

# Rossville Consolidated School District Safe Entry Plan



2021-2022

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Safe Entry Plans are Subject to Change as Additional  
Information Becomes Available

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## **Task Force Overview**

In the spring of 2020, Rossville Consolidated School District (RCSD/District) formed a task force (committee) that consisted of classroom teachers, the building administration, the school nurse, cafeteria manager, the chief of police, the athletic director, maintenance department personnel, the director of student services, exceptional needs consultant, the superintendent, technology director, and the custodial supervisor. The committee also had valuable insights and consultations with representatives of the Clinton County Department of Health. The committee's charge was to develop a plan of action that students and staff could safely return to a traditional educational program while at the same time implementing safety precautions to maintain a healthy learning environment for students and staff.

The committee membership utilized several documents to guide the plan's initial development, including guidelines from the Center for Disease Control (CDC), the Indiana State Department of Health, and the IN-CLASS document from the Indiana Department of Education.

The plans developed are unique to Rossville Schools. The District recognizes that other school corporation plans may be similar, but every school district is unique, and their plans will be appropriate to their school corporation. The documents stress that schools, with the approval of their local health department, open in a manner that provides the safest and healthiest conditions that the school can provide. The District also recognizes that this fluid situation and changes may be necessary as the school year progresses. Our top priority will continue to be the health and safety of our students while we continue in our mission for students to experience rich academic opportunities in a trusting community environment and develop a positive, self-reliant mindset.

## **Health Protocol for Schools**

The school community needs to work together to prevent the introduction and spread of COVID-19 in the school environment and the community while still providing a quality education program.

State statute gives public school districts the authority to exclude students with contagious diseases such as COVID-19 or who are liable to transmit it after exposure (I.C. 20-34-3-9).

In addition, the local health department has the authority to exclude students from school and may order students and others to isolate or quarantine (I.C. 16-41-9-1.6). As such, RCSD will work closely with the Clinton County Health Department if the need arises.

### **Definitions:**

- **Isolation** means keeping sick people away from healthy ones. This usually means that the ill person rests in their bedroom or an area of the home and stays away from others. This includes staying home from school.

- **Quarantine** means separating people who were around someone who was sick, just in case they get sick. Since people who were around other sick people are more likely to get sick themselves, quarantine prevents them from accidentally spreading the virus to other people even before they realize they are sick. Usually, people who are in quarantine stay at home and avoid going out or being around other people. This includes staying home from school.
- **Close contact** is defined as any individual within 6 feet of an infected person (laboratory confirmed or probable case) for a total of 15 minutes or more within a 24-hour period.
- **Contact Tracing** is the process of notifying contacts of exposure, addressing questions and concerns, referring for SARS-CoV-2 testing, encouraging self-quarantine, monitoring symptoms, and assessing the need for additional supportive services during the quarantine period.

## **Symptoms Impacting Consideration for Exclusion from School**

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

- A fever of 100.4<sup>0</sup> F or greater
- Diarrhea, vomiting, or abdominal pain

## **Return to School Guidelines**

Rossville Consolidated School District will follow the Indiana Department of Health guidelines to determine the return of a student or staff member that has been excluded from school for COVID-19.

## **Medical Inquiries**

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

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

## **Confirmed Case of COVID-19 on School Property**

If there is confirmation that a person infected with COVID-19 was on school property, RCSD will contact the local health department immediately. RCSD will also notify the Indiana Department of Education if applicable. Unless extenuating circumstances exist, RCSD will work with the Clinton County Health Department to assess the likelihood of exposure to employees and students in the building, the number of cases in the community, and other factors that will determine alteration to the school's schedule. **The local health department's responsibility is to contact the person confirmed with COVID-19, inform direct contacts of their possible exposure, and give instructions to those involved with the confirmed case, including siblings and other household members, regarding self-quarantine and exclusions.** *The individual who tested positive will not be identified in communications to the school community at large but may need to be selectively identified.* If closure is determined necessary, RCSD will consult with the local health department to determine the status of school activities, including extracurricular activities, co-curricular activities, and before and after-school programs.

Individuals who test positive for COVID-19 shall isolate, including exclusion from schools, preschools, daycare settings, employment, and public places, until:

- A. At least 5 days following the onset of symptoms or, if asymptomatic, at least 5 days from the date of collection of the positive test and must be at least 24 hours fever-free without fever-reducing medications and symptom improvement. Individual must wear mask upon returning on day 6 through day 10.
- B. Asymptomatic individuals, vaccinated or unvaccinated, who are identified as a close contact of a COVID-19 case shall be notified of exposure and asked to monitor for symptoms of COVID-19:
  - a. For a total of 10 days after the date of last exposure
  - b. Close contacts do not have to quarantine

Rossville Consolidated School District will follow the most up-to-date requirements set forth by governmental bodies. The Board of Education will review recommendations and make informed decision by reviewing local data, consulting with local health department officials, and making the best health/educational decisions for the district's population.

## **Clinic Space COVID -19 Symptomatic**

The school has a nurse's clinic for daily medication distribution and routine health issues. Any student experiencing COVID-19 symptoms will be provided a mask, isolated in a separate location, and monitored until a parent can pick up the student. Only essential staff assigned to the room may enter. A record will be kept of all persons who entered the room, and the room will be disinfected several times throughout the day. Strict social distancing is required, and staff must wear appropriate PPE. Students who are ill will be walked out of the building to their parents. If a student or staff member has a fever for any reason, the staff or student must be fever-free, without the use of fever-reducing medications, for 24 hours before returning to school. Additionally, all staff and students with fevers or symptoms associated with COVID-19 are encouraged to seek medical attention for further evaluation and instructions. Students and staff may return before the 72-hour window has elapsed if approved to do so in writing by their healthcare provider.

## **Clinic Space Non-COVID-19 Related**

Students who do not display symptoms of COVID-19 can be seen and treated in the nurse's clinic. These would include students who are injured during the school day or students with special health care needs such as those with chronic health conditions (i.e., diabetes or seizures), those requiring medical treatments (i.e., suctioning, tube feeding, or nebulizers), and those with individual health plans.

## **Immunizations**

Immunization requirements remain. Assistance through local health departments and health systems will be provided. We encourage all students and parents to consider a vaccination for COVID-19. However, unless immunization requirements from the State of Indiana change, being vaccinated for COVID-19 will not require to return to school or participate in school-related activities.

## **Preventative Measures**

The priority for preventing the spread of disease in the school setting is to insist that sick employees and students stay home. Some people can be infected with COVID-19 but show no signs of illness even though they are contagious and can spread the disease to others. It is also unknown how contagious people are the day or two before they exhibit illness symptoms. Thus, these employees or students may be present at school, show no signs of illness, but can transmit the disease to others. The three most important mitigation strategies are social distancing, frequent handwashing, and appropriate PPE in these situations.

Handwashing and avoiding touching your face, eyes, nose, or mouth are also important steps a person can take to avoid becoming sick or spreading germs to others.

Each school will reinforce healthy habits regarding handwashing for students and staff, especially in key situations that include:

- Start of the school day
- During breakfast and lunch
- After recess and when using the restroom
- After blowing nose, coughing, or sneezing
- After using shared equipment

Water fountains will be available for students and staff use. We do encourage staff and students to bring a water bottle clearly labeled with their name and utilize RCSD filling stations.

Enhanced cleaning and disinfecting protocols for the workplace, including regularly cleaning high touch surfaces, will be implemented.

**Student face coverings are recommended but not required. This provision is subject to change by the Board of Education.**

## **Social Distancing**

Social distancing will not be possible at all times while at school. The following areas will be modified to help reduce contact, but six-foot social distancing barriers are not possible in a school setting.

- School bus seats will be assigned for all routes. Students must remain in their seats and not move from seat to seat.
- Pick-up and drop-off lines- Parents should expect longer wait times as more parents may utilize their children's pick-up and drop-off options.
- Additional areas (Auxiliary Gym and Main Gym) will be utilized for indoor recess.
- All students will wash their hands when entering the building from recess.
- Handwashing breaks will be available for students.
- Students and staff will be encouraged to distance themselves whenever possible socially.

## **Student Transportation**

The following are protocols that RCSD has put in place during the COVID-19 pandemic. These precautions are not required by law but are taken as an additional precautionary measure to protect students and staff.

This summer, the preparation, cleaning, and inspection of all buses and transport vehicles for cleanliness and safety was performed. The following are additional considerations that will occur regularly.

- All bus seats and student areas will be disinfected regularly using a CDC and local health agency-approved cleaning solution.
- COVID-19 prevention strategies, such as appropriate use of cloth face coverings or personal protective equipment (PPE), follow prevention strategies.
- Students will wear appropriate face coverings during all bus rides.

Students utilizing school transportation shall be assigned to a morning and/or an afternoon route. Students must be assigned to the bus in order to ride. RCSD will allow students to travel to one alternative site but cannot accommodate students riding to or from school on a different bus that has not been assigned. If a student does not ride a bus for five consecutive days, the student will be removed from the route. Students may be returned to the route provided a two-day notice is provided. Additionally, we cannot accommodate students desiring to travel to other student's homes or after school events on a different bus that has not been assigned.

- Students will be assigned a specific seat and must remain in that seat throughout the route.
- Student arrival time to the school may be adjusted to limit the wait time on the bus each morning.

## **Ventilation**

All HVAC filters are cleaned regularly. In addition, the HVAC system has been programmed to supply the building with as much fresh air as possible.

## **Classroom Environments**

Daily classroom instruction provided with daily bus service offered. Breakfast and lunch will be provided following the RCSD guidelines contained in this document. Daily recess will take place for elementary students. State and local health guidelines will be followed. Sports seasons will take place as scheduled for student-athletes attending school. All students are expected to attend school unless there is a medical diagnosis preventing them from attending. P.E., choir, band, and other large classes may be moved on your child's schedule or to a different location to accommodate increased social distancing.

- Assemblies, field trips, registrations, orientations, round-ups, and other large gatherings may be altered depending on the conditions at the time.
- Face coverings are not required but a student/parent choice as outlined earlier in this document.
- We may move classes outdoors when possible.



- There will be no use of attendance awards or perfect attendance incentives for students. We want to work collaboratively with parents and students to reduce the spread of colds and virus-related symptoms that may be symptoms of COVID-19. If your child is sick, please keep them home and notify the school of the absence. A doctor's note to return to school will not be necessary for each absence but may be requested if symptoms are COVID-19 related to return.

## **Exchange of Resources To and From School**

Parents, every effort should be made to reduce the number of materials, supplies, and personal belongings going to and from school. In addition, the school will take the same efforts into consideration to reduce student exposure to high-touch, shared resources at school.

## **Remote Learning Plan**

Remote learning may be used if either or both of the schools close on a temporary basis. For example, it is possible that one school would close and the other would remain open. If this occurs, the building administration and/or teaching staff will be in contact with students and parents to facilitate instruction.

## **Cafeteria**

Every effort will be made to minimize the number of students in the cafeteria at one time.

Prior to any meal service, all children should utilize hand washing or sanitizing to ensure safe eating practices. Opportunities to wash hands before both breakfast and lunch will be provided to students.

RCSD will implement the following precautions:

- Lunch schedules have been altered to allow for reduced occupancy in the cafeteria.
- Breakfast items may include some prepackaged grab-and-go items allowing students to eat and return to the classroom reducing cafeteria occupancy quickly. Middle/High School students will be able to access breakfast items inside E7 or the cafeteria.
- Disposable napkins and silverware will be provided.
- Food-sharing is prohibited.
- Online deposits are highly recommended. However, we will limit cash transactions during the waiting line, and staff handling cash will not handle food.
- Hand sanitizer will be available upon entry to the cafeteria and at each line.

## **Visitors and Volunteers**

A limited number of visitors or volunteers, as determined by the building administration, will be allowed to enter any RCSD schools during the school day. Parents are required to enter the main office but will not take children to their classroom.

## **Special Education Overview**

RCSD will continue to collaborate, share information, and review plans with local health officials to help protect the whole school community, including those with special health needs. In addition, district and school plans will be designed to work with other community strategies to slow the spread, protect high-risk populations and the community's healthcare system, minimize disruption to teaching and learning, and protect students and staff from social stigma and discrimination.

### **Annual Case Reviews:**

At this time, there has been no change in the requirement to convene the case conference committee (CCC) annually to conduct the annual case review (ACR) consistent with the requirements of 511 IAC 7-42-5(a)(2).

### **Case Conference Committee (CCC) Meetings to Review/Revise the IEP:**

As schools and districts plan to reopen buildings to provide in-person instruction, CCC meetings with parents should be scheduled to review the provision of services and each student's educational progress. Discussion should determine whether or not there is a need to adjust the frequency or duration of services.

### **Transition IEPs:**

Transition assessments will be updated annually, even during the COVID-19 pandemic. When updating transition assessments, teachers of record (TORs) may conduct assessments virtually or in person. In addition, assessments may be administered prior to or during the CCC meeting. In all cases, assessment information will be documented within the Summary of Findings utilizing the SPIN method - Strengths, Preferences, Interests, and Needs. Ways to provide transition assessments virtually are available as a part of the eLearning Resources for Secondary Transition document. In addition, RCSD will include in the narrative in-person and remote ways to accomplish objectives and goals to accommodate the fluidity of the COVID-19 situation within the IEP.

## **CCC Meeting Method Options**

CCC meetings may be conducted in person or through various options depending on the circumstances at the time.

## **Evaluations**

Requirements for evaluations remain unchanged.

## **Medically Fragile Students**

Medically fragile students are at high risk of severe medical complications if exposed to COVID-19, and therefore may be unable to attend school. Medically fragile students unable to participate in school will be provided alternative educational services. The CCC will determine the services based on the individual student's medical and educational needs. Special education and related services decided by the CCC could be provided online or in a virtual instructional format, through instructional telephone calls, or other curriculum-based instructional activities (511 IAC 7-42-10). If the services are to be delivered through online or virtual instruction, technological competency and the need for additional assistive technology will be considered. The CCC must convene at least every 60 instructional days to review the IEP for every student unable to attend school in person (511 IAC 7-42-11).

## **Homebound Services**

Districts and schools will provide special education and related services to a student with a disability who is absent for an extended period of time. For example, if a child with a disability is absent for an extended period of time because of a COVID-19 infection, the school remains open. The IEP Team must determine whether the child is available for instruction and could benefit from homebound services such as online or virtual instruction, instructional telephone calls, and other curriculum-based instructional activities to the extent available. In doing so, school personnel will follow appropriate health guidelines to assess and address the risk of transmission in providing such services.

If the school has been provided a statement from the student's physician that the student will be unable to attend school for 20 or more instructional days, Article 7 requires the school to provide instruction to the student during the time the student is unable to attend school (511 IAC 7-42-12). In addition, for students with disabilities, (511 IAC 7-42-11) requires the CCC to determine the appropriate educational services to be provided.

## **Use of Homebound due to Infection in Student's Family**

A student with a disability may be quarantined at home for an extended period of time due to a family member's infection. The District will follow the same homebound protocol identified above to ensure the provision of FAPE. Likewise, school personnel will follow appropriate health guidelines to assess and reduce the risk of transmission in providing such homebound services.

## **Use of Homebound Not Related to COVID-19**

Students receiving services in a homebound placement pursuant to their IEP will remain in that placement until the CCC determines that a different placement is appropriate. Whether the location of the homebound services identified in the student's IEP is in the student's home or an out-of-school location other than the student's home, school personnel will follow appropriate health guidelines to assess and reduce the risk of transmission of COVID-19 (511 IAC 7-42-11).

## **Homebound Timelines**

Schools and districts must ensure the CCC reconvenes at least every 60 instructional days (this instructional day count includes remote learning days used pursuant to the LEA's Continuous Learning Plan) when a student is receiving services in a homebound setting. 511 IAC 7-42-5(a)(7). The CCC may consider changes to the IEP related to a safer service delivery method during school closures and re-entry at these 60 day reconvenes. 511 IAC 7-42-11.

## **Extracurricular Activities**

The National Federation of High School Sports and the Indiana High School Athletic Association has published a thorough document containing all athletic teams and events guidelines. As a result, practices, and events will be limited to school-approved venues.

## **Alteration to School Calendar and Events**

The school calendar and events may be altered or canceled to ensure the safety of students while meeting their educational needs. RCSD has posted an updated school calendar to the website.

## **Use of ESSER III Funds**

Rossville Consolidated School District was allocated \$628,043, and we have until September of 2024 to spend these funds. School corporations must allocate at least 20% or \$125,700 of their ESSER III funds to address learning loss. The remaining funds were focused on technology for students and staff to facilitate student learning.

### **Expenditures Targeting Learning Loss (\$160,930)**

- |                           |           |
|---------------------------|-----------|
| 1. ILEARN Support:        | \$ 44,000 |
| 2. Assessment Program:    | \$ 41,000 |
| 3. Learning Loss Support: | \$ 75,930 |

### **Technology Upgrades (\$468,113)**

- |                         |           |
|-------------------------|-----------|
| 1. Student Chromebooks: | \$307,000 |
| 2. Teacher Computers:   | \$ 72,000 |
| 3. Network Refresh      | \$ 88,113 |