

GARFIELD-PALOUSE SCHOOLS

OUR MISSION: Provide educational programs of the highest quality for all students in order to prepare them for their future.

Zane Wells-Garfield Superintendent, Middle School & Elementary Principal

Garfield School District

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Garfield School Reopening Plan

Objective(s)

The goal of this plan is to provide a framework for the Garfield School District to reopen for the 2020-2021 school year; following DOH, OSPI, and CDC guidelines around the Covid-19 Pandemic. The objectives are to:

- A) Provide the most effective educational opportunities for all students.
- B) Have all students safely attend our school.
- C) Adhere to SEL and Academic needs of all students
- D) Partner with our communities to provide sound academic services

Primary Local Health Officer: Contact: Troy Henderson, Director of Public Health, 509-397-6280 – Bill Tensfeld, Director of Emergency Management, 509-397-5605

District Level Point of Contact(s):

Zane Wells (Superintendent/Principal) / zwells@garpal.net / (509) 288-9655

Ariel Merrell (Nurse) / garfieldnurse@garpal.net / (509) 635-1331

Instruction

The Garfield School's goal is to provide face-to face instruction for the 2020-2021 school year as soon as it is deemed safe to do so. The following table provides information to students/parents on general instruction guidelines for our distance learning format:

	Elementary	Middle School
Platform(s)	In person / Google Classroom, <ul style="list-style-type: none"> - Screencastify / Google Meets/ Zoom - Grade appropriate software -Moby Max -Connect Ed. -Go Math -IXL 	In Person / Google Classroom, <ul style="list-style-type: none"> - Screencastify / Google Meets/ Zoom -Textbook software -IXL
Attendance	Attendance is Mandatory Attendance monitored daily using skyward/screening log (Appendix) <ul style="list-style-type: none"> • Online: Scheduled Meetings/Classes 	Attendance is Mandatory Attendance monitored daily using skyward/screening log (Appendix) <ul style="list-style-type: none"> • Online: Scheduled Meetings/Classes
Standards	Adhere to Grade Level Standards for: <ul style="list-style-type: none"> • ELA • Math • Science • Social Studies • Some enrichment may be offered depending on specialist schedule 	Content standards established by OSPI (https://www.k12.wa.us/student-success/learning-standards-instructional-materials) <ul style="list-style-type: none"> • ELA • Math • Science • Social Studies • PE • Some electives may be offered depending on student schedules.
Grading	1-4 Standards Based Grading	4.0 Individual Class Grading
Incompletes	NA	Students with incompletes will be assigned to Support Classes with instructor(s)
Parent	Platform/Software Information/Training	Platform/Software Information/Training

Distance Learning Model

The following information will guide parents and students in our online instruction model. Our intention is to provide Distance/On-Line learning in an entirely new format then the Spring of 2020, with the goal of returning to the classroom as soon as we are informed that it is safe to do so. The following list will guide our Distance Learning Model:

Fall 2020 distance learning goals & expectations:

Daily synchronous (live) learning experiences

Daily asynchronous (recorded) learning experiences

Specific schedules for students/families adjusting to family need & access capabilities

Consistent use of learning platforms: (Google Classroom)

Set times for intervention support, teacher hours and office hours

One on One Devices – each student will be provided a Chromebook

Daily attendance will be taken

Teachers will receive professional development in distance learning

Distance Learning training support for students and families

GOAL: Return to in person school as soon as the situation safely allows.

Elementary	Middle School
<p>K-1; Google Classroom with Supplemental Packets K-5; Google Classroom</p> <ul style="list-style-type: none"> Students will be assigned Chromebooks and hardcopy text books and materials for additional resource Online video content for “on-demand” learning opportunity. “Live” video / in-class instruction Scheduled meeting times <p>Standardize staff technology (<i>Computer with camera / headset with microphone</i>)</p> <p>Staff, maintain normal hours (<i>8:00 am - 3:30 pm</i>)</p> <ul style="list-style-type: none"> Weeknight meetings a possibility <p>Special Ed / 504; Under Direction of Special Education Staff, may receive on campus as needed</p> <ul style="list-style-type: none"> Utilize staff for 1:1 and check in 	<p>6-8; Google Classroom</p> <ul style="list-style-type: none"> Students will be assigned Chromebooks and hardcopy text books and materials for additional resource <p>Scheduled Class sessions via Google Meets</p> <ul style="list-style-type: none"> Attendance taken / Required <p>Online video content for “on-demand” learning opportunity.</p> <p>Standardize staff technology (<i>Computer with camera / headset with microphone</i>)</p> <p>Staff, maintain normal hours (<i>8:00 am - 3:30 pm</i>)</p> <p>Special Ed / 504; Under Direction of Special Education Staff, may receive on campus as needed</p> <ul style="list-style-type: none"> Utilize staff for 1 on 1 and check in

Staff

Focus on Key Principles of Online Instruction

- | | |
|---------------------------|------------------------------|
| A) Presence | F) Think Before you Write |
| B) Management | G) Maintain Forward Progress |
| C) Routine | H) Safe / Secure |
| D) Alternative Plan | I) Quality |
| E) Respond / Availability | J) Connection / Software |

Before School Starts

Online / Virtual Open House and Orientation (Date and Time to be schedule)

- Elementary (*single family by apt*)
 - Receive hardcopies and online resources
- MS Course Descriptions / MS/ELEM School Expectations
- Online / Brick & Mortar format
- Walk through of Google Classroom and materials
 - Supply log-ins and material
 - G-Suite / email
- Contact information / Availability
 - Expectations for contact (*Timely response*)
 - Grading
 - Weekly grade update (*Skyward; Friday-Friday Middle School*)
 - Standard Scale(s) 1-4 Standards Based Elementary
4.0 Scale Middle School

Delivery (All Staff)

Hours: 8 am – 3:30 pm

- Modified Schedules

Platform: *Google Classroom*

Instruction: *Live (5 days a week); On demand (Classroom)*

Materials: Chromebooks, Classroom/Grade specific
Textbooks and other materials.

Embedded Material: *PDF, Google Suite / Drive*

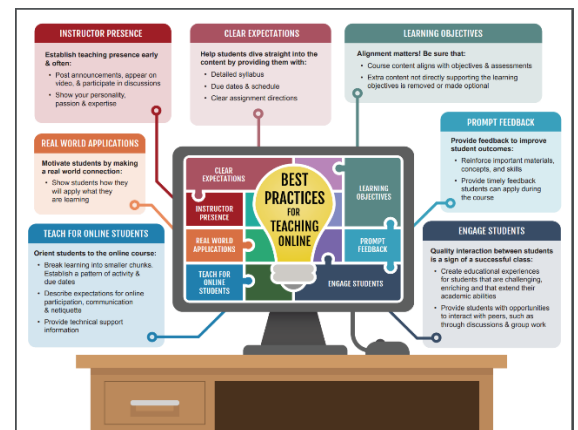
- *Use Docs, Sheets, etc*
- *PDF of copied Classroom, Mail, Phone (log)material*
- *Raz Kids / Epic (Elem)*

Video Support: *Screencastify / Saved Classroom*

Communication: *Student/Parent Email; student email (MS)*

Contact: *Daily Meets*

Attendance: *Skyward attendance taken daily*



Elementary

ELEMENTARY SCHOOL ON-LINE SCHEDULE - 2020-2021

TEACHER	8:15-9:15	9:15-10:15	10:15-11:15	11:15-12:00	11:15-12:00	12:00-12:30
	READING	WRITING	MATH	SOCIAL ST	SCIENCE	MUSIC
MCCULLY K/1	MON-FRI	MON-FRI	MON-FRI	MON/WED	TUES/THURS	
KAMPSTER 1/2	MON-FRI	MON-FRI	MON-FRI	MON/WED	TUES/THURS	
KERNS 2/3	MON-FRI	MON-FRI	MON-FRI	MON/WED	TUES/THURS	
OLSEN 4/5	MON-FRI	MON-FRI	MON-FRI	MON/WED	TUES/THURS	
ZOOK						FRIDAY 4/5
HEMPHILL	TUES/THURS	TUES/THURS	TUES/THURS	TUES/THURS	TUES/THURS	
PFAFF	RESOURCE 60 min	RESOURCE 60 min	RESOURCE 60 min	RESOURCE 45 min	RESOURCE 45 min	

THE ABOVE SCHEDULE IS AN EXAMPLE ONLY: TIMES AND ORDER OF SUBJECTS MAY CHANGE.

Areas of Study: *Reading, Writing, Math, Science, Social Studies, Music 4/5*

- Wonders, Go Math, through Google Meets and Grade Schedule

Time: 8:15-12:00 daily instruction, Friday 4/5 Music 12:00-12:30

12:30-3:30 PM prep and contact

1-2 night weekly (6 pm – 7 pm) may be an option

- Time adjustment on days for night visits (eg: 1-2 prep and contact time, leave early)

On demand: Posted by 3:30 pm

Weekly Schedule posted on Fridays for following week

Pre-School: The Pre-School start date has been moved from September 14 to September 28. We will provide more information regarding Pre-School as it becomes available.

Middle School

MIDDLE SCHOOL ON-LINE SCHEDULE - 2020-2021

TEACHER	11:25-11:55	12:00-12:30	12:35-1:05	1:10-1:40	1:45-2:15	2:20-2:50	2:55-3:25
	0 Period	1ST	2ND	3RD	4TH	5th	6th
KALLAHER	8A Check In	8A	8B	6	7A	7B	
PATRICK	8B Check In	8B	8A	7A	7B	6	
WEAGRAFF	6 Check In	6	7A	7B	8B	8A	
CURRIER	7A Check In	7A	7B	8A	6	8B	
HOLBROOK	7B Check In	7B	6	8B	8A	7A	
ZOOK	7/8 Music						
HEMPHILL							7/8 Incomplete Make-ups
PFAFF		Resource	Resource	Resource	Resource	Resource	

30 min 30 min 30 min 30 min 30 min 30 min

THE ABOVE SCHEDULE IS AN EXAMPLE ONLY. TIMES AND ORDER OF SUBJECTS MAY VARY.

7/8 Music would be taught 1st Quarter

6th Music would be taught 2nd Quarter

Students enrolled in Incomplete Make-up would not have 6th period once their work is completed from Spring of 2020.

* Time: 11:25-2:50 daily instruction

(condensed schedule)

8:15-11:25 prep and contact time

* **Attendance required**

* On demand posted by 3:30 pm

* Staff student assignments

- Split students to monitor and follow up with contact on progress in all courses.

- Additional parent support / contact

<i>6th Grade</i>	<i>7th Grade</i>	<i>8th Grade</i>	<i>Incompletes</i>	<i>Resource</i>
Mr. Weagraff	Mr. Currier Mr. Holbrook	Mr. Kallaher Mr. Patrick	Mrs. Hemphill	Mrs. Pfaff

Health/Screening Plan: When we return to school (Appendix A)

Students and staff will also be screened as they arrive at school, including temperature checks and questions as to how they are feeling (Appendix A). The district will work with state and local health authorities in developing procedures to address students or staff who become sick at school, communicate with families about potential/verified exposure to COVID-19, and when to quarantine students and/or staff in response to a potential/verified exposure to COVID-19.

Wearing cloth face coverings/masks may help prevent the spread of COVID-19 and is required for all staff and students. See the Washington State Department of health Guidance on Cloth Face Coverings/masks and CDC Recommendations regarding the use of Cloth Face Coverings/masks for more information. All individuals inside schools-Staff, Students, Parents, and other Visitors, will be required to wear Cloth Face Coverings/masks as directed by DOH and Washington Department of Labor & Industries. There are limited circumstances under which individuals unable to wear a Cloth Face Covering/mask for health or behavioral reasons may instead wear a face shield.

For staff, cloth face coverings/masks must be worn by every individual not working alone at the location unless their exposure dictates a higher level of protection under Department of Labor & Industries safety and health rules and guidance.

- Cloth face coverings/masks should not be worn by:
 - Those with a disability that prevents them from comfortably wearing or removing a face covering/mask.
 - Those with certain respiratory conditions or trouble breathing.
 - Those who are deaf or hard of hearing and use facial and mouth movements as part of communication.
 - Those advised by a medical, legal, or behavioral health professional that wearing a face covering/mask may pose a risk to that person.
- **A physician's note must accompany staff and/or students not wearing a mask and verified by the school nurse.**
- Students may use face shields as an alternative to a cloth face covering.
- Younger students must be supervised when wearing a cloth face covering, mask or face shield and will need help putting them on, taking them off, and getting used to wearing them.
- Even when cloth face coverings/masks are worn, continue to practice proper physical distancing.

Hygiene Practices

- Wash hands often with soap and water for at least 20 seconds.
- Children and adults should wash hands when they arrive at school, before meals or snacks, after outside time, after using the bathroom, after nose blowing or sneezing, and before leaving to go home.
- Try not to touch eyes, nose, or mouth with unwashed hands.
- Cover coughs and sneezes.

Elementary	Middle School
<ul style="list-style-type: none"> - Teacher completes log to submit to the office <ul style="list-style-type: none"> ● Student Wellness check including temperature -Maintain maximum physical distance from peers whenever possible (Social Distancing of 6 ft in the classrooms) -Teacher/Aid in grades PK-5 will clean desks and seats at the conclusion of the day -Parents/Caregivers <ul style="list-style-type: none"> ● Wearing a mask is mandatory while in the building (Students / Adults), please provide a mask for your student(s) 	<ul style="list-style-type: none"> - 1st period teacher completes log to submit to the office <ul style="list-style-type: none"> ● Student Wellness check including temperature - Wearing a mask is mandatory while in the building (Students / Adults) - Social Distancing of 6 ft in the classrooms - Students in 6-8 will clean desks and seats at the conclusion of each class period Parents/Caregivers <ul style="list-style-type: none"> ● Wearing a mask is mandatory while in the building (Students / Adults), please provide a mask for your student(s)

Teachers/Assistants

- All staff and students should be monitored for signs/symptoms of COVID-19 at the start of each day
 - Staff sign-in at office
 - Students checked by teacher, aide, or nurse
- Ensure classroom setup of desks provides physical distancing for students as much as possible
- Wear a mask or face shield when others are in the room. (Masks required within 6 ft distance, with or without a face shield)
- Ensure students maintain physical distance when possible.
- Limit shared classroom materials.
- Keep the classroom door and windows open to maximize airflow and reduce the number of touches to door handles.
- Use supplies provided to spray desks, chairs, and any common materials needed before new students transition into the room

Custodians

- Make sure teachers are provided with all supplies needed daily including disinfectant and paper towels.
- Disinfect classrooms when appropriate during the day.

Administration

- Ensure classroom seats are physically distanced as reasonably possible.
- Ensure classrooms are disinfected at appropriate times during the day.
- Ensure supplies are available for custodians and school staff.

COVID-19 Event Response *(Appendix C)*

We are developing a process, working in conjunction with the local health authority to quickly respond to any potential outbreak and to provide a safe environment for student/staff use.

Elementary	Middle School
<p>If a student shows signs or symptoms of COVID-19:</p> <ul style="list-style-type: none"> • Student will be removed from class until they can be picked up by authorized person • Local health authority will be notified and will advise on next steps <p>Return</p> <ul style="list-style-type: none"> • At least 3 days (72 hrs.) have passed since recovery; AND • At least 10 days have passed since signs first showed. OR • It has been at least 3 days (72 hrs.) since recovery AND a healthcare provider has certified that the student does not have suspected or confirmed Covid-19 • School Nurse/Health has confirmed documentation 	<p>If a student shows signs or symptoms of COVID-19:</p> <ul style="list-style-type: none"> • Student will be removed from class until they can be picked up by authorized person • Local health authority will be notified and will advise on next steps <p>Return</p> <ul style="list-style-type: none"> • At least 3 days (72 hrs.) have passed since recovery; AND • At least 10 days have passed since signs first showed. OR • It has been at least 3 days (72 hrs.) since recovery AND a healthcare provider has certified that the student does not have suspected or confirmed Covid-19 • School Nurse/Health has confirmed documentation

School Plan: When we return to Face-to-Face Instruction

The document we are now presenting includes some actions and prescriptions that are fairly certain or essential given our current state of knowledge and directions from OSPI and the DOH. **In addition, this document will remain fluid and will change as evidence, expertise, and data demand.** This return to School document is the first iteration of what will be a frequently changing work in progress over the next couple of months and throughout the next school year. Regulatory agencies at the federal, state, and local levels are adapting and modifying rules and guidance on an ongoing basis and may change our direction.

Drop-off and Pick-up Plan(s)

Drop-off	Pick-up
<ul style="list-style-type: none"> • 7:45 AM Doors unlocked • Bus Loop / Main Entrance are only ones open, all other doors will be locked 	<ul style="list-style-type: none"> • 2:55 Parents wait outside of building • After 8:15, check in with office <i>(Parents/Guests are not allowed in classrooms)</i> • Wear a cloth face covering/mask in the building

<p>Parents/Caregivers</p> <ul style="list-style-type: none"> ● Limit visits to school as much as possible: <i>Parents are not allowed in the classrooms</i> ● Follow posted guidelines and read all signage whenever entering the building. ● Wear a cloth face covering/mask when entering the building. <p>Students</p> <ul style="list-style-type: none"> ● Wear a cloth face covering/mask or when entering, exiting, or moving around the building. ● Use Sanitizing station in the building; ● Report directly to your assigned classroom / area upon arrival to school. ● Maintain maximum physical distance from peers whenever possible in hallways, common areas, offices, etc. 	<ul style="list-style-type: none"> ● The building will be closed at 3:30 PM to the public
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Staff Expectations

Teachers/Assistants

- Supervise hallways and common areas to ensure students are reporting to assigned class and not congregating in hallways or common areas.

Custodians

- Ensure designated doors are open at arrival and dismissal.
- Ensure designated doors are locked after arrival and dismissal.

Administration

- Ensure adequate supervision is available in hallways and in common areas of the building.
- Ensure designated doors are open at arrival and dismissal.
- Ensure designated doors are locked after arrival and dismissal.
- Eliminate parent and community volunteers to ensure safety and health of students and staff.
- Implement staggered dismissal times if necessary to maximize physical distancing and student safety

Meals / Lunch / Snack

Limit gatherings and potential mixing of classes or groups in the lunchroom and other communal spaces. Students will take their meals outside or eat in the classroom when possible. Meals may be delivered to classes or through grab-and-go services.

Elementary	Middle School
<p>Breakfast</p> <ul style="list-style-type: none"> ● “Grab and Go” Breakfast will be provided upon entrance to the building. 	<p>Breakfast</p> <ul style="list-style-type: none"> ● “Grab and Go” Breakfast will be provided upon entrance to the building

<ul style="list-style-type: none"> • Eat in Classroom <p>Lunch Delivered to classrooms</p> <ul style="list-style-type: none"> • Eat in Classroom or outside <p>No “open” services (<i>Condiment Bar, Communal grab areas or Microwave use</i>)</p>	<ul style="list-style-type: none"> • Eat in Classroom <p>Lunch By Class Grades 6-8</p> <ul style="list-style-type: none"> • Cold Lunch in classrooms or outside • Hot lunch in cafeteria or outside • Social Distancing appropriately (6 ft spacing) <p>No “open” services (<i>Condiment Bar, Communal grab areas, or Microwave use</i>)</p> <p>Rotating Lunch Schedule may be an option</p>
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Teachers/Assistants

- Supervise designated eating areas to ensure students are properly physically distanced.
- Monitor bathroom use during lunch time.

Cafeteria Staff

- Wear masks or face shields while serving food.
- Clean and disinfect serving areas, tabletops, and seats between lunches.
- Serve all food to students. (Students will not self-serve items as they have in the past.)

Administration

- Ensure proper signage is installed in designated eating areas.
- Implement staggered dismissal times if necessary to maximize physical distancing and student safety

Classroom/Hallway/Common Areas

<p><i>Hallways, Lockers and Common Areas</i></p>
<p>Student and Parent/Caregiver Expectations</p> <p>Parents/Caregivers</p> <ul style="list-style-type: none"> • Recommend providing your student with a clear water bottle daily to limit the use of water fountains. • Provide your student with a proper face covering. <p>Students</p> <ul style="list-style-type: none"> • Report immediately to your designated area upon arrival to school. • Follow all signage in the hallways and common areas. <p>Elementary School</p> <ul style="list-style-type: none"> • Shared Hands-On Teaching Materials: <ul style="list-style-type: none"> -Clean and sanitize hands-on materials often and after each use -Limit shared teaching materials to those you can easily clean and sanitize or disinfect -Books and other paper-based materials are not high risk for spreading the viru

Middle School

- Hallway lockers will not be used.
 - Students will transport their classroom material and supplies in their backpacks to each classroom.
 - Locker room lockers will not be used for PE, students will not be required to suit down for PE.

Teachers/Assistants

- Supervise hallways and common areas to ensure students are reporting to class and not congregating in hallways or common areas.

Custodians

- Disinfect common areas: This includes, door handles, handrails, toilets, stalls, and sinks.

Administration

- Ensure proper signage is installed in hallways and common areas.
- Ensure supplies are available for custodians.

Restrooms

Students

- Follow all signage in the hallways, common areas and restrooms.
- Do not congregate in the restroom.

Teachers/Assistants

- Assist in supervision of restrooms, hallways, and common areas between classes.

Custodians

- Disinfect restrooms: This includes but is not limited to door handles, toilets, stalls, and sinks.

Administration

- Ensure supplies are readily available for custodians.
- Implement measures such as closing sinks or urinals when necessary to allow for appropriate physical distancing.

Teachers/Assistants

- Supervise designated eating areas to ensure students are properly physically distanced.
- Monitor bathroom use during lunch time.

Cafeteria Staff

- Wear masks while serving food.
- Clean and disinfect serving areas, tabletops, and seats between lunches.
- Serve all food to students. (Students will not self-serve items as they have in the past.)

Administration

- Ensure proper signage is installed in designated eating areas.
- Implement staggered dismissal times if necessary to maximize physical distancing and student safety

Professional Development / Training

- Safe Schools training on Covid-19 to go along with blood born pathogen and other training.
- PD around distant learning Google Classroom
- SEL Training/monitoring for staff and students

Co-curricular/Extra-curricular Activities/Field-Trips/Assemblies

Every effort will be made to preserve the co-curricular and extra-curricular programming that sets Palouse Schools apart and which many in our community deeply care for. These activities, which include the performing arts, school clubs/activities, and athletics, are also subject to public health requirements for physical distancing and cloth face coverings. Further guidance from OSPI, DOH, and Washington Interscholastic Athletics & Activities (WIAA) is forthcoming and will be incorporated into the overall school plan as we get additional information.

The Garfield School feels that field trips, assemblies, and other activities are essential to the learning process. Based on State and Local Guidance however, in-person activities and events such as field trips, assemblies, special performances, school-wide parent meeting, ext. will be suspended until the guidance changes and this information will be incorporated into the overall school plan as we get additional information.

Resources

- Consideration for Schools (CDC)
 - Reopening Washington School 2020: District Planning Guide (OSPI)
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Appendix B

Health and Safety Requirements



<p>Cloth Face Coverings</p> <p>All staff, students, volunteers, or guests must wear cloth face coverings at school.</p> <p>Some people cannot wear face coverings due to medical conditions, or other needs.</p>	<p>Health Screening</p> <p>All staff and students will be checked for signs of illness at entry each day.</p> <p>People who do not pass the health screening will be sent home.</p>	<p>Stay Home if Sick or Exposed to COVID-19</p> <p>Students, staff, vendors, parents and guardians will be asked to stay home if they have symptoms of COVID-19 or been in close contact with someone with COVID-19 in the past 14 days.</p>	<p>Physical Distancing</p> <p>As much as possible students and staff will maintain a six foot distance between people.</p> <p>Elementary and middle school students will be in cohorts with limited movement between spaces for students.</p>
<p>Hygiene Practices</p> <p>Students and adults will wash hands when they arrive at school, before meals or snacks, after outside time, after going to the bathroom, after nose blowing or sneezing, and before leaving to go home. If soap and water are not readily available alcohol-based hand gel with at least 60 percent alcohol will be used.</p>	<p>Cleaning and Disinfecting</p> <p>Increased cleaning, sanitizing, and disinfecting of school buildings following CDC guidelines.</p> <p>If groups of students are moving from one area to another in shifts, cleaning will happen before the new group enters the area.</p>	<p>Separate those with Symptoms</p> <p>If someone develops symptoms while at school they will be separated from others, asked to keep a mask on, and sent home.</p> <p>Communication plan in place that includes staff, families, and the local health jurisdiction.</p>	<p>Ventilation and outdoors</p> <p>Ventilation including windows, fans, and HVAC settings will be used to maximize the amount of outside air entering program areas.</p> <p>Outdoor learning and activities will be encouraged as possible.</p>

Appendix C

Returning to School After Having Suspected Signs of COVID-19

A staff member or student who had signs of suspected or confirmed COVID-19 can return to the program when:

- At least three days (72 hours) have passed since recovery – defined as no fever without the use of medications and improvement in respiratory signs like cough and shortness of breath; AND
- At least 10 days have passed since signs first showed up. OR
- It has been at least three days (72 hours) since recovery AND a health care provider has certified that the student does not have suspected or confirmed COVID-19.

If a person believes they have had close contact to someone with COVID-19, but they are not sick, they should watch their health for signs of fever, cough, shortness of breath, and other COVID-19 symptoms during the 14 days after the last day they were in close contact with the person sick with COVID-19. They should not go to work, child care, school, or public places for 14 days.

When Someone Develops COVID-19 Symptoms at School

If a student or staff member develops signs of COVID-19 at school, they will be, separated away from others, with supervision at a distance of six feet, until the sick person can leave. While waiting to leave school, the individual with symptoms should wear a cloth face covering or mask if tolerated. The area where the symptomatic person waited will be aired out, cleaned and disinfected after they leave.

Each school will have a designated area where sick students can be separated until they can be picked up by an authorized person.

The person with symptoms should follow [DOH guidance](#) for what to do if you have symptoms for COVID-19 and have not been around anyone who has been diagnosed with COVID-19. If a student or staff member is diagnosed with COVID-19, their family should notify the school.

The local health authority will advise the district on next steps, and it is likely that many of the other students or staff who were in close contact with the infected individual will need to self quarantine for 14 days.