



# Pandemic Plan

## Safety Protocols for Linn J4 School District Traver School

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**Version 3.0**

Modified 8/16/2021

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**Respect - Kindness - Creativity - Integrity - Perseverance - Gratitude**

Plans are subject to change and will be monitored regularly.

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## Our Goals

**Safety:** The health and safety of our students and staff is our priority. We have established these health measures and procedures to promote a safer environment for our Traver family.

**Flexibility:** This is an ever-changing situation. We will continue to reassess as new information is learned.

**Learning:** Plans will focus on returning to traditional classroom learning with modifications for safety. Distance learning will be an option for when traditional learning cannot occur.

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## Activities & Programs

### **Sports**

Every effort will be made to continue with sports teams.

Guidance from health departments and cooperation with other schools will determine the level of activity.

### **Concerts and Group Activities**

No large group gatherings where physical distancing cannot take place.

The district will provide alternatives to presenting performances to families.

### **Camp Traver**

Camp Traver will be available to the community assuming that traditional learning is taking place in the school. Physical distancing and safety measures will continue during Camp.

### **Instructional Models**

Shifting from face-to-face and distance learning models may change, postpone, or cancel any activities or programs.

## Attendance

Compulsory attendance is required just as it has been in the past. The same procedures for reporting absence still apply as well. If a child will not be at school, parents need to call and let the school know. If a child has an appointment and needs to be taken out of school at a certain time or come late, parents need to call and let the office know. Any student assignments or work will need to be made up.

*Children will only be allowed to learn from home if there is a documented reason related to the pandemic, such as a positive case or quarantine due to close contact. Parents must notify the office as soon as possible to work out a plan for their child(ren). Students will be expected to attend all virtual lessons. If a child will not be attending virtual lessons for the day, parents need to call and let the school know. If a child has an appointment and will be absent for any virtual lessons, parents need to call and let the office know. Any student assignments or work will need to be made up.*

## Birthday Treats

Your child may still share a treat. Please only send in store-bought, individually wrapped items that are easy for the teacher to hand out.

## Daily Operations

### **Visitors**

Limit non-essential visitors  
Parents are welcome to do business in the office

### **Face Coverings**

Masks are optional and encouraged.

### **Group Events**

Providing alternatives to presenting performances to families

### **Communication**

Updates via website, messaging systems, and social media

### **Wellness Checks**

Students will be checked if appearing ill or complain of symptoms.

## Closures

If there is a closure, all students will learn at home until we can return. A separate “Learn at Home” schedule will be created for this situation and will be given to families. Students will be issued an iPad or Chromebook for their learning and families will need an internet connection.

Students will be expected to attend all virtual sessions and complete their work. Attendance will be recorded and parents will be notified if their children are not attending. Students will continue with earning grades and following classroom expectations.

The Learn at Home school closure schedule will be made available in the future. This schedule may be different from other schedules, so it is important for families to keep.

Closures may be small groups of students, classes, or the whole school. The district will work with Walworth County Health Services to determine what needs to happen.

## Daily Health Screening

The school will not be checking temperatures daily in order for students to enter the building. The school asks all parents/guardians of students to complete a daily health screening at home every morning before bringing their children to school.

Answer these questions:

Has my child been in close contact with a confirmed case of COVID-19?

Does my child have a temperature over 100.4 Fahrenheit within the last 48 hours?

Is my child experiencing a cough, shortness of breath, difficulty breathing, or sore throat within the last 48 hours?

Does my child have a new loss of taste or smell?

Does my child have muscle pain or chills?

Does my child have any other illness symptoms including vomiting, diarrhea, continuous nasal drainage, or rash in the last 48 hours?

If the answer is “yes” to any of these questions, please keep your child at home, call the office to let us know, 262-248-4067, and call your doctor for further guidance.



## **Common Illnesses**

### Fever (without respiratory symptoms)

Temperature 100.4 °F or greater

Your child must be fever-free without fever medicine for 24 hours before returning to school.

### Vomiting

A child who is vomiting needs to stay home until symptom free for 24 hours.

### Diarrhea

A child who has diarrhea (two or more watery stools in a 12 hour period) needs to stay home until symptom free for 24 hours.

### Coughs and Colds

Your child should stay home if they have continuous nasal drainage and/or a cough.

### Pertussis

If your child is diagnosed with pertussis, they must remain home until five days of appropriate antibiotic is completed.

### Rash

Your child should stay home if they have a rash that is spreading, open, and cannot be covered. A doctor should evaluate the skin rash before your child returns to school. Your child may return to school after seeing a doctor with a note stating the rash is not contagious and may return to school.

### Pink Eye (Conjunctivitis)

Your child should stay home if they have red watery eyes, swelling of the upper or lower eyelids, or eye drainage. If your child is prescribed antibiotics, they should be used for 24 hours before returning to school.

### Strep Throat

If your child is diagnosed with strep throat, they must remain home until 24 hours after antibiotics have begun.



## Face Coverings (see Masks p. 9 )

### Food & Drinks

**WATER:** We have bottle fillers on each floor of the school. Students are encouraged to bring their own water bottles. Please mark your child's name on the bottle. Bottles should be taken home each day to be washed and ready for the next day. If your child forgets a water bottle, we will have disposable cups at the water fountains. We will continue our rule on not bringing soda and sugary drinks to school.

**FOOD:** We will still have snack times. Please check with your teacher whether it is a shared snack or if students need to bring individual daily snacks. If it is a shared snack, the teacher (or aide) will be gloved and distribute the snacks.

Microwaves will still be available to heat up cold lunch.

### General Good Hygiene Practices

Wash hands frequently with soap and water for at least 20 seconds or use hand sanitizer, especially after eating, using the bathroom, and touching frequently used items or surfaces.

Avoid touching your face.

Avoid touching others.

Sneeze or cough into a tissue or use the inside of your elbow.

Staff to disinfect frequently used items and surfaces as much as possible throughout the day.

# Instruction

## **Return to the classroom**

Students will learn in the building practicing health and safety measures

## **Schedules**

Start and end times will remain the same  
First bell: 8:20 AM, Final bell: 3:35 PM

## **Socio-Emotional**

Help students and staff handle their emotions and feelings

## **Attendance**

Students will be expected to attend school as normal except when ill  
Parents will communicate with the school to plan for learning

## **Distance Learning**

May be ONLY used for short-term or long-term needs as determined by COVID-19 cases

## **Instructional Models**

Shifting from face-to-face and distance learning models may be necessary depending on guidance from the health department

## **Devices and Access**

Students use district devices  
Internet access will be needed at home

# Learning Paths

Students will attend classes in the building, 5 days a week, all day for all programming (4K through 8th grade). Daily attendance, work completion, and grades will be recorded. We will continue to use Google Classroom for grades 3-8 to support classroom work. Grades 4K-2 use Seesaw-- also a learning platform that is geared toward younger learners.

# Masks

Masks are optional and encouraged for staff and all students, 4K through 8th grade. Families are welcome to supply masks for their children. The district also has cloth and disposable masks for students and staff. They are readily available in several areas of the school.

Students who mask may take off masks when eating and drinking. They may also take off the masks when outdoors.

Mask wearing is encouraged as a family decision. Staff will not discipline students for either not wearing or wearing a mask. Teachers may occasionally have an activity in near proximity to others for a short time. If this happens, teachers may remind students who want to wear a mask that it would be a good time to use one. The reminder will solely be out of courtesy.

Masks should be snug on the face and cover both the nose and the mouth. Information on mask wearing from the CDC can be found at the end of this plan.

When students wear masks, the expectation is that a clean mask is worn each day. We purchased a separate washer for washing masks to ensure their cleanliness. If parents want their children to wear masks but daily washing is a hardship, the school can wash them for families. Dye-free, fragrance-free detergent will be used. We are happy to help!

*The Linn J4 School Board has the authority to set rules for the district pertaining to masks. This is regardless of government order. The board will continue to monitor the situation closely. Families will be notified by School Messenger and by letter if the School Board's mask policy changes.*

## Students Entering & Exiting the Building

Students will be allowed to enter the building beginning at 8:00 AM. We ask parents not to drop off before 8:00 AM for regular entry.

If you need to drop off before 8:00 AM, please enroll your child in Camp Traver. Children will not be allowed to gather outside or in the office to wait for 8:00 AM. Please honor this rule; we do not have enough adult supervision in the morning to support early drop-offs and we will not let children wait without an adult present.

**CAR RIDERS:** will be dropped off at Door 4 in the back of the building from 8:00 to 8:20 AM. Do not drop your children off without seeing a staff member first. After 8:20 AM, please take your children to the main office and sign them in.

The end of the day dismissal procedure for car riders will continue to be in the back of the building from 3:35 to 3:45 PM.

Please see the Student Handbook for more details.

**BUS RIDERS:** will be dropped off and picked up at the front of the building. Students will have assigned seats and distanced as much as possible. Masks will be optional and encouraged.

**DURING THE DAY:** If children leave or come to school outside of the regular drop-off and pick-up times, please go to the main office and sign your children in.

## Students Who Become Sick at School

The health room adjacent to the office will be used for anyone who exhibits illness symptoms listed in this document.

Parents/guardians will be contacted promptly to pick up the child.

Students may not return to school until all illness criteria are met. It is recommended parents/guardians call the child's primary care provider for further direction/recommendation.

Please refer to page 6 for common illnesses and returning to school.



# Transportation

## Capacity

The District and Dousman Transport will work together for best route scenarios.

## Health and Safety

Children will sit in assigned seats.

Mask wearing is optional and encouraged on the bus.

The first two rows of the bus will be empty to provide distance from the driver and students.

Students will not be allowed to ride a different bus to go home with another student.

## Self-Transport

Parents who are planning on driving their children instead of bussing are encouraged to contact school or the bus company so the routes can be modified and accurate.

## Drop Off and Dismissal

Car riders will be dropped off and picked up at Door 4.

All bus riders will be dropped off and dismissed in the front of the building.

Students leaving or arriving outside of regular dismissal need to report to the office.

# Virus Testing

Our district has partnered with Noah Clinical Laboratories to offer COVID-19 testing.

Testing is available to staff and students when requested. Students must have written parent permission to be tested. Both rapid and regular testing are available.

We are also offering drive-up rapid testing once a week through Noah Clinical Laboratories as a service to the community. All testing will be outside and away from the students.

There will be more information on testing as we learn more about the program.

# Vaccinations

People 12 and over are eligible to receive vaccination for COVID-19.

Vaccination may shorten or eliminate the need for quarantine if a person is deemed a close contact or has been exposed to COVID-19.

If your child is at least 12 years old and the office needs to perform contact tracing, you may be asked if your child is vaccinated. This is for contact tracing purposes and possible quarantine time lines. This is private health information and will only be shared with those who must determine close contact.



## Frequently Asked Questions

### **Will my child be temperature-checked before entering the building each morning?**

No. Parents must screen their children each morning before coming to school. Parents will be the best monitors of their children's well-being. That said, we will temperature-check any child who appears ill or who complains of being ill.

### **My child is ill. What should I do?**

Please call the office and let us know what your child is experiencing. It may help us determine if you need to do anything further. Please see page 6 on common illnesses and suggested actions. Be ready to take your child to the doctor more often than you might normally. When you call, we may also be able to discuss what the best educational plan for your child will be while out of school.

### **I'm worried about closures. When will we know about it?**

Given the nature of the pandemic, there could be a closure as soon as the same or next day if contact tracing proves that the virus was active in someone in the building.

Closures will not be taken lightly. We know that any closure could cause a strain in family schedules. We will let you know as soon as possible so that you can plan. We will always try to do right by our students and families and let you know quickly.

### **What if I want my child to learn from home (virtually)?**

We are not offering a virtual option this year.

### **What if I may child is ill? How will they learn?**

If your child is ill with a common illness not related to COVID-19, it would be like sick days used to be—the child stays home and we will send work.

If your child is ill due to COVID-19 or must be quarantined due to COVID-19, please call the office and we will work out a learning plan that may include virtual learning. Allow at least 1-2 days for the staff to work out a learning plan for your child.

## Frequently Asked Questions, continued

### **What will recess look like?**

Not too different as it is now. Children need to play and explore. We will ask students to physically distance as much as possible.

### **I've heard rumors about someone having COVID-19 related to a classmate of my student. What will the school do?**

Rumors can certainly happen in such an uncertain time as this. We will be in close communication with Walworth County Health Services to know how to proceed if a case is connected with the school and we will consult with WCHS to decide the best course of action.

If you feel strongly about telling someone, it is best to call WCHS directly. They have the authority to investigate.

There are privacy laws that protect health information. We may not be allowed to share details about cases. This means that no one on staff may be able to talk about the situation with you. We ask that you respect this.

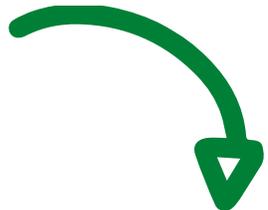
*If there is a positive case, a letter will go home to only the students who may have had exposure. If your child was not exposed, you will not receive a letter.*

### **How do I keep up with all these changes?**

We know it's a lot to think about. We have a messaging system called "School Messenger" that we use to mass contact people via email and voicemail. It's very important that your contact information is up-to-date and complete for this system to work.

We also post on our website ([www.traverschool.org](http://www.traverschool.org)), Facebook (@traverschool), and Instagram (@traverschool). We ask for your patience if you don't see information immediately on any of those platforms. Ms. Schultz and Mrs. Andersen create the posts and do their best to be timely. Don't forget that many of the teachers have class Facebook pages for information as well.

# Symptom Checker:

<b>2</b> OF THE FOLLOWING: HEADACHE BODY ACHES CHILLS SORE THROAT NAUSEA VOMITING DIARRHEA	<b>or</b>	<b>1</b> OF THE FOLLOWING: FEVER NEW COUGH SHORTNESS OF BREATH DIFFICULTY BREATHING LOSS OF TASTE OR SMELL	<b>Stay home!</b> (if at school, I will be sent home.) 
<b>when can I return to school?</b>			
<b>POSITIVE COVID-19 TEST</b>  MAY RETURN AFTER 10 DAYS <b>AND</b> AT LEAST 24 HOURS NO FEVER WITHOUT TAKING MEDICINE <b>AND</b> SYMPTOMS HAVE IMPROVED	<b>NO COVID-19 TEST DONE</b>  MAY RETURN AFTER 10 DAYS <b>AND</b> AT LEAST 24 HOURS NO FEVER WITHOUT TAKING MEDICINE <b>AND</b> SYMPTOMS HAVE IMPROVED <b>OR</b> DOCTOR'S NOTE INDICATING ALTERNATIVE DIAGNOSIS	<b>NEGATIVE COVID-19 TEST</b>  AT LEAST 24 HOURS NO FEVER WITHOUT TAKING MEDICINE <b>AND</b> RESPIRATORY SYMPTOMS HAVE IMPROVED	
 IF FEVER IS THE <u>ONLY</u> SYMPTOM MAY RETURN AFTER AT LEAST 24 HOURS NO FEVER WITHOUT TAKING MEDICINE 			

# Returning to School After COVID-19

*\*This document was adapted from documents from Lake Geneva Schools with guidance from the Wisconsin Department of Health and the Wisconsin Department of Public Instruction (DPI) and is subject to modifications.*

## What are the symptoms of COVID-19?

- Fever (at least 100.0°F)
- Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

For the most up-to-date list of symptoms, visit [www.dhs.wisconsin.gov/covid-19/symptoms.htm](http://www.dhs.wisconsin.gov/covid-19/symptoms.htm).

## What steps can I take to prevent my student from getting COVID-19?

You can talk with your student about taking everyday steps to prevent getting sick:

- Help them wash their hands often.
- Help them avoid close contact with people who are sick, even inside your own home.
- Remind them to stay 6 feet apart from other people.
- Cover mouth and nose with a cloth face cover when they are around others, if health or racial biases are not a concern.
- Teach your students to clean and disinfect frequently touched surfaces daily.
- Help your student monitor their health—look for symptoms and take their temperature daily.

For more detailed information about protecting your student from COVID-19 visit:

[www.dhs.wisconsin.gov/covid-19/protect.htm](http://www.dhs.wisconsin.gov/covid-19/protect.htm).

## How long does it take for symptoms to start?

It can take 2-14 days after exposure to COVID-19 for people with COVID-19 to start showing symptoms. Some people have very mild symptoms, some people become really sick, and some people with COVID-19 don't have any symptoms at all.

### **Why does my student need to stay home?**

Your student should stay home if they have symptoms of COVID-19, have been tested for COVID-19 (while waiting for results), or have been exposed to someone who tests positive for COVID-19. Keeping ill students, and students who have been exposed to COVID, away from others, we can stop the spread of the virus. It is possible for people who do not have symptoms to spread the virus to others.

### **What does isolation and quarantine mean?**

These are terms that public health scientists use to describe why someone needs to stay home. They are public safety tools that have been around for centuries to stop the spread of germs.

- **Isolation** means keeping sick people away from healthy ones. This usually means that the sick person rests in their own bedroom or area of your home and keeps away from others as best as possible.
- **Quarantine** means separating people who were exposed to a sick person away from others. Because someone can spread COVID-19 before they have symptoms, quarantine stops them from accidentally spreading the virus to other healthy people. Usually, people who are in quarantine stay at home and avoid being around others.

### **How do I know if my student was around someone who was sick?**

Traver School or the local public health department will notify you if your child is directly impacted by someone who tested positive for COVID-19.

### **How long does my student need to stay home if they tested positive OR a doctor said they likely have COVID-19?**

If your student has symptoms they should stay at home and away from others as much as possible until all three of the following have happened:

1. At least 10 days have passed since their symptoms started and;
2. They haven't had a fever (100.0°F or greater) in at least 24 hours without using any medication to lower fever and;

3. Their cough or breathing problems get better.

### **What if my student tested positive for COVID-19, but doesn't show symptoms?**

They should stay home 10 days after the day they were tested and keep away from other people as much as possible. This is because even if they don't have symptoms, they can still spread the virus.

### **What if my student becomes sick but tests negative for COVID-19?**

They should stay home until they are feeling better and they have not had a fever for 24 hours without using any medication to reduce fever. If they visit a doctor and they tell you your student has something other than COVID-19 (like the flu or hand, foot, and mouth) then you should follow the doctor's guidelines for exclusion requirements for that disease. Review the [Wisconsin Childhood Communicable Diseases Wall Chart, P-44397](#) for additional information.

### **What is a "Close Contact"?**

- **Casual contact** like passing someone in the grocery store is low risk for spreading COVID-19.
- **Close contact** with someone with COVID-19 makes you at higher risk for getting sick or spreading COVID-19. Examples of close contact are being within 6 feet of someone with COVID-19 for more than 15 minutes, sharing a drinking glass or eating utensil, physically touching the person or things that may have their germs on them like dirty tissues, or being coughed or sneezed on.

### **What if my student came in "close contact" with someone who has COVID-19?**

They must stay home from school and quarantine.

#### **What does this mean?**

1. Quarantine can end after Day 10 without testing if no symptoms have been reported during daily monitoring. This means that the student/staff member can return to school on Day 11.
2. Quarantine can end after Day 7 if the result of a diagnostic (PCR or rapid/antigen) COVID-19 test is negative and if no symptoms were reported during daily monitoring.
  - The test specimen may be collected and tested within 48 hours before the time of planned quarantine discontinuation but quarantine cannot be discontinued earlier than after Day 7.
  - A pending test result on day 7 is not sufficient to end quarantine early. This means the student/staff member can return to school on day 8.

For both options to be acceptable, the following conditions must be met:

- [Daily symptom monitoring](#) must continue for all individuals in quarantine through Day 14.
- No symptoms appear at any point during the entire period prior to the end of quarantine.
- If symptoms develop at any time, immediately self-isolate and contact the school with a detailed update.

**If there are other children in our home, who do not have symptoms should they stay home, too, or continue coming to school?**

No, your other students may continue to go to work and school. If the child who was in close contact gets sick, then your other students should stay home.

**What if we live with someone who has COVID-19?**

People who live together usually have close contact with each other. Everyone you live with should stay home until the all of following have happened:

1. The sick person gets better:
  1. At least 10 days have passed since their symptoms started and;
  2. They haven't had a fever (100.0°F or greater) in at least 24 hours without using any medication to lower fever and;
  3. Their cough or breathing problems get better.
2. PLUS 10 days have passed since the sick person was better to see if other people in your home get symptoms.

**What if my student that had "close contact" with someone with COVID-19 and gets sick but isn't tested COVID-19?**

Your student should stay home and away from others as much as possible until they get better and all the following have happened:

1. At least 10 days have passed since their symptoms started and;
2. They haven't had a fever (100.0°F or greater) in at least 24 hours without using any medication to lower fever and;
3. Their cough or breathing problems get better.
4. PLUS 10 days have passed since they were last around the person with COVID-19.

**What learning opportunities are there for my student while they are staying home?**

Traver School will offer distance learning for children who need to be absent from school due to illness or potential exposure. We will work directly with you and your student to make arrangements. The expectations of participation in alternative learning for students who are sick compared to asymptomatic students who have been sent home due to potential exposure can be discussed with Mrs. Andersen.

**What if we don't have Wi-Fi or technology?**

We will work with you to ensure you are able to access materials online. Please contact school to let us know.

**What do I do if I can't take 10 days off to stay home with my student?**

There are some communities in Wisconsin that offer local support. You can try calling 211. You can also visit the [Resilient Wisconsin](#) program website for support for food, mental health, housing and other resources.

**What if I am a health care provider and work with COVID-positive patients— what should my student do?**

Your student may continue to attend school unless they develop symptoms. If they develop symptoms, keep them home and call their doctor.

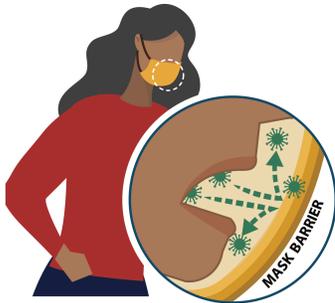
**If you have further questions, please contact a Walworth County Public Health Nurse at 262-741-3445.**

# How to Safely Wear and Take Off a Mask

Accessible: <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

## WEAR YOUR MASK CORRECTLY

- Wash your hands before putting on your mask
- Put it over your nose and mouth and secure it under your chin
- Try to fit it snugly against the sides of your face
- Make sure you can breathe easily
- Do not place a mask on a child younger than 2



## USE A MASK TO HELP PROTECT OTHERS

- Wear a mask to help protect others in case you're infected but don't have symptoms
- Keep the mask on your face the entire time you're in public
- Don't put the mask around your neck or up on your forehead
- Don't touch the mask, and, if you do, clean your hands

## FOLLOW EVERYDAY HEALTH HABITS

- Stay at least 6 feet away from others
- Avoid contact with people who are sick
- Wash your hands often, with soap and water, for at least 20 seconds each time
- Use hand sanitizer if soap and water are not available



## TAKE OFF YOUR MASK CAREFULLY, WHEN YOU'RE HOME

- Untie the strings behind your head or stretch the ear loops
- Handle only by the ear loops or ties
- Fold outside corners together
- Place mask in the washing machine
- Wash your hands with soap and water



CS 3164881 08/19/2020

**Personal masks are not surgical masks or N-95 respirators, both of which should be saved for health care workers and other medical first responders.**

For instructions on making a mask, see:

[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)