

Covid-19 Safety Protocols

2020-2021 School Year

1. Teachers and staff must self-screen before coming onto campus each day and follow the safety protocol outlined at the end of this document.
2. Parents must ensure they do not send a child to school if the child has COVID-19 symptoms, lab-confirmed with COVID-19, or has had close contact with a person testing positive for COVID-19. Close contact is defined as: 1) being directly exposed to infectious secretions (e.g., being coughed or sneezed on); or 2) being within 6 feet for a cumulative duration of 15 minutes; if either occurred at any time in the last 14 days at the same time the infected individual was infectious. Students must follow the safety protocol outlined at the end of this document.
3. All employees and students are screened upon entering the building. Their temperature will be taken, and they will be given hand sanitizer. (Until further notice, parents and visitors are not allowed in the building. Parents are asked to stay in their cars during pick up and drop off.)
4. Teachers and staff members must wear a mask when inside the building. Masks and gloves are worn during food preparation and serving times. Masks are optional during outside activities as long as social distancing is observed. Masks must be worn correctly covering the nose and mouth area.
5. Students ages 10 or over must wear masks in the classroom. Masks are optional during outside activities as long as social distancing is observed. Wearing masks for students under the age of 10 is optional and is not recommended for preschoolers. However, if parents request that their student wear a mask, our staff will enforce that request.
6. Desks will be 6 ft. apart where possible and outside air flow will be utilized as much as possible. The number of children seated at large tables will be limited depending on the size of the table.
7. When a group leaves a room, the tables, desks and commonly touched areas are sprayed and wiped with disinfectant solution.
8. Each room will have access to a hand sanitizing station along with access to soap and water. Hand-washing routines (20 seconds) will be worked into the schedule each day. (ie. before meal times, after outside play, after using the bathroom, etc.)
9. Nap mats for preschoolers are spread 6 feet apart. Mats and blankets are washed/disinfected each day. Children will be assigned a mat, and they will nap on the same mat each day.

10. Bathrooms are cleaned and sanitized in the mornings, afternoons, and at the end of the day.
11. Special attention is given to the cleaning of doorknobs, light switches, keyboards, counter-tops, sink handles, and all commonly touched areas throughout the day.
12. **An electrostatic disinfecting sprayer is used on all surfaces school wide each day.**
13. Outside playground equipment (plastic and metal surfaces) are washed with a soap and water solution. (CDC does not recommend disinfecting of outside surfaces or cleaning of wood or ground surfaces.) Balls and other PE equipment used during class will be disinfected after each class or put in a labeled container for used equipment to be cleaned at the end of the day.
14. Children who become sick or ill during the day, will stay in the sick room or isolation room until they are picked up. **Parents must pick up sick children within an hour of being called.**
15. Teachers will rotate between classes (instead of the children) when possible to limit germ spread or exposure. Teacher's desk areas will be cleaned after each class. Children will remain in their homeroom classroom during the day. They will play on the playground during recess and P.E. classes.
16. **All students will be required to bring a sack lunch from home every day.** Lunch schedules are staggered. Children will eat in their homerooms. **We will not be able to refrigerate or heat any food items! Student lunches need to include a drink.**
17. Students will not be allowed to share personal school supplies.
18. Markers will be used in classrooms and hallways to enforce social distancing.
19. Per Texas Education Code, students must attend 90% of the school days in a calendar year, in order to be promoted to the next grade. Given the public health conditions, students who must quarantine or choose a distance learning option, will be given credit for attendance.
20. Parents are encouraged to make tuition payments online or by check.
21. School opens at 7:00 am. During morning drop off, 3K – 2nd grade students will be dropped off in the main building. Third-Sixth graders will be dropped off at room 103 in the annex.

***** Please be aware that information on community infection rates changes daily and advice from health and government leaders continues to be updated. Therefore we are required to be flexible as change in the protocols may be necessary.

Individuals Confirmed or Suspected with COVID-19:

1. Any individual who themselves either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-10 must stay home throughout the infections period, and cannot return to campus until the school screens the individual to determine the below conditions for campus re-entry have been met:
 - In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all four of the following criteria are met:
 - i. At least two days (48 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
 - ii. The individual has improvement in symptoms (e.g., cough, shortness of breath);
 - iii. At least 10 days have passed since symptoms first appeared
 - iv. The individual receives and provides documentation of a negative COVID-19 test result from an approved testing site found at <https://tdem.texas.gov/covid-19/>.
 - In the case of an individual who has symptoms that could be COVID-19, and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has met the same four step criteria listed above.
 - If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis or (b) receives and provides documentation of a negative COVID-19 test result from an approved testing site found at <https://tdem.texas.gov/covid-19/>.
 - Response to a lab-confirmed case in the school includes:
 - i. Notifying the health department and childcare licensing.
 - ii. Notifying all teachers, staff, and families of all students in the school.
 - iii. Closing off all areas that were heavily used by the infected individual until all non-porous surfaces in those areas are thoroughly cleaned and disinfected.

- Open outside doors or windows if possible to increase air circulation in the areas.
- iv. Following instructions from local health department

COVID-19 SYMPTOMS FOR SCREENING

- *cough
- *shortness of breath or difficulty breathing
- *chills
- *repeated shaking with chills
- *muscle pain or ache
- *headache
- *sore throat
- *loss of taste or smell
- *diarrhea
- *feeling feverish or a measured temperature of 100 degrees Fahrenheit or greater
- *known close contact with a person lab confirmed to have COVID-19