



# ACS HEALTH & SAFETY PLAN 2020-21 SCHOOL YEAR

Protocols for opening school



- The following plan is based on a “Healthy Only” framework for reopening the ACS campus. This framework requires parents and employees to ensure that **only healthy individuals are permitted on campus**. The school facilities will receive increased levels of cleaning and sanitizing, but there would be minimal disruption to typical classroom routines. Parents will be required to sign a waiver of liability and health screening agreement. (Coming separately)
- This framework provides the greatest level of "normalcy" but depends on students and employees to remain at home if they display any flu-like symptoms or have been in contact with others who are symptomatic.

## RATIONALE



- Have you or anyone in your household had any of the following symptoms in the last 21 days: sore throat, cough, chills, body aches for unknown reasons, shortness of breath for unknown reasons, loss of smell, loss of taste, fever at or greater than 100 degrees Fahrenheit?
- Do you have any reason to believe you or anyone in your household has been exposed to or acquired COVID-19?
- Temperature Checks implemented at Drop Off.

## SCREENING QUESTIONS



- Parents and employees must complete a waiver at the beginning of the school year with required signatures and notarization releasing ACS of any liability in regards to Covid-19.
- Parents and employees must sign a Health Screening Agreement that they will neither send a student nor enter the campus themselves if they are exhibiting any of the symptoms listed here: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
  - ✓ Fever or chills (Temperature of 100.4 degrees or higher)
  - ✓ Cough
  - ✓ Shortness of breath or difficulty breathing (non-allergy related)
  - ✓ Fatigue
  - ✓ Muscle or body aches
  - ✓ Headache
  - ✓ New loss of taste or smell
  - ✓ Sore throat
  - ✓ Congestion or runny nose (non-allergy related)
  - ✓ Nausea or vomiting
  - ✓ Diarrhea

**HEALTH SCREENING WAIVER/AGREEMENT**



- It is recommended that any person who has traveled out of the country self-quarantine for no less than 14 days in Albuquerque with no symptoms appearing, prior to returning to school.
- Any child that exhibits a fever of 100+ will be held in the isolated sick room and parents will be notified to pick up their child to be transported home.
- If any staff present any possible COVID-19 symptoms, staff will complete the assessment and be sent home.
- If a student/staff member has a negative COVID-19 test, they can return to school once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours. They must provide a doctor's note.

## **HEALTH SCREENING WAIVER/AGREEMENT (2)**



- In order for a student/staff who tested positive for COVID-19 to be allowed to return to campus they must be able to answer YES to the following questions:
  - ✓ Has it been at least 10 days since the individual first had symptoms?
  - ✓ Has it been at least 3 days since the individual had a fever (without using fever-reducing medicine)?
  - ✓ Has it been at least 3 days since the individual's symptoms have improved including cough and/or shortness of breath?
  - ✓ Have they been tested for the Covid-19 virus and received a negative result?
  - ✓ Absences due to Health Screening restrictions will not be counted as school day absences.

**HEALTH SCREENING WAIVER (3)**



- **Only ACS employees, registered volunteers, and students are permitted on campus.**  
(See slide 9 for Early Education students)
- **Student drop-off begins at 8:00 AM according to the scheduled drop-off times. (7:15 AM for Ram Club only)**
- **Drop Off Times will be staggered in order to allow for social distancing and entering the building:**

### **2020-2021 AM Drop-off Schedule**

- 5th - 8th Grade                      8:00 AM
- 1st - 4th Grade                      8:15 AM
- PreK3, PreK4 and Kindergarten      8:30 AM

**BEFORE SCHOOL DROP OFF**



- Only ACS employees, registered volunteers, and students are permitted on campus.
- Pick Up Times will be staggered in order to allow for social distancing accessing and egressing the building:

**2020-21 PM End of Day Pick up Schedule**

- PreK3 and PreK4 Half Day                      12:30 PM
- PreK3/4 full day & K - 2nd Grade              3:00 PM
- 3rd - 4th Grade                                      3:15 PM
- 5th - 8th Grade                                      3:30 PM

**AFTER SCHOOL PICK UP**





- Grade 1-8 parents and visitors are recommended to not enter the building during drop-off.
- PreK3, PreK4, and Kindergarten parents will be permitted to accompany their child to their classroom (after a temperature screening and wearing of a mask is required) during the first week of school (or longer as emotionally required).
- Students will report directly to the classroom.
- Students checking in after 8:30 AM are to be dropped off at the entrance. Parents will call the front desk to inform the school. Parents will need to walk elementary and early education students to the lobby.
- Face masks are required to be worn during arrival, dismissal, and any time of movement between classrooms or campus areas to avoid the potential transmission of droplets during times when physical distancing may be difficult to maintain.

**PHYSICAL DISTANCING/MINIMIZING EXPOSURE**



### **Early Check Out:**

- Parents will call the front desk to request their child to check out.
- The child will be released when the parent is visible outside the school entrance. Parents will need to meet the student at the main doors.

### **Classroom:**

- Upon entering the classroom students will sanitize their hands.
- Students will be instructed not to share items with their classmates.
- Recess schedules may be modified to limit the number of classes on the playground.

### **P.E. & Recess:**

- Contact sports will not be permitted during PE classes or recess times.
- Recreational/sports equipment will be regularly cleaned and sanitized.

# **PHYSICAL DISTANCING/MINIMIZING EXPOSURE (2)**



- All classrooms will be equipped with hand sanitizer, disinfectant spray, wipes, and paper towels.
- Common areas including the cafeteria will be cleaned & sanitized by staff throughout the day.
- Evening janitorial staff will be responsible for cleaning and disinfecting the entire facility.
- Water fountains will be operational for the purpose of filling water bottles only. (Fountains will be cleaned and sanitized)
- Students will be instructed to bring their own water bottles labeled with their name.
- Hand sanitizing stations will be placed in multi-purpose space
- Students should only touch or handle their own learning materials (e.g., textbooks, pens, pencils).
- Students should not touch or use another student's locker, backpack, or any other item without first disinfecting the item.

## CLASSROOMS & FACILITIES



## Facilities:

- Reminders will be displayed throughout the school (classrooms, hallways, bathrooms, lobby, administrative offices) for students and staff:
  - ✓ Stay 6' apart when possible
  - ✓ Proper and frequent handwashing
  - ✓ How to stop the spread of germs
- Fire drills and lockdown drills will be modified to maintain proper physical distancing to the greatest extent possible.
- Assembly will resume in the gym with physical distancing in place once appropriate safety protocols have been determined.

# CLASSROOMS & FACILITIES



- All guests and visitors to the campus will be required to complete the health screening form. Any items delivered for students will be left with the front desk staff to be delivered to the student.
- In addition, all guests will be required to wear a mask.

## GUESTS & VISITORS



- We will continue to provide hot lunch service, but will not provide any self-service food/beverage distribution.
- Students may bring their own individual lunches from home
- Student lunch times/locations will be staggered to limit the number of students in order to accommodate physical distancing as needed.
- Students in after school care will need to provide their own water bottles.

**CAFETERIA**



## Closure:

- If a case of Covid-19 appears on the campus we will close for up to 3 days to conduct a school-wide deep cleaning and manage instruction during those days.
- In the event of needing at-home learning, protocols and practices to ensure a high level of engagement in learning will be in place to support home-based learning are being developed.

## Software:

- In order to ensure a smooth transition at any time in the future that the school may need to shift from campus-based to home-based instruction, all teachers will use the following online tools:
  - ✓ **LMS - Google Classroom:** This Learning Management System (LMS) will be utilized for posting all assignments and communications regarding assignments.
  - ✓ **SIS - FACTS/RenWeb:** This Student Information System (SIS) will host all grade-book information as well as all parent communication.

# INSTRUCTIONAL PLAN



## Computers:

- Shared equipment in computer labs will be maintained with a protocol of surface cleaning between every use. (For the Middle School students, we are taking steps towards a one-to-one program in which every middle school student will be provided with a Chromebook. This will reduce the need for students to share equipment.)

## Personal Items

- All personal items brought to the school by a student or employee must be disinfected daily prior to being introduced to the campus.
- No personal items may be shared (e.g., backpacks, clothing).
- Learning materials may be shared once disinfected (e.g., textbooks, tablets).
- All personal items must be labeled with the student's name (e.g., water bottles, notebooks, backpacks).

# PERSONAL ITEMS





- ACS will comply with all guidelines required by the NM Department of Health and Human Services and the participating league.
- If interscholastic sports are not permitted, ACS will explore other options
- **Pre-Practice Screening:**
  - ✓ All coaches and students must be screened for signs/symptoms of COVID-19 prior to each practice. Screening includes a temperature check.
  - ✓ Responses to screening questions for each person must be recorded and stored so that there is a record of everyone present in case a student develops COVID-19.
  - ✓ Any person with positive symptoms reported will not be allowed to take part in practice and must immediately contact his/her primary care provider or other appropriate health care professional.

**ATHLETICS**

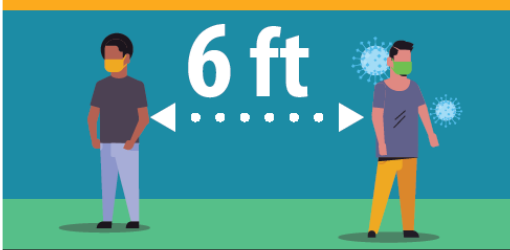


- There must be no shared athletic equipment (towels, clothing, shoes, or sports-specific equipment) between students.
- Students must wear their own appropriate workout clothing (do not share clothing).
- Individual clothing/towels must be washed and cleaned after every practice/game.
- All athletic equipment including balls must be cleaned after each use and prior to the next practice/game.
- Individual drills requiring the use of athletic equipment are permissible, but the equipment must be cleaned prior to use by the next individual.

## ATHLETICS (2)

# Stop the Spread of Germs

Help prevent the spread of respiratory diseases like COVID-19.



Stay at least 6 feet  
(about 2 arms' length)  
from other people.



Cover your cough or sneeze with a  
tissue, then throw the tissue in the  
trash and wash your hands.



When in public, wear a  
cloth face covering over  
your nose and mouth.



Do not touch your  
eyes, nose, and mouth.



Clean and disinfect  
frequently touched  
objects and surfaces.



Stay home when you are sick,  
except to get medical care.



Wash your hands often with soap  
and water for at least 20 seconds.

**Post in each classroom  
and around the school  
(restrooms, common  
areas, etc.)**

# Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:



**Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.**

**Seek medical care immediately if someone has emergency warning signs of COVID-19.**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

This list is not all possible symptoms. Please call your healthcare provider for any other symptoms that are severe or concerning to you.