

The SWWC Educational Learning Centers (ELCs) remain committed to providing students with vital educational services. To ensure we have a safe and healthy workplace, we have developed the following Health and Safety Plan in response to the ongoing COVID-19 health concerns. Administrators and supervisors are responsible for ensuring all SWWC understand and follow this plan. SWWC's goal is to mitigate the potential for transmission of COVID-19 in our workplaces and that requires full cooperation among staff, students and administrators. Only through a cooperative effort can we establish and maintain the health and safety of our schools.

SWWC has identified a COVID-19 Coordinator who will be responsible for responding to COVID-19 concerns and will help coordinate with the local authorities regarding COVID-19 cases.

SWWC CONTACT INFORMATION

Individuals can use the contact information below for questions or concerns related to COVID-19 or to report if an individual or their student has symptoms of COVID-19, a positive test for COVID-19, or had close exposure to someone with COVID-19 within the last 14 days.

All inquiries and reports will be handled in a manner that is consistent with applicable law and privacy policies, including with the Health Insurance Portability and Accountability Act (HIPAA) and the Family Educational Rights and Privacy Act (FERPA).

COVID-19 Coordinator

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COVID-19 Coordinator

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LEARNING PLAN

SWWC is transitioning from state required restrictions to health recommendations. COVID still exists and we will implement plans to mitigate the effect of COVID on staff and students during our safe return to in-person learning this fall. SWWC's plan follows best practice recommendations from the Centers for Disease Control (CDC), the Minnesota Department of Health (MDH) and the Minnesota Department of Education (MDE).

HIGH RISK INDIVIDUALS

According to the CDC, everyone is at risk for getting COVID-19 if they are exposed to the virus, however, some people are more likely than others to become severely ill. To learn more about who is at 'high risk' use the CDC website link at: <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-at-increased-risk.html>

Students and/or staff who believe they are at high risk, should notify the Site Administrator or their immediate supervisor.

Students with increased health risks may be provided distance learning. Parents should contact the Site Administrator and an IEP meeting will be held to determine the best learning option for the student.

SCHOOL ENVIRONMENT

According to the CDC, COVID-19 is mostly spread by respiratory droplets released when people talk, cough or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection. Therefore, SWWC will adhere to processes and procedures that limit contact between individuals, provide for frequent cleaning and sanitization of surfaces, and minimize the sharing of materials to help minimize the risk of exposure during school.

SWWC employs a Registered School Nurse, and school nursing services are available at each educational learning center location. School nursing services will help provide training to staff and students, and have and will guide the planning SWWC has done.

Health Screening

An infected person can spread COVID-19 starting from two days before they have any symptoms (or, for asymptomatic patients, two days before the positive specimen collection date) until they meet criteria for discontinuing home isolation.

It is proven that regular screening for symptoms and ongoing monitoring throughout the school day can help quickly identify signs of illness and help reduce exposure. Staff and students will be encouraged to self-monitor symptoms though the day. SWWC will use a decision tree developed using information from the Minnesota Department of Health to determine when staff/students should stay home and when they can safely return.

SCREENING STUDENTS

Students and staff who exhibit symptoms related to COVID-19 during the school day will safely and respectfully be isolated from others until such time they can be sent home. Parents must provide SWWC with an emergency contact to be called in the event the parent is unable to be reached. If SWWC is unable to reach a parent, guardian or identified emergency contact person, SWWC will contact the county for assistance.

It will not be required for students to have documentation of a negative viral test or a letter certifying release from isolation in order to return to school, but recommended guidance regarding when to return to school must be used.

SCREENING STAFF

Staff have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19 following MDH health screening checklist. Staff who have symptoms identified with COVID-19 are asked to stay home and self-monitor. As soon as practical, they should seek to have a test completed to determine their status. If staying home, they will communicate with their direct supervisor and use TimeClock Plus to enter their leave time.

If an employee becomes ill at work, or experiences any symptoms of COVID-19, they will communicate with their supervisor to immediately isolate themselves. Contact tracing will be conducted so that the Supervisor and the Registered School Nurse can determine other employees who may need to quarantine.

It will not be required for staff to have documentation of a negative viral test or a letter certifying release from isolation in order to return to school, but recommended guidance regarding when to return to school must be used.

SWWC has implemented leave policies that promote workers staying home when they are sick, when household members are sick or when required by a health care provider to isolate or quarantine themselves or a member of their household. Employees will follow their master agreements or personnel policies for applicable leave options. The SWWC will follow federal and state law regarding authorized leaves.

Contact Tracing

Contact tracing is the process used to identify those who have come into contact with people who have tested positive for COVID-19. When staff or students test positive, SWWC may need to identify individuals who were exposed to provide notification and/or to quarantine.

SWWC will follow CDC/MDH guidelines on contacting staff, students and families who may have been exposed and ask them to self-monitor for any symptoms. SWWC may ask employees who have been in contact with someone testing positive to schedule for a COVID test as soon as practical.

SWWC will follow all Federal, State laws and district policies regarding privacy of employee health records and release of information. The SWWC does not have a roster of staff or students who have been vaccinated. Each building has a designated administrator who will oversee this plan and respond to positive cases or quarantine cases.

Close contact/close contact exposure includes any person who lives with someone who tests positive for COVID-19 or who has spent a total of 15 minutes or more in a 24-hour period within 6 feet of anyone who has COVID-19. The definition of a close contact applies regardless of whether either person was wearing a mask.

Exception:

In the k-12 indoor classroom setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student (laboratory confirmed or a clinically compatible illness) where:

- Both students were engaged in consistent and correct use of well-fitting masks; and
- Other K-12 school prevention strategies (such as universal and correct mask use, physical distancing, increased ventilation) were in place in the k-12 school setting.
- This exception **does not** apply to teachers, staff, or other adults in the indoor classroom setting.

Transportation

SWWC does not provide transportation for students attending the Educational Learning Centers. Students who require special transportation receive it from the student's resident district. As such, SWWC will work with districts that provide special transportation to students to ensure each bus/van ride allows for social distancing practices to the maximum extent practicable and to ensure disinfecting occurs before/after each route. All students will be required to wear face masks while on the bus/van, unless doing so will inhibit student health.

Visitors

Each building will remain locked and will be open to the public by appointment only. Signage will be posted at the main entrance requesting that people who have been symptomatic not enter the building.

Social/Physical Distancing

According to the CDC, the more a student or staff member interacts, and the longer that interaction, the higher the risk of COVID-19 spread. The term "social distancing" refers to measures being taken to restrict where and when people can gather to slow the spread of infectious disease. SWWC will use social distancing measures to maintain as much space between students and staff as feasible.

Some students require physical supports where staff are unable to adhere to the social/physical spacing guidelines. In those instances, staff will wear protective gear including masks, face shields, gloves, gowns or other, while providing support to the student.

SWWC will follow these social distancing recommendations:

- The number of people in a classroom will allow for social distancing.
- Personal Protective Equipment (PPE) will be available in each building.
- Appropriate PPE will be worn when social distancing is not feasible.
- Staff will limit the sharing of equipment and supplies.
- Shared spaces will be cleaned and disinfected throughout the day.

Water

Water fountains will be operable so that staff and students can refill water bottles. Students are encouraged to bring labeled water bottles to school each day

Ventilation

SWWC has conducted facility inspections to ensure ventilation systems operate properly. Staff will open doors and windows, when able to do so safely, to circulate outdoor air as much as possible.

Materials

Student belongings will be separated from others' and in individually labeled containers, areas or lockers. The sharing of materials will be discouraged. When sharing occurs, cleaning of materials will be conducted between users.

Cleaning and Disinfecting

SWWC will ensure the availability of supplies to support proper cleaning and disinfecting and staff will adhere to increased cleaning and disinfecting practices, procedures, and any new specific requirements of the local health departments and CDC as they arise. Frequently touched surfaces and objects will be cleaned and disinfected between uses as much as possible.

Staff will follow cleaning product guidelines and cleaning products will not be used near students. Staff will ensure that there is adequate ventilation when using cleaning products.

Handwashing

Students and staff will follow CDC handwashing guidelines. Additionally, staff and students will be provided with hand sanitizer and encouraged to use regularly. Handwashing will be reinforced at key times (arrival, dismissal, before, during and after preparing or eating food, using the bathroom, blowing one's nose, coughing, sneezing, after touching objects with bare hands that have been handled by other people).

Respiratory Etiquette

Staff and students are being instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing and to avoid touching their face, in particular their mouth, nose and eyes with their hands. They should dispose of tissues in provided trash receptacles and wash or sanitize their hands immediately afterward. Respiratory etiquette will be demonstrated on posters and supported by making tissues and trash receptacles available.

Face Coverings

Face coverings are no longer required in school buildings and are strongly recommended. Employees may choose to wear face coverings as a precaution. Many students are unable to receive vaccinations. It is recommended that staff who are unvaccinated wear face coverings while indoors. Face coverings are not required during outdoor activities.

Types of allowable face coverings include:

- Paper or disposable mask
- Cloth face mask
- Clear face shield

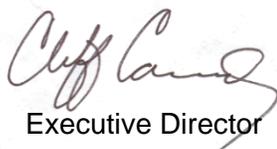
The covering should cover the nose and mouth completely, should not be overly tight or restrictive, and should feel comfortable to wear.

Face coverings should not be placed on anyone under the age of 2, anyone who has trouble breathing or is unconscious, anyone who is incapacitated or otherwise unable to remove the face covering without assistance or anyone who cannot tolerate a face covering due to developmental, medical or behavioral health condition.

Communication and Training

The Safe Learning Plan will be communicated via email, posted in school offices, staff workrooms and on the SWWC website. Administrators and supervisors will monitor how effective the program has been implemented. Administrators will review this plan with all employees and will update them as changes are made. Training will be provided as necessary.

CERTIFIED BY:



Executive Director