Planning Guidance

- Louisiana Governor’s Office
- Louisiana Department of Public Health
- Center for Disease Control
- Louisiana Department of Education
- Louisiana High School Athletic Association
LOUISIANA DEPARTMENT OF HEALTH GUIDELINES

- Limit group sizes
  - (Phase 1 – 10, Phase 2 – 25, Phase 3 – 50)
- Maintain static groups in grades in PK-2 & other grades when possible
- Maintain social distancing of 6 feet when possible
- No assemblies or gatherings
- Wear solid-colored face coverings
- Check temperatures daily
- Clean & disinfect schools, classrooms, & buses often
- Wash hands often
WPSS STAFFING

• Phase 1: All employees will be at work on predetermined schedule.
  - Bus drivers and bus attendants – 2 days per week (Mon & Thurs)
  - Cafeteria staff – 3 days per week (Mon, Wed, & Fri)
  - All other staff – 5 days per week

• Phase 2: All employees will be at work on predetermined schedule.
  - All staff except bus drivers and bus attendances – 5 days per week
  - Bus drivers and bus attendants – 4 days per week (Mon - Thurs)

• Phase 3: All employees will work 5 days each week.
WPSS DELIVERY OF INSTRUCTION

SAFE & HEALTHY SCHOOL PLAN

- limit group sizes
- clean & disinfect schools often
- wash hands often
- wear solid-colored face coverings (3rd grade & up)
- check temperatures daily
- practice social distancing

PHASE 1

Grades PK-12

DISTANCE EDUCATION MODEL

All schools will offer DISTANCE LEARNING

All students will return to school with a mix of IN-PERSON AND DISTANCE LEARNING

Students will be in school at least 2 days per week

PHASE 2

Grades PK-12

HYBRID MODEL

PHASE 3

Grades PK-6

TRADITIONAL MODEL

Students in these grades will be in school full time for IN-PERSON LEARNING

Students will be in school 5 days per week

Grades 7-12

HYBRID MODEL

Students in these grades will be in school with a mix of IN-PERSON AND DISTANCE LEARNING

Students will be in school at least 2 days per week

Distance learning option is available for families who are not comfortable returning to brick and mortar buildings.
Virtual homebound services are available to students who have a medical condition that puts them at higher risk for COVID-19.
# WPSS School Lunch

<table>
<thead>
<tr>
<th>Phase 1</th>
<th>Phase 2</th>
<th>Phase 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grab &amp; go meals will be served 3 days each week (MWF) at specified school sites. Cafeteria staff from all schools will be utilized to prepare &amp; serve grab &amp; go meals.</td>
<td>Breakfast &amp; lunch will be consumed in the classroom 4 days each week (MTWTh). Students will be on hybrid schedule so grab &amp; go meals will be sent home each afternoon for the alternate days when not in school. Grab &amp; go meals will be available at school sites on Fridays. Grab &amp; go meals will be available for students enrolled in the Virtual Academy, distance learning, or who are on homebound. Families are to sign-up for meals at their homebased school. Meals will be picked up by families in a designated area at each school site.</td>
<td>Elementary (PK-6): Breakfast &amp; lunch will be consumed in the classroom 5 days each week. Secondary (7-12): Breakfast &amp; lunch will be consumed in the classroom 4 days each week (MTWTh). Students will be on hybrid schedule so grab &amp; go meals will be sent home each afternoon for the alternate days when not in school. Grab &amp; go meals will be available at secondary school sites on Fridays. Grab &amp; go meals will be available for students enrolled in the Virtual Academy, distance learning, or who are on homebound. Families are to sign-up for meals at their homebased school. Meals will be picked up by families in a designated area at each school site.</td>
</tr>
</tbody>
</table>
WPSS TRANSPORTATION

- Adhere to maximum capacity
  - (Phase 1 - 25%, Phase 2 – 50%, Phase 3 – 75%)
- Limit 2 per seat when possible unless in same family
- Leave spaces between seats when possible
- Increase airflow by leaving windows open when possible
- Clean hands as enter and exit bus
- Clean buses after each route
- Do not eat or drink on bus
# WPSS Environmental Services (Sanitation) Plan

<table>
<thead>
<tr>
<th><strong>BUSES</strong></th>
<th><strong>SCHOOLS</strong></th>
<th><strong>CLASSROOMS</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Drivers &amp; Attendants</em></td>
<td><em>Custodians</em></td>
<td><em>Teachers &amp; Paraprofessionals</em></td>
</tr>
<tr>
<td>➢ Attend training in proper cleaning procedures prior to the start of school</td>
<td>➢ Attend training in proper cleaning procedures prior to the start of school</td>
<td>➢ Teach students procedure to clean desks &amp; clean hands</td>
</tr>
<tr>
<td>➢ Clean bus at the end of each route</td>
<td>➢ Regular cleaning of schools &amp; classrooms</td>
<td>➢ Wipe high-touch areas (light switch, door knob) each time class exits the room</td>
</tr>
<tr>
<td>➢ Wipe high-touch areas (hand rails, windows, seats)</td>
<td>➢ Wipe high-touch areas in office &amp; school entrance/exits throughout the day</td>
<td>➢ Have students wipe their desks each time they enter &amp; exit the room</td>
</tr>
<tr>
<td>➢ Maintain sanitation station for students to clean hands as they enter &amp; exit bus</td>
<td>➢ Pick up trash bags from classrooms after breakfast &amp; lunch each day</td>
<td>➢ Maintain sanitation station for students to clean hands as they enter &amp; exit class</td>
</tr>
<tr>
<td></td>
<td>➢ Fog classrooms at the end of each day</td>
<td>➢ Place breakfast &amp; lunch trash in large garbage bag after each meal &amp; place in hall for custodian to retrieve</td>
</tr>
</tbody>
</table>
## WPSS Athletics & Activities

### Adaptations

<table>
<thead>
<tr>
<th>PHASE I</th>
<th>PHASE II</th>
<th>PHASE III</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Health &amp; Safety</strong></td>
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</tr>
<tr>
<td>- One entrance &amp; exit</td>
<td>- One entrance &amp; exit</td>
<td>- One entrance &amp; exit</td>
</tr>
<tr>
<td>- Sanitize/wash hands upon entry</td>
<td>- Sanitize/wash hands upon entry</td>
<td>- Sanitize/wash hands upon entry</td>
</tr>
<tr>
<td>- Check temperatures upon entry</td>
<td>- Check temperatures upon entry</td>
<td>- Check temperatures upon entry</td>
</tr>
<tr>
<td>- Stay home if sick or symptomatic</td>
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</tr>
<tr>
<td>- If temperature or symptoms, isolate, send home &amp; contact administrator</td>
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</tr>
<tr>
<td>- No water fountains</td>
<td>- No water fountains</td>
<td>- No water fountains</td>
</tr>
<tr>
<td>- No locker rooms</td>
<td>- No locker rooms</td>
<td>- No locker rooms</td>
</tr>
<tr>
<td>- No hosting youth camps</td>
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<td>- No hosting youth camps</td>
</tr>
</tbody>
</table>

**Grouping**
- Athletic teams
- Cheer/Dance/Flags
- 10 people or less inside (includes staff & students)
- 25 people or less outside (includes staff & students)

**Rules**
- Social distancing of 6 feet
- No physical contact
- Face cloths inside
- Bring own water container
- Groups remain static
- No sharing equipment

<table>
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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Athletic teams</td>
<td>Cheer/Dance/Flags</td>
<td>Athletic teams</td>
</tr>
<tr>
<td>Cheer/Dance/Flags</td>
<td>Band - individual practice only</td>
<td>Cheer/Dance/Flags</td>
</tr>
<tr>
<td>- 25 people or less inside (includes staff &amp; students)</td>
<td>- 50 people or less inside (includes staff &amp; students)</td>
<td>Band</td>
</tr>
<tr>
<td>- 50 people or less outside (includes staff &amp; students)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Rules**
- Social distancing of 6 feet
- No physical contact
- Face cloths inside
- Bring own water container
- Groups remain static
- Equipment cleaned intermittently

**Grouping**
- Athletic teams
- Cheer/Dance/Flags
- Band
- 50 people or less inside (includes staff & students)

**Rules**
- Face cloths inside
- Bring own water container
- Equipment cleaned intermittently before & after each practice
WPSS STUDENT & STAFF WELLNESS PLAN

• Individuals who have a fever of 100.4 or above, or other signs of illness, will not be admitted in school facilities. Temperatures will be taken of each individual as they arrive at school. Anyone with a fever of 100.4 or above will be sent to the school nurse who will retake the temperature to confirm. If students have fever or signs of illness, they will be isolated until parent arrives to pick them up. If staff has fever or signs of illness, they will be sent home. Individuals are to remain home until they have been fever-free without medication for at least 24 hours.

• If any staff or student is exposed to COVID-19, he/she may be required to quarantine for 3-14 days depending on degree of exposure.

• Individuals who test positive for COVID-19 will be required to quarantine for 14 days in accordance with the direction of their healthcare provider. A copy of the positive test result must be provided to school or supervisor.

• Staff, students, and families who are experiencing anxiety, stress, or fear during this time of crisis may contact the WP Emotional Support Help Line.

THREE KEY PRINCIPLES

1. Wash Hands Often
2. Wear a Face Covering
3. Practice Social Distancing
Washington Parish School System

EMOTIONAL SUPPORT HELPLINE
985-205-2095

Available to WP families & employees
Monday - Thursday 10:00 AM - 2:00 PM

No answer? Text or leave voicemail.

EMERGENCY? Call 911
STAFF OR STUDENT TESTS POSITIVE FOR COVID-19

- POSITIVE TEST
- PRINCIPAL OR SUPERVISOR
- SUPERINTENDENT OR DESIGNEE
- REGIONAL MEDICAL DIRECTOR
WPSS Communication Plan

- District website, school websites, phone messenger, district & school Facebook pages, Google Classroom, Remind app, GroupMe app, Classroom Dojo app, email, and the local newspaper will be used to communicate changes in plans. As Governor Edwards, the LDH, & the LDOE provide guidance, plans will be adjusted and communicated through these channels to all staff and students.
- During phases 1, 2 & 3 teachers and staff will contact students daily via electronic communication & will keep documentation.
- Superintendent will share detailed plans for school reopening with district leaders & school leaders. School leaders will share plans with staff. A press release through websites, social media, & newspaper will be published to inform families of reopening plans.
- Families and members of the community may email questions or concerns related to the reopening of schools and COVID-19 to wpcovid@wpsb.info.

QUESTIONS ABOUT
SCHOOL REOPENING

WPCOVID@WPSB.INFO
Stay Informed

www.wpsb.org

Washington Parish School System

wpcovid@wpsb.info

The Era Leader
WPSS is planning to begin school in a traditional manner. However, the school system has developed a plan for each possible phase in which schools may be required to open due to COVID-19. These plans are based on guidance from LDOE, LDHH, & LA Governor’s Office. It is subject to change as guidance from these lead agencies change.