



## HARTFORD CENTRAL SCHOOL DISTRICT

***In compliance with Governor Cuomo's request on August 7, 2020, the district has pulled out our health screening, testing and contact tracing, and virtual learning plans from the larger reopening plan.***

### Health Screening

To ensure that sick or ill students, staff, and faculty are not allowed on campus, the school district will be adopting a strict screening policy, which includes temperature checks for students, faculty, and staff, daily screening questionnaires for faculty and staff, and periodic screening questionnaires for students. The school district will also require screenings for contractors, vendors, and visitors who will be entering the school building. We will encourage all screenings to occur before individuals reach the school building or enter any school facility. Should an individual fail the screening or feel ill, then they should remain home. Furthermore, we ask that parents and guardians remain vigilant in observing their children for signs of illness and to keep home when they are ill. If an individual wants to enter a school building or facility but has not been screened before entry, they will be required to complete an in-person screening with school district personnel who will be completing screenings, which will be provided with all required PPE. At a minimum, this will include a face covering and gloves but may be expanded to gown and face shield at the staff member's request, to ensure their safety and well-being.

Our district's screening process will meet all of the requirements as set forth by the state, where temperature is at or above 100.0 degrees Fahrenheit or failure of the screening will result in that individual not gaining entry into the school. If the individual who fails a screening is a staff member, faculty member, or outside visitor, then they will be instructed to leave the school facility and see their health care provider. If the individual who fails a screening is a student, then they shall be taken to that building's isolation room to be assessed by the school nurse and await a parent, guardian, or emergency contact who can bring them to a health care provider for further evaluation. The isolation room shall require appropriate social distancing to be maintained, an increased cleaning and disinfection schedule from the school district's buildings and grounds staff, and constant visual supervision. We will provide all required PPE to the individual(s) who will be supervising the isolation room to ensure their safety. When an individual's parent, guardian, or emergency contact arrives at the school district to pick up their student, we will once again remind them that their student is required to be seen by a health care provider in regards to the failed screening. The school district will also instruct staff and faculty members to observe for signs of illness in others and require that symptomatic persons be sent to the school nurse or isolation room for a check-up.

The school district has worked with and remains in communication with the Washington County health department to determine the specific return requirements of individuals who fail a screening, test positive for COVID-19 through a diagnostic test, or have come in close contact with or have been exposed to somebody who tests positive for the COVID-19 virus. After a

failed screening, the school district will require, at a minimum, documentation from a health care provider of a negative COVID-19 diagnostic test result and symptom resolution. If, after a failed screening, that individual tests positive for COVID-19 from a diagnostic test, then the school district will work with the Washington County Department of Health to determine their minimum standards for return to the school district. Also, the school district shall work with the Washington County Department of Health to determine the process for the provision or referral of diagnostic testing for students, faculty, and staff, should that become necessary. The school district has also worked with the Washington County Department of Health to determine what metrics will serve as early warning signs that COVID-19 cases may be increasing beyond an acceptable level, both within our schools or within the broader local community.

Local Health Departments anticipate using data from the regional "control rooms" for this purpose as well as regular communications with the district. Should a district experience any type of increase in absentee rates or individuals who have tested positive, the district's liaison should contact their COVID-19 liaison to review the data. Should it be warranted, the County Health Department and the Superintendent of Schools will make a determination if the school should be closed and for how long.

Should multiple cases be discovered in an area or school within the district, the district's COVID-19 liaison will contact the County liaison and should action be warranted, the County Health Department and the Superintendent of Schools will make a determination if a portion of the school, or a particular school shall be closed.

County Health Departments monitor this information in the regional control room. Should the County Health Department determine that there is a shortage of hospital capacity due to COVID-19, and if in the determination of the County Health Department that schools need to consider how many students and staff should be allowed on site, the County Health Director will contact the Superintendent of Schools to make a determination if the school district's plan should be altered.

The school district has identified building nurses as the individual(s) who will serve as the central point of contact and who is responsible for receiving and attesting to having reviewed all screening activities daily. These individuals shall also be identified as the contact for individuals to notify if they later experience COVID-19 related symptoms during the day or have COVID-19 exposure, as noted on their questionnaire.

The District's COVID-19 liaison will notify the County COVID-19 liaison (or counties should the individual live in a different county than the location of the school) should they become aware of a positive test for COVID-19 and/or any other disease reportable under public health law.

Upon request, districts will be asked to provide information on the past locations of students and staff who are involved in the contact tracing program, including, but not limited to room locations, who was in the room and information on transportation. Districts will need to maintain adequate records to answer questions. Should this information be needed, the County Liaison will contact the District's Liaison to obtain the needed information in a timely manner.

Should multiple cases be discovered in an area or school within the district, the district's COVID-19 liaison will contact the County liaison and should action be warranted, the County Health Department and the Superintendent of Schools will make a determination if a portion of the school or a particular school shall be closed.

### Testing

Given the numerous possible scenarios, each instance will be addressed on an individual basis, in conjunction with the Washington County Department of Public Health, NYS Department of Health, and the district's medical provider. Below is a general outline of medical protocols that will be followed. The outlines below are not an all-inclusive list and it is essential that impacted families and staff remain in close communication with the district regarding exposure, diagnosis and treatment protocols.

#### Student or Staff with 100.1 or higher fever **without** COVID Symptoms

- If not in buildings, should stay home.
- Seek the advice of family medical provider
- If in the building, will be sent to the building's isolation room and sent home
- Students or staff may return to school after a full 24 hours of fever-free without fever-reducing medication

#### Student or Staff with 100.1 or higher fever **with** COVID Symptoms

- If not in buildings, should stay home
- Seek the advice of family medical provider
- If in the building, will be sent to the building's isolation room and sent home.
- School Nurse or COVID Liaison will contact NYS Public Health
- If a positive diagnosis for COVID, individuals may not return to school or work until they have been 10 days symptom-free and three days fever-free without fever-reducing medication

#### Student or Staff with direct exposure to a documented case of COVID

- Inform building nurse or direct supervisor
- Contact Washington County Department of Health if they have not been in contact with you
- Contact a family medical provider
- Follow the advice of public health and family medical providers with regards to a possible isolation or quarantine

### Contact Tracing

The district will work in conjunction with the Washington County Department of Health to coordinate contact tracing in the event of positive cases in the school. The county and DOH are responsible for the tracing and notification of impacted individuals. The district will comply fully with the departments in this process.

## Learning Plans

### Elementary School (*grades UPK – 5*)

- In-person instruction daily; Monday – Friday
- Due to the social distancing requirements, class sizes will be reduced. Students will be assigned to classrooms and specific overflow areas that are properly supervised.
- The traditional instructional program will be modified with students learning from classroom teachers, and at other times supervised by school staff during times of independent or remote/livestream instruction from within the school building.
- Breaks will be provided to go outside for fresh air and exercise as needed. Students will remain with their class group.
- Special classes (Art, PE, Music) will continue, but may be modified
- Students will have breakfast/lunch delivered to the classroom.

If a family elects to participate in fully remote instruction, please contact Mrs. Mannix at 518-632-5222.

### Middle/High School (*grades 6 – 12*)

- Students in grades 6 -12 will follow a hybrid schedule:
  - Students in **grades 6 - 8** will attend in-person classes on Mondays, Tuesdays, and selected Fridays; with remote instruction occurring on Wednesdays, Thursdays, and the Fridays students are not onsite
  - Students in **grades 9 - 12** will attend in-person classes on Wednesdays, Thursdays, and selected Fridays; with remote instruction occurring on Mondays, Tuesdays, and the Fridays students are not onsite
  - A calendar identifying each Friday and which grade levels (*6 - 8 or 9 - 12*) will be in attendance will be provided.
- Due to the social distancing requirements, class sizes will be reduced. Students will be assigned to classrooms and specific overflow areas that are properly supervised.
- The traditional instructional program will be modified with students learning from classroom teachers, and at other times supervised by school staff during times of independent or remote/livestream instruction from within the school building.
- Breaks will be provided to go outside for fresh air and exercise as needed. To the extent possible, students will remain with their class group and transitions between periods will be limited.
- Special classes (Art, PE, Music) will continue, but may be modified.
- Students will have breakfast/lunch delivered to the classroom.

If a family elects to participate in fully remote instruction, please contact Mrs. Dupuis at 518-632-5222.

## Fully Virtual Plan

In the event school buildings are compelled to close, the school will resume virtually.

- All students will be issued a district owned Chromebook

- Students in the Elementary school will be provided packets of information and learning materials until Chromebooks can be distributed to them.
  - Specific remote expectations for K-5 will be forthcoming in the future
- Students in Grades 6-12 students will follow their in-person school schedule while at home.
  - Teachers will broadcast out to students either from home or school. Time spent on instruction will vary by grade level; however, students will engage with learning daily. Students will be required to log on during scheduled times.
- Period by the period student and staff attendance will be taken daily.