



# Colonel Crawford Local Schools COVID-19 Reopening Guidance

After several discussions with the Crawford County Superintendents, the Crawford County Public Health Department, and the Colonel Crawford Local Schools Reopening Committee, the district has come up with a plan to reopen in the Fall of 2020. The plan developed is based on the current Public Emergency Levels that are shared out, by Governor DeWine, every Thursday. The district feels that this plan addresses the educational and social-emotional needs of our students, but more importantly, implements measures to provide for the safety of our student and staff population.

Weekly updates will be posted on the district Facebook page, Colonel Crawford Local Schools, and on the district website, [www.cck12.org](http://www.cck12.org).

In general, Crawford County Schools will strive to have all students in the school for five (5) days per week (excluding holidays, snow days and scheduled breaks) as long as Crawford County is designated at a Level 1 (yellow) or Level 2 (orange) risk level per the Ohio Public Health Advisory System that can be viewed at the [Ohio Public Health Advisory System website](#).

Upon designation of a Level 3 (red) risk level, Crawford County Schools may confer with Crawford County Public Health to determine if the indicators that caused the increase in risk level impact their school district and if there is need to implement alternate schedules or remote/online learning.

Preschool guidance should be ready by July 31<sup>st</sup>.

**The following reopening plan is subject to change based on state, regional, and/or local factors related to the pandemic.**

**COLONEL CRAWFORD LOCAL S C H O O L S**  
2020 - 2021 Reopening Guidelines

<b>Ohio COVID-19 Risk Level Guidelines for the Public</b>			
<b>Yellow</b>	<b>Orange</b>	<b>Red</b>	<b>Purple</b>
<b>PUBLIC EMERGENCY</b> Active exposure and spread. Follow all current health orders.	<b>PUBLIC EMERGENCY</b> Increased exposure and spread. Exercise high degree of caution. Follow all current health orders.	<b>PUBLIC EMERGENCY</b> Very high exposure and spread. Limit activities as much as possible. Follow all current health orders.	<b>PUBLIC EMERGENCY</b> Severe exposure and spread. Only leave home for supplies and services. Follow all current health orders.
<b>Colonel Crawford Local Schools Level Guidelines</b>			
<b>Yellow</b>	<b>Orange</b>	<b>Red</b>	<b>Purple</b>
<p>Students attend school all day, every day</p> <p>Bus services provided. Face coverings mandatory for all riders.</p> <p>Each family permitted one bus assignment. Same bus for pick-up and drop-off.</p> <p>Goal to limit 2 students per seat on buses</p> <p>Face coverings required for staff; strongly recommended for students.</p> <p>Social distancing observed</p> <p>Extra sanitizing of surfaces Sanitize between classes</p> <p>Frequent hand sanitizing</p> <p>Parents assess student health before school</p> <p>Lunchroom spaces expanded to other areas</p> <p>Limited field trips</p> <p>No shared student supplies</p> <p>Follow Crawford County Health Department Guidelines</p>	Same as level Yellow	<p>Same as level Orange except:</p> <p>Face coverings required for all students</p> <p>Restricted student movement</p> <p>No visitors or volunteers</p> <p>No large student events</p> <p>Athletics TBA</p> <p align="center"><b>Red Star</b></p> <p>Split student population in half.</p> <p>2 days a week in-person.</p> <p>3 days a week remote learning.</p> <p>Monday &amp; Tuesday - Group A</p> <p>Wednesday - cleaning day</p> <p>Thursday &amp; Friday - Group B</p>	<p>All remote learning</p> <p>No extra-curricular activities or programs</p>

The following reopening plan is subject to change based on state, regional, and/or local factors related to the pandemic.

Mask and face shield ordered for all students and staff. Contact building principals for on-line options.

Additional guidance can be found at [CCK12.org](http://CCK12.org) or on Facebook at Colonel Crawford Local Schools



## Crawford County Schools COVID-19 Reopening Guidance, Fall 2020

Continuing to keep children physically out of school could have long-term detrimental effects on academic progress as well as mental and emotional well-being and behavior. The following provides a framework for Crawford County Schools to reopen school buildings while also implementing measures to reduce the risk of exposure and prevent the spread of COVID-19 in our community.

In general, Crawford County Schools will strive to have all students in the school for five (5) days per week (excluding holidays, snow days and scheduled breaks) as long as Crawford County is designated at a Level 1 (yellow) or Level 2 (orange) risk level per the Ohio Public Health Advisory System that can be viewed at: <https://coronavirus.ohio.gov/wps/portal/gov/covid-19/public-health-advisory-system/>

Upon designation of a Level 3 (red) risk level, Crawford County Schools may confer with Crawford County Public Health to determine if the indicators that caused the increase in risk level impact their school district and if there is need to implement alternate schedules or remote/online learning.

If Crawford County is designated a Level 4 (purple) risk level, Crawford County Schools will implement remote/online learning.

### **Student and Caregiver Expectations:**

- Daily wellness checks of students before sending to school. Students with temperatures of 100°F or higher should stay home until fever free for 24 hours (without use of any medication to control fever).
- Daily washing of hands, or use of hand sanitizer, upon entering the building.
- Washing of hands before lunch and after lunch in addition to washing hands any time student uses the restroom, cough/sneezed into hands, or blows his/her nose.
- Daily washing of hands, or use of hand sanitizer, at end of school day.
- Covering all coughs/sneezes with a tissue or inside of elbow.
- Ensuring 6 ft. physical distance from others whenever possible.
- Students may assist in daily wiping/cleaning of desks and chairs at end of school day, or as requested.
- Provide a water bottle daily for student use throughout the day.
- Ensure contact information for all caregivers is up to date.
- Ensure there are multiple, pre-arranged methods of getting a student home from school should they become ill or exhibit symptoms.

### **Staff/School Expectations:**

- Daily wellness self-check of all staff members. Staff members with temperatures of 100°F or higher should stay home until fever free for 24 hours (without use of any medication to control fever).
- Daily washing of hands, or use of hand sanitizer, upon entering the building and at end of school day.

- Washing of hands before lunch and after lunch in addition to washing hands any time student uses the restroom, cough/sneezed into hands, or blows his/her nose.
- All school staff and volunteers must wear facial coverings (similar to other businesses in operation) unless it is unsafe to do so or where doing so would significantly interfere with the learning process. Exceptions include:
  - Facial coverings in the school setting are prohibited by law or regulation
  - Facial coverings are in violation of documented industry standards
  - Facial coverings are not advisable for health reasons
  - Facial coverings are in violation of the school’s documented safety policies
  - Facial coverings are not required when the staff works alone in an assigned work area
  - There is a functional (practical) reason for a staff member or volunteer to not wear a facial covering in the workplace.

(Face shields can be considered an alternative where cloth face coverings would hinder the learning process, might present a safety hazard, or for those who have difficulty wearing a cloth face covering.)

- Arrange desks in classrooms to provide social distancing of students.
- Provide reminders to students of good hygiene practices, physical distancing, and contacting caregivers if repeated issues arise.
- Eliminate shared classroom materials as much as possible.
- Keep the classroom door open to maximize airflow and to reduce the need to touch door handles.
- Ensure classrooms are stocked with supplies needed for daily cleaning and wiping of surfaces between classes.
- Frequent cleaning and disinfecting of common areas and frequently touched surfaces (door handles, handrails, toilets, counters, sinks, etc.).
- Ensure proper signs are posted in hallways, restrooms, and common areas with messaging on social distancing, hand hygiene, staying home when sick, etc.
- School staff will be responsible for any disinfecting or sanitizing. (Students can be involved in cleaning, but not disinfecting or sanitizing since chemicals are involved.)
- Refer to school nurse for a wellness check any student exhibiting any symptoms. (This is going to be very important this year. I would suggest you ask each school nurse to send out information on symptoms at the beginning of the school year and to encourage staff to refer to the nurse for wellness checks.)

**Drop Off, Pick Up, & Visitors:**

- Maintain maximum physical distance from one another whenever possible in hallways, common areas, etc.
- When possible, prop doors open at arrival and dismissal to reduce the need to touch door handles.
- Eliminate visitors and volunteers as much as possible to help ensure the health and safety of the staff and students.
- Utilize staggered dismissal times to allow for maximum physical distancing.

### **Bus Transportation:**

- Have students maintain maximum physical distances while waiting at the bus stop and while entering the building.
- Require all students riding the bus to wear a facial covering. The students should have their facial coverings on prior to entering the bus and keep them on until after they have exited the bus. (Additional accommodations may need to be made for students based on their individual health plan.)
- Require assigned seats and sit siblings or household members together as much as possible. If there is need to seat more than 2 students that are not siblings or household members together, place the 3<sup>rd</sup> students into seat as late into the bus route as possible. (Preferably for less than a 15-minute bus ride.)
- Load the bus by filling the back seats first and moving forward. Empty the bus by dismissing front seats first and moving backward.
- Leave the front seats empty, if possible, to allow for physical distancing from the driver. If you need the front seats, fill when less than 15 minutes from the school.
- Wipe seats and handrails before each route.
- Provide hand sanitizer students can apply themselves upon entering the bus.
- Allow for fresh air (crack windows) during routes when weather permits.
- Each bus should carry a supply of facial coverings for students without/forgot a mask.
- To reduce the need for students to have multiple bus routes and assigned seats, limit all students to a single stop (even for shared parenting scenarios). This will decrease the student's risk of exposure from multiple bus routes.

### **Classrooms:**

- Ensure desks are set up to allow for as much physical distancing as possible and not clustered with students facing one another.
- Eliminate shared classroom materials as much as possible.
- Ensure classrooms are stocked with supplies needed for daily cleaning and wiping of surfaces between classes, especially when rotating students through classrooms.
- Keep doors propped open as often as possible to maximize airflow and to reduce the need to touch door handles.
- Keep classrooms stocked with tissues and hand sanitizer.
- Ensure classrooms are cleaned between classes (groups of students).
- If close interactions are needed between staff and students or between students, wearing a facial covering or face shield would be recommended if the interaction will last longer than 10-15 minutes. (One-on-one tutoring, working jointly on a project, etc.)

### **Specialty Classrooms (Art, Band, Music, Chemistry, Industrial Arts, Consumer Science, Gym, etc.):**

- Students and staff should either wash their hands or use hand sanitizer upon entering the room and then again before exiting the room. Since these rooms often have students sharing materials/equipment – clean hands will be very important in these rooms.
- Maintain maximum physical distance from one another whenever possible.
- Ensure cleaning supplies and hand sanitizer are readily available.
- Keep doors propped open to maximize airflow and to reduce the need to touch door handles.

- Keep classrooms stocked with tissues and hand sanitizer.
- Ensure classrooms are cleaned between classes (different groups of students).
- If close interactions are needed between staff and students, wearing a facial covering or face shield would be recommended if the interaction will last longer than 10-15 minutes. (working jointly on a project, etc.)
- If students will be singing, ensure physical distancing and try for 9 feet apart in all directions. (This may require relocating choir/music class to a larger area.)

#### **Lunches and Cafeteria:**

- Ensure students are washing their hands before eating lunch and then again after they are finished eating before returning to the classrooms.
- Stagger schedules and dismissal to lunch to ensure physical distancing.
- Ensure staff clean and disinfect serving areas and tables between lunches.
- Serve all food to students. (Students will not self-serve/handle any items.)
- Provide condiments in either individual packets or have staff handle the condiments for the food item for the student.
- Ensure physical distancing as much as possible.
- Do not allow guests or visitors to join students for lunch.

#### **Hallways/Common Areas:**

- Stagger dismissal times to ensure physical distancing can be maintained.
- Discourage groups of students congregating in close proximity of one another.
- If you can, encourage one-way flow of traffic and encourage students to stay to the right when traveling down hallways and stairs.
- Have students use their water bottle and not use water fountains.

**Recess and Access to Outdoors:** (It is highly encouraged that all students get fresh air daily, when weather permits.)

- Use hand sanitizer or wash hands before exiting the building for recess or outdoor activities.
- Either prop the door open or designate one person to hold the door open.
- Discourage large groups of students congregating in close proximity of one another.
- Stagger dismissal times to recess or outdoor activities.
- Use hand sanitizer or wash hands upon re-entering the building.

#### **School Offices:**

- Install barriers (like plexiglass) between the staff and the customers/students to help ensure the health and safety of your staff.
- Staff should ensure they wear a facial covering or face shield when interacting with customers/students in close proximity (less than 6 ft.) for prolonged periods of time.
- Ensure cleaning supplies and hand sanitizer are readily available.

#### **Libraries:**

- Books may be distributed to students, but upon returning books to the library they should be physically quarantined for 3 days (72 hours) before being re-shelved and placed back into distribution.
- Designate a traffic flow pattern to ensure physical distancing can be maintained.

**Nurse/Clinic Area:**

- Ensure the workspace, door handles, countertops, seating areas, restrooms are kept clean and disinfected between students.
- Ensure physical distancing is followed when more than one student is in the nurse area.
- Students with temperatures of 100°F or more should stay home/be sent home.
- Isolate students that are exhibiting symptoms.
- Students exhibiting symptoms are required to wear a facial covering or a face shield until they are picked up by a caregiver.
- Nurse should wear a facial covering and proper PPE when caring for students.

**HVAC systems:**

- Ensure that the HVAC system is operating properly and allows for adequate fresh air and air flow.

**Assemblies:**

- Assemblies should be planned for a group size that allows for physical distancing.
- Keep the doors open before and after the assembly to maximize airflow and to reduce the need to touch door handles.

**Field Trips:**

- Perform temperature and wellness checks of students before leaving the school. Students with temperatures of 100°F or higher should be sent home until fever free for 24 hours (without use of any medication to control fever).
- Have staff pack tissues, hand sanitizer, hand wipes, and cleaning wipes for use while on trip.
- Remind students the importance of good hand hygiene, covering their coughs & sneezing, and physical distancing as much as possible while on trip.
- Follow the bus transportation guidance listed above.
- Follow guidance of trip location in terms of group size, physical distancing, and facial covering requirements.

**Parent/Teacher Conferences and Meetings:**

- When possible, conduct the meetings virtually or via phone.
- In person meetings should be conducted in an area large enough to allow for physical distancing.
- Keep area stocked with tissues and hand sanitizer.

**Medical Inquiries:**

Federal law typically limits the type of medical inquiries that can be made but given the nature of the pandemic more leeway has been given to schools in this circumstance to make additional medical inquiries of staff and students than would otherwise be allowed.

- If a parent tells the school that a student is ill, the school may ask the parent whether the student is exhibiting any symptoms of COVID-19.
- If an employee calls in sick or appears ill, the school can inquire as to whether the employee is experiencing any COVID-19 symptoms.
- If a person is obviously ill, the school may make additional inquiries and may exclude the person from school property.



Even without symptoms, if a student or employee has recently had contact with a person with a suspected or confirmed case of COVID-19, has someone in their home being tested for COVID-19, or has recently traveled from somewhere considered to be a “hot spot” by the CDC, the school may exclude the student or employee from the school building and recommend that they self-quarantine for 14 calendar days with a Board of Education approved policy.

### **Communications:**

When a student/staff member has been diagnosed with COVID-19 as a positive case, communication will come from Crawford County Public Health (CCPH), not the school district. A common template will be developed to include the following:

- Specify to parents which classroom the confirmed case was in (ex. 5<sup>th</sup> Grade, Mr. Smith). More generalized statement to building staff.
- The school district will cooperate with the CCPH for contact tracing.
- Anyone testing positive for COVID-19 will be isolated by CCPH and released from isolation by CCPH.
- A 14-day quarantine period will be established for any student/staff member determined to have had close contact with a COVID-19 Case as defined by the CCPH.
- CCPH will write a letter for the school district to use and the letter will explain/define what is considered a close contact to COVID-19 that will result in quarantine.
- If you have not been contacted by Crawford County Public Health directly, your child is not a close contact and does not need to be quarantined and may continue coming to school.

### **Returning to school after Exclusion:**

- Persons that have not exhibited any COVID-19 symptoms other than fever may return to school as long they have been fever free for 24 hours (without use of any medication to control fever).

### **Untested, but Exhibit Symptoms of COVID-19:**

Persons who have not received a test proving or disproving the presence of COVID-19 but exhibit one or more of the symptoms of COVID-19 **that is not otherwise explained** may return if all of the following three conditions are met:

1. They have not had a fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers); and
2. Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
3. At least 10 calendar days have passed since your symptoms first appeared.
4. To return to school the child must be transported to school by the parent and the parent must remain with the child until the child’s temperature has been checked.

### **Tested Positive- Symptomatic:**

Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following 3 conditions are met:

1. The individual no longer has a fever (without the use of medicine that reduces fevers); and



2. Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
3. At least 10 calendar days have passed since symptoms first appeared; or the individual has received two negative tests at least 24 hours apart.

**Tested Positive- Asymptomatic:**

Persons who have not had symptoms but test positive for COVID-19 may return when they have gone ten calendar days without symptoms and have been released by Crawford County Public Health.

**Symptoms impacting consideration for exclusion from school:**

Students and employees should be trained to recognize the following COVID-19-related symptoms:

- A fever of 100.4° F or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Dizziness
- Blurred vision
- Diarrhea
- Sore throat
- New loss of taste or smell

Students and employees should be excluded from school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19 based on CDC Guidance **that is not otherwise explained.**

**Definitions:**

Asymptomatic – showing no symptoms of disease even though they are infected with the virus.

Cleaning – removing dust, debris, dirt, and germs from a surface by scrubbing, washing, and rinsing. (The germ is still alive and active, but you have removed it from the surface.)

Close Contact – anyone who has been within 6 feet of a person infected with the virus for a prolonged period of time (we usually use 15 minutes or more as our definition of prolonged period of time), or has had direct contact with the infected person’s secretions.

\*Contact Tracing – the process of identifying, assessing, and managing people who have been exposed to a contagious disease to prevent onward transmission.

Coronavirus – a family of viruses that cause illness ranging from the common cold to more severe diseases. The novel coronavirus discovered in December 2019 cases COVID-19.

COVID-19 – name of the disease caused by the novel coronavirus, SARS-CoV-2, and is short for “Coronavirus Disease 2019”.

Disinfecting – using chemicals to eliminate/kill germs to lower the risk of spreading infection. (Disinfecting kills disease-causing germs (except bacterial spores). But it does not necessarily mean that the dirt, debris and germs are removed from the surface – but the germs are killed. A key difference between sanitizing and disinfecting is the type of chemical used and the length of time the chemical is left on a surface. Follow label instructions to ensure proper disinfection.)

Isolation – separating sick people with a contagious disease from those who are not sick.

Quarantine – separating and restricting the movement of people exposed (or potentially exposed) to a contagious disease to see if symptoms develop and preventing possible further spread of disease.

Sanitizing – using chemicals to reduce the bacteria levels to decrease the risk of infections. (May not kill all viruses but lowers the number.)

Symptomatic – showing symptoms of disease. The current, most common symptoms of COVID-19 include: cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, and new loss of taste or smell.

\*All contact tracing and interactions with those affected will be performed by Crawford County Public Health staff. COVID-19 test results are reported to the local health department and we are responsible for contact tracing and notification to close contacts. If there should be a positive case that impacts someone in your school, school staff and students can correctly assume that if they do not receive a call from our office, they do not meet the definition of a close contact and do not need to be quarantined.

Cleaning, disinfecting, and sanitizing are part of a broad approach to preventing infectious diseases. Though these terms are often used interchangeably, it is important to note that they are actually quite different. This can be visualized with hand washing vs. use of hand sanitizer. Hand washing (cleaning) is important before eating since it removes the germs from your hands --- it doesn't matter if the germ is alive or dead if it is removed from your hands and washed down the drain. Hand sanitizer does not fully kill all germs nor does it remove the germs from your hands. Hand sanitizer is not appropriate at all times, especially before eating.

### **Possible Scenarios to Consider:**

**A student's parent/caregiver tests positive.** The student would be considered a close contact and would be required by the local health department to be quarantined for 14 days. If student is asymptomatic after 14 days, they can return to school. If the student develops symptoms before the end of the 14 days, student will now go into isolation and not be returning to school until our nurses feel he/she has recovered. Our nurses will reach out to anyone that meets definition of a close contact of the student to require them to quarantine. If the student developed symptoms, the room should be cleaned and disinfected.

**A student tests positive.** The student is required to be isolated and our office will contact anyone that meets definition of a close contact. Any siblings that live with this student will also be required to be sent home to be quarantined. This may or may not require an entire classroom and teacher be sent home for two weeks to be quarantined. Our nurses will do the contact tracing investigation to determine who all needs to be quarantined. The student that tested positive may return to school once our nurses have deemed them recovered. If the others that were quarantined never develop symptoms, they may return after the 14 days have passed. The room should be cleaned and disinfected.

**A teacher tests positive.** The teacher is required to be isolated and our office will contact anyone that meets definition of a close contact. This situation may or may not require an entire classroom/grade be sent home for two weeks to be quarantined. Our nurses will do the contact tracing investigation to determine who all needs to be quarantined. The teacher that tested positive may return to school once our nurses have deemed them recovered. The room should be cleaned and disinfected.

**A bus driver tests positive.** The bus driver will be required to be isolated (at home or in hospital depending on severity of symptoms) until recovered. This will not necessarily require all students that ride this bus to be quarantined. Our nurses will do the contact tracing investigation to determine who all needs to be quarantined. The bus should be cleaned and disinfected before put back into use. (Or the bus can be removed from use for 4 days.)

**A teacher's spouse tests positive.** The teacher is a close contact of the spouse and will be required to be quarantined for 14 days. If the teacher never develops symptoms, the teacher can return after the quarantine period. If the teacher does develop symptoms, they are now required to remain in isolation until they are deemed recovered. Our nurses will do the contact tracing investigation to determine who all needs to be quarantined. The room should be cleaned and disinfected.

**A cafeteria worker or maintenance staff tests positive.** The staff member will be required to be sent home for isolation until recovered. This will not necessarily mean any students will be impacted. If the interactions with students are brief, they will not be required to be quarantined. It may impact co-workers at the school depending on staff interactions. The primary work area for this staff member should be cleaned and disinfected.

The intent of this guidance is to incorporate measures to reduce the risk of infection and spread of COVID-19 in our community. It is not Crawford County Public Health's intention to close a school or quarantine an entire class/grade unless absolutely necessary.