



LAKE MARY

PREPARATORY SCHOOL

COVID-19 Protocol 2021-2022

Updated September 24, 2021

At Lake Mary Preparatory School, we are committed to the safety and well-being of all students, faculty, and staff. As school resumes on Monday, August 9th for all Lower School and Secondary School students, our LMP Leadership Team has identified the following COVID-19 guidelines and expectations for the 2021-2022 school year, following the updated guidelines set by the CDC and Seminole County Health Department.

We will continue to monitor recommendations that are required by the CDC and the State of Florida throughout the summer and throughout the school year. We ask that all faculty, staff, parents, and students familiarize themselves with the following new guidelines and expectations for the 2021-2022 school year.

1.0 INSTRUCTIONAL MODELS FOR THE 2021-22 SCHOOL YEAR

Lake Mary Preparatory School has identified two instructional models for the 2021-2022 school year: Face-to-face and online learning. The Head of School and Leadership Team are committed to providing quality instruction while maintaining the health and safety of our students and staff.

1.1 FACE-TO-FACE

Face-to-face is traditional private in-school learning. Families must adhere to the health and safety guidelines as outlined in the approved Lake Mary Preparatory School COVID-19 Protocol 2021-2022 while on campus, at extracurricular activities, sporting events, and on school provided transportation.

If Lake Mary Preparatory School mandates a quarantine for any period of time, student(s) will be allowed to Zoom into classes for the set number of days issued by the Dean of Students.

If a student is absent, he/she will not Zoom into class. The absent student will need to check lesson plans on Griffin Connect and schedule time with each teacher upon return to ensure any missed work is complete. All assessments must be taken in person at school.

1.2 ONLINE LEARNING/ELEARNING

Lower School At-Home Learning:

Once a student confirms at-home learning, the student must stay at-home for the entire semester. Lower School students choosing at-home learning will be provided an asynchronous lesson plan to complete with parental support. Opportunities for synchronous instruction may be incorporated in the lesson plan depending on grade-level and subject. Assignments will be provided through digital platforms in the lesson plan and school pick-up opportunities. An at-home learning student is not allowed to participate in any extracurricular activities on the LMP campus. The parent must provide a letter from a physician as to why the student can't attend in-person learning.

Secondary School Online Learning:

Once a student confirms online learning, the student must stay online for the entire semester. Students will have full access to synchronous learning through Zoom. An online student is not allowed to participate in any extracurricular activities on the LMP campus for the entire semester. At the end of each semester, the student must declare to the Dean of Students his/her desire to stay online or return to in-person learning. The parent must provide a letter from a physician as to why the student can't attend in-person learning.

2.0 HEALTH AND SAFETY PROTOCOLS

2.1 FACE COVERINGS

- Masks are required while indoors for all parents, students, and employees regardless of vaccination status.
- Masks are not required during indoor physical activity or while outdoors.
- Masks will be required during all school provided transportation.

2.2 SOCIAL DISTANCING

Social distancing in classroom and campus educational settings is one prevention strategy to utilize, as feasible, with other key mitigation strategies to implement healthy campuses. There are currently no recommendations or requirements for social distancing for vaccinated individuals. With a combination of both vaccinated and unvaccinated individuals, it is recommended to utilize 3 feet of distancing while indoors

on campus, as feasible. However, plastic/physical barriers are no longer recommended for use in the classroom or on campus.

2.3 SIGNAGE

Signage will be utilized to remind individuals, especially in larger congregate areas, to use as much physical distance as possible. Best practice instructional techniques are recommended to continue (small groups, labs, intervention, etc.). It is critical that instructors in all areas maintain accurate seating charts and attendance records for the purpose of any necessary contact tracing.

2.4 SCREENING FOR ILLNESS

Lake Mary Preparatory School will employ an observational screening protocol for screening of illness of staff and students. The school will communicate information to parents and employees about the symptoms of COVID-19 and ask them to self-screen before coming to school. Students and employees exhibiting symptoms of COVID-19 without being otherwise explained, are prohibited from coming to school, and if they do come to school, they will be sent home immediately. Anyone with a known exposure to COVID-19 is required to stay home and communicate directly with the Dean of Students.

According to current Florida Department of Health guidance, symptoms may appear 2-14 days after exposure to the virus. The following are COVID-19-related symptoms:

- Fever (100 degrees or greater) or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list does not include all possible symptoms. Seminole County Health Department will continue to update the list as they learn more about COVID-19.

In addition, the school may take the temperature of students and employees in situations where there is reason to believe that the person may be ill. Touch-free thermometers will

be utilized and will be provided for use in the school clinic and any other school areas where needed.

2.5 CLINIC AND ISOLATION PROCEDURES

Our designated school nurse and back up staff have been trained in best practice procedures for isolating students who are or become present with symptoms related to COVID-19. These best practice procedures include providing students with a surgical mask, socially distancing the student away from others, wearing of mask by school nurse working with symptomatic students, and keeping the student separate from others until parent/guardian can pick up. An isolation room is available for any symptomatic individuals.

The school nurse will phone a parent/guardian to arrange immediate pickup of the sick child. Parent/guardian should enter the building to sign students out at the front desk and leave immediately.

2.6 RETURNING TO SCHOOL AFTER QUARANTINE

Students and employees should be isolated from school if they test positive for COVID-19 and the school must be informed immediately. Determinations about the need for quarantine and the length of the quarantine period will be made in collaboration with families and school administrators.

Current guidelines require that an individual who tests positive for COVID-19 quarantine for 10 days.

Fully vaccinated individuals are exempt from quarantine following any known close contact and/or exposure to an individual who has tested positive for COVID-19, assuming the vaccinated person remains asymptomatic. Proof of vaccination status is required for exemption. Seminole County Health Department and CDC recommends a fully vaccinated person get tested 3-5 days after exposure to an individual with a confirmed case.

LMP staff and students who are exposed or deemed to be in close contact with a positive case are permitted to take a PCR test on day 6 of their quarantine, and are permitted to return to campus once proof of a negative test is confirmed.

LMP staff and students who test positive for COVID-19 must complete the full 10 day quarantine.

Since reinfection among individuals who test positive for SARS-CoV-2, the virus that causes COVID-19, appears to be uncommon during the initial 90 days after symptom onset of your COVID-19 diagnosis, LMP staff and students who have tested positive for COVID-19 within the last 90 days are exempt from a quarantine. Proof of positive test must be provided.

2.7 CONFIRMED CASE OF COVID-19 AND CONTACT TRACING

When it is confirmed that a member of the LMP community is infected with COVID-19, the Dean of Students and school administrators will complete/update the “Illness Report Log” for submission to the Seminole County Health Department immediately. The school administration will alert impacted students and families of a potential exposure on campus pending a contact tracing investigation.

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Contact tracing involves the identification of close contacts with the positive COVID-19 individual. Close contacts are currently defined as anyone who is within 3 feet of the positive individual and unmasked for 15 minutes or more over a 24 hour period within 48 hours of a positive test or symptom onset. Close contacts are considered direct exposure and must be quarantined for 10 days from last contact with the positive individual. If a student or employee chooses to provide proof of vaccination, they may be exempt from quarantine.

As soon as the school becomes aware of a student or employee who has been exposed to or has been diagnosed with COVID-19, the custodial staff will be informed immediately, so that impacted buildings, common areas, furnishings, and equipment are thoroughly disinfected.

2.8 REPORTING COVID-19 CASES

If any student, faculty, or staff member tests positive for COVID-19 or was in close contact with someone who tested positive, the school must be informed **immediately** so cases can be reported to the Seminole County Health Department and contact tracing investigation be done.

3.0 SCHOOL OPERATIONS

3.1 CAMPUS VISITORS

Campus visitors and volunteers are an important asset to our school community. It is recommended to allow visitors and volunteers to return to campus for the 2021-2022 school year, based on the following:

- Visitors must adhere to all school health and safety protocols in place at the time of the visit.
- To the extent practicable, deliveries should be scheduled during student non-attendance times (i.e. before or after school), or minimized during the school day, whenever possible.
- Classroom treats for special occasions may be dropped off at the front desk. Individual servings/packaging should be utilized.
- At this time, parents will not be allowed to join their child for lunch on campus.

3.2 CAMPUS EVENTS

Indoor Events

- Social distancing is encouraged during indoor events, when possible, for spectators and participants.
- Limited capacity is recommended for indoor events and will follow state and local guidance.
- Entry to concerts, plays, and other events should have cashless transaction options such as: credit/debit card readers or online prepaid tickets.
- Hand sanitizer stands will be placed at the entry/exit of all venues and concession stands for spectator use.
- Large concerts, plays, and other events will be live streamed or recorded for fans to watch remotely.

Outdoor Events

- Social distancing is encouraged during outdoor events, when possible, for spectators and participants.
- Capacity will follow state and local guidance.
- LMP Athletics will adhere to the Florida High School Athletic Association (FHSAA) guidelines.
- Hand sanitizer stands will be placed at the entry/exit of all venues and concession stands.

- Entry to games, matches, tournaments, and all other sporting events will have cashless transaction options such as: credit/debit card readers or online prepaid tickets.

3.3 DINING

All students and employees will be able to order meals through our lunch vendor, Dishes2U. Students and employees may also bring their own lunch to campus.

Lower School Campus

- All students will eat in the cafeteria or outside under the LS portico seated with their grade-level.
- Sanitizer will be available for all students entering the cafeteria.
- Tables, seats, and contact points will be cleaned and sanitized between service with assistance from custodians.
- Individually packaged lunches are available for order through Dishes2U.

Secondary Campus

- All students will eat in the cafeteria or outside common area/courtyard space for additional dining space.
- Sanitizer will be available for all students entering the cafeteria.
- Tables, seats, and contact points will be cleaned and disinfected between services with assistance from custodians.
- Individually packaged lunches are available for order through Dishes2U.

Team Member Safety Protocols

- Promote continued regular handwashing, as well as cleaning and disinfection of lunchroom tables, surfaces, and equipment.
- Schedule frequent cleaning and disinfection of high contact areas.

3.4 TRANSPORTATION

LMP will follow the guidelines below for all school provided transportation vehicles:

- The safe and correct use and storage of cleaning and disinfection products will be ensured.
- The touch point surfaces (e.g., seats, belt buckles, doors, windows) will be cleaned and disinfected throughout the vehicles prior to morning routes and before afternoon routes.

- Doors and windows will be kept open, when weather permits, for cleaning and disinfection between routes to allow for enhanced ventilation in vehicles.
- If a student becomes sick during the day, he/she will not use group transportation to return home.
- If a driver becomes sick during the day, he/she must not return to drive students.
- Increased education for drivers on cleaning and disinfection procedures and COVID- 19 symptoms will be provided.
- Hand sanitizer will be provided for students to use as they enter the vehicle.

3.5 CLEANING AND DISINFECTION

The CDC and OSHA provide guidance on cleaning and disinfection of schools and buildings. LMP will support by providing:

- Training on disinfection methods and quality control expectations for custodial employees.
- Central ordering system for disinfection products and PPE.
- Custodians to assist with cleaning and disinfecting all common areas throughout the day.
- Ensure that all disinfectants are stored in a proper location.
- Supply soap, hand sanitizer with at least 60% alcohol, paper towels, and tissue.
- Establish a schedule for routine cleaning and disinfection of school facilities (e.g., tables, desks, chairs, door handles, light switches, railings, faucet/toilet handles, drinking fountains, playground equipment, gym equipment, cafeteria tables/carts/trays, countertops).
- Encourage students and staff to bring a water bottle from home so that water fountains are only used as fill stations.