

2021-2022

**Swan River Elementary**  
*COVID-19 Safety*  
*Plan for Reopening*



## **Introduction**

The Swan River Elementary Board of Trustees and its staff may continue to operate during the 2021/2022 school year under unusual, even unprecedented circumstances by virtue of potential declarations of statewide emergencies by the Governor relating to school closure to address lingering COVID-19 concerns and/or the declaration of an unforeseen emergency (community disaster) made by the Swan River Elementary Board of Trustees. In light of COVID-19, the Board of Trustees has found it necessary to adopt temporary procedures related to emergency school closure and/or operations, the ongoing provision of educational services to students, meetings of the Board, gatherings on school property, health and safety of students, staff and community members, human resource matters and budgetary matters, etc. To ensure clarity and transparency while reopening under normal operations, Swan River Elementary Distrihas developed “2021-2022 School Reopening Policies” as well as “Health and Safety Protocols”.

## **Guiding Principles**

- Develop the physical and mental health and wellbeing of our students, staff, and community.
- We are committed to the execution of a quality education program.
- We value and respect the individual needs and concerns of all families.
- We are committed to minimizing the distractions and interruptions caused by COVID-19 restrictions and protocols.
- We are committed to maximizing the face to face educational opportunities for each child.
- We will strive to ensure the continuity of instruction for students and teachers with a seamless transition between COVID-19 phases and physical distancing.
- We respect the structure, routines, schedules, and activities necessary for students, families, and teachers.
- We are committed to a structure that keeps learning on track without overloading teachers and families.

## **Classroom and Instruction**

### **1. Social Distancing will be considered as optional.**

A. If Swan River Board of Trustees or Governing Officials deem that stricter protocol are necessary for Social Distancing:

- a. Individual desks will be utilized when available/practical.
- b. Desks will be placed six feet apart. If tables are used, the six feet distancing will remain in effect. Staff as well as students will have the allowed six foot distancing during each class period.
- c. Face covering will be used when distance is less than six feet between individuals. This time when individuals are less than six feet apart will be limited to 10-15 minutes or less. Distancing will immediately be resumed after this time.
- d. Staff and students will have a six foot distance through-out the day.
- e. Social distancing (6' distance for interactions 15 minutes or longer) will be practiced in all classrooms, and in the lunchroom when possible.
- f. Masks are not required for recess outside.

### **2. Face Coverings will be considered as optional**

A. If Swan River Board of Trustees or Governing Officials deem that stricter protocol are necessary for Face Coverings:

- a. Face covering will be used when distance is less than six feet between individuals. This time when individuals are less than six (three) feet apart will be limited to 10-15 minutes or less. Social distancing will immediately be resumed after this time.
- b. Parents will be asked to provide face covering for their child each day
  - i. Masks will be provided for those who do not have them.
    1. Acceptable face coverings would include but not limited to.
    2. - Cloth mask
    3. - Particle filtration coverings
    4. - Face Shields
    5. - Disposable masks
    6. - Etc.
- c. Teachers will practice strategic use of face covering when close interactions are necessary.
  - i. Face Covering will be provided for all faculty and staff.
  - ii. All individuals are welcome to supply a face covering of their choice.

- d. Documentation:
  - i. All staff members interacting with students will be asked to keep a log of close interactions where they were unable to social distance and or wear a face covering.
  - ii. All staff members interacting with students will be asked to keep a log of situations where students were unable to practice social distancing and wear face covering.

### **3. Disinfecting**

- a. All building areas occupied by students and staff will be disinfected daily prior to the start of the school day.
  - i. Custodians will have a checklist to make sure that they are getting everything done they need every night during cleaning.
- b. Water fountains are going to be uncovered. Bottle filling stations will also be provided.
- c. Faculty and staff will disinfect all primary surfaces in their work area as necessary.
- d. Students will be taught good hygiene practices.

### **4. Instruction**

- a. Face to face instruction:
  - i. Primary system for instruction.
  - ii. In order to prepare students for the possibility of distance learning, all teachers will incorporate a distance learning tactic to the core curriculum areas. (example digital (ex. Google Classroom) or packet).
- b. Distance Learning:
  - i. The State goes to Phase 1 restrictions
  - ii. Some families with family members who are considered medically at risk due to COVID-19 may choose the distance learning option for their child. Students who choose distance learning must commit to continuing for one semester.
  - iii. Students and parents will sign a distance learning agreement.
    - 1. Deadline for distance learning confirmation August 31st.

### **5. Electives, Recess and Lunch**

- 1. P.E. (developing)
- 2. Band (developing)
- 3. Recess guidelines (developing)
- 4. Hallway guidelines (developing)
- 5. Lunchroom guidelines (developing)
- 6. Lunch guidelines

- a. No self serve options. All food served by cooks at the serving window
- b. Lunch tables will be disinfected between each lunch session.

**6. Special Education and Accommodations of Disabilities or Diagnoses**

- a. Students shall receive services in accordance with the applicable Individualized Education Plan or Section 504 Plan based on methods and locations agreed upon and documented by the applicable team to meet the student's needs and goals.
- b. The supervising teacher or building administrator shall coordinate with parents and the special education staff or cooperative to ensure all applicable statutes are followed in accordance with U.S. Department of Education guidelines.

**Student, Staff and Community Health and Safety**

**1. Symptoms of Illness**

- a. Students and staff who are ill, feeling ill, diagnosed as ill, or otherwise demonstrating symptoms of illness must not come to school or work.
- b. Students who have a fever or are exhibiting other signs of illness must be isolated in a designated area until such time as parents or caregiver may arrive at the school to retrieve the ill student.
  - i. All surfaces and areas should be thoroughly cleaned and disinfected once the student has vacated the area by staff utilizing safety measures in accordance with state and/or local health standards as applicable.
- c. Students may engage in alternative delivery of education services during the period of illness or be permitted to make up work in accordance with District Policy 1906.
- d. Staff members will be provided access to leave in accordance with District Policy 1911 or the applicable Master Contract or Memorandum of Understanding.
- e. Parents, guardians, or caregivers of students who are ill, feeling ill, diagnosed as ill, or otherwise demonstrating symptoms of illness must not be present at the school for any reason including but not limited events or gatherings or to drop off or pick up students except as provided by this policy.
- f. To avoid exposing others to illness, parents or caregivers who are ill must make arrangements with others to transport students to school or events, if at all practicable.

- g. If not practicable, parents, guardians or caregivers must not leave their vehicle during pickup or drop off and must arrange with District staff to supervise students in accordance with physical distancing guidelines in this Policy.

### **Student Activities**

Swan River Elementary will follow the directives, requirements and considerations provided by the Montana High School Association that includes consultation with national, state and local experts from the CDC, NFHS Sports Medicine Advisory Committee (SMAC), the Governor's directives, state and local health departments and input from state activity associations across the country. The guidelines outlined below are meant to decrease potential exposure to respiratory droplets by encouraging social distancing and allowing for appropriate protective equipment and allow student participation in activities.

Students who have chosen the remote learning option cannot participate in school activities.

#### **1. A Family's Role:**

- a. Maintaining safety guidelines for yourselves and others is very important. Make sure your child and immediate household members are free from illness before participating in practice and competition (if there is doubt stay home). Provide personal items for your child and clearly label them.

#### **2. Coaches:**

- a. Communicate your guidelines in a clear manner to students and parents.
- b. Keep accurate records of those athletes and staff who attend each practice in case contact tracing is needed.
- c. Hand sanitizer should be plentiful at all contests and practices.
- d. Always encourage social distancing of 6 feet when possible before, during and after practice and games.
- e. Before, during and after the contest, players, coaches, and administration should wash and sanitize their hands as often as possible.
- f. Coaches and athletes will be spaced six feet apart while traveling on the bus to contests and face coverings will be required while on the bus.

#### **3. Students:**

- a. Athletes should tell coaches immediately when they are not feeling well.
- b. Students should wear their own appropriate workout clothing (do not share clothing), and individual clothing/towels should be washed and cleaned after every workout immediately upon returning home.
- c. Do not share clothing, towels, or water bottles.

- d. Each student is responsible for their own supplies at practices and games.
- e. Athletes will be allowed to travel to contests/games with their family rather than on the bus if they chose to do so.
- f. Work to maintain social distancing of 6 feet while on the field/court of play when possible and on the sidelines.
- g. Before, during and after the contest, players, coaches, and administration should wash and sanitize their hands as often as possible.
- h. Coaches and athletes will be spaced six feet apart while traveling on the bus to contests and masks will be required while on the bus.

**4. Locker Rooms:**

- a. Locker Rooms will be disinfected between school and after school activities.
- b. Locker Rooms will be disinfected following daily after school activities.
- c. Students will be rotated through the locker room with the number of students allowed in depending on the size of the locker room.
- d. Students will be taught proper hygiene and social distancing protocols for locker room use.

**5. Activity Trips:**

- a. Social distancing on the bus
  - i. Face Coverings are optional when social distancing guidelines cannot be met.
  - ii. Avoid eating out
    - 1. Student sack lunches
    - 2. To go orders
    - 3. Eat on the bus or outside when possible

**6. Fans:**

- a. Do not attend if you are not feeling well or are showing signs/symptoms.
- b. Face coverings will be optional to fans while seated in the bleachers for student activities or functions, while entering in lines, in restrooms, and concession areas.
- c. Sit with immediate family groups and maintain social distancing between other individuals or groups.