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7273 Wing Lake Road, Bloomfield Hills, Michigan 48301

COVID-19 Preparedness and Response Plan

(Executive Order 2020-142 District Preparedness Plan)

August 6, 2020

Name of District: Bloomfield Hills Schools

Address of District: 7273 Wing Lake Road, Bloomfield Hills, Michigan 48301

District Code Number: 63080

Web Address of the District: www.bloomfield.org

Name of Intermediate School District: Oakland Schools

Name of Authorizing Body: Bloomfield Hills Schools Board of Education

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Introduction

Governor Whitmer's Executive Order 2020-142 "provides a structure to support all schools in Michigan as they plan for a return of pre-K-12 education in the fall. Under the order, school districts must adopt a COVID-19 Preparedness and Response Plan laying out how they will cope with the disease across the various phases of the Michigan Safe Start Plan. In turn, the accompanying Michigan Return to School Roadmap offers a guide to the types of safety protocols appropriate during each phase. There's no one-size-fits-all solution: What works in Lansing may not work in Sault Sainte Marie. Districts will retain the flexibility to tailor their instruction to their particular needs and to the disease conditions present in their regions." (EO-2020-142)

Oakland County has created the COVID-19 Employee Safety Playbook and a series of policies and toolkits to provide county employees, contractors, vendors and visitors of Oakland County guidelines to help us resume activities safely in this new environment caused by the pandemic. We are sharing this framework with communities, businesses, residents and others to share best practices for continued health and safety. These resources also share the most current health orders and provide links to trusted websites for additional resources.

Each district (public, public school academy (PSA), nonpublic, and intermediate school district (ISD) that educates pre-K-12 students) shall submit a single completed Assurance Document and Preparedness Plan to its Board in time for approval by August 15 or seven days before the first day of school, whichever comes first. This template, when completed, serves as a single Assurance Document and Preparedness Plan.

The Preparedness Plan will be collected by the Intermediate School District for public school districts, the authorizing body for public school academies, or the chief/designated school administrator for nonpublic schools for transmission to the State Superintendent of Public Instruction and State Treasurer by August 17, 2020. Additionally, this Preparedness Plan must be posted on the district's/PSA's, or nonpublic school's public website home page no later than August 17, 2020. A single application should be filed by the district rather than multiple applications for individual schools within a district.

Preparedness Plan Assurances

The District agrees to meet all of the following requirements of Executive Order 2020-142:

- ✓ The District assures that when it provides in-person instruction to its students without disabilities, the district must also provide in-person instruction to its students with disabilities, consistent with their individualized education programs (IEPs).
- ✓ The District assures that when schools are closed to in-person instruction, districts must strive in good faith and to the extent practicable, based upon available resources, technology, training, and curriculum, as well as the circumstances presented by COVID-19, to provide equal access to any alternative modes of instruction to students with disabilities from birth through age 26. This assurance includes the provision of auxiliary services under section 1296 of the Revised School Code, MCL 380.1296.
- ✓ The District assures that while any state of emergency or disaster related to the COVID-19 pandemic continues, it shall comply with guidance from the United States Department of Education, including its Office of Civil Rights and Office of Special Education and Rehabilitative Services, and the Michigan Department of Education concerning the delivery of alternative modes of instruction to students with disabilities in light of the impact of COVID-19.

- ✓ The District assures that it shall, to the extent practicable and necessary, make individualized determinations whether and to what extent compensatory services may be needed for students with disabilities in light of the school closures during the 2019–2020 school year.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will close its buildings to anyone except: (a) District employees or contractors necessary to conduct minimum basic school operations consistent with a Preparedness Plan, including those employers or contractors necessary to facilitate alternative modes of instruction, such as distributing materials and equipment or performing other necessary in-person functions. (b) Food-service workers preparing food for distribution to students or their families. (c) Licensed child-care providers and the families that they serve, if providers follow all emergency protocols identified by the state.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will suspend athletics, after-school activities, inter-school activities, and busing.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will provide for the continued pay of school employees while redeploying staff to provide meaningful work in the context of the Preparedness Plan, subject to any applicable requirements of a collective bargaining agreement.
- ✓ The District assures that in **Phases 1, 2, or 3** of the *Michigan Safe Start Plan* it will provide for the continuation of food distribution to eligible students.

- ✓ The District assures that during **Phase 4** of the *Michigan Safe Start Plan* it will prohibit indoor assemblies that bring together students from more than one classroom.

- ✓ The District assures cooperation with the local public health department if a confirmed case of COVID-19 is identified, and agrees to collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present in school.

Preparedness Plan

Every district must develop and adopt a COVID-19 Preparedness and Response Plan (“Preparedness Plan”) that is informed by Michigan’s 2020-21 Return to School Roadmap (“Return to School Roadmap”) from the COVID-19 Task Force on Education and Return to School Advisory Council.

In accordance with Executive Order 2020-142 a plan must include all the following parts:

A. The policies and procedures that the District will follow when the region in which the district is located is in **Phase 1, 2, or 3** of the *Michigan Safe Start Plan*.

1. Describe how the district will offer alternative modes of instruction other than in-person instruction and a summary of materials each student and the student’s parents or guardians will need to meaningfully access the alternative modes of instruction included in the Preparedness Plan. If the Preparedness Plan relies on electronic instruction, the Preparedness Plan must consider how the district will aid students who lack access to computers or to the internet. This is also in the Continuity of Learning and COVID-19 Response Plan submitted in April. You may want to update and link to this plan in your response below.

District and Building Implementation Plan:

The district will use a remote model of instruction using online learning platforms as the primary mode of instruction (Google Classroom, Canvas and Michigan Virtual University) when in Phase 3. The district will provide devices for students in grades K-12, as well as internet access where needed. In addition, all students will have access to grade-level/course textbooks/resources as needed to complete their work. The district will do everything it can to meet student/family needs and allow for full participation.

Teachers/Staff will be expected to make daily contact with students and have two-way communication. This may be done through the use of technology (i.e. virtual meeting, email, text message) or through weekly phone calls. Teachers will communicate expectations, instructional information and learning feedback through the instructional platform (e.g. Google Classroom, Canvas, WebEx, Meets), with an emphasis on continuing to build relationships and maintain connections. Teachers will be accessible for synchronous facilitation at least once per day as well as asynchronous instruction through videos/lessons. When needed, instructional packets will be mailed or delivered to students.

Teachers will monitor student access and assignment completion on a regular basis within the instructional platforms (i.e. Google Classroom, Canvas, MISTAR). Teachers will provide feedback to student progress through the instructional platform and

differentiate instruction to meet each student's needs. When needed, students are provided with district mobile devices, including internet access where needed. Where necessary, instructional packets will be provided with a continued effort towards securing access to technology for every student.

The plan will be communicated through our district communication platform(s), according to the preferences our parents/guardians have chosen in our system.

Parents will receive an email with the plan attached, and/or a voice message and/or text message directing them to our district website where they can access. The plan will be posted in a prominent location on our district website, and a link will also be posted on our district and building social media platforms.

For our students in dual enrollment courses we will work with the provider to determine next steps. We will ensure that the students have the appropriate materials and support to complete these courses. For students enrolled in CTE programs we will work with the CTC Principal/Director to ensure our students have the ability to complete these courses. When needed, the district will ensure the student has the necessary resources.

Teachers will use the instructional platform(s) to monitor student wellness, engagement, and completion of assignments. Teachers will communicate with students and families through district communication and learning management platforms.

The district will continue to develop online reporting tools for families to self report any concerns around mental health including direct communication channels for families such as a telephone hotline or designated email. Information received will be shared with school staff (counselors, social workers, principals and/or school psychologists) in order to provide the family with the most appropriate forms of support.

Highlights of the Phase 3 Plan:

- The primary tools for communication between teachers and families will include the district's communication and learning management platforms as well as email and other traditional and non-traditional methods.
- Learning experiences will be linked through Google Classroom, Canvas and/or Clever
- Learning experiences will be both synchronous and asynchronous and, at the direction of the teacher, are designed to be completed independently or in collaboration with other students in the virtual classroom.
- Resources vary by class and lesson, but will include live facilitation, video content, graphic organizers, scanned materials to read and engage with, reading materials including books and ebooks, math journals, as well as teacher-created and/or curated resources.
- Students and families are encouraged to be proactive in reaching out to teachers as needed.
- Social workers, psychologists, counselors, and/or administrators will be utilized to support students' social, emotional, and academic needs.

B. The policies and procedures that the District will follow when the region in which the District is located is in **Phase 4** of the Michigan Safe Start Plan. Those policies and procedures must, at a minimum, include:

1. **Face coverings** (p. 22)

- a. Please describe how the district will implement **requirements** for facial coverings that at a minimum require the wearing of face coverings, except during meals and unless face coverings cannot be medically tolerated, for:
 - i) All staff and all students in grades preK-12 when on a school bus.
 - ii) All staff and all students in grades preK-12 when in indoor hallways and common areas.
 - iii) All staff when in classrooms.
 - iv) All students in grades 6 and up when in classrooms.
 - v) All students in grades kindergarten through grade 5 unless students remain with their classes throughout the school day and do not come into close contact with students in another class.

District and Building Implementation Plan:

Bloomfield Hills Schools continues to develop protocols and procedures to help support the health and wellness of our staff, students, and community. Facial coverings are an important mitigation strategy and our guidelines are intended to create safe and healthy learning environments for all. The district will continue to coordinate with the appropriate agencies to engage best practice guidelines.

- Facial coverings must always be worn by staff except for meals. Facial coverings worn by staff can be homemade, disposable, or district provided. Any staff member who cannot medically tolerate a facial covering will work with building administration and HR for an accommodation.
 - Homemade and/or district provided facial coverings must be washed daily.
 - Disposable facial coverings must be disposed of at the end of each day.
- Facial coverings must be worn by preK-12 students, staff, and bus drivers during school transportation. Any staff or student that is unable to medically tolerate a facial covering should work with building administration and the Director of Health & Wellness regarding an accommodation. Any staff or student that is incapacitated or unable to remove the facial covering without assistance, must not wear one. Facial coverings may be homemade, disposable, or district provided.

- Facial coverings must always be worn in hallways and common areas by preK-12 students in the building except for during meals. Any student that is unable to medically tolerate a facial covering should work with building administration and the Director of Health & Wellness regarding an accommodation. Facial coverings may be homemade, disposable, or district provided.
 - Homemade and/or district provided facial coverings must be washed daily.
 - Disposable facial coverings must be disposed of at the end of each day.
 - Note: Students with significant disabilities preventing the use of facial coverings are referred to forthcoming guidance from MDE.
- Facial coverings must be worn in classrooms by all students grades K-12. Any student that is unable to medically tolerate a facial covering should work with building administration and the Director of Health & Wellness regarding an accommodation.
- Facial coverings are required for K-5 students while in their grade-level classroom.
 - Specials in grades K-8 such as Media, Spanish, PE, Art, & Music will be moved to a virtual platform to help reduce risk to exposure. This will be phased back to in-person instruction when available.
 - All students in grades K-5 will be required to wear facial coverings in hallways and common areas.

- Facial coverings are not recommended for use in classrooms by children ages 4 and under.
 - All students in the three and four year old preschool setting will be required to wear facial coverings in hallways and common areas.
 - Facial coverings should not be used on children under age 2.
- Any student showing patterns of non-compliance K-12 will be referred to building administration. Building administration, with support of the Director of Health & Wellness, will work with the child's family in a restorative manner to problem-solve issues surrounding patterns of non-compliance. Continual non-compliance will be addressed through the Code of Conduct.
- Building, grounds, and transportation signage will be prominent throughout all school facilities and clearly identify who is required to wear face coverings in each designated area of the building, grounds, or bus.
- Students in latchkey and/or KidZone will be required to wear a face covering.
- Family members or other guests are not allowed in the school building.
Building administrator will contact the Director of Health and Wellness to determine if there are extenuating circumstances.

Hygiene

Please describe how you will implement the **requirements** for hygiene protocols from the *Return to School Roadmap* (p. 22-23).

District and Building Implementation Plan:

- Bloomfield Hills Schools will equip all school buildings with supplies to support healthy hygiene behaviors (including soap, hand sanitizer with at least 60% alcohol for safe use by staff and students, paper towels, tissues, and signs reinforcing proper handwashing techniques).
- Staff will teach and reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol.
- The Director of Health & Wellness will plan and support educating staff and students on how to cough and sneeze into their elbows, or to cover with a tissue. Used tissues should be thrown in the trash and hands washed immediately using proper hand hygiene techniques.
- Maintenance and custodial services will systematically and frequently check and refill soap and hand sanitizers.
- Students and teachers will schedule handwashing with soap and water every 2-3 hours.
- Staff and students will limit sharing of personal items and supplies such as writing utensils, etc.
- Students' personal items will be kept separate and in individual cubbies, containers, or lockers when possible.

- Classroom materials will be limited to small groups and disinfected between use.
- Every classroom will be supplied with fixed or portable hand sanitizing stations.
- Supply levels (paper towels, soap, hand sanitizer, tissues, trash receptacles) will be checked regularly by staff members. Teachers will contact the office immediately if supplies run out during the school day.
- Proper mitigation strategies including hand washing and sneezing will be communicated to families via newsletters, web pages, bulletin boards, and the like. Parents and caregivers will be asked to review and reinforce with their students.
- Custodial staff will post signage related to proper handwashing in every restroom and any other signs advertising healthy practices in classrooms.

Cleaning

Please describe how you will implement the cleaning **requirements** for cleaning protocols from the *Return to School Roadmap* (p. 27).

District and Building Implementation Plan:

- District Level Administrators and Physical Plant Services will meet to review all guidance related to the cleaning portion of the MI Safe Schools: Michigan's 2020-21 Return to School Roadmap.
- An inventory of all cleaning and PPE supplies has been created and will be updated regularly as additional items are ordered to address increased cleaning protocols.
- Custodial staff will use an EPA-approved disinfectant to wipe down frequently touched surfaces. This includes areas such as light switches, doors, benches, etc. This will be done during the school day and will also be completed nightly and after events. The disinfecting of these areas will occur at least every 4 hours while there are students in the building.
- Classroom teachers or other assigned staff will wipe down the students desks with an environmentally friendly EPA-approved disinfectant after every class period in which students leave the room. All classrooms will be provided spray bottles filled with EPA-approved disinfectant, paper towels, face shield, box of disposable gloves, and a box of surgical masks in order to address new cleaning protocols. Staff must wear gloves, a mask and face shield when cleaning.
- All special classrooms such as art, music, gym and media centers will have

EPA-approved cleaning supplies stored in the classroom away from students.

The teacher of record for the area will wipe down all frequently used materials with an EPA-approved disinfectant after each class has exited. K-8 specials will be provided virtually, not in-person.

- Playground equipment will continue to be wiped down regularly. An EPA-approved disinfectant will be used to fully sanitize the equipment at least once per week.
- All staff that will be performing any type of cleaning tasks will be trained on:
 - Proper PPE to wear and safe handling/storage of chemicals.
 - Cleaning techniques to ensure proper disinfection of surfaces.
 - Protocol for notifying building administration when additional supplies are needed.

Athletics

Please describe how you will implement the **requirements** for athletics protocols from the *Return to School Roadmap* (p. 27).

District and Building Implementation Plan:

- The district will comply with all guidance published by Michigan High School Athletic Association (MHSAA) and the National Federation of State High School Associations (NFHS).
 - Follow guidance from NFHS, MHSAA, OCHD and OAA
- Students, teachers, and staff must use proper hand hygiene techniques before and after every practice, event, or other gathering.
 - Follow guidance from NFHS, MHSAA, OCHD and OAA
 - Hand sanitizer will be available at all entrances and exits.
 - Place signage around the facility to educate on hand hygiene.
 - Set up sanitization stations around the field.
 - Have an athletic trainer or Intern AT organize and monitor.
 - Hold independent athletic screening prior to BHHS practices and events.
- Every participant (student athletes, coaches, staff, administration, referees etc.) should confirm that they are healthy and without any symptoms prior to any practice, game, event or team function. This is done through the BHS Screening Procedures which are accessible through a QR code posted on every entrance door and around student activity access points. The process uses the screening guidance recommended by the Oakland County Health Division and concludes with a “green light” for those cleared to enter and a “red light” for those who need to seek follow up before coming on site.

- Follow guidance from NFHS, MHSAA, OCHD and OAA
- Information received through the screening procedures is tracked in a database which may be used for contact tracing if applicable.
- All equipment must be disinfected before and after use.
 - The custodial staff, coaches, and athletic trainers will support this work.
 - Follow guidance from NFHS, MHSAA, OCHD and OAA
- For inter-school competitions, facial coverings will be worn if school transportation is provided.
 - Buses must be cleaned and disinfected before and after every use, as detailed in the subsequent “Busing and Student Transportation” section. This will follow the same protocol for cleaning the busses during the day.
 - Follow guidance from NFHS, MHSAA, OCHD and OAA
- Spectators are allowed provided that facial coverings are used by observers and six feet of social distancing can be maintained at all times. Attention will be given to entry and exit points to prevent crowding by event management.
 - Follow guidance from NFHS, MHSAA, OCHD and OAA
 - At this time, recommendation from the athletic department for outdoor events is ZERO non-athletic, non-curriculum based spectators or personnel in Phase 4. In phase 5, develop a process to allow up to 250 non-athletic, non-curriculum based spectators or personnel, limited to immediate family members only.
 - In Phase 5: Every participant (student athletes, coaches, staff, administration, referees etc.) should confirm that they are healthy and

without any symptoms prior to any practice, game, event or team function. This is done through the BHS Screening Procedures which are accessible through a QR code posted on every entrance door and around student activity access points. The process uses the screening guidance recommended by the Oakland County Health Division and concludes with a “green light” for those cleared to enter and a “red light” for those who need to seek follow up before coming on site.

- Each participant must use a clearly marked water bottle for individual use.

There should be no sharing of this equipment.

- Follow guidance from NFHS, MHSAA, OCHD and OAA
 - Each student athlete will be required to have their own bag, water bottle, hand sanitizer, and mask.
 - Suggestion to boosters to purchase and provide drawstring bags, bottle, mask and hand sanitizer for each student athlete.
 - In the future, when able to provide a common water source, an intern athletic trainer will be assigned to this duty.
- Handshakes, fist bumps, and other unnecessary contact will be curtailed.
 - Follow guidance from NFHS, MHSAA, OCHD and OAA
 - Suggestion for teams to line up on their respective sideline and “tip their caps” after contests.
 - Mike will escort the visiting team, Avis officials and John home team.
 - Indoor weight rooms and physical conditioning activities that require shared equipment are suspended. Outdoor physical conditioning activities are allowed

while maintaining social distancing.

- This will be overseen by the athletic department and athletic training staff.
- Follow guidance from NFHS, MHSAA, OCHD and OAA
- Athletic training room will be moved outdoors with two tables for injury evaluation ONLY
 - Limit taping
 - One Athletic Trainer (AT) on field, One AT on screening, one AT “in” treatment area
- No weight room access at this time.
 - Once able, limit weight room access to 10 individuals.
 - Access to the athletic training room is limited to 10 individuals.
- Large scale indoor spectator events are suspended. Large scale outdoor spectator or stadium events are limited to 100 people, and people not part of the same household must maintain six feet of distance from one another.
 - Follow guidance from NFHS, MHSAA, OCHD and OAA
 - Recommendation from the athletic department for outdoor events is ZERO non-athletic, non-curriculum based spectators or personnel in Phase 4. In phase 5, develop a process to allow up to 250 non-athletic, non-curriculum based spectators or personnel, limited to immediate family members only.

Screening

Please describe how you will implement the **requirements** for screening protocols from the *Return to School Roadmap* (p. 24).

District and Building Implementation Plan:

- A copy of our screening and exposure plan will be submitted to the County Health Department. This plan will be reviewed monthly with the District Pandemic Response Team and the Health Department along with the status of any referrals from the prior month.
- Each school building will identify a remote and secluded room, no smaller than 100 square feet to serve as an isolation area. This room will be outfitted with appropriate face shields, masks, gloves, and sanitizing wipes.
- Each building will have an identified and trained staff person to serve as the “quarantine officer”. These duties will take precedence over any other responsibilities and therefore this individual must have the flexibility to leave their regular assignment at a moment’s notice.
- From the time of identification of potential infection, the student will not be left unattended by the quarantine officer and a documentation of activity will be maintained until the student or staff member is safely removed from the building.
- Parent communication will be made immediately with clear and concise directions on where and how to pick up the student and where to report for testing.
- A designated person (office staff) will contact the student/family each day after

removal until test results are provided and verified before the student can return to school.

- During the time of quarantine, the student will be asked to self identify the location and individuals they came into contact with for the past 48 hours to the best of their recollection. Priority will be placed on those individuals that they were in contact with for a sustained 15 minutes or more.
- The health department will be contacted after parents have been contacted to assist in contact tracing and notification of vulnerable individuals.
- To enter a building or come onsite, all students and staff must complete BHS Screening Procedures which are accessible through a QR code posted on every entrance door and around student activity access points. The process uses the screening guidance recommended by the Oakland County Health Division and concludes with a “green light” for those cleared to enter and a “red light” for those who need to seek follow up before coming on site.
- Information received through the screening procedures is tracked in a database which may be used for contract tracing if applicable.
- Staff who are unable to work or display COVID-19 symptoms will be required to report their absence in the AESOP system and notify their building administrator. The Director of Health & Wellness will follow up with any symptomatic person to direct where, when, and how to get tested and to report those results back to the school as soon as available.
- Positive tests for staff members will result in a required quarantine away from school for 14 days. Employees will be paid in accordance with the Families

First Coronavirus Response Act.

Student Scenarios

Scenario A: “Student has no symptoms and has tested positive for COVID-19”.

Student Response

- The student shall remain at home and away from others and monitor Symptoms.
- If the student remains symptom-free,
- they may return to school 10 days after they were tested.
- If during the 10 days the student becomes symptomatic, then they must continue to stay home until all the following apply:

1. They have not had a fever ≥ 100.4 °F for 24 hours without the use of fever reducing medications

2. Their other symptoms have improved

3. It has been at least 10 days since their symptom onset

Class Response

COVID specific notification occurs

Bloomin’ - 5th grade and Wing Lake: The class moves to Remote Teaching & Learning for 14 days

Grades 6+: COVID-19 Task Force will investigate and make a recommendation

All other “close contacts” will quarantine for 14 days to see if symptoms develop

If symptoms develop, then:

1. Call their doctor.
2. Ask to get tested.
3. Follow their instructions for staying home while you wait for the test results.

Scenario B: “Student is sick with symptoms and has tested positive for COVID-19 or a health care provider said the student likely has COVID-19”.

Student Response

The student shall stay home until all of the following apply:

1. They have not had a fever ≥ 100.4 °F for 24 hours without the use of fever reducing medications
2. Their other symptoms have improved
3. It has been at least 10 days since their symptom onset

Class Response

- COVID specific notification occurs
- **Bloomin’ - 5th grade and Wing Lake:** The class moves to Remote Teaching & Learning for 14 days
- **Grades 6+:** COVID-19 Task Force will investigate and make a recommendation
- All other “close contacts” will quarantine for 14 days to see if symptoms develop
- If symptoms develop, then:
 - 1. Call their doctor.

- 2. Ask to get tested.
- 3. Follow their instructions for staying home while you wait for the test results.

Scenario C: “Student is sick with symptoms of COVID-19, has been tested and test results came back negative”.

Student Response

- The student shall stay home until they are feeling better and they have not had a fever for 24 hours without using any medication to reduce the fever.

Class Response

- No notification occurs.
- Students and staff may attend.

Scenario D: “Student is sick with symptoms of COVID-19, but has not yet been tested or is waiting for results”.

Student Response

Student shall stay home, in isolation, until they are feeling better and all of the following happen:

1. They have not had a fever ≥ 100.4 °F for 24 hours without the use of fever reducing medications
2. Their other symptoms have improved
3. It has been at least 10 days since their symptom onset

If waiting for test results, stay home until test results return. Follow Scenario B or C, depending on test results.

Class Response

COVID specific notification occurs

Bloomin’ - 5th grade and Wing Lake: The class moves to Remote Teaching &

Learning for 14 days

Grades 6+: COVID-19 Task Force will investigate and make a recommendation

All other “close contacts” will quarantine for 14 days to see if symptoms develop.

If symptoms develop, then:

1. Call their doctor.
2. Ask to get tested.
3. Follow their instructions for staying home while you wait for the test results.

Scenario E: “Student has been in “close contact” with someone who shows symptoms but has not been tested or is waiting for test results”.

Student Response

- Students may continue to attend school and self-monitor symptoms daily.

If the close contact person is tested and the test is positive, then Student

Scenario F applies.

Class Response

- No notification occurs.
- Students and staff may attend.

Scenario F: “Student has been in “close contact” with someone who tested positive for COVID-19 (symptomatic or asymptomatic)”.

Student Response

- Student must stay home for the full 14 days after last contact with person

and no symptoms arise. If symptoms appear:

1. Call health care provider
2. Ask to get tested
3. Follow health care provider instructions for staying home while you wait for test results

- See Student Scenario D.

Class Response

- No notification occurs.
- Students and staff may attend. If the student develops COVID-19 symptoms and tests positive for COVID-19, follow guidelines in Scenario B.
- If the student develops symptoms and tests negative for COVID-19, follow guidelines in Scenario C.
- Special Note: Siblings of a student who was in “close contact” with a
- person who has tested positive for COVID-19 may continue to attend
- school. If the student (sibling) who was in close contact develops
- symptoms, then all siblings should stay home.

Scenario G: “Student lives with someone who has tested positive for COVID-19”.

Student Response

- People living together usually have “close contact” with each other. If student living with the person who tested positive for COVID-19 is not able to completely separate from the person who tested positive, the student shall stay home until all of the following happen:
1. The sick person in the home gets better

- a. At least 10 days have passed since their symptoms started and;
 - b. They haven't had a fever (≥ 100.4 °F) in at least 72 hours without using any medication to reduce the fever and;
 - c. Their other symptoms improve.
2. Plus 14 days have passed since the sick person was better to see if other people in your home get symptoms.

If the student living with the person who has COVID-19 is able to completely separate from the person who tested positive: Self-quarantine for 14 days after last contact with the person who tested positive and monitor symptoms. If student living with person who tested positive for COVID-19 develops symptoms:

1. Call health care provider
2. Ask to get tested
3. Follow health care provider instructions for staying home while you wait for test results

- See Student Scenario D.

Class Response

- No notification occurs
- Students and staff may attend.

Scenario G: "Student has had "close contact" with someone with COVID-19 and gets sick, but has not been tested for COVID-19".

Student Response

- Student shall stay home and away from others as much as possible until they are better and all of the following have happened:

1. At least 10 days have passed since their symptoms started and;
2. They have not had a fever (≥ 100.4 °F) in at least 72 hours without using any medication to lower the fever and;
3. Their other symptoms improve
4. Plus 14 days have passed since they were last around the person with COVID-19

Class Response

- COVID specific notification occurs
- **Bloomin' - 5th grade and Wing Lake:** The class moves to Remote Teaching & Learning for 14 days
- **Grades 6+:** COVID-19 Task Force will investigate and make a recommendation
- All other “close contacts” will quarantine for 14 days to see if symptoms develop
- If symptoms develop, then:
 1. Call their doctor.
 2. Ask to get tested.
 3. Follow their instructions for staying home while you wait for the test results.

Staff Scenarios

Scenario A: “Staff member has no symptoms and has tested positive for COVID-19”.

Staff Response

- The staff member shall remain at home and away from others and monitor symptoms.
- If the staff member remains symptom-free, they may return to school 10 days after they were tested.
- If during the 10 days the staff member becomes symptomatic, then they must continue to stay home for at least 10 more days from the date of symptom onset and meet all the following before returning to school:
 1. They have not had a fever (≥ 100.4 °F for 24 hours without the use of fever reducing medications).
 2. Their other symptoms have improved.
 3. It has been at least 10 days since their symptom onset.

Class Response

COVID specific notification occurs

- **Bloomin’ - 5th grade and Wing Lake:** The class moves to Remote Teaching & Learning for 14 days
- **Grades 6+:** COVID-19 Task Force will investigate and make a recommendation
- All other “close contacts” will quarantine for 14 days to see if symptoms develop

If symptoms develop, then:

1. Call their doctor.
2. Ask to get tested.
3. Follow their instructions for staying home while you wait for the test results.

Scenario B: “Staff member has symptoms and has tested positive for COVID-19”.

Staff Response

- The staff member shall stay home until all of the following apply:
 1. They have not had a fever ≥ 100.4 °F for 24 hours without the use of fever reducing medications
 2. Their other symptoms have improved
 3. It has been at least 10 days since their symptom onset

Class Response

COVID specific notification occurs

- **Bloomin’ - 5th grade and Wing Lake:** The class moves to Remote Teaching & Learning for 14 days
- **Grades 6+:** COVID-19 Task Force will investigate and make a recommendation
- All other “close contacts” will quarantine for 14 days to see if symptoms develop

If symptoms develop, then:

1. Call their doctor.
2. Ask to get tested.
3. Follow their instructions for staying home while you wait for the test results.

Scenario C: “Staff member is sick with symptoms of COVID-19, has been tested and test results came back Negative”.

Staff Response

- Follow standard employee illness protocols for returning to work.

Example: 24 hours without fever ≥ 100.4 °F, or 48 hours after last episode of vomiting or diarrhea, or when on antibiotics for at least 24 hours, or as approved to work by a Doctor

Class Response

- No notification occurs. Students may attend.

Scenario D: “Staff member is sick with symptoms of COVID-19, but has not yet been tested or is waiting for results”.

Staff Response

Staff member shall remain home.

Recommend staff member be tested.

Staff member shall stay home until all of the following apply:

1. They have not had a fever ≥ 100.4 °F for 24 hours without the use of fever reducing medications
2. Their other symptoms have improved

3. It has been at least 10 days since their symptom onset

- If a staff member is tested, stay home until test results return.

Follow Staff Scenario based on test results.

Class Response

COVID specific notification occurs

- **Bloomin' - 5th grade and Wing Lake:** The class moves to Remote Teaching & Learning for 14 days
- **Grades 6+:** COVID-19 Task Force will investigate and make a recommendation
- All other “close contacts” will quarantine for 14 days to see if symptoms develop
- If symptoms develop, then:

1. Call their doctor.

2. Ask to get tested.

3. Follow their instructions for

staying home while you wait for the test results.

Scenario E: “Staff member has been in “close contact” with someone who shows symptoms but has not been tested or is waiting for test results”.

Staff Response

- Staff member may continue to work and self-monitors symptoms daily

Class Response

- No notification occurs. Students may attend.

Scenario F: “ Staff member has been in “close contact” with someone who tested positive for COVID-19 (symptomatic or asymptomatic)”.

Staff Response

- Staff member must stay home for the full 14 days after last contact with the person and no symptoms arise. If symptoms appear, staff member must stay home until all of the following apply:
 1. They have not had a fever ≥ 100.4 °F for 24 hours without the use of fever reducing medications.
 2. Their other symptoms have improved
 3. It has been at least 10 days since their symptom onset

Class Response

- Non-specific notification occurs. Students may attend.
- If a staff member subsequently develops symptoms, follow the Student Scenario that applies.

Scenario G: “Staff member is living with someone who tested positive for COVID-19”.

Staff Response

- The Staff member shall stay home and away from other people. If a staff member is unable to have complete separation from the person who had a positive COVID test: Self-quarantine 2 for 14 days after the person who tested positive

ends their isolation.

- If the staff member is able to completely separate from the person who tested positive: Self-quarantine for 14 days after last contact with the person who tested positive.
- If staff member develops symptoms appear, stay home until all of the following apply:
 1. They have not had a fever ≥ 100.4 °F for 24 hours without the use of fever reducing medications
 2. Their other symptoms have improved
 3. It has been at least 10 days since their symptoms onset

Special Note: The total time required before the staff member may be able to return to work may be 24 days.

Class Response

- Non-specific notification occurs.
- Students may attend. If the staff member who was in “close contact” develops symptoms and has had “close contact” with students, the students determined to be in close contact shall stay home for 14 days since the last time they were around the staff member to see if symptoms develop.

If symptoms develop, then:

1. Call their doctor.
 2. Ask to get tested.
 3. Follow their instructions for staying home while you wait for the test results.
- If the staff member has not had “close contact” with students, the students may

continue to attend while monitoring for symptoms.

**Scenario H: “Staff member is in “close contact”
to someone who tested positive for COVID-19 at work”.**

Staff Response

- Staff member in “close contact” to someone at work shall stay some and quarantine for the full 14 days after the last contact with the person and no symptoms arise.
- If symptoms appear, staff member in close contact must stay home until all of the following apply:
 1. They have not had a fever ≥ 100.4 °F for 24 hours without the use of fever reducing medications
 2. Their other symptoms have improved
 3. It has been at least 10 days since their symptoms onset
- If a staff member in “close contact” is tested, stay home until test results return.

Follow Scenario based on test results.

Class Response

- Non-specific notification occurs.
- Students may attend.

Testing

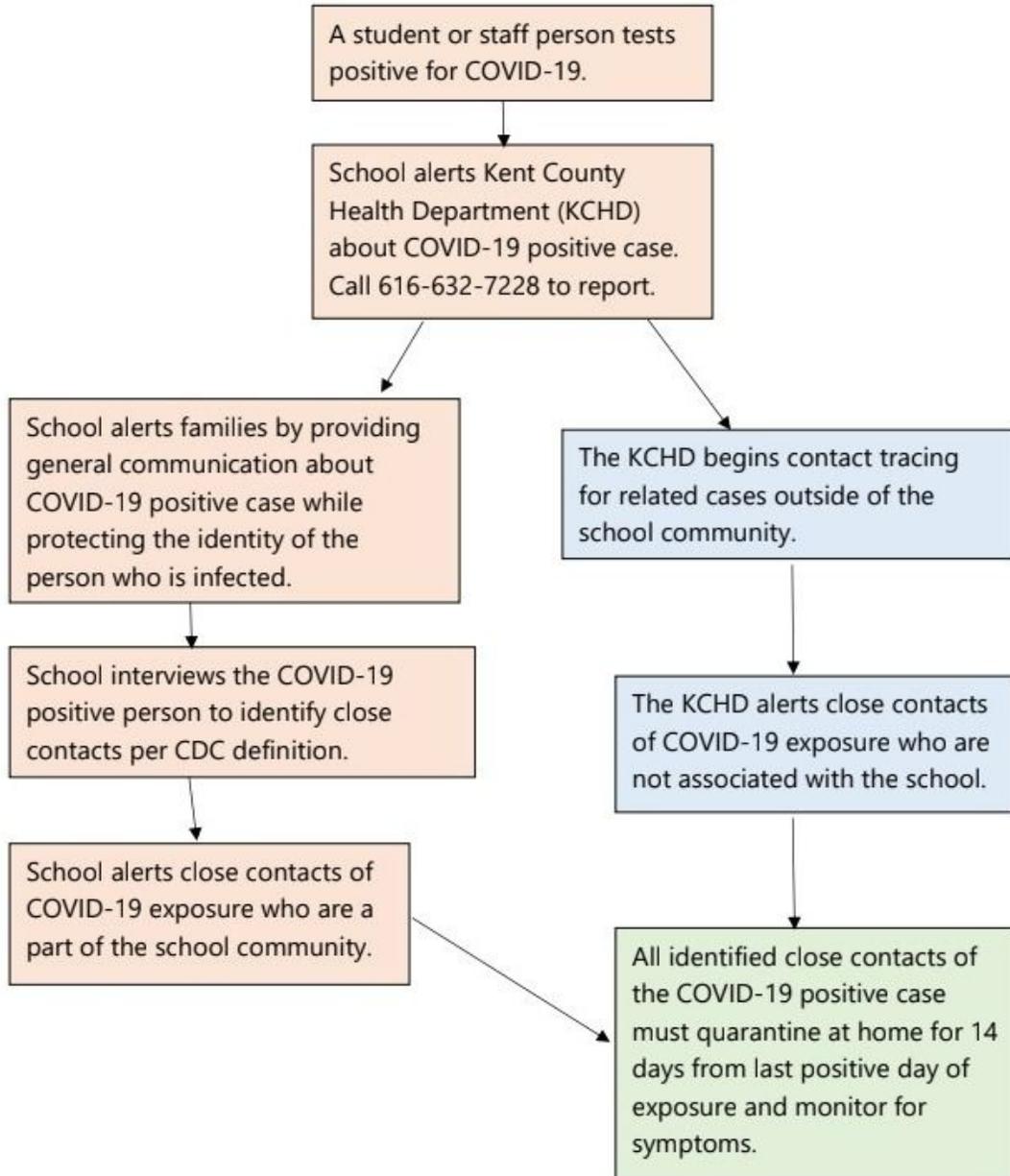
Please describe how you will implement the **requirements** for testing protocols from the *Return to School Roadmap* (p. 25).

District and Building Implementation Plan:

- The district has created a Director of Health & Wellness position to support the implementation and compliance monitoring of district testing protocols. This position will work closely with the Oakland County Health Division to remain up to date on latest guidance and will adjust the plans, protocols and procedures as required to support the health and wellness of students and staff.
- To enter a building or come onsite, all staff must complete BHS Screening Procedures which are accessible through a QR code posted on every entrance door and around student activity access points. The process uses the screening guidance recommended by the Oakland County Health Division and concludes with a “green light” for those cleared to enter and a “red light” for those who need to seek follow up before coming on site.
- The district will cooperate with the Oakland County Health Division regarding implementing protocols for screening students and staff to ensure the current screening measures meet or exceed the Oakland County Health Division’s recommendations, once they are released.
- The district has developed a plan with the Bloomfield Township Police and Fire Departments to isolate and transport students or staff who develop a fever or become ill with COVID-19 symptoms at school.

- Symptomatic students and staff will be kept home until they have tested negative for COVID-19, or have been released from isolation according to the CDC guidelines.
- The district will work with the Oakland County Health Division to jointly ensure contact tracing and notifications of potential exposure in the classroom or workplace.
- We will comply with Oakland County Health Division guidance and maintain weekly contact with the appointed representatives.

Contact Tracing in the School Setting



Busing and Student Transportation

Please describe how you will implement the **requirements** for busing and student transportation protocols from the *Return to School Roadmap* (p. 28).

District and Building Implementation Plan:

- Signage will be added to each bus to address the use of face masking of all students and drivers, use of hand sanitizers and cleaning protocols.
- Require the use of hand sanitizer before entering the bus.
 - Our initial order of hand sanitizer is in, and fits perfectly in the cup holder of the bus. Driver will hold it out and put it in each student's hand as they enter the bus.
- The bus driver, staff, and all students in grades preK-12, if medically feasible, will wear facial coverings while on the bus.
 - Disposable face masks will be available at the entrance of the bus in the event that a student does not come to the bus equipped with the necessary item.
- An ordering plan and schedule to obtain cleaning supplies in compliance with the CDC that can be utilized in the cleaning of the bus between routes and the wiping down of frequent areas of contact has been developed.
- Busses will be properly cleaned after the departure of the last child from each run once the bus has returned to the transportation garage.
 - Camera video will be maintained for a period of 180 days
 - Logs will be created for drivers to sign off as completed.
- On those buses with specialized transportation and equipment needs, bus aides and drivers coordinate the wiping down of equipment upon entrance to

the bus. This will be noted in the cleaning log.

- We will develop an assigned seating plan to facilitate contact tracing.
- Regular communication to families is planned related to the mandatory nature of wearing a face mask on the bus and that all staff and students, if medically feasible, must wear it in order to be transported. The district uses an app, Remind, to facilitate timely communications.
- Communication documents will be developed to enable the drivers of the buses to know what the safety plans are for any specific students and who for medical reasons will not be wearing a face mask. Documents are kept in a confidential medical folder on the bus.
- Professional development is planned on August 28, 2020 for all bus drivers related to the changes including the appropriate usage of face masks and policies regarding the requirement of their usage on the bus, hand sanitizing, and cleaning protocols to address the cleaning and disinfecting of the bus before and after every route.
- Bus drivers, weather permitting, will keep windows open on the bus both in route and when stopped. Except where specified air conditioning required on Special Needs routes.

Phase 5

- C. Describe the policies and procedures that the district will follow when the region in which the district is located is in Phase 5 of the Michigan Safe Start Plan.

District and Building Implementation Plan:

All Michigan Safe Schools requirements will be met or exceeded in all phases.

Specific details are located in the [Bloomfield's back to School Blue Print](#)

1. Indicate which highly recommended protocols from the *Return to School Roadmap* the district will include in its Preparedness Plan when the region in which the district is located is in **Phase 5** of the *Michigan Safe Start Plan*.

District and Building Implementation Plan:

- Face-to-face teaching and learning with a reinforcement of hygiene and safety protocols
- Students in grades K-5 wear masks at arrival and dismissal in hallway and common areas
- Students in grades 6-12 wear masks at arrival and dismissal
- Students in grades 6-12 wear masks at arrival and dismissal in hallways and in common areas
- All students wear masks on the bus
- Handwashing with soap and water, use of hand sanitizer, and disinfection of personal space and items continues
- Quarantined area designated in each school
- Frequently touched areas disinfected throughout the school day
- Access for family members to the school building will be extremely limited and

in designated areas only

- Student desks disinfected throughout the school day
- Indoor assemblies will continue to be limited to one class

2. Indicate which highly recommended protocols from the *Return to School Roadmap* the district will not include in its Preparedness Plan when the region in which the district is located is in **Phase 5** of the *Michigan Safe Start Plan*.

District and Building Implementation Plan:

None. All Michigan Safe Schools requirements will be met or exceeded in all phases.

Specific details are located in the [Bloomfield's back to School Blue Print](#)

- D. After considering all the protocols that are highly recommended in the *Return to School Roadmap*, please indicate if a school plans to exclude protocols that are highly recommended for any of the categories above in **Phase 4**.

District and Building Implementation Plan:

No protocols that are highly recommended will be excluded in any of the phases. All

Michigan Safe Schools requirements will be met or exceeded. Specific details are

located in the [Bloomfield's back to School Blue Print](#)

Final Steps for Submission

Each district shall submit a single completed Assurance Document and Preparedness Plan to its Board of Education (in the case of a PSA, the Academy Board of Directors; in the case of a nonpublic school, the chief or designated school administrator) in time for approval by August 15 or seven days before the first day of school, whichever comes first.

Date of Approval by the District Board of Education, PSA Board of Directors, or nonpublic school chief/designated school administrator: August 6, 2020

Link to the Board Meeting Minutes or Signature of Board President, or signature of nonpublic school chief/designated school administrator: [BHS Board Meeting Agendas & Minutes](#)

Link to the approved Plan posted on the District/PSA/nonpublic school website:

www.bloomfield.org

The Preparedness Plan will be collected by Oakland Schools for transmission to the State Superintendent of Public Instruction and State Treasurer by August 17, 2020. Additionally, this Preparedness Plan must be posted on the district's website home page no later than August 17, 2020.

Name of Superintendent Submitting Plan: Patrick Watson

Date Received by the ISD/Authorizing Body/Chief or designated School Administrator: August 11, 2020

Date Submitted to State Superintendent and State Treasurer: *To be completed by ISD Superintendent*