

# West Morris Regional High School District

## Safe Return Plan Draft

June 21, 2021



# District Safe Return Planning Committee

This plan will be revised based upon feedback and in consultation with the District's Safe Return Planning Committee composed of teachers, administrators, school nurses, and counselors with the goal being that the resulting plan will be consistent with direction from the CDC and the New Jersey Department of Health. The District Safe Return Planning Committee will meet in late June, 2021 and revisions to the plan will be presented for approval at future Board meetings in July and August, 2021.

## Research Consulted

School administrators and the Reopening Committee referred to the following resources when developing the district's Reopening Plan:

- [NJDOE Covid-19 Information Hub](#)
- [CDC Guidelines](#)
- [CDC Guidelines for Schools](#)

## Hygiene and Personal Protective Equipment,

- The district will follow CDC and New Jersey Department of Health directions regarding mask-wearing requirements for faculty, district personnel, and high school students
- Ample soap, water, paper towels, wipes, and hand sanitizer will be provided for employees and students to use multiple times throughout the day. Custodians will disinfect the entire building everyday, with an emphasis on areas where students congregate.
- Teachers will remind students to wash their hands frequently throughout the day, to apply hand sanitizer, and to avoid touching their faces.

## Social Distancing

The district will follow CDC and New Jersey Department of Health directions regarding social distancing requirements for faculty, district personnel, and high school students.

## Demographics

The West Morris Regional High School District is composed of two high schools. Mendham High School serves the communities of Mendham Township, Mendham Borough, Chester Township, and Chester Borough. Central High School serves residents of Washington Township. Approximately 2,250 students are scheduled to attend the two high schools in the fall of 2021. The district utilizes a full year four-day rotational calendar in which students' schedules include eight class periods but only six classes meet each day. All students eat during a unit lunch.

## School Reopening

The West Morris Regional High School District intends to open fully to all students, faculty, and staff for in-person instruction, athletics, and activities in August, 2021.

Should local and state health conditions change, the WMRHSD will follow directives from the local health department, New Jersey Department of Health, and the CDC. Contingency plans may be implemented which could include restrictions on athletics and co-curricular activities, following a cohort hybrid model, or fully-remote instruction.

## Lunch

Alternate locations will be available for students to eat lunch, including lunch tables and chairs outside. Adequate time will be allowed for tables to be cleaned after lunch before reuse. Students may purchase or bring their lunch.

## Kitchen and Food Safety

Pomptonian staff must complete a review course consistent with [ServSafe](#) standards on proper food handling techniques and avoiding the spread of illness. Each school district has at least one certified ServSafe Food Manager. Kitchens will be cleaned and sanitized daily. Buffet style serving will not be permitted. Employees will be required to regularly wash their hands, including before and after food preparation and before and

after serving. Gloves will be used in accordance with ServSafe standard but are not a substitute for regular hand washing. Soap, water, and cleaning products will be regularly available.

## Field Trips and Assemblies

The district anticipates a return to in-person field trips during the 2021-2022 school year. Board Policy requires prior approval of all field trips by the Board of Education. Assemblies may be conducted at the discretion of the administration with Reaching or approaching maximum occupancy in gyms or auditoriums is prohibited.

## Transportation

As appropriate, the district continues to follow Board Policy 3541.33 Transportation Safety.

## Identification and Isolation of Sick Employees/Students

- West Morris Regional High School District will follow Board of Education Policy 5141.3 Health Examinations and Immunizations for the identification and isolation of sick individuals who have contracted or have been exposed to COVID-19.
- Prior to reporting to school, all staff and students are required to check their own temperature. If an individual has a temperature of 100.4°F or above, they cannot report. Any individual in question should monitor their symptoms, consider getting tested for COVID-19, and may not return to school until they are free of a temperature (without the assistance of fever-reducing medicine) and free of symptoms for at least 24 hours (revised CDC recommendation).
- Any staff member or student may that has close contact with someone confirmed as having COVID-19 in the past fourteen (14) days, or are themselves experiencing symptoms of respiratory illness, including a cough, shortness of

breath, difficulty breathing, and or a temperature of 100.4°F or above should consult with a school nurse

- If a staff member becomes ill while at work, he or she must notify their supervisor or building principal immediately and will be sent home to seek appropriate medical treatment. The staff member may not return to work until they are symptom free and fever free for 24 hours.
- If a student or staff member contracts COVID-19, the district will immediately notify the local Department of Health and will assist them with providing information for contact tracing.
- Board Policy 5141.3 Health Examinations and Immunizations contains more information on procedures related to screening and positive cases.

## Office Procedures

- In order to maintain social distancing practices, students are advised to schedule an appointment with office staff whenever possible.
- All forms will be accessible to parents, students, and teachers digitally to minimize human-to-human contact.
- Locations for drop-off/pick-up of necessary items will be established to avoid human-to-human contact.
- Every effort should be made to minimize unnecessary visits to the school.

## Visitors to the School

- Visitors to the school are not permitted to enter the building without a face covering.
- Visitors will be required to sign in with personal identification, address, and phone number to facilitate contact tracing.
- In-person guest speakers may visit at the discretion of the building principal. Remote presentations are encouraged.

- All delivery personnel must call the main office and arrange to leave deliveries outside at the loading dock or other designated area, determined by the head custodian or the building principal.

## Facilities

Regular cleaning schedules will be developed with records maintained documenting completion. A resource manual for cleaning and sanitizing procedures is maintained.

### Ventilation/Air Circulation:

- Teachers and staff are encouraged to open windows in their classrooms whenever possible.
- Classroom doors should be propped open whenever possible to create a clean air exchange.
- Proper ventilation in classrooms means air is moving in and out via open windows and doors. Air should not be recirculated with air conditioners in a closed classroom environment. Doors and windows should be open while the air conditioning is running.
- Filters on air conditioners will be changed frequently to ensure that clean air is being recirculated, however, doors and windows should still be open while the air conditioning is running.
- Unit ventilators in classrooms should not be blocked and should be running at all times to provide moving air as required.

# Athletics

For all West Morris Regional athletic events and practices, student athletes will strictly adhere to the NJSIAA protocols.

# Policies

- 1250 Visitors
- 3510 Operation and Maintenance of Plant
- 3541.33 Transportation Safety
- 5141.2 Illness
- 5141.3 Health Examinations and Immunizations

