

Greetings Tiger Family,

Thank you for your continued patience regarding our plans for Drivers Education students. Administration and SDOM staff have been collaborating with the Department of Public Instruction, Wisconsin Department of Transportation and the Wood County Health Department as we develop transition plans and safety protocols for in-person instructional delivery. Please know that we understand the value and importance in providing students an opportunity to earn their driver's license through this course.

However, in order to mitigate the risk of spreading COVID-19, it is important that we begin instructional delivery with new safety procedures on behalf of students, staff, and the Marshfield community. As we approach the start date for in-person instruction, I wanted to provide you with some updates regarding tentative timeframes and safety protocols for both Behind the Wheel training and Observation hours.

#### **Tentative Time Frame**

- July 1<sup>st</sup>-July 17<sup>th</sup>: Complete Behind the Wheel Sessions for Semester 1 (Fall 2019) Students
- July 17<sup>th</sup> - Start Behind the Wheel Sessions for Semester 2 (Spring 2020) Students.
- Please note: the completion date for Semester 2 students will be highly dependent on new guidelines/recommendations that we receive from DPI, DOT, and Wood County Health Department.

#### **Behind the Wheel Safety Procedures**

- **1-1 Ratio:** To reduce exposure to other students in close proximity, students will perform behind the wheel on a 1-1 ratio (student/teacher). If there are changes in this ratio, we will communicate those changes at that time.
- **Equipment:** Students will sanitize any equipment used prior to leaving their respective sessions. Staff will be responsible for completing final sanitizing and security of equipment between sessions and upon completion of each day.
- **Face Coverings:** It is not required that students wear a face covering while operating a vehicle. Students are certainly welcome to do so if they so choose. Staff will be wearing a mask at all times.
- **Hand sanitizer and/or sanitizing wipes:** Students and staff are encouraged to provide their own hand sanitizer (at least 60% alcohol) and/or sanitizing wipes. Students and staff should use hand sanitizer upon entering and exiting the vehicle. Additionally, the district will have hand sanitizer available for daily use, if a student cannot provide their own.
- **Transitions** There will be a 15-minute break between each behind the wheel session. This will provide staff adequate time to complete an additional opportunity to disinfect any equipment in the vehicle.
- **Wellness Screening:** Students and staff will need to complete a Pre-Instruction Wellness Screening, daily. Click [here](#) to complete the daily wellness screener. Detailed information regarding the wellness screener is outlined below.

**Pre-Instruction Wellness Screening:** Students and staff are required to electronically report, via their Canvas Classroom group or other electronic platforms, the following, approximately 20-30 minutes prior to arrival. **Students should check their school email daily to complete the Pre-Instruction Wellness Screening.** No student or staff member will be able to participate if these questions are not answered prior to arrival.

1. Temperature, if a person has a temperature of 100.4 or greater, they should not attend sessions

1. Fever
1. Cough
1. Sore Throat
1. Shortness of Breath
1. Close contact; or care for someone with COVID-19

1. Any person with symptoms of respiratory illness should not be allowed to take part in workouts until they are free of fever and respiratory symptoms for at least three days without the use of fever-reducing medicine AND ten days have passed since symptoms first appeared. They should contact his or her primary care provider or other appropriate health-care professional for guidance. Written medical clearance is required to return to activity.
2. A record should be kept of all individuals present.

**Behind the Wheel Overview and Sign Up**

- Behind the wheel sessions will remain roughly 1 hour long per student.
- Students who fail to show up to an assigned time will be afforded an alternative time after all other students completed their respective sessions. It is imperative students show up on time for their assigned session/s and complete the daily wellness screener.
- Students from Semester 1 (Fall 2019) and Semester 2 (Spring 2020) click [here](#) to sign up for behind the wheel. The Drivers Education instructor will contact you after the schedule has been complete to verify times.

Sincerely,

Jackson Hein  
Assistant Principal/Summer School Coordinator