

1 **Bigfork School District**

2  
3 **COVID-19 Emergency Measures**

1905

4  
5 Student, Staff, and Community Health and Safety

6  
7 The School District has adopted the protocols outlined in this policy during the term of the  
8 declared public health emergency to ensure the safe and healthy delivery of education services  
9 provided to students on school property and the safety, health and well-being of parents and  
10 community members. The supervising teacher, principal, superintendent or designated personnel  
11 are authorized to implement the protocols in coordination with state and local health officials.

12  
13 Symptoms of Illness

14  
15 Students and staff who are ill, feeling ill, diagnosed as ill, or otherwise demonstrating symptoms  
16 of illness must not come to school or work. Students who have a fever or are exhibiting other  
17 signs of illness must be isolated in a designated area until such time as parents or caregiver may  
18 arrive at the school to retrieve the ill student. All surfaces and areas should be thoroughly  
19 cleaned and disinfected once the student has vacated the area by staff utilizing safety measures in  
20 accordance with state and/or local health standards as applicable. Students may engage in  
21 alternative delivery of education services during the period of illness or be permitted to make up  
22 work. Staff members will be provided access to leave in accordance with District Policy 1910.

23  
24 Parents, guardians, or caregivers of students who are ill, feeling ill, diagnosed as ill, or otherwise  
25 demonstrating symptoms of illness must not be present at the school for any reason including but  
26 not limited events or gatherings or to drop off or pick up students excepted as provided by this  
27 policy. To avoid exposing others to illness, parents or caregivers who are ill must make  
28 arrangements with others to transport students to school or events, if at all practicable. If not  
29 practicable, parents, guardians or caregivers must not leave their vehicle during pickup or drop  
30 off and must arrange with District staff to supervise students in accordance with physical  
31 distancing guidelines in this Policy.

32  
33  
34 Physical Distancing ~~(Boards must select option 1 or option 2)~~

35  
36 Option 1

37 ~~Students, staff, volunteers, and visitors will maintain a six-foot distance between themselves and~~  
38 ~~their colleagues and peers throughout the school day inside any school building, on school~~  
39 ~~provided transportation, and on school property before and after school. Staff members will~~  
40 ~~arrange classrooms and restructure courses, transportation services, and food service to meet this~~  
41 ~~standard.~~

42  
43 ~~Recess will continue as scheduled in accordance with physical distancing guidance without the~~  
44 ~~use of playground equipment.~~

1 Drop-off and pick up of students will be completed in a manner that limits direct contact between  
2 parents and staff members and adheres to social distancing expectations around the exterior of  
3 the school building while on school property.

#### 4 Option 2

6 To the extent possible, elementary school courses will be delivered to the same group of students  
7 each day, and the same teachers will remain with the same group in the same separate and  
8 designated room each day. If physical distancing is not possible during meal service and courses  
9 delivered in a separate area such as the library, gymnasium, and music room, the service or  
10 course will be delivered in the designated classroom for each group of students. Recess and use  
11 of playgrounds during recess are permitted on an adjusted schedule to maintain appropriate  
12 student groupings. Transportation services will be provided in accordance with cleaning and  
13 disinfection procedures outlined in this policy.

15 Secondary school courses will be delivered using a restructured bell system to minimize student  
16 interaction in common areas. Meal service for secondary students will be provided through  
17 personalized service lunch that will be eaten in designated areas.

19 Parent arrival times to drop-off and pick up students riding with parents and caregivers will be  
20 staggered in designated intervals by grade level through a schedule set by the supervising teacher  
21 or building administrator.

23 Drop-off and pick up of students will be completed in a manner that limits direct contact between  
24 parents and staff members and adhere to social distancing recommendations in the exterior of the  
25 building.

27 Visitors to the school will maintain a six-foot distance between themselves and others. This  
28 distancing requirement does not apply to individuals who are a part of the visitor's regular  
29 household isolation group when the group is authorized to present at the school facility.

#### 32 Face Coverings as Personal Protective Equipment (Boards must select option 1 or option 2)

##### 34 Option 1- Required Face Coverings

36 This provision is required due to the COVID-19 state of emergency declared by the Board of  
37 Trustees or other local, state or federal agency, official, or legislative body. This policy is  
38 adopted, implemented, and enforced in accordance with the supervisory authority vested with the  
39 Board of Trustees in accordance with Article 10, section 8 of the Montana Constitution and  
40 related statues and regulations. The Board of Trustees authorizes the Superintendent to develop  
41 and implement procedures to enforce this policy.

43 The School District requires all staff, volunteers, visitors, and school-aged students to wear  
44 a face covering, mask, or face shield while present in any school building, regardless of  
45 vaccination status. The School District also requires all staff, volunteers, visitors, and school-  
46 aged students to wear a face covering, face covering, mask, or face shield while present at any

1 outdoor school activity with fifty (50) or more people where physical distancing is not possible  
2 or is not observed. Face covering, face covering, mask, or face shield means disposable or  
3 reusable covering that cover the nose and mouth. The School District will provide masks to  
4 students, volunteers, and staff, if needed. If a student or staff member wears a reusable mask, the  
5 School District expects that the masks be will washed on a regular basis to ensure maximum  
6 protection.

7  
8 Students, staff, volunteers, and visitors are not required to wear a face covering, mask, or face  
9 shield under this provision when:

- 10 1. consuming food or drink;
- 11 2. engaged in strenuous physical activity;
- 12 3. communicating with someone who is hearing impaired;
- 13 4. identifying themselves;
- 14 5. receiving medical attention; or
- 15 6. precluded from safely using a face covering, mask, or face shield due to a medical or  
16 developmental condition. The superintendent, building principal, or their designee shall  
17 request documentation from a care provider when considering an exception to this  
18 provision for medical or developmental reasons. The School District will comply with all  
19 applicable disability and discrimination laws when implementing this provision.

20  
21 When students and members of the public are not present, staff may remove their face covering,  
22 mask, or face shield if they are at their individual workstation and six feet of distance is strictly  
23 maintained between individuals. If students are working in small groups, the students must be  
24 wearing face covering, mask, or face shield

25  
26 All points of entry to any school building or facility open to the public shall have a clearly visible  
27 sign posted stating the face covering, mask, or face shield requirement.

28  
29 Allegations of harassment of any person wearing or not wearing a face covering, mask, or face  
30 shield requirement will be promptly investigated in accordance with District policy. Failure or  
31 refusal to wear a face covering, mask, or face shield by a staff member or student not subject to  
32 an exception noted above may result in redirection or discipline in accordance with District  
33 policy and codes of conduct, as applicable.

### 34 35 Option 2 – Optional Face Coverings

36  
37 Staff, students, and visitors may wear a face covering, mask, or face shield while present in any  
38 school building. The School District does not require the use of masks and will not provide  
39 masks except in cases required by this policy or at the discretion of the administration.

40  
41 Allegations of harassment of any person wearing or not wearing a face covering, mask or face  
42 shield shall be promptly investigated in accordance with District policy. A student, staff member,  
43 or visitor who, after an investigation, is found to have engaged in behavior that violates District  
44 policy is subject to redirection or discipline.

1  
2 Cleaning and Disinfecting  
3

4 School district personnel will routinely both clean by removing germs, dirt and impurities and  
5 disinfect by using chemicals to kill germs on all surfaces and objects in any school building and  
6 on school property that are frequently touched. This process shall include cleaning  
7 objects/surfaces not ordinarily cleaned daily.  
8

9 Personnel will clean with the cleaners typically used and will use all cleaning products according  
10 to the directions on the label. Personnel will disinfect with common EPA-registered household  
11 disinfectants. A list of products that are EPA-approved for use against the virus that causes  
12 COVID-19 is available from the supervising teacher or administrator. Personnel will follow the  
13 manufacturer's instructions for all cleaning and disinfection products.  
14

15 The District will provide EPA-registered disposable wipes to teachers, staff, and secondary  
16 students so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped  
17 down before use. Supervising teacher or administrators are required to ensure adequate supplies  
18 to support cleaning and disinfection practices.  
19

20  
21 Student Arrival  
22

23 Hand hygiene stations will be available at the entrance of any school building, so that children  
24 can clean their hands before they enter. If a sink with soap and water is not available, the School  
25 District will provide hand sanitizer with at least 60% alcohol. Hand sanitizer will be kept out of  
26 elementary students' reach and student use will be supervised by staff.  
27

28 ~~A District employee will greet children outside the school as they arrive to ensure orderly~~  
29 ~~compliance with the provisions of this policy.~~  
30

31  
32 Temperature Screening  
33

34 ~~Designated School District staff are authorized to test the temperature of students with an~~  
35 ~~approved non-contact or touchless temperature reader. Students who have a fever or are~~  
36 ~~exhibiting other signs of illness must be isolated in a designated area until such time as parents or~~  
37 ~~caregiver may arrive at the school to retrieve the ill student. All surfaces and areas should be~~  
38 ~~thoroughly cleaned and disinfected once the student has vacated the area by staff utilizing safety~~  
39 ~~measures in accordance with state and/or local health standards as applicable.~~  
40

41 ~~When administering a temperature check on a possibly ill student, designated staff members will~~  
42 ~~utilize available physical barriers and personal protective equipment to eliminate or minimize~~  
43 ~~exposures due to close contact to a child who has symptoms during screening.~~  
44

45 Healthy Hand Hygiene Behavior  
46

1 All students, staff, and others present in the any school building will engage in hand hygiene at  
2 the following times, which include but are not limited to:

- 3 • Arrival to the facility and after breaks
- 4 • Before and after preparing, eating, or handling food or drinks
- 5 • Before and after administering medication or screening temperature
- 6 • After coming in contact with bodily fluid
- 7 • After recess
- 8 • After handling garbage
- 9 • After assisting students with handwashing
- 10 • After use of the restroom

11  
12 Hand hygiene includes but is not limited to washing hands with soap and water for at least 20  
13 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol  
14 can be used if soap and water are not readily available.

15  
16 Staff members will supervise children when they use hand sanitizer and soap to prevent  
17 ingestion. Staff members will place grade level appropriate posters describing handwashing  
18 steps near sinks.

### 19 20 21 Vulnerable Individuals

22  
23 Vulnerable individuals (defined by the Centers for Disease Control at the time of this policy's  
24 adoption as those age 65 or older or those with serious underlying health conditions, including  
25 high blood pressure, chronic lung disease, diabetes, obesity, asthma, and those whose immune  
26 system is compromised such as by chemotherapy for cancer and other conditions requiring such  
27 therapy) are authorized to talk to their healthcare provider to assess their risk and to determine if  
28 they should telework during the period of declared public health emergency.

29  
30 Employees who have documented high risk designation from a medical provider are entitled to  
31 reasonable accommodation within the meaning of that term in accordance with the Americans  
32 with Disabilities Act and Section 504 as outlined in District Policy 5002. These accommodations  
33 may include but are not limited to teleworking in accordance with a work plan developed in  
34 coordination with and authorized by the supervising teacher, administrator or other designated  
35 supervisor. Such employees may also be eligible for available leave in accordance with the  
36 applicable policy or master agreement provision.

### 37 38 39 Food Preparation and Meal Service

40  
41 Facilities must comply with all applicable federal, state, and local regulations and guidance  
42 related to safe preparation of food.

43  
44 Sinks used for food preparation must not be used for any other purposes.

45  
46 Staff and students will wash their hands in accordance with this policy.



- 1 Policy 3431 – Emergency Treatment
- 2 Policy 5015 – Bullying and Harassment
- 3 Policy 1911 - Personnel Use of Leave
- 4 Policy 1910 – Human Resources and Personnel
- 5 Policy 4120 - Public Relations
- 6 Policy 5002 – Accommodating Individuals with Disabilities
- 7 Policy 5130 – Staff Health
- 8 Policy 5230 - Prevention of Disease Transmission
- 9 Policy 6110 – Superintendent Authority
- 10 Policy 6122 - Delegation of Authority

11 Policy History:

12 Adopted on:

13 Reviewed on:

14 Revised on:

15 Terminated on: