

2020-2021 Return to School Plan for Parents

CRITICAL ISSUE: Attendance and Sickness

We all know the importance of school attendance and the impact it has on student learning. However, in the situation we are in with the COVID-19 virus, **STUDENTS MUST STAY AT HOME IF THEY ARE SICK.** Parents/Guardians, you are our first line of defense as we work to control the spread of this virus and your help with keeping sick students home is critical to the health of our students, staff, and families. *We are asking each parent/guardian to do a daily health check on their student(s) to ensure each student is COVID-19 symptom free before sending them to school.*

COVID-19 Protocol: Students

After a nurse has identified a suspected case of COVID-19:

- Students must be isolated in an area outside of the nurse's office. Each school will identify a location within their building that would work for them and ensure that students are not left unattended. The expectation is that students will be picked up by a parent/guardian within 1 hour of the phone call from the school that their student must go home.
- The isolation waiting rooms will be cleaned and disinfected after each use.
- Students with a suspected case or confirmed case of COVID-19 will be sent home.
- Any siblings or additional students of the same household of a suspected or confirmed case of COVID-19, will also be sent home.
- Suspected cases should be tested to confirm virus.
 - If confirmed, the building principal should be notified immediately
 - Contact the St. Louis County Department of Public Health (SLCDPH) at (877) 435-8411 or (314) 615-2660

If/when a positive case has been identified within the classroom, the classroom must be:

- Close off areas used by the individuals with COVID-19 and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets (could be 2-5 days, typically 3 days). Open outside doors and windows to increase air circulation in the area. If possible, wait up to 48 hours before beginning cleaning and disinfection.
- Custodial staff should clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.
- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- The district will follow approved protocol to adhere to all local, state, and national policies as it relates to notifying parents and who notifies if there is a confirmed case.
- For disinfection most common EPA-registered household disinfectants should be effective.
- In some cases, outside contractors will be used to clean and disinfect facilities.
- If there is a suspected or confirmed case of COVID-19 within a class grouping, the affected students and staff will be sent home to quarantine for 14 days and instruction for the group of students will continue virtually for the 14 days of quarantine. In the event a grouping of students are placed on quarantine, applicable parents will be notified by district staff.

Riverview Gardens School 2020-2021 District Calendar (Revised 10-13-2020)

Aug 2020							Sep 2020							Oct 2020						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5					1	2	3
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
30	31																			
Nov 2020							Dec 2020							Jan 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7			1	2	3	4	5						1	2
8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9
15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16
22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23
29	30						27	28	29	30	31			24	25	26	27	28	29	30
														31						
Feb 2021							Mar 2021							Apr 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6		1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24
28							28	29	30	31				25	26	27	28	29	30	
May 2021							Jun 2021							Jul 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5					1	2	3
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31
30	31																			

No School – District or Schools Closed or Last Day of School (May 28, 2021)

All District Students 100% Virtual

**Pre-K Through Grade 2 Return to School – In-Person Classroom Instruction or Remain 100% Virtual
Grades 3-12 Remain Virtual**

**Grades 3 Through 5 Return to School – In-Person Classroom Instruction or Remain 100% Virtual
Pre-K Through Grade 2 – In-Person Classroom Instruction or Remain 100% Virtual
Grades 6-12 Remain 100% Virtual Until Further Notice**

All District Students Pre-K Through 12 In-Person Classroom Instruction or Remain 100% Virtual

Calendar Dates:

- September 7, 2020 – Labor Day – No School – District Closed
- October 30, 2020 – No School – Schools Closed – District Open
- November 3, 2020 – Teacher Work Day – No School – Schools & District Open
- November 25-27, 2020 – Thanksgiving Holiday – No School – District Closed
- December 21, 2020 – January 1, 2021 – Winter Break – No School – District Closed
- January 15, 2021 – Teacher Work Day – Schools & District Open
- January 18, 2021 – Martin Luther King Jr’s holiday – No School – District Closed
- February 12, 2021 - Teacher Work Day – Schools & District Open

February 15, 2021 – President’s Day Holiday – No School – District Closed
March 19, 2021 - No School – Schools Closed – District Open
March 22-26, 2021 – Spring Break – No School – District Closed
April 2, 2021 – Spring Holiday – No School – District Closed
May 28, 2021 – Last Day of School – Half Day

Instructional Schedule:

As we have designed this plan to return to school for the 2020-2021 school year, it must be noted that all COVID-19 health strategies the district will deploy are intended to mitigate, not eliminate, risk. No single action or set of actions will completely eliminate the risk of COVID-19 transmission, but the implementation of several coordinated interventions can greatly reduce that risk. The district has secured some additional technology and WiFi hotspots to provide internet and instructional program access for families who currently do not have access. Families will have two options to choose from when the district returns to in-person classroom instruction. **Students in Pre-K through Grade 2 can return to in-person classroom instruction on November 4, 2020 or choose remain 100% virtual and students in grades 3-5 can return to in-person classroom instruction on November 11, 2020 or choose to remain 100% virtual.** Whatever choice is made, **IT CANNOT BE CHANGED FOR THE FIRST SEMESTER.** **ALL students in grades 6-12 WILL remain 100% virtual until further notice or the beginning of second semester.** While students are at home learning virtually, students and staff will follow the guidelines outlined in the district’s **Alternative Methods of Instruction (AMI-X) Plan**. If conditions progressively get better, the plan is to gradually bring individual grade levels back to school full time. When the grade levels are determined to return, students who choose in-person classroom instruction will follow the normal school schedule **five days a week**. Those students who choose to remain 100% virtual will follow a similar schedule, but do so virtually. Michelle Obama Early Childhood Academic Center (MOECAC) students will attend full class sessions each day **Monday through Thursday and attend a half day on Friday mornings**. The half day on Friday afternoon will be used to do additional cleaning and disinfecting of MOECAC. The district will ask parents/guardians to complete the Virtual Learning Consent Form if they choose the 100% virtual option for their student(s) (See **Virtual Learning Consent Form – pg. 15**).

Daily School Start and End Times:

Michelle Obama Early Childhood Academic Center – 8:15am – 3:15pm
Elementary Schools – 8:05am – 3:05pm
Middle Schools – 8:45am – 3:45pm
High School – 7:30am – 2:30pm

Late Start Wednesdays:

There will be NO late start Wednesdays for the second quarter or until further notice.

SLCDPH Face Covering Guidelines as of August 24, 2020

- *Face Coverings must be worn by:*
 1. Generally, you must wear a face covering when you are within 6 feet of people who don’t live with you. You will not be allowed to go into a business or use public transportation if you are not wearing a face covering.

2. Children attending an educational institution in grades kindergarten through 12th grade (K-12) must wear a face covering.
 3. If a child is under the age of 6 and attending kindergarten, the child must wear a face covering while attending school.
- *Face coverings are NOT required for children while attending school when they are:*
 1. At recess or in physical education class, as long as students are at least 6 feet apart;
 2. Consuming food or drink, as long as students are at least 6 feet apart; and
 3. Not required to do so in accordance with SLCDPH's Youth Sort Guidelines while participating in a school sponsored sport.
 - *Certain groups are not required to wear a face covering.*

Children

1. Children under 2 years old must not wear a face covering. There is a risk of suffocation.
2. Children 3-5 years old may only wear a face covering while supervised by an adult. It is recommended that children between 3-5 years of age wear a face covering, but it is not required, unless the child is attending kindergarten. Supervision requirements may be different based on the age and maturity of the child.

Those with certain health conditions

If you have the following health conditions or safety concerns, you are exempt from the requirement to wear a face covering:

1. If you have a health condition that prohibits you from wearing a face covering.
2. If you are experiencing difficulty breathing, or are unconscious, incapacitated, or otherwise unable to remove the face covering without assistance.
3. If you are hearing impaired, or communicating with a person who is hearing impaired, and the ability to see the mouth is essential for communication.
4. If you are obtaining a service involving the nose, mouth, or face for which temporary removal of the face covering is necessary to perform the service.
5. If you have documentation that establishes that a medical professional has told you not to wear a face covering, you do not have to wear one.

An exemption from wearing a face covering does not mean that a business must allow you entry.

In-Person Classroom Instruction Requirements:

In the classrooms, student desks/tables will be placed in the room, so no students are facing each other to adhere to social distancing guidelines to the extent possible (not all spaces may be able to accommodate full social distancing guidelines, but to the extent possible, social distancing will be followed). A seating chart will be developed for each classroom to assist with contact tracing should a case of COVID-19 be identified in a particular room. **ALL** students **WILL** be required to wear a face covering each day while in or on district facilities. Students may also wear their own face covering as long as the face covering meets student handbook guidelines for appropriateness for schools and is not disruptive to the school culture or learning environment as determined by school officials. The district will initially provide two face coverings to each student required to wear one.

Students who are required to wear a face covering and show up to school without one, will be given one, but we want to strongly encourage students and parents to take great care of the face coverings given to them by the district, as each additional face covering given out is another added expense. If a student who is required to wear a face covering, refuses to do so, and they have not indicated they have a medical condition or have a documented medical exemption preventing them from wearing the face covering, they will be sent home and will be allowed to return only upon agreeing to wear the face covering or will remain on the virtual learning plan if they do not.

Occupancy requirements will be determined for each room to ensure SLCDPH Guidelines are followed to the extent possible. Students will be kept in classrooms, as a group, as much as possible and in cases where the students can stay put and the teachers move. A daily schedule of student movement throughout the day will be identified and made available, if needed, for contact tracing purposes. Students will be provided a water container to use at the water fill stations as the SLCDPH recommends that the actual water fountains **NOT** be accessible, but the water fill stations may be used. The district will also provide bottled water to schools. A schedule of restroom, drink, and handwashing breaks will be developed and social distancing guidelines will be followed to the extent possible. The district is working with food service to provide bottled water to schools. Student and class directional movement in the hallways and stairs will be specifically designed to ensure social distancing guidelines are followed to the extent possible. There will be no field trips approved during the first semester of 2020-2021 or until further notice. Any before or after school activities must be approved by the building principal and applicable Cabinet Level Administrator from the SAB approved list. There will be no social gatherings (birthdays, special days, or events) with parents allowed for the first semester of 2020-2021 or until further notice. Students, while in physical education class or recess playing a sport, exercising, or using exercise equipment while exerting themselves may remove their face coverings, but social distancing guidelines will be followed to the extent possible.

Facilities Cleaning and Disinfecting Requirements:

The facilities department will provide signage in a visible location in all facilities/schools to remind everyone to adhere to social distancing guidelines and effective health practices to prevent the spread of COVID-19. Custodial staff members will clean and disinfect all touchpoint surfaces throughout each day and a comprehensive daily cleaning and disinfecting list will be developed by the maintenance and facilities department and provided to all school custodians and school administrators. Two times per week, each school administrator/facility supervisor is required to perform cleaning and disinfecting walk-throughs to ensure applicable areas are cleaned and disinfected and the results shall be recorded on the comprehensive daily cleaning and disinfecting list and submitted to the District Custodial Supervisor and Director of Maintenance and Facilities each Friday by the end of the day.

Large disinfecting wipes and hand sanitizer will be available in all rooms and all staff, students, and school/district approved visitors to classrooms **MUST** use the hand sanitizer and wear a face covering upon entering the classrooms each time. Teachers/Employees must notify their building custodian of the need to refill/replace the disinfecting wipe solution and hand sanitizer when the solutions are getting low. Each office district facility has received a plexiglass barrier in each front office to add another layer of protection for staff, students, parents, and visitors to our facilities/buildings. Morning and afternoon breaks will be scheduled to allow for additional handwashing to prevent the spread of COVID-19.

We are all in this together. Additional help may be needed from other staff members (certified staff, support staff, approved visitors, etc.). The District uses and continues to use EPA-registered/hospital grade disinfectant and sanitizer. Custodial team members will continue to do routine daily cleaning. We will consider what items can be moved or removed completely to reduce frequent handling or contact from multiple people. Soft and porous materials, such as area rugs and seating, may be removed or stored to reduce the challenges with cleaning and disinfecting them. Staff will clean frequently touched surfaces and objects that would include, but not limited to:

- tables
- doorknobs
- light switches
- countertops
- handles
- desks
- phones
- keyboards
- toilets
- faucets
- sinks
- touch screens

The district is purchasing sanitizing machines so buildings can be fogged with a disinfectant/sanitizer solution weekly.

If a person is symptomatic and/or tests positive for COVID-19 and has been in a district facility:

- Close off areas used by the individuals with COVID-19 and wait as long as practical before beginning cleaning and disinfection to minimize potential for exposure to respiratory droplets (could be 2-5 days, typically 3 days). Open outside doors and windows to increase air circulation in the area. If possible, wait up to 48 hours before beginning cleaning and disinfection.
- Custodial staff should clean and disinfect all areas (e.g., offices, bathrooms, and common areas) used by the ill persons, focusing especially on frequently touched surfaces.
- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection most common EPA-registered household disinfectants should be effective.
- In some cases, outside contractors will be used to clean and disinfect facilities.

Cleaning and disinfecting outdoor areas

- Outdoor areas, like playgrounds in schools and parks generally require normal routine cleaning, but do not require disinfection.
 - Do not spray disinfectant on outdoor playgrounds- it is not an efficient use of supplies and is not proven to reduce risk of COVID-19 to the public.
 - High touch surfaces made of plastic or metal, such as grab bars and railings will be cleaned weekly.

- Cleaning and disinfection of wooden surfaces (play structures, benches, tables) or groundcovers (mulch, sand) is not recommended.

While cleaning, Custodians will:

- Wear disposable gloves and all other Personal Protective Equipment (PPE) for all tasks in the cleaning process, including handling trash.
 - Additional PPE might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.
 - Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area.
- **Wash hands often** with soap and water for 20 seconds.
 - Always wash immediately after removing gloves and after contact with a person who is sick.
 - Hand sanitizer: If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used.

Parent and School Visitor Requirements:

All parents and visitors to all RGSD facilities and buildings **MUST** wear a face covering. In addition, any school/district approved visitor must be temperature checked <100.4, use the hand sanitizer provided, and complete an electronic or paper health screening survey upon arrival https://docs.google.com/forms/d/e/1FAIpQLScJmVy0sfwBrkVTXeADwmyH_dPGIG405tjTugW4a2sgNBOKSw/viewform (this link is to the example that each school and department will make available for their employees for health and contact tracing purposes). Schools will make the paper copy of the health screening survey available to parents and visitors to complete upon arrival to the school or facility. All parents must remain in the main office area and are not permitted to visit any other parts of the building or facility (only approved visitors performing business or school activities will be allowed to visit the applicable parts of the facilities or buildings that are germane to their activity or business). Parents should limit the number of family members visiting the school/office so social distancing guidelines can be followed. Alternate methods of meeting with parents virtually will be available and each building will identify a meeting room onsite where parents and school employees can meet, and social distancing guidelines can be followed. The onsite meeting room option should be used for meetings where a virtual option is not possible. In addition, when the district determines the date for specific grade levels to return to in-person classroom instruction, early childhood and kindergarten students may need some assistance from their parents/guardians and as long as the four guidelines below have been completed the school principal/director **may** allow parents/guardians to assist with early childhood and kindergarten students as needed. **FOUR GUIDELINES:** Must wear a face covering, Must be temperature checked <100.4, Must use hand sanitizer, and Must complete a health screening survey with **NO COVID-19 SYMPTOMS**.

COVID-19 SYMPTOMS:

- Fever or chills
- Cough

- Shortness of breath or difficulty breathing
- New loss of taste or smell
- Fatigue
- Muscle or body aches
- Headache
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

There will be no community group, or non-RGSD employee building use permits approved during the first semester of the 2020-2021 school year or until further notice if the use request is for accessing a district indoor space. If the community group or non-RGSD employee is requesting building use permits for outside activities, the district identified process for requests will be followed and decisions will be made based on the activity and adherence of the current COVID-19 guidelines.

Breakfast and Lunchroom Requirements:

When the district determines the specific grade levels to return to in-person classroom instruction, students arriving in the mornings to school will go to the cafeteria and pick up a breakfast and will eat in their classrooms or the cafeteria may be used if social distancing guidelines are followed. The same process will be in place for lunch. Each student will go through the lunch line and get their lunch and eat in their classrooms unless lunch schedules can be staggered so social distancing guidelines can be followed. Once all students have their breakfast or lunch and are back in their rooms and are sitting at their desks or at the lunchroom tables, students may remove their face covering to eat. Once they are done, the face covering must be placed back on for the day. If the cafeteria tables are used for breakfast or lunch, students can be seated on both sides of the table, but not facing another child to ensure social distancing guidelines are followed. The cafeteria tables and high touch surfaces will be cleaned and disinfected after breakfast and between lunch shifts if the cafeteria is used. The district is working with food service to make meals available to students who remain 100% virtual.

RGSD Child Nutrition 2020-2021 School Year Re-entry Plan

Child Nutrition Program COVID-19 Waivers: Taken directly from MODESE, Food & Nutrition Services School Year 2020-2021 Waivers and Updates.

On August 31, 2020, U.S. Secretary of Agriculture Sonny Perdue announced the USDA will extend several flexibilities through as late as December 31, 2020, or until available funding runs out. The flexibilities allow summer meal programs including Seamless Summer Option (SSO) and Summer Food Service Program (SFSP) to continue into the fall months. This extension of summer programs gives child nutrition program operators the authority to provide free meals to all children. These waivers introduce flexibility in the National School Lunch Program, School Breakfast Program and also apply to the Seamless Summer Option to prioritize safety while still providing nutritious meals to our participants. The following key flexibilities are in effect on August 31, 2020 through December 2020:

- Allow Summer Food Service Program and Seamless Summer Option Operations Extend Area Eligibility Waivers – EXTENSION 2
- Allow Non-congregate Feeding in SFSP and the National School Lunch Program Seamless Summer Option – EXTENSION 4
- Allow Parents and Guardians to Pick Up Meals for Children- EXTENSION 4
- Waiver of Meal Service Time Restrictions in the SFSP and the National School Lunch Program Seamless Summer Option
- Nationwide Waiver to Allow Area Eligibility for Closed Enrolled Sites

Meal Service in School Year 2020-2021

RGSD has opted into the Child Nutrition Program COVID-19 Waivers for the school year 2020-2021. Schools that elect to participate in the Nationwide Non-congregate Meals waiver must offer meals to all students learning virtually. This waiver could be important for students who are not learning virtual but may have to quarantine. Electing to use this waiver means RGSD must offer meals. Additional waivers available to schools this year allow for maximum flexibility with the program and meal service. The Parent/Guardian Pick-Up Waiver allows for parents or guardians to pick up lunch, and breakfast on behalf of the student(s). The location of the Parent/Guardian Pick-Up site(s) depend on what works for your school and households. Options include: Drive up/through, Bus route deliveries, and Walk-up Grab & Go.

The Meal Times Waiver allows for schools to distribute or serve breakfast and/or lunch outside of the required meal service times. With meals being allowed to be served outside of the required meal times, meals can be served in bulk for multiple days of meal consumption.

Parents/Guardians or students are allowed to pick up meals from a site within the district where they are not enrolled. However, the student should be claimed under the building in which they are enrolled. The meal given to each student must meet the meal pattern requirements for their grade group (9-12, K-5, 6-8, or K-8). Because of this, planning for meal distribution and meal counting and claiming will require clear communication between the district and households. It may be important for the school nutrition staff to prepare meals for the students outside of the building's grade group. This practice will also require communication between school buildings and avoid errors in meal counting and claiming.

The Nationwide Meal Times waiver along with the Nationwide Non-congregate waiver allow for multiple meals to be sent home for off-site consumption. LEAs can only claim meals on days that school is in session. Only one meal per day may be counted and claimed. Multiple meals served on one day must be documented as served throughout the week as 5 operating days. The daily claim total cannot exceed the number of students enrolled so these meals have to be recorded across the week.

Point of Sale/Service POS:

LEAs operating NSLP are required to claim meals under each students Free, Reduced, or Paid eligibility status if you are a non-provision (i.e. CEP) and claiming meals under NSLP and SBP. Because of this, Tally Sheets and Daily Meal Count Forms that just track the total number of meals are not allowable unless the school is operating CEP or Provision 2. If not operating a special provision, the meal counting system must be able to track each student who received a meal so that

the correct eligibility status can be claimed. Schools that are operating SSO may use tally sheets. Daily meal count documentation is required for all reimbursable meals including NSLP and SSO and will be subject to fiscal action if this documentation is not retained. An exchange between students and school food service personnel occurs at the POS. The student or parent/guardian provides a medium of exchange or form of identity to the school food service personnel to receive breakfast and/or lunch. During this exchange, the meal(s) provided must be counted and marked for reimbursement. Find resources for the POS on our School Year 2020-2021 Resources page.

Meals in the Classroom

- A roster marked off by the teacher and turned into cafeteria manager.
- Teacher collects meal cards or student IDs and turns them into cafeteria managers.
- With travelling grab & go cart, operators may have classroom rosters and mark off when students receive a meal, collect meal cards or student ID and scan at the cart or in the cafeteria's POS.

Parent/Guardians Pick Up

- Verify the identity of the parent/guardian by:
 - Student ID
 - Meal Card o Student PIN
 - Car Tag with Barcode
- Enter electronic codes or ID's through Computerized POS (tablet, computer cart, depending on pick-up site set-up).
- Roster with student name, grade, and enrolled building, marked off at POS
- Meal Delivery on Bus Routes
- Verify the identity of the parent/guardian or student by:
 - Student ID
 - Meal Card
 - Student PIN
 - Enter electronic codes or ID's through Computerized POS
 - Bus route roster with student name, grade, and enrolled building, marked off at POS Hybrid Learners: in-person instruction and virtual learning will use a combination of on-site and off-site POS procedures.

St. Louis County Department of Health, Novel Coronavirus (COVID-19) Food Establishment Guidelines:

Self-service options: Taken directly from Novel Coronavirus (Covid-19), St. Louis County Public Health, STL County Public Health, Food Establishment & Bar Operating Guidelines.

Self -service drink and food service is limited and must meet the following conditions. *Guidelines updated effective October 7, 2020.*

- NO Buffet style food service is allowed
- Customer flow must be managed by providing clear exit and entry points with line markers 6 feet apart indicative of proper social distancing


- Allow adequate space around self-service display fixtures and modify traffic flow if necessary.
- Provide hand sanitizer at entry and exit points and encourage customers to use it
- Provide signage to remind customers to maintain proper social distancing of 6 feet.
- Provide pre-packaged foods whenever possible
- Limit self-serve beverages and food items to only those items that are shielded within a case by a door or other self-closing device that remains closed when customers are not making a selection.
- Require customers to wear face covering while obtaining self-service foods and beverages.
- Provide customers with disposable utensils or tissues for use in retrieving food items and provide a container for those disposable utensils and tissues to be discarded after use.
- Limit the food selection to a limited variety of items on display to encourage customers to quickly select items and discourage customers from gathering around display.
- No refill cups are allowed. All drink cups must be disposable and provided by the business.
- Disposable drink cups and food containers must be stored in a secured area and dispensed one at a time to avoid customers touching containers that others may use.
- During expected high-traffic times, stuff must be placed near self-service areas to reinforce face coverings, social distancing and proper protection of self-service containers and utensils.
- High touch surfaces, such as dispensers with buttons, must be disinfected after each high-traffic period and every 30 minutes otherwise.

Limiting contact points

- Cups, lids, napkins and straws should be brought directly to customers by staff and not placed out for self-service. Do not place utensils on the table until patrons are seated.
- Keep condiments, including salt and pepper shakers, off tables and have servers bring them when requested, or consider using single-serve condiment packages. Clean shakers after each party's use and discard any remaining single serve packets.
- Practice contactless transfers by placing items down on a counter for the customer to pick up. In the case of curbside delivery, ask the guest to open their trunk and have employees place the order in the trunk.

Transportation (School Bus):

All bus drivers will be temperature checked and must complete a daily health screening form prior to starting their route. Any driver exhibiting COVID-19 symptoms or has a fever of greater than 100.4 will be asked to return home and a substitute driver will be secured for the route. The bus drivers and all students must wear a face covering while riding on the school bus to and from school. Each student will be initially issued two face coverings (students may also wear their own face coverings as long as the face covering meets student handbook guidelines for appropriateness for schools and is not disruptive to the school culture or learning environment). ALL STUDENTS must wear a face covering at all times while riding the school bus. However, for the purpose of providing safe driving conditions while the bus is in motion, the bus drivers may remove their face covering, but must place it back on upon arrival to their bus stops or school locations prior to the entrance or exiting of students from the bus. All buses will have hand sanitizer and students must use each time they enter the bus. Any student **NOT** wearing a face covering will not be allowed on the bus. Buses will be supplied with face coverings for students if they show up at the bus stop and do not have one. As previously stated, students need to take care of their face coverings.

CAMPUS	 <p>We provide easy and convenient mobility, improving quality of life by connecting people and communities</p> <p>Committed to our customers Dedicated to safety Supportive of each other Accountable for performance Setting the highest standards</p>					
ROUTE						
	DRIVER SIDE		AISLE & ROW #	Passenger Side		
SEAT	SEAT	SEAT		SEAT	SEAT	SEAT
	DRIVER			ENTRANCE DOOR		
			1			
A name	B name	C name	2	E name	D name	F name
A name	B name	C name	3	E name	D name	F name
A name	B name	C name	4	E name	D name	F name
A name	B name	C name	5	E name	D name	F name
A name	B name	C name	6	E name	D name	F name
A name	B name	C name	7	E name	D name	F name
A name	B name	C name	8	E name	D name	F name
A name	B name	C name	9	E name	D name	F name
A name	B name	C name	10	E name	D name	F name
A name	B name	C name	11	E name	D name	F name
A name	B name	C name	12	E name	D name	F name
A name	B name		13	E name	D name	F name
		REAR DOOR				

A seating chart will be developed by the district’s transportation provider that puts the first students picked up in the morning at the back of the bus and fills the bus from the back to the front. In the morning, students at the front of the bus would exit first and continue this procedure until all students have exited from the back seats. This procedure keeps students from passing each other on the bus and provides another layer of protection for all students from contracting or spreading COVID-19. When school is out for the day, a second seating chart will be developed by district’s transportation provider, that puts the students on the last bus stop of the route on the bus first and seats them at the back of the bus so that the students with the first bus stops are in the front of the bus so they can get off first. This prevents students from passing other students while exiting the bus. If parents/guardians do not feel comfortable with their students riding the bus due to their concern for COVID-19, they may personally transport their students to and from school rather than riding the bus. ***As mentioned above under in-class instruction, social distancing guidelines will be followed on the buses to the extent possible. It must be noted that depending on the number of students on the bus and the age of the student, following social distancing guidelines at the recommended distance may not be possible, but will be followed to the extent possible.*** Schools will develop staggered end of the day release of students based on the bus seating charts, van and car riders, and walkers to minimize the time students are in close contact.

St. Louis County Schools Guidelines for reopening of schools: - Transportation

Schools must:

- Assign seats to reduce transmission and assist with contact tracing if necessary.
- Establish a protocol for loading and unloading of buses to minimize student contact such as loading the rear of the bus first.
- Establish daily cleaning protocols for sanitizing each bus.
- Require bus drivers to wear face coverings.

Schools may consider:

- Reducing the number of students on a bus by allowing only one student per seat and/or alternating rows of students unless the students are from the same household.
- Encouraging parents to transport students to and from school.
- Sanitizing each bus in between routes.

Cleaning and disinfecting:

The Centers for Disease Control and Prevention (CDC) has provided guidelines regarding cleaning and disinfecting school buildings and other areas.

Schools must:

Require the use of disposable gloves when cleaning and disinfecting.

- Clean and disinfect surfaces per CDC guidance.
- Practice routine cleaning of frequently touched surfaces.
- More frequent cleaning and disinfection may be required based on level of use.
 - High-touch surfaces and objects (such as tables, doorknobs, light switches, desks, phones, keyboards, faucets, etc.) should be cleaned and disinfected regularly.
- Disinfect using EPA-registered household disinfectant, properly diluted bleach solutions or alcohol solutions with at least 70% alcohol.

Schools may consider:

- Implementing sanitizing procedures using alternative means. Please check the effectiveness with local health department.

Student Participation in Athletics and Extra/Co-Curricular Activities Waiver

When athletics and extra/co-curricular activities resume, students who elect to participate in athletics and/or extra/co-curricular activities will need to complete a waiver to participate in the activity or sport (**See Parent Permission and Waiver of Liability for Student Participation form – pg. 16**)

Definitions: Taken Directly from the St. Louis County Department of Public Health Order Requiring Members of the Public and Employee to Wear Face Coverings

- “Face Coverings” for the purpose of this order, means a device, usually made of cloth, that covers the nose and mouth. Consistent with current CDC guidelines, face coverings prevent those who may have COVID-19 from spreading it to others. Cloth face coverings are recommended for the general public over surgical or N95 respirators which should be reserved for medical professionals and first responders. Nothing in this Order should prevent workers or customers from wearing a surgical-grade face covering or other more protective face covering if the individual is already in possession of such equipment, or if the business otherwise provides their workers with such equipment due to the nature of the work involved.
- “Gathering” or “gatherings” means people coming together as a group, whether formal or informal, whether public or private and whether indoor or outdoor.
- “Public Accommodation” means Businesses or other facilities, both public and private, indoor and outdoor, used by the public, including, but not limited to, grocery and other retail stores, service establishments, educational institutions, entertainment and recreational facilities, concert venues, museums, bowling alleys, amusement parks, fairs, arts and craft facilities, zoos, public and private social clubs.
- “Public Transit” is considered a Public Accommodation under this order and includes businesses that provide transportation services, including but not limited to buses, light rail, rail, airlines, taxis, transportation network providers, livery services, vehicle rental services, ride shares and other private transportation providers, as well as the waiting areas for those businesses.
- “Social Distancing Requirements” means, to the extent possible, maintaining at least six-foot social distancing from other individuals; washing hands with soap and water for at least twenty seconds as frequently as possible or using hand sanitizer with more than sixty percent alcohol; covering coughs or sneezes with something other than hands; regularly cleaning high-touch surfaces; not shaking hands; and behaviors as otherwise defined by order.

Virtual Learning Consent Form

Dear Parents and Guardians,

Due to the community spread of COVID-19, the Riverview Gardens School District will offer virtual instruction to students who choose not to attend in-person classes during the fall semester of the 2020-2021 school year.

The District will be using *Google Suites* and potentially other forms of electronic video and communication to support your student's education and related services. These platforms may have a group feature to allow participation by many students. The parent or guardian of students participating may also be present, supporting them in their remote classroom time at home. These sessions may be recorded by staff for student review purposes at a later time. If your child is participating in group instruction utilizing online platforms, please note that it may be possible for parents of other children in the group to see your student.

The District will comply with the Family Educational Rights and Privacy Act (FERPA) and the Children's Online Privacy Protection Act (COPPA) and will take all reasonable measures to preserve your privacy and the privacy of your student(s).

By signing below, I acknowledge:

_____ My student(s) may be viewed by other students and/or parents while participating
[initial] in group instruction utilizing online platforms;

_____ Anything stated or shared during live virtual learning cannot be edited before the
[initial] students witness the content;

_____ I am responsible for ensuring that my student participates in virtual instruction and for
[initial] maintaining regular communication with my student's teachers and other school staff;

_____ I will maintain confidentiality and respect the privacy of all students who participate in
[initial] remote learning and will not make audio or video recordings (including screen captures, photos, etc.) of the learning sessions.

I understand and agree to these terms and request permission for my student(s) to participate in live virtual learning during the fall semester of the 2020-2021 school year.

Name(s) of Student(s): _____

Parent/Guardian Signature: _____ Date: _____

PARENT PERMISSION AND WAIVER OF LIABILITY FOR STUDENT PARTICIPATION AT RIVERVIEW GARDENS SCHOOL DISTRICT

By signing below, I give permission for my child, _____, to participate in the following program **TITLE AND DESCRIPTION OF PROGRAM OR ACTIVITY:** _____ on **DATE:** _____ at the **RIVERVIEW GARDENS SCHOOL DISTRICT** (the “District”):

_____ (initials) I acknowledge that federal and state government officials have declared that there currently exists a public health crisis in our country related to the Coronavirus Disease 2019 (“COVID-19”).

_____ (initials) I confirm that I will not permit my child to participate in the program or activity if, at any time during the program or activity, my child is showing any symptoms of COVID-19 (including but not limited to fever, dry cough, fatigue, shortness of breath, chills, muscle pains). Additionally, I confirm that I will not permit my child to participate in the program or activity if, at any time during the program or activity, my child has been in contact with any individual diagnosed with COVID-19 or any individual currently waiting for test results confirming the possibility of a COVID-19 diagnosis. I agree that in such situations, my child will be unable to participate in the program or activity until: (i) 14 calendar days after the symptoms first appeared and my child is no longer showing any symptoms; or (ii) a healthcare provider has confirmed in writing that my child has tested negative for COVID-19 or that my child’s symptoms were not due to COVID-19.

_____ (initials) I understand that the **Riverview Gardens School District** cannot prevent the possible transmission or contraction of COVID-19 for my child.

The undersigned agrees to release, discharge, hold harmless and indemnify the **Riverview Gardens School District**, its agents, employees, officers, Board of Education members, insurers and others acting on the District’s behalf (the “Releasees”), of and from any and all claims, demands, causes of action and/or legal liabilities for injuries to or death of my child occurring during, or resulting from, or participation in the above-mentioned program or activity and related in any way to COVID-19, even if the cause, damages or injuries are alleged to be the fault of or alleged to be caused by the negligence or carelessness of the Releasees.

Signature: _____
(Parent or Legal Guardian)

Signature: _____
(Student)

Date: _____

00391240.1