



Northampton County Schools' Fall Re-Entry Plans

The following Northampton County Schools' re-entry plans are now aligned with the most recent guidance from the NC Department of Health and Human Resources. The Governor is expected to announce which specific plan will be followed across the state on July 1, 2020. The specific guidance can be found below. - **Not Required to be sent to the state.**

NCDHHS Guidance | [Guidance Document](#)
NCDPI Guidance | [Guidance Document](#) | [Simplified Document](#)
CDC Guidance | [Guidance Document](#)

Option 1 - Plan A - Minimal Social Distancing - (Learner Preference Model)

In-person learning in Plan A will occur with mini physical distancing or other public health mitigation strategies.

Option 2 - Plan B - Moderate Social Distancing (50% Density and A/B Model)

In-person learning would occur with physical distancing and other public health mitigation strategies and will require us to utilize creative scheduling strategies (half-day, alternating day, weeks, etc.), to accommodate transportation, facilities and other resource capacities.

Option 3 - Plan C - 100% Remote Learning by

Northampton County Schools Specific Plans Aligned to NCDHHS Guidance

Re-Entry Plan A: Learner Preference Model

Parents and students are given the opportunity to select their Learner Preference based upon student need, family obligations, and health considerations.

Learning Preference Options:

1. Full Time Face to Face instruction
2. Full Time Remote Learning

3. Part Time Face to Face and Part Time Remote Learning

Re-Entry Plan B: A Day-B Day Model

Students are divided into two groups (Group A & Group B). Students attend school face to face two days per week and learn remotely three days per week. Wednesdays are used for universal cleaning and professional development. Attempts to allow siblings/scholars in the same household to attend on the same A/B day will be made. Exceptional Children will be considered for face-to-face instruction on both A and B days

Grades PK- 8 : Alternative Days A Day-B Day Model Schedule:

Monday-Thursday: Group A (Face to Face); Group B (Remote Learning and connected)

Wednesday: Group A & B (Remote Learning and connected and Deep Cleaning)

Tuesday-Friday: Group A (Remote Learning); Group B (Face to Face)

Grades 9 - 13 :

Northampton County Early College	Northampton County High School
Number of Students: 155	Number of Students: 284
Number of students requesting Northampton County Virtual Academy: Remain Virtual: A/B Day: Main Reason:	Number of students requesting Northampton County Virtual Academy: Remain Virtual: A/B Day: Main Reason:
Number of Teachers: 7	Number of Teachers: 30
Number of Rooms: 7	Number of Rooms: 25
Number of Students in a Room: ___ Rooms with ___ desks/students ___ Room(s) with ___ desks/students	Number of Students in a Room: ___ Rooms with ___ desks/students ___ Room(s) with ___ desks/students
Students Union Room: ___	Students Union Room: ___

- High School students are more familiar with learning online

- Scheduling for our high school students would be complicated face-to-face due to the nature of individual schedules of students being vastly different making A/B day hard to schedule and accommodate
- Seminar Courses will provide skill-building support for English courses
- Students will be required to sign-in daily using zoom or other approved platforms. Devices and internet connectivity will be provided to students who lack them when available in their area.
- In-person accommodations for exceptions such as exceptional children and English learners
- We are continuing to work to identify ways to ensure that they remain engaged and receive socio-emotional support.

Re-Entry Plan C: Complete Remote Learning

Students and staff remain with remote learning protocols with modifications for instructional school improvements based upon best-practices.

Working Group Membership

Resources	School Operations	Instructional & Professional Development	Wellness & Safety
Please record your team's meeting date and time below			
Date: Thursday	Date: Thursday	Date: Tuesdays	Date:Thursdays
Time: 1pm	Time: 2:30 PM	Time: 11am	Time:11:00am
Meeting Link	Zoom Link	Zoom Link	
Members			
Corey Tyler	Kelvin Edwards	Geneva Faulkner	Mark Barfield
Kelvin Edwards	Al Bennett	Jorgette Williams	Nurse Taylor
Mary Earp	Tremaine Saliim	Dr. Amy Draper	Mary Earp
Benedict Fagbeyiro	Benedict Fagbeyiro	Angela Vaughan	Tameka Robinson
Joe Baisley	Monica Edmonds	Pamela Miles	Monica Edmonds
Danny McCaw	Noah Rogers	Queen Silver	Angela Ramsey
Cathy Gillus	Danny McCaw	Corey Williams	Chris Butler
Cyrus Waters		Annabel Bello	Ann Davis
Grace Smith		Tameka Robinson	John Niles
Monica M Edmonds		Charlene Nicholson	Khrista Simmons
		Angela Ramsey	
		Chris Butler	
		Syvillia Futrell	
		Khrista Simmons	
		Noah Rogers	
		Monica Edmonds	

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Plan B: Moderate Social Distancing

Ensure sufficient social distancing at all times in school facilities and on school transportation vehicles.

Limit density of people in school facilities and transportation vehicles to no greater than 50% maximum occupancy to ensure social distancing.

School Operations Work Group

NCDHHS Requirements for Scheduling

- Ensure sufficient social distancing at all times in school facilities and on school transportation vehicles.
- Limit density of people in school facilities and transportation vehicles to no greater than 50% maximum occupancy to ensure social distancing

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
Initial Information	Cabinet Communication Principals	Survey families to identify and determine the number of families not planning for their child to participate in person instruction and seek input on one of two scheduling options.	Survey	Feb 2021	Parents Teachers Staff
Modified Scheduling	Cabinet Academics Transportation Human Resources Principals	Map out space available for Pre-K- 8 on A/B day schedule. Students in grades 9-13 engage in remote learning for the first quarter. Provide training to high school teachers on enhancements to remote learning to improve the educational experience for high school students. Determine how teacher absences will be handled in a remote environment and communicate new or modified expectations to Human Resources. Communicate remote learning expectations for high school students and families. Assign staff to monitor attendance and participation and to provide support services to high school students. Determine how meals will be provided for high school students (frozen meals, delivery,	Tech support for Teachers and students Webpage Resource Staff PD on Remote Learning Surveys and School Websites	July 2020	Teachers Substitutes Staff Parents

		distribution sites, etc.)			
		<p>Split all students into two cohorts which alternate participation in face to face learning and remote instruction each week.</p> <p>Determine child care options for staff/community</p> <p>. Determine how meals will be provided for students during remote instruction weeks (frozen meals, delivery, distributions sites, etc.)</p> <p>Communicate remote learning expectations for students and families.</p> <p>Assign staff to monitor attendance and participation and to provide support services to students during remote instruction weeks.</p> <p>Provide training to teachers on pedagogy and management of this blended approach.</p>	<p>Powerschool - Guidance Counselor</p> <p>Bus Monitors</p> <p>Shelf life Meals will be provided</p> <p>District/School Websites</p>	June 2020	Teachers Staff Parents Community

NCDHHS Requirements for Facilities

- Provide social distancing floor/seating markings in waiting and reception areas.
- Mark 6 feet of spacing to remind students and staff to stay 6 feet apart in lines and at other times when they may congregate
- Provide marks on the floors of restrooms and locker rooms to indicate proper social distancing
- Establish a schedule for and perform ongoing and routine environmental cleaning and disinfection of high touch areas (door handles, stair rails, faucet handles, toilet handles, playground equipment, drinking fountains, light switches, desks, tables, chairs, kitchen countertops, cafeteria and service tables, cart, and trays) with an EPA approved disinfectant for COVID-19 and increase frequency of disinfection during high-density times and disinfect all shared objects (physical education equipment, art supplies, toys, games) between use
- Ensure safe and correct use and storage of cleaning and disinfection products, including securely storing and using products away from children, and allowing for adequate ventilation when staff use such products.
- Allow time between activities for proper cleaning and disinfection of high-touch surfaces
- Ensure safe and correct use and storage of cleaning and disinfection products away from children, allowing for adequate ventilation when staff use such products
- Limit of sharing of personal items and supplies such as writing utensils
- Keep students' personal items separate and in individually labeled cubbies, containers, or lockers
- Limit use of classroom materials to small groups and disinfect between uses or provide adequate supplies to assign for individual use
- Paper-based materials, such as books and loose-leaf paper are not considered high-risk for COVID-19 transmission, and do not need additional cleaning or disinfection procedures

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
Signage	Operations	Determine signage and markings needed in each building: Know Your W's Identify materials and vendors needed and secure quotes. Schedule installation of signage in all facilities and follow up to confirm installation is completed.	Posters Tape to mark off 6ft Maintenance Dept.	June 2020	District Staff Principals
Cleaning and Disinfection	Operations	Update procedures and expectations for environmental cleaning based on COVID-19 prevention requirements: CDC Cleaning and Disinfection , EPA Disinfectants, Safe and Correct Use . National Association for Pupil Transportation Provide training on updated procedures and expectations.	Maintenance Dept./Custodians and Nurses Cleaning and	Aug 2020	Custodians

			Disinfecti on Supplies		
Classrooms	Operations Principals	<p>Reconfigure seating arrangements to allow for physical space. Require students to maintain belongings in separate containers (cubbies, lockers, etc.).</p> <p>Stagger recess to allow for social distancing and cleaning of playground equipment between classes.</p> <p>Encourage students to bring bottled water and close water fountains.</p> <p>Train and provide time for teachers to clean and disinfect their classroom at specified intervals.</p> <p>Consider unique circumstances of teachers in high touch, high risk classes: science, art, band, etc. and provide appropriate guidance for cleaning and safety.</p>	<p>Cleaning and Disinfecti on Supplies</p> <p>Water Bottles</p> <p>Custodia ns - Nurses Cleaning Supplies</p>	July 2020	Teachers Teacher Assistants
Safety Drills	Operations	Determine expectations or revisions to safety drills to adhere to social distancing expectations as much as possible.	Updated procedur es for all Safety Drills		Principals Teachers
Facility Usage	Operations	Communicate the cessation of external groups renting school facilities until further notice.		August 2020	Principals Communi ty
Visitors	Principals	<p>Establish a universal protocol for visitors:</p> <ul style="list-style-type: none"> ● Calling the front office before entering ● Screening visitors for symptoms ● Requiring use of face coverings/masks 	Mask - PPE - Signage Plexi-gla ss barriers	August 2020	Clerical Staff Parents Community

NCDHHS Requirements for Child Nutrition

- Discontinue the use of any self-service food or beverage distribution in the cafeteria (meals or snacks should be individually packaged and served directly to students; milk or juice may be available separately and served directly to students) Continue to ensure the safety of children with food allergies.
- Ensure that all non-disposable food service items are minimally handled and washed with hot water and soap or in a dishwasher, or use disposable food service items such as plates and utensils.

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources/ Cost</u>	<u>Timeline</u>	<u>Audience</u>
Cafeteria	CNS Principals	Determine how students will eat breakfast and lunch at each school while maintaining social distancing: <ul style="list-style-type: none"> • In the classroom: student pick up or meals delivered (provide bags/cans each day for trash and schedule time for trash pickup; purchase takeout containers, and rolling carts). • Implement a system of meal counting and claiming that is consistent with federal regulations at the Point of Service. • Provide time for handwashing before and after lunch. 	Rolling Carts and Take out containers Rolling Coolers	July 2020	Teachers
Meal Service Options	CNS	Plan multiple menus to accommodate meals in the classroom, meals served in hallways, meals-to-go. Place food and supply orders as quickly as possible to ensure an adequate supply of products that meet the district's/school's meal service options.		July 2020	
Staffing	CNS	Comply with NCDHHS requirements for: <ul style="list-style-type: none"> • Social distancing and minimizing exposure. • Continuously monitoring staff safety and well-being. • Handling suspected, presumptive or confirmed positive cases of COVID 19. Provide continuous training for staff in social distancing, proper hygiene, proper use of PPE and other practices to protect students, staff and others.	District/ School Website Comply with NCDHHS requirements	Aug 2020	CNS Staff
Cleaning and Disinfecting	CNS	Follow NCDHHS requirements for cleaning and hygiene. Conduct routine cleaning and disinfecting of classrooms, including tables, chairs and other high-touch surfaces between and/or throughout meal service; follow DPI-approved HACCP procedures .	Cleaning Supplies DPI-approved HACCP procedures .	Aug	CNS Staff

NCDHHS Requirements for Transportation

- Clean and disinfect transportation vehicles regularly.
- Children must not be present when a vehicle is being cleaned.
- Ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children and adequate ventilation when staff use such products.
- 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.
- Keep doors and windows open when cleaning the vehicle and between trips to let the vehicles thoroughly air out.
- Clean, sanitize, and disinfect equipment including items such as car seats and seat belts, wheelchairs, walkers, and adaptive equipment being transported to schools.
- Follow the symptom screening protocol outlined in the Monitoring for Symptoms section for any person entering a school transportation vehicle, which could include the option of a parent/guardian attestation. Individuals must stay home and not board transportation if they are experiencing symptoms of COVID-19 or have been exposed to someone positive for COVID-19.
- Create a plan for getting students home safely if they are not allowed to board the vehicle.
- Enforce that if an individual becomes sick during the day, they must not use group transportation to return home and must follow protocols outlined above.
- If a driver becomes sick during the day, they must follow specified protocols and must not return to drive students.
- Provide hand sanitizer (with at least 60% alcohol) to support healthy hygiene behaviors on all school transportation vehicles for safe use by staff and older children.
 - Hand sanitizer should only remain on school transportation while the vehicles are in use.
 - Systematically and frequently check and refill hand sanitizers.
- Comply with required cleaning and hygiene guidance established by the NCDHHS.
 - Avoid scented products.
 - Use of aerosols is discouraged due to increased risk to staff and students. A school bus may not operate with any aerosol or unlabeled liquid container on board.

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
Initial Information and Next Steps	Transportation Director	Survey parents to project transportation needs. Communication - A detailed communications plan will be developed and shared with staff, parents and students prior to reopening schools confirming that that all busses and transportation vehicles have been thoroughly disinfected. In addition, we will communicate to parent's our new expectations for those who choose to use	Survey No Cost Communication Plan	July 2020	Parents

		will play in school transportation. Our first priority will be to minimize infection. Students who fail to adhere to these basic expectations will have their privilege to ride school transportation revoked.			
Screening for Symptoms	Transportation Principals	<p>Establish procedures for bus drivers to be screened at each school prior to running daily routes.</p> <p>Train bus drivers on procedures to screen students for symptoms utilizing the Screening Checklist (p. 14-17) or Parent Attestation (p. 18-19) and temperature screening.</p> <p>Purchase and distribute PPE for persons screening or accepting attestations.</p> <p>Choreograph procedures with written instructions for drivers, attendants, parents, and students.</p> <p>Adopt a policy on what will be done if a child does not pass the screening process.</p> <p>Require each bus to maintain a seating chart in designated area(s) for tracking and to support contact tracing, and have siblings sit together.</p>	Thermometers Bus Monitors	July 2020	Bus Drivers Parents
Staffing	Transportation	<p>Identify drivers, attendants, and substitute drivers who are considered high risk for severe illness and develop a plan to address reasonable requests for alternate work assignments.</p> <p>Identify staff that can be deployed to drive buses in the event of a large number of unavailable drivers.</p> <p>Provide training on new practices and policies related to health, safety, and leave.</p>	NCDHHS and School Nurses Recruitment of drivers	July 2020	Bus Drivers Principals
Preparing Buses	Transportation	Post appropriate signage from the CDC Resources .	Print and laminate signs	Aug 2020	Bus Drivers
Cleaning and Disinfection	Transportation	Purchase and distribute personal quantities of hand sanitizer to bus drivers for staff and	Hand sanitizer	Aug 2020	Bus Drivers

		<p>student use and communicate expectations for usage and storage.</p> <p>Provide training and written instructions on cleaning and disinfecting the bus and proper use and storage.</p>			
PPE	Transportation	<p>Determine how many and purchase face masks, face shields, and/or gloves will be provided by the district and required for drivers.</p> <p>Train staff on proper use, removal, and hygiene for PPE.</p>	PPE equipment	July 2020	Bus Drivers
EC Transportation	Transportation	<p>Consult with the EC Department to determine special accommodations related to COVID-19 that will need to be made for individual students with special needs.</p> <p>Review and revise rules for private contractors.</p>		July 2020	EC Dept.
Communication	Transportation Communication	<p>Create a document to inform parents of new policies regarding student transportation to accommodate social distancing (multiple runs, wider arrival and departure times, assigned seating, etc.).</p> <p>Provide school bus and bus stop social distancing training to students.</p>	District/School Websites and videos	Aug 2020	Parents Bus Drivers

Arrival, Dismissal, Transitions

No NCDHHS Requirements.

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
Arrival/Dismissal	Principals	Designate staff to monitor arrival, symptom screening, and dismissal to discourage congregating and ensure students go straight to their classrooms and vice versa	Staff No Cost	August 2020	Staff Parents Students
Transitions	Principals	Designate hallways as one-way, posting directional reminders on the walls and/or floor. Designate entrance and exit doors for classrooms and restrooms to reduce the chance that people meet face to face.	Signage No Cost	July 2020	Staff Parents Students

4. Whole Child Support Work Group

NCDHHS Requirements for Student Health and Hygiene

- Share guidance and information with staff, students, and families on the proper use wearing, removal, and cleaning of cloth face coverings, such as CDC's guidance on wearing and removing cloth face masks and CDC's use of cloth face coverings
- Provide adequate supplies to support healthy hygiene behaviors (soap, hand sanitizer with at least 60% alcohol for safe use by staff and older children, paper towels, and tissues)
- 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 by staff and older children
- Increased monitoring to ensure adherence among students and staff
 - Supervise use of hand sanitizer by students
 - Ensure that children with skin reactions and contraindications to hand sanitizer use soap and water
 - Reinforce handwashing during key times such as: before, during, and after preparing food; before eating, etc.
- Provide hand sanitizer at every building entrance and exit, in the cafeteria, and in every classroom, for safe use by staff and older students
- Systematically and frequently check and refill hand sanitizers
- Encourage staff and students 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 with soap and water for at least 20 seconds
- Incorporate frequent handwashing and sanitation breaks into classroom activities

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
Student Health	Student Services Principals Communications Operations Human Resources	<p>Provide information to schools to share with families on the proper use, wearing, removal, and cleaning of face coverings, hand washing, etc. (include video demonstrations this summer). CDC Poster, CDC Guidance on Cloth Face Coverings,</p> <p>Communicate if face masks will be required for all staff and students (consider mask fatigue, enforcement and consequences).</p> <p>Determine cost of hand sanitizing stations in schools and hand sanitizer in all classrooms refilled consistently.</p> <p>Teach students expectations for proper hygiene practices early and often. Train teachers on proper hygiene practices for students and staff.</p>	<p>District/School Websites - Videos/Posters</p> <p>CDC Guides</p> <p>Maintenance Dept.</p>	July 2020	Teachers Parents Students

NCDHHS Requirements for Vulnerable Populations

- Systematically review all current plans (Individual Healthcare Plan, IEP, or 504 plans) for accommodating students with special healthcare needs and update their care plans as needed to decrease their risk for exposure to COVID-19.
- Create a process for students/families and staff to self-identify as high risk for severe illness due to COVID-19 and have a plan in place to address requests for alternative learning arrangements or work re-assignments

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
Medically Fragile Students	School Nurses	Contact medically fragile students to provide updated health care orders.	School Nurses	June 2020	Parents
Alternative learning arrangements	Student Services Principals	Define high risk factors and communicate procedures to families to self-identify as high risk. Provide alternative learning arrangements through the Virtual Academy.	Social Workers and School Nurses	July 2020	Parents

NCDHHS Requirements for Monitoring for Symptoms

- Enforce that staff and students stay home if:
 - They have tested positive for or are showing COVID-19 symptoms, until they meet criteria for return
 - They have recently had close contact with a person with COVID-19, until they meet the criteria for return
- Conduct symptom screening of any person entering the building, including students, staff, family members, and other visitors. Screening may be provided at the school entrance, prior to arrival at school, or upon boarding school transportation. Sample screening tools are available in English and Spanish
- Conduct daily temperature screening for all people entering the school facility or boarding school transportation
- (optional parent attestation)
 - Fever is determined by a measured temperature of 100.4 degrees or greater
- Individuals waiting to be screened must stand six feet apart from each other. Use tape or other markers on the floor for spacing.
- The staff person taking temperatures must wear a cloth face covering, and must stay six feet apart unless taking temperature
- Use a touchless thermometer if one is available
- If not available, use a tympanic (ear), digital axillary (under the arm), or temporal (forehead) thermometer. Use disposable thermometer covers that are changed between individuals
- **Do not take temperatures orally** (under the tongue) because of the risk of spreading COVID-19 from respiratory droplets from the mouth
- Staff person must wash hands or use hand sanitizer before touching the thermometer
- Staff person must wear gloves and change between direct contact with individuals, and must wash hands or use hand sanitizer after removing gloves
- Staff person must clean and sanitize the thermometer using manufacturer's instructions between each use

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
Communication	Principals Student Services Communications	Communicate that staff and students are expected to stay home if they are sick and that all students and staff will be screened for symptoms each day upon arrival..	Posters/ Letters home - All Calls Student/ Staff handboo k	Aug 2020	Teachers Staff Parents
Student Screening	Principals Student Services	Identify staff who will screen students upon arrival and provide training on screening procedures Screening Checklist (p. 14-17) and temperature screening (Develop best practice guide and embed in medication training). Determine if Primetime staff will need to be	Addition al Monitors	Aug 2020	Teachers Staff

		trained to monitor for symptoms.			
Supplies and PPE	Student Services Human Resources	Determine cost of thermometers, face coverings, and gloves for staff assigned to monitor for symptoms in each school and purchase supplies. Determine funding source for supplies for Primetime, athletics, etc. Investigate electronic solutions for symptom monitoring for students and staff.		July 2020	Principal s

NCDHHS Requirements for Handling a suspected, presumptive, or confirmed positive case of COVID-19

- Post signage at the main entrance requesting that people who have been symptomatic with fever and/or cough not enter.
- Educate staff, students, and their families about the signs and symptoms of COVID-19 when they should stay home and when they can return to school
- Establish a dedicated space for symptomatic individuals that will not be used for other purposes
- Immediately isolate symptomatic individuals to the designated area at the school and send them home to isolate
- Ensure symptomatic students remain under visual supervision of a staff member who is at least six feet away. The supervising adult should wear cloth face covering or a surgical mask.
- Require the symptomatic person to wear a cloth face covering or a surgical mask while waiting to leave the facility
- Cloth face coverings should not be placed on:
 - Anyone who has trouble breathing or is unconscious
 - Anyone who is incapacitated or otherwise unable to remove the face covering without assistance
 - Anyone who cannot tolerate a cloth face covering due to developmental, medical, or behavioral health needs
- Require school nurses or delegated school staff who provide direct patient care to wear appropriate personal protective equipment (PPE) and perform hand hygiene after removing PPE. Refer to the Infection Control Supplies Checklist for type of PPE needed.
- Implement cleaning and disinfecting procedures.
- Have a plan for how to transport an ill student or staff member home or to medical care
- Adhere to the following process for allowing a student or staff member to return to school
 - If a person has had a negative COVID-19 test, they can return to school once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours
 - If a person is diagnosed with COVID-19 by a medical professional based on a test or their symptoms or does not get a COVID-19 test but has had symptoms, they should not be at school and should stay at home until they can answer YES to the following three questions:
 - Has it been at least 10 days since the individual first had symptoms?
 - Has it been at least 3 days since the individual had a fever (without using fever reducing medicine)?
 - Has it been at least 3 days since the individual's symptoms have improved, including cough and shortness of breath?
- Notify local health authorities of confirmed COVID-19 cases among children and staff
- Ensure that if a person with COVID-19 was in the school setting while infectious, school administrators coordinate with local health officials to notify staff and families immediately while maintaining confidentiality in accordance with FERPA, NCGS 130A-143, and all other state and federal laws.
- If a student/employee has been diagnosed with COVID-19 but does not have symptoms, they must remain out of school until ten days have passed since the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test

- If a student/employee that has been diagnosed with COVID-19 or has been presumed positive by a medical professional due to symptoms, they are not required to have documentation of a negative test in order to return to school
- If a student/employee has been determined to have been in close contact with someone diagnosed with COVID-19, they must remain out of school for 14 days since the last date of exposure. If they test positive, they must complete 14 days of quarantine, even if they test negative
- Provide remote learning options for students unable to be at school due to illness or exposure

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
Communication	Principals Communications Operations Student Services	Post signage that directs symptomatic individuals to not enter. CDC Posters Communicate to families and staff that symptomatic individuals should not come to school. Establish timeline, decision matrix, and procedures for notifying families of a presumed or confirmed case (include sample templates),	CDC Posters and Signage School Handbook	Aug 2020	Teachers Parents Community
Training	Principals Nurses	Train medicine clerks or other identified staff members on the procedures for handling a suspected or confirmed case of COVID-19 and the protocol for informing student services and determining when the student can return to school.	Training from School Nurse CDC and NCDHHS Protocols	Aug 2020	Staff
Cleaning and Disinfecting	Operations Principals	Designate a separate room, office, or area solely for the purpose of isolating a suspected or confirmed case. Implement immediate cleaning and disinfection procedures after the student/staff member is removed. CDC Cleaning Guidance	CDC Cleaning Guide	Aug 2020	Staff

NCDHHS Requirements for Social Emotional Learning and Mental Health

- Provide staff, families, and students (if age-appropriate) with information on how to access resources for mental health and wellness (e.g. 211 and Hope4NC Helpline 1-855-587-3463).

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
Student Supports	Student Support Services Principals Counselors Social Workers	Develop a support plan that addresses students' social emotional and mental health needs in face to face and remote learning environments. See Resources for Plan B and Plan C on pages 35-37 of Lighting Our Way Forward.		Aug 2020	Students Parents
Training	Student Support Services Principals	Train teachers and provide resources on how to identify and assist students in accessing specialized supports.		Aug 2020	Teachers

Student Activities:

No NCDHHS Requirements. See NCDHHS recommendations included below.

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
Athletics and Band	Athletic Directors Band Directors Parents Trainers	Follow guidance from the NCHSAA. NCHSAA Reopening Guidelines		June 2020	Athletic Directors Band Directors Parents
Before and After School Programming	Principals Teachers	Follow NCDHHS Requirements for in person instruction for club meetings and activities and host virtual meetings for students based on the modified school schedule.		September 2020	Club Sponsors Parents

Human Resources Work Group

NCDHHS Requirements for Staff Health and Hygiene

- Share guidance and information with staff, students, and families on the proper use wearing, removal, and cleaning of cloth face coverings, such as CDC's guidance on wearing and removing cloth face masks and CDC's use of cloth face coverings
- Provide adequate supplies to support healthy hygiene behaviors (soap, hand sanitizer with at least 60% alcohol for safe use by staff and older children, paper towels, and tissues)
- 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 by staff and older children
- Increased monitoring to ensure adherence among students and staff
 - Supervise use of hand sanitizer by students
 - Ensure that children with skin reactions and contraindications to hand sanitizer use soap and water
 - Reinforce handwashing during key times such as: before, during, and after preparing food; before eating, etc.
- Provide hand sanitizer at every building entrance and exit, in the cafeteria, and in every classroom, for safe use by staff and older students
- Systematically and frequently check and refill hand sanitizers
- Encourage staff and students 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 with soap and water for at least 20 seconds
- Incorporate frequent handwashing and sanitation breaks into classroom activities

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
Staff Health and Hygiene	Student Services Principals Communications Operations Human Resources	Provide information to schools to share with families on the proper use, wearing, removal, and cleaning of face coverings, hand washing, etc. (include video demonstrations this summer). CDC Poster , CDC Guidance on Cloth Face Coverings , Communicate if face masks will be required for all staff and students (consider mask fatigue, enforcement and consequences). Determine cost of hand sanitizing stations in schools and hand sanitizer in all classrooms refilled consistently. Teach students expectations for proper hygiene practices early and often. Train teachers on proper hygiene practices for students and staff.	CDC Posters and Signage School Handbook	July 2020	Teachers Substitutes Students Parents

NCDHHS Requirements for Vulnerable Populations

- Create a process for students/families and staff to self-identify as high risk for severe illness due to COVID-19 and have a plan in place to address requests for alternative learning arrangements or work re-assignments

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
High Risk Staff	Human Resources Principals	Define high risk factors and communicate procedures for staff to self-identify as high risk and request alternative work assignments (medical documentation, privacy, duration)	CDC Posters and Signage School Handbook	June 2020	NCS Staff
Alternative Work Assignments	Human Resources Principals Academics	Identify alternative work assignments options for high risk staff (remote learning instruction and support, virtual academy, etc.)	CDC Posters and Signage School Handbook	July 2020	NCS Staff

NCDHHS Requirements for Monitoring for Symptoms

- Enforce that staff stay home if:
 - They have tested positive for or are showing COVID-19 symptoms, until they meet criteria for return.
 - They have recently had close contact with a person with COVID-19, until they meet criteria for return.
- Conduct symptom screening of any person entering the building (including parents, central office employees, delivery and postal workers, etc.).
- Conduct temperature screenings for all people who enter the school facility or board school transportation (including drivers). If a staff member's temperature measures 100.40 F, or greater, the staff member must remain isolated, and return home at the direction of the employer or local health department official.

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
Communication	Principals Student Services Communications Human Resources	Communicate that staff and students, and substitutes are expected to stay home if they are sick and that all students and staff will be screened for symptoms each day upon arrival. Update faculty/school handbooks (or provide addendum) with COVID-19 related information and processes.	CDC Posters and Signage School Handbook	Aug 2020	Teachers Staff Parents
Student Screening	Principals Student Services	Identify staff members who will screen staff upon arrival and provide training on screening procedures Screening Checklist (p. 14-17) and temperature screening Develop best practice guide and embed in medication training. Develop individual school contingency plans for class coverage in the event of an unexpected absence or absences. Identify Primetime staff will need to be trained to monitor staff for symptoms.		Aug 2020	Teachers Staff
Supplies and PPE	Student Services Human Resources	Determine cost of thermometers, face coverings, and gloves for staff assigned to monitor for symptoms in each school and purchase supplies. Determine funding source for supplies for Primetime, athletics, etc. Investigate electronic solutions for symptom monitoring for students and staff.		July 2020	Principals
Substitutes	Human Resources	Provide training to substitutes on new procedures and expectations related to COVID-19.		August 2020	Substitutes

NCDHHS Requirements for Handling a Suspected, Presumptive, or Confirmed positive case of COVID-19

- Post signage at the main entrance requesting that people who have been symptomatic with fever and/or cough not enter.
- Educate staff, students, and their families about the signs and symptoms of COVID-19 when they should stay home and when they can return to school
- Establish a dedicated space for symptomatic individuals that will not be used for other purposes
- Immediately isolate symptomatic individuals to the designated area at the school and send them home to isolate
- Ensure symptomatic student remains under visual supervision of a staff member who is at least six feet away. The supervising adult should wear cloth face covering or a surgical mask.
- Require the symptomatic person to wear a cloth face covering or a surgical mask while waiting to leave the facility
 - Cloth face coverings should not be placed on:
 - Anyone who has trouble breathing or is unconscious
 - Anyone who is incapacitated or otherwise unable to remove the face covering without assistance
 - Anyone who cannot tolerate a cloth face covering due to developmental, medical, or behavioral health needs
- Require school nurses or delegated school staff who provide direct patient care to wear appropriate personal protective equipment (PPE) and perform hand hygiene after removing PPE. Refer to the Infection Control Supplies Checklist for type of PPE needed.
- Implement cleaning and disinfecting procedures.
- Have a plan for how to transport an ill student or staff member home or to medical care
- Adhere to the following process for allowing a student or staff member to return to school
 - If a person has had a negative COVID-19 test, they can return to school once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours
- If a person is diagnosed with COVID-19 by a medical professional based on a test or their symptoms or does not get a COVID-19 test but has had symptoms, they should not be at school and should stay at home until they can answer YES to the following three questions:
 - Has it been at least 10 days since the individual first had symptoms?
 - Has it been at least 3 days since the individual had a fever (without using fever reducing medicine)?
 - Has it been at least 3 days since the individual's symptoms have improved, including cough and shortness of breath?
- Notify local health authorities of confirmed COVID-19 cases among children and staff
- Ensure that if a person with COVID-19 was in the school setting while infectious, school administrators coordinate with local health officials to notify staff and families immediately while maintaining confidentiality in accordance with FERPA, NCGS 130A-143, and all other state and federal laws.
- If a student/employee has been diagnosed with COVID-19 but does not have symptoms, they must remain out of school until ten days have passed since the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test

- If a student/employee that has been diagnosed with COVID-19 or has been presumed positive by a medical professional due to symptoms, they are not required to have documentation of a negative test in order to return to school
- If a student/employee has been determined to have been in close contact with someone diagnosed with COVID-19, they must remain out of school for 14 days since the last date of exposure. If they test positive, they must complete 14 days of quarantine, even if they test negative
- Provide remote learning options for students unable to be at school due to illness or exposure

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
Communication	Principals Communications Operations Student Services	Post signage that directs symptomatic individuals to not enter. CDC Posters Communicate to families and staff that symptomatic individuals should not come to school. Establish timeline, decision matrix, and procedures for notifying families of a presumed or confirmed case (include sample templates),	NCDHHS and School Nurses	August 2020	Teachers Parents Community
Training	Principals	Train principals, medicine clerks or other identified staff members on the procedures for handling a suspected or confirmed case of COVID-19 and the protocol for informing student services and determining when the staff member can return to school.	CDC Guidelines	August 2020	Staff
Cleaning and Disinfecting	Operations Principals	Designate a separate room, office, or area solely for the purpose of isolating a suspected or confirmed case if the staff member cannot immediately leave campus. Implement immediate cleaning and disinfection procedures after the staff member leaves the isolation area and areas frequented by the staff member. CDC Cleaning Guidance		August 2020	Staff

NCDHHS Requirements for Staff Mental Health

- Provide staff, families, and students (if age-appropriate) with information on how to access resources for mental health and wellness (e.g., 211 and Hope4NC Helpline 1-855-587-3463)

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
	Human Resources	Seek additional funding for EAP services and communicate processes to access services.		July 2020	Teachers Staff

Communications Work Group

NCDHHS Requirement for Communicating with Students, Staff, and Families

- Disseminate COVID-19 information and combat misinformation through multiple channels to staff, students, and families. Ensure that families are able to access communication channels to appropriate staff at the school with questions and concerns. [NCDHHS Webpage](#), [NCDHHS Latest Updates](#), [NCDHHS Materials and Resources](#)
- Put up signs, posters, and flyers at main entrances and in key areas throughout school buildings and facilities such as those found on the Social Media Toolkit for COVID-19 to remind students and staff to use face coverings, wash hands and stay six feet apart whenever possible.
 - **Make signs available in multiple languages**
 - Teach students who cannot yet read what the signs' language and symbols mean

<u>Workstream</u>	<u>Persons Responsible</u>	<u>Key Actions</u>	<u>Resources Cost</u>	<u>Timeline</u>	<u>Audience</u>
Combating Misinformation	Communications	Use coffee conversations, media, and social media to streamline communication to a website with the most up to date information on re-entry and plans for modified scheduling to reduce school occupancy to 50%.	District Consultant	July 2020	Teachers Students Parents Community
Funding	Communications Finance ELL Coordinator	Determine funding for development of print and non print materials for communication in multiple languages.	Poster maker	July 2020	Teachers Students Parents Community
Toolkits	Communications Principals	Utilize COVID-19 media toolkits for consistent messaging in buildings and media. COVID-19 Social Media Toolkit Develop an internal communication toolkit for principals to use for consistent messaging.	COVID-19 Social Media Toolkit	July 2020	Teachers Students Parents Community