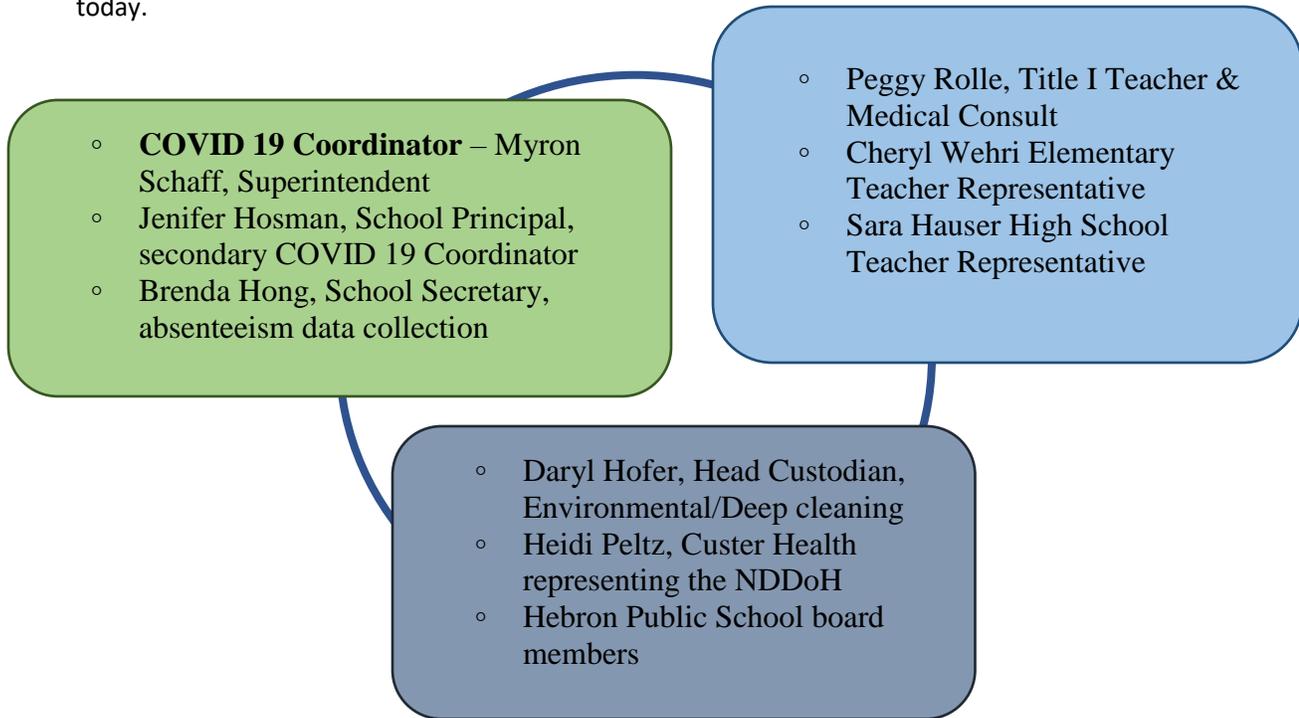
Hebron Public School's Return to Learning Plan was crafted and reviewed by a team consisting of the following

- Educators
- Custodial Staff
- Custer Health
- Secretary
- School board members
- School Principal
- School Superintendent
- North Dakota Department of Health

Input was gathered by various means to allow for a wide range of input, while maintaining social distancing.

COVID-19 Response Team & Coordinators

This organizational structure was crafted to assist in the development and monitoring of the district return to learning plan. This structure identifies leaders and guiding team members that will serve as a voice in how the district responds to COVID-19 during the school year. This plan is designed to address the issues of reopening as well as provide a nimble and responsive process to address issues that may not be recognized today.



The three components have been identified as key operational teams that consist of multiple departments. Each operational team will work implement the return to learn plan and address challenges as they arise.

COVID-19 Building Level Coordinators

Each school building will have an identified COVID-19 Coordinator who will be responsible for the health and safety preparedness and response planning. Coordinators will make themselves available to the NDDoH 24 hours a day / 7 days a week to respond to phone calls from public health. This position will assist public health in identifying and notifying close contacts in the school setting. The coordinator will be reporting cases of COVID-19, found in the school setting, to health officials and the State Superintendent's office.



Myron Schaff, superintendent will assume the role of building level coordinator at Hebron Public School. If the coordinator is unable to be reached the secondary contact will be Jenifer Hosman, principal.

Phases

The following phases will be used to define the community risk level associated with COVID-19. These phases align with the color-coded guidance in the ND Smart Restart Plan. Each level is reported to schools by the NDDoH after rigorous testing and assessment of cases in the community. [ND Smart Restart Plan](#)



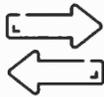
Instructional Models

The instructional models used by the district will be guided, in part, by the risk level of COVID-19 in the community as defined within the phases above. This is a guide as instructional models could be altered based on other factors, such as occupancy levels, age of children, and abilities to move certain classes online.



Traditional Learning

All instruction is delivered in-person with some building and group modifications. Teachers and students maintain a normal daily schedule. Safety precautions are implemented to enhance staff and student safety.



Blended Learning

Students report to school on a modified schedule. Multiple hybrid models of instructional delivery may be appropriate to meet the educational needs through a variety of delivery models.



Distance Learning

All instruction is provided off-campus through the use of distance learning resources or suited to the unique needs of the student.

Health and Safety Guidance

Hebron Public School strives to provide a healthy and safe environment for all who occupy our school. The following guidelines are intended to provide a framework for Hebron Public School's response to COVID-19.

Resources

ND Department of Public Instruction - <https://www.nd.gov/dpi/parentscommunity/nddpi-updates-and-guidance-covid-19>

ND Department of Health - <https://www.health.nd.gov/diseases-conditions/coronavirus>

Center for Disease Control and Prevention - <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

Best Intentions

Despite taking every reasonable precaution, there is no guarantee that our school will be without risk as it relates to COVID-19. The virus may be present on our buses, in our classrooms, and at our activities. In certain situations, social distancing is not possible in a school setting. Our actions, as outlined in this plan, will not prevent any student or staff member from being in contact with the virus.

Protect Yourself and Others

Wash your hands often



- Wash with soap and water for at least 20 seconds especially after blowing your nose, coughing, or sneezing.
- If soap and water are not available, use hand sanitizer that contains at least 60% alcohol.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Students are encouraged to wash their hands often throughout the day.

Avoid close contact



- Keep social distance from others especially important for people who are at a higher risk of getting sick.
- IF NECESSARY, alternate, or modified schedules, adjustments to use of common areas, use of outdoor spaces and other actions that increase physical separation may be considered.
- The sharing of instructional materials should be limited as much as possible.
- Physical separation on busing, one student per seat, will be recommended but cannot be guaranteed.
- ALL VISITORS (parents, guardians, etc.) will be kept to a minimum with limited entry allowed based on circumstances

Cover coughs and sneezes



- Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw tissues away and wash hands or use hand sanitizer to prevent spread.

Clean and disinfect



- School staff will clean and disinfect frequently touched surfaces daily.
- Shared materials will be cleaned.
- Classrooms will be cleaned nightly by custodial staff.

Cover your mouth and nose with a cloth face cover when around others.



- The wearing of masks will be applied in phases based on the phases within the [ND Smart Restart Guidance](#).
- Educators need to teach students how to properly wear a face covering so they are prepared to use them on school buses or other situations in close proximity with others.
 - Resources from NDDPI and Hebron Public School will be provided to teachers.
- The wearing of face masks is not required in the Green or Yellow stage. In the Red stage it may be required if determined to be necessary in consultation with local health officials.



Hebron Public School's COVID-19 PPE Guidance

STAFF	PPE
All staff (other than what is outlined)	May choose to wear cloth face coverings May choose to wear face coverings on school transportation (bus)
All Students	May choose to wear cloth face coverings. May choose to wear face coverings if using school transportation (bus)
Public facing staff (i.e. receptionists/clerical) unless plexiglass partition is in place.	May choose face shield or cloth face mask
Staff caring for / instructing a student in a small space – small group – for more than 15 minutes. (i.e. Nurse, SPED, EL, educator)	Building administrators in consultation with district nurse and educator will determine if face coverings or face shield are required . This may be influenced by instructional and learning needs of the student and health considerations of all occupants in the room.
All staff	Strongly encouraged to wear a cloth face covering.
All Students	Strongly encouraged to wear a face mask. Students will be provided breaks and allowed to remove their mask when outside or in spaces that can accommodate social distancing.
<i>All staff and students in school bus</i>	Strongly encouraged to wear a face covering

Monitor your health daily



- Be alert for symptoms. Watch for a fever, cough, or shortness of breath.
- Parents are asked to screen their children each day before sending them to school. Use the screening guidance provided by Hebron Public School.
- Staff and students who are sick should stay home.
- Temperatures of symptomatic students or staff may be taken at the school office.
 - Symptomatic students will be isolated, and their guardians contacted.

Health & Safety Protocols

Student & Staff Health

Monitoring the health of students and staff will be an important component of a safe and healthy educational environment. Hebron Public School will take the following measures to ensure all students and staff are healthy while they are at school.

Identifying Students & Staff at Higher Risk

- Back to School and enrollment processes will include questions asking families to identify if their child is at-risk, based on a health professionals' diagnosis. This information will be provided to the building superintendent (COVID-19 Coordinator) who will contact the family and discuss instructional model options.
- The administration will inquire of all employees if they are at-risk, based on a health professionals' diagnosis. The superintendent will work in partnership with the building principal and the employee to coordinate adjustments to the work schedule or workplace.
- When the NDDoH or Custer Health inform the district of a student or staff member that is COVID-19 positive that information will be passed on to the administration as allowable within district policy and law.

Isolation & Quarantine

- Definitions (see appendix for more information).
 - Isolation – For people who are already sick from the virus. A prevention strategy used to separate people who are sick with the virus from healthy people.
 - Quarantine – For people who are not sick but have been exposed to the virus. A prevention strategy used to monitor people who were exposed for a period of time.
- Hebron Public School will follow isolation and quarantine guidelines and directives as set by NDDOH and Custer health.

If a student or staff members becomes sick at school (or school event)

- Student
 - Direct / escort the child to the office.
 - The child shall be provided a facial covering and isolated in the building sick room.
 - Parent / guardian will be contacted to pick up their child immediately
- Staff
 - Inform your supervisor immediately and wear a face mask / shield until they can be replaced if supervising students at that time.
 - Leave the school building/grounds and consult with a health care professional.

Return to School

- When a student or staff member has been isolated or quarantined as directed by NDDoH or Custer Health they will be allowed to return to school after being cleared by the NDDoH.

Guidance for Grade Level & School Building Level Closure

- Close contact as defined as being within 6 ft. of another individual for 15 min or greater.
- If a school is closed for any length of time, the district will determine which mode of instruction will resume.
- NDDoH may close a school or district at their discretion.

Operational Guidance

Blue / Green	
Priorities:	<ul style="list-style-type: none">• Ensure students and staff who are symptomatic stay at home.• Implement reasonable accommodations to reduce school-wide and community spread.
Districtwide Practices:	<ul style="list-style-type: none">• Social distancing where possible and reasonable.<ul style="list-style-type: none">○ Distancing on a school bus will be unachievable, we encourage parents to consider alternate transportation for their child.• Buildings routinely cleaned and disinfected according to CDC guidelines. Special focus on high touch/traffic areas.• Handwashing integrated throughout the day.• Hand sanitizer available throughout each building.• Support and train parents on use of technology tools and online curricular resources.
Schools:	<ul style="list-style-type: none">• Protective measures will be implemented in office spaces.• Some school events, assemblies and gatherings may be changed or cancelled.• Access to campus may be limited, with new protocols.
Classrooms:	<ul style="list-style-type: none">• Students issued “technology” and trained on how to access online learning resources.• Limited use of shared materials and supplies.• Desks arranged to allow for cohort groups and social distancing where possible and reasonable.• Staff and students working in close proximity can choose to wear a face covering.
Common Areas:	<ul style="list-style-type: none">• Students when moving around the building will move in cohort groups and reasonably try to limit exposure to other groups.

	<ul style="list-style-type: none"> • Schedules may be altered to reduce cohorts passing in common areas. • Lunch times and location may be altered to reduce the number of students in the cafeteria at any one time.
Extracurricular& Activities:	<ul style="list-style-type: none"> • Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities.
Communications:	<ul style="list-style-type: none"> • Share information about how to stop the spread of COVID-19.

Yellow	
Priorities:	<ul style="list-style-type: none"> • Ensure students and staff who are symptomatic stay at home. • Maximize social distancing cohort where possible. • Support blended learning model.
Districtwide Practices:	<ul style="list-style-type: none"> • Based on identified COVID cases of students and staff targeted closures may be implemented (class, grade, department, etc). While other classrooms remain open and meeting students in person. • Social distancing where possible and reasonable. <ul style="list-style-type: none"> ○ Distancing on a school bus will be unachievable, we encourage parents to consider alternate transportation for their child. • Building routinely cleaned and disinfected according to CDC guidelines. Special focus on high touch/traffic areas. • Handwashing integrated throughout the day. • Hand sanitizer available throughout each building. • Support and train parents on use of technology tools and online curricular resources.
Schools:	<ul style="list-style-type: none"> • Protective measures will be maintained in office spaces. • Some school events, assemblies and gatherings may be changed or cancelled. • Access to campus may be additionally limited, with new protocols.
Classrooms:	<ul style="list-style-type: none"> • Students may be attending school on a hybrid schedule. • Students will be expected to engage in learning opportunities online. • Teachers are expected to make direct student/family contact at least 2 times per week. • Limited use of shared materials and supplies when students are in school. • Desks arranged to allow for cohort groups and social distancing where possible and reasonable.

	<ul style="list-style-type: none"> • Staff and students working in close proximity will be advised to wear a face covering.
Common Areas:	<ul style="list-style-type: none"> • Schedules might be altered to reduce cohorts passing in common areas. • Lunch times and locations may be altered to reduce the number of students in the cafeteria at any one time
Extracurricular& Activities:	<ul style="list-style-type: none"> • Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities.
Communications:	<ul style="list-style-type: none"> • Share information about how to stop the spread of COVID-19. • Share technology support resources for parents.
<h1>Orange / Red</h1>	
Priorities:	<ul style="list-style-type: none"> • Reduce the risk of community spread by closing school.
Districtwide Practices:	<ul style="list-style-type: none"> • Online instruction may be used schoolwide in all courses at all grade levels. • Instruction will focus on essential learning targets. • Attendance and academic progress will be expected. • Grading policies will not be suspended. • Implement internet access (wifi) hot spots around schools, to support distance learning for those that may not have it in their homes. • Local food distribution may be implemented by food service program.
Schools:	<ul style="list-style-type: none"> • Closed to the general public except by special arrangement with the superintendent. • Small group meetings or instruction may be allowed, particularly for special needs students or academic interventions.
Classrooms:	<ul style="list-style-type: none"> • Students may engage in learning at the home. • Students may be expected to engage in learning opportunities online. • Teachers are expected to make direct student/family contact on all school days. • Students in grades 7-12 will be required to wear masks when social distancing is not possible.
Extracurricular& Activities:	<ul style="list-style-type: none"> • Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities. • Athletic and other extra/co-curricular activities likely suspended. • Masks will be required when riding in any school vehicle.
Communications:	<ul style="list-style-type: none"> • Clear communication about academic expectations and grading shared with students and families. • Share technology support resources for parents.



BEFORE SCHOOL!



Parents are asked to review this daily health checklist by answering these questions before sending their child to school.

(Parents do not need to send the questionnaire to school)

Has your child had close contact with a confirmed case of COVID-19 in the past 14 days?

Yes ___ No ___

Does your child have a new or worsening shortness of breath?

Yes ___ No ___

Does your child have new or worsening cough?

Yes ___ No ___

Does your child have a fever of 100.4 or greater?

Yes ___ No ___

Does your child have chills?

Yes ___ No ___

Does your child have a sore throat?

Yes ___ No ___

Does your child have a new loss of taste or smell?

Yes ___ No ___



If **YES** to any of the questions **STOP!**

Do not send your child to school. Contact your healthcare provider. Contact your child's school to inform them of your child's absence.



If you are able to answer **NO** to all questions, go to school.

COVID-19: What's the Difference Between Physical Distancing, Quarantine and Isolation?

	PHYSICAL DISTANCING	QUARANTINE	ISOLATION
Who is it for?	People who haven't been exposed to the virus or are not aware of exposure to the virus.	People who don't currently have symptoms of the virus but were exposed to the virus.	People who are already sick from the virus.
What is it?	A precautionary measure used to help prevent the spread of the virus.	A prevention strategy used to monitor people who were exposed to the virus for a period of time to see if they become ill.	A prevention strategy used to separate people who are sick with the virus from healthy people.
Where does it take place?	Takes place outside the home in public places like grocery stores and work environments.	Takes place in a home setting.	Can take place in a home when medical attention is not required. Takes place in a hospital when medical care is required.
When do I use it?	At all times until further directed by the ND Department of Health.	If you have recently traveled internationally or have known exposure to the virus.	If you have tested positive or have symptoms and have not yet obtained a test.
How long is it for?	At all times until further directed by the ND Department of Health.	14 days after your last exposure. Once your quarantine period has ended, if you do not have symptoms, you may return to your normal routine.	A minimum of 10 days from the beginning of symptoms and 72 hours after your fever is gone without the use of fever-reducing medicine and other symptoms have significantly improved.
What does this mean for my daily life?	<ul style="list-style-type: none"> • Avoid large gatherings. • Stay 6-feet away from people. • If you are unable to stay 6-feet away from other people, wear a cloth face covering. • Call or video-chat with friends or loved ones, particularly those that are elderly or have underlying health conditions that places them at high-risk. • If possible, work from home. • Practice good hygiene and avoid shaking hands or touching your face. • If you become ill and need medical attention, call your health care provider. 	<ul style="list-style-type: none"> • Stay at home and avoid close contact with others. • Do not attend school, work or any other setting where you cannot maintain a 6-foot distance from other people. • Call or video-chat loved ones. • For food, medication and other necessities, obtain through friends or family, or use a contactless delivery service. • Practice standard hygiene and precautionary measures like not sharing household items, washing your hands, and cleaning frequently touched surfaces often. • Monitor your symptoms. If you become ill and need medical attention, call your health care provider. 	<ul style="list-style-type: none"> • Do not leave your home unless it is in an emergency. If you are in a home with others, stay in a "sick" room by yourself and, if possible, do not share a bathroom. • If you have a pet and live with others, do not touch your pet. • For food, medication and other necessities, obtain through friends or family, or use a contactless delivery service. Try to stock up for the duration of the isolation. • Practice standard hygiene and precautionary measures like not sharing household items, washing your hands, and cleaning frequently touched surfaces often. • If a caregiver cleans your room or bathroom, they should wear a mask and wait as long as possible after you've used the bathroom. • Contact your health care provider immediately if you experience severe symptoms.