



# BACK TO SCHOOL 2021/22 HEALTH & SAFETY GUIDE

FOR DISTRICT STUDENTS & FAMILIES  
Last updated September 1, 2021





# BACK TO SCHOOL HEALTH & SAFETY OVERVIEW

This guide is meant to serve as an overview of Shakopee Public Schools health and safety guidelines and rules for the start of the 2021/22 school year. At all times, in all locations, for all ages, Shakopee Public Schools will employ the following health and safety mitigation recommendations from the Minnesota Department of Health (MDH) and Minnesota Department of Education (MDE):

- Increased ventilation and air flow inside buildings
- Cleaning and disinfecting of high touch surfaces
- Greater emphasis on hand washing and hygiene
- Greater emphasis on respiratory etiquette
- Social distancing when practicable
- Wearing face masks when riding on school buses as required by federal order

Persons with symptoms of COVID-19, or persons infected by COVID-19, must follow health and safety rules and not be present in the school zone.

Note: Information presented is based upon current guidance and recommendations as well as a recent school board resolution that can change based upon further direction or health and safety needs.



## HEALTH & SAFETY CHECKLIST

Stay Vigilant. Stay Safe. Support Our Community.

As a district, we understand schools do not operate in isolation from the greater community. In an effort to provide safe learning opportunities for students, the district encourages persons in our community to make choices that follow the most current health safety protocols from the MDH. Our collective actions will help mitigate the spread of COVID-19 within schools, as well as the greater community.



### Take everyday preventative action

- Take your and your child's temperature daily prior to attending school/work. Family members in your immediate household should also take their temperatures daily.
- Protect yourself and others by washing your hands often with soap and water; covering your cough and sneeze; social distancing; and avoid touching your face with unwashed hands. Please refer to face mask/covering rules within this guide for additional action.



### Stay home if ill & contact your school

All persons should stay home when they feel ill and in the following situations:

- When the individual has COVID-19 related symptoms (one more common symptom OR two or more less common symptoms).
- When the individual has tested positive for COVID-19.
- Additional COVID-19 symptoms and exposure guidance is noted in this guide.

# HEALTH & SAFETY RULES & PROCEDURES

Persons with symptoms of COVID-19, or persons infected by COVID-19 must follow health and safety rules and not be present in the school zone.

## MAIN FOCUS

Keep Shakopee students and staff thriving in a safe and consistent environment while being mindful of community spread and necessary health & safety guidance.

### DISTRICT-WIDE FACE MASK/COVERING RULES

#### TRANSPORTATION



Per Federal order, all persons are required to wear face masks when on school buses/transportation.

#### AFTER-SCHOOL ACTIVITIES & ATHLETICS



**Vaccinated:**  
Recommended to wear face masks inside school buildings and at large outdoor events with limited social distancing.

*Additional grade level guidance may apply and will be relayed separately.*



**Unvaccinated:**  
Strongly recommended to wear face masks inside school buildings and at large outdoor events with limited social distancing.

### STUDENTS & STAFF GRADES 7 - 12: FACE MASKS/COVERING RULES\*



**Vaccinated:**  
Recommended to wear face masks inside school buildings and at large outdoor events with limited social distancing.



**Unvaccinated:**  
Strongly recommended to wear face masks inside school buildings and at large outdoor events with limited social distancing.

*\*See Resolution, Section 2 for urgent health & safety changes*

### STUDENTS & STAFF: EARLY LEARNERS (AGES 3-5) & GRADES K-6TH

Face mask recommendation/requirement determined by 14-day COVID-19 cases per 10,000 in Scott County or COVID-19 activity within a school/grade.

#### SCENARIO #1

< 20

If 14-day County case rate is less than 20 per 10,000 residents



Masks recommended

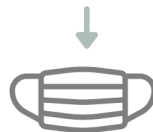
Masks strongly recommended

inside school buildings and at large outdoor events with limited social distancing.

#### SCENARIO #2 ★

≥ 20

14-day County case rate is greater than or equal to 20 per 10,000 residents

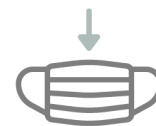


**Masks are Required** inside school buildings and at large outdoor events with limited social distancing until the cases fall below 10 for five consecutive days.

#### SCENARIO #3

≥ 5%

If 5% or more of students in a specific site (an elementary school, 6th grade E/W, ages 3-5 at Pearson) have COVID-19 or COVID-like symptoms



**Masks are Required** in the impacted building /grade level will be required to wear a face mask indoors at school & at large outdoor events until the percentage falls below 3% for five consecutive days.

★ Staff/students ages 3-5 and in grades K-6th will require masks per scenario 2 starting September 1 unless cases fall below 10 for five consecutive days before the start of school.

# FACE MASK/COVERING DETAILS

## Face Mask/Covering Means:

- A cloth or paper mask, scarf, bandana, gaiter or religious face covering that covers the mouth and nose.

## Face Mask/Covering Does Not Mean:

- Any mask or other item that includes a valve, hole, gaps or openings that facilitate easier breathing, or is made of a material such as mesh with such openings.
- Safety goggles that cover only the eyes or only the eyes and nose.
- A face shield.

## When a face mask/covering is required, the below are exceptions:

- When eating or drinking.
- When outside and the area is free from large crowds of people in close proximity to one another.
- When participating in indoor practices or performances that involve singing, acting, public speaking or playing musical instruments when the instrument cannot be played while wearing a face covering, provided that social distancing is always maintained.

## Wear your face covering correctly:



Note: Disposable face coverings are available in each school office and on buses. Students and staff are encouraged to bring their own mask.

## Disposal/Cleaning of Face Masks/Coverings:

- The same face mask/covering can be worn throughout the school day unless they become soiled or wet, in which case it should be removed for laundering/cleaning and replaced with a new, clean one.
- Cloth masks should be laundered with regular laundry in the warmest appropriate setting for the cloth used to make the face mask/covering.
- Used disposable masks can be put in a trash receptacle and removed in the usual manner for school or home garbage.

## Exemptions to Required Face Mask/Covering:

- Individuals with a medical or mental health condition that makes it unreasonable to maintain a face mask/covering AND have received a medical exemption with district approval can wear a face shield in place of a face mask/covering.
  - An exemption form must be signed by a parent/guardian and medical authority. A medical authority includes a medical doctor, psychiatrist, clinical psychologist, physician assistant or nurse practitioner. This form can be found in the back of this guide or on the district website, and must be returned to the school principal.
- Children 2-years-old and under are not required to wear a face mask/covering in any case.
- Individuals with a disability (504/IEP) may receive alternate face mask/covering accommodations.



# ADDITIONAL MITIGATION

## SOCIAL DISTANCING & COHORTING

- Social distancing and cohorting of students (keeping students in similar groups throughout the day, mainly at elementary level) will continue to be employed when practical.
- Additional traffic flow efforts may include the following (vary by building due to layout and structure of classes):
  - Staggered student travel time
  - One-way travel and entry/exit guides

## VISITORS & VOLUNTEERS

### Early Learning

- Visitors or volunteers are permitted by appointment only and must wear a face mask/covering.
- Note: Student drop off/pick-up will be curbside in order to manage visitors and traffic in the building. River Valley YMCA and Headstart will provide specific drop off/pick-up instructions to families.

### Elementary Schools (Grades K-5)

- Visitors or volunteers will be allowed to work with students or chaperone field trips, but must wear a face mask/covering.
- No visitors will be allowed for lunch.

### Secondary Schools (Grades 6-12)

- Visitors or volunteers will be allowed and must follow the current/active building health and safety guidelines.

## ATHLETICS & ACTIVITIES

- A face mask/covering is recommended for vaccinated persons participating in onsite district athletics and/or activities; it is strongly recommended for unvaccinated persons.
- Additional guidelines may exist by grade level and current health and safety status along with building indoor/outdoor location.

## COVID-19 TESTING

### STUDENTS

- Student COVID-19 testing will not be conducted in schools or district buildings.
- Starting in September, when a free supply is expected to be provided by the State, the district is planning to distribute (send home) the State provided COVID-19 test for students: [BinaxNOW OTC At-Home Testing](#)
- Students can test at home with the provided kit if they are symptomatic.
- The test kits are only for students. The supply will be determined by the State.
- The district is not associated with test collection, processing or results reporting.

### STAFF

- Per the State program, the district is planning to provide staff [Vault Testing](#), which is an individual PCR saliva test.
- Tests can be used with staff who are exhibiting symptoms.
- Test kits currently in district possession will be converted by the State to zoom-enabled test kits. No current timeline for this conversion has been shared by the State/MDH.

# BUILDING COMMUNICATION & CONTACT TRACING

If a positive case is reported to the district, the impacted building will send an email notification to the impacted classrooms, programs, teams or building per the below processes/schedule.

Exposed persons **are not** required to quarantine unless they:

- ✓ Live with the infected person and are unvaccinated
- OR**
- ✓ Live with the infected person and have not had COVID-19 in the past 90 days

The MDH and MDE recommends that all exposed persons monitor for any symptoms and get tested between 3-5 days from the exposure date.

When necessary, the district/building will complete contact tracing to keep classrooms and buildings safe should there be concern about internal school spread. Quarantines may be necessary in the event of an outbreak in a classroom, team or group.

District positive case rates by building will be posted on the district website every Tuesday/Thursday.

## EARLY LEARNING/ELEMENTARY (E-5)

- If a positive case is reported, a building will notify the impacted classrooms, programs, teams or groups via email by the next school day (this includes students, families and staff).
- The notification will include day the infected person was in the building. Due to HIPPA laws, it will not include the individual's name nor will a teacher/building support member be able to share this information.
- Impacted persons will be encouraged to follow MDH and MDE guidance, which includes:
  - Closely monitoring for the development of COVID-19 symptoms.
  - Considering a COVID-19 test (5-7 after possible exposure to COVID).
  - Considering a self-quarantine for the impacted individual.

## SECONDARY (GRADES 6-12)

- Due to the nature of secondary building classes and student movement, 6th grade mask rules/scenarios and the availability of a COVID-19 vaccine, each secondary building will notify the entire school (students, staff and parents/guardians) of confirmed positive COVID-19 cases on a weekly basis.
- The notification will be sent direct from the school every Wednesday for the five (5) school days prior.
- If necessary, more frequent notices will be sent.



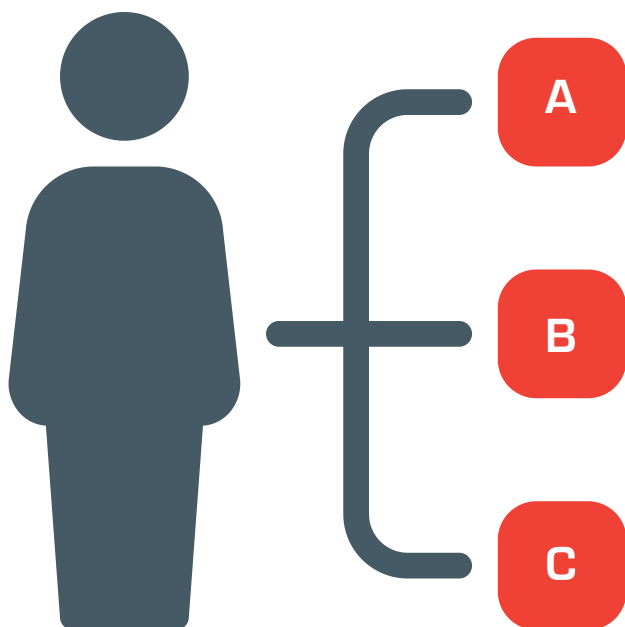
# COVID-19 ISOLATION & QUARANTINE

Parents/guardians and staff must notify the school health office when an individual is symptomatic or tests positive for COVID-19. In either case, the individual should not be present in the school zone. Below are scenarios related to positive COVID-19 cases, exposure to a positive COVID-19 case and a person with COVID-like symptoms.

NOTE: Academic support will be provided for absent students on a case-by-case basis, depending on the teacher and student's ability to provide and receive instruction during this period. Teachers support may include Seesaw/Canvas platforms and may be supplemented with digital tools and/or offline learning materials. Simultaneous, interactive instruction that includes both in-person and online learners at the same time is not a current delivery model; although some teachers may choose this method.

## COVID-19 Related Scenarios

Staff/Student



MDH and MDE recommend that any person exposed to COVID-19 monitor for symptoms, get tested 3-5 days from exposure date and wear a face covering/mask in public indoor settings for 14 days or until they receive a negative test result.

### If a person has a confirmed case of COVID-19:

- All cases are required to be reported to the MDH and must isolate for a minimum of 10 days.
- Person can return after 10 days if symptoms are gone or have improved (free of fever for 24 hours without the use of fever reducing medications).
- The health services team will notify the building attendance team for impacted students.

### If a person has one (1) more common symptom OR two (2) or more less common symptoms:

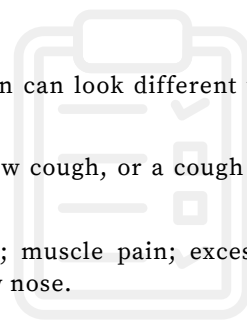
- Person must stay home and notify school.
- Person will be required to provide a negative test result or doctors note to return to school.
- If the individual chooses not to test or pursue an alternative diagnosis, they must stay home for 10 days from the onset of symptoms.

### If a person has been exposed to someone who tested positive for COVID-19, guidance depends on household status. Please notify your building if out.

- **COVID-19 positive case is in my household:**
  - Unvaccinated siblings and household members of positive cases are required to quarantine for a minimum of 14 days regardless of a negative test.
  - Fully vaccinated siblings OR siblings with a lab confirmed positive COVID-19 test in the last 90 days are not required to quarantine.
- **COVID-19 positive case is not in my household:**  
Exposed persons, regardless of vaccination status, are not required to quarantine.

## COVID-19 Symptoms Reminder

- ✓ Symptoms of COVID-19 can look like many other illnesses. The symptoms for children can look different than symptoms for adults. Many children have no symptoms at all and could infect others.
- ✓ **More common COVID-19 symptoms:** fever of 100.4 degrees Fahrenheit or higher; a new cough, or a cough that gets worse; difficulty or trouble breathing; and new loss of taste or smell.
- ✓ **Less common COVID-19 symptoms:** sore throat; nausea; vomiting; diarrhea; chills; muscle pain; excessive fatigue (being very tired); a new or severe headache; and new nasal congestion or runny nose.





## FACE COVERING EXEMPTION/FACE SHIELD AUTHORIZATION

A student in grades K-12 may be exempted from the requirement to wear a “face covering” at school if a “medical authority” certifies that the student has a medical or mental health condition that makes it unreasonable for the student to wear a face covering. A student who is exempted from wearing a face covering will be required to wear a face shield. **NOTE:** Students with a 504 or IEP should work with their teams on possible exemptions.

- “Face covering” means a paper or disposable mask, cloth face mask, medical-grade mask, medical grade respirator, scarf, bandanna, neck gaiter or religious face covering that covers the nose and mouth completely in accordance with CDC and Minnesota Department of Health guidance.
- “Face shield” means a clear plastic barrier that covers the face, extends below the chin and wraps around the sides of the face to the ears. A face shield may not have an exposed gap between the forehead and the shield’s headpiece.
- “Medical authority” means a medical doctor, clinical psychologist, physician assistant or nurse practitioner who has seen or treated the student.

**If you believe that your child should be exempted from wearing a “face covering,”** you must sign this form and have a medical authority sign and complete this form. **This form must be returned to your building principal.** The School District will verify and make the final determination of whether the student qualifies for an exemption and for the use of a face shield instead of a face covering.

### TO BE COMPLETED BY PARENT/GUARDIAN

Student Full Name: \_\_\_\_\_ Date of Birth (Month/Day/Year): \_\_\_\_\_  
Grade: \_\_\_\_\_

Address (Street/City/State) \_\_\_\_\_ School of Attendance: \_\_\_\_\_  
\_\_\_\_\_

**I certify that the information on this form is true and accurate to the best of my knowledge.**

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Printed Name: \_\_\_\_\_

### TO BE COMPLETED BY MEDICAL AUTHORITY

Medical Authority Full Name: \_\_\_\_\_ Name of Clinic: \_\_\_\_\_

Clinic Address: \_\_\_\_\_ Clinic Phone: \_\_\_\_\_

**Based on personal knowledge from examining, treating or reviewing the medical records of the student who is identified above, I certify that the following is true and accurate (check those that apply and identify condition):**

☐ The student has the following medical or mental health condition that makes it unreasonable for the student to wear a face covering at school. The student should be allowed to wear a face shield instead.

\_\_\_\_\_

Medical Authority Signature: \_\_\_\_\_ Date: \_\_\_\_\_