

## Return to In-Person Instruction Plan

Protocols for Health Crisis/Pandemic

**\*Full Covid-19 Plan is available online or at the school**

COVID-19 Symptom Screening and Reporting Guidance

Health Assessment

1. Self-Assessment before entering the building for **Unvaccinated students:**
  - Parents need to be attentive to the daily health of their children and ensure their child is symptom free and safe to attend school each day.
  - Every morning before you send your child to school please check the following:
    - Your student does NOT have a fever greater than 100.4 degrees (may be lower based on your school's policy) OR lower if your child is not feeling well.
    - Other NEW signs of illness such as:
      - Fever above 100 ° F
      - Cough
      - Shortness of breath/difficulty breathing
      - Sore throat
      - Chills
      - Repeated shaking with chills
      - Muscle pain
      - Headache
      - Loss of taste/smell
      - Congestion or runny nose
      - Nausea or vomiting
      - Diarrhea
    - Were you in close contact (within 6 feet for more than 15 minutes) with anyone confirmed with COVID-19 within the last two weeks?
  - If the answer is YES to any of the questions, DO NOT send your student to school. Instead, begin quarantine of your child and contact your healthcare provider.
  - A student who calls into school administration to report an absence due to illness may be asked additional questions to inquire about COVID-19 symptoms.

[https://www.coronavirus.in.gov/files/20\\_Return%20to%20School\\_Parenting%20Screening.pdf](https://www.coronavirus.in.gov/files/20_Return%20to%20School_Parenting%20Screening.pdf)

- The school nurse will have available resources for vaccinations available in the student's community. This information will also be included in school newsletters.
2. Self-Assessment before entering the building for **Vaccinated students:**
    - Students are considered fully vaccinated for COVID-19 at least 2 weeks after they have received their second dose series
    - Parents need to be attentive to the daily health of their children and ensure their child is symptom free and safe to attend school each day.

- Every morning before you send your child to school please check the following:
  - Your student does NOT have a fever greater than 100.4 degrees (may be lower based on your school's policy) OR lower if your child is not feeling well.
  - Other NEW signs of illness such as:
    - Fever above 100 ° F
    - Shortness of breath/difficulty breathing
    - Repeated shaking with chills
    - Loss of taste/smell
    - Nausea or vomiting
    - Diarrhea
  - Were you in close contact (within 6 feet for more than 15 minutes) with anyone confirmed with COVID-19 within the last two weeks?
- If the answer is YES to any of the questions, DO NOT send your student to school. Instead, begin quarantine of your child and contact your healthcare provider.
- A student who calls into school administration to report an absence due to illness may be asked additional questions to inquire about COVID-19 symptoms.

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3. Health Screening: Symptoms check upon entry
  - a. Upon entering the building someone will check your temperature, unless otherwise directed by the state/local health department and ask you various questions related to COVID-19 symptoms of illness. Students and may also have temperature checks and/or Covid-19 questions on other days as indicated by the school and/or local data.
4. Students exhibiting symptoms of COVID-19 upon entry or during the school day will be safely isolated in a separate waiting room under appropriate supervision in the building until the student can leave. That room will be disinfected after each use. Parents/guardians who are contacted to pick-up a student exhibiting symptoms must arrive within 60 minutes. Hope Academy encourages students to contact and work with their appropriate health care providers on COVID-19 concerns and follow guidance on self-screening and self-reporting symptoms.

### Sick Day Guidelines and returning to school after COVID-19 symptoms.

Once a student is excluded from the school environment, the student may return if the student satisfies the recommendations of the CDC. If a student is awaiting test results, they must stay home until they have proof of a negative test result. Currently those guidelines are:

#### ***Untested***

Persons who have not received a test proving or disproving the presence of COVID-19, but experience symptoms may return **if the following four conditions are met:**

They have not had a fever for at least 72 hours (that is three full days of no fever without the use of fever-reducing medication); and

Other symptoms have improved (for example, when your cough or shortness of breath have improved); and

At least 10 calendar days have passed since symptoms first appeared.

#### ***Tested Positive - Symptomatic***

Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following conditions are met:

The individual has been fever free for 24 hours (without the use of fever-reducing medication); and

Other symptoms have improved (for example, when your cough or shortness of breath have improved); and

At least 10 calendar days have passed since symptoms first appeared: or

The individual has received two negative tests at least 24 hours apart.

#### ***Tested Positive - Asymptomatic***

Persons who have not had symptoms but test positive for COVID-19 may return when they have gone 10 calendar days past their test without symptoms and have been preferably released by a healthcare provider. Students may also return if they are approved to do so in writing by the student's health care provider. If at any time a student becomes symptomatic, the quarantine dates will change.

***Not Tested with Alternative Explanations - Symptomatic*** (strep, influenza, etc. as determined by a provider) – may return to school after 24 hours resolution of fever AND note (including email and fax) from provider stating the individual has an alternate diagnosis and the provider believes it is appropriate for the patient to return to school.

***Tested and Negative – Symptomatic*** – If no alternative explanation, isolate for at least 10 days from the first day symptoms appeared AND 72 hours fever-free without use of fever reducing medications and with improvement of respiratory symptoms. The test may have been a false negative. The individual can return to school if tested negative AND with a note from the provider stating they believe the patient to have an alternate diagnosis and it is appropriate for the patient to return from school.

***Tested and Negative – Asymptomatic*** – May proceed with attending school. EXCEPTION: A known close contact (within 6 ft of a confirmed case for more than 15 minutes) must complete a 14-day quarantine, even if test results are negative for COVID-19

**Close Contact – Asymptomatic** (within 6 ft for more than 15 minutes of someone with confirmed COVID 19 and has no symptoms) - Quarantine for 14 days before returning to school. Must remain symptom free. If individual develops symptoms, then refer to the symptomatic scenarios.

### Contact Tracing / Reporting Positive COVID-19 Cases

If we have a confirmed case of COVID-19, we will follow direction from the local Public Health Department. This may include closing a classroom, school or schools for a period of time and/or shifting quickly to eLearning at home for students who are impacted.

It will also be important to local health officials that records are kept concerning the location of students, the rooms they occupy, who they are in close contact with (sitting next to, locker location, who they ride to school with, who they eat with) for purpose of contact tracing. This will assist the Health Department with quickly identifying and contacting individuals who may have been exposed. State law requires schools to submit to the health department the name, address and phone number of any close contacts. They will notify families if you have been in close contact with someone who has tested positive. Many of our new procedures are designed to support contact tracing should a confirmed case occur. A student or teacher who tests positive for COVID-19 could infect others around them before they are aware of their condition. Tracing their path and potential contacts with other people is important in the prevention of further viral transmissions. Students will have assigned seating on the bus, in the classroom and in the cafeteria.

### Facial Coverings

1. Effective July 1, 2021 and continuing until rescinded or modified by executive order, **all unvaccinated students** in grades 3-12 regardless of age, all faculty, all staff, all vendors, all contractors, all volunteers, and all visitors are required to wear a face covering or a face shield that covers the mouth and nose while physically present in any building, facility or grounds at all times unless otherwise exempted by law.
2. **All unvaccinated persons** (students/teachers/staff/visitors/service personnel) must wear facial coverings or face shields that cover both the nose and mouth. Visitors who enter the building will be provided a disposable face mask which they will wear at all times.
3. **All students regardless of age or grade, all faculty, all staff, all vendors, all contractors, all volunteers, and all visitors** are required to wear a face covering or a face shield that covers the mouth and nose while on a school bus or other-sponsored mode of transportation unless otherwise exempted by law.
4. Facial coverings or face shields may be taken off in the classroom or place of instruction if students and staff can maintain six feet of social distancing from one

another at all times. If the classroom or place of instruction cannot maintain six feet of social distancing, the instructor is permitted to remove the face covering or face shield if he or she can maintain six feet of social distancing.

5. Students may wear their own face mask, as long as it is appropriate and does not present a disruption. It must meet the same guidelines as outlined in our student handbook with regards to dress code.
  
6. Exceptions for face coverings or face shields include the following:
  - a. During SRT periods provided social distancing can be maintained;
  - b. If engaging in strenuous physical activity or if social distancing can be achieved and maintained when not engaging in strenuous activity;
  - c. While eating or drinking;
  - d. Faculty and staff may remove his or her face covering or face shield, other than to prepare food or meals, if she/he can maintain six feet of social distance;
  - e. Any person with a medical condition, mental health condition, or disability may not wear a face covering or face shield; a physician note will be required.
  - f. Any person who is deaf or hard of hearing, or communicating with a person who is deaf or hard of hearing, where the ability to see the mouth is essential for communication;
  - g. Any person who is in a swimming pool and who can maintain six feet of social distancing.

## Enhanced Cleaning and Disinfecting Procedures

### General Guidance

Increase the frequency of cleaning and disinfecting, focusing on high-touch surfaces, such as front offices, restrooms, exercise rooms, media center tables, cafeteria tables, handrails, faucets, Serenity Room, doorknobs, and any regularly shared items. Frequency of cleaning and disinfecting with attention to these areas helps remove bacteria and viruses, including the novel coronavirus. There will be ongoing cleaning of high touch student areas throughout the day in alignment with public health recommendations.

### Hand Cleaning

1. Wash hands often with soap and warm water for at least 20 seconds.
2. If soap and warm water are not readily available, use an alcohol-based hand sanitizer that contains at least 60% alcohol
3. Hands are to be cleaned / sanitized each time a person enters or leaves an occupied space.
4. Each classroom will have a hand sanitizer dispenser at the classroom door.
5. Cafeteria will have a hand sanitizer station

6. All office areas and the afterschool area will have hand sanitizer and wipes available.
7. Hands are to be cleaned before and after the consumption of food. Options include hand cleaner dispensers or hand soap located in the bathrooms.

### Social Distancing

1. Students will be seated 3-6 feet apart and facing in one direction to facilitate social distancing when feasible.
2. Classrooms will eliminate the use of pods or table style seating as much as possible.
3. Arrange for the teacher to maintain a 3-6-foot distance from students; if not, face covering is required.
4. Passing periods will be extended or staggered where feasible.
5. In large areas such as cafeterias, auditoriums, and gymnasiums caution will be used to allow social distancing of at least 6-feet between people with special emphasis on reducing crowding in the space while entering or exiting when feasible.
6. For areas of the school where lines may regularly develop such as the front office, the building administrative staff will mark off designations for places to stand to provide a visual cue for social distancing.
7. Water Fountains will be closed. Students will be allowed to bring a water bottle to school.
8. Dividers may be used when social distancing is not possible.
9. Any person moving about the building must wear a facial covering and maintain appropriate distance to avoid touching another person's clothing, possessions, or body.
10. Any person sitting and not moving about in the building should be at an appropriate distance to prevent any transfer of germs.

### Cleaning

1. Classrooms will be cleaned multiple times throughout the day.
  - a. Students will be provided sanitizing wipes to clean the chair, table and classroom resources that will be used.
  - b. All active touch points will be cleaned throughout the day with certified and safe disinfectant.
  - c. All other surfaces that are not considered touch points but have been part of a contained shared space will be cleaned before the beginning of each school day.
2. Lunch area
  - a. Student, teacher, staff, and personnel touch points would include tabletops, chairs, trash cans, counter tops, microwaves, vending machines, light switches, and light switches.
  - b. All active touch points will be cleaned with a certified and food safe disinfectant cleaner before each new use.
  - c. All other surfaces that are not considered touch points but have been part of a contained shared space will be cleaned before the beginning of each school day.

### 3. Halls and lockers

- a. Individual student lockers should only be touched by the registered student occupant. Students should not share lockers.
- b. Lockers, carpet, light switches, doorknobs and the water bottle fill stations will be cleaned before the beginning of each day.
- c. Students will only be able to access water through vending machine purchase or personal water containers. A bottle fill station can be used by students during the day, but the user should clean their hands immediately after using the bottle fill station.
- d. Passing period times will allow for students to practice both patience and distancing while getting and leaving supplies in their personal student lockers.
- e. Locker assignment will allow for ample space between students to provide for social distancing while retrieving or returning supplies.

### 4. School bus

- a. Students will be spaced apart as much as is feasible.
- b. Buses will open windows for cross ventilation as weather permits and consider alternate routes to reduce duration of trips where possible.
- c. In the event a confirmed COVID-19 case is determined, and that person was on a bus it will be taken out of service until disinfected.
- d. For students riding a Miller Transportation bus, seats will be assigned, with students who are first on the bus moving to the back so that new students boarding the bus do not pass by students already on the bus. The final student to board the bus in will be at the front of the bus. Students will exit the bus in the reverse order that they boarded the bus, so that students do not have to pass by each other. There will be 2 seats between each student, to allow for social distancing. Students must wear a facial mask getting on and off the bus.
- e. For students riding the Hope Academy bus, students will have a seating chart. Students who are first on the bus moving to the back so that new students boarding the bus do not pass by students already on the bus. The final student to board the bus in will be at the front of the bus. Students will exit the bus in the reverse order that they boarded the bus, so that students do not have to pass by each other.

### Enhanced Cleaning and Disinfection after a Confirmed Case of Covid-19

This protocol is for cleaning and disinfection of areas where a person with COVID-19 spent time in Hope Academy spaces. It is applied from 48 hours prior to the onset of symptoms until seven days have passed since the person was present in a Hope Academy space. After notification of a person with confirmed COVID-19 on Hope Academy campus, if possible, wait 24 hours after the ill person was present in a space prior to beginning cleaning and disinfection. Buildings and/or specific rooms and areas where a COVID-19 positive person

spent time will be assessed on a case-by-case basis under the guidance of the local Public Health Department. The cleaning scope will be implemented based on the risk of potential contamination as determined by the local Public Health Department and in coordination with the impacted school building.

Revisions to Return to In-Person Instruction Plan will take place as necessary at least once every six months and will include public input when appropriate.

This Return to In-Person Plan is available on our school website at [www.hopeacademyrhs.org](http://www.hopeacademyrhs.org) under the “About Hope” tab and is available in Spanish.