

**FIELD STATION COOPERATIVE
COVID-19 SAFE OPERATING PLAN
FOR THE 2020/2021 SCHOOL YEAR – (Updated 1/19/2021)
Procedures will be re-analyzed and adjusted on an on-going basis**

As with the school calendar and weather closings, the Field Station will generally follow Duneland School District's lead in best practices for keeping our families safe during the COVID-19 pandemic. We will use their phases as a guide, but will have our own specific procedures and processes. Shifts between Phase 2 (yellow) and phase 3 (orange) in Duneland's plan will not change protocols at the Field Station. For reference, here is their plan: [Duneland's One Page Summary](#)

• **Start times will be delayed 30 minutes from our traditional schedule: Morning Classes: 9:00-11:30. Afternoon Classes: 1:00-3:30.** Part of Duneland's plan is having later start times to allow the teachers more time to clean, disinfect, and prepare in-between classes. For this reason, and also because many of our families have students in both Duneland and the FS, we will follow this as well.

• When the weather is nice, we will be outside as much as possible. During cold weather, we will be utilizing both outside and inside areas. Students will be spaced out in small groups utilizing the barn, the farmhouse and the walled tent which has an outdoor heater. **When inside, students will be required to wear masks.** We ask that students have their masks attached to a lanyard.

• **Students must be dressed appropriately for the weather.** During cold weather months this means to dress your child as you would if you were going sledding, with layers, snow pants, waterproof boots and gloves and a very warm hat. When children are dressed appropriately, being outside is not a problem, but it can become very uncomfortable and even dangerous if children are not dressed in the proper gear. If your child is not dressed correctly, you may be asked to come and get them.

• **All students will receive a health evaluation before joining class.** We will check student's temperatures and also give them a quick evaluation to make sure there are no signs of illness before being dropped off. Signs of illness include but are not limited to: fever (100.4 F or above), runny nose/congestion, shortness of breath or difficulty breathing, watery eyes, cough, lethargy, loss of taste or smell, headache, chills and sore throat.

• **Students will be sent home immediately if they show any symptoms whatsoever.** If a student shows signs of illness, they will be isolated from other students until their parents come to get them. Parents must be ready to answer the phone and able to immediately pick up their child at all times during the

school day. Keeping a student separate from the class will take away a teacher from the rest of the class, so it will be imperative that sick students are picked up as soon as possible, always in less than 30 minutes.

- **Please see the ISDH document entitled 'COVID-19: When a Student, Faculty or Staff Member Can Return to School' for the protocol we will follow for returning to school after a case or symptoms.**

- **Parent volunteers will be utilized in all classes.** If you have health concerns or special circumstances, we will waive the requirement. We hope that two parent volunteers will be available for each class to help assist with the cold weather gear and the smaller groups of students. Parents are required to wear a mask at all times.

- **Outside-of-classroom volunteer hours will still be required and the minimum will actually be increased by two hours, requiring a total of 14 hours per family for the year.** Because thorough cleanings will be so important, we will need more people to help clean and we will also need extra help with getting the outside set up and then maintained for this new situation. Fundraising will also be even more important and difficult this year.

- We will stay in the smaller groups (max of 11 for 3-day and 9 for 2-day) as much as possible when outside and always when inside.

- All students and teachers will wash hands or use hand sanitizer at every transition if gloves/mittens are not being worn.

- Bathrooms will be cleaned on a regular basis.

- Teachers will do a thorough disinfecting in between morning and afternoon classes.

- Toys that are not easily cleaned and disinfected will not be put out.

- Students must wear masks while inside. We will not require students to wear masks while outside.

- Teachers will wear masks or shields at all times.

- Parent volunteers will wear masks at all times.

- Parents will sign a release that states the Field Station is not responsible if their child catches the virus.

- Parents will sign a commitment letter saying they will not send their children to school if they have any signs of illness, that they will take precautions outside of school, and that they will practice safe hygiene.
- We have installed special filters on our HVAC systems to help with keeping the air fresh.
- When inside, doors and/or windows will be left open for additional air circulation.
- If classes are forced to go to remote learning, we will be providing a combination of online resources and videos, along with take-home packets for the students.
- We have added a new option for parents that want to postpone their child's attendance. You can hold your spot for a reduced rate.