

**STUDENT** 

# **RETURN TO SCHOOL PLAN**

IN RESPONSE TO COVID-19



**Guiding Light Academy West** 

247 Brook Forest Ave Shorewood, IL 60404 P: 815-409-4495 **Guiding Light Academy** 

1051 Internationale Pkwy Woodridge, IL 60517 P: 630-739-7500

#### INTRODUCTION

Guiding Light Academy administration has created this plan to aid in navigating the reestablishment of a school where employees, students, and families feel safe and to reduce the impact of COVID-19 conditions upon returning to school. The guidelines referenced in this plan are based on guidance from the Center for Disease Control and Prevention (CDC) and World Health Organization (WHO). Consistent updates will be made to this plan based on information provided by the CDC, WHO, and all applicable federal, state and local agencies.

Our administration team has brainstormed traditional, hybrid, and virtual options from every aspect imaginable in preparation for the 2020-21 school year in the context of the COVID-19 pandemic. This planning process was multi-layered and involved stakeholders across districts who support Guiding Light Academy along with parent input provided through surveys. During this planning process, the safety and security of our students and staff members remained our top priority as we reviewed the Illinois School Board of Education (ISBE), Center for Disease Control and Prevention (CDC) and the Illinois Department of Public Health (IDPH) guidelines. Our education environment must be flexible enough to change as situations evolve related to the virus from hour to hour and we appreciate your collaborative efforts to assist us in making the opening of the 2020-2021 school year a positive experience for all at Guiding Light Academy. The attached document is our accumulation of those best efforts to provide quality education in the COVID-19 setting for 2020-2021, while keeping our employees and our students safe.

**Disclosure:** The Guiding Light Academy Return To School Plan includes two possibilities for instructional models based upon guidance from the Illinois Department of Public Health (IDPH). It is important to keep in mind that this plan is subject to change based on requirements from Governor Pritzker, the Illinois Department of Public Health (IDPH), and/or Illinois State Board of Education. All families, staff and cooperating school districts will be notified of any changes to the Return to School Plan as they occur.

#### **Description of Instructional Models**

The following instructional models are based upon guidance from the Illinois Department of Public Health (IDPH) and Illinois School Board of Education (ISBE).

#### • Hybrid Learning Option

- Students attend school in-person for 4 days per week and are at home for participation in remote learning on the remaining day of the week.
- Student and staff common areas are deep cleaned and sanitized during the remote learning day.
- Students will have an opportunity to receive synchronous (live) and asynchronous (pre-recorded video) instruction during the remote learning day.

#### Remote Learning Option

- Learning occurs when students and teachers meet virtually.
- Recommendation/qualification for this option:
  - medically fragile students
  - parent request
  - ISBE and IDPH guidelines recommend or mandate discontinuation of individual or all-student in-person instruction
- Students will be required to attend daily virtual sessions to meet academic and related services IEP goals.
- Students will be provided opportunities to receive both synchronous and asynchronous instruction during remote learning days.

### Traditional Learning Option (Currently not available)

 Learning occurs when teachers and students physically meet in the classroom (five days a week) while maintaining social distancing and following safety measures outlined by the ISBE and IDPH.

#### PARENT/GUARDIAN SELECTION OF INSTRUCTIONAL OPTIONS

- Parents will select a full virtual or hybrid in-person attendance option.
- Parents must register for a hybrid or remote option by Monday, August 03, 2020.
- Families who do not register for the virtual option are automatically confirming the inperson attendance option.
- Parents may change attendance options on a quarterly basis:
  - Quarter 1: October 16, 2020
  - Quarter 2: December 18, 2020
  - Quarter 3: March 5, 2021
  - Quarter 4: May 28, 2021

### **SAMPLE STUDENT SCHEDULES**

PRIMARY OPTION: HYBRID PLAN					
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
In-Person Instruction Teacher Facilitated Small Group Individualized	In-Person Instruction Teacher Facilitated Small Group Individualized	Remote Virtual Instruction Teacher Facilitated Small group Individualized Complete independent work directed by the teacher for core content areas.	In-Person Instruction Teacher Facilitated Small Group Individualized	In-Person Instruction Teacher Facilitated Small Group Individualized	

SECONDARY OPTION: FULLY REMOTE 2.0 PLAN					
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
Remote Virtual Instruction Teacher Facilitated Small group Individualized Complete independent work directed by the teacher for core content areas.	Remote Virtual Instruction  Teacher Facilitated Small group Individualized Complete independent work directed by the teacher for core content areas.	Remote Virtual Instruction  Teacher Facilitated Small group Individualized Complete independent work directed by the teacher for core content areas.	Remote Virtual Instruction  Teacher Facilitated  Small group Individualized Complete independent work directed by the teacher for core content areas.	Remote Virtual Instruction Teacher Facilitated Small group Individualized Complete independent work directed by the teacher for core content areas.	

#### STUDENT ATTENDANCE

To receive credit for attendance and courses during this school year, students are expected to complete assignments provided by the teacher and attend virtual academic sessions. After five (5) consecutive days of a student missing virtual or in person sessions, your school district will be informed of the acquired unexcused absences. Teachers will maintain assignment and attendance records necessary to determine satisfactory completion of course requirements.

#### **FACE-TO-FACE ATTENDANCE**

- General district and GLA attendance rules apply and are enforced for all learning options.
- Teachers will document attendance.
- Teachers are required to document completion of the minimum number of instructional days and instructional minutes per year.

#### **VIRTUAL ATTENDANCE**

- For credit purposes, teachers will maintain attendance records to determine satisfactory completion of course requirements.
- Students are required to log in to online components and/or virtual learning environments to complete daily course assignments.

#### **ENHANCED SAFETY MEASURES OF STUDENTS, STAFF, AND VISITORS**

#### **SOCIAL DISTANCING**

Social distancing is an effective way to prevent potential COVID-19 infection. GLA will employ social distancing strategies to increase space between individuals, adjusted seating arrangements for GLA school buses (when outings resume) and classrooms, as well as post signs to remind staff and students of 6-foot social distancing to the maximum extent possible. Additionally, staff will maintain small groups by having students eat meals in classrooms or other approved areas whenever possible and limit volunteers and visitors in the building as much as possible.

#### **CLASSROOM ARRANGEMENTS**

- Classroom seating will be configured with maximum allowable space in between students as much as possible.
- Where possible, desks will face the same direction and/or students will sit on only one side of tables, spaced apart, in assigned seats.
- Students will not share school supplies and instead will use their own school supplies and keep belongings separate, or in their backpacks during the day.
- Students are encouraged to bring a refillable water bottle from home to school. Bottles may be refilled throughout the day at a sink. School drinking fountains will be shut off.
- Students will be encouraged to leave their cell phones and any other unnecessary items at home.
- Hand sanitizer will be readily available in each classroom and students will be given time to thoroughly wash hands with soap and water several times throughout the day.
- All classrooms will have disinfectant wipes available for staff and students to disinfect high contact areas as needed throughout the day.
- Unnecessary furniture and supplies will be removed from classrooms to create additional instructional space.
- Restroom procedures will be established at each school to limit the number of students transitioning in the hallway and in restrooms at one time.

#### STUDENT ARRIVAL AND DISMISSAL PROCEDURES

- Bus riding students will arrive/depart school through one building entrance/exit at staggered times while maintaining social distance.
- Car riding students will utilize a different single-entry point to limit exposure to additional students. Parents/guardians should not enter the buildings and must wait for staff assistance at arrivals and departures:

Shorewood-Cars will pull over on the building driveway that is left to the front entrance (when facing the front of the building) and wait for GLA staff to retrieve students.

Woodridge-Cars will pull over into available parking spaces at the front of the building and wait for GLA staff to retrieve students.

- Parents/guardians must remain in their cars when picking up and dropping off students and not enter the building as visitors in the building are restricted during the school day until further notice.
- All students will have their temperatures checked upon arrival.
- Students will go directly to their classroom upon arrival.
- Hand sanitizer will be available for students as they arrive.
- Any student with a temporal temperature over 99.8°F will be sent to an isolation area until arrangements are made for the student to go home.

#### **STAFF**

- Building administrators will be responsible for ensuring that all staff has certified their health by having their temperature checked and completing a wellness self-report.
- Any staff member with a temporal temperature over 99.8°F will immediately be sent home.
- GLA will provide face masks for all employees to wear throughout the day.

#### PERSONAL PROTECTIVE EQUIPMENT (PPE) AND PRECAUTIONS

- Masks: Face masks are an important part of our protection against the spread of COVID-19. Accordingly, face masks are mandated for all GLA building occupants, particularly when interacting with staff, students, or mandated visitors. Students will be required to wear a face mask at all times of the day including arrival, transitions, dismissal, and on buses.
  - Students who are consistently unable to wear face masks, or display resistance or aberrant behaviors toward continued wearing of masks, will work with Board Certified Behavior Analysts (BCBAs) to develop an individualized student plan that supports effective mask-wearing behaviors. Students who are not able to successfully wear masks while in school may require alternative safety protocols based on guidelines provided by ISBE.
- Face Shields: The use of face shields has not been determined to be a preferred or similarly effective means of preventing virus spread as compared to face masks. Face shields are considered a secondary and acceptable alternative that will be utilized in the context of particular situations where full facial recognition is deemed essential such as in particular language related therapies.
- Gloves and Handwashing: Touching one's face with contaminated hands, whether
  gloved or not, poses a significant risk of infection spread. Wearing gloves does not
  diminish the need to wash hands. Staff and students must wash hands often and
  properly as it is the most effective defense against any virus. Additionally, the proper

- removal of gloves to reduce the risk of being exposed to contamination will be reviewed with staff.
- Social Distancing: Distance must be maintained between <u>all individuals</u> as much as possible, along with use of face masks, to effectively manage spread of infection. Social distancing has been defined as 6 feet apart in distance, This recommendation should be maintained as closely and frequently as possible. Social distancing is recommended in conjunction with, and not in lieu of, Personal Protective Equipment (PPE). In addition to using PPE, please remember to:
  - Wash your hands every two hours, minimally, with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available.
  - Avoid touching your eyes, nose, and mouth.
  - Cover your mouth and nose with a tissue when you cough or sneeze, or sneeze/cough into the bend of your elbow if necessary. Immediately dispose of tissues and proceed with handwashing.

#### **CLEANING AND DISINFECTION MEASURES**

Intensified cleaning and disinfection measures will ensure the physical spaces, equipment, and materials staff and students use remain virus free. Frequently touched surfaces such as doorknobs, handles, fixtures, etc. will be cleaned multiple times throughout the day. Additionally, restrooms will be monitored and cleaned frequently throughout the day and water fountains will be turned off. Students are encouraged to bring water in a personal labeled water bottle which will be refilled from sinks when necessary.

#### **VISITOR RESTRICTIONS**

Because the safety of our staff and students remains GLA's primary concern at this time, all visitors will be discouraged, unless deemed necessary, such as district personnel for Individual Education Plan (IEP) meetings that are not remotely scheduled. To help prevent the spread of the COVID-19 and reduce the risk of exposure to our staff and students, visitors will be subjected to simple screening questions and/or temperature checks before entering the building. Parents driving students to school or retrieving them at dismissal must remain in their vehicles and wait for staff assistance. Cooperation is essential in maintaining precautionary measures to protect our visitors, students, and staff in the school building.

**FOOD** 

Bringing or sharing refreshments or foods from home during the school day is prohibited in order to limit the risk of contamination. Snack items, candy, and drinks will not be provided or shared within the classroom and staff will no longer facilitate cooking projects. GLA will continue

to provide student lunch orders from outside food vendors/restaurants as previously.

TRAVEL RESTRICTIONS/COMMUNITY OUTINGS

GLA will discontinue any travel out of the building for community outings, field trips, Adapted

PE, and student transition/work opportunities until further notice.

**HEALTH EDUCATION** 

All staff members will be required to participate in an informational session by the school nurse about health/safety practices and procedures based on the guidance from the CDC and IDPH. The training will include, but is not limited to effective practices in social distancing, face mask use, hand hygiene procedures, wellness checks, and protocols for staff and students nurse

visits.

STUDENT PROTOCOLS AND SCREENING OVERVIEW

Because health and safety of students and staff is essential, parents are encouraged to complete a health screening process at home before sending students to school (see below for symptoms). The student must remain at home and will be sent home if he/she is symptomatic or

has been in direct contact with someone who has tested positive for COVID-19.

Symptoms that may require a student to stay home or be sent home (possibly 911 call):

• Any one of the symptoms below:

o Fever of listed temperature or greater:

■ Oral: 100.4 F

■ Forehead/Temporal (Infrared): 99.8 F

Cough

o Shortness of breath or difficulty breathing

Active vomiting or diarrhea

• OR at least two of these symptoms:

o Chills

Muscle pain

- Sore throat
- New loss of taste or smell
- Emergency warning signs requiring medical attention immediately:
  - Trouble breathing
  - Persistent pain or pressure in the chest
  - Sudden confusion or inability to arouse
  - Bluish lips or face
- Office staff will be expected to obtain specific information about illness from
  parents/guardians when absences are being reported. Information will be recorded and
  shared with the school nurse and/or appropriate personnel. Parents of medically fragile
  or immunocompromised students must consult their student's medical provider prior to
  physically attending school.
- All students will have their temperatures taken upon arrival at school by an authorized school personnel, typically the classroom teacher. Each classroom will maintain a thermal digital thermometer. The student will be required to return home if the reading is 99.8 or above (per temporal thermometer).
- Students that arrive at school with any of the following symptoms in isolation: an oral fever of 100.4°F or higher, diarrhea, or vomiting, must go home and cannot return to school until the student is symptom-free, without the use of medication, for 72 hours.
- Symptomatic students will be isolated and supervised until the student is retrieved from school. It will be the responsibility of the parent/guardian to <u>promptly</u> retrieve the student from school under these circumstances..
- Students will be required to present a doctor's release to return to school.
- Parents are strongly encouraged to notify the school staff if a student, or someone they
  have been in direct contact with, tests positive for COVID-19. Principals will work closely
  with Mary Orloff, Business Manager to determine the attendance plan thereafter.

#### **RETURNING AFTER AN ILLNESS**

The CDC and IDPH guidelines for students who are suspected or have tested for COVID-19 are as follows:

- If a student is suspected of having COVID-19, whether tested or not, he/she may return to school after:
  - 72 hours of being fever-free without the use of medication and
  - after 10 days since symptoms first appeared.
- If a student is tested for COVID-19 with negative results, he/she may return to school after:
  - o 72 hours of being fever-free without the use of medication
  - after 10 days since symptoms first appeared
  - respiratory symptoms have improved OR
  - o 2 separate COVID-19 tests taken at least 24 hours apart yield negative results
- If a student has tested positive for COVID-19, the nurse will call the Will County Health
  Department to report and follow current guidelines and recommendations. A doctor's
  note will be required for a student to return to school after any confirmed case.

#### **EMPLOYEE PROTOCOLS AND SCREENING OVERVIEW**

The health and safety of students and all staff is of high priority. Employees will be advised to stay home if they are sick or have been in direct contact with someone who has tested positive for COVID-19.

To help prevent the spread of COVID-19 and minimize the potential risk of exposure to our employees and students, we will be requiring employees to complete daily self-screenings which include a temperature reading and answering a set of questions related to the presence of COVID-19 symptoms including:

- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea
- Feeling feverish or a measured temperature greater than or equal to:
   Oral: 100.4 F OR Forehead/Temporal (Infrared): 99.8 F

- Known close contact with a person who is lab confirmed to have COVID-19
- The employee will be required to return home if the temporal reading is 99.8 or above on the thermal digital thermometer. All screening information and self-reports will be kept confidential by Mary Orloff, the school nurse as well as any other pertinent staff.
- Employees may be required to present a doctor's release to return to work.
- Employees will need to contact Mary Orloff if they are experiencing symptoms of COVID-19, test positive for COVID-19 or are directly exposed to someone who tests positive for COVID-19.
- Employees who are unable to report to work, as a result of COVID19 may be eligible for COVID-19 special leaves.
- Employees returning to work from an approved medical leave should contact Mary Orloff. You may be asked to submit a healthcare provider's note before returning to work.

#### **EMPLOYEE OR STUDENT EXPOSURE**

Any individual within the school environment who demonstrates COVID-19 symptoms should be immediately separated from the rest of the school population. Individuals who are sick must be sent home. If emergency services are necessary, call 911. Additionally, Mary Orloff should be contacted as soon as possible to report the occurrence.

When interacting with students or staff who may be sick, all personnel should follow CDC guidance on standard and transmission-based universal precautions.

- In the event a GLA employee or student has been directly exposed to the virus, the first concern is for the health and safety of those who may be at risk for additional exposure.
- If an employee tests positive for COVID-19, or has been in contact with someone who tests positive, even if asymptomatic, he or she must report to Mary Orloff.
- GLA will be in close contact with the Illinois Department of Health (IDPH). The IDPH regional director's office will give guidance for employee and student exposure to COVID-19.
- GLA will notify parents if there is a positive case in their child's class/building location and contact any other potential direct contacts.

#### **COVID19 CASE FORM**

If an employee or student becomes ill on campus, he/she will immediately report to the **nurse's office** or designated area away from other staff and students. The COVID-19 case form will be immediately completed by the nurse or principal and then passed to Mary Orloff.

Once the employee or student arrives at the isolation area, he or she will immediately be provided with a mask and gloves. The purpose of this precaution is to help protect other employees and students and prevent the spread of the potential virus.

- The nurse must complete the <u>Suspected COVID19 Case Form</u> and call the local health authority and seek advice.
- The nurse and others attending to the suspected infected person, and any others should also wear a protective mask and gloves while working with the suspected infected person.
- The nurse will contact students' parent/guardian to be retrieved from school. Employees will be asked to leave work and seek medical attention.
- The nurse and administration must identify persons who may have come in contact with the suspected infected person. *Unless required by the local health authority, the name of the employee should not be provided.*
- Advise employees that they may have been in contact with a suspected employee and to carry out self-screening every morning, and based on the results, contact Mary Orloff.
- The isolation area and suspected employee's or student's work area/classroom must be thoroughly cleaned and disinfected, in addition to all other common surfaces recently touched by the employee or student.

#### **HEALTH REPORTING PROTOCOL**

In accordance with the recommendations of the Center for Disease Control and Prevention (CDC), if an employee is confirmed to have a positive test result for COVID-19, employers should inform fellow employees of their possible exposure to COVID-19 in the workplace, and simultaneously maintain confidentiality as required by the Americans with Disabilities Act (ADA) and the Health Insurance Portability and Accountability Act (HIPAA). Coworkers should then self-monitor for symptoms (e.g., fever, cough, or shortness of breath).

Mary Orloff will identify any additional staff or students that will need to be quarantined and/or tested for COVID-19. Individuals who did not have close contact (close contact meaning the individual was less than 6 feet of the individual with symptoms for more than 15 minutes) with the person who is sick can return to work immediately after disinfection. Those who had contact with someone who tested positive for COVID-19 or is suspected of having COVID-19 infection should isolate at home and monitor for symptoms for 14 days, even if asymptomatic. Again, close contact means the individual was less than 6 feet of the individual with symptoms for more than 15 minutes.

Mary Orloff will monitor the status of staff who have been quarantined, awaiting test results, and/or are recovering from COVID-19. Staff needing additional considerations due to high-risk situations will be addressed on an individual basis, as needed.

#### **EMPLOYEE'S RETURN TO WORK**

If an employee has been diagnosed with COVID-19, he/she may return to work when <u>all 3</u> criteria are met:

- At least 3 days (72 hours) have passed free of fever without the use of fever-reducing medications)
- 2. Improvement of respiratory symptoms (cough, shortness of breath, etc) has occurred
- 3. At least 7 days have passed since symptoms first occurred

#### **FACILITIES CLEANING**

The safety of our employees and students is our first priority. Upon reopening, our schools have been completely cleaned and disinfected and we will continue to adhere to all necessary precautions. In addition to the deep cleaning of all building areas before employees and students return, the cleaning steps outlined below are to be followed to thoroughly disinfect workplace surfaces, chairs, tables, etc. and ultimately protect employees and reduce the risk of infection spread. We will require employees to maintain this safety standard by continuously cleaning and disinfecting based on the frequency outlined below.

#### **GENERAL DISINFECTION MEASURES**

Category	Area	Frequency	
Workspaces	Classrooms, Offices	At the end of each use/day end	
Appliances	refrigerators, microwaves, coffee machines	Between use/day end	
Electronic Equipment	copier machines, shared computer monitors, TV's, telephones, keyboards	At the end of each use/day and/or between use	
General Used Objects	handles, light switches, sinks, restrooms	At least 4 times a day	
Guiding Light Buses	bus seats, handles/railing, belts, window controls	Buses will not be used during the day	
Common Areas	Cafeteria, PAES Lab, conference rooms, gyms, common Areas	At the end of each use/day between students/groups	

The goal is to establish a sanitary baseline before the site opens. The site will be 100% disinfected prior to staff and students' return to GLA.

#### PERSONAL WORKSPACE/CLASSROOM

All teachers and students are asked <u>not</u> to visit another classroom unless necessary for planning purposes and instead encouraged to use classroom intercoms, walkies and cell phones when inter-classroom communication is necessary. Employees are also encouraged to disinfect their own personal workspace (teacher desk, phone, etc.) throughout the day, giving special attention to commonly touched surfaces.

#### **SHARED WORKSPACE**

Employees are encouraged to disinfect their own workspace multiple times throughout the day, giving special attention to commonly touched surfaces. GLA provides alcohol-based hand sanitizers throughout the workplace and in common areas. Additionally, cleaning sprays and wipes are also used to clean and disinfect frequently touched objects and surfaces such as telephones and keyboards. The GLA Custodial Team will clean all workspaces at their

designated cleaning time using recommended disinfectants and PPE when cleaning individual workspaces.

There will be limited access to particular workspaces to reduce exposure to risks and ensure employee safety. Workspace usage is as follows:

**Capacity**– GLA will be monitoring the number of employees in all offices while the risk of infection exists and begins to diminish.

**Conference Rooms**– Conference room availability and purpose will be limited, as communicated by signage, indicating closure/capacity limits that will be placed on conference room doors. Staff Zoom meetings are recommended whenever possible as a virtual alternative to conference room meetings in the school.

Breakrooms/Kitchen/Multipurpose Room

These spaces will be limited to the appropriate number of employees/staff to meet social distancing requirements. There will be limited access to shared appliances such as coffee machines, refrigerators, and microwaves and all appliances must be immediately disinfected by the individual before and after each use.

**Copy Room** – There will be limited access to one (1) employee and no students in the copy room. Signage indicating restrictions will be posted as each safety phase is implemented.

#### SIGNAGE

Signage will be placed throughout the school to promote social distancing, occupancy and safety measures.

#### PREVENTIVE MATERIAL INVENTORY

- 1. GLA possesses an adequate supply of soap, disinfection, hand sanitizer, paper towels, tissues, gloves and other protective gear for student and staff use.
- 2. Touchless thermometers will be available on-site for employee and student screening.

#### **RESTROOM USAGE DURING THE WORK DAY**

Social distance protocols will be used in all staff and student bathrooms. Staff will limit the number of students that are in each bathroom to one student per every other stall with appropriate staff member(s) present. Handwashing is mandatory for both students and employees before exiting the restroom.

#### **CAFETERIA AND MEAL PERIODS**

Students will continue to eat lunch within their assigned classrooms. Eating areas will be washed and sanitized and students will wash hands prior to students' meals and snacks. Masks are not required during meal times as long as social distancing is maintained.

#### SOCIAL-EMOTIONAL WELL-BEING OF STUDENTS AND STAFF

The school counselors will develop videos and resources for parents and teachers to access upon request. GLA counselors will work with students individually or in small groups to address any individual well-being needs. The counselors will survey staff and assess students in an ongoing effort to support their needs in these times of increased stressors/ need for psychological adaptation and risk for trauma.

#### **STAFF TRAINING**

#### 1. Pre-return to school training-

To be presented remotely to ensure understanding and preparedness of the Return to School Plan in response to the COVID-19 pandemic.

#### 2. First Day Training/Orientation

In addition to mandated training, GLA Administration will review protocols and procedures provided in this manual. All staff school meetings will adhere to social distancing protocols or present via digital platforms such as Zoom.

#### 3. Cleaning Protocols

It is essential that all employees understand the safety requirements, protocols and expectations to ensure everyone, along with members of their respective communities, remain safe by preventing the spread of COVID-19. We will structure the training plan to effectively disseminate information to all teams and audiences.

### REPORT FOR EMPLOYEES/STUDENTS PRESENTING COVID-19 SYMPTOMS AT SCHOOL

Name:	Date:
☐ Employee ☐ Student Time of feve	er or onset of symptoms:
GLA Program Location:   Woodridge	Shorewood
Symptoms noted or self-reported:	
☐ Temperature 100.4 or higher Temper	erature:
☐ Shortness of breath, difficulty breathing	
☐ Dry Cough	
Running nose	
Sneezing	
☐ Muscle Pain/ Body Ache	
☐ Tiredness/Fatigue	
☐ Sore throat	
☐ Shortness of breath	
☐ Diarrhea	
☐ Vomiting	
Abdominal pain	
☐ Inability to taste & smell	
Time of isolation:	
Where is patient being referred to:  Home w	vith parent
Additional Notes:	
Reporter Name/Title	

## **Daily Symptom & Temperature Check in**

Do you have any of the following symptoms?

Fever, Body ache, Dry cough, sore throat, shortness of breath, fatigue, diarrhea, vomiting, abdominal pain, inability to taste & smell?

#	Name	Reported Symptoms (Yes/None)	Temp *F
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

Parent Survey: Please complete by or before August 3, 2020

### 2020-2021 PARENT/GUARDIAN SELECTION OF INSTRUCTIONAL OPTIONS

### Previous Parent Surveys (in case you missed them):

GLA 20-21 School Year Parent Survey Request for Additional Parent Feedback