



# **YHALE COVID-19**

## **Pandemic Plan**

### **July, 2020**

# **I.FACTS ABOUT COVID-19**

## **What is COVID-19?**

COVID-19 is a disease caused by a new strain of coronavirus. 'CO' stands for corona, 'VI' for virus, and 'D' for disease. Formerly, this disease was referred to as '2019 novel coronavirus' or '2019-nCoV.'

The COVID-19 virus is a new virus linked to the same family of viruses as Severe Acute Respiratory Syndrome (SARS) and some types of common cold.

## **What are the symptoms of COVID-19?**

Symptoms can include fever, cough and shortness of breath. In more severe cases, infection can cause pneumonia or breathing difficulties. More rarely, the disease can be fatal. These symptoms are similar to the flu (influenza) or the common cold, which are a lot more common than COVID-19. This is why testing is required to confirm if someone has COVID-19.

## **How does COVID-19 spread?**

The virus is transmitted through direct contact with respiratory droplets of an infected person (generated through coughing and sneezing). Individuals can also be infected from and touching surfaces contaminated with the virus and touching their face (e.g., eyes, nose, mouth). There is currently no evidence to support transmission of COVID-19 associated with food. The COVID-19 virus may survive on surfaces for several hours, but simple disinfectants can kill it.

## **Who is most at risk?**

We are learning more about how COVID-19 affects people every day. Older people, and people with chronic medical conditions, such as diabetes and heart disease, appear to be more at risk of developing severe symptoms. As this is a new virus, we are still learning about how it affects children and other vulnerable groups. We know it is possible for people of any age to be infected with the virus, but so far there are relatively few cases of COVID-19 reported among children. This is a new virus and we need to learn more about how it affects children. The virus can be fatal in rare cases, so far mainly among older people with pre-existing medical conditions.

## **What is the treatment for COVID-19?**

There is no currently available vaccine for COVID-19. However, many of the symptoms can be treated and getting early care from a healthcare provider can make the disease

less dangerous. There are several clinical trials that are being conducted to evaluate potential therapeutics for COVID-19. How can the spread of COVID-19 be slowed down or prevented? As with other respiratory infections like the flu or the common cold, public health measures are critical to slow the spread of illnesses. Public health measures are everyday preventive actions that include:

- ✓ staying home when sick;
  - ✓ covering mouth and nose with flexed elbow or tissue when coughing or sneezing. Dispose of used tissue immediately;
  - ✓ washing hands often with soap and water; and
  - ✓ cleaning frequently touched surfaces and objects.
- As we learn more about COVID-19 public health officials may recommend additional actions.

## **II.INTRODUCTION**

The protection of children and educational facilities is particularly important. Precautions are necessary to prevent the potential spread of COVID-19 in school settings; however, care must also be taken to avoid stigmatizing students and staff who may have been exposed to the virus. It is important to remember that COVID-19 does not differentiate between borders, ethnicities, disability status, age or gender. Education settings should continue to be welcoming, respectful, inclusive, and supportive environments to all. Measures taken by schools can prevent the entry and spread of COVID-19 by students and staff who may have been exposed to the virus, while minimizing disruption and protecting students and staff from discrimination.

Today, children and young people are global citizens, powerful agents of change and the next generation of caregivers, scientists, and doctors. Any crisis presents the opportunity to help them learn, cultivate compassion and increase resilience while building a safer and more caring community. Having information and facts about COVID-19 will help diminish students' fears and anxieties around the disease and support their ability to cope with any secondary impacts in their lives. This guidance provides key messages and considerations for engaging school administrators, teachers and staff, food handlers, parents, caregivers and community members, as well as children themselves in promoting safe and healthy schools. The purpose of this document is to provide clear and actionable guidance for safe operations through the prevention, early detection and control of COVID-19 at YHALE. Education can encourage students to become advocates for disease prevention and control at home, in school, and in their community by talking to others about how to prevent the spread of viruses. Maintaining safe school operations or reopening schools after a closure requires many considerations but, if done well, can promote public health.

### **III. IN-PERSON AND ON-LINE HYBRID MODEL OF LEARNING**

#### **Key Messages & Actions**

YHALE will be offering an in-person and on-line hybrid model of learning during the COVID-19 pandemic. We will be asking all our families to elect one of two choices: 1) return to campus or 2) learning remotely at home. We will be asking parents to commit to either 4 weeks of on campus learning or 4 weeks of remote learning. This allows our teachers to plan high quality on campus learning experiences for those students physically here, and also to plan high quality remote learning for students who will be working from home.

#### **Guiding Principles**

- To keep the safety of our students, employees and families as our number one consideration at all times.
- To continue to deliver a high-quality school experience to our students, realizing the mission and core values of our school.
- To give families who are not yet ready to have their students return to on-campus learning, the option to learn from home.
- To comply with directives from Federal and State authorities and follow the guidance and advice from the CDC, the Georgia DPH, and the many schools around the world that have successfully opened while implementing risk mitigation strategies to reduce the spread of COVID-19.

#### **Health & Safety Protocols**

##### Daily Screening:

Screening for symptoms is critically important to keeping our community safe. By preventing individuals who may be sick from coming onto our campus, we prevent the spread of illness and the loss of in-person school time created by sending groups into quarantine.

Every day, before coming to campus families will need to complete a wellness screening, which include temperature check, and other COVID-19 symptoms check.

This procedure is designed to keep symptomatic students and employees from entering campus and is one of the most important steps in mitigating the risk of spreading COVID-19. This pre-screening will be strictly enforced. No exceptions.

##### Facemasks/Face Shields

Wearing Face Masks/ Face Shields helps slow the spread of Covid-19 and YHALE will follow all recommended guidance on mask use from the CDC.

All students and employees will be required to wear face masks/ Face Shields inside the school buildings. Students must bring two disposable or reusable masks to school each day. Masks will not be required during meals, gym time or outdoor play or break time as long as 6-feet of space between students can be maintained.

Teachers will have required masks and optional face shields. The use of a face shield when a teacher is socially distancing from the class, near the smartboard, for example, allows the students to see the teachers' face and mouth. This is particularly important when teaching languages, for example.

Teachers will wear both face shields and masks in all instances when within close of others.

We also recognize that wearing masks all day can be quite a chore--especially for our younger students. Teachers will allow students mask breaks when it is safe to do so, and social distancing can be safely maintained.

We encourage you to get your students accustomed to wearing masks (if they are not already), before school begins. Please encourage your children to wear masks when in public spaces indoors--such as a shopping mall, or a supermarket, for example. Please encourage students to wear masks when in group settings outside, especially when social distancing cannot be maintained.

Masks help protect the wearer, but they also protect everyone around the wearer--this is simply the responsible thing to do.

Please have your child bring two washable, reusable cloth face masks or disposable surgical or medical masks.

We will be training all our students and teachers in proper mask use in August.

Sources for children's facemasks:

[GAP](#)

[Old Navy](#)

[Athleta](#)

[Etsy](#)

[Amazon](#)

### Handwashing/Hand-Sanitizing

All students and employees will be required to wash or sanitize their hands immediately following arrival on campus. Hand-washing and/ or hand-sanitizing will be required frequently throughout the day, for example immediately before entering or leaving a classroom, having

lunch, transitioning to a different activity or location and before leaving the campus. Although alcohol-based hand sanitizers do help prevent the transmission of the virus, practicing the CDCs proper hand washing technique with soap and water for a minimum of 20 seconds is considered even more effective and is preferred. All students will be reminded of proper hand-washing procedures frequently and you can really help by reinforcing this messaging at home.

### Social Distancing

Students and employees are required to wear masks, maintain social distancing and avoid close contact at all times when moving around campus.

Employees are required to wear masks, (face shields optional), maintain social distance and avoid close contact from each other and students at all times.

### Parents & Visitors

We are currently allowing no parents or visitors on campus.

### Student Becoming Ill at School

When a student develops potential symptoms of COVID 19 on campus. The teacher will inform the Principal that the student is on the way so that the school isolation area can be open and ready. This will also allow the administrative assistant to put on all proper PPE.

A student displaying potential symptoms will be escorted to the school isolation area by a teacher or designated adult--mask wearing and social distancing will be maintained.

The office will evaluate the student in the designated isolation area and conduct the CDC or CHOA self-checker if needed.

If the symptoms and the self-checker indicate a possible COVID-19 infection the school office will direct the parents to obtain a test, same day, or as soon as possible thereafter, seek advice from their medical practitioner and communicate results of the test and any confirmed medical diagnosis to the Principal as soon as is possible.

If the parent refuses or the student fails to receive a COVID-19 test, YHALE will presume the case is COVID-19 positive.

In any potential, presumed or confirmed positive COVID-19 case on campus YHALE will engage in contact communication tracking and follow-up (see below) with individuals who have been in close contact of the presumed or confirmed COVID-19 case.

The school office will notify local health officials immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.

Close contacts will be required to self-quarantine at home for 14 days or until such time as the school receives a confirmed medical diagnosis together with a negative COVID-19 test result that the suspected case was NOT COVID-19. In which case the school would notify those close contacts who were in quarantine that they would be able to return to campus--as long as they successfully complied with the school's standard pre-screening protocols.

During Substantial and Moderate mitigation when a positive result or assumed positive result is obtained all persons who have been within close contact with the individual 48 hours prior to the day symptoms appeared, will be notified and will be required to self-quarantine for 14-days.

YHALE will initiate its enhanced cleaning and sanitizing procedures (see below) to ensure all areas potentially exposed to a possible, presumed positive or confirmed positive Covid-19 case, are thoroughly cleaned and sanitized as per CDC guidance.

#### Employees Becoming Ill at School

Employees will immediately inform the Principal and obtain permission to be relieved of duties. Employees will contact the school office by phone to conduct the CDC self-checker.

Based on the outcome of the CDC self-checker the school will advise the individuals on next steps, such as going home to self-quarantine, seeking guidance from their medical practitioner, obtaining a COVID-19 test etc. If the individual refuses or fails to receive a test, YHALE will presume it is positive.

The school office will advise the individual of their ability and probable timeline to return to campus based on the outcome of the CDC self-checker. In any potential, presumed or confirmed positive COVID-19 case on campus YHALE will engage in contact communication tracking and follow-up (see below) with individuals who have been in close contact of the presumed or confirmed COVID-19 case.

The school office will notify local health officials immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.

Close contacts will be required to self-quarantine at home for 14 days or until such time as the school receives a confirmed medical diagnosis together with a negative COVID-19 test result that the suspected case was NOT COVID-19. In which case the school would notify those close contacts who were in quarantine that they would be able to return to campus--as long as they successfully complied with the school's standard pre-screening protocols.

Other members of the household who attend school, work on campus, or who are two parent households shall be identified and included in the contact communication efforts.

When a positive result or assumed positive result is obtained all persons who have been within close contact with the individual 48 hours prior to the day symptoms appeared, will be notified and will be required to self-quarantine for 14-days.

YHALE will initiate its enhanced cleaning and sanitizing procedures (see below) to ensure all areas potentially exposed to a possible, presumed positive or confirmed positive Covid-19 case, are thoroughly cleaned and sanitized as per CDC guidance.

#### Cleaning of Areas of Suspected COVID 19 Exposure

In the event of a suspected or positive COVID case the affected spaces will be disinfected that reaches every surface and corner of a room. All frequently touched surfaces and common areas will be sanitized again before use.

### **Enhanced Cleaning & Disinfecting Procedures**

#### Definitions

- Cleaning removes germs, dirt, and impurities from surfaces or objects. Cleaning works by using soap (or detergent) and water to physically remove germs from surfaces. This process does not necessarily kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.
- Disinfecting kills germs on surfaces or objects. Disinfecting works by using chemicals to kill germs on surfaces or objects. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.
- Sanitizing lowers the number of germs on surfaces or objects to a safe level, as judged by public health standards or requirements. This process works by either cleaning or disinfecting surfaces or objects to lower the risk of spreading infection.

The above definitions are from the CDC website. The CDC COVID-19 site contains many useful pieces of information that will help keep our school, our homes and our families safe. At YHALE all our cleaning and sanitizing chemicals and equipment are EPA approved agents for use with encapsulated viruses such as COVID-19. They are safe for use in schools and we have stockpiled a minimum of two months' supply. Our staff will spray door knobs, touch plates and push bars several times during the day.

#### Room based procedures



Cleaning and Disinfecting Supplies are provided for each room.

- Surfaces will be disinfected at a minimum:
  - When a class leaves the room
  - Before new students use a desk or table
  - Prior to sharing any equipment
  - Before AND after eating
  - After a contaminating event cough, sneeze, etc.

If a surface cannot be disinfected it will be removed from use.

#### Suspected or positive COVID-19 case

The affected spaces will be disinfected that reaches every surface and corner of a room. All frequently touched surfaces and common areas will be thoroughly cleaned and sanitized again before use.

The room/ area will then be cleaned as per our standard operating procedure.

#### **Drop-off, Pick-up & Walking to School**

Every day, before coming to campus families will need to complete a wellness screening. The wellness screening must be completed each morning. This procedure is designed to keep symptomatic students and employees from entering campus and is one of the most important steps in mitigating the risk of spreading COVID-19. This prescreening will be strictly enforced. No exceptions.

Carline will take place at the back of the building. As parents and students approach the campus, either by foot or by car, carline personnel will check the student's temperature by using the non-contact thermometer. Students must wear masks upon exiting the vehicle and will be required to wash their hands immediately upon entering campus.

#### **Safety On-Campus**

##### School Entry

Student, wearing face masks/face shield, will go directly to the bathrooms to wash their hands and will remain socially distanced in designated areas on their hallway before entering their classrooms.

##### Hallways/Transitions/Moving Around Campus

Social distancing will be maintained under the supervision of faculty hall monitors. Passing in hallways or stairways does not pose significant risk of close contact (within 6' for more than 15 minutes).

Students will wear masks/face shields at all times when entering/ leaving the campus, moving about the campus and transitioning between classes, recess, lunch and other activities. Students are expected to wash their hands (or use available hand sanitizer) before entering and after leaving a classroom and during any transitions and other activities (e.g. before and after lunch).

### Restrooms

Students will observe social distancing maintaining 6' of separation while queuing for the restrooms. Students will avoid crowding in restrooms, will follow instructions on any posted signage (such as maximum occupancy) and will avoid close proximity (within 6' for 15 minutes) with others.

Handwashing will be required before returning to the classroom.

### Lunch& Snacks

No meal plan, every student brings their own lunch and snacks.

- At the assigned daily snack or lunch time, teachers and their students will:
- Clear desks and sit in assigned seats to eat lunch.
- Food will only be eaten in assigned classrooms. Classes will not have the option of relocating to eat.
- Students will not have access to microwaves or hot water.
- Proceed to a bathroom or hand washing station and wash hands thoroughly with soap and water.
- A teacher will sanitize the desks with the solution provided.
- Teachers will wipe down their desk/workstation with cloths provided and place the cloth in designated bins.
- Students will return and take their seats.
- Teachers will allow the students to remove their mask, and place it in a trash can or paper bag labeled with the student's name.
- When eating lunch, students will face the same direction.
- Once students have finished eating, they will place a new disposable mask on or reuse the mask in the bag.
- Students will line up and carry their own food waste to designated collection areas.
- Before dismissing the students from lunch, the teacher will ensure students wash hands thoroughly with soap and water before proceeding to their next class or activity.

### Recess

Students will have socially distanced recess outdoors. They will be allowed to lower their masks while outside and must maintain the appropriate distance from one another. Recess groups will be spread out across multiple locations and closely monitored to ensure room to social distance.

### PE Class

Teachers will use their discretion when determining if students should remove their protective masks depending on the level of aerobic or anaerobic activity. In addition to the general rules found above in Classroom Protocols, the following guidelines will be implemented in all PE classes:

- Teachers will plan outdoor classes and activities whenever possible weather permitting.
- Personal water bottles are allowed and recommended but must not be shared at any time.
- Teachers will avoid activities that require physical contact between students.
- Teachers will refrain from having students exercise on yoga and gymnastics mats or similar structures.
- When masks need to be removed in class, they will be slid under a student's chin and not taken off completely.
- Teachers will spray and wipe down sports equipment with disinfectant after each class.

### **On-line Learning**

#### What to expect from Remote Learning?

- Students at home will Zoom into live lessons.
- Students will have the chance to participate in live lessons.
- All classroom rules and expectations will apply.
- The teachers record the Zoom sessions, and delete the recordings after a week if there is no request of review from the parents, the school or any authorities.
  - The teachers take the on-line learning students' attendance on a daily basis and take a screenshot of the participation of the students for evidence daily.
  - The students are requested to complete activities, homework and assignments assigned by the teachers. There should be proof of completion and submission of work.

### **All Virtual Learning**

High quality student learning at YHALE will continue in our Virtual School environment should the school, for the safety of our students, employees and families, need to close the campus to students during the school year. The same expectations for the on-line learning apply for the whole school Virtual Learning situation.