



MINNESOTA STATE ACADEMIES FOR THE DEAF AND THE BLIND

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Minnesota State Academies Health and Safety Plan for Students and Visitors

For a quick look at our plans for Fall 2020, click on this [link](#)

*Updated as of November 2, 2020. Each change is reflected in double brackets, highlighted in yellow, and include the word “**NEW**” in bold.

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Guiding Principles

The Minnesota State Academies are committed to providing safe and healthy campuses for our students, families, community, and employees. As part of our preparations for

reopening our school, we have developed this plan in response to the COVID-19 pandemic. Our goal is to mitigate the potential for transmission of COVID-19 in our school and community, and that requires full cooperation. Only through this cooperative effort can we establish and maintain the safety and health of our students, families, community, and employees. While there are still significant unknowns about the future of COVID-19 and its impact in Minnesota, we are committed to providing guidance, support, and clarity to safely bring students back to the MSA campuses for the 2020-2021 school year. Our students are the heart of our campus, and we are serious about our campus safety and protecting our students. Student and family involvement is essential in developing and implementing a successful plan. Our plan follows recommendations from the Minnesota Department of Education (MDE), Minnesota Department of Health (MDH), the Governor's Executive Orders related to COVID-19, and the Centers for Disease Control and Prevention (CDC).

Following these guidelines will require instruction, guidance, and support. We ask that you prepare your children for their return to school by:

- teaching them to follow MSA health and safety guidelines, including restricting their social interactions with people within their pod (*groups of students and staff who will remain together throughout the school day/year with limited interactions with people in other pods - see information below in the "Pods and Group Activities" section.*)
- helping them understand and practice social distancing and mask wearing
- helping them understand the importance of personal hygiene and handwashing
- teaching and modeling proper coughing and sneezing practices
- discussing with them the management of personal relationships during this time, and
- emphasizing the serious nature of this pandemic and respecting the concerns of others in the community.

We anticipate that some students will have difficulty following the policies in this plan and that some students and families may have worries about returning to school. We know that the pandemic has directly affected many of our families and that most families know someone who is an essential worker or who is immunocompromised. We have tried to address different concerns that parents/families and employees have shared with us through this plan. In it, you will find answers to many of the questions that have been asked, including what safety protocols are required around the campus. This plan will be reviewed bi-weekly (and as new information arises), and updates will be made as necessary in response to changes in guidelines and recommendations issued by the MDE, MDH, CDC, and Rice County Public Health Services. All students and employees will be required to attend a training session related to health and safety, following features outlined in this plan. Once the students arrive on campus, they will receive further information about this training. Changes and updates to this plan will be communicated with family members and employees promptly.

Although, we acknowledge the challenges we face in making our school campuses safe, we are excited to have our students back on campus, and we are just as excited to begin teaching and connecting with our students who are not able to join us on campus just yet. Thank you for all your questions, patience, and continued support as we collectively work to move forward during this pandemic.

Plan for Fall 2020

[[NEW: The MSA Instructional Leadership Team, after listening to feedback from staff and families, has decided to make updates to our instructional models and communication timelines. We will begin reviewing health data and other factors on a weekly basis and will send out communication to staff/families every week, usually on Thursdays. In those communications, we will provide information about learning models that we have selected for each pod. We will continue to keep students within their pods as listed below and implement learning models appropriate to each pod. This will allow our staff to make adjustments to our classrooms, learning spaces, and other areas on campus to maximize health and safety for our students and staff members. We will communicate any updates to specific learning models, (i.e. updates to technology for distance learning; adjustments to instructional plans for hybrid learning, and/or activities within on-campus learning). As shared previously, our students have been grouped into pods and we will continue to try to limit interactions between pods as much as possible.

MSAB:

- Elementary
- Self-contained classrooms (Ms. Needham, Mr. Bromley, Mr. Berglund, Ms. Onjoco, and Ms. Hanson)
- Middle School/High School
- A+ Program

MSAD:

- Early Childhood Education
- Lower Elementary
- Upper Elementary
- Middle School Self-Contained Classroom (Mr. Pudas)
- Middle School
- High School (Distance Learning)
- High School Self-Contained Classrooms (Ms. Schwartz; Ms. Johnson) and A+ Program]]

Students and their families who wish to remain in distance learning throughout the semester/school year will be allowed to choose this option. If students begin in distance learning and wish to return to on-campus learning, **[[NEW** they may do so according to our established re-entry dates. Remaining re-entry dates for the first semester of the 2020-2021 school year are November 30th and January 16th. Re-entry dates for the spring semester will be determined and communicated with parents/families after the winter break.]] This will allow for proper staffing, resources, and scheduling to be planned for those changes.

During the school year, (in future phases), for students who start attending classes on campus and then wish to return to distance learning, we ask that you provide us with advance notice so that we can arrange the necessary support and equipment/materials to make this transition smooth. One week's lead time is preferred.

Students who take classes at Faribault Public Schools will continue to take those classes via distance learning until both schools return to full on-campus learning.

Every **[[NEW week (usually on Thursdays)]]**, following guidance, our team will continue to monitor county/statewide health data and make a decision regarding “turning the dial” between on-campus learning/services; hybrid learning; and distance learning. We will continue to communicate with our students, families, and staff throughout the year.

We ask that families be patient with us as we navigate those changes. We encourage families to develop back-up plans and build in flexibility for all options (on-campus learning; hybrid learning; and distance learning).

Learning Models

[[NEW:

Distance Learning:

Students remain at home. Teachers and support staff provide services virtually using technology as defined in our distance learning plan. **On Fridays**, our classes and services will end at **noon** (no classes or services in the afternoon).

Students may return to campus as needed for evaluations and/or services that cannot be provided virtually (i.e. ACT testing, Assistive Technology modifications, etc.). On-campus services during distance learning mode must be pre-approved by the campus director.

Hybrid Learning:

Students will be in On-Campus Learning for 4 days a week (**Mondays through Thursdays**) and in Distance Learning for 1 day a week (**Fridays**). During On-Campus Learning days, students will follow guidelines and restrictions as outlined in the On-Campus Learning model below. During Distance Learning days, students will have instruction, independent projects and assignments to work on, service times with related service providers, and individual support as outlined in students' Contingency Learning Plans (CLPs). Please refer to your student's campus schedule for classes/activities on Fridays.

On Fridays, instructional activities, classes, and services will be scheduled **before noon** (no classes or services in the afternoon). Students will go home on Thursday afternoon after school ends. Dorms will be open on Thursday evening only to students within pods that are in the On-Campus Learning Model, with exceptions made for students who require evaluations and/or services that cannot be provided virtually (requires pre-approval by campus director).

In this model, students may opt to remain in distance learning. Decisions regarding on-campus classes, activities, and services may be modified based on health data and other factors.

On-campus Learning:

Students within selected pods will be allowed on campus, following MSA's health and safety plan. Classes, activities, and services will be provided following MSA's regular calendar. **On Fridays**, our classes and services will end at **noon** (no classes or services in the afternoon). Students may be assigned independent projects or assignments for Friday afternoon.

Some activities and travel will continue to be limited based on health data and recommendations from MDH/MDE. Students will remain in pods.

In this model, students may opt to remain in distance learning. Decisions regarding on-campus services and activities may be modified based on health data and other factors.]]

Registration

Our registration this year will be fully online – forms have been sent home. Please communicate with your campus' administrative assistant (Heidi Cole for MSAB, or Donna Hanson for MSAD) to ensure that all of your forms have been completed prior to your student's return to campus (in either hybrid learning or on-campus learning models) If you need to submit additional forms, they can be mailed, faxed, or scanned/emailed to us. Please complete all registration forms, including health and medication forms so that we can make sure everything is compiled and ready to support your child while they are on campus. Anytime that a new pod returns to campus, campus directors will communicate with parents/families regarding the location, schedule, and information needed for follow-up checks, medication, fees, and so forth before your child can begin classes on campus.

Health Screening

It is vital that all of us (students, families, employees) cooperate in the process of health screening on a **DAILY** basis to protect yourselves and others. We have many students and some staff members who have additional health concerns and one of the ways we can minimize the risk of exposure to COVID-19 is to honestly and fully participate in daily health screening. We ask that families take this seriously and review the screening questions everyday prior to sending your child(ren) to school. We have established a two-level health screening that will be completed on a daily basis for all students.

- All students and any family members who arrive on campus with their student must first complete at-home screening (Guidance is available on our MSAB/MSAD websites ([Link to checklist](#)) and a handout has been sent home by the campus directors). If your answers to the questions on the screening are all “NO”, proceed to drop off your child at the school or at the bus stop. If there’s any “YES” answers to the screening questions, please do not come to campus – contact MSA Health Services or Health Services Director Kimberly Viskocil first before determining next steps.
- We will take steps to ensure the privacy of families and students as they participate in the screening process. All conversations with our Health Services are confidential, allowing information sharing only on a need-to-know basis within the processes identified to maintain health and safety.
- Upon arrival on our campuses, all students will be given another screening along with temperature checks. This screening process will take place immediately upon their arrival and spread out in different entry areas to prevent congregation during this process. Students who display a temperature higher than 100.4 and/or display other symptoms of illness will be immediately moved to a separate room and isolated until parents can come to pick them up. Our nurses will confirm all screening questions and take students’ temperature again to determine if students can stay in school or must go home. **Parents are responsible to have a plan to immediately pick up their child at any time that they might become sick throughout the year, including a back-up plan in case of severe weather and/or parent illnesses/conflicts.**
- Students staying in our dorms will also undergo daily health screening with the support of our residential educators every morning before leaving the dorms for breakfast.
- Transportation companies/buses may also have additional screening questions and/or checks prior to boarding their vehicles for transit to MSA. In most cases, transportation companies will not be responsible to transport students home if the student displays a fever or additional symptoms. This underscores the importance of doing a health screening before sending students to school on district provided transportation.
- We urge all families to practice social distancing, limit large group activities, and continue honoring state-wide restrictions at home and/or activities off campus so that exposure is minimized on our campuses. We have students from all over Minnesota and cross-contagion is something that we want to avoid as much as possible.

Other Safety Precautions

- We have established enhanced sanitation measures including daily cleaning and disinfection of all classroom and residential spaces via an ionization process which involves spraying down each space with specially designed equipment which kills 99.9 percent of all viruses and bacteria. We will be purchasing ionization systems to our HVAC system to provide an additional layer of sanitization to all of our buildings.
- We have installed handwashing stations in entry areas of buildings where bathrooms are not easily accessed so that students and visitors can wash their hands upon entry to buildings.
- Our staff will follow an enhanced schedule for cleaning, with increased focus on high-touch areas such as doorknobs, rails, and other items which are touched often by our students and staff. This will include frequent cleaning and sanitization of our bathroom facilities. For more information on our cleaning procedures and daily cleaning checklist, visit our website: [link to cleaning procedures](#)
- We have changed our entry points for different pods into each building to reduce congestion and maintain healthy social distancing between groups of students and staff members. Signage is posted to assist students and families in finding the appropriate entry point.

Arriving on Campus

- Students riding to school via transportation services on Sundays must remain in their vehicles until staff members come to their vehicle to conduct on-campus health screening and release them to the dorms. Transportation companies will be informed of this new requirement and must wait for staff to confirm student arrival and safe entry to the school before departing. We ask that parents and family members follow the same procedures, waiting in their vehicles until staff members finish health screening procedures.
- If the student or any family members does not pass either level of the MSA screening protocol, we ask that the family and the student do not come to campus and begin the self-quarantine process.
- Transportation to MSA is provided by the student's home school district and we will follow the transportation guidelines from the State of Minnesota and district transportation departments. **Mask use is required at all times when riding to/from school.**
- For daily transportation, students must remain in their vans/buses or in their parents/families' cars until a staff member comes to the vehicle to release the students and escort them to the health screening area. This may change throughout the year depending on factors such as district transportation changes, weather, and so forth. Due to the time required for ensuring that safety protocols

are followed, delays in unloading students may occur. We will try our best to ensure that this process moves along efficiently.

- Each pod will have a designated screening area. Upon arrival, students will go through this screening area to be checked before being admitted to their classroom spaces. Dorm students will be screened in the dorms before being released to the school and will enter their classroom spaces through a different entry point. If a student shows up with some symptoms during the initial screening (i.e. fever), they will be moved to a waiting area and re-screened. If they continue to display symptoms, they will be moved to the health center for additional observation and screening before the determination is made whether to allow them in classes or if they need to be sent home.
- At MSAD, we have adjusted the location for our drop-off/pick-ups to improve the safety of everyone involved. We have designated an area in front of Smith Hall/Noyes Hall for vehicles to wait in line and/or park their vehicles in designated parking spaces. Please do not attempt to drive past other vehicles in the line. When your vehicle arrives at the designated drop-off/pick-up location, staff members will assist in directing students to their appropriate screening area and unload vehicles in the order that they arrive on campus. Please do not utilize the old drop-off/pick-up location on the side of Smith Hall at this time. At MSAB, our drop-off/pick-up location will remain the same but please follow the same procedure, waiting for your turn to be unloaded/loaded according to staff instructions.
- All students will undergo a health screening upon arrival at school (see screening process above) We will take steps to ensure the privacy of families and students as they participate in the screening process. All conversations with our Health Services are confidential, allowing information sharing only on a need-to-know basis within the processes identified to maintain health and safety. **Students who display symptoms of illness, including COVID-19 symptoms, will be isolated and parents will be contacted to come and pick up their child.**
- We ask that family members limit the number of people who travel to MSA to their immediate family, preferably limiting it to essential people who need to accompany the student and transport their belongings.
- Students will be asked to “Stay Tight and Walk to the Right” in all hallways. Some of the dorm hallways are narrow; in those cases, we ask that visitors walk behind another person rather than side by side.
- We understand that seeing students and other families on campus is an exciting time, especially with the statewide lockdown last spring, but we are asking you to please not congregate in close proximity with other families that are arriving. Please proceed directly to the student’s assigned dorm and begin moving in, maintaining social distancing as much as possible.

- We understand that families may want to remain on campus and visit with the student or other families. This will be allowed outside our campus buildings as long as facial coverings are worn and social distancing is followed.
- We ask that you move your student into the dorm as quickly as possible. We will be limiting the number of students who can move into a dorm area at any given time to reduce congestion within the dorm. If the student is moving into their dorm without any family members present, the student is to complete the move and either exit the building or stay in their dorm room.
- Common areas of the dorm will be closed to visitors and students during check-in and move-in. We will have restroom areas open to visiting families and they will be clearly marked. We ask that families limit their restroom usage to these designated areas.
- Our Residential Educators and Student Life Directors/Program Coordinators will be on site and help implement our dorm safety guidelines for students arriving in our dorms.
- Facial coverings must be worn at all times when students are out of their bedrooms. As much as possible, students will not be assigned roommates during the fall semester of 2020. If circumstances require roommates within a suite or apartment, we will ensure that roommates are within the same pod (see pod information below). A schedule will be established among students who share bathroom facilities to reduce interactions between individuals. All personal items must be stored within the student's personal space and not left in shared spaces (i.e. toothbrushes, hairbrushes, etc.). Under no circumstances should students share personal supplies such as soap, shampoo, make-up, and so forth.
- All bathroom facilities will be cleaned and sanitized daily when students leave for classes.
- Social distancing should be followed as much as possible at all times.

Campus Life

Safety Protocols

Facial Coverings

- Facial coverings must always be worn inside all campus academic buildings, dorms (except when inside the student's assigned dorm room), and athletic buildings (except during training) by students and employees. Students will receive guidance on how and when to remove masks during meals.
- According to MSA's new [policy](#) on facial coverings, the following facial coverings are acceptable:

- A paper or disposable mask, a cloth face mask, a scarf, a bandanna, a neck gaiter, or a religious face covering that:
 - Fits snugly against the sides of the face;
 - Covers the nose and mouth completely;
 - Is secured over the nose and mouth; and
 - Allows for breathing without restriction.
 - Masks must be made with proper materials and sufficiently designed to prevent the spread of droplets. (i.e. the fabric used must not be too thin or porous)
 - Medical-grade masks and respirators are sufficient face coverings, but to preserve adequate supplies, their purchase and use is discouraged for individuals who do not work in a health care setting or other occupations that require medical grade protective equipment (e.g., certain construction occupations).
 - Masks that incorporate a valve designed for easy exhaling, mesh masks, or face coverings with openings, holes, visible gaps in the design material, or vents are **NOT** sufficient face coverings because they allow droplets to be released.
- Facial coverings are also required for all students and employees when outside of the campus buildings (e.g., walking to the gymnasium, walking to your dorm or home) if students/staff are walking in a group or with another person. If you choose to remove your mask outside, you must always remain six feet away from any other person regardless of whether that person is wearing a mask or not. If you are uncertain if another person is within 6 feet of you, please wear your mask.
 - Facial coverings may be reusable cloth or disposable masks. For dorm students, please make sure your student has a supply of at least **10 masks** when on-campus services begin so that they have a mask for daytime use and one for the evenings. For day students, please make sure your student wears a clean mask to school and brings a spare mask in their backpack on a daily basis. Please make sure each mask is marked with your child's name. Additional back-up masks will be available for students as needed if masks become dirty. If you are having difficulty obtaining masks, please let your campus director know. To facilitate communication on the MSAD campus, Face Shields will also be distributed to students and staff for use during classroom use.
 - Reusable cloth facial coverings must be washed daily. Students will receive guidance on how to wash their cloth masks. **Students must not share their face coverings/masks with others. Please emphasize this with your child(ren).**
 - Students will have designated areas to store their clean masks and plastic bags to store dirty masks until they can be washed. Dorm students will be responsible for washing their own masks along with their individual laundry. Day students will

be responsible for bringing their masks home to be washed and bringing clean masks to school on a daily basis.

- Disposable facial coverings must be disposed of at the end of each day into designated waste receptacles.
- Decoration, patterns, or markings on any facial covering needs to be respectful of other members of our community and appropriate for a school setting. Masks must comply with dress code requirements as per MSA policy. Staff/students are encouraged to use solid-color masks - bold patterns or images/wording can be distracting.
- Visitors must bring their own masks. Visitors who do not have masks will not be allowed in our buildings and will be asked to leave. **All visitors, including parents and family members, must remain in designated areas and will not be allowed to wander around the buildings/campuses. Visitors are prohibited from using our facilities, including our playgrounds until further notice.**
- Individuals who have documented disabilities or medical issues which prevent them from using masks may contact our human resources department (employees) or the campus director (students and family members) to discuss accommodations.

Hygiene and Hand Washing

- MSA will provide adequate supplies to support healthy hygiene behaviors (including soap, hand sanitizer with at least 60% alcohol for safe use by employees and students, paper towels, tissues, and signs reinforcing proper handwashing techniques).
- MSA will encourage and reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol when handwashing is not readily available. Signages will be posted to remind students to wash their hands regularly.
- Students and employees will be educated on how to cough and sneeze into their elbows, or to cover with a tissue. Used tissues should be thrown in the trash and hands washed immediately using proper hand hygiene techniques.
- MSA will frequently check and refill soap and hand sanitizers. Each classroom will have cleaning supplies/microfiber towels to wipe down and sanitize surfaces and equipment between student use.
- MSA students and employees will be asked to wash their hands with soap and water every 2-3 hours. A schedule will be established and communicated to

each pod. Teachers and staff members will assist in reminding students to follow this schedule.

- MSA will limit sharing of personal items and supplies such as writing utensils. Teachers and staff members will establish classroom routines to ensure that student supplies and equipment are kept separate for each individual and/or cleaned between uses. (i.e. Brailers that are shared among classes will be cleaned between uses.
- MSA will limit use of classroom equipment, materials, and resources to small groups and any shared items will be disinfected between use. Desks will be sanitized after each use. Students will be asked to sanitize their own desk and their spot (i.e., table and chair) in the cafeteria after use.

Spacing, Movement, and Access

- Students and teachers will wear masks and/or face shields in the classroom. Masks should be worn unless students have medical issues or are unable to keep masks on consistently. For communication purposes on the MSAD campus, masks may be removed temporarily if face shields are worn.
- Desks will be spaced six feet apart in classrooms whenever possible and students will be required to wear masks or face shields and refrain from contact with each other.
- In classrooms where large tables are utilized, students will be spaced as far apart as feasible.
- Teachers will maintain six feet of spacing between themselves and students as much as possible; as we know this is not always feasible, they will also be wearing masks and/or face shields when six feet of spacing is not possible. For staff members who work with students who require physical contact or close proximity (i.e. students with physical needs, early childhood students, etc.), they will wear masks, face shields, and gloves. Frequent handwashing and/or sanitization will also be implemented in those situations.
- MSA will have signage posted throughout the campus to indicate proper social distancing, face mask/face shield requirements, and reminders for handwashing.
- If a classroom has windows that can open, they will be open as much as possible, weather permitting.
- Students will move in Pods to assist with traffic flow and congestion in hallways and the cafeteria.
- Use of the pool on the MSAB campus is suspended until further notice.

- Travel between campuses is suspended until further notice - students who require specialized services such as Braille or American Sign Language will receive services remotely or staff members will travel to the other campus to provide services instead of transporting students.
- Floor stickers, distancing signs, directional signs, and other reminders will be posted throughout the buildings on both campuses to assist students and staff in remembering health and safety expectations. Our mass communication systems will be utilized to remind and support our students in following safety procedures.
- Efforts will be made to keep six feet of distance between people in the hallways. Staggered transitions between classes and/or activities will be used when feasible to minimize the number of persons in the hallways. Classrooms have been relocated to different buildings to reduce passing period congestion and bathroom usage.
- Employees will monitor arrival and dismissal to discourage congregating in groups or small areas of the school.
- Flow of foot traffic will be directed in only one direction whenever possible. When one-way flow is not possible, hallways will be divided with either side following the same direction.
- Whenever possible, entrances and exits will be kept separate to keep traffic moving in a single direction.
- MSA will reconfigure common areas by spacing out furniture to minimize crowding. We will consider closing off common seating areas if we have concerns about our students' ability to maintain social distancing requirements and follow mask requirements.
- Once check-ins are complete and students have started classes, families are allowed to visit campus with prior authorization from our campus directors. The MSA visitors' protocol and screening will be followed, and all guests entering the building are required to be screened for symptoms, wear a facial covering, and wash/sanitize hands immediately after entering. MSA will keep records of all visitors.

Pods and Group Activities

- MSA has developed student "pods" that will stay together as much as possible throughout the day and from day to day. Pod assignments will be determined by the campus directors/student life directors. Staff members will be assigned to each pod and strategies will be implemented to reduce "cross-pod" contact as much as possible so that contact tracing can be implemented more efficiently if we have a case of COVID-19 identified among our students or staff. Strategies

may include provision of services, therapy, evaluations, etc. virtually even when on-campus classes are resumed.

- Students and staff members should remain within their pod as much as possible, avoiding close contact with individuals outside of their pod. Close contact is defined as contact less than 6 feet apart for more than 15 minutes. Staff members will be asked to keep logs of their contacts with students if they spend more than a nominal amount of time with them.
- Opportunities for exposure will be limited as much as possible, especially when students are around each other for 15 minutes or more by ensuring social distancing of at least six feet between students and mask usage whenever possible.
- Students traveling between school buildings will be staggered for arrival and dismissal times to minimize crowding.
- If contact tracing is implemented, the Minnesota Department of Health will track all contact during the previous 48 hours before being identified with COVID-19 so remaining within the pods will assist greatly in reducing the number of contacts that need to be traced.
- Students within a pod will remain in their classroom, building area, or dorm area as assigned. Teachers and classroom staff will also remain in the same areas during the day and dorm staff will follow their pod assignments in the evenings/nights. If situations arise in which staff members need to be reassigned temporarily to a different pod, they will utilize additional precautions and protective measures to reduce cross contamination.
- Team sports are suspended until further notice. At a later date, this may be revisited with further guidance for practices, matches, games, etc. We are currently examining possibilities for individual sports that can be accomplished without violating social distancing expectations.
- After school activities are suspended until further notice. At a later date, this may be resumed with small group programs spread out over several locations on campus.
- Until guidelines state otherwise, we will discontinue activities that bring together large groups of people and activities that do not allow for social distancing. (i.e. plays, concerts, guest presentations, assemblies, athletic events, field trips).

Dorm Life

- Students will be housed within specific areas in the dorms. These plans will be finalized in early September.

- Students will not have roommates but may share their suite or apartment with members of their pod. Therefore, they will not be required to wear facial coverings within their dorm room but should continue practice social distancing whenever possible.
- We may set student restrictions within the dorm rooms based on safety needs. We will adjust expectations/restrictions as necessary.
- Students must have a facial covering on and implement social distancing in all common areas of the dorms and anytime they are outside of their dorm room.
- Initially, the pod groups are not to mix and congregate together in the common areas of the dorms. The common areas can be used by students in the same pod as long as social distancing is followed and facial coverings are worn. With the pods on different schedules and in some cases separated by dorms or floors, there should be opportunities for different pods to use common areas at different times.
- Common areas of dorms will be cleaned and sanitized on a regular basis. Students will be responsible for basic cleaning duties within their dorm rooms. Residential Educators will provide support and structure.

Academic Buildings

- Masks and/or Face Shields must be worn at all times inside all academic buildings.
 - Initially, students are not allowed to congregate in hallways or common areas. This policy will be reevaluated and may change as the guidelines change.
- Social distancing is required in all areas of the academic buildings whenever possible.
 - Initially, students are allowed to study or relax within their pods in the common areas as long as social distancing guidelines are followed.
- Students will receive guidance on restroom capacity, and instructions will be posted for them to follow.

Athletic Buildings

- Facial coverings must be worn at all times inside all athletic buildings, except during active training.
 - Initially, students are not allowed to congregate in hallways or common areas. This policy will change as the guidelines change.

- Social distancing guidelines are required in all areas of the athletic buildings whenever possible.
- Students will receive guidance on restroom capacity, and instructions will be posted for them to follow.
- Locker room and shower use will be scheduled by pod.

Cafeterias

- Meal times will be staggered, and students will eat with their pod groups. Cafeteria capacity will be reduced to ensure that social distancing is possible and to minimize congestion. Depending on the size and needs of a pod, meals will be served within the classroom for some pods. Students who are assigned to meals in the cafeteria will be seated 6 feet apart and spread throughout the cafeteria. Students will be assigned specific seating and may not change seats during meals.
- At MSAB, Elementary students and students in the MCC wing will eat in their classrooms. Other students will follow a revised schedule for meals in the cafeteria to ensure social distancing and adequate time between pods for cleaning/sanitizing.
- At MSAD, Early Childhood and Elementary students will eat in their classrooms. Middle School and High School students will eat in the cafeteria, utilizing a revised schedule to ensure social distancing and adequate time between pods for cleaning/sanitizing.
- Meals will either be served by staff or provided in “grab and go” options. Students will not serve themselves from buffets.
- Social distancing markers will be placed on the floor to keep students and employees six feet apart while in the cafeteria. There will be designated entry and exit doors in the cafeteria areas.
- All students and employees are required to wash their hands prior to entering the cafeteria. Hand sanitizer is not a substitute for proper hand washing.
- Servers and kitchen employees will be serving behind a barrier protection, wearing gloves and facial coverings.
- The cafeteria tables and chairs will be arranged to allow for proper social distancing. Plexiglass partitions have been installed on tables to help reduce direct contact between individuals. Kitchen staff will be sanitizing tables and chairs after each meal.
- Our dish return and garbage area will be managed so that traffic is one-way and congestion is minimized.

- Staff will not be able to order meals from the cafeteria until service in the cafeteria resumes.

Outside our Campus Buildings

- Social interaction between pods will be limited and possibly restricted for the start of the year. MSA will work to develop ways for pods to socialize safely outdoors.
- Individual pods are allowed to be outside as long as they continue to follow social distancing guidelines. They are required to wear a facial covering and must remain six feet apart at all times. We also recommend wearing a facial covering whenever socializing with others, even while practicing social distancing.
- Social distancing guidelines are required in all outside areas.
 - Initially, residential students are **not allowed to leave campus for any reason** unless authorization has been received by the school. Example of reasons a student will be allowed to leave campus with permission are a medical appointment, parent in town, authorized chaperoned visit in town with school staff, travel with athletic team, etc.

Transportation

- All off-campus travel is suspended until further notice unless specifically authorized by the campus director/student life director. No transportation will be provided between campuses.
- Off-campus/on-campus work study experiences are also suspended until further notice.
- When transportation is provided by MSA (i.e. transportation between campuses), seats will be sanitized between pickup and drop off, and student seating will be spaced out on all vehicles according to current guidelines at the time of pickup. All passengers must always wear a mask or other facial covering during travel.

Athletics and After School Programs

- Team sports will be suspended until further notice. At a later date, this may be revisited with further guidance for practices, matches, games, etc. We are currently examining possibilities for individual sports that can be accomplished without violating social distancing expectations.
- After school activities are suspended until further notice. At a later date, this may be resumed with small group programs spread out over several locations on campus.

- Students, teachers, and staff must use proper hand washing techniques before and after every practice, event, or other gathering. Every participant should confirm that they are healthy and without any symptoms prior to any event.
- Masks or other facial coverings are required at all times except during active training.
- If players feel ill or the coach/staff is concerned about their well-being, the player will leave the practice and the coach will contact Health Services for support.
- Players will be instructed to contact the coach if at any time during or after the session they develop any COVID-19 related symptoms. The coaching staff will follow a defined process to contact Health Services for support.
- We ask that parents and guardians stress the importance of reporting symptoms with their children who participate in athletics or after school programs at MSA.
- For hydration breaks, players will use their own bottle and will sanitize their hands after the break. Hand sanitizer will be available at the practice site.
- After any training session or game, players will sanitize their hands before leaving the field, court, or area. Each sport/activity will have an approved process for disinfecting all equipment.
- Shared equipment in the weight room will be sanitized between sessions. Students will be asked to wipe down shared equipment between uses.
- Conditioning sessions in the weight room will be scheduled by pod.
- Outdoor physical conditioning activities that follow social distancing guidelines are allowed.

Games and Competitions

- Game competitions will be held in accordance with the guidelines at the time of the event. Facial coverings will be worn at all times except during active play.
- Initially, games and competitions will be played without fans – all games/competitions will be livestreamed, if possible. This may be adjusted according to state guidance. All attendees at MSA events will be required to follow all policies current at the time of the event.
- Participants will not share water bottles or personal equipment.
- Participants will not engage in handshakes, fist bumps, or other unnecessary contact.

Travel

- If there is travel, teams will travel in their pod groups.
- Seats will be sanitized between pick up and drop off and student seating will be spaced out on all vehicles in accordance with current guidelines. All passengers must wear a facial covering at all times during travel.
- For the time being, there will be no travel out of state or overnight. In the future, when restrictions are lifted, this will be revisited and communicated with students and their families. Any teams traveling out of state/overnight will continue to follow all the same guidelines we have on campus plus additional travel guidelines that the players will receive prior to departing. MSA will follow the transportation and travel guidelines from the State of Minnesota.

Response to COVID-19 Exposure

- We use the word quarantine to describe the step that happens when a person has a suspected exposure but has not tested positive or shown symptoms. We use the word isolation for when a person has tested positive or has shown symptoms and is awaiting testing.
- We will set aside open spaces in several locations on campus to be used as quarantine and isolation rooms. We will also have extra spaces in each dorm to accommodate the potential need for sudden changes.
- MSA will cooperate with the local public health department and the state department of health regarding protocols for screening students and employees. Employees are expected to read and understand both health and safety plans (for employees and for students/families/visitors).
- Students who develop a fever or become ill with COVID-19 symptoms at school will be isolated immediately, continue to wear a facial covering, and be evaluated by Health Services. Parents will be contacted immediately and asked to pick up their child.
- Students isolated or quarantined at home will be allowed to return once they have met the criteria to discontinue isolation or quarantine according to the MDH Exclusion Guidance.
- MSA families will be notified of the presence of any laboratory positive or clinically diagnosed case of COVID-19 on campus and will be updated on how MSA is handling the situation.
- In the event of a lab or clinically diagnosed case of COVID-19, immediate efforts will be made to contact any close contacts (those who spent more than 15 minutes less than six feet in close proximity to the student or staff member) so that they can be quarantined for 14 days. In addition, the Minnesota Department of Health will initiate contact tracing, following regular public health practice.

Health officials, depending on the situation, may identify other contacts who require quarantine. Local health officials (Rice County Public Health) will also assist with this process as necessary.

- Currently, wide-scale testing of asymptomatic students or staff members is not recommended so that health care providers can prioritize testing for symptomatic people. Therefore, currently, only those people who develop symptoms are recommended for COVID-19 testing.
- We recommend that students learn to self-monitor for symptoms of COVID-19 and ask families to help teach students how to do this. The presence of any unexplained symptoms, including cough or shortness of breath, should prompt the student to go to the Health Services. Students will be taught a process for what to do when our health clinics are closed.
- MSA will notify local health officials, staff, parents, and students following MDH processes for an identified case of COVID-19 while maintaining confidentiality consistent with the Health Insurance Portability and Accountability Act (HIPAA) and other applicable federal and state privacy laws.
- An account of where the student has been will be taken and the areas will be closed off and sanitized. If they have been in a smaller area such as a classroom, it will be closed for 24 hours or as long as possible before cleaning to minimize the risk of any airborne particles.