

COVID-19 Preparedness and Response Plan

Executive Order 2020-142 District Preparedness Plan

Revised 8/14/20

Immaculate Heart of Mary Parish School

3850 Rosemont Dr, Lansing MI 48912

www.IHMLANSING.org

Diocese of Lansing

- Fr. John Byers, Pastor
- B. Patrick Weber V, Principal
- School Advisory Committee
 - Danielle Martin, Chair
 - Matt Crockett, Vice Chair
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In consultation w/

- **Ingham County Health Department**
- **Sparrow Nursing personnel**
- **Eaton/Barry County Health Department**

Preparedness Plan

Introduction

Governor Whitmer's [Executive Order 2020-142](#) "provides a structure to support all schools in Michigan as they plan for a return of pre-K-12 education in the fall. Under the order, school districts must adopt a COVID-19 Preparedness and Response Plan laying out how they will cope with the disease across the various phases of the [Michigan Safe Start Plan](#). In turn, the accompanying Michigan Return to School Roadmap offers a guide to the types of safety protocols appropriate during each phase. There's no one-size-fits-all solution: What works in Lansing may not work in Sault Sainte Marie. Districts will retain the flexibility to tailor their instruction to their particular needs and to the disease conditions present in their regions." (EO-2020-142)

Each district (public, public school academy (PSA), nonpublic, and intermediate school district (ISD) that educates pre-K-12 students) shall submit a single completed Assurance Document and Preparedness Plan to its Board in time for approval by August 15 or seven days before the first day of school, whichever comes first. This template, when completed, serves as a single Assurance Document and Preparedness Plan.

The Preparedness Plan will be collected by the Intermediate School District for public school districts, the authorizing body for public school academies, or the chief/designated school administrator for nonpublic schools for transmission to the State Superintendent of Public Instruction and State Treasurer by August 17, 2020. Additionally, this Preparedness Plan must be posted on the district's/PSA's, or nonpublic school's public website home page no later than August 17, 2020. A single application should be filed by the district rather than multiple applications for individual schools within a district.

Preparedness Plan Assurances

The District agrees to meet all of the following requirements of Executive Order 2020-142

- ✓ The District assures that when it provides in-person instruction to its students without disabilities, the district must also provide in-person instruction to its students with disabilities, consistent with their individualized education programs (IEPs).
- ✓ The District assures that when schools are closed to in-person instruction, districts must strive in good faith and to the extent practicable, based upon available resources, technology, training, and curriculum, as well as the circumstances presented by COVID-19, to provide equal access to any alternative modes of instruction to students with disabilities from birth through age 26. This assurance includes the provision of auxiliary services under section 1296 of the Revised School Code, MCL 380.1296.
- ✓ The District assures that while any state of emergency or disaster related to the COVID-19 pandemic continues, it shall comply with guidance from the United States Department of Education, including its Office of Civil Rights and Office of Special Education and Rehabilitative Services, and the Michigan Department of Education concerning the delivery of alternative modes of instruction to students with disabilities in light of the impact of COVID-19.
- ✓ The District assures that it shall, to the extent practicable and necessary, make individualized determinations whether and to what extent compensatory services may be needed for students with disabilities in light of the school closures during the 2019–2020 school year.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will close its buildings to anyone except: (a) District employees or contractors necessary to conduct minimum basic school operations consistent with a Preparedness Plan, including those employers or contractors necessary to facilitate alternative modes of instruction, such as distributing materials and equipment or performing other necessary in-person functions. (b) Food-service workers preparing food for distribution to students or their families. (c) Licensed child-care providers and the families that they serve, if providers follow all emergency protocols identified by the state.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will suspend athletics, after-school activities, inter-school activities, and busing.
- ✓ The District assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will provide for the continued pay of school employees while redeploying staff to provide meaningful work in the context of the Preparedness Plan, subject to any applicable requirements of a collective bargaining agreement.
- ✓ The District assures that in **Phases 1, 2, or 3** of the *Michigan Safe Start Plan* it will provide for the continuation of food distribution to eligible students.
- ✓ The District assures that during **Phase 4** of the *Michigan Safe Start Plan* it will prohibit indoor assemblies that bring together students from more than one classroom.

- ✓ The District assures cooperation with the local public health department if a confirmed case of COVID-19 is identified, and agrees to collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present in school.

LOCAL PLAN

GOAL: SAFETY FOR ALL (STUDENTS, TEACHERS, PARISHIONERS)

GOAL: MAINTAIN INSTRUCTIONAL CONSISTENCY FOR ALL STUDENTS, IN THE MIDST OF EVERCHANGING PANDEMIC

CONDITIONS OF INSTRUCTION

This is a living document and will be monitored and adjusted as needed

Requirements are not optional (ie facial masks). Parents and students will be expected to know and follow required expectations. Failure to follow required expectations will result in dismissal from the school.

IHM Parish School will follow the direction of the Diocese of Lansing, State & Local Health Departments, and Gubernatorial orders and mandates.

We anticipate experiencing all four scenarios throughout the 2020-21 academic year. In the interest of learning, we must be nimble, should the conditions change.

SCENARIOS are determined by the current **PHASE** for Region 5 (LANSING) by the State of Michigan

PHASES for our Region 5 are determined by the Governor.

SCENARIO 1 - Traditional: ALL students in building (STAGE 4 or 5 recommendation)

SCENARIO 2 - Hybrid: Some students in building, some at home

SCENARIO 3 - Remote: ALL students at home (STAGE 3)

SCENARIO 4 - Intermittent: Periods of change between SCENARIO 1 - 3 depending on potential PHASE changes

MICHIGAN RETURN SAFE START PLAN PHASES

PHASE 1 - Uncontrolled GROWTH

PHASE 2 - Persisted Spread

PHASE 3 - Flattening

PHASE 4 - Improving

PHASE 5 - Containment

PHASE 6 - Post Pandemic

Under this plan IHM will be in FACE TO FACE Instruction school every day, all day. We shall offer an online platform for families uncomfortable returning to school for a variety of reasons.

OPERATIONAL CONSIDERATIONS		
PHASE	Required	Recommended
3	No students on campus Learning will be remote and instruction online	Staff <i>may</i> work on campus to instruct
4	<u>ALL</u> Students must wear a mask (provided, handmade or surgical)^ in common areas and hallways Adults and Grades 6-8 wear masks at all times (other than meals) School must have a feasible amount of hand sanitizer, paper towel, disinfectant, etc.)	Wall Pumps for Hand sanitizer in all classrooms and at each of end instructional hallways and floors One way foot traffic for students to pass “Walk on the Right” signage Designated hand washing times for adults and students within 2-3 hours (minimum) Student groupings of cohorts remain in classroom as much as possible ELECTIVE COURSES GYM, Choir to be outside, weather permitting, BAND in the PFC Teachers will travel to cohort classrooms (ART, SPANISH, TECH, etc.)

		<p>Teachers will be able to host classes outside, when possible, the school is exploring tents in grassy areas for instruction</p> <p>Teachers will be encouraged to take “fresh air breaks” and may be built into the schedule for students wearing masks.</p>
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INTERMITTENT

We anticipate experiencing all four scenarios throughout the 2020-21 academic year. In the interest of learning, we must be nimble, should the conditions change.

Intermittent instruction occurs when flexing between “phases” and scenarios. FOR EXAMPLE: moving from PHASE 4 to PHASE 3, as seamless as possible, maintain instruction from TRADITIONAL to REMOTE, (or IN PERSON to Virtual)

PARENTAL EXPECTATIONS - PHASE 4 & 5

- **CHECK** for symptoms each morning (FEVER, COUGH)
- **KEEP STUDENT(S)** home if ill or symptomatic
- Communicate in good faith of child’s health condition
- Student has a clean mask each and every day

UNIQUE SCENARIOS

REGISTRATION OPTIONS		
Families will have the following options for 2020-21 due to Pandemic situation, in lieu of a vaccine Students may change enrollment status every nine weeks		Cost to Educate
TRADITIONAL	Students attend, per usual	\$5,881 for 1 student
HYBRID	Students may attend part time	\$3,879 in parish rate
ONLINE	Students are exclusive to IHM online platform	

CONSIDERATIONS

ATTENDANCE AT CHURCH:

- Students will attend church once weekly.
- For the time being, grades 6 - 8 will attend Wednesday.
- Grades 1 - 3 will attend Thursday, 4-5 will attend Tuesday,
- Kindergarten will attend on a day to be announced in January.
- Considerations will be made to have a separate school Mass.

Preparedness Plan

Every district must develop and adopt a COVID-19 Preparedness and Response Plan (“Preparedness Plan”) that is informed by [Michigan’s 2020-21 Return to School Roadmap](#) (“Return to School Roadmap”) from the COVID-19 Task Force on Education and Return to School Advisory Council.

In accordance with Executive Order 2020-142 a plan must include all the following parts:

SAFETY

A. The policies and procedures that the District will follow when the region in which the district is located is in **Phase 1, 2, or 3** of the *Michigan Safe Start Plan*.

1. Describe how the district will offer **alternative modes of instruction** other than in-person instruction and a summary of materials each student and the student’s parents or guardians will need to meaningfully access the alternative modes of instruction included in the Preparedness Plan. If the Preparedness Plan relies on electronic instruction, the Preparedness Plan must consider how the district will aid students who lack access to computers or to the internet. This is also in the Continuity of Learning and COVID-19 Response Plan submitted in April. You may want to update and link to this plan in your response below.

IHM Parish school is prepared and equipped to provide distance learning to it’s students through a variety of platforms to meet the needs of students learning in a “consistent” manner.

Google Classroom

Moby Max
 IXL [online curriculum]
 Google Meet and Zoom
 KHAN Academy, free
 PowerSchool

Materials needed will be a Chromebook or similar device with audio and visual capabilities, Wifi or internet access. IHM has provided school chromebooks to those families without these devices or in need of multiple devices due to family dynamics.

Teachers will have professional development and the local and diocesan level to enhance their skills in these platforms.

B. The policies and procedures that the District will follow when the region in which the District is located is in **Phase 4** of the Michigan Safe Start Plan.

Those policies and procedures must, at a **minimum**, include:

1. **Face coverings** (p. 22)

- a. Please describe how the district will implement **requirements** for facial coverings that at a minimum require the wearing of face coverings, except during meals and unless face coverings cannot be medically tolerated, for:
 - i) ~~All staff and all students in grades preK-12 when on a school bus.~~
 - ii) All staff and all students in grades preK-12 when in indoor hallways and common areas.
 - iii) All staff when in classrooms.
 - iv) All students in grades 6 and up when in classrooms.
 - v) All students in grades kindergarten through grade 5 unless students remain with their classes throughout the school day and do not come into close contact with students in another class.

FACE COVERINGS

STUDENTS	STAFF	OTHER
Face coverings in all common areas and Hallways, except for meals. Face covering 6-8***, at all times, in classrooms, hallways, common areas + Students will get a fresh air break, at a designated time, weather permitting,	Face covering required, except for meals Administration will provide face shield, cloth mask, and neck gaiter for staff	<div style="background-color: yellow; padding: 2px;">Cloth masks must be washed each day</div> Windows to be open, weather permitting, and conducive for learning (ie traffic noise)

K-5 must wear a face covering UNLESS, they are staying in the same room		
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^ = unless the student or staff cannot - for a medical reason - wear a mask

2. Hygiene

Please describe how you will implement the **requirements** for hygiene protocols from the *Return to School Roadmap* (p. 22-23).

The IHM Parish and school families will provide adequate supplies to support healthy hygiene behaviors (including soap, hand sanitizer with at least 60% alcohol for safe use by staff and students, paper towels, tissues, and signs reinforcing proper handwashing techniques).

IHM Parish Maintenance Department will systematically and frequently check and refill soap and hand sanitizers.

IHM Parish School will teach and reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol.

Educate staff and students on how to cough and sneeze into their elbows, or to cover with a tissue. Used tissues should be thrown in the trash and hands washed immediately using proper hand hygiene techniques.

Administration will provide daily opportunities for handwashing with soap and water by students and teachers

3. Cleaning

Please describe how you will implement the cleaning **requirements** for cleaning protocols from the *Return to School Roadmap* (p. 27).

IHM Parish Maintenance staff will adhere as **REQUIRED**:

- Frequently touched surfaces including light switches, doors, benches, bathrooms, must undergo cleaning at least every four hours with either an EPA-approved disinfectant or diluted bleach solution.
- Libraries, computer labs, arts, and other hands-on classrooms must undergo cleaning after every class period with either an EPA-approved disinfectant or diluted bleach solution.
- Student desks must be wiped down with either an EPA-approved disinfectant or diluted bleach solution after every class period.
- Playground structures must continue to undergo normal routine cleaning, but using an EPA-approved disinfectant is unnecessary.
- Ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children, and with adequate ventilation when staff use products.

- Staff must wear gloves, surgical mask, and face shield when performing all cleaning activities

4. Food Service, Gathering, and Extracurricular

Prohibit Indoor assemblies that bring together more than one classroom

- We will follow what the Diocese and Fr John (in consultation with local schools and LCHS) recommend as the best course of action to fulfill our ultimate school mission.

Recommended

Classrooms or outdoor areas should be used for students to eat meals at school, if distancing MI Safe Start | Phase 4 guidelines cannot be met. If cafeterias must be used, meal times should be staggered to create seating arrangements with six feet of distance between students.

Serving and cafeteria staff should use barrier protection including gloves, face shields, and surgical masks.

Students, teachers, and food service staff should wash hands before and after every meal.

Students, teachers, and staff should wash hands before and after every event.

Large scale assemblies of more than 50 students are suspended.

Off-site field trips that require bus transportation to an indoor location are suspended.

Recess should be conducted outside whenever possible with appropriate social distancing and cohorting of students. If more than one class is outside, students should wear facial coverings.

If possible, school-supplied meals should be delivered to classrooms with disposable utensils.

If possible, schools should offer telecasting of assemblies and other school-sanctioned events.

Extracurricular activities may continue with the use of facial coverings.

5. Athletics

Please describe how you will implement the **requirements** for athletics protocols from the *Return to School Roadmap* (p. 27).

IHM Parish School will follow guidance from the Michigan High School Athletic Association and the Lansing Catholic Youth Athletic Conference.

At this time, no extracurriculars are scheduled for FALL 2020, which would effect Girls Volleyball

5. Screening

Please describe how you will implement the **requirements** for screening protocols from the *Return to School Roadmap* (p. 24).

IHM Parish School will cooperate and seek guidance from Ingham County Health Department to adhere to the REQUIRED requirements.

Required

Schools must cooperate with the local public health department regarding implementing protocols for screening students and staff.

Strongly Recommended

Students who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported by their parent or guardian, emergency contact, or ambulance if clinically unstable, for off-site testing.

Staff who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported for off-site testing.

Symptomatic students and staff sent home from school should be kept home until they have tested negative for COVID-19, or have been released from isolation according to CDC guidelines.

Families should be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home.

In the event of a lab or clinically diagnosed case of COVID-19, immediate efforts should be made to contact any close contacts (those who spent more than 15 minutes less than six feet in close proximity to the student or staff member) so that they can be quarantined for 14 days at home. Students and staff should be closely monitored for any symptoms of COVID-19. At this time, empiric testing of all students or staff members in the class is not recommended. Only those that develop symptoms require testing for COVID-19.

Recommended

Parents and guardians are encouraged to check students' temperature at home every morning using oral, tympanic (ear), or temporal scanners; students with a temperature of 100.4 or greater must stay home and consider coronavirus testing.

Parents and guardians are encouraged to monitor for symptoms of COVID-19. The presence of any unexplained symptoms, including cough or shortness of breath, should prompt the parent or guardian to keep the student home from school and to follow up with their primary care provider.

IHM Administration will participate in any training/meetings held by Ingham County Health Department,

6. Testing

Please describe how you will implement the **requirements** for testing protocols from the *Return to School Roadmap* (p. 25).

REQUIRED

All schools, public and private, must cooperate with the local public health department if a confirmed case of COVID-19 is identified, and in particular, must REQUIRED:

Collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present at the school.

Strongly Recommended

Notify local health officials, staff, and students immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.

The Local Health Department will initiate contact tracing, following regular public health practice. Anyone who was within close contact of the case (less than six feet apart for 15+ minutes) will be asked to self quarantine for up to 14 days after exposure. Local health officials, depending on the situation, may identify other contacts who Safety Protocols 26 Governor Gretchen Whitmer MI Return To School Roadmap require quarantine. Schools can help the local health department by collecting data and contact information of those exposed.

Note: schools should provide staff with guidance on confidentiality laws and statutes that protect student and staff health information. Student communicable disease related information is protected health information. (Even if a family/ student acknowledges and publicly discloses a positive test, school staff and officials must not participate in discussions or acknowledge a positive test).

Employees with a confirmed case of COVID-19 should only return to the workplace after they are no longer infectious. Local health officials will provide instruction about return to work, using the most current guidelines from the CDC for this determination.

Cleaning staff should wear a surgical mask, gloves, and a face shield when performing cleaning of these areas. If possible, smaller areas such as individual classrooms should be closed for 24 hours before cleaning to minimize the risk of any airborne particles.

7. Busing and Student Transportation

Please describe how you will implement the **requirements** for busing and student transportation protocols from the *Return to School Roadmap* (p. 28).

IHM Parish School does not provide busing or transportation

Field trips are suspended in Phase 3, 4, and most likely 5

Students who use Dean Transportation will be under the jurisdiction of that plan for transportation

C. Describe the policies and procedures that the district will follow when the region in which the district is located is in Phase 5 of the Michigan Safe Start Plan.

IHM Parish School will continue to follow policies and procedures in PHASE 5 as were described in PHASE 4 to prevent any potential COVID outbreak on school grounds.

1. Indicate which highly recommended protocols from the *Return to School Roadmap* the district will include in its Preparedness Plan when the region in which the district is located is in **Phase 5** of the *Michigan Safe Start Plan*.

IHM Parish School will follow highly recommended as outlined in PHASE 4

2. Indicate which highly recommended protocols from the *Return to School Roadmap* the district will not include in its Preparedness Plan when the region in which the district is located is in **Phase 5** of the *Michigan Safe Start Plan*.

None at this time

D. After considering all the protocols that are highly recommended in the *Return to School Roadmap*, please indicate if a school plans to exclude protocols that are highly recommended for any of the categories above in **Phase 4**.

NO, not at this time.

Final Steps for Submission

Each district shall submit a single completed Assurance Document and Preparedness Plan to its Board of Education (in the case of a PSA, the Academy Board of Directors; in the case of a nonpublic school, the chief or designated school administrator) in time for approval by August 15 or seven days before the first day of school, whichever comes first.

Date of Approval by the District Board of Education, PSA Board of Directors, or nonpublic school chief/designated school administrator:

Link to the Board Meeting Minutes or Signature of Board President, or signature of nonpublic school chief/designated school administrator:

Link to the approved Plan posted on the District/PSA/nonpublic school website:

The Preparedness Plan will be collected by the Intermediate School District for public school districts, the authorizing body for public school academies, or the chief/designated school administrator for nonpublic schools for transmission to the State Superintendent of Public Instruction and State Treasurer by August 17, 2020. Additionally, this Preparedness Plan must be posted on the district's/PSA's, or nonpublic school's public website home page no later than August 17, 2020.

Name of District/PSA/Nonpublic Leader Submitting Plan:

Date Received by the ISD/Authorizing Body/Chief or designated School Administrator:

Date Submitted to State Superintendent and State Treasurer:

Phase 4

If a school is located in a Phase 4 MERC District, as described in the MI Safe Start Plan, the following will be adhered to:

Hygiene

- Provide (by school and/or school families) adequate supplies to support healthy hygiene behaviors (including soap, hand sanitizer with at least 60% alcohol for safe use by staff and students, paper towels, tissues, and signs reinforcing proper handwashing techniques).
- Teach and reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol.
- Educate staff and students on how to cough and sneeze into their elbows, or to cover with a tissue. Used tissues should be thrown in the trash and hands washed immediately using proper hand hygiene techniques.
- Systematically and frequently check and refill soap and hand sanitizers.
- Daily, provide opportunities for handwashing with soap and water by students and teachers.
- Limit sharing of personal items and supplies such as writing utensils.

Spacing, Movement and Access

- Space students as far apart as feasible in classrooms, whether desks or tables are utilized.
- Post signage to indicate proper social distancing.
- Place markers at six-foot intervals where line formation is anticipated.
- Provide social distancing markers in waiting and reception areas.
- Post signs on the doors of restrooms to indicate proper social distancing and hand hygiene techniques.
- Restrict entrance to the school to students and staff only, with the following allowances: Family members or other non-staff adults are not allowed in the school building except under extenuating circumstances determined by school officials. All non-staff adults entering the building must be screened for symptoms using a COVID-19 monitoring form (from local public health department,) wear a facial covering, and wash/sanitize hands prior to entering. Strict records, including date and time, should be kept of all non-staff adults entering and exiting the building.

Screening Students and Staff

- Cooperate with the local public health department regarding implementing protocols for screening students and staff.
- Identify and designate a quarantine area and a staff person to care for students and staff who develop signs or symptoms of COVID-19 at school.
- Students and staff who become ill with signs or symptoms of COVID-19 will be placed in an identified quarantine area with a facial covering in place, if able, until they can be picked up. Identified people caring for these children/staff will wear a facial covering.
- Symptomatic students and staff sent home from school will stay home until they have tested negative or have completely recovered according to CDC guidelines.
- Staff will conduct daily self-examinations, including a temperature check, prior to coming to work. If they exhibit any new or unusual symptoms as reported on the COVID-19 school monitoring form, they will stay home. In the event of a positive test, the staff member will contact the school administrator.

Testing Protocols for Students and Staff and Responding to Positive Cases

- Cooperate with the local public health department regarding implementing protocols for screening students and staff.
- Symptomatic students and staff will be kept home until they have tested negative for COVID-19 or have been released from isolation according to CDC guidelines.
- Families will be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home.

Responding to Positive Tests Among Staff and Students

- Cooperate with the local public health department if a confirmed case of COVID-19 is identified, and in particular, collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present at the school. The Local Health Department will initiate contact tracing, following regular public health practice.
- Notify local health officials, staff, and students immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.

Food Service, Gathering, and Extracurricular Activities

- DOL schools will not conduct indoor assemblies that bring together students from more than one classroom.
- School Masses may be allowed provided that all DOL Mass guidelines are followed.
- If cafeterias are used and six feet of distance between students is not possible, meal times should be staggered or physical barriers should be used. Serving and cafeteria staff will use barrier protection including gloves, face shields, and surgical masks.
- Classrooms or outdoor areas can be used for students to eat meals at school.

Athletics

- Schools will comply with all guidance published by Michigan High School Athletic Association (MHSAA) and the National Federation of State High School Associations (NFHS).

- Students, teachers, and staff must use proper hand hygiene techniques before and after every practice, event, or other gathering.
- Every participant should confirm that they are healthy and without any symptoms prior to any event. On non-school days COVID-19 Monitoring Form needs to be completed by all participants (this includes all adult volunteers, coaches and administrators)
- All equipment must be disinfected before and after use.
- Each participant must use a clearly marked water bottle for individual use. There should be no sharing of this equipment.
- Handshakes, fist bumps, and other unnecessary contact must not occur.
- Indoor weight rooms and physical conditioning activities that require shared equipment are suspended. Outdoor physical conditioning activities are allowed while maintaining social distancing.
- Large scale indoor spectator events are suspended. Large scale outdoor spectator or stadium events are limited to 100 people, and people not part of the same household must maintain six feet of distance from one another.
- Spectators are allowed provided that facial coverings are used by observers and six feet of social distancing can be maintained at all times. Attention must be given to entry and exit points to prevent crowding.

Cleaning

- Frequently touched surfaces including light switches, doors, benches, bathrooms, will undergo cleaning at least every four hours with either an EPA-approved disinfectant or diluted bleach solution.
- Libraries, computer labs, arts, and other hands-on classrooms will undergo cleaning after every class period or when cohorts change classrooms, with either an EPA-approved disinfectant or diluted bleach solution.
- Student desks will be wiped down with either an EPA-approved disinfectant or diluted bleach solution after every class period, or when cohorts change classrooms.
- Playground structures will continue to undergo normal routine cleaning, but using an EPA approved disinfectant is unnecessary.

- Ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children, and with adequate ventilation when staff use products.
- Staff must wear gloves, surgical masks, and face shields when performing all cleaning activities.

Busing and Student Transportation (including extra-curricular activities and athletics) *Schools who use public school district busing or busing with an outside contractor will defer all safety guidelines to those providers. The following is intended for schools who are the direct provider of busing services.*

- Schools will require the use of hand sanitizer before entering a school bus. Hand sanitizer will be supplied on the bus.
- The bus driver, staff, and all students in grades preK-12, if medically feasible, will wear facial coverings while on the bus. Note: there may be situations where it is not safe for the bus driver to wear a facial covering. Decisions about these situations should be made on a case-by-case basis with local public health officials.
- Schools will clean and disinfect transportation vehicles before and after every transit route. Children will not be present when a vehicle is being cleaned.
- Schools will clean and disinfect frequently touched surfaces in the vehicle (e.g., surfaces in the driver's cockpit, hard seats, arm rests, door handles, seat belt buckles, light and air controls, doors and windows, and grab handles) prior to morning routes and prior to afternoon routes.
- Schools will clean, sanitize, and disinfect equipment including items such as car seats, wheelchairs, walkers, and adaptive equipment being transported to schools daily.
- Schools will create a plan for getting students home safely if they are not allowed to board the vehicle.
- If a student becomes sick during the day, they will not use group transportation to return home and must follow protocols outlined above. If a driver becomes sick during the day, they will follow protocols for sick staff outlined above and will not return to drive students.
- Weather permitting, doors and windows will be open when cleaning the vehicle and between trips to let the vehicles thoroughly air out.

Mental & Social-Emotional Health

- Schools are to identify a point person or establish an access navigator to facilitate mental health referrals, communications to families/ students, and public-facing wellness materials.

- Provide all staff with timely, responsive, and ongoing training/professional development.

Resources

[MI Return to School Road Map](#), June 30, 2020

[National Institute for Educational Excellence](#) for Remote Learning Check Learning

Portage Public Schools [Return to Learn Plan](#), June 2020

Michigan Association of Health Department [Flowchart](#)