

Paramount

SCHOOLS OF EXCELLENCE



2020-2021 COVID-19 Student Re-Entry Plan

PSOE STUDENT AND FAMILY PLAN OVERVIEW

In light of this new pandemic, Paramount has committed to take additional measures to maintain a safe and healthy school environment despite the prevalence of COVID-19. This plan is established as a starting point to protect the school community against all health-related hazards and will be monitored and adapted as needed as new information is provided by trusted institutions, such as the Center for Disease Control, Indiana State Department of Health, Marion County Health Department, executive orders from the governor, and the Indiana Department of Education.

The following outlines new measures in place effective on this plan's revision date of November 30, 2020.

SCHOOL CALENDAR

- **Virtual or On-campus Options:** Families may choose virtual education from home or an educational setting within the school building. Parents who chose the Paramount Virtual Pathway will remain in a 100% virtual environment. The option to return to on-campus instruction may occur 10 days prior to January 15th or 10 days prior to the beginning of a new quarter during periods designated as “green” by Marion County Public Health (see graphic below) at the request of the parent. Any parent wishing to transfer to the Paramount Virtual Pathway should contact your child's school prior to January 15th.

Marion County Public Health Positivity Rate Color Scale

COVID-19 Positivity Rate	K-8
Green (0-5.0%)	100% on-campus allowed
Yellow (5.1-10.9%)	100% on-campus allowed
Orange (11.0-12.9%)	100% on-campus allowed
Red (13.0+%)	100% virtual

- **Students sent home for COVID-19** related symptoms or in quarantine due to a positive test result or exposure are expected to immediately transition to the virtual program and may immediately transition back after meeting Indiana and Marion County Public Health Department guidelines for a safe return to the school building (outlined in Attachment A).

FACIAL COVERINGS

- All students attending school in the school building will be provided two cloth face masks at the beginning of the year or upon enrollment. Students are allowed and expected to wear facial coverings (masks or shields). Families are encouraged to provide their students with additional face coverings. Properly worn face coverings (covering the nose and mouth) are expected at the following times:
 - on the bus;
 - entering and exiting the building;
 - in the health clinic;
 - during passing periods;
 - in the restrooms;
 - at recess;
 - in the lunchroom except when eating or drinking; and
 - in classrooms, except when exempted by the teacher.
- Face coverings may be removed when
 - class is being held outside and distancing can be maintained;
 - during quiet classroom time when there is no talking and students are distanced;

- when students are distanced and all facing the same direction or behind a sneeze guard/partition;
- when there is a small group of students in the classroom that can distance; and
- when the age or handicapping condition of the child prohibits safe regulation of mask wearing.

CLEANING PROCEDURES

- All CDC, EPA, and OSHA cleaning and disinfection procedures are followed, including, but not limited to, all buildings, surfaces, buses, equipment and playground structures.
- Touchless hand sanitizer stations are placed at the entrance to the school, all cafeteria entrances, and all entrances into the school from recess.
 - Students and staff are expected to use these stations upon entry to the cafeteria, before and after recess, and upon entry/re-entry to the school building.
- Teachers are provide single-use alcohol wipes for students to wipe down Chromebooks at the end of each day prior to replacing them at the charging station.
- All rooms/staff are equipped with sanitizer spray and paper towels to wipe down surfaces throughout the day.
- Additional nightly sanitization occurs at all schools in all areas.
- Playground equipment is sanitized multiple times throughout the day.
- Lunch tables and seats are disinfected between lunch periods.
 - Hand sanitizing stations are located at the entry and exit of the cafeteria.
 - All students shall use hand sanitizer and are encouraged to wash hands before and after every meal.
- All buses are sanitized after the final drop off to and from school.
- As soon as the school is aware of a confirmed case of COVID-19 in the building, the custodial staff is immediately informed. When possible, based on student and staff presence, the custodial staff will wait 24 hours or as long as possible prior to disinfecting. When waiting is not possible, such as when school is in session, the cleaning will occur immediately.

SCHOOL SAFETY DRILLS

- Safety drills have the following modifications in place:
 - **Fire Drills** are “slowed down” to maintain social distancing. Drills are clearly announced so students and staff are aware of the drill. One-way paths for evacuation are established.
 - **Tornado Drills** are conducted in waves to allow for social distancing.

- **Bus Evacuation Drills** are conducted at the end of the route. Students and staff are required to wear face masks while on the bus, even during a drill.

ARRIVAL & DISMISSAL

- All students are temperature-checked with a touchless thermometer prior to getting out of the car at drop off.
- All students are temperature-checked prior to getting on a bus.
- Schools have revised pick-up procedures to reduce the number of visitors in the building. Contact your school's front office for specific instructions.
- Revisions have been added to school-specific Family Handbooks.
- All PSOE staff members use a single (main office) point of entry and are temperature-checked with a touchless thermometer in the office prior to entering further into the school building.

SOCIAL DISTANCING MEASURES

- Students remain with their class throughout the school day.
 - Space between students is increased as much as the classroom and furniture allows (3-6 feet grades K-5 and 6 feet grades 6-8 per Marion County Public Health Department recommendations).
 - Plexiglass dividers are utilized in any situation requiring multiple students to sit at the same classroom table.
 - When possible, furniture is arranged so that all students are facing the same direction.
 - Students have assigned seating.
 - Seating charts are documented by all teachers for exposure tracing.
 - Services are provided to students in the classroom whenever possible.
 - Technology, textbooks, and other materials are assigned to students.
 - All materials are kept in individual totes with lids and are maintained by the student.
 - Technology and totes are sanitized nightly.
 - Teachers rotate to classes, while students remain in the same classroom throughout the day.
 - Whole-class bathroom breaks for elementary grades are scheduled to increase social distancing between different classes.
- Specials Classes
 - Physical Education consists of "no contact" activities.
 - All materials are sanitized between uses.

- Specials teachers hold class in the homeroom classroom or outdoors as weather and the lesson permits.
- Recess
 - Students receive ongoing education on how to avoid contact with others during outdoor play times.
- Shared spaces, such as special education classrooms, the nurse's clinic, behavioral, counseling, Recovery, and speech offices, are sanitized between groups.
- Seating adheres to social distancing guidelines.
- A separate room is provided for students who may have COVID-19 while waiting for pick-up. The room is disinfected frequently and restricted to authorized staff and students.

ASSEMBLIES AND EXTRA ACTIVITIES

- All assemblies and field trips are suspended pending further guidance.
- All contact sports are suspended per Marion County Public Health Department recommendations. Sports will resume pending future guidance.
- Any food-related activities (such as class celebrations and staff pitch-ins) are altered to maintain social distancing and exclude the use of outside food.

BUS PROCEDURES

- All students, drivers, and monitors riding the bus are required to wear face coverings.
- Students have assigned seats on the bus.
- Eating or drinking on the bus is not permitted.
- Students are temperature-checked prior to entering the bus in the morning.

FOOD AND WATER

- Students are encouraged to bring their lunch when possible.
- All meals are pre-packaged, including utensils and condiments.
- Lunch has assigned seating, with students remaining with their class.
 - Tables and seats are disinfected between lunch periods.
 - Seat assignments are documented for exposure tracing.
- Schools have established alternate meal locations for medically compromised students.
- Food sharing of any kind is prohibited.
- All food service staff (including monitors and teachers overseeing meals) wear face coverings and gloves during preparation, service, and monitoring.
- Water fountains are not to be used with a person's mouth.
 - Cups and trash bins are provided at each water station throughout the school.

- Signage is posted to remind staff and students to not use their mouths on the drinking fountains.
- Drinking fountains are sanitized multiple times throughout the day by the custodial staff.
- Teachers limit the number of items that go between school and home as much as possible.
- All visitor sign-in sheets are maintained and documented to assist with exposure tracing.
- Visitors, including those picking up students at the end of the day, must wear facial coverings whenever in the building.
 - Classroom visits are not permitted unless exempted by school leadership.
 - Schools utilize staggered release schedules for dismissal. Please contact your school's front office for instructions.

HEALTH MONITORING FOR POTENTIAL COVID-19 CASES

- If a student presents with any of the below symptoms, they should not come to school:
 - Fever of 100 degrees or higher
 - New loss of taste or smell
 - chills
 - congestion
 - runny nose
 - cough
 - shortness of breath
 - difficulty breathing
 - diarrhea
 - nausea
 - vomiting
 - sore throat
 - muscle or body aches
 - headache
 - fatigue
- If clinic staff examines a student and suspects COVID-19 then additional instructions, based on the latest IN State Health Department guidance, will be given to the parents about returning to school. Anyone sent home from the clinic is required to stay out of school for 10 days unless they visit their own health care provider and have a doctor's note indicating a different diagnosis.
 - Any parent of a student who will be out of school for the 10-day period is expected to make immediate arrangements with the school to join the PSOE virtual learning program while out of the physical building.

- The school tracks reasons for student absences as allowable.
 - If a parent tells the school that a student is ill, the school will ask the parent if the student is exhibiting symptoms of COVID-19.
 - If a student is visibly ill, the school may make additional inquiries and may exclude the student from school property.
- If a student has recently come in contact with a person with a suspected or confirmed case of COVID-19, has someone in their home being tested for COVID-19, or has recently traveled from somewhere considered a “hot spot” by the CDC, the school may exclude the student from the school building and recommend they self-quarantine for 14 calendar days.

GUIDELINES FOR POSITIVE TEST RESULTS

- Students will be excluded from the school building if they test positive.
- Students who have tested positive for COVID-19 may return to the school building if the following conditions are met:
 - The individual no longer has a fever (for 24-hours without the use of a fever reducing medication); and
 - Other symptoms have improved; and
 - At least 10 calendar days have passed and the individual is no longer presenting symptoms
- Students who are asymptomatic and test positive for COVID-19 may return when they have gone 10 calendar days without symptoms or have been released by a healthcare provider.
- Students sent home with symptoms who elect not to test to prove or disprove the presence of COVID-19 may return to the school building if the following three conditions are met:
 - They have not had a fever for at least 24 hours; and
 - Other symptoms have improved; and
 - At least 10 calendar days have passed without any symptoms.
- Siblings and household members exposed to a positive person shall follow the same return requirements as listed above and isolate for 14 days.

GUIDELINES FOR STUDENTS WITH A NEGATIVE COVID-19 TEST

- **Negative With Symptoms:** If a student has symptoms of COVID-19 and they test negative but no alternate explanation is given from their healthcare professional, they must isolate for 10 days from the time the first symptoms started, be 24-hours fever free without the use of fever reducer and have improvement of respiratory symptoms. If the test is negative and the student has a doctor’s note providing an alternate

diagnosis (such as asthma or allergies) for the symptoms, they are expected to return to school.

- **Negative Without Symptoms:** If the student tested negative and has no symptoms, they are expected to return to school unless they have been exposed based Indiana Health Department exposure criteria, at which point they must complete a 14-day quarantine even if test results are negative.

CLOSE CONTACT WITH POSITIVE CASE

Close Contact is a person was within 6 feet of someone who has COVID-19 for a cumulative total of 30 minutes or more within 24 hours.

- **Not Tested & Symptomatic:** The individual must quarantine for 14 days after the last contact with the COVID-19-positive person. If the exposure is to a household member and the case cannot properly isolate away from others at home, the last date of contact may be the last day of isolation for the case. The individual must also remain home for at least 10 days since the first symptoms began AND be fever free without the use of fever-reducing medications for 24 hours AND with improvement of symptoms. The criteria in both of the above bullets must be met before returning to school. Siblings, household members, and other close contacts should also follow this chart to determine quarantine length.
- **Not Tested & Not Symptomatic:** Must quarantine for 14 days from the date of last exposure before returning to school. If the exposure is to a household member and the case cannot properly isolate away from others at home, the last date of contact may be the last day of isolation for the case.
- **Tested, Negative & Symptomatic:** If an individual who is a close contact becomes symptomatic, refer to the symptomatic scenarios above. The individual must quarantine for 14 days after contact with the COVID-19-positive person, even if the student has an alternate diagnosis for symptoms. If the close contact tests positive, isolation starts on the day of symptom onset and isolation may end prior to the last day of quarantine or after the 14 days of quarantine.
- **Tested, Negative & Not Symptomatic:** Must quarantine for 14 days from the date of last exposure before returning to school. If the exposure is to a household member and the case cannot properly isolate away from others at home, the last date of contact may be the last day of isolation for the case.
- **Tested, Positive & Symptomatic:** The individual must isolate at home for at least 10 days since the first symptoms began AND be fever free without the use of fever-reducing medications for 24 hours AND with improvement in symptoms. Repeat testing is NOT recommended for making decisions about when people can return to work or school. Siblings, household members, and other close contacts should also follow this chart to determine quarantine length.

- **Tested, Positive & Not Symptomatic:** Must isolate at home for 10 days after the day the sample was collected. Siblings, household members, and other close contacts should follow the close contact chart below.

REPORTING CASES

- All positive cases of COVID-19 will be reported to the Marion County Public Health Department and the Mayor's Office of Education Innovation for additional guidance.
 - Anytime a member of the school tests positive for COVID-19, the school will follow guidance on next steps regarding any potential closure provided by the Marion County Public Health Department and the Mayor's Office of Education Innovation.

HAND WASHING

- Frequent hand washing and sanitizing is expected, especially at the following times:
 - Start of the school day
 - Before and after eating
 - After using the restroom
 - After blowing nose, coughing, or sneezing
 - Before and after using shared equipment
- Student health plans are created and implemented as needed with guidance from the student's family doctor, parents, director of special education and the school nurse.
- The school nurse provides lessons to students on social distancing, hand washing, and other general health-related topics that stop the spread of COVID-19 at the beginning of the year and on an ongoing basis.

SCHOOL VENDORS AND VISITORS

- All visitors (including parents) are subject to temperature-checking prior to being allowed in the school.
 - Staff visitors are restricted, subject to administrative approval on a case by case basis.
- Whenever possible, vendor access is restricted to out-of-school hours to avoid contact with students.
 - All vendors must sign into the front office and be temperature-checked.

COUNSELING AND STUDENT SUPPORT

- Counselors, Social Emotional Learning (SEL) Coordinators, and Recovery staff are trained in COVID-19-related trauma-informed care practices, including the utilization of the DOE's SEL Roadmap to Re-entry guidelines.

Attachment A - COVID-19 SCHOOL ATTENDANCE QUICK REFERENCE

Close Contact	Symptoms	Test status*	GUIDANCE
YES	YES	POSITIVE**	10 days isolation + 24 hours fever free without without fever-reducing medication and symptoms improved. Quarantine siblings, household members and close contacts
YES	YES	NEGATIVE*	Quarantine for 14 days from last date of exposure to + person AND 24 hours fever free with symptoms improved. If new symptoms, need reevaluation. Consider quarantine for siblings and household members if there is suspicion for COVID-19.
YES	YES	PENDING	Isolate at home until results back AND Quarantine for 14 days from last date of exposure to + person.^ Consider quarantine for siblings and household members if there is suspicion for COVID-19.
YES	YES	NOT TESTING†	Quarantine for 14 days from last date of exposure to + person or isolate for 10 days until fever free with symptoms improved, whichever is longer.
YES	YES	ALT DX w/note***	Quarantine for 14 days from last date of exposure to + person^^ AND 24 hours fever free with symptoms improved AND any additional criteria by healthcare provider.
YES	NO	POSITIVE**	10 days isolation from date test was collected + 24 hours fever free without fever-reducing medication and symptoms improved. Quarantine siblings, household members and close contacts.
YES	NO	NEGATIVE*	Quarantine for 14 days from last date of exposure to + person^^
YES	NO	PENDING	Quarantine for 14 days from last date of exposure to + person^^
YES	NO	NOT TESTING†	Quarantine for 14 days from last date of exposure to + person^^
NO	NO	PENDING	No exclusion unless test becomes positive
NO	NO	NEGATIVE	No exclusion
NO	NO	POSITIVE**	10 days isolation from date test was collected + 24 hours fever free without fever-reducing medication and symptoms improved. Quarantine siblings, household members and close contacts.
NO	YES	ALT DX w/note***	May return after 24 hours fever free and symptoms improved AND any additional criteria by health care provider in note.
NO	YES	NOT TESTING†	10 days isolation + 24 hours fever free without meds and symptoms improved.
NO	YES	PENDING	Isolate at home until results back Once have results, refer to appropriate guidance.
NO	YES	NEGATIVE*	May return after 24 hours fever free and symptoms improved AND any additional criteria by healthcare provider. <i>Provide test results before entry to school</i>
NO	YES	POSITIVE	10 days isolation + 24 hours fever free without meds and symptoms improved. Quarantine siblings, household members and close contacts.

*Test status: documentation of negative test results must be provided before entry to school.

**People with positive test results will be contacted by the state Department of Health and contact tracing will be done.

*** If an alternate diagnosis has been determined by a health care provider, a note that includes the date and contact information for the provider must be provided before entry to school.

^^Start date of quarantine is determined by last date of exposure to a positive or untested person. For families who are not able to isolate from everyone else at home, this may be after the ill person completes their 10 days of isolation.

†For persons opting to not get tested, they will be treated the same as the scenario for a person who has tested positive. Do not need to quarantine if tested positive in the last 90 days unless new symptoms appear.