



***Return to Learning Plan
August 2020/21***



Best Intentions

Despite taking every reasonable precaution, there is not guarantee that our schools will be without risk as it relates to COVID-19. It is possible the virus may be present on our buses, in our classrooms, and at our activities. In certain situations, social distancing is not possible in a school setting. Our actions, as outlined in this plan, cannot prevent students or staff members from being in contact with the virus.

Protect Yourself and Others

Wash your hands often



- Wash with soap and water for at least 20 seconds especially after blowing your nose, coughing, or sneezing.
- If soap and water are not available, use hand sanitizer that contains at least 60% alcohol.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Students are encouraged to wash their hands often throughout the day.

Avoid close contact



- Keep social distance from others especially important for people who are at a higher risk of getting sick.
- Alternate or modified schedules, adjustments use of indoor/outdoor spaces and other actions that increase physical separation may be considered.
- The sharing of instructional materials should be limited as much as possible.
- Physical separation on busing, one student per seat, will be recommended but cannot be guaranteed.
- Visitors must check-in at the front office of each building. Visitors must remain in the designated area and are not able to move freely throughout the building. All visitors must sign-in at the front desk.

Cover coughs and sneezes



- Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow.
- Throw tissues away and wash hands or use hand sanitizer to prevent spread.

Clean and Disinfect



- School staff will clean and disinfect frequently touched surfaces daily this includes teachers and other personnel.
- Shared materials (not recommended) should be cleaned.
- Classrooms will be cleaned nightly by custodial staff and during the day as needed.

Cover your mouth and nose with a cloth face cover when around others.



- The wearing of masks will be applied in phases based on the phases within the [ND Smart Restart Guidance](#).
- Educators need to teach students how to properly wear a face covering so they are prepared to use them on school buses or other situations in close proximity with others.
 - Resources from the CDC will be provided to teachers.
- Facemasks will be required in instances where students are working with other student in close proximity (less than six feet) Teachers and para's will wear masks when working with students (less than six feet). Kitchen workers will wear masks when serving and preparing food.
- The wearing of facemasks is not required in the Green stage. In the Yellow and Red stage, it may be required if determined to be necessary in consultation with local health officials.

Monitor your health daily



- Be alert for symptoms. Watch for a fever, cough, or shortness of breath.
- Parents are asked to screen their children each day before sending them to school. Use the screening guidance provided (see appendix).
 - Staff and students who are sick should stay home.
- Temperatures of symptomatic students or staff may be taken at the school office.
 - Symptomatic students will be isolated, and their guardians contacted.

Health & Safety Protocols

Student & Staff Health

Monitoring the health of students and staff will be an important component of a safe and healthy educational environment. Turtle Mountain Head Start will take the following measures to ensure all students and staff are healthy while they are at school.

Identifying Students & Staff at Higher Risk

- Back to School and enrollment processes will include questions asking families to identify if their child is at-risk, based on a health professionals' diagnosis. This information will be provided to the Head Start Director and Health Manager, who will contact the family and discuss instructional model options.
- The Head Start Director will inquire of all employees if they are at-risk, based on a health professionals' diagnosis.
- When the NDDOH or Rolette County Health, inform the Turtle Mountain Head Start of a student or staff member that is COVID-19 positive, that information will be passed on to the Director and Human Resource Department as allowable within district policy and law.

Isolation & Quarantine

- Definitions
 - Isolation – For people who are already sick from the virus. A prevention strategy used to separate people who are sick with the virus from healthy people.
 - Quarantine – For people who are not sick but have been exposed to the virus. A prevention strategy used to monitor people who were exposed for a period of time.
- Turtle Mountain Head Start will follow isolation and quarantine guidelines and directives as set by NDDOH and Rolette County health unit.

If a student or staff members becomes sick at school (or school event)

- Student
 - Direct / escort the child to the office.
 - The child shall be provided a facial covering and isolated in the Health Managers office.
 - Parent / guardian will be contacted to pick up their child.
- Staff
 - Inform your supervisor immediately and wear a facemask / shield until they can be replaced if supervising students at that time.
 - Leave the school building/grounds and consult with a health care professional.

Return to School

- When a student or staff member has been isolated or quarantined as directed by NDDOH or Rolette County Health, they will be allowed to return to school after being cleared by the NDDOH.

School Building Closure

This is intended as guidance for school leaders on when to close classrooms and buildings.

- Close contact as defined as being within 6 ft. of another individual for 15 min or greater.
- If a school is closed for any length of time, the Turtle Mountain Head Start will determine which mode of instruction will resume.
- NDDOH may close a school at their discretion.

Confirmed positive COVID-19 case in the school building. Close building for seventy-two hours.

One confirmed COVID-19 case within 14 days of the first case. Close the school for 14 days.

Facility Accommodations & Protocols

Signs – In bathrooms, dining areas, classrooms, common areas, and hallways will be displayed to create awareness to social distancing, hand washing, and shared items.

Flow – Students will move from place to place on the right side of the hallway.

Doors – Bathroom doors, classroom doors, and office doors will remain open as much as possible, reducing the number of touches per day.

Special Education:

Student health and safety are major concerns that Turtle Mountain Head Start considers, with the physical re-entry of our students to the school. Turtle Mountain Head Starts Special Education Department will make reasonable, appropriate, and good faith efforts in providing Special Education and the related services support for students on Individuals Learning Plans (IEP's). Turtle Mountain Head Start will support parents and students in-person or on-line. If your student is new to Turtle Mountain Head Start, be sure to contact our Special Education Department located at the Belcourt Head Start Center. Our team will be happy to meet with you and discuss all options available.

Services will be provided directly to students on-site at school, and through distance education platforms for the duration of the COVID-19 pandemic. If the students are on-site, they will receive direct service minutes in relation to their IEP goals and objectives. Distance education will still be used on days that students are working on-line or if guardians determine that students will be completely on-line due to COVID-19 concerns. Your student's case manager will communicate the platform being used. The school will

provide the needed technology, Chromebooks or tablets. Case managers or the related service provider will provide hard copy materials to students based on student needs and ability, as well as a schedule for services.

Parent/student/teacher communication is essential to maintain student academic and emotional growth during this time.

Parents can choose virtual (Zoom) or face-to-face meetings conducted for Special Education IEP's or other concerns. .

Food Service:

When school resumes, whether hybrid model or 100% face to face learning, Turtle Mountain Head Start will serve breakfast and lunch and afternoon snack on-site to students who attend school. These meals will be served in the individual classrooms. Until school resumes breakfast/lunch/snack will be delivered to the homes of the enrolled students. These meals will be delivered on Monday's and Wednesdays each week. These delivery days will include meals for two days=4 days of meals.

For parents who wish to continue with distance learning for their children, they will continue to have lunches delivered to their residence. These baged lunches may require additional help from staff other than kitchen personnel. The kitchen staff will prepare sack or box meals for the students who are distance learning with our on-line platform. The food prepared for the distant learners will be delivered.

Communication:

Turtle Mountain Head Start uses a variety of methods to communicate with our parents. Face Book, local newspaper, KEYA Radio Station and automated phone calls are the main source of communication.

Technology:

Turtle Mountain Head Start will be a 1 to 1 school as the 2020-2021 year begins. This means each student has the use of an electronic device. Each student will be issued a device for the school year. Each student and parent will be responsible for the safe return of the device at the end of the school year.

All teachers have at least one work device.

As we increase our technological capacity, the need for support grows. Turtle Mountain Head Start has plans in place to address the technological support that our parents will need.

Student and Public Health Plan:

1. Enhanced cleaning and disinfecting methods will be required.
2. Symptom screening will be in place.
3. Times will be designated for hand washing.
4. Limited gatherings.
5. Social distancing recommendations will be followed.
6. Masks will be available and use will be encouraged.

The following are NDDOH recommendations for school with/without COVID-19 cases.

School Decision Scenarios

Scenario One: Zero cases in your community.

The NDDOH does not recommend school closures. Follow guidelines provided in North Dakota K-12 Smart Restart Guidance.

Scenario Two: Case(s) in your community but not in your school.

The NDDOH does not recommend school closures if ongoing spread is not identified in your school community. Again, school leaders should follow the procedures outlined in the North Dakota K-12 Smart Restart Guidance. The NDDOH may recommend that schools close to reduce spread. In this event, the NDDOH will work closely with school and community leaders.

Scenario Three: Case in your school.

The NDDOH will notify the school. If the school becomes aware of a COVID-19 case before it is contacted by the NDDOH, the school should contact the NDDOH immediately. The school should close for at least 72 hours following a confirmed COVID-19 case in a school employee or student. This will allow the NDDOH to conduct contact tracing and discover which close contacts of the case should be quarantined, isolated, and excluded from the school. This will also allow school personnel to conduct environmental cleaning.

Scenario Four: Second COVID-19 case occurs in your school within 14 days of the first.

The NDDOH recommends the school close for 14 days to reduce the spread and conduct environmental cleaning.

Operational Guidance

Blue / Green

Priorities:	<ul style="list-style-type: none"> • Ensure students and staff who are symptomatic stay at home. • Implement reasonable accommodations to reduce school-wide and community spread.
Practices:	<ul style="list-style-type: none"> • Social distancing where possible and reasonable. <ul style="list-style-type: none"> ○ Distancing on a school bus will be unachievable, but we will distance the students the best we can. • Buildings routinely cleaned and disinfected according to CDC guidelines. Special focus on high touch/traffic areas. • Handwashing integrated throughout the day. • Hand sanitizer available throughout each building. • Support and train parents on use of technology tools and online curricular resources.
Schools:	<ul style="list-style-type: none"> • Protective measures will be implemented in office spaces. • Some school events, assemblies and gatherings may be changed or cancelled. • Access to campus will be limited, with new protocols.
Classrooms:	<ul style="list-style-type: none"> • Students issued “technology”. • Limited use of shared materials and supplies. • Staff and students working in close proximity will be advised to wear a face covering.
Common Areas:	<ul style="list-style-type: none"> • Students when moving around the building will move down the right side of the hallway and reasonably try to limit exposure to other students. • Schedules may be altered to reduce passing in common areas.
Extracurricular & Activities:	<ul style="list-style-type: none"> • Guidance and directives from the NDHSAA and other governing boards will be used to guide these activities.
Communications:	<ul style="list-style-type: none"> • Share information about how to stop the spread of COVID-19.

Yellow

Priorities:	<ul style="list-style-type: none"> • Ensure students and staff who are symptomatic stay at home. • Maximize social distancing where possible. • Support blended learning model.
Practices:	<ul style="list-style-type: none"> • Based on identified COVID cases of students and staff targeted closures may be implemented (Centers). While other centers remain open and meeting students in person. • Social distancing where possible and reasonable. <ul style="list-style-type: none"> ○ Distancing on a school bus will be unachievable, but we will continue to distance the students the best we can. • Buildings routinely cleaned and disinfected according to CDC guidelines. Special focus on high touch/traffic areas. • Handwashing integrated throughout the day. • Hand sanitizer available throughout each building. • Support and train parents on use of technology tools and online curricular resources. • Implement technology support line.
Schools:	<ul style="list-style-type: none"> • Protective measures will be maintained in office spaces. • Some school events, assemblies and gatherings may be changed or cancelled. • Access to campus will be additionally limited, with new protocols.
Classrooms:	<ul style="list-style-type: none"> • Students may be attending school on a hybrid schedule. • Students will be expected to engage in learning opportunities online on days they are not in school. • Teachers are expected to make direct student/family contact at least one time per week (documented). Teacher are encouraged to contact students several time per week • Limited use of shared materials and supplies when students are in school. • Staff and students working in close proximity will wear a face covering.
Common Areas:	<ul style="list-style-type: none"> • Limited access to common areas. • Schedules may be altered to reduce staff/students passing in common areas.
Communications:	<ul style="list-style-type: none"> • Share information about how to stop the spread of COVID-19.

	<ul style="list-style-type: none"> • Share technology support resources for parents.
<h1>Orange / Red</h1>	
Priorities:	<ul style="list-style-type: none"> • Reduce the risk of community spread by closing schools.
Practices:	<ul style="list-style-type: none"> • Online distance learning will be used center wide. • Instruction will focus on the curriculum learning targets and previously discussed material. • Attendance and academic progress will be expected. • Student food distribution will be implemented by food service program.
Schools:	<ul style="list-style-type: none"> • Closed to the general public except by special arrangement. • Small group meetings or instruction may be allowed, particularly for special needs students or academic interventions.
Classrooms:	<ul style="list-style-type: none"> • Students will engage in learning at home. • Students will be expected to engage in learning opportunities online. • Teachers are expected to make direct student/family contact at least one time per week.
Communications:	<ul style="list-style-type: none"> • Clear communication about academic expectation will be shared with parents/families. • Share technology support resources for parents. • Student/family support hot line opened.

Covid-19 Re-Opening Plan

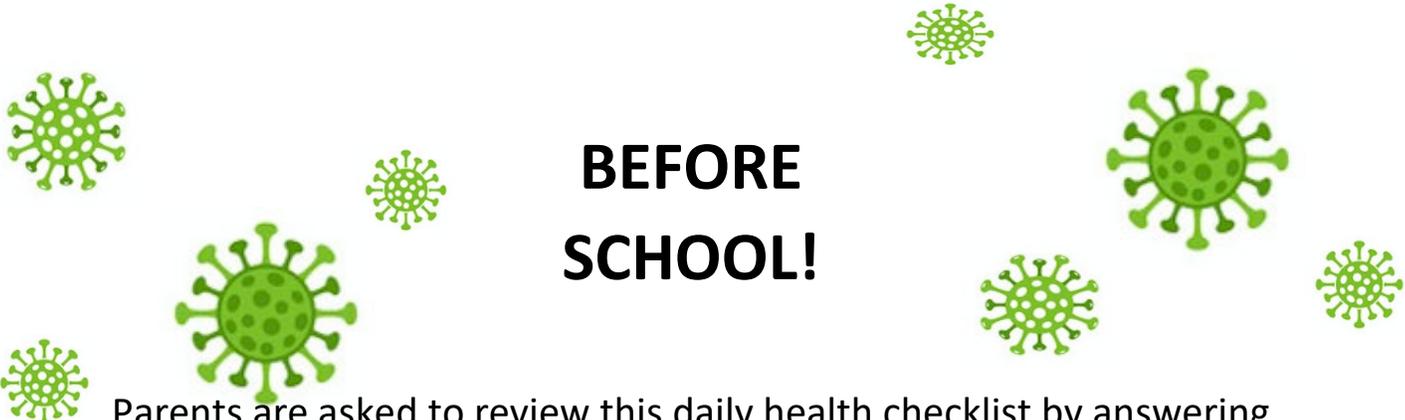
The purpose of a Re-opening is to plan how the Turtle Mountain head start will continue to operate when the primary facility is operating at a reduced capability, inaccessible or lacks the critical infrastructure required to conduct business for any length of time.

PHASE ONE

Service/What	Staff	Plan	Supplies/Equipment
Enrollment	ERSEA Manager	Turtle Mountain Head Start is chronically under-enrolled. Covid-19 is a contributing factor.	Applications
Distances Learning/Virtual Learning	Classroom Staff	Each classroom teacher and assistant will be required to create education packets that address the Creative Curriculum to be delivered to homes.	Computers (to log progress) Vehicles (buses)
Food Services	Food Service Staff	<ol style="list-style-type: none"> 1. Cold meal preparation during distant learning. 2. PPE supplies available for all individuals who enter the facility. 3. Contained meals delivered to classrooms. 4. Staggered meal times. 5. Social distancing at dining tables. 6. No visitors. 7. Install sneeze guards. 8. Disinfect after each group leaves. 	To go trays PPE supplies (gloves, disinfectant wipes, spray, masks, thermometers, other.) 360 Disinfectant Sprayers
Transportation	Transportation Manager/Drivers	<ol style="list-style-type: none"> 1. One vehicle to solely transport students who are sick. 2. Wipe down and disinfect vehicle after each use. 3. Temperature checks will be conducted prior to students entering program vehicles. 4. Maintain a log for temperature checks. (HIPPA) 5. Social distancing students in 	24 Passenger Bus 14 Passenger Bus

		vehicles (CDC)	
Classrooms	All Staff	<ol style="list-style-type: none"> 1. Half of the class will attend on the days Monday & Tuesday and the other half will attend on Wednesday & Thursday. Distant learning will apply on the days the child is not on site. 2. Follow social distance guidelines. 3. Take temperatures of students on teacher roster. 	After six weeks of Distant learning we will implement A-B Hybrid model. A combination of on-site and distant learning.
Facilities	Maintenance staff	<ol style="list-style-type: none"> 1. Ionized Disinfectant Sprayers. 2. Air handling system (clean and filtration upgrade) 3. Temperature checks. 4. Sign in sheets (contact tracing) 5. No visitors. 	Daily
Training	TBA	<ol style="list-style-type: none"> 1. HIPPA 2. Covid-19 Symptoms. 3. Roles and responsibilities for disinfection the facilities. 	
Safety Precautions	TBA	<ol style="list-style-type: none"> 1. Temperature checks. 2. Social distancing. 3. PPE supplies. 4. IHS sanitation engineers. 5. Covid-19 6. Sign-in sheets (contact tracing) 	PPE supplies (gloves, disinfectant wipes, spray, masks, thermometers, other.) Hardware for installation
Social/Emotional & Physical Health	Mental Health Provider	<ol style="list-style-type: none"> 1. Hire or contract a Mental Health Provider Consultant. 2. Have exercise equipment on site for staff to use. 	Two days per week at four hours per day.
Technology	TBA	Purchase chrome books or iPads for each enrolled child.	Chrome Books or iPads Hire an IT person
Procedures for sick or ill children or staff	Health Manager Health Assistant	<ol style="list-style-type: none"> 1. Refer to Health Manager. 2. Isolate (isolation room). 3. Check temperature. 4. Document symptoms. 5. Follow HIPPA guidelines. 	

		<ol style="list-style-type: none"> 6. Establish a designated exit for a safe and socially distant exit from the building. 7. Require a Covid-19 negative test before re-entry. (If applicable). 8. Provide information for contact tracing to Rolette County Public Health. 	
Communication	Office Staff	<ol style="list-style-type: none"> 1. KEYA local radio station. 2. Turtle Mountain Times (local newspaper). 3. Turtle Mountain Head Start Face Book page. 4. One Call Now automated call system. 	
Resources	IHS Community Health Rolette County Public Health ND State Health Department	<ol style="list-style-type: none"> 1. CDC Guidelines. 2. State Department of Health. 3. TMBCI- Health Guidance and or resolutions. 	



BEFORE SCHOOL!

Parents are asked to review this daily health checklist by answering these questions before sending their child to school.

(Parents do not need to send the questionnaire to school)

Has your child had close contact with a confirmed case of COVID-19 in the past 14 days?

Yes ___ No ___

Does your child have a new or worsening shortness of breath?

Yes ___ No ___

Does your child have new or worsening cough?

Yes ___ No ___

Does your child have a fever of 100.4 or greater?

Yes ___ No ___

Does your child have chills?

Yes____ No____

Does your child have a sore throat?

Yes____ No____

Does your child have a new loss of taste or smell?

Yes____ No____

If **YES** to any of the questions **STOP!**

Do not send your child to school. Contact your healthcare provider. Contact your child's school to inform them of your child's absence.



If you are able to answer **NO** to all questions, go to school.