



*Riverview Gardens*  
**SCHOOL DISTRICT**

# COVID-19 Parent Information & Procedures

For the full details of the 2020-21 Return to School Plan, visit  
<https://www.rgsd.k12.mo.us/2020-2021schoolreopeningplan>

## **DAILY HEALTH CHECKS**

- *Please do **DAILY** health checks on your students to ensure that each student is free of COVID-19 symptoms **BEFORE** sending them to school.*

## **SYMPTOMS REQUIRING ABSENCE**

- **Students *MUST* remain home if they exhibit any symptoms of COVID:**
  - **COVID-19 Symptoms include:** fever, cough, shortness of breath, chills, body aches, sore throat, headache, congestion, runny nose, nausea/vomiting, new loss of taste of or smell, and/or diarrhea.
    - Follow-up with a medical provider **BEFORE** returning to school, after experiencing symptoms of COVID-19, is strongly encouraged.
    - If experiencing symptoms, parents/guardians are encouraged to call their medical provider, the Missouri COVID hotline at 1-877-435-8411 or the St. Louis County Health Department at 314-615-9700.
  - Fever of 100.4 degrees or higher
    - Students with a fever will be required to stay home for at least 3 days or until fever free **WITHOUT** the use of fever-reducing medication.
  - Chills and/or generalized body aches
  - Students who live/visited with a person who has tested positive for COVID-19 or who are exhibiting symptoms, should remain home.
- For additional information, please visit the Center for Disease Control at <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

## **REPORTING ILLNESS**

When reporting illness absences, be sure to report if your child:

- Is a close contact of someone with a positive COVID-19 test.
- Has signs of COVID-19.
- Has been diagnosed with COVID-19.
- Has been diagnosed with influenza (respiratory flu).

## **RETURNING TO SCHOOL GUIDELINES AFTER A POSTIVE COVID-19 DIAGNOSIS**

- For students diagnosed with COVID-19, either by a laboratory test or based on their symptoms, a return to school is permissible when:
  - At least 10 days have passed from symptom onset;
  - At least 3 days have passed with no fever; ***AND*** the student has shown improving symptoms.

## **SIBLINGS AND CLOSE CONTACTS**

- **EVERY** student living at the same address should stay home if they:
  - Live with someone (or has been in close contact with someone) **diagnosed** with COVID-19 or
  - Live with someone who is **exhibiting** symptoms of COVID-19.
- It is very **IMPORTANT** that you remain at home for 10 days after exposure to someone who has a confirmed case or with someone who is exhibiting symptoms of COVID-19.

## **SUSPECTED CASES OF COVID PROCEDURE**

When a student exhibits symptoms of COVID-19 while at school the following will occur:

- The nurse will be contacted and the student will report to our Potential COVID Room (PCR) within the school building.
- If the nurse determines the student is demonstrating symptoms associated with COVID-19, parents will be contacted.
- Parents will be required to pick up their student within 1 hour after being notified.
- *Students will be required to wear face coverings and remain in the Potential COVID Rooms (PCRs) until picked up by parents/guardian or designee. This is being done with an abundance of caution to keep everyone safe, and as suggested by Missouri's Department of Secondary Education (DESE).*
  - *Our Potential COVID Rooms (PCRs) were developed as suggested by DESE. Our PCRs were built with shower curtain-type material and are developed to prevent cross infection of students waiting to be picked up, while at the same time making it possible to visually monitor students.*
- Students who share the SAME address with a student who demonstrates COVID symptoms will be required to quarantine for 14 days.
- Students who test positive will be required to do the following BEFORE returning to school:
  - Remain home for at least 10 days from the onset of symptoms, progress 3 days with no fever (without fever reducing medication) AND display improving symptoms.
  - If symptoms develop after the student is placed in quarantine, the student MUST remain home for **10 additional days** after the onset of symptoms.
- It is recommended that a student suspected of COVID be tested. However, if not tested, the student(s) MUST remain in quarantine for 14 days before returning to school.
- All students (and the teacher) within the **ELEMENTARY** classroom of a suspected case of COVID will immediately be placed on virtual instruction for 14 days.
- The classroom will be cleaned and properly sanitized before being utilized

## **MIDDLE AND HIGH SCHOOL STUDENTS:**

- Who test positive for COVID and display COVID symptoms will be sent home for 14 days; AND any student who was within 8ft of the suspected/confirmed case must quarantine for 14 days pending no symptoms or positive test.
- Who test positive for COVID but does NOT display symptoms will be send home for 14 days; AND any student who was within 6ft of the positive case MUST quarantine for 14 days pending no symptoms or positive test.
  - In either case, IF/WHEN students who are in quarantine begin displaying symptoms of COVID while in quarantine, they MUST remain in quarantine for an additional 10 days after noticing symptoms.

## **MASKS/FACE COVERINGS**

STUDENTS WILL:

- *Be required to wear a face covering on the school bus and throughout the school day*
  - *Exceptions: Lunch*
- The District will initially provide two (2) washable face coverings to each student.
- Please ensure that your student wears a face covering to school on a daily basis.
- Students who arrive at school without a face covering will be provided one.
- If a student refuses to wear a face covering (and they have not indicated a medical condition or have a documented medical exemption preventing them from wearing a face covering), they will be sent home and will be allowed to return only upon agreeing to wear the face covering.
- If a student continues to violate the face covering policy, they will immediately be placed on virtual instruction.

Mask breaks will be provided by supervising adults when the opportunity exists, such as outside, inside during lunch or inside when children can be appropriately distanced. RGSD will work with students to educate them on the benefits and proper wearing of masks.

## **HAND HYGIENE**

Frequent hand washing and hand sanitizing help prevent the spread of COVID-19.

- Each classroom has been equipped with hand sanitizing stations.
- Students will be required to use hand sanitizer upon entering AND exiting their classrooms.

## **PHYSICAL/SOCIAL DISTANCING**

Limiting close face-to-face contact with others is the best way to reduce the spread of COVID-19. In RGSD schools, all students and staff members will social distance to the extent possible.

- Students must practice social distancing of 6ft. It is recognized that this cannot be accomplished at all times, and studies have found a significant reduction of transmission with social distancing of at least 3ft.
- Floor and wall social distancing decals will be installed.
- Traffic flow restriction signage will be placed in hallways.
- Tables/chairs will be socially distanced.
- Non-hard surfaced furniture will be removed.
- Students will remain with their classmates to reduce mixing student population to the extent possible.
- Students should refrain from all forms of physical contact.

## **CLASSROOMS GUIDANCE:**

### **PRE-K-5<sup>th</sup> CLASSROOMS**

- Students will remain with the same classroom group throughout the day as often possible.
- Educators will:
  - Provide assigned seating for students and maximize social distancing within classroom spaces to the extent possible.
  - Take precautionary sanitation measures when utilizing small group instructional spaces (e.g. guided reading table, classroom library).
  - Schedule/coordinate restroom and handwashing breaks throughout the day.
  - Schedule/coordinate recess to minimize mixing student groups.
  - Refrain from sharing school supplies between students.
  - Require students to wear face coverings throughout school day (exceptions are lunch, PE, recess).

### **MIDDLE & HIGH SCHOOL CLASSROOMS**

#### **Grades 6–8 Classrooms**

- Maximize social distancing within classroom spaces. It is recommended that teachers provide assigned seating for students and require students to remain in these seats to the greatest extent possible.
- Encourage hand washing throughout the day.
- Refrain from sharing school supplies between students or staff.
- Require staff and student face coverings.

#### **Grades 9–12 Classrooms**

- Maximize social distancing within classroom spaces. It is recommended that teachers provide assigned seating for students and require students to remain in these seats to the greatest extent possible.
- Encourage hand washing throughout the day.
- Refrain from sharing school supplies between students or staff.
- Building staff must review student arrival and dismissal procedures.
- Require staff and student face coverings.

## **GUIDANCE FOR COMMON AREAS**

### **Cafeteria**

- Maintain six feet physical distancing when possible.
- Follow the meal procedure.
- Clean eating spaces between uses.
- Clearly mark areas to indicate safe distancing for students.
- Require staff and student face coverings (when not eating).

### **Restrooms**

- Maintain six feet physical distancing.
- Require face coverings for staff and students.
- Clearly mark areas to indicate safe distancing for students.
- Display clearly visible signage reminding everyone of physical distancing, face coverings and handwashing.
- Schedule/coordinate restroom and handwashing breaks when possible.

## **HALLWAYS, MAIN OFFICE AND OTHER COMMON AREAS**

- Maintain six feet physical distancing when possible.
- Require face coverings for staff and students.
- Clearly mark areas to indicate safe distancing for students.
- Display signage reminding everyone of physical distancing and face covering usage at entryways, hallways, classrooms and common areas.

## **VISITORS**

- **If you are exhibiting any symptom related to COVID-19, please DO NOT attempt to access ANY RGSD building.**
- Access into school building will be restricted to authorized personnel only.
- If it is **absolutely NECESSARY** for visitors to enter the building, ***THEY MUST:***
  - Remain in the main office or designated area for the duration of the visit and will NOT have access to the general building in order to maintain social distancing.
  - Wear an appropriate and approved face covering.
  - Have their temperature taken.
  - Use hand sanitizer.
- If the visitor is dropping off an item for a student, the item will be left in the office for delivery/pickup by the student.
- If the visitor is picking up a student for any reason, the student will be sent/brought to the main office.

## **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.

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.

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 has purchased sanitizing machines so buildings can be fogged with a disinfectant/sanitizer solution weekly.

### **TRANSPORTATION (School Bus & Other District Transportation):**

All bus drivers will be temperature checked and must complete a daily health screening prior to starting their route. Any driver exhibiting COVID-19 symptoms or with a fever of greater than 100.4 will be asked to return home. 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. ALL STUDENTS must wear a face covering at all times while riding the school bus. All buses will have hand sanitizer, which students must use each time they enter the bus. Any student **NOT** wearing a face covering will not be allowed on the bus unless they have indicated they have a medical condition or a documented medical exemption preventing them from wearing a face covering. Buses will be supplied with face coverings for students if they show up at the bus stop and do not have one.