



**USD 412 COVID-19 Exposure Prevention, Preparedness,  
and Response Plan for Education Institutions**

**USD 412 Hoxie Community Schools** takes the health and safety of our students, staff and community very seriously. This Plan is based on information currently available from the CDC, KDHE and KSDE, and is subject to change based on further information provided by the CDC, KDHE, KSDE, and other public officials. The District may also amend this plan based on operational needs.

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## I. Exposure Situations

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**Schools ARE considered “Critical Infrastructure” or “Essential”.** We will do all that we can to keep schools open throughout the school year to best serve the needs of all students. This will mean staying open in the event that we have an active case in school or Sheridan County.

- Employee or Student Exhibiting COVID-19 **Symptoms, fever, or otherwise ill**
  - An employee or student that has a fever, is otherwise ill, or exhibiting symptoms of COVID-19 must remain at home until he or she is symptom free for 24 hours without medication.
- Employee or Student Tests **Positive** for COVID-19
  - An employee or student that tests positive for COVID-19 will be directed to self-quarantine away from school according to current CDC, KDHE, and KSDE guidelines.
  - Employees or students that test positive and are symptom free may return to school when at least ten (10) days have passed since the date of symptom onset, and have not had a subsequent illness.
- Employee or Student has Close Contact with a Positive Individual
  - Student or employee may stay in school as long as they remain asymptomatic.
- Employee or Student has Close Contact with a Positive Individual ***within their household***
  - USD #412 ***recommends*** the student or employee stay home for a minimum of 72 hours from the date of the positive test for the household close contact.
- Anyone in close contact may need to take the following additional precautions
  - **Regular Monitoring:** As long as the student doesn't have a temperature or symptoms, they should self-monitor. Mid-day student temperatures will be measured adjacent to lunch periods.
  - **Social Distance:** Practice social distancing as is practical.
  - **Disinfect and Clean work spaces:** Routinely clean and disinfect all areas that were in contact with a person testing positive such as offices, bathrooms, common areas, and shared electronic equipment.

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## II. Responsibilities of Staff

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- Staff may choose to wear a mask but will not be required.
  - Masks will be provided if needed.
- Staff will provide time throughout the day to wash and disinfect hands.
  - Hand sanitizer will be readily available in all areas of the school.
- Staff will remain at home if they are ill or exhibiting symptoms of COVID-19.
- Staff who develop a fever and/or other symptoms of COVID-19 during the day will leave work until symptoms have subsided or they have been cleared by a healthcare provider.
- Staff will avoid touching their eyes, nose, or mouth with unwashed hands.
- Staff may provide daily temperature checks as students enter their class at the start of each day.
- Staff will use appropriate etiquette such as covering coughs, sneezes, etc.
- Staff will try to avoid close contact with people who are sick whenever possible.
- Staff will help maintain a clean classroom environment by wiping shared surfaces and cleaning and disinfecting daily.
- Staff will disinfect any equipment that is shared between uses.

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### III. Responsibilities of Parents and Students

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It is important that we all work together to keep each other safe. We are asking parents to keep their students' home if they are ill and monitor for symptoms of COVID-19 before coming to school each day. **It is also important to remember that parents/guardians have autonomy over their child's medical decisions and care. If a parent decides to follow guidelines set forth by a medical professional or entity rather than what is laid out in this document, the district will support that decision and make necessary and reasonable accommodations for the continuation of learning.**

- Students may choose to wear a mask but will not be required.
  - Masks will be provided if needed.
  - Parents. If your child will be wearing a mask, we recommend they practice mask wearing at home and before the start of the school year.
- Students will be provided time throughout the day to wash and disinfect their hands.
  - Hand sanitizer will be readily available in all areas of the school.
- Students will avoid touching their eyes, nose, or mouth with unwashed hands.
- Students will use appropriate etiquette such as cover coughs, sneezes, etc.
- Students will try to avoid close contact with people who are sick whenever possible.
- Students might be asked to help maintain a clean classroom environment by wiping their desk or shared areas.
- Students might be asked to disinfect any equipment before another student uses it.
- Students with a fever or symptoms of COVID-19 should not come to school until symptoms have subsided or they have been cleared by a healthcare provider.
- Parents should check their student's temperatures at the start of each day before sending them to school. If unable to check temperatures at home, USD 412 will have thermometers available in all classrooms and offices.
- Students and parents should inform your teacher(s) and the office of any unique needs for your student.
- Students who develop a fever during the day and/or other symptoms of COVID-19 will leave school until symptoms have subsided or they have been cleared by a healthcare provider.

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#### **IV. Building Visitors**

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- All doors will be locked and visitors will use the door buzzer system to enter the buildings.
- All VISITORS are asked to come directly to the office.
- Visitors that plan to come to the school are asked stay home if they are ill or experiencing symptoms of COVID-19.

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## V. Building Protective Measures

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- The District will provide masks, but will not require their use.
- The District will provide alcohol-based hand sanitizers and/or wipes.
- The District will provide alcohol-based wipes to clean equipment before and after use.
- The District encourages the use of individual water bottles.
- The District will provide no-touch thermometers for temperatures checks in all classrooms, and offices.
- The District has instituted regular housekeeping practices, which includes cleaning and disinfecting frequently used supplies, devices and equipment, and other elements of the work environment, where possible.
- Classrooms and break/lunchroom areas will be cleaned at least once per day.
- Trash collected in the classrooms will be changed frequently.
- Building level custodial staff will clean daily and all staff will help to disinfect between classes and activities.
- Vehicles, Buses and equipment will be cleaned at least once per day and before change in operator or rider.
- Buildings will be fully “fogged” throughout the school year as needed.

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## VI. Confidentiality/Privacy

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Except for circumstances in which the District is legally required to report occurrences of communicable disease, the confidentiality of all medical conditions will be maintained in accordance with applicable law and to the extent practical under the circumstances. When it is required, the number of persons who will be informed of an employee or student's condition will be kept at the minimum needed not only to comply with legally-required reporting, but also to assure proper care of the employee or student and to detect situations where the potential for transmission may increase. The District reserves the right to inform employees that a co-worker or student (without disclosing the person's name) has been diagnosed with COVID-19 in-case the other employee or student might have been exposed to the disease so the employee or student may take measures to protect their own health.

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## VII. Extracurricular Activities

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- There will be no changes to the calendar of events at this time.
- When traveling to other locations each school will have different expectations regarding COVID-19 restrictions such as masks, social distancing and potential crowd size. We will inform you of those expectations before each event.
- USD 412 will ask visiting competitors and fans to stay home if they are ill or are exhibiting symptoms of COVID-19 before attending an event hosted in our facilities.
- Visitors will be encouraged but not be required to wear a mask. Disposable masks will be available.
- Attempts will be made to offer ample seating for those wishing to socially distance, but not guaranteed based on attendance.



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## VIII. Questions and Answers

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**Q: What is the deal with masks?**

A: Masks will be available but not mandatory.

**Q: What are the Hygiene Measures?**

A: Students will be instructed how to wash hands. Please stay home if you have a temperature or are sick. Cover coughs or sneezes. Disinfect hands after using a Kleenex. Staff will be trained on COVID-19 symptoms to watch for. Rooms will be sanitized as per guidelines.

**Q: Do you have Hand Sanitizer?**

A: Hand sanitizer is available at the school entrance and in classrooms. Handwashing or hand sanitizer is required, especially on entrance to the school and before lunch. Hands will be cleaned throughout the day.

**Q: Will there be Temperature Screening?**

A: We are asking parents to do a pre-screening that includes a check of temperature at home before coming to school. There will also be staff with the ability to check students at the start of the day as needed.

**Q: If my child has a temperature but no other symptoms of COVID-19, when can they come back to school?**

A: After 24 hours and they have been fever free without the help of medicine, as long as they experience no other COVID-19 symptoms.

**Q: If my child has other symptoms of COVID-19 but no temperature, should they stay home?**

A: Yes. Some cases only present with a few symptoms, such as loss of taste or smell and/or diarrhea. Symptoms are: fever (100 or higher), chills, rigors, muscle/body aches, fatigue, headache, sore throat, cough, shortness of breath, difficulty breathing, new loss of taste or smell, diarrhea.

**Q: How long do I have to stay out of school if I get COVID-19?**

A: If you test positive for COVID-19, you will have to stay out until the Sheridan County Public Health Department allows you to come back. It will be at least 10 days after the onset of symptoms.

**Q: Will my child's name be released if he/she calls in sick with COVID-19?**

A: Privacy will be respected. No names will be given, but those in the class will be told that someone they have had close contact with has tested positive.

**Q: What happens if my child gets a temperature at school?**

A: You will be called to come get your child.

**Q: What cleaning will take place in my child's classroom if COVID-19 is identified?**

A: If the school is not needing that room, the custodians will block off the area and a thorough cleaning/disinfecting of all desks, lockers and workspaces will occur immediately.

**Q: What happens if too many teachers get sick?**

A: Because we understand the importance of educating our youth, we will continue to have school for as long as we possibly can. If too many teachers get sick, we may have to take a break from school and make up our time later in the school year.