



NORMANDY SCHOOLS

COLLABORATIVE

Wellness Task Force Re-Opening Plan

Implementation of Mitigation Tactics in School Settings to Help Prevent the Spread of COVID-19

The procedures and guidelines below are subject to change. Our ongoing goal is to provide as much quality, in-person instruction as possible while following local public health agency and CDC recommendations. This will support our efforts to prevent to the spread of the virus while providing quality learning opportunities for NSC students.

Each campus will have designated entry/exit flow paths to minimize congestion. School principals will be responsible for establishing the protocols and safety routines and communicating this information to the families. Limits will be made for nonessential visitors and volunteers. Anyone entering the school campuses will be subjected to a mini assessment that will include temperature checks and the confirmation that the guest is wearing a face covering.

WELLNESS CHECKS

Students (daily)	<ul style="list-style-type: none">➤ Parents will perform wellness checks prior to students leaving home. A Wellness Checklist will be given to parents.➤ Thermometers will be available for teachers if they opt to use one.➤ Nurses will assess sick students who are sent to the office.
Staff (daily)	<ul style="list-style-type: none">➤ Schools will use the body temperature scanner to assess staff and visitors. If an individual's temperature is 100.4 degrees or higher the school nurse will use the no touch infrared thermometer to confirm the temperature. The employee will be sent home. The employee can return to work after 24 hours of being fever free, and no other symptoms.
Essential Visitors	<ul style="list-style-type: none">➤ Wellness Checklist for visitors, personnel designated by school administrator.➤ School visitors will be assessed using the body temperature scanner.➤ If a visitor has a temperature of 100.4 degrees or higher the school nurse will use the no touch infrared thermometer to confirm the temperature. If the visitor's temperature is 100.4 degrees or higher, the visitor will not be allowed to remain on the school campus.

FACE COVERINGS

Student face coverings are required for students in grades 3 through 12 at all times, unless eating, drinking, or when more than six feet from others. This practice is recommended but not required among preschool through second grade. Schools will use strategies to utilize face masks/coverings as much as possible. Each site will maximize physical distancing practices, acknowledging that physical distancing of 6 feet or greater is not feasible in certain instances.

Masks	<ul style="list-style-type: none">➤ Faculty/staff wear face coverings (masks) at all times except when eating/drinking➤ Students 5yrs and older will wear face coverings at all times except when eating/drinking or when 6 feet or more apart➤ All students K-12 will wear a mask on the bus at all times➤ Teachers will provide instructions on proper mask-wearing.
Classroom	<ul style="list-style-type: none">➤ Faculty/staff and students will wear face coverings at all times➤ Faculty will follow distancing and other virus-mitigation guidelines in place at the school site➤ Assign seats to support contact tracing➤ Group students with same teachers/staff at greatest extent possible➤ Maximize space between seating➤ Seat students facing forward➤ Establish separation of students through other means, such as plexi-glass barriers, in cases when the student must be closer than three feet from another person on a regular basis.

HYGIENE/HANDWASHING

Hand Sanitizer/soap	<ul style="list-style-type: none">➤ Make hand sanitizer, disinfecting wipes, soap and water or similar disinfectant readily available to staff, students, visitors in controlled environments to ensure safe use (hallways, office, classrooms, cafeteria, restrooms).
Handwashing	<ul style="list-style-type: none">➤ Teachers will provide instruction on hygiene standards.
Restrooms	<ul style="list-style-type: none">➤ Provide signage for proper handwashing procedures.➤ Schedule all classroom restroom breaks.➤ Minimize the number of people in the restroom at one time.➤ Place and instruct students to use markings on floors to guide physical distancing when waiting to use restrooms.➤ Wear face coverings.➤ Water bottles filled from water fountain instead of drinking from water fountain.
Cafeteria	<ul style="list-style-type: none">➤ Provide signage for proper hand washing/sanitizer usage.➤ Provide hand sanitizer/soap & water and paper towels.➤ Increase cleaning and disinfecting of high-touch areas.

COVID-19 SYMPTOMS

People with COVID-19 have had a wide range of symptoms reported, ranging from mild symptoms to severe illness. Symptoms may appear **2-14 days after exposure to the virus**. Listed below are common symptoms associated with COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Nurse's Visit	
Sick student/staff	<ul style="list-style-type: none"> ➤ Isolate person ➤ The nurse will follow regular protocol for sick students, contact parent and document information in student's file. This could include providing the student's medications on file and/or contacting parent to pick up student.
Sick student/staff with 2 or more of the above listed symptoms	<ul style="list-style-type: none"> ➤ Isolate person ➤ Contact parent/next of kin for pick up. ➤ Request parent/staff to seek medical attention.
Student/staff test positive for COVID-19	<ul style="list-style-type: none"> ➤ Principal/Nurse will conduct inquiry process. Notify the Director of Special Programs and assist with contact tracing. ➤ HR/Director of Special Programs will contact staff deemed at risk. ➤ Principal, Counselor, Nurse, FELS will contact families deemed at risk. ➤ Director of Communications will forward letter to principal to send to families/staff deemed at risk. ➤ Principal will contact custodial staff to clean/disinfect.
Isolation	<ul style="list-style-type: none"> ➤ Principals will designate quarantine rooms to temporarily house students who are waiting to be picked up. ➤ Principals will designate at least three spaces to be used as isolation rooms: (a.) General waiting area (students will unscheduled needs) (b.) Well student area (students reporting to take regularly scheduled meds) (c.) Temporary Quarantine area (students/staff presented with COVID-19 symptoms, separated from others with possible symptoms).

PARENTAL SUPPORT

Parental Support	<ul style="list-style-type: none"> ➤ Send your child to school each day with a face covering. ➤ Abide by school safety policies and procedures for preventing COVID-19. ➤ Notify the school if: <ol style="list-style-type: none"> 1. A family member tests positive for COVID-19. 2. A family member has been in contact with someone who has tested positive for COVID-19. ➤ Please keep your child at home if sick until he/she feels better.
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CONTACT TRACING

Contact tracing is an inquiry process that involves working with an individual (symptomatic and asymptomatic) who has been diagnosed with COVID-19 to identify and provide support to individuals who may have been infected through exposure and deemed at risk. This process prevents further transmission of disease by separating people who have COVID-19 from people who do not. ***Deemed at risk refers to those individuals who have been within 6-feet of an infected person for at least 15 minutes.*** An infected person refers to an individual who has received a laboratory confirmed positive test result.

Contact Tracing Process

COVID-19 Staff/Student	
School is informed first	<ul style="list-style-type: none"> ➤ Principal will investigate to determine staff/students deemed at risk. ➤ Nurses, Counselors, Family Engagement Liaisons (FELs) will contact families deemed at risk. ➤ Director of Communications will provide letter for staff/families deemed at risk. ➤ Director of Special Programs will contact health department and/or Affinia & support contact tracing calls. ➤ Custodial staff will clean and disinfect facility.
HR is informed first	<ul style="list-style-type: none"> ➤ Contact department heads or principal & Director of Special Programs ➤ HR/Director of Special Programs will conduct contact tracing inquiry process ➤ Director of Special Programs will support contact tracing calls & contact staff deemed at risk ➤ Principal, Nurses, Counselors, FELs will contact families deemed at risk ➤ Director of Communications will provide letter for staff/families deemed at risk

QUARANTINE

Quarantine means to isolate oneself from others, and in this case, to prevent the possibility of spreading COVID-19. The quarantine period starts from the last day you were in close proximity (less than 6 feet) for 15 minutes or more with a person who tested positive. Those individuals deemed at risk will quarantine for 14 days after the last contact date with the person who tested positive.

COVID-19-Positive Staff/Students	
Student or staff in a classroom	<ul style="list-style-type: none">➤ Principal completes contact tracing inquiry process to determine staff/students at risk.➤ Director of Special Programs contacts staff deemed at risk.➤ Principal, nurse counselor and/or FELS contact student families deemed at risk to quarantine.➤ Director of Communications provides letter for those staff/families deemed at risk.*➤ Staff/students may return after 14-day quarantine period.➤ Students on quarantine will have access to remote learning.➤ Those staff/students who tested positive for COVID-19 can return after being released from doctor's care.➤ Those staff/students who test negative may return after receiving negative test results.

**Communication is NOT sent to entire school staff and families.*

NURSE ABSENCE

In the event of a nurse's absence, NSC will utilize Maxim Healthcare Services for substitute nurses. In the event, Maxim is not able to assist, then the site with two staffed nurses will have one nurse report to assist a school site for that day.

COVID-19 Testing Sites

Affinia Healthcare

8960 Jennings Station Road
St. Louis, MO 63136
(314) 833-2777

People's Healthcare

11642 W Florissant Ave
St. Louis, MO 63033
(314) 838-8220

Affinia Healthcare

6763 Page Ave
St. Louis, MO 63133
(314) 898-1700

Total Access Urgent Care

1090 N. Highway 67
St. Louis, MO 63031
(314) 778-3186

CareSTL Health

5471 Martin Luther King Dr.
St. Louis, MO 63112
(314) 367-5820

Other testing locations are also listed at the St. Louis County coronavirus information site, www.stlcorona.com.

This information is also posted on the Return to Learn section of the Normandy website, www.normandysc.org/return2learn