



Chesapeake Bay Governor's School

COVID-19 HEALTH MITIGATION PLAN

PHASE II AND PHASE III

Updated: July 30, 2020

Table of Contents

Introduction	3
<hr/> Local Public Health Conditions	4
<hr/> Planning to Reopen	5
COVID Planning Team	5
CBGS Partners	5
Attendance Monitoring	5
Communication	6
Communication of an Outbreak	7
Community Response Efforts	8
Student Health Services	8
Mental Health Services	8
<hr/> Promoting Behaviors that Reduce Spread of COVID-19	9
Trainings	9
Student Family Agreement	9
Adequate Supplies	11
Signs and Messaging	11
Physical Distancing	12
Daily Health Screenings at Home	13
Daily Health Screenings at CBGS	13
<hr/> Maintaining Health Environments and Operations	14
Hygiene Practices	14
Ventilation Systems	
<hr/> Protecting Vulnerable Individuals	15
CDC Guidance- High risk Existing Conditions	15
Leave (Time Off) Policies and Excused Absence Policies	15
Return to Work/Class	15
<hr/> Preparing for When Someone Gets Sick	16
Separation and Isolation of Symptomatic Students and Staff	16
Transportation	16
Cleaning and Disinfecting	16
Notification of Health Officials and Close Contacts	16
<hr/> Planning to Close Down if Necessary Due to Severe Conditions	17

Introduction

The Chesapeake Bay Governor’s School for Marine and Environmental Science (CBGS), established in 1998, serves the counties of Caroline, Essex, Gloucester, King & Queen, King George, King William, Lancaster, Mathews, Middlesex, New Kent, Northumberland, Richmond, and Westmoreland; and the town of Colonial Beach. CBGS operates through partnerships with the Virginia Department of Education, participating school divisions, and Rappahannock Community College.

Student safety is our priority as we design mitigation strategies to allow our students to safely return to learning. An essential goal of this plan is to cultivate new norms, habits and mindsets among the student and staff population that will maximize safe behavior but also manifest patience, kindness, compassion, community-mindedness, and a sense of personal responsibility to others both within our walls and in the “outside world.”

Our programs seeks to accommodate the non-curricular needs of students, ranging from internet and technology access to social-emotional well-being to special circumstances such as a family member at home who is highly vulnerable to COVID-19.

Because our program operates using a partnership with fourteen divisions and RCC, decisions will be made at the campus-specific level. If a majority of divisions move to remote learning within a respective campus, CBGS will transition to remote learning at that campus.

Phase I	Phase II	Phase III	Beyond Phase III
<ul style="list-style-type: none"> • Remote learning for all students • Teleworking options available for faculty and staff 	<ul style="list-style-type: none"> • Remote learning for all students • Teleworking options available for faculty and staff 	<ul style="list-style-type: none"> • Hybrid model of instruction • Staggered schedules to accommodate space limitations • Cohorting to minimize mixing of students • Option for students to participate 100% remotely 	<ul style="list-style-type: none"> • Face to face instruction using CDC recommendations to guide practice

LOCAL PUBLIC HEALTH CONDITIONS

The VDH COVID-19 Daily Dashboard informs the rate of transmission across our fourteen divisions in The Commonwealth of Virginia. We serve 14 divisions that span three health districts, including divisions in the Rappahannock District (Caroline, King George), Three Rivers District (Essex, Gloucester, King and Queen, King William, Lancaster, Mathews, Middlesex, Northumberland, Richmond County, and Westmoreland), and the Chickahominy District (New Kent).

Two of the counties served by the Chesapeake Bay Governor's School reflect a moderate to high risk, based on VDH data:

- Richmond County (High risk)
- Westmoreland County (Moderate risk)

CBGS will use the [VDH Dashboard](#) to monitor COVID-19 cases in our region.

PLANNING TO REOPEN

COVID Planning Team

Chesapeake Bay Governor's School Leadership Team:

Dr. Rachel Ball, Director

rball@cbgs.k12.va.us

Mr. Jim Beam, Coordinator and Warsaw Site Co-Lead

jbeam@cbgs.k12.va.us

Dr. Kevin Goff, Coordinator and Bowling Green Site Lead

kgoff@cbgs.k12.va.us

Mrs. Kimberlee Olsen, Warsaw Site Lead

kolsen@cbgs.k12.va.us

Mrs. Sara Beam, Glenss Site Lead

sbeam@cbgs.k12.va.us

CBGS Partners

Rappahannock Community College

Dr. Miles McCrimmon, Dean of Dual Enrollment and Community Outreach

mmccrimmon@rappahannock.edu

Virginia Department of Health

Ms. Holly Balderson, R.N. at Richmond County Office

holly.balderson@vdh.virginia.gov

Dr. Richard Williams, MD MPH, Director at Three Rivers Health District

richard.williams@vdh.virginia.gov

Caroline County Public Schools

Dr. Herbert Monroe, Assistant Superintendent

hmonroe@ccps.us

Mr. Jeffrey Wick, Coordinator of Safety and Compliance

jwick@ccps.us

PLANNING TO REOPEN

Attendance Monitoring

All administrative assistants at each of the three campuses will report daily attendance to the Director. Additionally, the administrative assistants will send attendance of students enrolled in each respective home school to the attendance clerk of each home school on a daily basis.

In instances where there is an increase in student absenteeism due to health-related concerns, the Director will communicate with the following individuals:

- Holly Balderson at VDH
- Campus Point of Contact
 - Warsaw and Glens: Dr. Miles McCrimmon, Dean of Dual Enrollment at Rappahannock Community College
 - Bowling Green: Dr. Herbert Monroe, Assistant Superintendent of CCPS
- Administrative points of contact (principal, superintendent, or designee) at impacted home school divisions

Communication

Communication between students, faculty, students, home school divisions, and host facilities is critical due to the unique partnership of CBGS. Below are communication channels that will be used to maximize communication channels at CBGS.

Health Safety Agreement

All students, families, and will be required to complete the Student Health Safety Agreement upon starting classes for the fall semester to assure they understand their obligations in maintaining a safe environment when on campus. This form includes the obligation to complete a daily self-check via an instrument provided by the CDC prior to coming to campus.

FAQ on Website

A frequently asked questions document will be available for viewing on the CBGS website.

Student Trainings

Students will have orientation videos regarding safe practices and mitigation strategies to be viewed prior to returning to CBGS.

PLANNING TO REOPEN

Director Updates

The Director will provide email updates to families. It is critical that parents have relevant contact information on file.

School Messaging System

CBGS will use School Messenger to provide updates to families.

Schoology

Students will receive Schoology announcements from the Director. Parents may also sign-up to receive student announcements in Schoology.

Communication of an Outbreak

As with all other communicable disease information, students and their families will be notified in writing, using the sample letter. This will also be shared with home school division administration as well as the facility points of contact for each respective campus.

[Date]

Dear CBGS Students and Families,

A potential positive case of COVID-19 has been identified at CBGS at the [campus name] campus. We are working the local Department of health on their public health investigation and contact tracing efforts.

CBGS continues to follow the steps outlined in the Health Mitigation Plan, which can be found on our website: cbgs.k12.va.us We are dedicated to maintain a safe, healthy environment for all students and staff, and will continue to work with our host facility to use the disinfecting procedures and processes recommended by the CDC and VDH.

Follow up actions will be provided as it becomes available.

Sincerely,

Rachel Ball
Director of CBGS

PLANNING TO REOPEN

Community Response Efforts

CBGS will work with local agencies to assist in community response efforts to include: the Richmond County Department of Health, as part of the Three Rivers Health District.

Student Health Services

CBGS is a regional program and does not have student health services available on campus. Site leads at each school will be trained to conduct daily health screenings of students and will have PPE including face coverings and gloves. Site leads will communicate with the CBGS Director in instances where there is a student or staff member who expresses symptoms of COVID-19. Other non-COVID-19 health services are addressed on an individual basis based on the needs of the student.

Mental Health Services

While much uncertainty surrounds how and when school will reopen, we know that social and emotional learning (SEL) will be critical to re-engaging students, supporting adults, rebuilding relationships, and creating a foundation for academic learning.

This unprecedented shift to a new type of learning experience may have a lasting and profound impact on young people's academic, social, emotional, and life outcomes.

The COVID-19 pandemic has underscored SEL as an essential part of high-quality education—highlighting our relationships, resiliency, and collective problem-solving as fundamental to teaching and learning.

CBGS is dedicated to ensuring the social and emotional wellness of students, and their families under this unprecedented COVID-19 school closing. We invite parents to read the information below and visit related links as we maneuver collaboratively through challenges and questions raised under the current COVID-19 conditions.

- [Stress and Anxiety Management](#)
- [Mindfulness](#)
- [Change in Routine](#)
- [Hygiene](#)
- [Mental Health Resource Guide](#)

CBGS faculty will meet regularly to discuss students' academic performance and social-emotional needs. They will work with the Director, family, and/or home school division to develop plans of support for students of concern in one or both areas.

PROMOTING HEALTHY BEHAVIORS

Trainings

All staff and students will participate in training videos that reflect information from the CDC and VDH, to include (but not limited to) the following topics:

- [Handwashing](#)
- [Social Distancing](#)
- [Face Coverings](#)
- [Cloth Face Coverings Do's and Don'ts](#)
- [Stop the Spread of Germs](#)
- [What to Do if You're Sick](#)
- [Know the Symptoms](#)
- CBGS specific trainings that reflect local procedures

Additionally, students will participate in an epidemiology unit to learn about the risk of transmission and science related to the spread of COVID. This learning will be contextualized through the lens of scientific investigation.

Faculty will have opportunities to view online trainings PRIOR to the start of the school year and will submit a log demonstrating their completion of the modules. Student training will be ongoing throughout the year.

Student Family Agreement

All CBGS students will be required to review and sign the CBGS Health Safety Agreement before participating in face-to-face learning on campus. See agreement on the next page.



CBGS Student Health Safety Agreement

The health and well-being of our students, faculty and staff is a top priority. With the current and uncertain future of the COVID-19 Pandemic outbreak, it is imperative we follow very specific guidelines until such time as the Pandemic ends. This document provides guidelines for keeping students safe during the current COVID-19 pandemic for in-person learning.

As a condition for your return to the on-site learning environment, you will be expected to practice and follow these guidelines consistently for the safety of not only yourself, but for others you will encounter on-site.

For my safety, CBGS will do the following:

- Maintain a commitment to the quality and rigor of the CBGS curriculum and instruction and keep interruptions to a minimum
- Initiate steps to mitigate the risk and transmission of COVID-19, including implementation of the CBGS Health Mitigation Plan
- Communicate updates with students and families
- Communicate updates and coordinate logistics and schedule changes with home school divisions
- Respond to student and family concerns and/or questions as they may arise, and;
- Adapt, adjust, or change procedures or policies to adhere to CDC, state, or federal policy / guidelines.

As a CBGS student, I will commit to the following:

- Complete a daily health screening before arriving at CBGS
- Participate in a daily health screening upon arrival to CBGS in which I will have my temperature taken
- Wear a face mask on campus and on school-provided transportation
- Follow social distancing procedures to ensure that I maintain a six-foot distance between myself and others
- Regularly utilize hand washing and hand sanitizing protocol
- I will not come to school if I am sick or stay at school if I feel sick, regardless of symptoms
- I will not come to school if I have been exposed to someone with COVID-19 or traveled to an area with a high incidence of COVID-19. I will quarantine per CDC guidelines. I will not return to school until I have quarantined for a minimum of 14 days
- Fully participate and engage in all remote instruction and in a timely manner.

_____	_____	_____
Student Name	Student Signature	Date
_____	_____	_____
Parent/Guardian Name	Parent/Guardian Signature	Date

PROMOTING HEALTHY BEHAVIORS

Adequate Supplies

CBGS has a facility arrangement with Caroline County Public Schools and Rappahannock Community College in which the host facilities ensure the cleanliness of the campuses and availability of adequate cleaning supplies.

CBGS will work with its host facilities to support [healthy hygiene](#) behaviors by ensuring the availability of adequate supplies, including soap, hand sanitizer with at least 60 percent alcohol, paper towels, tissues, disinfectant wipes, cloth face coverings (as feasible) and no-touch/foot-pedal trash cans. CBGS will issue all faculty and staff a CBGS face mask as well as disposable masks available.

CBGS will train all staff in using disinfectants to assist with cleaning identified touch surfaces, which will assist the custodial staff in the day to day operations, so they can focus on sanitizing frequently used areas and areas of identified concern. Faculty and staff are encouraged to reach out to Facilities for supplies needed to maintain a clean environment such as hand sanitizer, wipes, etc.

Host facilities will increase the frequency of cleaning and disinfecting, focusing on high-touch surfaces, such as communal rooms, restrooms, classrooms, buttons, handrails, tables, faucets, doorknobs, and shared keyboards. The increased frequency of cleaning and disinfecting with attention to these areas helps remove bacteria and viruses, according to CDC Guidelines.

Signs and Messaging

CBGS will use the following practices with regards to signs and messaging:

- CBGS will post [signs](#) in highly visible locations (e.g., school entrances, restrooms) that promote everyday protective measures and describe how to stop the spread of germs (such as by [properly washing hands](#) and properly wear a cloth face covering).
- CBGS will share messages (for example, [videos](#)) about behaviors that prevent the spread of COVID-19 when communicating with staff and families (such as on school websites, in emails, and on school [social media accounts](#)).
- CBGS will utilize CDC print and digital resources on CDC's [communications resources](#) main page.

PROMOTING HEALTHY BEHAVIORS

Physical Distancing

Modified Layouts

CBGS has modified the physical arrangement of classrooms to maintain spaced seating of at least 6 feet apart to the extent feasible. In lecture settings, students will be seated in the same direction, to the extent feasible. Physical layouts of classrooms and labs will be established prior to the return of students. Communal areas will also reflect modified layouts to reflect physical distancing or will be closed when social distancing cannot be achieved.

Food/Dining Services

CBGS does not provide dining services to students. Any vending item available for purchase will be pre-packaged.

Gatherings

CBGS students will remain with their classroom cohort of students during their time at CBGS. Gatherings will be consistent with Executive Orders and will reflect strict physical distancing during gathering.

Recreational Activities

CBGS does not participate in recreational sports. Field experiences will be reviewed on a case-by-case basis but will be socially distanced and outside.

MAINTAINING HEALTHY ENVIRONMENTS AND OPERATIONS

Daily Health Screenings at Home

Staff: Staff will complete a COVID-19 Wellness Survey each day before reporting to work.

- **Student:** Caregivers will screen their children for COVID-19 symptoms each morning before sending them to school. If students show symptoms of COVID-19, parents must keep them home to assure the safety of the school population.

Students and staff should assess themselves for symptoms of COVID-19 before reporting to school; and/or may be asked the following by school personnel upon arrival:

“YES or NO since my last day in the building, have I had any of the following:”

- A new fever (100.4°F or higher) or a sense of having a fever?
- A new cough that cannot be attributed to another health condition?
- New shortness of breath that cannot be attributed to another health condition?
- New chills that cannot be attributed to another health condition?
- A new sore throat that cannot be attributed to another health condition?
- New muscle aches (myalgia) that cannot be attributed to another health condition or specific activity (such as physical exercise)?

If an individual answers YES to any of the screening questions before arriving, they should stay home and not enter the building.

Source:
VDH

<https://www.vdh.virginia.gov/coronavirus/frequently-asked-questions/schools-k-12/>

Dates Accessed: July 22, 2020

Daily Health Screenings at CBGS

In addition, CBGS will check students' temperatures using an no-touch infrared thermometer each morning before they enter the school. Students who have a fever will be sent to the monitored Safe Space, and a caregiver will be called to pick up the student from school.

MAINTAINING HEALTHY ENVIRONMENTS AND OPERATIONS

Hygiene Practices

Cleaning and Disinfection

CBGS will [clean and disinfect](#) frequently touched surfaces (e.g., lab equipment, door handles, sink handles, drinking fountains) within the school at least daily or between use as much as possible. Use of shared objects will be limited when possible, or cleaned between use.

Transportation

CBGS does not operate school or own school buses and will therefore defer to district policy for the disinfectant of school buses. If CBGS does use district buses for events, drivers and students will practice safety actions and protocols such as face masks and social distancing, to the extent permissible.

Routine Cleaning and Disinfection

CBGS does not own school facilities and will therefore defer to RCC and CCPS policy for the routine cleaning and disinfection of school facilities, as part of the program's contract/MOA with both host facilities. Both organizations will utilize a schedule for increased, routine cleaning and disinfection and will have ensured [safe and correct use](#) and storage of cleaning and disinfecting products, storing products securely away from children.

Shared Objects

CBGS will discourage sharing of items that are difficult to clean or disinfect and will ensure adequate supplies to minimize sharing of high touch materials to the extent possible (e.g., assigning each student their own equipment) or limit use of supplies and equipment by one group of students at a time and clean and disinfect between use.

Hand washing

Students and staff should wash hands regularly throughout the day, washing for at least 20 seconds. Hand washing guidance will be provided to all staff and students.

Ventilation Systems

CBGS does not own school facilities and will therefore defer to RCC and CCPS policy for the routine cleaning and disinfection of school facilities, as part of the program's contract/MOA with both host facilities. RCC and CCPS will ensure ventilation systems operate properly and increase the circulation of outdoor air as much as possible by opening windows and doors, if appropriate. RCC and CCPS staff will check HVAC systems and ensure filters are routinely changed according to manufacturer standards.

MAINTAINING HEALTHY ENVIRONMENTS AND OPERATIONS

Water Systems

CBGS does not own school facilities and will therefore defer to RCC and CCPS policy for the maintenance of water systems, as part of the program's contract/MOA with both host facilities. At the Bowling Green facility, CBGS will continue to purchase water for student and faculty consumption.

Gatherings

Limitations for student gatherings will align with the Executive Order in Effect.

Field Trips

No field trips will be taken during phase II. During Phase III, CBGS will only participate in outdoor field experiences during the day and will not participate in overnight field experiences. There will be minimal interaction with other students on individuals from outside the program for the field experiences.

Visitors

Visitors are asked to limit their visits to school. If a visitor must enter a school, they must do the following:

- Wear a face covering into the office
- Show your ID and sign in/sign out according to procedures
- Maintain 6' between other visitors and staff

Visitors will not be allowed to enter the building beyond the main entrance unless provided permission by the Director or site lead.

Back-Up Staff

CBGS will use faculty and staff across campuses in a virtual capacity to ensure continuity of operations.

Protecting Vulnerable Individuals

CDC Guidance – High-risk Existing Conditions

CBGS will provide optional full-time online learning for students who are unable to return to school due to a high-risk of acquiring the virus.

Workplace modifications will be provided for employees who are at high-risk of acquiring the virus, whenever possible. Medical documentation will be required for such staff members.

Leave (Time Off) Policies and Excused Absence Policies

CBGS will implement flexible sick leave policies and practices that enable staff to stay home when they are sick, have been exposed, or caring for someone who is sick. CBGS will examine and revise policies for leave, telework, and employee compensation. CBGS leave policies will be flexible and not punish people for taking time off, and will allow sick employees to stay home and away from co-workers.

Return to Work/Class

Students or staff with symptoms or confirmed COVID-19 may return:

- At least 10 days since symptoms first appeared **and**
- At least 24 hours with no fever without fever-reducing medication **and**
- Symptoms have improved

For Anyone Who Has Been Around a Person with COVID-19 return:

It is important to remember that anyone who has close contact with someone with COVID-19 should stay home for 14 days **after exposure** based on the time it takes to develop illness.

Preparing for When Someone Gets Sick

Separation and Isolation of Symptomatic Students and Staff B

CBGS will ensure that staff and families know that they (staff) or their children (families) should not come to school, and that they should notify school officials (site lead and/or the Director) if they (staff) or their child (families) become sick with COVID-19 [symptoms](#), test positive for COVID-19, or have been [exposed](#) to someone with COVID-19 symptoms or a confirmed or suspected case.

CBGS will immediately separate staff and [children](#) with COVID-19 [symptoms](#) (such as fever, cough, or shortness of breath) at school using a designated “safe space.” Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are, and follow [CDC guidance for caring for oneself and others](#) who are sick.

Transportation

Parents/guardians will be notified and students will be required to be picked up. Students will not be permitted to ride the home school division bus back to school.

Cleaning and Disinfecting

CBGS will close off areas used by a sick person and will not use these areas until after [cleaning and disinfecting](#). CBGS will wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, CBGS will wait as long as possible.

Notification of Health Officials and Close Contacts

In accordance with state and local laws and regulations, the Director will notify [local health officials](#), staff, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disability Act (ADA). CBGS will inform those who have had [close contact](#) with a person diagnosed with COVID-19 to stay home and [self-monitor for symptoms](#), and follow [CDC guidance](#) if symptoms develop.

CBGS will also notify division administration at the home school divisions as well as points of contact at the host facility.

Planning for Closure Due to Severe Conditions

CBGS will work closely with the Virginia Department of Health and division leadership to determine if/when school closures are warranted. Should an outbreak occur, CBGS will transition to fully remote learning. Because CBGS plans to operate under a hybrid/staggered schedule at the Glens and Warsaw campus, CBGS will not further reduce class sizes in Phase III due to occupancy restrictions.

Campus closures will be independent of one another as the differences across the campuses will vary and there are minimal opportunities for students to come in contact with one another. Because our program operates using a partnership with fourteen divisions, decisions will be made on campus-specific level. If a majority of divisions move to remote learning, CBGS will transition to remote learning at the respective campus.