

UPDATED July 31, 2020: COVID-19 BACK TO SCHOOL SUPPLY KIT

We have been closely monitoring the guidance from ISBE, IDPH and the CDC. In light of the new guidance received over the last week from ISBE, IDPH and the CDC, we have updated several of our forms to ensure you have the most current and up-to-date information for your school community. The Updated Supply Kit contains various forms, notices and other documents for use by schools in connection with the many issues that must be addressed with respect to students, staff and visitors to school facilities as the 2020-2021 school year begins with unique challenges never before encountered by Illinois schools. If you previously purchased the Back to School Supply Kit, please contact a Robbins Schwartz attorney to discuss the updated materials.

The Updated Covid-19 Back to School Supply Kit includes the following items:

RESOLUTIONS

- Resolution Affirming Transition to School Plan for 2020-2021
- Resolution Affirming Transition to School Plan for 2020-2021 for District Starting with Full-Remote Instruction - **NEW**

POLICY

- Face Coverings – Students, Employees and Visitors

FORMS AND NOTICES

Self-Certification and Verification forms:

- Self-Certification and Verification of Symptom Screening – Students (single use)* - **UPDATED to include new symptoms from CDC**
- Self-Certification and Verification of Symptom Screening – Employees (single use)*
- Self-Certification and Verification of Symptom Screening – Students (daily) – **UPDATED to include new symptoms from CDC**
- Self-Certification and Verification of Symptom Screening – Employees (daily)
- Self-Certification and Verification of Symptom Screening – Visitors (daily – per visit) – **UPDATED to include new isolation/quarantine timeframes from CDC**

Request for Full-Time Remote Learning forms:

- Request for Full-Time Remote Learning for Students or Household Members with Health Conditions Only
Note: ISBE's July 23, 2020 guidance indicates that all school districts must provide a remote instructional option to a student upon parent request. In light of such, consider using the other Request for Full-Time Remote Learning for any Students Opting for Remote Learning Form.
- Request for Full-Time Remote Learning for any Students Opting for Remote Learning

COVID Impact Transition Plan forms:

- COVID Impact Transition Plan
- Summary Letter to District Administrator and Internal Directions for Developing COVID Impact Transition Plan
- Notice Letter to Parent of COVID Impact Transition Plan

Individual Remote Learning Plan forms:

- Updated Individual Remote Learning Plan
- Summary Letter to District Administrator and Internal Directions for Developing Individual Remote Learning Plan
- Notice Letter to Parent of Individual Remote Learning Plan

Miscellaneous forms:

- Student Use of Virtual Platforms Notice to Parents
- Athletics Return to Play Parent Consent for Participation and Release (including COVID language)
- Posted Notice for Building Entrances Regarding COVID-19 Symptoms – **UPDATED to include new isolation/quarantine timeframes from CDC**
- Student Medical Certification Request for Accommodation to Face Covering Policy - **NEW**
- Response to Parent/Guardian Request for Increased In-Person Instruction - **NEW**
- Notice Letter to Parent/Guardian of English Learner Services During Remote Instruction - **NEW**
- Notice Letter to Parent/Guardian of 504 Supports During Remote Instruction - **NEW**
- Parent/Guardian Acknowledgement Regarding Opting for Remote Learning Special Education Services - **NEW**
- Notice Letter to Parent/Guardian Regarding IEP Amendment due to Schoolwide Schedule Change – **NEW**
 - *This form also includes notice language to Parents/Guardians that due to the health and safety considerations and the need to limit interactions between groups/cohorts of students, services and supports may need to be provided in a different format or virtually. If your District does not have a schoolwide schedule change impacting minutes, you can pull this language out and place it in a separate notice.
- Parent/Guardian Acknowledgement Regarding Community Outings and Transition Services - **NEW**
- Procedure for Alternative Learning Opportunities to Prevent Circumstances of Close Contact during Physical Restraint/Time Out - **NEW**

Notification of COVID-19 Case forms:

- Notice to Parent/Guardian of COVID-19 Positive Case in Student's Class - **NEW**
- Notice to Parent/Guardian of Close Contact with COVID-19 Positive Case - **NEW**
- Notice to Employee of COVID-19 Positive Case in Same Work Area - **NEW**
- Notice to Employee of Close Contact with COVID-19 Positive Case - **NEW**

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District Inquiry Protocol form:

- District Inquiry Protocol and Questionnaire Upon Report of COVID-19 Positive, Symptoms or Exposure – **UPDATED to include new isolation/quarantine timeframes from CDC**

We are pleased to offer the Covid-19 Back to School Supply Kit on a flat-fee basis with the option to purchase the entire Kit, or to selectively obtain individual items. For more information, including pricing, please contact Shari Leming (sleming@robbins-schwartz.com) or Maritza Guevara (mguevara@robbins-schwartz.com), or any other Robbins Schwartz attorney for assistance.