



Lemont High School District 210 Blended Remote Learning Plan



Following guidelines from the Illinois State Board of Education (ISBE), Illinois Department of Public Health (IDPH), and Centers for Disease Control and Prevention (CDC)

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Summary

Over the past few months, Lemont High School District 210 has been working on a Return to Learning plan for the 2020–21 school year. The district prepared educational plans and operational protocols based on guidance from the Illinois State Board of Education (ISBE), the Illinois Department of Health (IDPH) and the State’s five-phase reopening plan, [Restore Illinois](#).

Over the summer, District 210 administered a survey to all parents/guardians, through which they could provide feedback about the reopening of school.

This guide outlines the educational plans and protocols in place for the 2020–21 school year based on the phases of the Restore Illinois plan. Due to the uncertainty of the pandemic, it is possible that several of these phases will be in effect over the course of the school year. **It is important to note that during any phase, students will not be penalized for missing school, and we encourage those who are not feeling well to stay home.** While school will look different, District 210’s commitment to providing a first-class education to our students remains the same.

Protocols outlined in this guide are subject to change as guidelines evolve.

<h2>RESTORE ILLINOIS</h2> <p>A Public Health Approach To Safely Reopen Our State</p>				
Phase 1 Rapid Spread	Phase 2 Flattening	Phase 3 Recovery	Phase 4 Revitalization	Phase 5 Illinois Restored
<p>Strict stay at home and social distancing guidelines are put in place, and only essential businesses remain open.</p> <p>Every region has experienced this phase once already and could return to it if mitigation efforts are unsuccessful.</p>	<p>Non-essential retail stores reopen for curb-side pickup and delivery.</p> <p>Illinoisans are directed to wear a face covering when outside the home and can begin enjoying additional outdoor activities like golf, boating & fishing while practicing social distancing.</p>	<p>Manufacturing, offices, retail, barbershops and salons can reopen to the public with capacity and other limits and safety precautions.</p> <p>Gatherings of 10 people or fewer are allowed.</p> <p>Face coverings and social distancing are the norm.</p>	<p>Gatherings of 50 people or fewer are allowed, restaurants and bars reopen, travel resumes, child care and schools reopen under guidance from the Illinois Department of Public Health.</p> <p>Face coverings and social distancing are the norm.</p>	<p>The economy fully reopens with safety precautions continuing.</p> <p>Conventions, festivals and large events are permitted, and all businesses, schools and places of recreation can open with new safety guidance and procedures.</p>

Phase 1: Rapid Spread

During this phase, strict stay-at-home and social distancing guidelines are in place. Only essential workers remain on school sites as necessary. All students and staff engage in remote learning, including more rigorous remote learning guidelines, based on feedback from the Spring 2020 experience.

Phase 2: Flattening

During this phase, strict stay-at-home and social distancing guidelines are in place. Only essential workers remain on school sites as necessary. All students and staff engage in remote learning, including more rigorous remote learning guidelines, based on feedback from the Spring 2020 experience.

Phase 3: Recovery

During this phase, social distancing guidelines are in place. Gatherings of 10 people or fewer in a space are permitted. For Lemont High School, this means:

- Most students and staff engage in remote learning, including more rigorous remote learning guidelines, based on feedback from the Spring 2020 experience.
- Students in some special education programs and some ELL students may return to school for learning.
- Staff are on site as required.
- Following Illinois High School Association (IHSA) guidelines for athletics.

Phase 4: Revitalization

During this phase, social distancing guidelines are in place. Gatherings of 50 people or fewer in a designated space are permitted. For Lemont High School, this means:

- All staff and 50 percent of students are on site in a hybrid learning model, with the option of synchronous remote learning for those who opt out of in-person learning.
- Following Illinois High School Association (IHSA) guidelines for athletics.

Phase 5: Restored

During this phase, school resumes as “normal” with new public health guidelines in place.

The health and well being of our students and staff is a top priority. For this reason, during Phases 3 and 4, there will be strict protocols in place when students and staff are in school. The remainder of this document outlines those protocols.



Health & Wellness

Following guidance from the Illinois Department of Public Health (IDPH), Illinois State Board of Education (ISBE) and Centers for Disease Control and Prevention (CDC), Lemont High School District 210 has developed health protocols to allow for a return to in-person learning. A strong emphasis will be placed on practicing good hygiene among students, staff and visitors, which includes frequent hand washing and sanitization of buildings.

Classrooms

- Face coverings are required to be worn at all times in the classroom.
- Maximize social distancing within classroom spaces.
- Arrange seating six feet apart, where possible, and face the same direction as feasible.
- Clearly mark any common areas and tables to show where to sit, stand or line up for six feet spacing if possible.
- Consider taking class to outdoor spaces when possible.
- It is recommended teachers provide assigned seating for students and require students to remain in these seats to the greatest extent possible.
- Students with significant disabilities and medical conditions will group into a cohort where the teachers rotate into the room to minimize their exposure to others.
- Encourage hand washing throughout the day.
- Refrain from sharing school supplies between students or staff.
- Review student arrival and dismissal procedures.
- Clean classrooms daily and high touch surfaces throughout the day.

Common Areas

- Restrooms
 - Maintain six feet physical distancing.
 - Require face coverings for staff and students.
 - Clearly mark areas to indicate safe distancing for students.
 - Display clearly visible signage reminding everyone of physical distancing and face coverings.
 - Schedule/coordinate restroom and handwashing breaks when possible.
 - Clean high-touch areas throughout the day.
 - Assign restrooms to student groups when possible.
- Hallways, Main Office, and Other Common Areas
 - Maintain six feet physical distancing when possible.
 - Require face coverings for staff and students.
 - Plexiglass barriers will be used in most office areas.
 - Clearly mark areas to indicate safe distancing for students.
 - Perform health screenings for visitors.
 - Display signage reminding everyone of physical distancing and face covering usage at entryways, hallways, classrooms, and common areas.

- Provide access to school buildings to authorized personnel only. Visitor access will be as needed only and will be restricted to the main office area (clearly visible signage at each entryway).
- Restrict students to specific areas as identified by the building principal.
- Clean high-touch areas throughout the day.

Shared Materials

Materials that must be shared or communally used must be cleaned after each use and individuals must perform hand hygiene between use. Electronics - including, but not limited to, touchscreens, keyboards, remote controls, door entry systems, etc. - should be cleaned before and after use. Using hand sanitizer before and after the use of books or library material is recommended.

Health Screenings and Self-Certification

All District 210 employees must certify every day that they are free from any COVID-19 symptoms. If an employee answers yes to any of the symptoms below, he/she must inform the immediate supervisor and not report to work.

All District 210 parents/guardians must certify every day their student(s) are free from any COVID-19 symptoms. Parents/guardians who answer yes to any of the symptoms below must not send their children to school.

Only students and staff who are healthy should report for in-person learning. **Students will not be penalized for missing school and are encouraged to stay home when not feeling well.** Students and staff with any of the following symptoms of COVID-19 must remain home:

- Congestion or runny nose
- Cough
- Diarrhea
- Fatigue
- Fever or chills
- Headache
- Known close contact with a person who has been diagnosed with COVID-19
- Measured temperature of 100.4° Fahrenheit or greater
- Muscle or body aches
- Nausea or vomiting
- New loss of taste or smell
- Shortness of breath or difficulty breathing
- Sore throat

Any student or staff member who begins to exhibit a high fever associated with COVID-19 like symptoms must report to the designated area at the school, inform the school nurse, and follow the building procedure. A student will wear a face covering and remain in the quarantine area until a parent/guardian picks the student up or until alternative transportation home is arranged. Staff will remain in the quarantine area until the student is able to leave.

Individuals who exhibit COVID-19 symptoms must self-monitor and return to school according to IDPH guidelines. A doctor's note may be required for staff returning to work. A staff member who has had contact with someone who has tested positive for COVID-19 must notify their building principal or supervisor immediately. Students who have had contact with someone who is positive for COVID-19 must follow the IDPH guidelines for self-monitoring and self-quarantine.

Hygiene

Frequent hand washing and hand sanitizing help prevent the spread of COVID-19. Staff members must clean their hands as often as possible with soap and water for at least 20 seconds. If soap and water are not available, an alcohol-based hand sanitizer that contains at least 60 percent alcohol may be used. Staff must avoid touching their mouth, eyes or nose as much as possible. Staff and students must use hand sanitizer upon entering the classroom each time. Hand sanitizer will be placed in common areas throughout the building, and signage reminding everyone of the need for proper hand hygiene will be placed in the appropriate areas.

If assisting a student requires close contact, hand washing or sanitizing must be done before and after contact with students. It is recommended that hand hygiene is performed upon arrival to and departure from school; after blowing one's nose, coughing, or sneezing; following restroom use; before food preparation; before and after eating; before and after routine care for another person, such as a child; after contact with a person who is sick; upon return from physical education; and following glove removal. Handwashing posters will be posted in the appropriate areas.

Illness Procedures

Any individual who tests positive for COVID-19 or who shows any signs or symptoms of illness should stay home. Families and staff should report possible cases to the school nurse to initiate contact tracing. CDC and IDPH guidelines for students who were suspected of having COVID-19, whether they were tested or not, state that 24 hours must elapse from the resolution of fever without fever-reducing medication, and 10 days must pass after symptoms first appeared. It is recommended that medically fragile and immunocompromised students consult their medical provider prior to attending school. Staff returning from illness related to COVID-19 should contact the Human Resources Department following quarantine. Any individual within the school environment who shows symptoms will be immediately separated from the school population. Individuals who are sick will be sent home.

Individuals who did not have close contact with the person who is sick can return to the building immediately after disinfection. Those who had close contact with someone who tested positive for COVID-19, or is suspected of having a COVID-19 infection, should isolate at home and monitor symptoms for 14 days. "Close contact" means the individual was within six feet of a person with symptoms for more than 15 minutes.

Confirmed COVID-19 Case Procedures

Lemont High School District 210 will follow public health guidelines regarding school closure.

- Lemont High School District 210 will follow procedures established by IDPH and local health officials who will assist in determining a course of action.

- Persons identified as being in close contact with the individual who has tested positive for COVID-19 will be asked to isolate at home and be alert for symptoms.
- Students will stay home for at least 10 days and must be fever-free for 24 hours after symptoms have resolved OR have two negative COVID-19 tests in a row, with testing at least 24 hours apart.
- As new guidance emerges, guidelines may change.

Personal Protective Equipment (PPE) & Face Coverings

Lemont High School District 210 understands physical distancing will not be possible for all circumstances. There is significant evidence that face coverings provide protection and decrease the spread of COVID-19. All individuals must wear face coverings at all times, unless they have trouble breathing or are unconscious, incapacitated, or otherwise unable to remove the cover without assistance. **Face coverings must be worn at all times in school buildings and on school buses, even when social distancing is maintained.**

After use, the front of the face covering is considered contaminated and should not be touched during removal or replacement. Hand hygiene should be performed immediately after removing and after replacing the face covering. Gloves or other PPE must be used as needed when assisting students requires close contact. Face coverings do not need to be worn outside if social distance is maintained. Teachers and students may use face shields in lieu of masks when educationally needed and a medical exemption for wearing a mask exists. **District 210 will provide one (1) reusable mask to each student and employee. Employees and students also may use their own face coverings.**

Reporting Illnesses

When reporting absences related to illness, parents/guardians and staff should report if the individual:

- Is a close contact of someone with a positive COVID-19 test.
- Has signs of COVID-19.
- Has been diagnosed with COVID-19.
- Has been diagnosed with influenza (respiratory flu).

Required Physicals

District 210 has changed the compliance requirements date for physicals and immunizations to October 15, 2020. Although District 210 will follow the dates set by the State of Illinois, it encourages families to complete these physical and immunization requirements as soon as possible. Clerical staff and the school nurse will keep track of families who are not in compliance by October 15, 2020.

Social & Physical Distancing

District 210 has developed procedures to ensure six feet of physical distance from other persons as much as possible. This expectation pertains to students and staff members in all areas and settings to the greatest extent possible. Visual reminders will be posted throughout the building, and visuals will be designated (signs, tape, etc.) as indicators of safe distances in areas where students congregate or line up (e.g., arrival and departure, hallways, library, cafeteria, etc.).

District 210 will stagger dismissal from class, dismissal from school, bus loading and unloading, bathroom breaks, etc., to ensure student and staff safety. Staff and students should abstain from physical contact, including, but not limited to, handshakes, high fives, hugs, etc. Staff break areas will be arranged to facilitate social distancing. Break times will be staggered to minimize eating with masks off near others.

Training

Each staff member will be required to complete safety training provided by the district related to District 210's physical distancing, face covering, and hand hygiene procedures. Hand hygiene and physical distancing will be included in the curriculum to help educate students on the importance of proper hand hygiene and personal safety. Employees will also be trained on the proper way to disinfect their individual workstations as needed.

Visitors

Visitors will be restricted to authorized personnel only. Visitors to any building must always wear an appropriate and approved face covering and report directly to the security office for a wellness screening, including a temperature check. Visitors will remain in the main office or other designated area for the duration of the visit. Students or staff will be asked to meet the visitor to conduct business as needed. In order to maintain physical distancing, visitors will not have general access to the building.

All visitors entering the building must participate in the screening process, in addition to typical sign-in procedures.



Instruction

Guidance from the Illinois State Board of Education (ISBE) and Illinois Department of Public Health (IDPH) on June 23, 2020, strongly encourages schools to provide in-person instruction for students to the greatest extent possible, while maintaining numerous safety expectations. Additionally, the State Superintendent of Schools is requiring that all students receive a minimum of 300 minutes of daily instruction and learning activities. These activities can take place in person, remotely, or via some combination of these two modes. Therefore, Lemont High School District 210 will provide two models for parents/guardians to choose for their students for the Fall of 2020. It is important to note that if our region returns to Phase 1, 2 or 3 of the Restore Illinois Plan, or if other factors prevent the safe attendance of students and staff in the building, District 210 may transition to a full-time remote learning model for all students. All students will be placed into the blended hybrid learning model unless parents/guardians notify the school that they would like to choose the full-time remote learning model. Alternative programming for some students with disabilities may be implemented.

District 210 has developed instructional plans to allow for a return to in-person learning, while holding paramount the health and safety of our students and community. Students may enter the upcoming school year with learning gaps. Teachers will use targeted assessments, interventions, and differentiated instruction to help students reach their learning goals. Regardless of being at home or on campus, students will be required to participate in a minimum of five hours of coursework as required by ISBE.

Attendance

Students are expected to be engaged in learning every day, regardless of being present on campus for class or remotely joining class from home. Attendance will be recorded through the Skyward Student Management System for both in class and at home students for each period every day.

Hybrid Learning Model

District 210 has adopted a synchronous hybrid teaching and learning model. This model utilizes a combination of in-person instruction, at-home instruction (referred to as *synchronous instruction*), and at-home independent learning (referred to as *asynchronous learning*). The synchronous hybrid model provides an opportunity to find the right mix of all of the possibilities in learning, no matter if students are in person or online. Our blended hybrid model allows for either 50 percent of our student population to be present in the building while 50 percent of our student population is at home, or 25 percent of students present in the building while 75 percent of students are at home. The basics of the blended hybrid model are detailed below:

- Divide the student population in half in order for 50 percent of students to learn in school at one time while 50 percent learn at home, or divide the student population into fourths for 25 percent to learn in school while 75 percent learn at home.
- Students are assigned either to one of two attendance groups (Bulls or Bears) or one of four attendance groups (Bears Offense, Bears Defense, Bulls Offense, Bulls Defense).
- Students are assigned to groups alphabetically by last name in most cases.
- Students in the same household will be kept together.

Schedule for Students Both In School and At Home

First Period	8-9:10 a.m.
Second Period	9:15-10:25 a.m.
Third Period	10:30-11:40 a.m.
Fourth Period	11:45 a.m.-12:55 p.m.

- Class periods currently are 70 minutes.
- Classes dismissed at 12:55 p.m.; students must promptly leave campus.
- No lunch period; sack lunches will be provided for NSLP participants.
- Asynchronous learning from home occurs remotely after the school day ends.
- Attendance is required, physically or virtually, at the time class is scheduled.
- Learning experiences, discussions and direct instruction occur in-person to students at school, and are streamed live to students at home synchronously.
- Collaborative apps will be used for real time and remote engagement and interaction among students.
- Asynchronous learning (assigned reading, individual or group projects, homework, etc.) occurs remotely after the school day.

Sample Attendance Calendar

	BEARS	BULLS		BEARS	BULLS
WEEK ONE			WEEK THREE		
MONDAY	In school B Day	At home B Day	MONDAY	At home B Day	In school B Day
TUESDAY	In school G Day	At home G Day	TUESDAY	At home G Day	In school G Day
WEDNESDAY	At home B Day	In school B Day	WEDNESDAY	In school B Day	At home B Day
THURSDAY	At home G Day	In school G Day	THURSDAY	In school G Day	At home G Day
FRIDAY	In school B Day	At home B Day	FRIDAY	At home B Day	In school B Day
WEEK TWO			WEEK FOUR		
MONDAY	In school G Day	At home G Day	MONDAY	At home G Day	In school G Day
TUESDAY	At home B Day	In school B Day	TUESDAY	In school B Day	At home B Day
WEDNESDAY	At home G Day	In school G Day	WEDNESDAY	In school G Day	At home G Day
THURSDAY	In school B Day	At home B Day	THURSDAY	At home B Day	In school B Day
FRIDAY	In school G Day	At home G Day	FRIDAY	At home G Day	In school G Day

Remote Learning Option

Lemont High School District 210 understands that some families may not feel comfortable sending their students to school. All parents/guardians will have the opportunity to indicate if they would like to opt their students out of in-person learning and choose to remain home for all remote learning. **Any family that chooses to enroll in the full-time remote learning option will do so from the beginning of the 2020-21 school year until Winter Break. Families will be allowed to change to in-person learning after Winter Break.** Families will have until Friday, July 31, 2020, to opt out of in-person learning in order to modify student schedules. Families who start with in-person instruction and determine that full-time remote learning option is better for their students can request to go to full remote instruction for the remainder of the semester. A student may not move from full-time remote learning to in-person instruction after the start of the school year.

Students will use Google Classroom and Skyward Learning Management System for learning, grading, and attendance purposes while enrolled in full-time remote learning option. Students/families who enroll in remote learning will receive daily communications and check-ins with updates on deadlines and important announcements.

While every effort will be made to honor a student's course requests, Lemont High School may not be able to offer every course via full-time remote learning.

Technology

All students are issued a school-owned Chromebook. Students are **required** to bring their **FULLY CHARGED** Chromebook **AND** a headset or earbuds **with a microphone** to school every day. Students **will not** be permitted to leave class to visit the Help Desk. Loaner Chromebooks must be requested via a Google Form, and will be delivered to students in the classroom. Loaner headsets will not be available.

Grading

Grades will be reflective of students' attainment of skills and knowledge rather than simple engagement. We will return to using letter grades. Further, we will post Progress Report Grades, and Semester Coursework, Semester Final Exam, and Semester Final Grade for each semester. Additionally, weekly eligibility reporting will occur throughout the year. Assessments will reflect foundational knowledge and skills. Every student will receive the opportunity for feedback regarding foundational knowledge and skills prior to summative assessments.

Driver Education - Behind the Wheel

In order to provide behind-the-wheel training to students in driver education in compliance with all Secretary of State and IDPH safety requirements, the following procedures must be followed:

- Require only two students and one instructor per vehicle.
- Require face coverings.
- Prohibit eating and drinking in the vehicle.

- Avoid any unnecessary stops during the training.
- Complete hand hygiene with soap and water or hand sanitizer before and after driving.
- Clean and disinfect steering wheel, door handles, seat belt fastener, controls/dials, keys, etc. between each behind-the-wheel session.
- Clean and disinfect seats regularly.

Extracurricular Activities

Extracurricular activities must follow the IDPH requirements set forth for the school setting, which include social distancing, appropriate use of PPE, limiting the number of individuals in one space to 10 individuals during Phase 3 and to 50 or fewer in Phase 4, and cleaning and disinfecting to prevent the spread of COVID-19. Athletics will follow guidelines from the Illinois High School Association (IHSA).

Dual Credit Courses

Dual credit courses, though Joliet Junior College and Loyola University Chicago, will continue during remote learning periods. Students are expected to meet the goals and objectives set forth by the college, just as they would during a traditional school year. Online resources from these institutions are provided to Lemont High School instructors to support student learning, and dual credit students still have access to the college and university resources as in years past. Students are expected to meet the standards for college credit and will receive the grades they earn. That means the work students complete, or do not complete, will affect their dual credit college grades.

WILCO

Students will have the opportunity to participate in programs through the Wilco Area Vocational Center. Most courses will have a hybrid of in-person and remote instruction, and specific schedules will be released during the week of August 10.

Students in the Wilco program will take a reduced schedule at Lemont High School, and some courses will be made available through Edgenuity to maintain progress toward graduation.

Music & Theater Courses

Music-related education will follow the most current [IDPH guidelines](#) for student and staff safety measures. During Phase 4, this will include utilizing outdoor spaces when possible. Instrumental music teachers will work with students in smaller sectional groups. Students must wear face coverings at all times while indoors and must wear face coverings outdoors when social distance cannot be maintained. Band members must wear specially designed masks during the time they are playing and instruments must be fitted with bell covers to protect against bacteria and particles. Theater students may participate in performances following ISBE and national performance guidelines..

Personal Protective Equipment (PPE) Instruction

Students will receive guidance for proper physical distancing, proper use of PPE, and proper hand hygiene during the first two weeks of school. Students will be informed of building-specific safety measures with an explanation as to why these measures are important.

Physical Education, Gymnasiums & Locker Rooms

Physical activity can support students' overall health and help reduce stress and anxiety. Whenever feasible and weather permitting, we will select outdoor physical education (P.E.) activities that allow physical distancing. If P.E. must be taught inside, District 210 staff will use separate partitions in open spaces and/or markings on the gymnasium floor/wall/field to maintain distance between participants. During Phase 4, each space (field house, gym, cardio room, etc.) will be limited to 50 total people. Handshaking, high fives, or other physical contact is prohibited. It is recommended that P.E. teachers use a megaphone or microphone to maximize physical distancing.

Any shared equipment must be cleaned between each use and disinfected at the end of each class. Fitness centers with equipment such as treadmills, ellipticals, stationary bicycles, weights, etc., must be cleaned and sanitized before and after each class. High touch surfaces will be sanitized routinely. Students and staff must wash their hands or use hand sanitizer at the start and end of each class period or when hands are visibly dirty. Students must perform hand hygiene after the use of each piece of equipment. Locker rooms will not be available during hybrid learning. Students will not be allowed to change clothes before or after physical education classes.

Social & Emotional Learning (SEL)

District 210 recognizes the impact that COVID-19 has had on the social and emotional wellness of our school community. Our Student Services Department is committed to assisting students and parents/guardians through individual and group support, as well as by connecting families with resources in the community. Where possible, telehealth sessions will be utilized when students need to access support personnel, but when 1:1 meetings occur in person, social distancing and physical barriers will be in place to ensure the health and safety of meeting participants.

Students with Disabilities

District 210 understands the impact COVID-19 has had on our most vulnerable student population. As a result, the Special Education Department and the Student Services Department have developed plans and procedures to address various unique challenges the pandemic has created.

District 210 will adhere to timelines for annual IEP meetings and required evaluations. All Individuals with Disabilities Education Act (IDEA) and Section 504 timelines remain in effect. All meetings will be conducted virtually. IEP teams may meet to determine whether any amendments to IEPs are necessary to address current levels of a student's performance. Each student with an IEP will have a Student Remote Learning Plan in place for the start of the 2020-21 school year that identifies targeted goals, services and accommodations that will be implemented during the pandemic. This plan will be reviewed and agreed upon with parent input. In addition, each student will have a Remote Service Log to document the services agreed upon on the Student Remote Learning Plan. Upon return to school full time in Phase 5, the Student Remote Learning Plan will cease and the IEP will be implemented as written. Each student will continue to have a case manager who will be responsible for monitoring the plan.

Students who have a Section 504 plan will receive the accommodations and services noted on that plan. Accommodations and monitoring of the plan will be the responsibility of the guidance counselor.

Students who attend the Southwest Cook County Cooperative Association for Special Education (SWCCCASE) Deaf and Hard of Hearing Program housed at Lemont High School, and/or students who receive itinerant services, will be provided with the services noted in their Student Remote Learning Plan. Lemont High School will implement the recommended service delivery model by SWCCCASE and support their plan for their employees.

Students Who Are Medically Fragile or at Higher Risk

The administration will work closely with parents/guardians, teachers, the school nurse, and the student's medical provider to determine safe alternatives to in-person instruction for students who are medically fragile. District 210 will consider continuing remote learning for medically fragile students, students at a higher risk of severe illness, and students who live with individuals at a higher risk of severe illness for the duration of Phase 4. Students who are not participating in hybrid learning or full-time remote learning due to significant medical needs will follow procedures for homebound instruction stemming from a doctor's order for this level of services. Each plan for homebound services will be designed on an individual basis.

Teams will consider the following:

- Whether the student's medical condition is conducive to in-person attendance or if needs would best be met remotely.
- The student's behavior and capacities, including the ability to control secretions, cover mouth/nose when sneezing and coughing, ability to maintain distance from other classmates, ability to tolerate wearing a face covering (may consider the option of face shield instead with medical authorization), ability to wash hands with/without assistance, and ability/safety to use hand sanitizer.
- The number of students per classroom and the ability to maintain six-feet distance, when possible.
- The best modality to meet the student's individualized needs after consultation with IEP team members and healthcare providers.

For staff working with students who are present for in-person learning, District 210 will provide appropriate PPE for continuous wear and during procedures involving individual contact or support (e.g., gowns, gloves, face shields). Maintaining strict social distancing may not be feasible due to the personal nature of common care and services, including feeding, toileting, position changes, hand-over-hand assistance, physical therapy, and occupational therapy. Appropriate PPE will be used in conjunction with appropriate hand hygiene.



Operations

Facilities

All custodial/maintenance staff will be trained on the return to school guidelines. These procedures will include extra sanitation efforts using certified EPA products in both low and high contact areas, including bottle fillers, countertops, desktops, door handles, handrails, light switches, and restroom fixtures.

Building custodians and cleaning personnel will conduct daily cleaning and disinfection. An EPA-approved cleaner will be used for disinfection along with standard cleaning protocols. All frequently touched surfaces (i.e., door handles/knobs, desktops/tabletops, countertops, light switches, pencil sharpeners, computer keyboards, hands-on learning items, phones, sinks and faucets) will be cleaned on a regular basis. Restrooms, hallways, the library, the cafeteria, and high-touch common areas will be cleaned throughout the day. Soft surfaces such as carpets and rugs will be cleaned daily. Cloth material items that cannot be disinfected should not be used.

Lemont High School District 210's Buildings and Grounds Department may adjust personnel schedules to meet reopening school needs. Cleaning schedules will be created and implemented for all facilities and equipment. Extra sanitation efforts will occur during in-person learning to address high traffic and common areas, including entryways, foyers, hallways, main offices, restrooms, and stairwells.

Food Service

District 210 will not provide food service for the entire student population. For students who participate in the National School Lunch Program, meals will be delivered to their homes. Non-disposable food service items will be handled with gloves and washed with dish soap and hot water or in a dishwasher. The school's food pantry will have packaged food bags/boxes for any student or family who is in need of these services.

Food service personnel will use appropriate PPE, including gloves and face coverings, while preparing and distributing food.

Nurse's Office

The nurse's office will follow Illinois State Board of Education (ISBE) guidelines. Persons with common health conditions or those who need basic first aid should not report to the nurse's office, but may be managed in the designated classroom or an alternate setting. Classrooms will be equipped with standard first aid kits. Parents/guardians or other authorized individuals should pick up ill students within a reasonable amount of time; these students will not be allowed to utilize the school bus or public transportation to return home.

Transportation

District 210 is working closely with Theo J. Gorski Bus Company to ensure procedures are in compliance with all applicable expectations under State and Federal guidelines. All individuals on a bus or in a vehicle must wear a face covering and social distancing will be maintained to the greatest extent possible. Students must undergo symptom and temperature checks through self-certification before boarding a bus or vehicle. Students and families should be aware of procedures and expectations regarding transportation. All buses and vehicles will have a bus monitor in addition to the driver.

Drivers and monitors will wear approved and appropriate PPE and perform regular hand hygiene. Before the start of each workday, drivers and monitors will undergo symptom and temperature checks to verify that they are free of symptoms. Drivers and monitors who have a temperature greater than 100.4° Fahrenheit or symptoms of COVID-19 will not work. Drivers and monitors who become ill during their route will contact their supervisor immediately.

The Centers for Disease Control and Prevention (CDC) recommends that entities should “create distance between children on school buses...when possible.” No more than 10 individuals may be on a vehicle at any time during Phase 3. No more than 50 individuals may be on a vehicle at any time during Phase 4. District 210 will provide visual guides to ensure that students comply with expectations. Seating arrangements with respect to social distancing can be adjusted for students who live in a household with other students. Students will be monitored at school loading and unloading zones.

All Illinois Department of Transportation (IDOT) inspections will occur as required. In addition, student transportation vehicles will be sanitized each day. Seats and high-touch areas also will be sanitized between routes. Sanitizing products will meet Environmental Protection Agency (EPA) criteria and be used according to manufacturers' guidelines.



Human Resources

The contents of our Return to Learning document are subject to change when formal guidance or mandates are issued by the proper authorities, including the Illinois State Board of Education (ISBE), Illinois Department of Public Health (IDPH), and Illinois High School Association (IHSA), among others. All employees will need to be flexible during this pandemic, which will require cooperative, collaborative, and creative problem solving. Lemont High School District 210 will generate guidelines and protocols required for all employees. District 210 will continue to monitor recommendations from the PRESS (Policy Reference Education Subscription Service) policy organization, as well as from professional organizations such as the Illinois Association of School Administrators (IASA), Illinois Association of School Boards (IASB), and Illinois Principals Association (IPA).

Illness Monitoring

A tracking process will be instituted to maintain ongoing monitoring of individuals excluded from school because they have COVID-19 like symptoms, have been diagnosed with COVID-19, or have been exposed to someone with COVID-19 and are in quarantine. Tracking ensures that Centers for Disease Control and Prevention (CDC) and local health authority criteria for discontinuing home isolation or quarantine are met before a student or staff member returns to school. Tracking methods include checking in with the school nurse upon returning to school to verify resolution of symptoms and that any other criteria for discontinuation of quarantine have been met. Tracking will take place prior to a return to the classroom.

Continual communicable disease diagnosis monitoring and the monitoring of student and staff absenteeism will occur through collaboration of those taking absence reports and the school nurse/health staff. Employees and families will be expected to report specific symptoms, COVID-19 diagnoses, and COVID-19 exposures when reporting absences.

The district will maintain a current list of community testing sites to share with staff, families, and students. Confirmed cases of COVID-19 should be reported to the local health department by the school nurse or designee as required by the Illinois Infectious Disease Reporting requirements issued by IDPH.

Staff Return Plan

District 210 has the authority to determine who returns to work, and will work to follow executive and legislative guidance from the State and Federal government. An employee's request for a special accommodation(s) will need to be provided to District 210's Human Resources Department for review. Employees may be permitted to work remotely due to extenuating circumstances related to COVID-19 provided they are able to perform the essential functions of their jobs.

Absences related to COVID-19 concerns must be accompanied by a physician's note or official notice from a health agency containing relevant information/direction regarding the claimed condition. Eligible employees will be entitled to leave under the Families First Coronavirus Response Act (FFCRA).

Otherwise, employees will be expected to use their accrued time bank for absences from work (sick time, vacation time, personal leave, etc.)..

Staffing Level

District 210 will monitor staffing levels to ensure optimal operations for teaching and learning. In the event that staff absences hinder the ability to maintain optimal operations, the district will consider all options to support student learning. Every effort will be made to ensure substitute teachers are available in all employee categories to fill vacancies and/or absences that could be a result of COVID-19 circumstances.



Communications

Communication Methods

Throughout the 2020-21 school year, Lemont High School District 210 will use the following communication methods to keep stakeholders updated on changes regarding all protocols:

- [Lemont High School District 210 website](#)
- Phone and text alerts
- Lemont High School District 210 social media ([Facebook](#), [Twitter](#))

All parents/guardians who wish to receive communication should ensure email addresses and phone numbers are up to date in the Skyward Family Access System.

Quick Contacts

- **Hybrid or Remote Learning questions:**
 - The first point of contact is the teacher; the second point of contact is the department chair; the third point of contact is Director of Curriculum, Assessment & Instruction Tina Malak (tmalak@lhs210.net); and the final point of contact is Principal Eric Michaelson (emichaelson@lhs210.net).
 - Questions related to special education services should be directed to the case manager first, and then to Director of Special Education Services Dr. Christine Flores (cflores@lhs210.net).
- **My student, or someone my student has been in close contact with, tests positive for COVID-19:** Contact School Nurse Katie Dulle (kdulle@lhs210.net).
- **I am a staff member who tests positive for COVID-19, or who has been in close contact with someone who tests positive for COVID-19:** Contact your Principal Eric Michaelson (emichaelson@lhs210.net), your supervisor, or Human Resources Coordinator Margaret Jazdzewski (mjazdzewski@lhs210.net).
- **Transportation questions:** Contact Director of School & Community Relations Tony Hamilton (thamilton@lhs210.net).
- **Tech Support:** Technology support is available for District 210 students and staff on district devices and systems. Students who need help with Chromebook troubleshooting or device repair should contact the Help Desk via email at lhshelpdesk@s.lhs210.net or leave a voicemail at (630) 243-7902. Students who need to drop off or pick up devices for any reason must make arrangements with the Help Desk ahead of time. For troubleshooting tips for common Chromebook issues, students can also refer to this [guide](#).