



Casey-Westfield CUSD #C-4 2023-2024 COVID-19 Plan

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Face Coverings

~~Per Illinois State Board of Education guidelines, all individuals in school buildings, including all public and nonpublic schools that serve students in prekindergarten through grade 12, must wear face coverings at all times unless they are younger than 2 years of age; have trouble breathing; or are unconscious, incapacitated, or otherwise unable to remove the cover without assistance.~~

~~Face coverings must be worn at all times in school buildings even when social distancing is maintained, except during meals. Face coverings do not need to be worn outside. A physician's note is required if a student or staff member is unable to wear a face covering due to a medical reason (i.e. trouble breathing, etc.). Schools and district policies regarding face coverings will be updated to reflect IDPH and ISBE requirements. Face shields should only be worn when a face covering cannot be worn and are not considered to be effective against the spread of COVID-19. In some instances, teachers may need to wear a shield or an altered face covering for demonstrating certain concepts. Extra precautions will be necessary in these situations.~~

~~Face coverings are recommended in all buildings per updated CDC guidance.~~

Social Distancing

~~At a minimum, three feet of physical distance from others shall be a requirement recommended and will be promoted by the district to the fullest extent that is possible on all campuses. Ideally, 6 feet of distance will be maintained whenever possible.~~

~~Procedures for hallway routes, bathrooms, the lunch line and lunchroom, classroom, arrival, and dismissal will be implemented to maintain distance between individuals to the greatest extent possible to maximize health and safety.~~

Symptom and Health Screenings

~~It is vital that no student or staff member come to school with symptoms of COVID-19 or any other transmittable illness. Parents should self-certify their child, and staff should self-certify themselves, by taking their temperature **DAILY**. Persons with temperatures registering above 100.4 Fahrenheit or other symptoms, such as new onset of moderate to severe headache, shortness of breath, new cough, sore throat, vomiting, diarrhea, new loss of sense of taste or smell, fatigue from unknown cause, muscle or body aches from unknown cause should not come to school and seek advice from a school nurse. Everyone in the household needs to stay home if awaiting test results from anyone else in the home.~~ By sending your student to school each day, you are certifying their health.

Testing Procedures

~~Students may be tested on school campus with the permission of a parent in order to avoid quarantine time and reduce the potential spread of disease. There is no charge for testing. The school nurse will instruct students and parents on the protocols and procedures for this. Students will no longer be tested on school campuses and will be referred to their local health department.~~

Prevention Measures

The school district will partner with the Clark County Health Department and be aware of changing conditions that could affect the safety of students and staff. Extra sanitation procedures will continue. Hand sanitizer, soap, and disinfecting wipes will be available for students and staff to use to prevent the spread of germs. Hand washing frequently is a recommended line of defense against the spread of germs. Students and staff will do this often throughout the day. Here are some tips for proper handwashing:

- Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
- Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
- Scrub your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
- Rinse your hands well under clean, running water.
- Dry your hands using a clean towel or air dry them.
- Use hand sanitizer when handwashing is not available

Special Education

Regardless of instructional method, IEP’s will still be handled in accordance with the law. All meetings will be held and timelines will be met. IDEA and 504 plans will adhere to guidelines established through the state as well.

Water Fountains

Students will be able to carry water bottles or containers but must only have water in them. Clear containers may be required. Sharing of these containers will not be allowed. This will be strictly enforced. Names on water bottles/containers will be encouraged. Drinking from fountains may be discouraged due to the risk of germs being spread. Staff will be encouraged to assist students in filling water bottles safely to decrease the spread of germs, and large water bottles or jugs will be encouraged to decrease the amount of refilling. The jr/sr high school sells water bottles for 50 cents daily until 4pm-2nd hour begins. There will be cups available there to fill as well.

Transportation

~~Parents are strongly encouraged to bring their student(s) to school to reduce exposure on a bus.~~ Measures will be taken to distance students as much as possible. Students within the same household may be seated together. ~~Face coverings are required on buses per state federal guidance.~~ Buses will be sanitized after each route.

Field Trips

Depending on the nature, field trips will be allowed. Approval will be based upon safety on a case by case basis.

Food Service

Meals will be available in the cafeterias, and some meals may be delivered to classrooms. At the high school, additional seating may be available outside of the cafeteria to enable more distance between students. Open campus will still be an option for upper classmen to decrease the number of students present. Students are required to travel to and from campus individually and maintain distance.

Monroe will stagger schedules to reduce the number of students in the cafeteria. Distance will be maintained. All cafeteria staff will wear PPE as appropriate. Additional cleaning and disinfecting of meal areas will be utilized.

Playgrounds

~~Playgrounds or other outdoor areas may be utilized for class when possible to promote social distancing and to provide breaks from prolonged use of face coverings.~~

Extracurricular Activities

All activities, including sports and clubs, will adhere to IDPH, ISBE, CDC, IHSA, IESA and local health department guidelines to ensure safety. It is possible that extracurricular activities will be suspended if the situation warrants it.

Visitors

~~Only essential educational support visitors are allowed to enter school buildings, except for special occasions.~~ All parents will conduct pickups or drop offs remotely through phone or intercom communication. Sign-in or sign-out sheets will be done by staff or a remote sign-in log. ~~Anyone that enters the building must have a face covering and a preapproved notice from the building administrator before entrance will be granted.~~

Quarantine Procedures

The Clark County Health Department will handle quarantine situations. Students or staff members exhibiting signs of COVID-19 will be required to stay home. He/she should consult with medical care and/or the health department before making a determination to return to school.

~~Anyone found to be within 6 feet of a positive COVID-19 student or staff member for more than 15 consecutive minutes must be quarantined, or within 3 feet if both parties are masked.~~ Any student or staff member that is quarantined should have communication with the health department or a school nurse on when it is safe to return to school.

~~Anyone that tests positive for COVID-19 will be subject to an investigation to ensure that contact tracing can be achieved.~~ Students or staff with a positive test result shall stay home from school for the recommended length of time per IDPH guidelines.

Mental Health

School staff will monitor students for signs of mental health issues in students. School counselors will be on hand to assist students with services. Services will be extended to staff as much as possible.

After School Care

The school district will continue to offer after school care at Monroe so long as there are enough employees willing to assist.

Remote Learning Protocols

There will be no remote learning offered. Students that are quarantined will have daily access to curriculum as they would if they were gone from school for any other reason.

Music/Band

Instrumental music (band) and music will be provided as a part of the school. Covers on instruments may be used. ~~Students will be spread out as much as possible.~~

Driver Education

One instructor and two students will be the maximum number of people in a vehicle. ~~Face coverings are required,~~ No eating or drinking will be allowed inside the vehicle. Equipment will be disinfected regularly. The vehicle will be operated with open windows as situations permit.

Monroe Elementary Specific Return Plan

****subject to change if necessary**

Monroe Elementary Schedule

Drop Off/Pick Up Locations

Drop off and pick up locations remain the same. Drop off in the morning will be as follows:

Car riders - drop off on Monroe and students enter through the gym lobby doors

Bus riders - drop off on 4th and students enter through the main office doors

Before/After School:

School building doors will not be opened before 8:00 am (7:45 am for breakfast). Students will not be supervised by building staff until 7:45 am. Please plan accordingly and refrain from dropping students off before this time. At the end of the school day, students are expected to leave the school building unless they are under the direct supervision of a staff member. Those attending ASC and Homework Help will go directly to the designated area.

8:15 Project HELP AM classes begin

8:20 Classes begin (K-6th and ECSE)

10:45 Morning Preschool Dismissal (Project HELP)

12:10 Project HELP PM Classes begin

2:45 Afternoon Preschool Dismissal (both ECSE and Project HELP)

3:00 Dismissal of Bus Riders

3:08 Dismissal of Walkers

Lunch/Recess

*******Monroe is a nut aware building. Individual rooms may become nut free on a case by case basis

Lunch: All students will eat lunch in the cafeteria. Students will be distanced as much as possible and seats will be assigned. ~~Face coverings will be removed as soon as the students sit down and begin to eat.~~ Extra seating areas will be designated to provide social distancing.

Recess: students will be able to play outside with no restrictions

After School Care (ASC)

ASC will be available again this year for anyone who needs it. Instructions for signing up are provided on the registration site. Cost is \$5.00 per day. It will be available on regular school days

from after dismissal until 5:30. More details are available on the school website. ASC will be available beginning the first day of student attendance.

Homework Help

This will be offered Tuesday, Wednesday, and Thursday or every week from 3-4pm

CWJH/HS Building Specific Return Plan

****Subject to change if necessary**

JH/HS Schedule

All students will have a traditional schedule and see their teachers daily as they did pre-COVID.

Daily Schedule

JH/HS Schedule:

Breakfast 7:45 - 8:00

Early Bird PE 6:15

Chemistry Early Bird 6:30

Regular school hours 8:10-3:11

Lockers

Students will be allowed to use the locker in the morning, lunch and after school. Students are allowed to use clear backpacks to carry their personal belongings.

Attendance

~~Remote and Blended Learning Students while at home will need to log into their individual Google Classrooms to complete assignments for attendance to be taken on a daily basis.~~

Before/After School and During/Between Classes

School building doors will not be opened before 7:45 am except for early bird classes. Students arriving to school will enter either through the double doors between the gymnasium and cafeteria or through the entrance between the main office and attendance office. Students will report directly to the cafeteria to eat breakfast or to the gym bleachers, ~~socially distancing~~. Students are not to be anywhere else in the building before 8:00 am. Students returning to school due to an illness must be checked by the nurse. Students eating breakfast will sit at tables ~~limited to 4 students or less~~, or in the gymnasium bleachers ~~socially distanced~~.

At 8:00 am, students may go to their hallway lockers (if needed), and then to their first period class. ~~Students are asked not to congregate at their lockers and to socially distance in the hallways as best as possible.~~ Teachers will be at their classroom doorways monitoring

classrooms and hallways by 8:00 am. The first hour class bell will ring at 8:10 am followed by a moment of silence, pledge of allegiance, and daily announcements.

For safety purposes, hallway water fountains will be turned off. Students may carry a clear water bottle to class. Student use of restrooms during class time will be limited to the main restrooms on the same floor of their classroom. Students should not travel to different floors or other areas of the building without teacher or administrator approval. Students requesting to visit the nurse's station must first be cleared by the nurse with a phone call from the teacher. Students asking to visit other classrooms or offices during class time will require approval by administration.

Between class periods, students should limit visits to their lockers and may carry materials in a clear backpack from class to class. Before leaving a classroom at the end of the period, students will be asked to assist with sanitizing their desks or workstations. Teachers will distribute sanitizing wipes to each student. At the end of the school day, students are expected to leave the school building unless they are under the direct supervision of a teacher, coach or other school personnel.

Lunch

JH Lunch: Junior high classes will be released to lunch by teachers/classrooms. Classrooms will be dismissed randomly and will rotate between 7th and 8th grade groups. ~~Cafeteria seating will be limited to 4 or less students per table. Alternate eating locations will be established within the school grounds, (ie. gymnasium bleachers, courtyard tables, benches outside cafeteria, teacher's classrooms, etc.) as weather permits. Students are allowed to remove face coverings to eat, but are required to wear face coverings after eating is finished.~~

~~Weather permitting, junior high students will spend the remainder of lunch time outside, where face coverings may be removed as long as appropriate social distancing is adhered to. When weather doesn't permit outside gathering, students will split time between gymnasium bleachers and the gym floor, and face coverings will be required.~~

Junior high students leaving school for lunch, either walking home or being picked up by an adult, will need to check out in the attendance office. It is the student/parent's responsibility to return student(s) to school prior to the end of their lunch period. ~~*Make note that local restaurants may have longer wait times for food delivery than usual due to limited inside dining. Students/parents should plan accordingly to avoid being late returning to school.~~

HS Lunch

High school lunch procedures will run similar to junior high lunch with some modifications. Students will be released from Warrior Period classes and go to the cafeteria, gymnasium, outside eating areas, etc. Students may eat in the various designated areas but may not eat in their cars or in cars of visitors to the school. ~~Gathering of students in the student parking lot is not~~

~~permitted before school, during lunch time, or after school. This is to preserve appropriate social distancing.~~

For students walking home for lunch, the procedure will remain the same. Students are asked to sign out in the attendance office prior to leaving campus. If possible we would like to hear from a parent if their student is being picked up for lunch, with a phone call prior to 10:00 am.

Upperclassmen and sophomores with their driver's licenses (with a parent signed permission note on file in the office) may leave campus for lunch. Upperclassmen are permitted to visit local restaurants, convenience stores, home, etc. for lunch, but may not transport other students in their vehicles. The exception being that one or more siblings may ride in the same vehicle together.

Sophomores with driver's licenses may leave campus to eat at their homes with a parent signed permission note on file in the office. Students are to drive directly home and back to school. This is consistent with school policy in place for several years.

~~*Students are reminded they are responsible for returning to school prior to the end of their lunch period. If this becomes an issue due to longer than usual wait times for food at local restaurants, off campus lunch privileges may be taken away. This would be on a case by case basis or possibly school wide.~~

PE

PE will return to typical school protocols. PE clothes will be worn so locker rooms will be used.
~~Masks will be required anytime students are not outside the building.~~