



SOLON SPRINGS SCHOOLS

Return to School Plan

JULY 27, 2020

(Draft Copy) – This draft plan that was reviewed by the Return to School Work Group on July 27 and will be reviewed again on August 3)

Return to School Value Statements:

1. **5 Day School Week**

School will be open 5 days per week with multiple options for families.

2. **Health & Safety**

Return to School Plan will protect the health and safety of students, staff, parents and community members.

3. **Classroom Safer Distancing**

Classrooms should have 10:1 student to teacher ratios with Safer Distancing. Ratios greater than 10:1 may exist when room size permits.

4. **Flexible, Practical & Acceptable Strategies**

District will follow all mandates and use implementation options in a manner that is *flexible, practical, and locally acceptable*.





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Educational Options

To meet the wide range of needs, and to allow for COVID affected changes in the future, Solon Springs will be offering the following educational options.

- **Five Day per Week** – This option will allow students to attend school five days per week, with some flexibility of attendance based upon family or student health needs.
- **Virtual Learning** – The District will offer Virtual Learning options for individual courses and or through our local virtual charter school – Eagles' Wings Virtual Charter.
- **Medical Plan Alternative** – For those students who have a medical issue that may affect school attendance, School will develop personalized options.
- **Hybrid** – For students who are best served by a combination of face-to-face learning and other alternatives, a plan can be developed.
- **Home-Based Support** – For those students for whom regular daily attendance at school is not the best option, school personnel will work with enrolled students to support traditional non-sectarian home-based educational education.

Families that are interested in any of the options besides Five Day per Week should call the School Office (715-378-2263 or contact Principal, Holly Jones at hjones@solonk12.net).

Student Attendance

There may be a number of reasons why students are absent from school during the 2020-21 school year due to COVID or other health issues. When absences are verified, there can be waivers to the 10-day yearly limit for student absences.





Stay at Home

When students are ill, or may have symptoms associated with COVID 19, they should stay at home. An educational plan will be developed for these absences.

At times students and/or staff will be required to stay at home due to COVID 19 like symptoms, having COVID or being in closed contact with someone who has tested positive for COVID 19.

Transportation

In order to maintain Safer Distancing on busses, fewer students will be transported by bus. Parents are encouraged to bring their children to school, especially for the early part of the school year.

Here is how bussing will be different:

- **One Student Per Seat** – Except for multiple family members riding in a seat, only 1 student will generally be allowed in a seat. This means that busses will carry far less than their capacities. Facial coverings are encouraged, but NOT required. In the event that near the end of a bus run it is necessary to have a few seats with more than one non-family member student, multiple students in a seat must have facial coverings.
- **Staggered Arrival Times** – Routes will be split up to make them shorter in time and to allow for Safer Distancing. This will allow for staggered arrivals at school.
- **Bus Cleaning & Disinfecting** – After the morning and afternoon runs, each bus will be cleaned and/or disinfected. The same will be true for field trips and athletic event travel.





Safer Distancing in Rooms

Whenever possible, a six-foot Safer Distance options will be available in classrooms. For some activities and grade levels, this may not always be possible. Below is how Safer Distancing will occur:

- **Room Occupancy Limits** – Using a formula based upon establisher Safer Distancing, there will be posted limits for the number of students and adults in rooms.
- **Flexible Room Use** – When class sizes need more space for Safer Distancing, these will be taught in larger rooms.
- **Individual Teacher Plans** – Teachers will design their room layouts to allow for Safer Distancing so that this occurs on a regular basis. This is especially true for Grades 1-3.
- **Wiggly Student and Hands-On Learning Rooms** – It is neither feasible nor practical to have young students maintain 6 feet apart Safer Distancing throughout the day. Classrooms will be set up to allow this for portions of the day and for groups of students. More frequent cleaning and disinfecting will occur
- **One-On-One Resource Work** – When students work in Resource Rooms, the occupancy will be very limited. When the adult (s) and student (s) need to work in close proximity facial covering, including plastic shielding will be available.





Facial Coverings (masks and/or plastic shields) **Subject to change*

Advice from state and local agencies advocate for three strategies to reduce the spread of COVID.

These include:

1. Frequent washing of hands with soap and water
2. Safer Distancing
3. The use of facial coverings

Facial Coverings (including masks and/or shields) is recommended and encouraged in most school environments, with the following rules for Solon Springs School Staff and Students:

Employees

As a general rule all employees are strongly encouraged to use facial covering and *must* be worn when Safer Distancing will likely not be in effect (e.g. in classrooms when actively engaged with students, while in hallways with students present, in smaller room meetings or to meet the medical needs of a student or fellow employee).

For some employees & students some exceptions to facial coverings include:

- **Medical Reason** – some documented medical conditions may exempt the wearing of facial coverings. When this is done, the employee SHALL maintain Safer Distancing at all times.
- **Alone in Room** – When an employee is working by oneself in a room a facial covering may be removed, but must be used before another person is in the room.





MS/HS Students

All students are encouraged to wear facial coverings at school and will be taught how to use and care for facial coverings. High school students shall wear facial coverings when Safer Distancing is not able to take place – this includes in classrooms and hallways.

Elementary Grade Students

At age appropriate levels, students will be encouraged to wear facial coverings. Younger students, especially in PK-Grade 2 will use them less.

Facial covering rules may change based upon circumstances and/or to meet special health needs of a student or staff member.





Visitors

In order to better protect the health of students, staff and visitors, access to the school will be limited:

School Time Visitors (For School Purposes Only)

All visitors, including parents must have approval to enter the building. The District prefers entrance for visitors who have an appointment. When an appointment has not been made, individuals may have very limited school access, with Office approval.

Self-Screening

All visitors shall Self-Screen for COVID 10 symptoms prior to arriving at School.

In addition to self-screening all visitors shall complete the following:

- **Initial Visitor Registration Form** – Complete Visitor Registration form and provide legal ID to be copied and kept on file
- **Self-Screen Form** – complete and sign for each visit documenting status of COVID 19 Symptoms and contacts.
- **Visitor Log** – complete sign-in and sign out log for each visit.
- **Digital Temperature** – pass temperature screening
- **Facial Covering** – ALL visitors must have a facial mask or shield unless administratively excused for medical or other good reason. Visitors should bring their own coverings – a limited number of coverings may be available for a nominal fee at the entrance.

Exempt Visitors

Postal and Delivery are exempt from some of the above procedures.





Building Maintenance

Fresh Air - The HVAC system will provide 6 air exchanges per hour and will use anti-microbial filters. Air Handlers will be on for longer periods of time based upon occupancy. District will monitor future recommendations affecting HVAC.

Windows may be opened more than normal. Staff will take students outdoors more frequently to breathe fresh air.

Enhanced Cleaning & Disinfecting - There will be extra janitorial staff including a person on duty during school hours to clean and disinfect throughout the day. This will include areas that are used by more than one group of students throughout the day.

New Equipment & Supplies

The District has, and continues to purchase, new equipment, and supplies to clean & disinfect the school. Since the summer began, the building was not open to the public while cleaning and disinfecting efforts were ongoing.

These new equipment and supplies include:

- Electrostatic Gun – portable hand held unit
- Non-electrostatic sprayers – 2
- Cart Sprayer – for busses and playground
- Moveable cart sprayer – 1 for all around use.
- Mobile Cleaning Station – District utilizes a spray gun to hose down and clean bathrooms and other surfaces
- EPA approved disinfectant solutions, sprays and wipes – a variety will be available in school and used by cleaning staff.
- Touchless towel dispensers – 45 throughout the school
- Additional Bottle refillable water stations – Elementary & High School
- Paper cup water option – Commons
- Electronic Hand Sanitizer Dispenser – Multiple public locations
- Hand Sanitizer – smaller containers throughout the school
- Hand Soap – this is one of the best deterrents and will be widely available and used.
- Face Masks – All students and staff will have access to a free face mask





- Plastic Facial Shields – Some students and staff will be provided with a shield, as needed.
- Plastic Partitions – As items become available plastic partitions will be placed in needed areas
- Personal Protective Clothing – District will be buying PPE for employees who may have a need to wear.

The District is monitoring for other products and equipment that will assist with improved cleaning and disinfecting.

Counselor Resources

Having students return to school is important as a new “normal” is created. The Staff and Counselor will be sensitive to the emotional needs of students. Students and parents are urged to contact school personnel if specific individual counseling is needed. Students also have access to a non-school counselor who meets with students at school via appointment

Health Screener

Solon Springs will have an individual assigned to be the Health Screener. This person will monitor the health of students and staff by:

- Tracking absences
- Daily Monitoring of student and adult health at school
- Periodic Digital Temperature screens of students and adults
- Enforcing of any needed quarantine procedures for people who have tested positive for COVID 19, been exposed to COVID-19 or who have COVID-19 type symptoms
- Communicate with local and state health authorities as necessary
- Provide educational materials and training to students, staff and parents,





Training & Education

Staff, students and parents will receive informational materials and alerts. These will include proper hygiene, COVID-19 updates and changes in local, state and federal agency recommendations.

After School Program

Depending on local COVID circumstances, Solon Springs School plans to conduct its After School program to support the learning of students. The starting date for this will be determined once school starts and conditions allow.

After School & Non-Educational Use of Building

Non-Educational use of the building will be greatly limited, especially at the start of the school year. Any individual, or group, wishing to use the building must have prior written permission and completed Facility Use Form.

As a general rule, anytime the building is used After School and/or for Non-Educational purposes the organizer must keep a detailed log of all participants, following all building use regulations and limit access to only those areas needing to be used.

Extra-Curricular Activities

Sports and related activities are important for students. This is evidenced by Solon Springs athletes being allowed to have 30 days of participation and contact with coaches in July for Softball, Baseball and Track.

Our Athletic Director continues to work with WIAA, various athletic conferences and other Athletic Directors to offer student participation when feasible.





Field Trips

Field Trips are important for students to experience so that they have more hands-on learning and are able to move about.

Field trips are encouraged and will be limited to the Solon Springs area and will focus on outdoor activities.

Special Subject Areas

Special subject departments are working with their professional organizations to design instructional strategies and classroom set-ups that facilitate Safer Distancing. This includes Music, Art and Physical Education.

Calendar Changes

Being COVID conditions and the best thoughts on how to deal with it are changing, it may be necessary to make some calendar changes. Any calendar changes will be communicated in advance.

Locker & Shower Rooms

During and after school locker and shower rooms shall have limited access. Adult supervised locker room access may occur if 6 foot Safer Distancing occurs. Adult supervision means an adult is in the locker room.

Students needing to take a shower may do so when a single student or three use a shower and maintain 6 feet Safer Distancing.





Room Capacities & Changes

In order to allow for 6-foot Safer Distance, as much as possible in the classroom, capacity limits are being posted for each room. Classrooms will be set up so that 6 feet of Safer Distancing is possible; knowing that for some activities and age levels this is not always possible.

In order to accommodate larger class sizes alternate spaces may be used.

Self-Screenings

It is important that families and staff monitor themselves for COVID type symptoms prior to coming to school or getting on a bus. The District will NOT digitally screen temperatures upon arrival at school due to the length of time needed to do this.

Consistent self-screening is a key factor in having students safely return to school. Self-screening, along with limiting possible COVID exposure outside of school are considered critical in allowing school to be open and to limit COVID spread in the community.

In the event that local or State Health Departments recommend this, a change will be made.

Ongoing Temperature Checks

Throughout the day the school's Health Screener may periodically take the temperatures of students and staff checking to see if anyone has a temperature of 100.4. These will be conducted in as confidential a manner as is feasible with results only shared as needed.





What if a Student or Staff Member has COVID or COVID-Like Symptoms?

When a student or staff member has COVID-19 symptoms at school, the Health Screener will document, isolate the person and have them go home as soon as possible. Return to school will be based upon State and federal guidelines.

If a student or staff member shows signs of COVID prior to coming to school, the Health Screener must be informed and a return to school protocols followed.

Medical Accommodations

There may be times when modifications are required at school due to a medical condition of a student or staff member. These confidential medical accommodations may affect attendance, factors in the physical setting or others as deemed appropriate. Various state and federal options exist, including the Americans with Disabilities Act.

Consultation with Health Departments & Agencies

Solon Springs School will continue to work with other health agencies (especially the Douglas County Health Department).

Nondiscrimination

Solon Springs School District does not discriminate in the employment of support staff on the basis of any characteristic protected under State or Federal law including, but not limited to, race, color, age, sex, creed or religion, genetic information, handicap or disability, marital status, citizenship status, veteran status, military service (as defined in 111.32, Wis. Stats.), sexual orientation, national origin, ancestry, arrest record, conviction record, use or non-use of lawful products off the District's premises

