

# HEALTH & SAFETY PROTOCOLS COVID-19 OPENING PLAN

## AUGUST 2021

*Due to the ongoing uncertainty, this plan is subject to changes.  
Please continue to visit our website for the latest information.*

The leadership team engaged stakeholders across the organization including scholars, families, teachers, school staff, and external partners in order to plan our opening on Monday, August 23rd.

We are following guidance from Texas Education Agency, Governor Abbott, and the CDC to ensure a safe and successful return to school. We are also using best practices from other charter schools, and plans from neighboring district schools to influence our re-opening and ensure scholars get the world-class education Elevate Collegiate has promised them.

This plan is our current outline and will likely be additionally revised as we circumstances change. In addition, we have been advised not to change any standing manuals but merely to create “Amendments” to manuals as needed.

**As a reminder, our campus is nearly 10,000 square feet in size and we intend to have no more than 100 students enrolled in our first year.**

# OUR DUTY

It is our duty to provide a high quality education to our scholars, each and every day. While we are living in a unique environment and facing new challenges, in the Elevate mindset, we must continue to focus on our academic goals and aim to maintain a positive and optimistic environment for our scholars, and our team.

**We also view it as our responsibility to provide as safe, healthy and stable campus as is possible. For you, and our scholars. The following Staff Guidelines were created for this purpose, and we ask for your strict adherence.**

# STAFF GUIDELINES

- All staff should be thoughtful and considerate about their activities outside of campus, in order to minimize exposure to our scholars and team.
- In the following pages, you will see our daily procedures for both staff and students, including the wearing of masks, frequent sanitization/hand washing, social distancing, daily professional cleaning of the campus, etc.
- Any confirmation of a COVID-19 case on our campus, whether student or staff member, will be investigated in detail and our course of action will align with the CDC guidelines.

# WHEN TO SELF REPORT

- All staff and scholars are required to self report to administrators if you:
  - have symptoms of COVID-19
  - have been diagnosed with COVID-19
  - are waiting for test results
  - were exposed to someone with COVID-19 within the last 14 days, within 6 feet, and without PPE.
- In the case of any doubt, please speak to our Head of School. We have an open door policy and welcome a conversation on any specific scenarios.

# STAY HOME AND SAFELY RETURN

- If a staff member or scholar has tested positive or believe they have COVID-19, we ask that they stay home.
- Staff and scholars may return to campus when all three of the following criteria have been met:
  1. 24 Hours WITH NO FEVER
  2. RESPIRATORY SYMPTOMS HAVE IMPROVED
  3. 5 DAYS SINCE SYMPTOMS FIRST APPEARED HAS PASSED
- If a staff member or scholar was in close contact with a person who had COVID-19, for longer than 15 minutes, within 3 feet, and without PPE worn, we ask that they monitor themselves for symptoms and stay home if any present.

# SHARED OBJECTS IN THE CLASS

- Discourage sharing of items that are difficult to clean or disinfect.
- When possible, keep each child's belongings separated from others' and in individually labeled containers, cubbies, or areas.
- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (e.g., assigning each student their own art supplies, equipment) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.
- Avoid sharing electronic devices, toys, books, and other games or learning aids.

# OTHER PROTECTIONS

- Use disposable food service items when possible, including utensils and dishes.
- If disposable food service items are not possible, please wash your dishes with hot water and soap as soon as possible. Do not leave dirty dishes in the sink.
- Do not share classroom supplies, including pens, paper and other necessities, with other staff members. Label your items to avoid mix-ups.
- When possible, social distance from other staff members as much as feasibly possible. If someone is at the pantry sink and you require access, stand at least 6 feet behind them to wait your turn.



# DAILY PROTOCOLS

- We will provide all staff with masks in the building.
- **Frequent hand washing & sanitizing**
  - Scholars will be taught to wash for 30 seconds & sanitize hands at least three times a day
  - Hand sanitizer is available in hallways and all classrooms
- **Regular disinfection** of frequently touched surfaces
- **Daily professional cleaning** of the campus after school



# SCHOLAR LIFE

- Scholars will socially distance to the extent possible
- Scholars will be encouraged not to share materials with classmates
- Scholars will remain in a cohort model to prevent any spread of COVID 19

# SCHOLAR LIFE

- Sanitation stations will be available outside and inside of each classroom.
- Breakfast and lunch will be served in their classroom. Students will remain with their cohort.
- If more than five students are absent from a classroom due to COVID-19 exposure, symptoms or exposure, the teacher will live stream the lessons on Google Meets for scholars at home.



# SCHOLAR LIFE

- **Physical education** will be taught outside. Scholars will socially distance as much as feasibly possible.
- Elevate will **take all safety precautions when hosting field trips** or other extracurricular activities until further notice.
- Scholars **will attend recess** outside.

