

March 12, 2020

Dear USD 345 Parents/Guardians,

The health and safety of our staff, students, and community remain our top priority as we continue to monitor the novel coronavirus (COVID-19). The district continues to work closely with area schools and local health agencies as we create contingency plans and next steps in our district.

The Shawnee County Health Department (SCHD) monitors the health and health risks in our local community and has the authority to close school buildings. We will continue to follow the guidance of the SCHD. If the SCHD makes the decision to close school(s), the Kansas State Department of Education (KSDE) will advise districts on options for making up missed days.

If your family traveled to an affected area during Spring Break, please contact the SCHD for recommendations on a health screening before attending school.

Spring break has granted the district time to prepare as best we can for school to resume and we would like to share some of those efforts with you. Below, you will find some of the work that has been done to protect our students, staff, schools, and community against a potential outbreak.

The USD 345 plan for COVID-19 includes:

- [notifying parents of extra measures needed to keep germs away.](#)
- [a communication plan for keeping parents informed. Emergency Messaging Test](#)
- a plan for deep cleaning schools.
 - Custodial staff have been disinfecting all schools during spring break. They will continue to regularly clean and disinfect schools accordingly.
 - If a school becomes contaminated, the custodial staff will disinfect and sterilize all surface areas before re-entry.
- a plan for deep cleaning buses.
 - We have disinfecting all buses during spring break.
 - Buses all carry disinfectant spray and paper towels and will be cleaned following our normal routine.
 - If needed, buses may be disinfected on a weekly basis along with regular cleanings.
- a response plan if a student becomes ill during school.
 - Each school will identify a designated (isolation) room to use if a student or staff member meets the criteria of a [Persons Under Investigation](#). The school will work with parents and local health agencies to respond appropriately.
- a plan for restricting school activities/large gatherings outside of school.
 - [KSHSAA State Basketball Info](#)
 - More guidance will be available on a case-by-case basis.

- a plan to allow more time for handwashing at school.
 - Each school will adjust schedules to allow more time for all students to thoroughly wash hands before lunch and snack times; this will be modified to include supervised hand washing.
- continue to monitor absenteeism.
 - The district currently monitors attendance reports on a daily basis and will continue these practices. The district will continue to report data to the Shawnee County Health Office when absences reach a certain threshold.
 - Parents should continue to contact their child's school to report absences.
 - Parents may opt to keep their children home for health and safety reasons. Those absences will be excused.
 - In the case of excused absences, schoolwork will be made up according to your teachers' and/or building policies.
- a plan for handling school trips.
 - School officials will work closely with trip partners to determine the safety and risks for potential school trips. Decisions will be made on a case-by-case basis.
- a plan for lunch programs, should schools close.
 - Lunches will be available at Logan Elementary School. The community resource room at Logan will also be available. Please check our website for updates to our lunch program and community resource room.

Please continue to follow the [Center for Disease Control and Prevention \(CDC\) guidance](#) on protecting yourself and your family. This is a rapidly evolving situation and information will be updated as it becomes available. We will continue to keep you informed as it relates to Seaman School District.

Please visit https://www.seamanschools.org/news/what_s_new/coronavirus_resource_page for the most recent COVID-19 news from USD 345.

Sincerely,

Dr. Steve Noble
Superintendent