

Gardner South Wilmington High School #73 Transition Plan Returning to School 2020-2021

July 9, 2020

Hello GSW Community,

*Below is the tentative plan to return to school for the 2020-2021 school year based on the latest Illinois State Board of Education requirements and recommendations. This document contains a lot of information. The first page is the logistical information on how the school year will look to start with. The following pages are highlights of ISBE's 63 page document on requirements and recommendations for returning to school. **As guidance changes, we will continue to update you with more information prior to the school year starting on August 17.** We believe this plan provides the best path back to school as possible under the current conditions. It limits the amount of time in masks and exposure and allows a transition period for our students and staff.*

Important: This plan is tentative and is subject to change at any time prior to school starting and even after school has started.

School Day	-8-12 in person instruction at school -1 hour of remote instruction each afternoon
School hours	-Doors open at 7:40 for breakfast -Classes begin at 8 a.m. -In person instruction dismisses at 12 p.m. -One hour of remote instruction required each afternoon(to be determined by schedule) - Students may be required to stay after 12 p.m for additional help, IEP/RTI minutes, etc.
Transportation	-Less than 50 students per bus -Regular routes -Bus will leave GSW at 12:30 after lunch
Lunch	-A grab and go lunch will be provided for those who need it between 12-12:30 p.m.
Face Coverings	-Face masks are required before entering school or school bus -Face shields are currently not allowed as of 7/9 unless over a mask -Students/families must provide their own face mask -The district does have some for those who need it
Exemptions	-Medically fragile students must provide a physician's letter excusing them from in-person instruction -Students who are medically unable to wear a face

	mask need a physician's letter stating the reason and communicate with the school to make alternate plans
Symptom Screening	-A self-verification method will be developed for families to check temperature and symptoms before loading buses or attending school each day

ISBE Guidance

- In person instruction may resume once Illinois moved to Phase 4.
- **Districts MUST follow IDPH guidelines**
 1. **REQUIRE use of appropriate personal protective equipment, including face coverings (as of 6/30 ISBE announced face shields are not allowed)**
 2. **PROHIBIT more than 50 individuals from gathering in one space**
 3. **REQUIRE social distancing be observed, as much as possible**
 4. **REQUIRE that schools conduct symptom screenings and temperature checks...OR...require that individuals self-certify that they are symptom-free before entering schools**
 5. **REQUIRE an increase in schoolwide cleaning and disinfection**
- ALL public and nonpublic schools MUST follow these guidelines
- State Superintendent has determined that day of instruction during a public health emergency MUST include at least 5 clock hours
- Schools are strongly encouraged to provide in-person instruction to students.
- Schools SHOULD consider prioritizing in-person instruction for students under the age of 13 and any other students who have shown difficulty with remote learning
- Schools SHOULD consider continuing remote learning instruction for medically at-risk students
- RECOMMENDED that when possible, teacher rather than students move between classes
- Schools MAY consider prioritizing in-person instruction for those classes that are difficult to conduct via remote learning (i.e. science lab, CTE classes, etc.)
- Districts MUST discontinue practices that encourage perfect attendance or would discourage individuals from staying at home when they are ill.
- PA 101-0643 ALLOWS every school and district to utilize up to five total Remote and Blended Remote Learning Planning Days.
- Schools are STRONGLY ENCOURAGED to hold back to school events, P/T conferences, and open houses remotely
- Teachers SHOULD identify the standards that were not covered during remote learning.
- CONSIDER revising activities that combine classes or grade levels or require travel to other buildings.
- CONSIDER implementing a homeroom stay where the kids stay and the teachers move
- CONSIDER moving class activities outdoors when weather allows

- CONSIDER broadcasting in-class instruction to multiple rooms to allow students to spread out.
- Manipulatives **MUST** be sanitized between student use. Preferable for each student to have their own set of manipulatives.
- Teachers **SHOULD** rearrange furniture and play spaces to meet social distancing requirements.
- District **MUST** adhere to timelines for annual IEP meetings and required evals
- ALL ADA and 504 legal timelines remain in effect
- District **SHOULD** consider a return to traditional grading practices for remote and blended learning environments. ISBE **DOES NOT** require any specific grading practice.
- Schools **SHOULD** make every effort to provide students and families with the technology devices and internet access necessary to participate in remote learning.
- Schools **MUST** be prepared for a return to full remote instruction if necessary.

Face Coverings

- Face coverings **Must** be worn at all times while in the building.
- Face coverings do **NOT** need to be worn outside if social distancing guidelines are followed
- As of 6/30 only some type of mask is allowed, face shields are not
- All visitors must wear face coverings while in the building

Signage

- Proper COVID-19 signage will be posted throughout the school

Health & Safety Protocols

- All employees **SHOULD** be trained on health and safety protocols related to COVID-19
- Preparing for when a student or staff member becomes sick
 - **Communicate with staff and families to stay home if COVID-19 position or if showing symptoms**
 - **Families and staff SHOULD be instructed to report any positive COVID cases to the district**
 - **Attendance personnel SHOULD request specific symptom reporting when absences are reported**
 - **Students/staff suspected of having COVID-19, whether tested or not, MUST be fever free for 72 hours and MUST wait 10 days after the symptoms appeared before being allowed back in school**
 - Any individual within the school who shows COVID symptoms **SHOULD** be immediately separated from the rest of the school population
 - Close off any area used by a sick person until properly cleaned.
 - Anyone who had contact with someone **who tested positive** for COVID **SHOULD** isolate at home for 14 days. (close contact is defined as being within 6 feet of the infected individual for more than 15 minutes.

Hand Hygiene

- Soap and water preferable to hand sanitizer

- RECOMMENDED that hand hygiene is performed upon arrival to and departure from school; after restroom use; before and after lunch; upon return from PE/playground; after removing gloves
- Hand sanitizer will be available in every room

Symptom Screenings

- Schools MUST conduct temperature and symptom screenings or require self-certification and verification for all staff, students, and visitors entering school buildings.
 - **GSW will require self verification from families. This plan is yet to be developed as of 7/9.**
 - **Individuals with temp greater than 100.4 or displaying COVID symptoms MAY NOT enter the building**
 - SHOULD institute a tracking process to maintain ongoing monitoring of individuals excluded from school for COVID-19
- Any confirmed COVID cases SHOULD be reported to the local health department.

PPE

- ENSURE that appropriate PPE is made available to and used by staff, as needed, based on exposure risk.
 - These have already been ordered and will continue to be
- PROVIDE training to staff on proper use of PPE

Schoolwide Cleaning & Disinfection to Prevent the Spread of Infection

- SHOULD develop sanitation procedures per recommendations of CDC, IDPH and local health departments.
- More frequent cleaning and disinfection IS necessary to reduce exposure
- CLEAN frequently touched surfaces on a daily basis
- DETERMINE means to sanitize soft surfaces such as carpets, rugs and curtains
- MAY consider posting daily cleaning schedules to document completion of proper cleaning
- ENSURE that EPA-approved disinfectants for use against COVID-19 are available to staff responsible for cleaning
- Gloves and other appropriate PPE MUST be used during cleaning
- **Additional custodian hours and schedules will be utilized throughout the day and evening.**
- **Teachers and students will wipe desks, materials, devices throughout the day**

Infection Control Procedures for Specific Areas

Classrooms

- RECOMMENDED that teachers provide assigned seating for students
- MAY develop a marked path of travel inside the classroom
- IF POSSIBLE, arrange desks so that there is a 6-ft distance in all directions between the desks
- IF POSSIBLE, face desks in the same direction
- IF POSSIBLE, open windows for increased ventilation

- ONLY ALLOW required staff to be in the classroom
- BUILD IN time for hand hygiene
- ENCOURAGE parents to not send toys from home to school with their child
- RESTRICT the borrowing or sharing of any items
- All classroom electronics SHOULD be properly cleaned before and after use

Music Courses

- Indoor rehearsals are discouraged
- Minimize number of students in any one music rehearsal group
- Students SHOULD wear face coverings while singing
- NO sharing of instruments
- Conductors should face students from more than 10 ft away and wear glasses/goggles or install a plexiglass shield

Traffic Flow, Hallways, and Lockers

- Face coverings MUST be worn at all times
- CONSIDER limiting # of students in hallway at one time
- CONSIDER monitoring bathrooms to limit number of students using at one time
- CONSIDER marking one way paths in hallways
- CONSIDER placing 6 ft spacing markers on floors
- CONSIDER suspending the use of lockers

Drinking Fountains

- Promote the use of reusable water bottles and train students and staff on appropriate use of drinking fountains

Cafeterias/Food Service

- ENSURE cafeteria spaces do not exceed the maximum gathering size per the Restore Illinois Plan (no more than 50 in Phase 4)
- CONSIDER delivering meals to classrooms instead of students traveling
- Meals SHOULD BE individually plated (no salad bars)
- ENSURE students are served all items...including milk

Administrative Offices and Staff Workspaces/Lounges

- LIMIT nonessential visitors, volunteers, external groups
- RESTRICT visitors to the main office only
- Hand sanitizer SHOULD be readily available for visitor use
- Keep accurate records of any visitors
- CONSIDER an outdoor dropbox for material drop-off
- Parental meetings with school staff SHOULD be held remotely when possible.

Student Transportation

- ALL individuals on a bus MUST wear a facemask
- No more than 50 individuals (in Phase 4) on a bus at any one time with social distancing as much as possible

- Students MUST undergo symptom and temperature checks, which may include self-certification, before boarding a bus
- Drivers and monitors MUST wear a facemask and MUST undergo symptom and temperature checks or self-certify before the start of each workday.
- Seating charts are RECOMMENDED

PE, Gyms and Locker Rooms

- Face coverings MUST be worn
- No more than 50 individuals in one space during Phase 4
- Activities MUST allow for students to properly social distance 6 ft apart at all times
- CONSIDER eliminating the use of locker rooms
- CONSIDER not requiring students to change clothes for PE
- Use of shared equipment is NOT RECOMMENDED
- Any shared equipment MUST be cleaned after use
- Fitness center and weight equipment should be cleaned after each class

CTE/Dual Credit

- DEVELOP procedures to properly clean CTE equipment and workspaces

Extracurriculars

- MUST follow the IDPH requirements set forth for the school setting, which include social distancing, appropriate use of PPE, limiting the number of individuals to 50 or fewer (Phase 4), and cleaning requirements.

Field Trips

- Field trips are discouraged