

**LPCSC**

# **Covid-19 Intervention Plan**

Updated August 17, 2020

# Introduction

**The following plan has been developed to position LPCSC for a safe transition back to school for our students and staff. The elements of this plan reflect the work of a representative committee of corporation employees that are responsible for the safety of children and fellow employees. The plan reflects guidance by the Indiana Department of Education, County and State Departments of Health, as well as state and local school superintendent meetings.**

**We embrace the challenge of educating our students, staff and community during these unprecedented times. We believe that from this point forward, the new normal will involve Americans regularly making critical risk/reward decisions in their personal lives that affect their health and the health of others. As citizens we have an obligation to think of the collective well being of all as we make decisions regarding Covid 19 precautions. We encourage our students, staff, and parents to support this plan for the safety of all.**

**LPCSC Administration has Board approval to revise/update this plan throughout the 20/21 school year in order to reflect updates in Health Department guidance and statewide mandates by the Governor. Updates will be posted on school and corporation web sites.**

# Coronavirus Threat Levels

**The 2020/2021 school year is scheduled to start on August 20 for teachers and August 24<sup>th</sup> for students.**

**The following document outlines details on how and when we will be adjusting our programming options in response to La Porte County Covid-19 data.**

# LPCSC COVID Threat Levels

## Green

Low to little spread in the community

### How levels are assessed:

5.9% or lower average of positivity result over a 14 day period.

### Programming Details:

Students and staff report daily for classes with interventions in place to reduce COVID transmission.

Students and staff in the Distance Learning Academy or Home School Academy assume their normal programming.

## Yellow

Minimal/Moderate spread in the community

### How levels are assessed:

6-15.9% average of positivity result over a 14 day period.

### Programming Details:

Students and staff report 1-4 days a week in person, and the balance of the week is remote learning from home.

Extracurricular activities continue. Students and staff in the Distance Learning Academy or the Home School Academy assume their normal programming.

### Levels of Yellow

**6-9.9% Positivity Result**

*In Person:* M, T, TH, F  
*Remote:* Wednesday

**10-12.9% Positivity Result**

*In Person:* M, W, F  
*Remote:* Tues & Thurs

**13-15.9% Positivity Result**

*In Person:* Tues & Thurs  
*Remote:* M, W, F

## Red

Substantial spread in the community

### How levels are assessed:

16% or higher average positivity result over a 14 day period.

### Programming Details:

100% distance learning format for all students and staff. No extracurricular activities. Students and staff in the Distance Learning Academy or Home School Academy assume their normal programming.

To determine programming in either the green, yellow, or red levels, LPCSC will compute a 14 day average of the Indiana State Health Department positive rate moving average. This will be computed on the following dates during the 1st 9 weeks:

September 2

September 16

September 30

October 14

# **LPCSC Covid-19 Intervention Plan**

**The following information outlines various interventions and procedures that will be implemented to address Covid-19 related matters ranging from prevention and response strategies to staff and student attendance. Each building and department will have a similar plan which addresses unique situations.**

# Prevention Measures

## **Personal Protection Equipment**

- Staff will wear protective face coverings when social distancing of 6 feet is not possible.
- Students will wear protective face coverings when social distancing of 6 feet is not possible.



# Prevention Measures

## Personal Protection Equipment

- Guests will be required to wear masks when entering any LPCSCS building where students and staff are located.
- Masks will be available for students and staff.
- Extra masks/ face protection will be available in the event that students or staff are in need.
- Latex gloves will be worn by serving and custodial staff
- Staff in certain departments may wear face shields and/or masks.
- Plexiglas will be used where feasible, to create barriers between staff and guests, staff and students.

# LPCSC Face Covering Policy

Following current guidance from the CDC which recommends masks/face covering as a measure to reduce Covid 19 spread, the La Porte Community School Corporation has adopted requirements that work in conjunction with Governor Holcolmb's Executive Orders' 20-37 and 20-39. Please refer to the Governor's plan for further details.

In the absence of social distancing at six feet, masks are a key element of our overall plan. Success in reducing the spread of Covid 19 is dependent upon the commitment of each individual to show concern for others by complying with the requirements.

We will continue to update this policy as we receive further guidance from the CDC, the Indiana State Department of Health, and our local health department.

# Expectations

- All students and staff will be required to wear masks when 6 feet of social distancing is not possible.
- Students will wear masks while seated in their classroom when desks are not at least 6 feet apart.
- Students and staff riding/driving a school bus will be expected to wear masks at all times.
- Face coverings will be worn by students and staff of all grade levels.

# Exceptions

The following exceptions to our face covering rules are recognized. These expectations are similar to those outlined in the Governor's Orders. Face coverings are not required in the following situations:

- While eating or drinking
- While participating in strenuous physical activity, exercise or swimming
- If you have a medical condition, mental health condition, disability, hearing impairment preventing you from wearing a mask
- In private offices, workspaces or meetings where social distancing is maintained
- Incarceration or experiencing homelessness

Executive order 20-39 states that if desks are three feet apart and facing the same direction, no face coverings are required. We are going to require face coverings at this distance and consider the leniency offered as support for brief face covering breaks for students and staff.

# Face Covering Enforcement

Similar to enforcement challenges that exist in public, we expect that challenges will present themselves while this policy is in effect. Students and staff will forget masks, lose masks, break masks, not wear the masks properly, etc. Students and staff may also misunderstand where masks are required and where they are not.

Face covering violations by students and staff will be addressed with a progressive discipline approach. For circumstances where staff or students unintentionally lose, forget, or break face coverings will be provided.

Students or staff that blatantly refuse to wear masks will be considered “insubordinate” and will be excluded from school property. Progressive disciplinary action will also apply.

# Prevention Measures

## **Social Distancing:**

- When feasible, staff will stay six feet apart during breaks, lunches, meetings.
- Student classroom desks and seats will face the same direction in the classroom.
- Student classroom desks and seats will be spaced six feet apart or as far apart as possible to accommodate all students.
- Seating charts for busses and classrooms will be created to assist contact tracing efforts.
- Staff and student gatherings will be kept to a minimum and distancing will be planned.
- Classes will go outside when feasible.
- Parents and potential visitors will be asked to consider using e-mail or telephone to communicate rather than in person.
- Parents will be asked to consider transporting their children, or allowing them to walk if those are viable options for them.

# Prevention Measures

## **Social Distancing:**

- Daily schedules will be revised to reduce student movement.
- Staff and student gatherings will be minimized.
- Online classes will be available for specific students.
- Primary grades will reduce movement where possible.
- Directional hallway and stair travel will be implemented where possible.
- Locker use/visits will be minimized.
- Modified seating in Cafeterias will be arranged to distance students as much as possible

# Prevention Measures

## **COVID-19 Screening**

- Staff will take a personal survey before reporting to work each day.
- Students/parents will be asked to inform the school if family or friends have been exposed to the virus and/or, have had symptoms of the virus.
- Students who are in a “high risk” category will be provided alternative programming opportunities.
- Students and staff will be formally excluded where applicable.
- Visitors to schools will be screened for Covid-19 symptoms/exposure and those entering will be asked to wear a mask.



# Prevention Measures

## **Cleaning/Disinfecting/Air Quality**

- Facilities will be cleaned daily by trained staff.
- Staff will use approved Covid-19 cleaning supplies to disinfect.
- When possible, students will not share equipment or supplies.
- Equipment will be wiped down after each use.
- Heating and cooling systems will be operating continuously to improve air flow.
- Water fountains will be out of service and off limits.
- Staff will be identifying practices that reduce student touching of common surfaces.
- Students will be educated on Covid-19 hygiene practices to reduce risk to themselves and others.
- Classrooms and departments will be supplied with hand sanitizer and wipes for use on desks/equipment
- Facility use by outside groups will be limited.
- Lunches and snacks will consist of prepackaged food.
- Students will be provided opportunities to wash hands regularly and use wipes provided to classrooms.
- Covid-19 Hygiene posters will be prominently displayed in all buildings

# Prevention Measures

## Professional Development/Training

- Staff will be trained on attendance procedures for calling off.
- Staff will be trained on screening themselves and students for Coronavirus symptoms/exposure.
- Staff will reinforce accepted personal hygiene practices developed by the CDC and Health Department.
- Posters reinforcing Covid-19 hygiene practices will be displayed in prominent areas for students and staff.
- Families First Coronavirus Response Act posters will be displayed in staff workrooms.
- Staff will be advised on how to reduce student touching of common surfaces in their assigned areas.
- Parents will have access to resources on hygiene suggestions, Covid-19 exposure and positive case reporting.
- Students will receive instruction on hygiene tips and practices.
- Covid-19 testing site details from the Health department will be made available to parents and staff.

# Prevention Measures

## Visitor Entry Procedures:

- Visitors will read postings on the front doors before requesting to be admitted. Postings will outline personal screening questions for the guest to read.
- Guests will be asked to sign-in upon entering as long as one or more of the following conditions do not apply to them.
  - Have or have had a fever within the last 24 hours (100.4° or greater) or acute onset of cough, difficulty breathing, or any other symptoms that may suggest you are ill (fever with headache, sore throat, body aches, diarrhea, vomiting, loss of taste/smell, etc.)
  - Have had unprotected contact with laboratory-confirmed Covid-19 person within the last 14 days.
  - Have been tested for Covid-19 and are awaiting results, or have tested positive.
  - History of travel to affected geographic areas (domestic or abroad), including cruises, as defined by CDC or your state Department of Health within the last 14 days.
- Guests will be asked to wear mask if they are entering the school.
- Tables will be placed in front of reception desks to create separation between guests and employees. Plexiglass will be installed to create barriers where feasible.
- Guests will be asked to spray their hands with supplied disinfectant at the sign in table.

# Student/Staff Exclusion Positive Covid-19 Results

**Parents/guardians will be expected to inform the building principal if their child tested positive for Covid-19. Staff will be expected to report to their immediate supervisor if they tested positive for Covid-19.**

## **Symptoms Impacting Consideration for Exclusion from School**

Students and employees will be educated 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

Students and employees will be excluded from school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19 based on CDC Guidance that is not otherwise explained.

# Student/Staff Exclusion- Positive Covid-19 Results

## **Return to School After Exclusion:**

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 four conditions are met:

- They have not had a fever for at least 72 hours (that is three 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.
- The state website has a list of over 200 testing facilities, their location, and hours of operation. This list is updated frequently. <https://www.coronavirus.in.gov/2524.htm>

# Student/Staff Exclusion- Positive Covid-19 Results

## **Return to School After Exclusion:**

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:

### **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 no longer has 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; or
- The individual has received two negative tests at least 24 hours apart.

### **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 and have been released by a healthcare provider. Students may also return if they are approved to do so in writing by the student's health care provider.

# Response Interventions

## **Response to Positive Cases**

In the event of a positive Covid-19 case among our students and staff, Indiana State Department of Health Officials will conduct contact tracing to determine which, if any, students or staff members were “exposed” to Covid-19.

Tracing results will assist school officials in determining the length of time necessary to investigate exposure of students and staff, disinfect, and communicate with the community as well as those that will be excluded from school/work.

In making their determinations regarding direct exposure, Department of Health officials will determine the amount/type of contact that occurred and determine if individuals have been exposed and are at risk. Department of Health officials will then advise individuals regarding quarantine details.

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# Response Interventions

Exposure is a term used to apply to cases where individuals have been in close contact with a person who tested positive. For reference as to what constitutes exposure, see the Response Interventions Chart

**Person A**

**Confirmed Case**  
Must Self Quarantine

**Person B**

**Contact with Confirmed Case**

If exposure is confirmed, Person B must stay at home, practice social distancing, and monitor for symptoms.

If casual contact, no special precautions are necessary.

**Person C**

**Contact with Person B**

Unless Person B has or develops symptoms, tests positive for Covid-19, Person C is not at risk and no special precautions are necessary.

\*Person C is not at risk for infection and would not be subject to self-isolation unless Person B had or developed symptoms or tested positive for COVID-19.



# Response Interventions

## **Absence monitoring:**

Student and staff absences will be monitored closely throughout the school year. Indiana law requires schools to maintain student attendance records. Schools that experience student daily absence levels exceeding 20% will report the information to the La Porte County Department of Health.

# Response Interventions

## Social Emotional Interventions for Staff and Students

- LPCSC Staff and students will likely have social emotional needs to be met returning to school with such a long period off and right in the midst of social protests going on across the country.
- La Porte Community School Corporation has a Social Emotional Learning Curriculum for grades PK-12. The curriculum, by grade level, can be found in the appendix of this plan.
- Counselors, social workers and staff will use their training to look for signs of students and staff that may be struggling socially and/or emotionally.
- School administrators and our Family Resource Services Staff will participate in Project AWARE, an interactive platform that provides resources and training for K-12 administrators and educators to help improve the mental health of students and their access to services:  
<https://www.projectawarein.org/resources/>.

# Response Interventions

## **Learning Loss Interventions**

The LPCSC anticipates that due to the Covid-19 related eLearning instructional program last school year, students may have fallen behind in their pace to master academic standards for their grade/classes.

In order to address this situation, LPCSC teachers will be starting the school year with spiraling lessons and experiences both in subject classes and grade level courses. Additionally, the Northwest Evaluation Educational Assessment( N.W.E.A) will be administered and results will guide staff lessons and review efforts.

Students will be able to take advantage of Study Island Software , assistance from their classroom teachers, after school homework help, and local Wi-Fi hotspots arranged by the school corporation to meet additional student learning needs.

# Appendix

## Individual COVID-19 Plan Appendices

[Appendix A - La Porte High School](#)

[Appendix B - La Porte Middle School](#)

[Appendix C - Kesling Intermediate School](#)

**Appendix D - Elementary Schools**

[Crichfield](#)

[Hailmann](#)

[Handley](#)

[Indian Trail](#)

[Kingsbury](#)

[Kingsford Heights](#)

[Lincoln](#)

[Riley](#)

[Appendix E - Special Education](#)

[Appendix F - Nurses Office](#)

[Appendix G - Transportation Department](#)

[Appendix H - Maintenance Department](#)

[Appendix I - Food Service](#)

[Appendix J - Technology Department](#)

[Appendix K - Athletics](#)

[Appendix L - Child Care](#)

[Appendix M - School Year Calendar](#)

[Appendix N - Employee Daily Screening Survey](#)

[Appendix O - Parent/Student COVID-19 Screening Checklist](#)

[Appendix P - Employee Rights Under FFCRA](#)

[Appendix Q - Visitor COVID-19 Screening Procedures](#)

[Visitor Covid Screening Sign In Sheet](#)

[Appendix R - Parent-Student Re Entry Survey](#)

[Appendix S - Staff Return Survey](#)

[Appendix T - Learning Plan Overview for Parents](#)

[Learning Plan Overview Options 1-3](#)

[Appendix U - Teacher Return Plan Options](#)

[Appendix V - Preparation for a Positive Student/Staff](#)

[Appendix W - COVID-19 Safety Posters for Students, Parents and Staff](#)

[Appendix X - LaPorte County Free COVID-19 Testing Site Details](#)