

COVID-19 HANDBOOK

Dear Parent/Guardian(s),

We are pleased to provide you with our GRPS COVID-19 Handbook.

This handbook is intended as a quick reference guide for all GRPS parents and guardians as we continue to navigate the COVID-19 pandemic.

This is a living document that will be updated as changes or new information emerges.

If you have questions or want more info, please contact your school.





Sincerely,

Leadriane Roby, Ph.D.
Superintendent of Schools

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COVID-19 METRICS DASHBOARD

To Inform Our Return To In-Person School

METRIC	TARGET	TARGET RISK LEVEL DEFINITIONS	DATA SOURCES
COUNTY POSITIVITY RATE 7 day average	 < 5% LOW RISK Consider 5-10%	RISK LEVELS Low = <5% Moderate = 5-8% Higher = 8-10% Highest = >10%	MI Safe Start Map Kent County Health Dept.
COUNTY INCIDENCE PER 100,000 over 14 days	 AIM 1-5 cases/100K Consider 6-200 cases/100K	CASES/100,000: Low = <20 Moderate = 21-50 Higher = 51-200 Highest = >200	Kent County Health Dept. CDC Indicators & Thresholds for Risk in Schools
COMMUNITY INCIDENCE PER 100,000 over 14 days	AIM: Equal to or less than county incidence/100K CONSIDER: higher than county incidence/100K	More than 100 cases/100K less than county: move down a risk level Within 100 cases/100K of county: stay at same risk level More than 100 cases/100K above county: move up a risk level	Kent County Health Dept. KCHD Risk of COVID transmission in schools framework
COUNTY INCIDENCE PER 1 MILLION over 7 days	 AIM Low < 7 Consider A-E	CASES/1 MILLION: Low = <7 A = 7-20 B = 20-40 C = 40-70 D = 70-150 E = >150	MI Safe Start Map
OTHER INFORMATION Trend of COVID-19 Cases or Positive Tests	 ONGOING MONITORING No specific Target	<ul style="list-style-type: none"> Hospitalization Rates due to COVID-19 Number of Deaths due to COVID-19 Trend of Incidence – Increasing or decreasing in the past 7 days compared to the prior 7 days. Healthcare Capacity Strength All Mitigation Measures In Place GRPS positive cases transmitted in schools over 14 days 	MI Safe Start Map Kent County Health Dept. CDC Indicators & Thresholds for Risk in Schools KISD COVID-19 School Dashboard Pandemics Explained Contact Tracing Interviews

The GRPS COVID-19 Data Dashboard will be populated with data and updated weekly on the district website. The Data Dashboard will be used to guide our District's decision making in consultation with the Kent County Health Department.

COVID-19 DAILY STUDENT HEALTH SCREENING

In accordance with direction from the CDC, Michigan Department of Health and Human Services, and the Kent County Health Department, Grand Rapids Public Schools will be administering a daily student health screener for students when they are in school, in-person.

PK-5 STUDENTS

	Cohort A	Cohort B
Communications Date	Sunday & Monday	Wednesday & Thursday
Communications Location	Parent email or parent text	Parent email or parent text

6-12 STUDENTS

	Cohort A	Cohort B
Communications Date	Sunday & Monday	Wednesday & Thursday
Communications Location	Student email, parent email or parent text	Student email, parent email or parent text

Principals and/or their designees are expected to review the data to see if any students marked “Yes” to any one of the questions and still attended school that day. If marked yes, the student must immediately be sent to the isolation area for further evaluation. Health office staff will follow all COVID-related health procedures to determine if the student should be sent home or return to the classroom.

All staff will be asked to be vigilant about identifying students who appear to have symptoms of COVID-19 while at school. If a student has visible symptoms, that student must immediately be isolated away from other students and the health office staff must be immediately notified. Health office staff will determine if the student should be sent home.

The health office staff will provide isolation and quarantine guidelines to students, parents, or guardians and to appropriate school staff in accordance with KCHD School Toolkit. This will ensure accuracy and consistency.

If a student attended both in-person days and failed to complete the daily health screener, a communication shall be sent via email, robocall, and text message to students/parents on Wednesday for Cohort A and Sunday for Cohort B. .

COVID-19 STUDENT SYMPTOM REMINDER

Before leaving for school please check your student for symptoms of COVID-19.

Keep your child home if they are experiencing any of the following symptoms:

- Fever 100.4F or higher OR feels warm to touch
- New cough or change in cough
- Shortness of breath
- New loss of taste or smell
- Sore throat
- Body aches
- Diarrhea, vomiting, or nausea
- Severe headache
- Extreme tiredness
- Congestion or runny nose

Also keep your child home if they:

- Have had close contact or live with someone who tested positive for COVID-19
- Student or any household member are awaiting COVID 19 test results.
- Or have traveled outside of the country in the last 14 days

If you believe your student's symptoms are related to a clear alternative diagnosis, please contact your school nurse before sending your child to school. You may be required to provide proof of this diagnosis.

If your child develops any of these symptoms during the school day, the school will isolate your child away from others and call you to arrange for pick up. If we are unable to reach you, we will call the emergency contacts listed in Synergy. It is extremely important that you keep your contact information updated in Synergy. We will not be able to send your student home on the bus if he/she has symptoms of COVID-19.

There will be times when it is necessary for household members (e.g. siblings) to stay home as well. For more information on how these decisions are made, please reference Kent County Guidance for Schools at www.accesskent.com/Health/CommDisease/pdfs/K-12-COVID19-SYMPTOM-TESTING-PROTOCOL.pdf

COVID-19

What to do if Students Test Positive or Close Contact

The District will follow MDHHS/ OSHA requirements and protocols if an individual has a confirmed case of COVID-19, including reporting and record keeping requirements. The District will collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present at the school.

All students are required to complete the Daily COVID-19 Health Screening prior to entering school (See Page 04).



If you answer yes to any one of the questions on the Daily COVID-19 Health Screening, you must:

- 01** Stay home
- 02** Notify your school



If you come to school and develop symptoms during the school day, you must:

- 01** Notify your teacher/school nurse
- 02** Leave school immediately

If you test positive or have been identified as a close contact with someone who tested positive (within 6' for 15 minutes or more with or without a mask – 15 minutes cumulatively does not have to be a total of 15 minutes at one time):

- 01** Stay home or leave school immediately.
- 02** Contact your school nurse. Your school nurse will conduct contact tracing and provide you with isolation/quarantine guidelines.

COVID-19 SAMPLE PARENT NOTICE OF POSITIVE CASE

Dear Parent/Guardian(s),

You are receiving this letter because your child, NAME, has been identified as a close contact to a student or staff member in our school that tested positive for COVID-19. Our office learned on DATE that the test came back positive. We are responsible to identify those who are considered close contacts by CDC guidelines while also protecting the confidentiality of the student. We are moving forward under the guidance of the Kent County Health Department. Please keep your child home and await communication from the Kent County Health Department. If you have not heard from the Health Department in the next 48 hours, please contact our office.

All measures have been taken to protect the wellbeing of your child, including thoroughly cleaning and disinfecting our building. Please monitor your child for onset of symptoms related to COVID-19. If you note any change in the health of your child, please call your regular medical provider.

If you have any questions please contact your school nurse –
INSERT CONTACT INFORMATION

Symptoms of COVID-19:

- Cough
- Headache
- Fever (at or above 100.4)
- Sore Throat
- Muscle Pain
- Nausea or vomiting
- Chills
- New loss of taste or smell

Resources for getting healthcare and testing:

- Contact your medical provider to order and schedule testing
- Contact the Kent County Health Department at (616) 632-7100
- Call the Michigan COVID hotline at (888) 535-6136
- www.michigan.gov/coronavirus

If your student develops symptoms or is pending a COVID test:

Your student must stay home. All household members must stay home and quarantine for 14 days. STUDENTS AND FAMILY MEMBERS ARE NOT PERMITTED TO ATTEND ANY SCHOOL FUNCTIONS UNTIL CLEARED BY KENT COUNTY HEALTH DEPARTMENT.

Sincerely,

First Name Last
Principal

COVID-19 MASK PROCESS

The District, in alignment with CDC and State of Michigan Guidelines, has established a return to learn plan that includes the expectation for students to wear a mask at school for the safety of themselves, others, and the community in general. If a student is unable to tolerate a mask due to a physician documented condition, it is highly recommended they consider virtual instruction because their health condition puts them and others in a high-risk category. In the event that despite a documented health condition a parent selects hybrid/ in person instruction, the district will take the following actions in an attempt to reasonably accommodate this request.

Accommodations may include, but are not limited to:

- Shield
- Variety of Mask Types/Styles
- Acrylic Dividers
- Schedule
- Frequent Breaks
- Incentives
- Established Break Times
- Increased Social Distancing
- Alternative Environment

* **Remote learning may be required if none of the reasonable accommodations are successful.**

DISTRICT MASK ACCOMMODATION FLOWCHART

PARENT REQUESTS AN ACCOMMODATION FOR WEARING A MASK

Student has an Existing Condition Documented by a Physician that Meets the Threshold of Consideration in Either a Health Plan, a 504 Plan, or an IEP

YES

Review Data and Establish a Baseline for Tolerance

Review Data and Identify Reasonable Accommodation(s) to Build Student Tolerance and TEACH Mask Wearing

Review Data Weekly for Increasing Tolerance Across Environments

Implement Accommodation(s)

Review Data at Week 3 to Determine Further Recommendations
Including a recommendation that may lead to the student return to virtual instruction if no/ limited progress is made.

NO

Inform Parent of Need for Documentation of Health Condition

When/If Documentation is Received, Follow District Process for Consideration (Health Plan, Section 504 Plan, IEP)

RESOURCE:

AccessKent Tool Kit–
www.accesskent.com/Health/CommDisease/pdfs/SchoolChildcareToolkit.pdf

COVID-19 CLEANING REMINDERS & TIPS

DEFINITIONS

Cleaning removes germs, dirt, and impurities from surfaces or objects using soap and water. This process does not necessarily kill germs but lowers the risk of spreading infection.

Sanitizing lowers the number of germs on surfaces or object to an acceptable level, by public health standards, and works on objects to lower the risk of spreading infection.

Disinfecting kills germs on surfaces or objects by using chemicals but does not necessarily clean dirty surfaces. It is recommended you clean surfaces and objects using soap and water prior to disinfection.

The health of students and staff is a top priority.

Wearing a mask, washing your hands and practicing social distancing to the best of everyone's ability is going to be the key to a safe school year.

Cleaning reduces the risk of spreading infection by removing and killing germs on surfaces people frequently touch. Your child's school is prepped on custodial protocols.

Cleaning products used meet the recommended standards of the CDC, EPA, and the district's policies.

- Schools are cleaned each night.
- 2 days per week (between hybrid cohorts) schools are deep cleaned.
- Touch points are frequently disinfected and cleaned throughout the day.
- Limited use of shared objects is in place.
- Shared bathrooms and common areas are cleaned frequently during the school day.

COVID-19 NUTRITION SERVICES UPDATE

School Meals / Grab & Go Meals

IN-PERSON SCHOOL BREAKFAST AND LUNCH:

We will be providing breakfast and lunch in school during the scheduled hybrid in-person days for Cohorts A and B. Meals will be provided in the cafeteria.

GRAB AND GO MEALS:

When schools are providing hybrid in-person instruction, grab and go meal sites will be Monday through Friday from 12:30 p.m. to 1:30 p.m. at every school in the district for virtual learners. Any student enrolled with GRPS can receive a meal at any of our locations.

COVID-19 TECH REMINDER

Dear Parent/Guardian(s),

We are writing to share updated information about technology device distribution and repair.

As a reminder, before the start of school in August, we announced that the district is providing one-to-one student technology devices for ALL students (iPads for PK-1st grade and Chromebooks for 2-12th grade).

When in-person learning is available, students will be expected use and bring their district-issued devices with them for in-person learning. We are encouraging all parents to please make time to pick up your student's device.

We are also committed to working with families to ensure students have access to reliable internet service (wireless hotspots or donor-sponsored Comcast Internet Essentials).

Please schedule an appointment by calling (616) 301-1111:

- If you need to pick up your student's device
- If you need assistance with internet access
- If you need repairs to your student's device

The Technology Service Center days and hours of service are:

- Tuesdays from 9:00 a.m. to Noon.
- Thursdays from 1:00 p.m. to 6:00 p.m.

The Technology Service Center is located at Franklin Campus Early Childhood Center (1326 Thomas St. SE, Grand Rapids, MI 49506).

Thank you again for your continued patience, understanding, and support.

Sincerely,

Leadriane Roby, Ph.D.
Superintendent of Schools

COVID-19 BUSING UPDATE

**NEW TRANSPORTATION HOTLINE
(616) 819-6100**

YELLOW BUS TRANSPORTATION HEALTH SAFETY GUIDELINES:

- Masks are required
- Assigned seating will be required
- Driver's will have seating charts completed prior to the first day of in-person school
- First two seats on both sides of the bus will remain empty
- Social distancing requirements
- Siblings may be seated together

COVID-19 CONTACT INFO UPDATE

Dear Parent/Guardian(s),

Due to the ever-changing circumstances and decision-making related to COVID and our schools, it is critically important that the district and schools have the most up to date contact information and consents for parents and guardians.

Parents and guardians must consent to the district and schools sending emails, robocalls, and text messages. Parents and guardians have access to the consents form through your ParentVue account. You will need your child's student number in order to complete the consents form, which is also available on ParentVue.

We are urging all parents and guardians to please opt-in to receive one or more of those communications.

[Click here to complete the consents form.](#)

We also encourage parents and guardians to like the district and individual school Facebook pages and monitor the district website at grps.org for important news and information.

If you have any questions, please contact your student's school. Thank you!

Sincerely,

Leadriane Roby, Ph.D.
Superintendent of Schools