



## **Safe Return to School and Continuity of Services Plan 2021**

### **Introduction**

The COVID-19 pandemic has created an atmosphere of disruption and uncertainty for our students and their families. It is our hope that a return to normalcy will serve to act as a stabilizing force. Delasalle Education Center plans to return to full in-person instruction for our 2021-2022 school year. This means the building will be open and operational 5 days a week during posted school hours. Additional details regarding high school schedules will be provided as we get closer to the start of school.

While we recognize that the threat of COVID is not over, many steps have been taken to reduce exposure levels. The most important action that anyone can take at this time is to be vaccinated against COVID-19. Vaccination is effective in a number of ways. It can keep you from getting and spreading the virus. It can keep you from getting seriously ill even if you get COVID. It also helps protect the people around you. Currently, anyone aged 5 and over, has the ability to be vaccinated. Our federal government is providing this service free of charge to all citizens.

If you need assistance with locating the vaccination sites, please visit the [City of Kansas City COVID-19 Vaccination Information Center](#). Delasalle asks you to participate with us in protecting our students, ourselves and our community by getting yourself and any qualifying children immunized.

Locally, the Kansas City, MO Health Department has been working closely with school organizations and other large organizations to guide and advise and while we understand that the virus can be transmitted from person-to-person, they are empowered to close schools, if needed, in order to protect the public health (19CSR 20-20.050). The nature of the disease will continue to be an important factor in making that decision and will address the following questions:

1. Can someone spread the disease without showing symptoms?
2. What are the ways in which the disease is being transmitted to/between persons?
3. What is the incubation period for the disease?
4. Are the numbers of students and staff getting sick increasing day-to-day?

Delasalle Education Center will continue to consult with local health officials to answer the above questions before advising our Board on the decision to close, or subsequently, reopen schools moving forward.

In order to ensure a safe return, health experts advise that the best course of action is to practice good hand washing skills; avoid touching eyes, nose, and mouth; practice distancing yourselves from others and avoid large groups. The first two points are certainly the easiest to control.

Delasalle Education Center is engaged in efforts to provide for and promote personal hygiene practices among students and teachers. We have secured supply lines and additional orders of soap and hand

sanitizer. Adjustments are being made to ensure that students have more personal space in classrooms and in cafeterias. In addition, we are enlisting parents in the effort to promote good handwashing at home and to keep lines of communication open with their child.

As guided by the CDC, some of daily practices will include (but are not limited to):

- increased hygiene and social distancing
- daily general cleaning for classrooms
- custodial staff implementation of additional sanitation measures
  - the wipe down of all hard surfaces with a disinfectant solution and disposable towels.
    - this includes, but may not be limited to: desktops, tabletops, and chairs
- Mist the room with a disinfectant spray as a final step before leaving the room
- Disposal of all towels used to disinfect a room (Disposable towels will not be used to disinfect more than one room)
- Custodians are to ensure there are tissues available in all instructional areas.
  - Teachers will instruct students on the use and disposal of tissues when sneezing or coughing
- Custodians are to make sure soap is available in all restrooms
  - Teachers will supervise students in frequent and thorough hand washing and hand drying
- Communication will be available that advises all students and staff to be particularly mindful of eating well, drinking plenty of liquids, and getting adequate sleep.

## **Prevention**

While these are all measures that we are putting into place to ensure the safety of our return, the best way to prevent illness is to avoid being exposed to this virus. However, as a reminder, the CDC (Center for Disease Control) always recommends everyday preventive actions to help prevent the spread of respiratory diseases, including:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth. Viruses can remain on frequently touched objects such as doorknobs and cell phones for quite some time. If you touch a contaminated surface and then touch your face, you can transfer the germs, which can lead to illness.
- Stay home if you are sick, especially if you have a fever.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash. Block the spread of germs by using a tissue or the inside of your elbow. Do not use your bare hands.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.

## **Attendance/COVID Testing of Students and Staff**

As noted, Delasalle asks staff and all eligible students to get the COVID-19 vaccine. It is the single most important way to minimize the spread of the disease. Parents are asked to keep sick children at home. Similarly, sick staff are asked to stay home until their symptoms have cleared.

If a Delasalle student or staff member becomes ill at school, they will be referred to the building health aide who will take their temperature and assess the situation. The school health aide will implement safety protocols based on each individual situation. This might include sending a staff member home or calling a parent/guardian to pick up their student. If you receive a call to pick up your student, you should do so immediately.

### **Face Coverings/Masks**

Staff and students in the 4<sup>th</sup> grade and above must wear a face covering when in the school building. Face coverings will not be required when outdoor instruction/activities allow for recommended feet of social distancing. Moreover, face coverings may be removed during meal/snack times.

Delasalle will maintain a supply of face coverings to be distributed accordingly. We will also provide training to all staff and students on the proper use of face coverings and the purpose for wearing them as required.

### **Social distancing**

At a minimum, students will maintain a three (3) foot radius around each student's desk in the classroom. Delasalle will minimize contact and social mixing during school hours. We will consult with and obtain approval from the Kansas City Department of Health prior to planning any school assemblies. Signage to encourage social distancing will be properly displayed throughout all schools and buildings to educate students, staff, parents, and visitors regarding our expectations.

### **Hand washing**

Hand washing is the single most effective means of preventing the spread of infection. Hand washing procedures should be followed even if gloves have been worn. If an emergency situation precludes proper hand washing, the hands should be washed as soon as possible after exposure.

Any skin surface that comes into contact with blood or other body fluids should be cleansed using the same procedures used for hands. Hands should be washed:

- Before and after touching open wounds (even if gloves are worn)
- Before eating
- After any direct exposure to blood or other body fluids.
- After removing gloves
- After handling soiled or contaminated items and equipment
- After using the toilet

The correct method used for hand cleaning and decontamination is with soap and water:

- Wet hands
- Lather hands with either bar soap or liquid soap
- Rub repeatedly for at least 20 seconds
- Rinse
- Turn faucets off using a dry paper towel.
- Dry hands properly and dispose of used paper towel in plastic bag

In areas where running water is not readily available:

- Remove obvious soil with a wet towelette
- Use waterless foams or rinses to clean skin

### **Staff Reporting of Health Status**

- Staff will observe for flu-like symptoms and refer students to the school health aide for assessment
- Staff exhibiting flu-like symptoms will report to the school health aide's office after notifying school administration of the need for assessment
- School administration will follow school policy regarding staff illness and prevention; school administration may contact the Human Resources department for guidance and support.

### **Student Temperature Checks**

- Temperature of students may be checked by the school staff upon recommendation of school personnel when exiting the bus and/or during the school day
- Students with elevated temperatures or flu-like symptoms will be referred to the school health aide for assessment
- School staff will follow protocol for students that exhibit fevers and notify parent/guardian for pick up, if needed

### **Cleaning Protocols**

Staff will follow guidelines set forth by school leaders, our custodial vendor, and the CDC regarding cleaning and disinfecting buildings, and will be trained on how to safely execute and complete their daily duties to minimize risk while cleaning and using disinfectant.

### **Recommendations to follow:**

- Staff will wear rubber gloves when cleaning
- Staff will wash hands often
- While face shields are not required, custodial staff is encouraged to wear face shields
- Wipe down of hard surfaces with *sanitizing* wipes following the manufacturer's directions
- All classrooms will be treated with disinfectant spray in the evening (following the manufacturer's directions)

Additional cleaning of all surfaces and items that have frequent hand contact (like doorknobs, desks, faucets, handrails and cell phones) are being managed, particularly areas that are visibly soiled. Custodial and cafeteria staff have access to cleaning agents that all staff can use in between regular cleanings as needed.

### **School Operations**

All vendors supporting school operations (food service, janitorial, transportation) have protocols in place to ensure the safety of their staff. Delasalle will monitor those protocols and consult with vendors should

an outbreak occur or should the Kansas City Health Department provide new guidance. Delasalle's Safe Return to School and Continuity of Services Plan 2021 Facilities:

- Buildings will still be limited to 'essential visitors'. Anyone wanting to visit one of our school buildings should call first to ensure their access.
- Disposable masks will be provided.
- Buildings will have hand sanitizer stations placed throughout.
- Classrooms will have hand sanitizer and disinfectant spray or wipes to use throughout the day for wipe downs of desks and frequently touched surfaces.
- Teachers/staff will be instructing students and reinforcing the importance of rules which help stop the spread of germs and minimize the likelihood of an outbreak.

**Cafeteria:**

- Cafeteria will have a hand sanitizer station
- All cafeteria staff will wear face coverings and gloves
- Lunch times will be staggered to limit the number of students eating at one time

**Transportation:**

- Judith Borris, our transportation vendor, follows the Center for Disease Control (CDC) guidelines for ensuring bus surfaces are cleaned and sanitized regularly.
- Students within the same family will be required to sit together.
- Students who have not been vaccinated are encouraged to wear masks while riding the bus to and from school or participating in afterschool activities.
- Students may be assigned seating for bus transportation.

**Communication:**

- Delasalle Education Center will ensure that students, staff, parents, community and media receive information, tips and updates on district procedures (including dismissal of classes or schools) in accordance with health guidelines.
- Information sources include, among others, the Kansas City Health Department and the Centers for Disease Control (CDC) and the World Health Organization. We also work with other public school organizations to share best practices

**Health Emergency Procedures:**

- Delasalle Education Center will verify that staff and parent emergency contact lists are up-to-date.
- The school principal and student support staff will inform staff to observe for signs and symptoms of flu.
- The student support team will implement protocols for managing students who fall ill at school and track and report information to the Kansas City, MO Department of Health.
- The school student support team will report daily to the school leader the percentage of enrolled students who are absent. The same report will be required for staff absences.
- The school attendance secretary will keep records of students and staff who leave school due to illness.
- The school has identified an area to temporarily hold for students suspected of having influenza and/or a respiratory illness until parents arrive. This same space or another,

- will be used in the event large numbers of students or staff become ill. Counselors/Social Workers will develop specific strategies and share calming techniques with students, staff, and parents coping with fear and anxiety about current health events.

### **Contact Tracing**

- The school has hired a person that is focused solely on contact tracing. The purpose of this role is to be able to determine where an infected person has been and to whom that person has been in contact. The tracing allows the school to follow the established protocol on vaccinated and unvaccinated people as it relates to quarantine and isolation status per the CDC guidelines.

### **SPED Student Populations**

- Any students with health related issues or a need in their IEP and/or 504 plans will be granted virtual status to fulfill their schooling requirements per request and/or by determined according to their IEP.

Any adjustments to the IEP/504 plan (legal document) is made on a case by case basis as determined by DLS SPED staff.

### **Attendance/COVID Testing of Students and Staff**

As noted, Delasalle asks staff and all eligible students to get the COVID-19 vaccine. It is the single most important way to minimize the spread of the disease. Parents are asked to keep sick children at home. Similarly, sick staff are asked to stay home until their symptoms have cleared.

### **School Closure**

- The school leader will work closely with the Kansas City, MO Health Department in deciding on a school closure(s) due to a health threat. Such decisions will vary depending upon the number of absences, severity of cases and risk factors.
- In Missouri, local public health agencies (LPHA's) or the Department of Health and Senior Services have the authority to close and/or open schools for public health reason(s). In the event of a serious health situation, schools may be closed and/or opened only by order of the director of Department of Health and Senior Services (DHSS) designee. (See 19 CSR 20-20.050 (3).)
- Due to the need for consistency throughout the state, school closures and/or openings to protect the public health and safety may be directed at the state level.
- In the face of a health crisis, or heavy absenteeism, the school leader has the authority to cancel ALL activities scheduled on school property including those of outside groups.
- In most instances, closed schools can be reopened by the school leader/superintendent. However, in cases where schools were closed by DHSS or an LPHA, only the director of DHSS, his/her designee, or the LPHA may authorize the reopening of schools. Schools

will be reopened only when the situation that caused the schools to be closed has sufficiently abated.

### **Academics**

- In the event a school is temporarily closed due to a health emergency, teachers will teach Remotely to communicate class assignments to students. The Remote Learning Plan meets the state requirements of 1044 hours of instruction with the first day of school on August 23, 2021 per the approved Board of Directors' adopted school calendar. Virtual and in-person instructional options are available for families. If a parent/guardian opts for a fully virtual classroom, students will be assigned classes via google classrooms. A teacher will be assigned to a cohort of students to monitor progress, serve as a resource, and a coach toward completion of assignments. If a parent/guardian opts for the traditional/in-person classroom setting, their student(s) will attend school daily at the campus in which they are enrolled.
- The Remote Learning Plan for 2021-22 is designed for those situations in which all, or parts, of any school building has to pivot from an in-person approach to instruction to a remote learning approach to instruction. The plan is divided into sections and based on staff function and needs of students.
- Learning losses from prior year's academic plan are being addressed through small group instruction with tutors and learning specialists, personalized learning, and implemented research-based instructional strategies. We are expanding our after school tutoring options and enrichment opportunities for all students including students with special needs.

### **Stakeholder Feedback and Inclusion**

Stakeholder feedback for this plan is important. The school will be sending out a parent/guardian survey this Summer in order to gather feedback and recommendations. We invite you to participate!