



## **Ann & Nate Levine Academy COVID-19 Health and Safety Procedures for 2020-2021 School Year**

As we open our 2020-2021 school year for Ann & Nate Levine Academy ("Levine Academy") during the COVID-19 pandemic, we are implementing the following Health and Safety Procedures to help reduce the spread of COVID-19 during the school year programming. While Levine Academy will attempt to follow the guidelines from the State of Texas and the Centers for Disease Control, many of the safety precautions recommended (i.e. social distancing, and avoiding direct contact) are not possible or feasible with young children. Furthermore, while we are requesting that all participants follow these Health and Safety Procedures, Levine Academy cannot guarantee that any parent and/or child will not become infected with COVID-19 during or after coming to the campus. While it is not possible to eliminate all risks of spreading the virus, these Health and Safety Procedures are being put in place to attempt to reduce these risks. Furthermore, these procedures may be amended or updated based on any additional guidance, local or state orders, and/or changes in public health conditions. Because Levine is offering an online option for its enrolled students, participation in the regular school year on campus is completely voluntary. In addition, Levine Academy, in its sole discretion, may close or cancel any or all of its sections, grade levels, and divisions, temporarily or permanently, based on changing public health conditions and/or any local, state, or federal requirements. Please read the following information carefully as you will be required to follow these procedures each day. If you have any questions about these procedures or have concerns related to COVID-19, please contact Brad Fleury, Director of Finance and Operations ([bfleury@levineacademy.org](mailto:bfleury@levineacademy.org)) or Tom Elieff, Head of School ([telieff@levineacademy.org](mailto:telieff@levineacademy.org)).

### **Morning Student Drop-Off Procedure and Screening/Certification Process**

Each morning, Levine Academy staff will conduct a drive-through screening procedure prior to the child leaving the vehicle. You will be met by a staff member wearing personal protective equipment who will take your child's temperature using [disposable or non-contact (temporal)] thermometers. Parent or guardian driving the child(ren) must report to staff any COVID-19 symptoms that have occurred with the child in the previous 24 hours. Once your child is cleared to enter school for the day, your child will be removed from your car and taken into class. Families who arrive after their designated drop-off and screening window time will need to call the front office and a member of the staff will meet you outside.

Parents will be required to wear a face covering/mask during the entire time they are on the Levine Academy campus, including during the drive-through screening procedure. Please put on your mask before entering the Levine Academy parking lot. Parents will only be allowed to enter into the security vestibule with their child or for conducting school business, but will not be allowed to enter into the school building beyond the vestibule.

Each day, parents must report whether any one or more of the following statements are not accurate:

1. Neither I, nor my child, nor a member of our household, has been lab-confirmed, nor are we waiting for a lab confirmation, of a COVID-19 infection;
2. At the time of arrival and for at least 10 days prior to arrival, neither I nor my child have experienced any of the following signs or symptoms of possible COVID-19: cough, shortness of breath, difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, loss of taste, loss of smell, diarrhea, feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit;
3. At the time of arrival, neither I, nor my child, nor any member of our household, has had known close contact with a person who is lab-confirmed to have COVID-19 within the last 14 days, someone who is under investigation for COVID-19, or someone who is ill with a respiratory illness; or,

4. Neither I nor, my child, nor a member of our household, has traveled internationally within the last 14 days to countries with ongoing community transmission. For updated information on affected countries, visit: <https://www.cdc.gov/coronavirus/2019-ncov/travelers/map-and-travel-notice.html>

If you cannot agree and certify to all of the above statements each and every day, you and your child will not be allowed to come to campus until the conditions above regarding COVID-19 are met.

### **Class Size, Grouping, and Distancing**

- Classrooms will be limited to the following number of students and staff: Each individual (teacher, staff, or student) will have a minimum of 45 square feet of space in the classroom.
- For EC, K thru 3<sup>rd</sup> Grade, and almost all of the 4<sup>th</sup> Grade classes, each section of a grade will be together throughout the day; whenever programming brings more than one section of a grade together, distancing will be practiced such that students from different sections will not have close contact with each other.
- EC Early Care and After Care students will be grouped by grade/age level; similarly, K thru 8 After Care students will be grouped by grade level.
- In the Middle School, where grade levels constitute a cohort grouping, should there be programming that necessitates more than one grade level participating, students will be grouped by grade and the grades will be distanced from each other.
- By the very nature of young children, they cannot always be distanced. This means that teachers and other classroom assistants will provide normal care and affection to your child and will be in close physical proximity. Children will also be interacting closely with their classmates throughout their time at school.

### **Hygiene in the Classroom**

Staff and students will be instructed in good handwashing techniques and will be required to wash or sanitize their hands regularly throughout the school day—among the main junctures and situations where handwashing will take place may include, but will not be limited to the following:

- Immediately upon arrival
- After coming into contact with bodily fluids (including after sneezing and coughing)
- Before playground time
- After playground time
- Between activities as needed
- After touching something another person touched, as needed
- Anytime the student/staff leaves the classroom
- Anytime the student/staff enters the classroom
- Before eating/handling food
- After eating/handling food
- After using the restroom or having a diaper changed
- Before leaving for the day

### **Sanitation of Classroom Environment and Materials:**

- Classroom materials will be sanitized daily.
- Each student will have their own supply box of basic materials such as pencils, markers, crayons, scissors, glue sticks. These items will not be shared.
- Toys that cannot be readily sanitized will not be used.
- Classroom surfaces such as tables, chairs, doorknobs, light switches, sink handles, countertops, bathroom facilities, and cubbies will be cleaned each day, with additional cleaning applied as needed.

### Meals and Snacks

- Students must bring their own snacks and water bottles.
- Food and/or water bottles are not to be shared.
- Students will eat in their classroom.

### Teachers and Staff

- Teachers and staff will have their temperature taken before entering the building each morning.
- Teachers and staff must report any COVID-related symptoms to their supervisor and must stay home if they are sick.
- Teachers and staff will wear masks over the nose and mouth at all times.
- Teachers and staff will practice frequent hygiene throughout each day, including handwashing and cleaning their workspace surfaces.

### Utilization of the Outdoors

- The outdoors will be used to the extent possible.
- Outdoor learning porches and learning areas have been established and will be utilized when weather permits.
- Playground time will be scheduled to minimize multiple grades on the playground at the same time. Certain playground equipment, such as plastic or metal grab bars and railings, will be cleaned routinely.

### Carpool Pick-Up

- At the conclusion of the school day, children will be picked up by their parent or caregiver outside in the carpool line. No parents will be allowed inside the building.
- Parents/caregivers should again wear masks and stay in their cars while waiting for their child to exit the classroom.

### Risks of Exposure and Self-Isolation Requirements

COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact. Research from the Centers for Disease Control, among others, has found that while children do get infected by COVID-19, relatively few children with COVID-19 are hospitalized. However, some severe outcomes have been reported in children, and a child with a mild or even asymptomatic case of COVID-19 can spread the infection to others who may be far more vulnerable.

We are aware that some children may be participating in after school activities at other locations and programs. For this reason, we ask that all families be particularly mindful of health practices outside of the school. This includes being conscientious about monitoring their child's health and any possible symptoms. Additionally, it is very important that children not be sent to school if they have a fever. Children who appear ill or develop symptoms at school will be isolated immediately and sent home. For this reason, we ask that all families be particularly mindful of health practices outside of Levine Academy.

We recognize that children can develop fever for reasons not related to COVID-19. Nevertheless, it is critical that children be kept home if they have a fever and not return to school until the conditions below regarding COVID-19 symptoms are met.

An individual (student, teacher, or staff) who experiences any of the symptoms of COVID-19 while at Levine Academy will be immediately isolated and sent home.

If a parent, student, or staff member believes they have had close contact with a person who is lab-confirmed to have COVID-19, this person is not allowed to be on our premises until the end of the 14 day self-quarantine period, or they have a note from a medical professional clearing the individual to return.

If a positive case is identified for a teacher, staff, or student, the school will identify any individuals who had regular or close contact with the affected participant and notify them in writing. This may likely include the entire class (students, teachers and staff) and potentially other teachers and staff (if multiple teachers work regularly with the student or staff member). If those teachers or the students interacted with other students or staff on a regular basis or came in close contact with them, those students and staff should be considered potentially exposed as well and will be screened for symptoms and the school may require testing for COVID-19 before returning to school.

► Any teacher, staff member, or student who experiences any of the symptoms of COVID-19 listed below should self-isolate until the following conditions have been met\*\*\*:

\*\*\*Where an individual has been diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:

(1) at least 3 days (72 hours) have passed *since recovery* (resolution of fever without the use of fever-reducing medications); and

(2) the individual has improvement in respiratory symptoms (e.g., cough, shortness of breath); and

(3) at least 10 days have passed since *symptoms first appeared*; or

\*\*\*Where an individual who has symptoms that could be COVID-19 (including a fever) and does not get evaluated by a medical professional or test for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to the school until the individual has completed the same three-step criteria listed above; or

\*\*\*Where an individual has symptoms that could be COVID-19 and wants to return to school before completing the above self-isolation period, the individual must obtain a medical professional's note clearing the individual for return based on an alternative diagnosis.

\*\*\*Any student, teacher, or staff member living with someone who experiences any of the symptoms of COVID-19, whether they have a positive COVID-19 test or not, should self-isolate until the above conditions have been met. If they do not experience any COVID-19 symptoms during that period, they can return to school. If they experience symptoms, they must self-isolate until the conditions outlined above have been met.

#### ► COVID-19 Symptoms

- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea
- Feeling feverish or a measured temperature greater than or equal to 100.0