



ANDERSON SCHOOL DISTRICT # 41
COVID Mitigation Plan
2021-2022 School Year
August 2021

ANDERSON SCHOOL DISTRICT 41

COVID Mitigation Plan

Table of Contents

Introduction

Policy

Signage

Social Distancing

- Measures to Keep People Safe According to CDC Guidelines

- Measures to Protect Faculty, Staff and Student Health

- Measures to Prevent Crowds from Gathering

- Measures to Protect Other Staff

- Measures to Protect Office Staff

Medical Services and School Nurse

Gallatin City County Health Department Information

Facility Cleaning and Maintenance

Instruction

- Instruction Guidelines

- Instruction Modifications

- Technology

- Policy

Food Services

Recess

Bathrooms

Health Guidelines

- General

- Monitoring and Preparing

- Plan for when a staff, child, or visitor becomes sick

- Contact Tracing

Transportation

Sports and Afterschool Activities

Facilities Usage

Communication

Appendix

- Protocol for Gallatin County for positive case of COVID 19

- Health Care Flow Chart

Introduction

This document outlines the measures that Anderson School District #41 is taking to successfully reopen school in a safe manner in the Fall of 2021. Students or staff who have to quarantine due to COVID-19 exposure would distance learn for the duration of the quarantine. There is a distance learning handbook to accompany this document, which outlines the digital learning expectations for students and staff.

Policy

Anderson School District has adopted many of the 1900 series of policies set forth by the Montana School Board Association. These policies help guide and reinforce our decision making processes in regards to the reopening of school. A copy of the adopted policies can be found on our website.

Signage: To help promote the daily preventative actions at all times

- Signage at each public entrance of the facility to inform all faculty, staff and students that they should: avoid entering the facility if they have respiratory symptoms such as cough, shortness of breath, sore throat and/or a fever; Signage posting the mask requirement at each public entrance.

Social Distancing

Measures according to CDC Guidelines:

- Cohort Groups will refrain from interacting with each other inside the building. If groups are interacting for an event inside masks are required.
- Staff will help monitor student movement during movement time between classes.
- Additional space and equipment has been added to allow for more outdoor class time.
- Use of communal spaces such as cafeteria and gym within student cohort groups. Disinfection will occur as much as possible between uses.
- Assemblies will be held outdoors when possible and done virtually when not possible or within cohort groups.

Measures to Protect Faculty, Staff and Student Health:

Safety Actions

- Healthy hygiene practices will be promoted within the classrooms which will include frequent handwashing, covering coughs and sneezes, and sanitizing work spaces.
- Teach and reinforce frequent hand washing and covering coughs and sneezes among children and staff.

The School District requires all students, staff, visitors and sports spectators to wear masks to protect colleagues and peers while present in any school building irregardless of vaccine status. Face masks will be provided at the school office for those who do not have one. Staff may remove their facemasks if they are in their classrooms or offices alone. Anderson School requires coaches and athletes on the sidelines or bench to wear masks when not participating in the game or event or engaged in pre-game or halftime physical activity irrespective of vaccine status. All visitors to Anderson will be required to use masks irrespective of vaccine status.

- Visitors to Anderson School must check in the office and wear masks when indoors. If a visitor is having lunch with a student they must eat outside to prevent transmission to other students.
- Adequate supplies to support healthy hygiene behaviors, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), and tissues.
 - Disinfectant and related supplies are available to all employees close to their work location.
 - Hand sanitizer effective against COVID-19 is available to all faculty, staff, and students within classrooms and at school entrances. The preferred method is to wash hands.
 - Soap and water are available to all employees at their classroom sinks and in restrooms.
- Designated isolation area where sick staff and students who have been identified as presenting with illness symptoms can be held until a parent or guardian can pick them up. Access to this area will be extremely limited and closely monitored.
- All employees and students have been told NOT to come to campus if sick.

Measures to Prevent Crowds from Gathering:

- Large school gatherings will be held outside or virtually
- Masks will be required for all spectators at home sporting events
- Visitors are allowed in the school when scheduled to volunteer in a classroom, for a scheduled event (i.e meeting, concert, etc), or to meet their child for lunch outside.

Measures to Prevent Protect Office Staff:

- Isolation Sick Area for students
- Staff evaluating students will use appropriate PPE.
- Visitors will be required to wear a mask. Visitors can come for a scheduled time to work in a classroom, or for a scheduled meeting or event, for example a concert or class presentation.
- Parents will not be allowed in school to pick up or drop off their child inside the school building. Parents will utilize our Google Form and call the office if a child needs to be picked up early.

In the event staff or students are not following proper measures, the principal/superintendent will follow up and if necessary apply appropriate consequences.

Medical Services and School Nurse

In the event a staff member, student, or family member tests positive for COVID-19, the Gallatin City County Health Department (GCCHD) is immediately contacted by the superintendent or office manager at 582-3100. The Health Department will implement all protocols for contact tracing, testing, quarantines, and cleaning. The Health Department will also determine school closure and reopening. Please see the GCCHD documents on the website.

Medical guidance continues to be provided as the District has on staff an advanced practice nurse, Dr. Julie Ruff, who continues to be a resource for the District and Anderson families. Julie provides a bridge in communication with the GCCHD as well. Julie can be contacted with concerns. She also works with families and facilitates communications between students and families with a student that is at higher medical risk.

Gallatin City- County Health Department Call Center

The GCCHD has established a Call Center to respond to questions from the public.

The GCCHD Public Call Center will field questions from Gallatin County residents and refer them to appropriate health department staff as needed. **The Call Center number is (406) 548-0123 and you are encouraged to share this with parents, staff, and members of the community.** The Call Center will be staffed daily during business hours and will provide responses to the public while relieving key health officials from responding to anticipated overwhelming volume of calls and emails. Local information can also be accessed online at <https://www.healthygallatin.org/coronavirus-covid-19/>.

The District has and will continue to comply with FERPA requirements in reference to any student who may be identified as having contracted COVID-19. The District has and will continue to comply with HIPAA Privacy laws with regards to any staff member who may be identified as having COVID-19. In the event of a positive case within our school community, there will be notification following HIPAA privacy laws.

Facility Cleaning and Maintenance:

The District has adequately equipped maintenance and cleaning staff with personal protective equipment, masks, gloves and gowns that are appropriate for the cleaning products used and to minimize having contact with potentially contaminated surfaces.

The daily cleaning is done by both the District custodial staff and Butler Industries. In the event of a positive case within the District, we will follow guidelines set forth by the Gallatin City- County Health Department for disinfection of our facilities.

Intensify cleaning and disinfection processes:

- Clean and disinfect frequently-touched surfaces within the school
- Ensure safe and correct application of disinfectants and keep products away from children.
- Hand sanitizer at entrances to building and classrooms
- Nightly cleaning by Butler Industry

All ventilation has been updated and optimized as part of the construction process.

Instruction

Instructional Guidelines for Teachers:

- Teachers will assess student academic levels due to COVID-19 and place accordingly.
- Teachers will utilize our MTSS system to address interventions needed for students

Instruction Modifications

- Students remain in their cohorts for instruction and lunch (Grades 7 and 8, grades 5 and 6 will be a cohort, and grades K-4 will each be a cohort).
- Students who are required to quarantine due to exposure or potential exposure teachers will develop an instructional plan for the child

Technology

- All students grades 1-8 will have one-to-one Chromebooks
- K students will have access to iPads

Food Services/Lunch

- Students will sit in the cafeteria at assigned seats within their cohort.
- Tables will be spread out within the gym
- Students will be instructed to eat snack outside whenever possible limiting food consumption within the classrooms and exposure to other students

Recess

- Recess will be done in assigned groups (K-3) (4-6) (7-8) due to research of limited spread of COVID outdoors. Students may mix on the playground.

Bathrooms

- Students will be required to use the bathroom closest to their classrooms.

Health Guidelines

General

- Students and staff who are ill, feeling ill, diagnosed as ill, or otherwise demonstrating symptoms of COVID 19 illness must not come to school or work.
- Parents, guardians, or caregivers of students who are ill, feeling ill, diagnosed as ill, or otherwise demonstrating symptoms of illness must not be present at the school for any reason including but not limited to events or gatherings or to drop off or pick up students
- If students or staff display respiratory symptoms or fever - send the child alone to the office for assessment. Those with a fever of 100.4 or higher will go home immediately.
- Student will be placed in an isolation area in school until evaluation by a nurse and/or taken home by parent/guardian.
- If a child is asked to seek consultation from a physician from the school nurse, superintendent or office manager a doctor's note will be required to return to school.
- A clear communication flow chart is being provided to staff on how to deal with sick students and what to expect if COVID19 case is identified in their classroom. .
- In the case of any exposure to COVID 19, Gallatin City County Health Department Guidelines will be followed and the Gallatin City County Health Department will be contacted for guidance. We strongly recommend that those who are a close contact to a positive case of COVID 19 refrain from coming to school until a negative test result is received 3-5 days after exposure regardless of vaccine status.
- COVID-19 testing for staff and students is available from the Anderson School Nurse and can be scheduled through the school office.

Monitoring and Preparing

- Check for signs and symptoms of COVID 19
- Screenings will be implemented safely, respectfully, and in accordance with any applicable privacy laws or regulations.
- Encourage staff to stay home if they are sick and encourage parents to keep sick children home. Encourage staff or children who are sick to stay at home.

Plan for when a staff or child becomes sick

- Isolation room to separate anyone who exhibits COVID-like symptoms. School nurse and office assistants will use Standard and Transmission-Based Precautions when caring for sick people.
- Close off areas used by a sick person and do not use before cleaning and disinfection.

- Require those exposed to a person with COVID-19 to stay home and self-monitor for symptoms, and follow CDC guidance if symptoms develop.
- In a crisis situation the staff will refer to the crisis response plan for appropriate response.

Contact Tracing

- Use appropriate spreadsheets to track direct student contacts in the cafeteria based upon assigned seating
- All Teachers including specialists need to keep seating charts and provide a copy to the office. They should be updated every time a student is reassigned a seat. Seating charts will be required for lunch as well. Locker location also will be shared with the office.
- Facts and data can be used for the decision-making process regarding possible cohorts being out.
- Anderson School District provides the close contact information to the Gallatin County Health Department of close contacts and they initiate quarantine protocol

Transportation

- Students have the opportunity to use our bus transportation. When on the bus students will have assigned seating and wear masks.

After School Care

- Students in the afterschool program will wear masks when they are inside
- Attendance and seating charts will be kept for contact tracing purposes
- Snacks will be eaten at assigned seats within cohorts whenever possible or outside

Facilities Usage

- Anderson School will be available for facility usage. Those who use our facility need to follow the facility usage policies and agreement adopted by the district.

Sports

- Masks will be required for all spectators.
- Coaches and athletes on the sidelines or bench are required to wear masks when not participating in the game or event or engaged in pre-game or halftime physical activity irrespective of vaccine status.

Communication

Parent Communication

- Communications with parents will be through email, newsletters, website, and other means.
- Education of sick guidelines and return to school after being sick.
- Educate students on hand and cough hygiene

Staff Communications

- Sick procedure for students and staff.
- Hygiene education

Gallatin City County Health Department Communication

- Contact tracing information when necessary
- When a student or staff member has been tested for COVID-19 individuals cannot return to school until the test result comes back.
- Documents regarding exposure to a positive case
- Testing results from tests completed at Anderson School are shared with GCCHD

Safety measures at school listed in this document will be in place until we are informed by the CDC or GCCHD they are no longer necessary.

Community Information and Documents

The Anderson Website is up to date with COVID-19 links and parent letters
<https://andersonmt.org/covid19/>

Contact information

Anderson School Phone: 406-587-1305

Anderson Office Email (Liz): schooloffice@andersonmt.org

School Nurse Email: jruff@andersonmt.org or julie.ruff@montana.edu

Superintendent: kjacobs@andersonmt.org

Business Manager and Clerk: troberts@andersonmt.org

School Counselor: cdickson@andersonmt.org

Appendix

Health Care Flow Chart

Students reporting to the front office for complaints of illness.

- The front office staff, Mrs. Jacobs, Mrs. Sullivan, or Mrs. Roberts, will ask the child to enter the nurses office and to be seated on the exam table.
- The child's temperature will be taken. Any temperature of 100.4 degrees Fahrenheit or greater will be reported. If a child has come in from gym or recess, a second temperature may be taken.

- If the temperature remains at 100.4 degrees Fahrenheit or greater, the parents will be notified for immediate pick up.
- Parents or staff may contact the school nurse for guidance at 406-599-9576 or via email at schoolnurse@andersonmt.org
- If requested the school nurse will come to the school to evaluate the child. Travel time 20 minutes.
- Students waiting to see the school nurse will remain in the nurse's office or in the designated overflow evaluation area in the main office.

Suspected or confirmed positive COVID-19

- Any student or close contact of a positive COVID-19 case will be referred immediately to the Gallatin City County Health Department at 406-582-3100 by Julie Ruff (school nurse), Liz Sullivan (office manager) or Kristi Jacobs (superintendent).
- The Health Department will offer all guidance and directives including parent notification and contact notification.
- Anderson School will provide all necessary contact tracing information to the Gallatin City County Health Department
- Extensive cleaning, disinfecting, and any type of quarantine by a cohort of students or staff will be directed by the Gallatin City County Health Department

