

# Lakehill Preparatory School



## On Campus COVID-19 Safety and Response Plan August 2020

\*Updated October 5, 2020

# LPS COVID 19 Safety and Response Plan

## ■ Key Elements of COVID 19 Safety and Response Plan:

- Parent Health and Safety Acknowledgement and Agreement
- Parent and Student Cooperation
- On Campus COVID 19 Safety and Response Plan
- COVID 19 Response Team
- At-Home Learning is an option.



# Parent Health and Safety Acknowledgement and Agreement

- It is vital that every parent agree to watch and monitor for signs and symptoms of COVID 19 at home and take steps to assist in mitigating the spread of the virus.
- Every LPS Family, parent or guardian will sign a “Parent Health and Safety Acknowledgement and Agreement” before a student begins in-person learning on campus



# Parent and Student Cooperation

- On Campus Safety requires Parent and Student Cooperation:
  - No student should come to school if he or she has COVID 19 symptoms or is lab confirmed with COVID 19 as discussed in “Parent Health and Safety Acknowledgement and Agreement”
  - Students must report to the nurse if symptoms arise while at school.
  - Parents may opt to have At-Home instruction if their child has had close contact with an individual who is lab confirmed for COVID 19 until the 14 day incubation period had passed.
  - Parents may opt to have At-Home instruction at any time for any reason.
  - Parents and students must perform a self-screening for symptoms each morning prior to arriving on campus.



# LPS On Campus COVID 19 Safety Plan: Enhancements to campus and cleaning procedures

- Hand sanitizer dispensers in every classroom and common areas
- MERV 13 filters in all HVAC units and air handlers
- Air purifiers in each classroom
- Plexiglass dividers in the cafeteria, the Upper School Commons, science labs, and computer labs
- One-way hallways for middle school and upper school
- Signage for hallway direction, physical distancing, and COVID 19 guidelines
- Electrostatic cleaning of all classrooms each Friday afternoon
- Cleaning of surfaces and high touch points throughout the day
- Enhanced janitorial cleaning regimen each evening
- For more information, please visit:

<http://www.lakehillprep.org/parents/a-guide-to-reopening-lakehill/health-and-safety/>



# LPS On Campus COVID 19 Safety Plan: Daily arrival, dismissal, and lunch

- Arrival and dismissal times and locations are staggered to reduce large gatherings.
- School Nurse or staff will take temperatures of each student upon arrival every day.
- Parents must stay in their vehicles at drop off and pick up (only car pool lane or drop off).
- Lower School and Middle School students will be dismissed at the end of the day from the classrooms using carpool tags.
- Visitors will be not permitted on campus except by administrative invitation.
- Lunch will be held on a modified schedule to reduce number of students. Plexiglass dividers are in place in lunchroom.
- Meal service will be limited to pre-ordered box lunches or lunches brought from home. Microwaves will not be available. Food delivery is not allowed.
- Students will be required to use antibacterial sanitizer or handwashing prior to eating lunch.
- There will be increased disinfecting of cafeteria tables between groups of students.



# LPS On Campus COVID 19 Safety Plan: Student routine

- Masking is required at all times for staff and students grades 3-12 with the exception of during sports activities, as directed. Face shields may be worn but are not a substitute for masks.
- Masking for Grades K-2 is expected and strongly encouraged at all times. If a student needs a break, the student must be at his/her desk or assigned seat and must put the mask back on after a few minutes or if the student needs to leave the assigned seat.
- Students will not share supplies. Every student will be asked to have their own set of supplies.
- Students will not use lockers to avoid grouping in a small area. Students will be asked to carry books and supplies in a backpack.
- Handwashing or Antibacterial gel usage throughout the day. The school will have hand sanitizer throughout the campus and student will be required to sanitize their hands at each entrance to the school, new room or prior to eating.
- For more information see
- <http://www.lakehillprep.org/parents/a-guide-to-reopening-lakehill/campus-experience/>



# COVID 19 Symptoms

- LPS will follow CDC guidance and other clinical guidance to identify symptoms of COVID 19.
- Symptoms of COVID-19
  - Temperature equal to or above 100.4 F
  - Sore throat
  - Cough (for those with chronic allergic/asthmatic cough, a change in their baseline)
  - Diarrhea, vomiting, or abdominal pain (for those with chronic issues, a change in their baseline)
  - Headache (for those with chronic issues, a change in their baseline)
  - New loss of taste or smell
  - Congestion or runny nose (for those with chronic allergies, a change in their baseline)
  - Muscle or body aches
  - Fatigue that is greater than normal



# LPS COVID 19 Response Plan: COVID-19 Response Team (CRT)

- LPS has convened a COVID 19 Response Team (CRT) to monitor and evaluate the latest information, guidance and best practices surrounding COVID 19 to help inform decisions and communications with our school community.
- The COVID 19 Response Team is made up of administration leadership, board leadership and parent leadership with expertise in healthcare and clinical care who have volunteered to provide guidance and clinical support.
- The LPS School Nurse will lead the COVID 19 Response Team.
- The COVID 19 Response Team will routinely review the LPS Response Plan to COVID 19 and provide guidance and oversight during the school year with regard to safety protocols.



# LPS COVID 19 Response Plan: If a Student or Staff is Lab Confirmed to have COVID 19

- Any individual who is lab confirmed to have COVID 19 must stay home throughout the infection period and cannot return to campus until cleared by medical provider.
- Identifying possible COVID 19 cases on campus:
  - School will segregate any child that shows COVID 19 symptoms while at school, call their parent or guardian and ask that they be picked up from school.
  - School will clean the area used by any student or staff that shows COVID 19 symptoms while at school.
  - School nurse will investigate if anyone has been in close contact with an individual who has tested positive and determine if further notification or isolation is needed.



# LPS COVID 19 Response Plan: If a Student or Staff is Lab Confirmed to have COVID 19

- The LPS Nurse, administration or teacher will gather facts via a questionnaire.
- Questionnaire will inquire:
  - Did the student/you have symptoms of COVID 19?
  - When did the symptoms start?
  - Was the student/you at LPS on campus while symptomatic or 48 hours prior to first onset?
  - Has the student/you been tested for COVID 19?
  - Did the student/staff use mask at all times while on campus (other than eating)?
  - Did the student/staff come into close contact with anyone without a mask on?
  - Close contact is being directly exposed to coughing or other secretions, or being within 6 feet for a cumulative period of time of 15 minutes.
- Questionnaire will be used only for COVID 19 response and **then destroyed**.
- All Private Health Information will be protected and will remain confidential pursuant to State and Federal law.



# LPS COVID 19 Response Plan: Notification Process

- If an individual on our campus is confirmed to have COVID-19, the school will notify the Lakehill community and local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
- LPS Nurse or Administration will inquire and complete a COVID 19 Response questionnaire for every individual student or staff that tests positive for COVID 19. The questionnaire will remain confidential and used only by the school nurse or clinical support. The questionnaire will be destroyed after its use.
- Based on the symptom identified, analysis by the school nurse with clinical support, the CRT will determine whether to further notify parents/students of potential exposures and how to self isolate and monitor for symptoms.



# LPS COVID 19 Response Plan: Notification Process

- Decisions on further notification will take into consideration masking usage and whether close contact is suspected to have occurred.
  - Anyone who came in close contact with the lab-confirmed individual without a mask for a cumulative time period of 15 minutes or more will be contacted and required to quarantine for 14 days.
  - Anyone who came in close contact with the lab-confirmed individual with a mask will be required to self monitor, and if symptoms arise stay home and isolate.
  - Any other notification will be dictated by the specific circumstances and determined by the CRT.



# LPS COVID 19 Response Plan: Returning to School after COVID 19 positive illness

- If a student/staff tests positive for COVID 19, they will be required to quarantine and not return to campus until cleared by a medical provider. The student may take part in At-Home learning during this time provided they are able to do so.
- School nurse may make a return to school call to the parents prior to returning to school to confirm the student has been cleared by a medical provider.



# LPS COVID 19 Response Plan: Other considerations

- The COVID 19 Response Team (the CRT), LPS Administration and the Board will continuously monitor the status of COVID 19 in our community and closely monitor cases, should they arise, in our school community.
- While privacy laws prevent identifying the individuals, within the limitations of State and Federal law, the LPS community will be kept advised of COVID 19 cases with a notification that advises our community that that “a COVID 19 positive case has been identified in a person who was present on campus on (specific date).”
- Unless circumstances require closure or other more expansive measures, within the clinical advice of the CRT, LPS Administration and the Board following State, Federal or local orders, the school will not close should a student or staff test positive for COVID 19.

