

Southeast Fountain School Corporation



COVID-19 Fall 2021 Re-entry Plan

Board Approved 6/10/2021

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PLEASE REPORT A POSITIVE RESULT

In an effort to be cognizant of positive cases of COVID-19 and to enact a response team, it will be mandatory for all teachers, administrators, staff and students (parents/guardians) to report any documented positive cases of COVID-19 in their school to the following:

During the school day to the respective school office principal or assistant principal.

During evening or overnight hours, please leave a message at **765-294-2206 (jr/sr high)** or **765-294-2216 (elem)** and dial ext. **1234**. It is very important to use the correct **extension of 1234**. Additionally, an email may be sent to COVID19@sefschools.org.

Health Protocol

At this time, SEF intends to begin school on the scheduled date of August 11, 2021 in a traditional Monday-Friday format. A virtual option for students in grades 7-12 who successfully completed the virtual format in 2020-21 has been proposed to the Indiana Department of Education. We anticipate a response from the IDOE in July.

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

State statute gives public school districts the authority to exclude students who have a contagious disease such as COVID-19 or are liable to transmit it after exposure (IC 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 (IC 16-41-9-1.6). As such, Southeast Fountain Schools are working closely with the Fountain-Warren Health Department.

Symptoms Impacting Consideration for Exclusion from School

Students and staff will be trained to recognize the following COVID-19-related symptoms:

- A fever of 100.4° F or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Students and employees shall be excluded from school if they test positive for COVID-19 and may be excluded if they exhibit symptoms of COVID-19 based on [CDC Guidance](#) that is not otherwise explained. The school will not ask for proof of vaccination, but any student or staff member who is fully vaccinated may opt to provide proof of vaccination, and the school will then contact the health department to determine if exclusion from school is necessary.

Return to School After Exclusion

**It is important to note that if the current local spread increases from Low/No Spread to Minimal/Moderate Spread, "recommendations" may become "requirements" if necessary.*

Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of the CDC. Currently those guidelines are:

Untested

Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following three conditions are met:

- They have not had a fever for at least 48 hours (that is two full days of no fever without the use of medicine that reduces fevers); and
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
- At least 10 calendar days have passed since your symptoms first appeared of which the last two days must be free of fever without medication.

The state [website](#) has a list of over 200 testing facilities, their location, and hours of operation. This list is updated frequently.

Tested Positive- Symptomatic

Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following conditions are met:

- The individual has gone at least 48 hours without a fever (without the use of medicine that reduces fevers); and
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
- At least 10 calendar days have passed since symptoms first appeared of which the last two days must be free of fever without medication.

Tested Positive- Asymptomatic

Persons who have not had symptoms but test positive for COVID-19 may return when they have gone 10 calendar days past their test without symptoms.

Tested Positive- Impact on School Operations

Any positive case reported to the Corporation will then be reported to the Fountain-Warren Health Department who will assist with mitigation strategies. In following the CDC guidance, it may result in a partial or complete school closing for zero to five days so the FWHD or the Indiana State Department of Health can review the matter and make appropriate recommendations to the SEFSC.

Screening

The current CDC Guidelines recommend screening all students and employees for COVID-19 symptoms and history of exposure. Southeast Fountain is requesting staff and students and/or parents/guardians to utilize self-screening and/or medical inquiries.

● *Self-Screening*

Southeast Fountain will communicate information to parents and employees about the symptoms of COVID-19 and require them to self-screen before coming

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to school. Students and employees exhibiting symptoms of COVID-19 without being otherwise explained, are prohibited from coming to school, and if they do come to school, they should be sent home immediately.

- **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.

Even without symptoms, if a student or employee has recently had contact with a person with a suspected or confirmed case of COVID-19, has someone in their home being tested for COVID-19, or has recently traveled from somewhere considered to be a “hot spot” by the CDC, the Southeast Fountain School Corporation may exclude the student or employee from the school building and recommend that they self-isolate for 14 calendar days.

Wearing Masks and Other Personal Protective Equipment (PPE) - Non-students

For the safety of all students and staff, the family members that students and staff return home to each evening, masks will be optional, but Southeast Fountain will recommend the wearing of masks when social distance cannot be maintained..

- Some non-students may be required to wear additional PPE (i.e. health-related, custodial staff, specialized positions, etc.) when directed to do so by district/school protocol or the employee’s supervisor.
- Additional accommodations may need to be made for staff based on their individual health plan.
- The SEFSC administration will work with non-students to meet the requirements of masks and/or additional necessary PPE if they are required by local, state, or federal authority.

Wearing Masks and other Personal Protective Equipment (PPE) - Students

For the safety of all students and staff, the family members that students and staff return home to each evening, masks will be optional, but Southeast Fountain will recommend the wearing of masks for all students as well as all staff. * However, all students and staff will be required to wear a mask on school buses per current NTSB federal mandate.

We know that there are strong opinions about the use of masks. The Indiana State Department of Health cited a 40-60% reduction in COVID-19 transmission when masks are used by all, which is why they are recommended for certain portions of the day.

- Students are recommended to wear a mask/face covering at all times with the exception of medical purposes, strenuous physical activity, eating and drinking. **Masks may be removed while seated and distanced, in assigned seats, OR while teachers are instructing at a distance.*
- Some students may be required to wear masks or additional PPE (i.e. health-related, special conditions, etc.) when directed to do so by student health plans and/or an IEP.
- SEF has received some cloth masks for students who opt to wear a mask but are unable to obtain a mask.
- Additional accommodations may be made for students based on their individual health plan.

Clinical Space COVID -19 Symptomatic

The Southeast Fountain School Corporation will provide a space at SEFE and FC Jr/Sr High where students or employees who are feeling ill are evaluated or wait for pick up. **All waiting staff and students will wear a face covering. Only essential staff assigned to the room may enter.** 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 of 100.4° F or greater for any reason they will be required to be fever-free, without the use of fever-reducing medications, for 48 hours before returning to school. Additionally, all staff and students with fevers or symptoms associated with COVID-19 should seek medical attention for further evaluation and instructions as well as remain isolated for 10 days from the first day of symptoms.

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, etc.), and those with individual health plans. *****Based on state and local health department guidance, nebulizer-type treatments will NOT be able to be conducted on campus. Please plan accordingly.*****

Confirmed Case of COVID-19 on School Property

When there is confirmation that a person infected with COVID-19 was on school property, the Southeast Fountain School Corporation will contact the FW Health Department immediately. Unless extenuating circumstances exist, the Corporation will work with the FWHD to assess factors such as the likelihood of exposure to employees and students in the building, the number of cases in the community, and other factors that will determine building closure.

The FWHD or the district will contact the person confirmed with COVID-19, inform direct contacts of their possible exposure, and give instructions to those involved with the confirmed

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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 for contact tracing by the health department.

If a closure is determined necessary, SEF will consult with their FWHD to determine the status of school activities including extracurricular activities, co-curricular activities, and before and after-school programs.

As soon as the Corporation becomes aware of a student or employee who has been exposed to or has been diagnosed with COVID-19, the custodial staff will be informed, so that impacted building or bus areas, furnishings, and equipment are thoroughly disinfected. If possible, based upon student and staff presence, the custodial staff will wait 24 hours or as long as possible prior to disinfecting. However, if that is not possible or school is in session, the cleaning will occur immediately.

Immunizations

The Southeast Fountain School Corporation will support the IDOE/ISDH's recommendation that annual immunization requirements should remain. COVID immunizations are recommended for all eligible students and staff, but are not considered as part of the annual immunization requirements.

Preventative Measures

The priority for preventing the spread of disease in the school setting is to strongly insist that sick employees and students stay home. Additionally, students and employees should remain home if someone in the household has COVID-19 symptoms or is being tested for COVID-19.

Some people can be infected with COVID-19, but show no signs of illness even though they are contagious (contagiousness includes the 48 hours prior to the onset of symptoms) and can spread the disease to others. It is also unknown how contagious people are the day or two before they begin to exhibit illness symptoms. Thus, these employees or students may be present at school, will show no signs of illness, but be capable of transmitting the disease to others. In these situations, the three most important mitigation strategies are social distancing, frequent handwashing, and appropriate PPE.

Social distancing can be accomplished in many different ways and the Governor's Office, Indiana State Department of Health, and the Indiana Department of Education are leaving it up to the local school corporations and local health departments to determine which strategies would work best in their unique situation.

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. Southeast Fountain will encourage employees and students to wash their hands often. The Corporation provides hand sanitizer dispensers for every classroom and area so if soap and water are not readily available,

there is an option. SEFSC should incorporate key times into the school day when all persons should wash their hands.

Suggested times to consider hand washing include:

- Start and end of the school day
- When entering and leaving a room
- Before and after eating
- Before and after using the restroom
- After blowing nose, coughing, or sneezing
- Before and after using shared equipment

At this time, water fountains will only be available for bottle refills only (touchless). Parents may send their students to school with their own water bottle. *There will be cup dispensers available at these stations.

More information regarding preventative measures can be found below.

- [Signs and Symptoms of COVID-19](#)
- [Social Distancing](#)
- [Handwashing](#)
- [How COVID-19 Spreads](#)
- [Cleaning Procedures and Considerations](#)
- [Proper Use of Cloth Face Coverings](#)
- [Parent Checklist](#)
 - [Symptoms of COVID-19](#)

Exchange of Resources to and From School

Every effort should be made to reduce the amount of materials, supplies, and personal belongings going to and from school. The same consideration should be given to reducing student exposure to high-touch, shared resources at school.

Social Distancing and Cleaning/Disinfecting

Due to the logistical nature of the school environment, it is nearly impossible to maintain full social distancing at all times throughout a school day. * Students will not be required to wear a mask, however, all students will be required to carry a mask at all times and to wear masks on school buses.

A staff member may request, in certain situations, that a student wear a mask. Examples would include if a student or employee becomes ill or needs to visit the nurse for any reason, small group activities, or abrupt changes in the school environment.

At this time, under a low spread in the community, SEF intends to begin school on the scheduled date of August 11, 2021 in a traditional format. Additionally, The Southeast Fountain School Corporation may take a combination of the following measures to increase social distancing while still maintaining a level of face-to-face instruction which we believe is in the best interest of our students.

- Playgrounds may be disinfected twice a day, however, students should wash/sanitize hands prior to recess and immediately after recess.
- Meals will be served in the cafeteria maximizing open space, and breakfast will be served in the classrooms in the elementary building.
- Large student assemblies may be eliminated until further notice.
- Field Trips will be severely curtailed and each request will be reviewed on a case by case basis considering age, social distancing, purpose, where is the group traveling to, etc.
- Southeast Fountain will post signage to communicate how to stop the spread of COVID-19.
- Reinforce good hygiene measures such as handwashing, covering coughs, and face coverings (as necessary).
- Clean/disinfect frequently touched surfaces at least daily.
- Maximize instructional space by removing clutter and unused furniture.
- Desks facing in the same direction where possible.
- Minimize whole staff gatherings/meetings.
- Minimize students traveling to different buildings to receive services.
- There will be some restrictions on visitors to school buildings until further notice.
- Work to ensure adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment, etc. assigned to a single child) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between uses.
- Avoid or minimize the sharing of electronic devices, toys, books, art supplies, and other games or learning aids when possible.
- Attendance awards or perfect attendance incentives for students will not be utilized this year.

Nutrition service procedures to minimize exposure:

SEFSC will not participate in family style meals, and will do our best to practice social distancing during meal times. Static groups should be maintained during meal times. Prior to any meal service, all students should utilize hand washing or sanitizing to ensure safe eating practices.

- SEFSC will eliminate self-serve food items.
- Silverware will be pre packaged individually with napkins.
- Plan to serve medically fragile students separately from other students. (According to Case Conference or Section 504 Conference)
- Prohibit food-sharing.

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- Classroom parties will be limited, however, items should be commercially prepared and prepackaged.
- Food service staff, including students preparing and serving food, will wear face coverings.
- We will continue to work with the Fountain-Warren Health Department officials to comply with all food safety protocols .

Implement measures to decrease students congregating in one location:

- Stagger drop-off and pick-up processes. Drivers in car rider line must stay in vehicles
- Require students to stay in an assigned section of the playground as opposed to mingling with other classes.
- Schedule restroom breaks to avoid overcrowding.
- Rearrange/remove furniture to avoid clustering in common areas.

Measures so persons exposed can be more easily traced by the health department:

- Use assigned seating when possible.
- Use sign-in sheets for in-person meetings to document attendees.
- Keep accurate records of any persons other than students and staff entering the building, their reason for entering, and the locations in the building to which they travel.

Minimize or eliminate the need for people to be in the building other than necessary employees and students:

- Restrict vendor access to the school to times when students are not present.
- Restrict the number of people in the school building who are not students or staff to a minimal number and ensure that someone is assigned to enforce the rules.

Extra-Curricular and Co-Curricular

The Southeast Fountain School Corporation will follow the IHSAA Athletic Plan for athletics and other extra and co curricular activities. SEF will recommend masks/face coverings for extra-curricular and co-curricular activities. The information may be found at the links below.

Band

View ISSMA guidance for marching band [here](#).

Athletic

- Prior to participation, all first-time student athletes are required to have an IHSAA pre-participation physical for the upcoming school year. Returning student athletes are required to obtain a new IHSAA pre-participation physical.

- [Franciscan Consent to Treatment Form](#) (must be signed and returned)
- [Complete Physical Exam Form](#) (if athlete does not have a physical on file from 2020-21)

Special Education

Case Conferences

Annual Case Reviews

As no waiver has been granted for ACR's timelines, Southeast Fountain Elementary and Fountain Central Jr/Sr High will continue to provide annual case reviews as required by law.

Case Conference Committee Meetings to Review and Revise the IEP

The Southeast Fountain School Corporation intends to reopen buildings in August 2021 to provide in-person instruction. Case Conference Committee meetings with parents will be scheduled to review the provision of services and the educational progress of each student. Open and honest discussion will determine whether or not there is a need to adjust the frequency or duration of services.

Educational needs can be measured by considering:

- Whether the student continued making progress toward meeting his/her IEP goals;
- Whether the student experienced any additional or new social-emotional health issues during building closure and re-entry;
- Whether the student experienced any regression during the period of school building closure.

CCC Meeting Method Options

CCC meetings may be conducted in-person or through virtual means if requested.

Evaluations

As the requirements for evaluations remain unchanged, evaluations may be conducted virtually if the school psychologist has been appropriately trained in conducting virtual assessments and has access to the digital assessments.

Homebound Services

Southeast Fountain will provide special education and related services to a student with a disability who is absent for an extended period of time.

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Use of Homebound due to Infection in Student's Family

Once school buildings reopen, a student with a disability may be quarantined at home for an extended period of time due to a family member's infection. Southeast Fountain will follow the same homebound protocol identified above to ensure the provision of FAPE. School personnel should likewise follow appropriate health guidelines to assess and reduce the risk of transmission in the provision of such homebound services.

Use of Homebound Not Related to COVID-19

As schools reopen, students who were 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 should follow appropriate health guidelines to assess and reduce the risk of transmission of COVID-19 (511 IAC 7-42-11).

Student Transportation

The geographical layout of the Southeast Fountain School Corporation and its schools (Southeast Fountain Elementary and Fountain Central Jr/Sr High) is not conducive to having in-person classes while maintaining full social distancing on buses. Therefore, to protect students and drivers the Southeast Fountain School Corporation will follow the National Transportation Safety Board (NTSB) mandates and will require ALL students and staff to wear face masks/coverings on school transportation.

In addition to the federal requirement of face coverings on public transportation, SEF has discussed the following measures with our Re-entry Task Force as well as the Fountain-Warren Department of Health.

Communication

As is required by Indiana State Law, all Southeast Fountain school buses were inspected by the Indiana State Police for safety violations and all buses are in proper working order and ready for the 2021-2022 school year. Additionally, prior to the start of the school year, all buses will undergo a thorough cleaning and disinfection treatment. This document should provide parents and students the passenger expectations and the role students will play in minimizing infection.

Transportation Precautions

Modifications Considerations for School and Extracurricular Transportation Situations

- To protect students and drivers the Southeast Fountain School Corporation requires students and staff to wear face masks/coverings (NTSB mandate).

- Frequently touched surfaces on a bus will be cleaned and disinfected at least daily.
- When possible, siblings/relatives (same house) should be seated together.
- Drivers will assign seats, when possible, considering social distancing. This is not intended to be punitive in nature but rather assist the FW Health Department in contact tracing should it become necessary.
- When possible, students will be assigned to a single bus (one route). If a student routinely splits days to be picked up and dropped off in different locations we will accommodate this as the student will be assigned a seat on both buses.
- When feasible, additional bus stops may be utilized.
- Stagger drop-off and pick-up processes. Drivers in the car rider line are requested to remain in their vehicles

Protecting Vulnerable Populations

Vulnerable Students

Vulnerable students are at high-risk of severe medical complications if exposed to COVID-19 and therefore may be unable to attend school. We will work with families of vulnerable children to gauge their intentions in returning to a traditional school setting. We will provide remote/distance learning opportunities for vulnerable student populations in consultation with parents and health officials.

Vulnerable Staff

Vulnerable staff members are at high-risk of severe medical complications if exposed to COVID-19 and therefore may be unable to attend school. We will work with at-risk staff members to gauge their intentions in returning to their traditional work schedule. We will also consult with our local board attorney to offer reasonable accommodations for personnel who are members of vulnerable populations (subject to law).

Remote/Distance Learning

There is no replacement for in-person learning. However, we are working with the Indiana Department of Education to develop a Virtual Academy for students in grades 7-12 who successfully participated in virtual instruction for the 2020/21 school year. Students choosing distance instruction will engage with all coursework online from home, will complete appropriate grade-level assessments, and will interact with teachers(s) / staff on a consistent basis.

Details are being fine tuned, however, some key points include:

- 7th-12th grade will receive curriculum via APEX. Although the curriculum is being hosted by outside vendors, programs will be monitored by SEF staff.
- As the programs are monitored by SEF staff, attendance will be taken.
- Students must have access to high-speed, reliable internet. The Corporation may be able to leverage grant funds to help in some areas to assist connectivity but this is not a guarantee.
- To help ensure a smooth transition from distance learning to on-site learning, a student will need to be enrolled in the online distance learning option for the duration of a semester.
- Students may participate in the virtual option and vocational programming, however, transportation will not be provided.
- Students who failed 2 or more virtual classes while enrolled in 2020/21 will be ineligible for the Virtual Academy.
- Students who had significant absences from virtual classes while enrolled in 2020/21 will be ineligible for the Virtual Academy.

Contingency Planning

The nature of this pandemic is one that requires constant monitoring and adjustments if necessary. That said, SEF has made two possible contingency plans if the spread rises from low/no to minimal/moderate spread. If this occurs prior to the beginning of the school year, it is possible that **Southeast Fountain could delay the start of the school year** and adjust the calendar accordingly.

Additionally, in consultation with the FWHD and/or the ISDH, the Corporation could **potentially move to a 50% occupancy daily** which could look something like the below table with students split into Group A and Group B.

Monday	Tuesday	Wednesday	Thursday	Friday
Group A	Group B	Group A	Group B	Group A
Group A	Group B	Group A	Group B	Group B
Group A	Group B	Group A	Group B	Group A
Group A	Group B	Group A	Group B	Group B

We understand the difficulty that such a schedule like this could potentially create. **The other option at that point would be to move everyone to remote/virtual learning.**

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If corporation-wide remote/virtual learning becomes a reality, online instruction will be provided by Southeast Fountain staff to all students except those already enrolled in APEX.

Recommendations about prolonged closure will depend on, but not limited to, the community level of disease, the current burden of infection impacting our local hospital systems, etc. as well as feedback from the Fountain-Warren Health Department and/or the Indiana State Department of Health.

ISDH Mitigation Strategy Recommendations

The Southeast Fountain School Corporation Re-entry Task Force has worked collaboratively with the Fountain-Warren Health Department to help prevent the spread of COVID-19 among students, staff, and teachers. We appreciate the proactive manner of this partnership to keep our students, staff, and teachers safe.

Although evidence shows that most children infected with COVID-19 have mild symptoms, some children may develop serious illness, especially those children at risk because of underlying health issues. Additionally, we must also be concerned for the health and safety of SEF staff members.

In an effort to be cognizant of positive cases of COVID-19 and to enact a response team, it will be mandatory for all teachers, administrators, staff and students (parents/guardians) to report any documented positive cases of COVID-19 in their school to the following:

During the school day to the respective school office principal or assistant principal.

During evening or overnight hours, please leave a message at **765-294-2206 (jr/sr high) or 765-294-2216 (elem) and dial ext. 1234**. It is very important to use the correct **extension of 1234**. Additionally, an email may be sent to COVID19@sefschools.org.

Any student, teacher, administrator or staff who is symptomatic for infection should stay home and consult their primary care provider or seek testing. The state website www.coronavirus.in.gov has a list of over 200 testing facilities, their location and hours of operation. This list is updated frequently.

If an individual in one's home has COVID-19 or is quarantined isolated because of COVID-19, those in the household should also stay home for a minimum of two weeks. This could be longer if the student becomes symptomatic.

In the event of a documented positive case, the Southeast Fountain Response Team will work closely with the Fountain-Warren Health Department and/or the Indiana State Department of Health to determine our next steps. The CDC Decision Tree has the school potentially so the local health department or the Indiana State Department of Health can engage with our team

to recommend further testing, cleaning, etc.; however, this health/medical review may be done on the same day as a positive case to reduce school closure time.

Recommendations about prolonged closure will depend on, but not limited to, the community level of disease, the current burden of infection impacting our local hospital systems, etc. as well as feedback from the Fountain-Warren Health Department and/or the Indiana State Department of Health.