



ALLEGIANT PREP RETURN TO IN PERSON INSTRUCTION PLAN

*** Procedures will no longer be executed unless COVID rates spike or CDC guidelines direct otherwise**

This plan outlines the operations of how Allegiant Prep will reopen its doors to students and staff once the state of Indiana has given consent to do so.

STUDENTS

***Arrival:** A staff member will greet students at the car door each morning outside the front entrance. During this time the child's temperature will be checked via a forehead thermometer between 97.9°F (36.6°C) to 99°F (37.2°C). If higher than 99°F (37.2°C) the child will not be permitted to stay (or if exhibited COVID related symptoms outlined below)

- **Dismissal:** Students will be dismissed one at a time from individual classrooms. Staff will be stationed at designated points in the hallway to ensure that students are adhering to the recommended physical distancing of six feet.
- **Washing hands/Hand Sanitizer:** In addition to handwashing during the day teachers and school leadership will ensure students use hand-sanitizer at 9 am, 11 am, 1pm and 3 pm. Children will also wash or sanitize their hands before snack, lunch and after using the restroom.
- **Physical Distancing:** Students will be required to practice physical distancing by standing at least three-six feet away from one another when possible. Breakfast and Lunch will be served in classrooms, or in the cafeteria (with fewer cohorts and assigned social distancing spots) to minimize time spent together in large gatherings. Student's seating will be spread out as much as possible within the limitations of our physical space to ensure adequate spacing for each child.
- **Supplies:** Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment, etc. assigned to single child) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between uses. Avoid or minimize sharing of electronic devices, toys, books, art supplies, and other games or learning aids when possible.
- **Child showing symptoms of being sick during hours of operation:**
 1. Child's family will be contacted
 2. If parents are unable to be reached, we will contact the emergency contacts
 3. Child will remain isolated until they are picked up
 4. Parents are informed that the child(ren) cannot return to school until they are fever free for 24hrs.
- **Required documentation necessary for child returning to school after child was showing symptoms of COVID 19 and/or the flu i.e. Cough, Shortness of breath or difficulty breathing, Fever, Chills, Muscle pain, Sore throat, New loss of taste or smell**
- **Nutrition service procedures to minimize exposure:**
- **Implement measures to decrease students congregating in one location:**
 - **Students' names staggered during dismissal to ensure distancing**



- **Students dismissed from classroom instead of cafeteria**
- **Scheduled restroom breaks to avoid overcrowding**
- **Furniture in common areas separated to avoid clustering within reason**
- **Tape lines throughout the building to assist in adhering to social distancing expectations.**

STAFF

***Arrival:** Staff members will be required to take their temperature before reporting daily. The temperature should be below 100.4°F (38°C)

- **Feeling sick:** All staff members are advised to stay home if experiencing any COVID 19/flu like symptoms (including but not limited to a fever, chills, persistent cough, inability to comfortably breathe)
- **Washing hands/Hand Sanitizer:** In addition to handwashing during the day teachers and school leadership will be required to use hand-sanitizer every two-hours during the school day.
- **COVID-19 Training:** All staff will be required to participate in a Health & Sanitation Action Plan meeting prior to doors re-opening to students. If allowed, this meeting will be conducted small in person groups practicing physical distancing, or virtually.
- **Employee Meetings:** All whole staff, or individual face to face meetings will be held in areas that allow for appropriate physical distancing between employees. Hand sanitizer will be located throughout the building so that employees have access to use before and after meetings.
- **Face Mask:** Staff are required to wear a mask daily. If a staff member shows without their mask they will be given a disposable one for the day. This guideline will be followed until the CDC/WHO states it is no longer necessary for individuals to wear a mask.
- **Implement measures to decrease employees congregating in one location:** minimize use of Teacher Work room to essential business. Ensure social distancing within reason during in person meetings.
- Take measures so persons exposed can be more easily traced by the health department:
 - Use assigned seating when possible
 - Use sign-in sheets for in-person meetings to document attendees.
 - Keep accurate records of any persons other than students and staff entering the building, their reason for entering, and locations in the building to which they travel.
- **Adult showing symptoms of being sick during hours of operation: If the adult has a fever or showing any other signs of COVID**



- **Required documentation necessary for adult returning to school after being sick: A doctor's notice confirming that they no longer have the COVID virus**

VISITORS

- Office Manager will take the visitors temperature in the foyer and she/he will sign them in. The temperature should be below 100.4°F (38°C)
- If the visitor passes the temperature check he/ she will be given a disposable mask if they do not have a mask on
- If the visitor has a temperature or exhibiting any other sign of being sick they will not be permitted to enter the building.
- Visitors to the building will be limited.

OPERATIONS

- **Health and safety signage:** There will be health and hygiene reminders throughout the school (internal and external) that follow the safety precautions of the CDC and the Marion County Health Department.
- **Physical distancing markers:** Tape line walkways throughout the building will be updated, to distinguish 6 feet spacing to encourage physical distancing during student and staff transitions.
- **Air filter and HVAC cleaning**

RETURN TO SCHOOL AFTER EXCLUSION

Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of the CDC. Currently those guidelines are:

Quarantine should be used for students, teachers, and staff who might have been exposed to COVID-19. Close contacts, identified through contact tracing, should be quarantined unless they are fully vaccinated, or have tested positive in the last 3 months, and do not have any symptoms.



- Students, teachers, and staff who are in quarantine should stay home and follow the direction of the local public health department about when it is safe for them to be around others.
- Isolation should be used for individuals with COVID – 19 illnesses to separate them from those who are not infected (even at home).
- At home, anyone sick or infectious should separate from others, stay in a specific “sick room” and use a separate bathroom if available.
- Stay home for at least 10 days following the onset of symptoms or a positive test result. Individuals may return after 10 days as long as symptoms are improving, and they are fever free for at least 24 hours without use of fever reducing medications.

All fully vaccinated individuals who remain asymptomatic (even if a close contact) do not need to quarantine but should monitor for symptoms throughout the 14 days following their exposure.

Close contacts who are unvaccinated MUST quarantine

Options for quarantine

- Asymptomatic close contact may return after Day 10 with enhanced precautions in place
Days 11-14
- Asymptomatic close contact may return after Day 8 with negative PCR on day 5,6, or 7 or
negative BinaxNOW in school on Day 8. Continue enhanced precautions Days 8-14
- Asymptomatic close contact return on Day 15. May return to all prior activities without enhanced precautions or testing

MEDICAL INQUIRIES

Federal law typically limits the type of medical inquiries that can be made, but given the nature of the pandemic more leeway has been given to districts/schools in this circumstance to make additional medical inquiries of staff and students than would otherwise be allowed.

- If a parent tells the district/school that a student is ill, the district/school may ask the parent whether the student is exhibiting any symptoms of COVID-19.
 - If an employee calls in sick or appears ill, the district/school can inquire as to whether the employee is experiencing any COVID-19 symptoms.
 - If a person is obviously ill, the district/school may make additional inquiries and may exclude the person from school property.

Even without symptoms, if a student or employee has recently had contact with a person with a suspected or confirmed case of COVID-19, has someone in their home being tested for



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COVID-19, or has recently traveled from somewhere considered to be a “hot spot” by the CDC, the district/school may exclude the student or employee from the school building and recommend that they self-quarantine for 14 calendar days unless you are fully vaccinated.