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| Roanoke City Public Schools Infectious Disease Respiratory Virus (COVID-19) Preparedness and Response Plan |

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| Version Date May 31, 2022, July 25,2022, July 1, 2023, July 29, 2024 |

1. **PURPOSE**

The health and safety of all Roanoke City Public Schools students and staff are our priority. Roanoke City Public Schools (RCPS) will continue to follow mandates from the public health experts at the Virginia Department of Health, recommendations from the Centers for Disease Control and Prevention, directives from the Governor, and guidance from the Virginia Department of Education (VDOE), in our planning and decision making. This Plan is based on the following guidance documents: (1) Virginia Phase Guidance for Schools, (2) August 2021, March 2022, and July 2024 VDH/CDC Guidance for Schools, (3) Recover, Redesign, Restart released by the Virginia Department of Education, (4) American Academy of Pediatrics position statements, and (6) SB739.

The preventative measures implemented by RCPS can prevent the entry and spread of a Respiratory Virus by students and staff who may have been exposed to the virus, minimize the disruption of in-person instruction, and protect students and staff from discrimination.

1. **RESPONSIBILITIES**

The Superintendent has assigned the following individual(s) to serve as the RCPS Division Team and specifically the Coordinator of School Health Services to serve in the role of health officer. The health officer has the authority to stop or alter activities to ensure all work practices conform to the mandatory safety and health requirements applicable to a Respiratory Virus as well as any other infectious disease hazards.

**Respiratory Virus Division Team**

Mrs. Verletta White, Superintendent

Mr. Archie Freeman, III, Chief Instructional and Administrative Officer

Dr. Cyndi Williams, Chief Academic and Accountability Officer

[Mrs. Kathleen](mailto:rstegall@rcps.us) Jackson, Chief Finance Officer

Mr. Chris Perkins, Chief Operations Officer

Mr. Dominick McKee, Chief Human Resources Officer

Mrs. Jill Jeter, Coordinator of School Health Services – Health Officer for the Division, [jjeter@rcps.info](mailto:jjeter@rcps.info) or (540) 853-1430

Dr. Hayley Poland, Assistant Superintendent of Student Success and Support Services, Point of Contact for the Division, [hpoland@rcps.info](mailto:hpoland@rcps.info) or (540) 853-1393

Dr. Lori Wimbush, Assistant Superintendent of Instruction and School Improvement

Dr. Jonathan Schultz, Executive Director of Division Accountability and Strategic Initiatives

Ms. Cari Gates, Executive Director of Professional Learning

Dr. Wendy Durham, Executive Director of Literacy, Academics, and School Improvement

Dr. Nick Pontius, Executive Director of Special Education and Exceptional Learners

Ms. Claire Mitzel, Director of Communications and Public Relations

Dr. Alan Seibert, Constituent Services and Government Relations Officer

Mr. Wesley Williams, Executive Director of Technology

Ms. Hope White, Alleghany Health District, Virginia Department of Health, Epidemiologist – (540) 283-5032

**Respiratory Virus School Contact**

**Elementary**

Crystal Spring: Jason Rooney – [jrooney@rcps.info](mailto:jrooney@rcps.info)

Fairview: Kurrai Thompson – [kuthompson@rcps.info](mailto:kuthompson@rcps.info)

Fallon Park: John Otey – jotey[@rcps.info](mailto:svalentine@rcps.us)

Fishburn Park: Jason Wimbush – [jwimbush@rcps.info](mailto:jwimbush@rcps.info)

Garden City: Caroline Williams – [chwilliams@rcps.info](mailto:chwilliams@rcps.info)

Grandin Court: Will Krause – [wkrause@rcps.info](mailto:wkrause@rcps.info)

Highland Park: Brooke Blanks – [ablanks@rcps.info](mailto:ablanks@rcps.info)

Hurt Park: Danielle Allen – dballen[@rcps.info](mailto:bcarnevali@rcps.us)

Lincoln Terrace: Kirsten Mills – [kmills@rcps.info](mailto:kmills@rcps.info)

Monterey: Morgan Johnson-Strother – [mmjohnson-strother@rcps.info](mailto:mmjohnson-strother@rcps.info)

Morningside: Megan Arthur – [mdarthur@rcps.info](mailto:mdarthur@rcps.info)

Preston Park: Eric Fisher – [efisher@rcps.info](mailto:efisher@rcps.info)

Roanoke Academy: Toni Belton – [tbelton@rcps.info](mailto:ksavignac@rcps.us)

Round Hill: Brenda Russ – [bruss@rcps.info](mailto:bruss@rcps.info)

Virginia Heights: Dana Witt – [dwitt@rcps.info](mailto:dwitt@rcps.info)

Wasena: Marina Seal – [msseal@rcps.info](mailto:msseal@rcps.info)

Westside: Kristen English – [kenglish@rcps.info](mailto:kenglish@rcps.info)

**Middle**

Lucy Addison: Jonathan Rosser – [jrosser@rcps.info](mailto:jrosser@rcps.info)

James Breckinridge: Josh Dowdy – [jadowdy@rcps.info](mailto:jadowdy@rcps.info)

John Fishwick: Ryan Loose – rloose[@rcps.info](mailto:mwitter@rcps.us)

James Madison: Kathrine Duncan – [khduncan](mailto:%20khduncan)@rcps.info

Woodrow Wilson: Bradley Jenkins – [bjenkins@rcps.](mailto:bjenkins@rcps.)info

**High**

Patrick Henry: Joseph Booan [jdbooan@rcps.info](mailto:jdbooan@rcps.info)

William Fleming: Tracy Anderson – [tanderson@rcps.info](mailto:tanderson@rcps.info)

WF ROTEC: Eric Lear [elear@rcps.info](mailto:elear@rcps.info)

ROTEC: Bridgette Bentley [bbentley@rcps.info](mailto:bbentley@rcps.info)

Noel Taylor Academy: Sauntasha Austin [saustin@rcps.info](mailto:saustin@rcps.info)

Forest Park Academy: Patricia Maxey [- pmaxey@rcps.info](mailto:ushores@rcps.us)

Roanoke Valley Governor’s School: Mark Levy - [mlevy@rvgs.k12.va.us](mailto:mlevy@rvgs.k12.va.us)

Roanoke Valley Juvenile Detention Center: Mason King – mking@rcps.[info](mailto:vhawkins@rcps.us)

To ensure compliance with the most recent safety and health requirements, the health officer is responsible for administering this plan, monitoring agencies for new requirements, updating this plan, communicating any changes to employees, and monitoring the overall effectiveness of the plan. The health officer is also responsible for providing employees with a copy of this plan upon request.

**Division Participation in Community Response Efforts**

RCPS staff is in regular communication with the local Roanoke City and Alleghany Health Districts of the Virginia Department of Health. Information and input are received regularly from the division’s Student Wellness Board, formally the School Health Advisory Board (SHAB.) Area superintendents communicate as needed to share ideas and plans for maintaining in-person instruction and increasing mitigation measures. **It is important to note, parts of this plan are subject to immediate change with little notice, in response to CDC, VDH, DOLI, and local and state government directives and/or recommendations.**

1. **BASIC DISEASE PREVENTION AND CONTROL MEASURES**

**Symptoms of a Respiratory Virus**

Essential components to limiting the spread of a Respiratory Virus are self-screening and monitoring of for potential infection.

People with these symptoms or combinations of these symptoms may have a Respiratory Virus:

* Cough
* Shortness of breath or difficulty breathing
* Fever (100.0F or greater)
* Chills
* Muscle or body aches
* Fatigue (feeling tired)
* Headache
* Stuffy/Running nose
* Congestion
* Sore throat
* New loss of taste or smell
* Nausea/Vomiting
* Diarrhea

**Respiratory Virus Screening Questions for All Staff and Students (Regardless of Vaccination Status)**

Students and staff should conduct a self-assessment at home for symptoms of a Respiratory Virus **before** reporting to school or boarding school transportation.

YES or NO since my last day in the building, have I had any of the following:

* A new fever (100.0F or higher) or a sense of having a fever since you were last in school?

If a staff member answers YES to the screening question before arriving, they should stay home and not enter the building. The staff member will contact their administrator and Employee Health (540) 853-1436 if directed by administration. Employee Health will provide guidance based on RCPS protocol and VDH guidance.

If a student answers YES to the screening question before arriving, they need to stay home and should not ride any RCPS transportation or enter the building. The parent/guardian needs to notify the school nurse. The school nurse will provide guidance based on RCPS protocols as well as VDH guidance. Students who develop symptoms while at school will be directed to the school nurse.

**Promoting Behaviors that Reduce Spread**

* School health and safety guidance and protocols will be available on the RCPS website for staff, students, parents/guardians, and community members to review prior to the beginning of the school year and throughout the year.
* Staff will encourage hand hygiene and respiratory etiquette daily. In addition, the health information below will be provided to all staff and students:
* Stay up to date with immunizations
* Wash hands with soap and water for at least 20 seconds
* Avoid touching your face
* Cover coughs and sneezes with a tissue and throw the tissue in the trash immediately
* Use hand sanitizer throughout the day
* When you have a respiratory virus:
  + Use precautions to prevent spread
  + Seek health care promptly for testing and/or treatment if you have risk factors for severe illness; treatments may help lower the risk of severe illness.
* Face coverings are optional while in school buildings and on school buses.
* Healthy hygiene behaviors will be supported and promoted by providing adequate supplies, including soap, hand sanitizer, paper towels, tissues, disinfectant wipes, replacement cloth face coverings, and no-touch trash cans.
* Schools will post signs and messages in highly visible locations that promote everyday protective measures, and that describe how to stop the spread of germs, and proper hand washing.
* Mental health services will be available at each school.

**School Counseling and Social Work**

School counseling and social work services are available for students and their families by appointment through phone conferencing, virtual meetings, and face-to-face meetings.

* Resources will also be available on our RCPS School Counseling and Social Work website.

**Maintaining Healthy Environments**

* School staff will clean and disinfect frequently touched surfaces (e.g., door handles, light switches, sink handles) within the school and on school buses and other transportation daily.
* Ventilation systems have been adjusted to the extent possible for air circulation, and HEPA air purifiers have been added to classrooms and cafeterias.
* School staff will encourage and provide time for students to wash their hands upon arrival, prior to dismissal, before eating snack/lunch, after bathroom use, and at regular intervals throughout the day.

**Custodial Services**

Actions Taken to Promote Custodial Employee Safety:

Below are the current strategies implemented by RCPS Custodial Staff in the mitigation of the Respiratory Virus.

Equipment: RCPS purchased Clorox T360 electrostatic backpack sprayers that will be used in the disinfection process. These devices will be utilized in the cleaning plan to address the disinfecting of classroom spaces and public gathering areas as appropriate.

Current Approved Custodial Cleaning Plan – Respiratory Virus:

The attached cleaning specification approved by the FDA will continue to be used with the following modifications.

Additional cleaners have been added with N list EPA rated virucides or disinfectants.

* Frequency of cleaning tasks will be modified on a building-by-building basis, based on occupancy and traffic.
* All touchpoint areas will be disinfected daily. These areas include, but are not limited to, the following: tables, doorknobs, light switches, countertops, handles, desks, elevator buttons, railings, vending machines, drinking fountains, push plates, and bathrooms.
* RCPS will focus on cleaning highly used areas and/or tools and equipment when exchanged between individuals, providing additional disinfecting and high visibility cleaning.
* RCPS will provide cleaning and disinfection services for specific areas when requested by the site as appropriate.
* Areas that are not utilized, such as secured/closed areas, will be cleaned less frequently and the focus and frequency will be on public spaces and high traffic areas.
* RCPS will focus on deep cleaning the building when the majority of the students are not on site.
* RCPS recommends staff clean and disinfect personal items in their office or classroom. This includes phone, keyboard, mouse, TV, computer, student chairs, and student workspaces. RCPS will supply the appropriate disinfectant and will spray student chairs and workspaces nightly.
* RCPS will provide disinfectant spray bottles and products.

Process For Special Cleaning: Areas with Suspected or Confirmed Respiratory Virus:

RCPS will utilize the Clorox T360 electrostatic sprayers and aerosol disinfectants to remediate areas potentially contaminated with a Respiratory Virus. Below is the process for treating the contaminated areas:

* Any areas exposed to the virus will be cleaned by RCPS staff.
* Following the recommendation of the CDC, school nurse areas will be cleaned after each use.
* An electrostatic sprayer, Clorox T360, or an EAP-rated virucide, will be utilized to facilities the eradication of the virulence in the affected area.

**Transportation**

Students

* Face coverings are optional during bus transportation. Designated windows will be slightly lowered to increase air flow.
* Standardized disinfectant cleaning products will be utilized.
* Buses are equipped with HEPA air purifiers.

**Maintenance**

* Routine cleaning of all HVAC unit coils.
* Routine replacement of all HVAC filters.
* Inspect and change filters on a three-month rotation.
* Set outside air settings on all HVAC units based on mechanical engineering studies. This may result in increased utility costs.

1. **IDENTIFICATION AND ISOLATION OF SICK AND/OR EXPOSED STUDENTS AND EMPLOYEES**

**Maintaining Healthy Operations**

The school nurse at each school will serve as the designated Respiratory Virus/COVID-19 point of contact for all parents/guardians with concerns or questions. Concerns are shared with Christina Clifton, School Nurse Manager and Jill Jeter, RCPS Coordinator of Student Health Services. Mrs. Jeter serves as the Health Officer of the Division with the VDH.

* Parents/guardians of students at higher risk for severe illness from a Respiratory Virus should notify the school administrator and participate in the development of an individual health plan.
* Students and staff will complete daily self-assessment health checks prior to reporting to school.

**Preparing for When Someone Becomes Ill - Current VDH Recommendations**

*\*Guidelines for quarantine and isolation are subject to change per CDC and VDH recommendations.*

Testing is an additional strategy to help protect students and staff. While testing is not always necessary, it can help identify if someone is infected with a specific virus so that they can make decisions about treatment and learn how to prevent the spread of the virus to others. Respiratory Virus/COVID-19 testing is available through healthcare providers and with at-home tests. Free at-home diagnostic test kits are available through the school nurse and RCPS Employee Health.

**Student Who have Symptoms or Tests Positive for COVID-19 Virus**

* If the student’s test is positive, regardless of vaccination status:
  + RCPS will follow VDH guidelines. The student may return to school when for at least 24 hours, both statements are true:
    - Symptoms are improving overall
    - Students are fever free without the use of fever reducing medications such as acetaminophen or ibuprofen.

Students/Staff who are not fever-free must remain at home until they have been fever-free for 24 hours without fever-reducing medications.

**Staff Who have Symptoms or Test Positive for a Respiratory Virus**

* If an employee does not contact a health care provider and symptoms improve, the employee can return to the building after symptoms improve overall and fever free for 24 hours without the use of fever-reducing medications.
* If the employee is out for 3 days a physician’s note may be requested, if 5 days or more a physician’s note will be required to return to the building. These notes should be given to the Administrator/Supervisor and RCPS Employee Health.

If an employee remains symptomatic and/or has a fever, they should contact their health care provider for further advice and obtain a note stating when they can return to in-person work. When returning to normal activities, it is important to take added precautions for 5 more days to prevent spreading illness to others. These added precautions can include taking additional steps for cleaner air, hygiene, masks, physical distancing, and/or testing to inform your actions to prevent spread to others.

**Outbreak of a Respiratory Virus**

Schools are subject to disease reporting regulations and are required to report the presence or suspected presence of an outbreak to their local health department per 12VAC5-90-90D.

* The local health department may recommend control measures in response to the outbreak which could include both core and additional prevention strategies, such as exclusion of ill students/staff, increased handwashing, increased environmental cleaning, and parent/guardian notification.

1. **RETURN TO WORK REQUIREMENTS**

**Guide for Employees Unable to Return to Work or Requesting Accommodations**

The *Emergency Paid Sick Leave Act* and the *Emergency Family and Medical Leave Expansion Act* ended on March 31, 2021.

Employees are to report to their work location on their assigned days. If an employee is unable to work or chooses not to work on their assigned day, the employee must notify their administrator/supervisor immediately and apply for leave, which will be processed in accordance with applicable law, policy, or protocol.