

St. Louis School Safety Opening Plan for 2020-2021 Academic Year Opening Dates - K-8: August 31, 2020 ; PreK: September 2, 2020

Dear St. Louis School Families:

The St. Louis School (SLS) will be opening for instruction on Monday, August 31, for both on-campus and remote learners. In preparation for this opening, SLS administrators and the school nurse have developed a comprehensive SLS Safety Plan that adheres to the Archdiocese of Baltimore (AoB) reopening plan that has been in development for many months. The AoB worked collaboratively with Centers for Disease Control and Prevention (CDC) technical advisors and the state of Maryland health department. Both agencies have reviewed the reopening plan and have no reservations with the AoB school openings. The AoB also consulted American Academy of Pediatrics (AAP) guidelines. St. Louis School (SLS) will continually evaluate the effectiveness of the school's established procedures, current positivity data, and research to make adjustments in the plan to ensure the continued safety of students and staff.

St. Louis is offering two fall reopening instructional models:

- In-person learning with new safety requirements, students return in person for the full instructional program five days per week; classrooms, schedules, protocols modified to meet health requirements.
- Remote learning, with students given access to on-campus instruction remotely. Students are required to participate in the full instructional program.

Students who are participating in the remote learning program will need to have an established learning space, wear their uniform, and report their absences if the child will not be attending the day's instruction. A detailed parent presentation on the remote option is to be hosted on August 17. More information will be shared shortly. We are grateful for our professional, dedicated faculty and staff who have worked tirelessly through the summer to make these options a reality.

If you would like to select remote learning for your child, but you responded to our previous survey as "undecided" or as "on campus", please complete this form:

https://docs.google.com/forms/d/e/1FAIpQLSckZjBpkDAvSeg1O6Gic5WSxclbDAApuAW1AqoHulHMj88eAA/viewform?usp=sf_link

You do not need to complete the form if you have already informed us that your child will be learning remotely. As a reminder, the choice of remote learning remains in effect until the school resumes operations under pre-COVID-19 conditions. Students who choose remote learning may not move from remote to on campus; this is due to the need to plan for social distancing requirements.

Regarding the closing of school should positivity rates change, SLS will follow the directives of state officials, the county executive, the Howard County Health Department, and/or the AoB. The safety of students and staff remains our priority. Should such a closure be required, SLS is prepared to transition fully to remote learning.

The before and after care programs will follow all policies and procedures in this safety plan. Additionally, the programs will comply with the Maryland State Department of Education (MSDE) guidelines for child care. Please note, registration for the before and after care programs is now closed as we have reached capacity enrollment.

Thank you for your support of St. Louis School, the parish, and Catholic education. We look forward to welcoming your children back to school. Together, whether in person or remotely, we will continue our mission of excellence in Catholic education.

In Christ always,

Mrs. Deborah Thomas, Principal

Ms. Mary Ewachiw, Assistant Principal

Mrs. Eileen Gough, School Nurse

Table of Contents

Health and Safety	Page		Page
COVID-19 Basics	2	Parent Acknowledgement	15
Immunizations	2	Assumption of Risk	17
Wellness Checks	3	Extracurricular Activities	18
Responding to COVID Cases	4	Facilities	
Universal Testing	8	Basic Protocol	19
PPE	8	Standard Operating Procedures	19
Health Room (HR) Isolation and Sanitation	9	Drop Off/ Pick Up	19
HR Supplies	10	Limit Mixing of Groups	20
HR Facilities and Operations	11	Limit Sharing of Materials	20
Isolation Area	12	Cleaning and Disinfection	20
HR Use of PPE	13	Schedule of Cleaning	20
School Visitors	14	Ventilation	20
Out of State Travel	14	Food Service Protocols	21
Field Trips	15	Recess Protocols	21
Use of Waivers	15	Classrooms, Music, Tech, Signage	21

Appendix materials start on page 23.

COVID-19 Basics

Due to the impact of COVID-19 and the need to ensure students and staff fully understand the basic principles of the disease and means by which to control the spread, St. Louis School (SLS) will develop age appropriate educational materials. SLS will recognize the broad spectrum of those areas of life that are impacted by identifying opportunities to provide for the physical, social, and emotional well-being of all students and staff. **See Appendix A**

Immunizations

Due to the offering of both on-campus and remote classes, along with the impact that COVID-19 has had on the rate of pediatric immunizations, SLS will revise several practices related to ensuring proper immunizations of all students. SLS strongly encourages parents to keep their children current with all immunizations, including the flu.

Procedural Points

- **20 Day Grace Period:** SLS will ensure adherence to the State mandate that students have a 20 day grace period from the first day of school to provide verification of receipt of the required vaccinations. The Maryland Department of Health has verified, as of this time, there is no intention on the part of the agency to extend the grace period beyond the 20 days. If a student fails to verify receipt of the required vaccinations within the grace period, the school administration shall bring these issues to the attention of the appropriate AoB associate superintendent.
- **Remote Students:** The AoB has been advised by various health authorities that all schools, even those that are offering only virtual classes, are required to secure from all students verification of adherence to the required immunizations. School Administrators will ensure that parents of students who have electronic access submit proof of immunizations.

Wellness Checks

SLS has an important role in slowing the spread of communicable diseases and protecting students and staff, and to help ensure that students have safe and healthy learning environments by working to limit the possibility of the entry of the virus into the school. To mitigate the transmission of SARS-CoV-2, commonly known as COVID-19, SLS will establish protocols targeted at excluding those who show symptoms of the virus or have been near others with the virus. The protocols will be developed and adapted based upon guidance from state and local public health authorities.

Procedural Points

A daily text and email with a link to a Google Form will be provided to every parent and staff member. This text and email will be sent automatically from Swift K-12 at 5:00 AM each morning.

The form will request the following:

- Email, date, student's name, grade level
- Does the student have a temperature greater than 99.5 F?
- Has the student been in close contact (within 6 feet for 15 minutes or more while indoors whether wearing a mask or not) with an individual actively diagnosed with COVID-19?
- Does the student have any of the following symptoms: • Chills • Cough • Shortness of breath or difficulty breathing • fatigue • muscle or body aches • headache • new loss of taste or smell • sore throat • congestion or runny nose • nausea, vomiting, or diarrhea?

The survey response will be recorded in Google Sheets and updated in real-time. School staff assigned at each entrance door will view a completed Google Sheet with the date, students' name and grade level. This will indicate that the parent has completed the Google Form for the school day and that the student is permitted to attend school. This sheet will be compared to the roster of all students entering that particular door.

Parents will be required to wait while an assigned faculty member checks the submission for the student. If the form is not complete, the child must return to the car. The parent may submit the form via a cell phone and then return to the drop off line. Those students without a submitted form will not be allowed into the building. Parents will be contacted as needed to pick up the child.

SLS will follow their regular absence procedures for students who will stay home for an illness that is not COVID-19 related. Daily phone calls will be made to track any illness. **See Appendices A1, B, C.**

Responding to a Confirmed or Presumptive COVID-19 Incident

Definitions:

“Affected Individual”- the individual with the confirmed or presumptive COVID-19 diagnosis

“Close Contact”- coming within 6 feet of the affected person for a minimum period of 15 minutes whether masked or unmasked.

Objective:

SLS will be prepared to respond quickly and consistently when learning of either a confirmed or presumptive COVID-19 diagnosis involving a member of the school. The protocols provided in this document address when the affected individual becomes symptomatic or learns of a positive test result while on campus, as well as protocol for when a person self-reports a confirmed or presumptive COVID-19 diagnosis while away from campus. Regardless of the circumstances, the SLS response will address five key areas:

1. Meeting the needs of the affected student or staff member.
2. Identifying individuals, whether students, employees or others, who have come into close contact with the affected individual and meeting their specific needs.
3. Determining the required actions for suspending operations in part or whole for the school.
4. Issuing the appropriate communication(s) to the school community.
5. Determining the appropriate protocol for cleaning and sanitizing the affected areas of the building.

On Campus Protocol

Step 1 Addressing the “Affected” Individual’s Need

- A. Promptly separate the affected individual from others in the building.
- B. Arrange to have the affected individual transported either home or for medical care. This can include, if staff, the affected person driving themselves home if physically able and

safe to do so.

C. Contact the local health department to provide notification. The action to be taken by the health department will vary by jurisdiction; however, SLS will proactively report the matter to the health department even if the health department does not take any action.

D. If feasible, ask the affected individual if they are aware of having come into close contact with any other individuals while on campus.

E. Provide the affected individual guidance as to the requirements that must be met in order for the individual to return to campus. **(See Return to Campus Chart below.)**

F. If the affected person is a student and that student has any siblings in the school, the siblings are also to be sent home pending resolution of matter for the affected student.

Step 2 Identifying Close Contact Individuals

A. Based upon information learned from the affected person, along with any observations by school administrators, begin the process of identifying whether any individuals came into close contact with the affected person.

B. Once identified, it is necessary to remove these individuals from the school as well.

C. The individuals identified as close contacts will be provided with information on the requirements that must be met in order for them to return to the school.

Step 3 Continuing with Operations

A. The school administration must evaluate the circumstances and determine the following:

- areas of the facilities impacted
- whether the areas are to be removed from use
- if areas are to be taken out of use and are occupied by others, whether to relocate the remaining individuals or to suspend their activities
- if significant portions of the facilities are to be taken out of use or key parts of the facility are to be taken out of use, consideration must be given to suspending all operations pending completion of a thorough cleaning and sanitization.

Addressing the above questions requires evaluating where within the building the affected individual has been during that day. When evaluating the areas impacted, consideration will be given to the length of the time the affected person occupied the area. If an affected person merely moved through an area, such as a hallway or lobby, without stopping and occupying that area for a period of time, there is no need to remove the area from use.

Step 4 Communications

The process of proper communication will require several considerations. First, for the individual affected, as well as for those identified as close contact individuals, communications with these individuals and if students, their parents, these communications should be one-on-one with each family. Such communication is at first via a call and will then be followed up in writing. All communications will include the requirements for the individual to be allowed to return to campus.

After the families directly impacted have been contacted, communication will be sent by the school advising what has occurred and the actions taken. There will also be affirmation that the school community will be kept apprised as the matter develops. The names of individuals will not be disclosed. The communication will address the following:

- when the matter came to the attention of the school administration;
- verification that the impacted individuals, including any close contacts have been identified and those individuals have been removed from campus and their families notified;
- a reminder to the school community that those who were on the campus at the same time but who were not in close contact merely need to self-monitor for symptoms;
- if they wish, they can contact their medical provider or proceed with being tested if they so choose;
- if applicable, any alterations to school operating hours or cancellations of any activities or services.

Step 5 Cleaning and Sanitization Response

Once the impacted areas of the facilities have been left unoccupied and shut off from use for 24 hours or for as close to 24 hours as possible, the school administration is to begin cleaning and sanitizing the affected areas of the building prior to allowing the resumption of operations.

Self-Reporting Protocol

For those affected individuals who self-report or that are reported by a contact tracer to the school, the response protocol largely follows the protocols detailed previously with minor variations. Any variations in process are largely contingent on the lag time between the last time the affected person was on the school campus and the date on which they are notifying the school of the circumstances.

Step 1 Addressing the Affected Individual's Need

A. SLS receives notification from the affected individual, a family member or friend of the affected person, or health department official of a positive or presumptive positive test result.

B. Upon receipt of the notification, the school staff member must attempt to secure the following information from the caller:

- Date the affected person was last on the school campus.
- If it is 14 days or less between the date the affected person was last on campus and the date of notification to the school, the school must then inquire of the caller if the affected person has knowledge of their coming into close contact with others while on campus.

C. Provide the affected individual guidance as to the requirements that must be met in order for the individual to return to campus.

D. It is recommended that the school at this point contact the local health department to provide notification. The action to be taken by the health department will vary by jurisdiction. However, a school should proactively report the matter to the health

department even if they do not take any action.

Step 2 Close Contact individuals

- A. If as a result of the discussions with the affected person it is determined they came into close contact with another person or persons, SLS will make a good faith effort to notify any impacted individuals.
- B. Identified close contact individuals should be advised if the affected person has a confirmed or presumptive positive diagnosis. The individual should then be advised to consult with their medical care provider for guidance. SLS cannot disclose the name of the “affected person”. The individuals identified as close contacts should be removed from the school and begin the required quarantine period.
- C. Those individuals identified as close contacts are provided information on the requirements that must be met in order for them to return to the school.

Step 3 Continuing with Operations

- A. Determine the lag period between when the affected individual was last on campus and the date of receipt of the notification from the affected person to the school.
- B. If the lag period is 3 days or less, then SLS will follow the guidance provided in the previous protocol for evaluating the continuation of operations.
- C. If the period is more than 3 days, no additional action is required.

Step 4 Communications

- A. Determine the lag period between when the affected individual was last on campus the date of receipt of the notification from the affected person to the school.
- B. If the lag period is 14 days or less, then follow the guidance provided in the previous protocol relative to issuing communications.
- C. If the period is more than 14 days, no additional action is required.

Step 5 Cleaning and Sanitization Response

- A. Determine the lag period between when the affected individual was last on campus and the date of receipt of the notification from the affected person to the school.
- B. If the lag period is 3 days or less, then follow the guidance provided in the previous protocol for addressing cleaning and sanitization.
- C. If the period is more than 3 days, no additional action is required.

Preparations

In the preparation for when SLS is presented with such circumstances, SLS will have in place the following contingencies:

1. A location where the affected individual will be isolated until such time as they can be transported home or for medical care. The key is to move the affected individual out of the school community to limit the potential exposure to others on site.

2. A location where those identified as coming into close contact with the affected person can be quarantined from others until they can be transported home.
3. A process in place whereby the nurse can evaluate, either through speaking with the affected person or through their own observations, a means by which to determine who, if anyone, came into close contact with the affected person.
4. Arrangements to undertake the cleaning and sanitization by either school staff or a contracted service provider.

See Document Attached in Parent Email, Exclusion and Return for Laboratory Confirmed COVID-19 Cases and Persons with COVID-19-like Illness in Schools

Also see **Appendices D, E, F, G**

Universal Testing

Schools within the AoB, including SLS, will not be implementing such a strategy.

Rationale: In response to the utilization of universal testing of students and staff, the CDC provided the following guidance:

- CDC does not recommend universal testing of all students and staff for several reasons:
 - Viral testing (e.g., nasal swab) only provides COVID-19 status for individuals at the time of testing.
 - One-time or universal entry testing could miss COVID-19 cases in the early stages of infection, and it could miss exposures that happen after testing.

Personal Protection Equipment- Students and Staff

Given the importance of personal protection equipment, face coverings, in particular, SLS will establish clear and direct policies which set the school's expectation for the use of PPE.

Procedural Points:

Personal protection equipment (PPE) are used to protect individuals and prevent exposure to COVID-19. Face masks or cloth face coverings serve as a simple barrier to help prevent respiratory droplets from traveling into the air and onto other people when the person wearing a face covering coughs, sneezes, talks, or raises their voice. CDC recommends that people wear cloth face coverings in public settings and when around people from a different household, especially when other social distancing (6 feet apart) cannot be maintained.

SLS Policy:

- Face masks must be worn by staff and students. SLS will provide each student with 5 white, cotton face masks.
- Cloth face covering should be made of tightly woven cotton and be composed of a minimum of 2 layers of materials.
- CDC does not recommend use of face shields as a substitute for cloth face coverings. It is not known if face shields provide any benefit as source control to protect others from the spray of respiratory particles. Face shields should be used to supplement face coverings. However, for

those who cannot wear a cloth face covering, the use of a face shield does provide some level of protection. However, use of face shields solely should be reserved only for those with legitimate health conditions that preclude the person from wearing a face covering.

- Face coverings must be worn at all times including all common areas including hallways and bathrooms, etc. Students and staff may remove their masks when eating, taking a mask break outside (6 foot social distancing required), or attending an outdoor class (6 foot social distancing required).

- ALL students must keep an extra face covering in his or her “bucket” storage container. These are to be labeled with first and last name and sealed in a labeled plastic bag. These will be used if the primary face covering gets lost or damaged or the student forgets and does not bring a face covering to school on a particular day.

- Staff members are also required to have a spare face covering at school.

- Individuals will be reminded not to touch the face covering and to wash hands frequently.

- No one will be admitted into the school building without their proper face covering.

- Face coverings should not be placed on:

- Children younger than 2 years old

- Anyone who has trouble breathing or is unconscious

- Anyone who is incapacitated or otherwise unable to remove the cloth face covering without assistance

- Other available PPE schools are to have on hand include pediatric (Prek-8) and adult masks, gloves, face shields, goggles and gowns.

- Face coverings should also be sized appropriately and easily used by the wearer. For example young child in particular should have mask that does not require being tied.

- While there is no specific guidance from the CDC, state health department or other health agencies as to when and how students and staff can take a break from wearing mask, the following must be included in the allowing for such breaks:

- If students or staff remove their masks, staff will maintain at least 6 ft. of physical distance between each other.

- Students and staff are in a well ventilated space, preferably outdoors.

- Students and staff wash hands after handling their masks.

- School staff and families will teach and reinforce proper use and removal of cloth face coverings, including the use of behavioral strategies as necessary to assist students with becoming comfortable wearing cloth face coverings.

- Information will be provided to staff, students, and students’ families on proper use, removal, and washing of cloth face coverings.

Health Room and Isolation Area Sanitization

As part of ensuring the overall safety and health of the school community, the proper sanitization of the health suite and isolation areas are essential. This includes sanitization of not only the room itself, but the furnishings and medical equipment.

Procedural Points:

Cleaning

1. Cleaning refers to the removal of germs, dirt, and impurities from surfaces.
2. Cleaning does not kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.

Disinfecting

1. Refers to using chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.

Protocols

- Within the health suite and between isolation occurrences, every effort will be made to sanitize high touch surfaces.
- For the extensive daily cleaning and for the cleaning of the isolation area after use, trained staff will be the personnel using the cleaning and disinfecting products.
- Sanitizer wipes or cloths moistened with disinfectant to wipe will be readily available in the health suite.
- Per CDC guidance, if at all possible, the isolation area will be allowed to sit for a period of 24 hours before cleaning and sanitizing. Again, this is a recommendation and if the room needs to be cleaned and sanitized immediately to meet the needs of the school, then such cleaning shall be undertaken.
- The cleaning of medical equipment will be handled by the school nurse or staff members responsible for overseeing the health suite in the absence of a school nurse.

Health Room Supplies

Supplies

1. Infrared No Contact Thermometers
2. Masks/Adult and Pediatric
3. Gloves-all sizes
4. Disposable Paper Isolation Gowns
5. Disposable Pillow Covers
6. Tissues
7. Divider/Curtain between beds: Washable material
8. Cleaning Supplies
9. Touchless Trash Cans
10. Touchless Paper Towel Holders
11. Touchless Soap Dispensers
12. Hand Sanitizer (60% alcohol or greater)
13. Pulse Oximeter
14. Signage within the health suite promoting everyday protective measures/stopping the spread/handwashing techniques
15. COVID-19 Symptom Tracker/Checklist

Health Room Facilities and Operations

To allow students and staff to receive medical attention and care, while preventing the spread of COVID-19, SLS has established procedures and separate spaces to ensure the safety of students and staff in need of medical attention.

Procedural Points:

1. The school has a separate area for first aid, medications, and other non-illness related health room visits.
2. This area will be separate from the area where students and staff are evaluated for illness, and separate from the isolation area.
3. Students who take daily medications and who need nursing care will be attended to outside of where sick students and staff are being triaged and evaluated.
4. If available, an area will be set aside for students or staff with non-communicable illnesses to rest (ex. migraines).
5. All furniture will be easily sanitized. No fabric or plush materials will be used. There will be a place for students and staff to rest in both the sick and well areas.
6. All health related areas will be set up so that students and staff are able to social distance as much as possible. (Example: chairs are set 6 feet apart, and taped indications on the floor 6 feet apart where students and staff are to stand while waiting.)
7. Everyone who is able will wear a surgical mask or face covering.
8. SLS will provide smaller first aid kits to classrooms for use of minor cuts and abrasions.
9. Health room staff will wear a face covering, such as a surgical mask, at all times. When interacting with students and staff with COVID-19 symptoms an N95 mask will be worn as well as the other PPE outlined in the isolation room document and the PPE document.
10. The health room will maintain adequate supplies including backup masks for students for use as needed if their personal one is unusable. For children in kindergarten and PreK, a supply of pediatric sized surgical masks will be available. For older children and staff, a supply of regular surgical masks will be available.
11. The health room will maintain a supply of PPE for health staff including N95, gowns, goggles or face shields, and gloves.
12. Proper health room ventilation is necessary and windows may be opened for access to fresh air. Fans may also be used to help with air circulation.
13. Students with a known history of asthma should be evaluated according to the Asthma and Allergy Network flow chart. If the student has been exposed to a possible trigger (eg. running, cold air, or cut grass), and had no previous symptoms of illness, they should be treated for their asthma, and not kept in the area with sick students and staff.
14. Nebulizer treatments will not be given at school as they spread viral droplets that stay in the air for 2-3 hours.
15. All health areas will be frequently wiped down and disinfected at a minimum in between visitors.
16. School health programs will continue to follow the policies and procedures outlined in the Archdiocese of Baltimore School Nursing Manual when addressing non-illness related care.

17. The school nurse or other supporting staff are available to properly monitor students in the health suite.

See Appendix H

Isolation Area

The immediate isolation of those suspected to have COVID-19 related symptoms will reduce the potential for spread of the virus by limiting others from coming into contact with the affected person.

Procedural Points:

School nurse will identify an appropriate area and establish an isolation area in accordance with the following guidance:

1. School nurse will designate a room or separate area for use to separate students and staff who exhibit symptoms of COVID 19 or who have just been verified as testing positive for COVID-19 without symptoms.
2. The area will be clearly labeled as an isolation area and have minimal furniture. All furniture should be easily sanitized. No fabric or plush materials will be permitted.
3. PPE supply will be stocked outside the isolation room or area (e.g. in the change room).
4. Appropriate handwashing facilities and hand-hygiene supplies will be available.
5. The sink area will be stocked with suitable supplies for handwashing and with alcohol-based hand rub.
6. Adequate room ventilation will be provided.
7. Appropriate waste bags will be used.
8. A puncture-proof container for sharps disposal will be placed inside the isolation room or area.
9. The patient's personal belongings will be kept to a minimum. Keep water pitchers and cups, tissue wipes, and all items necessary for attending to personal hygiene will be kept within the patient's reach.
10. Non-critical patient-care equipment (e.g. stethoscope, thermometer, blood pressure cuff and sphygmomanometer) will be dedicated to the patient and thoroughly cleaned and disinfected.
11. An appropriate container with a lid will be placed outside the door for equipment that requires disinfection or sterilization.
12. Adequate equipment required for cleaning or disinfection will be kept inside the isolation room or area.
13. A telephone or other method of communication will be kept in the isolation area to enable patients, family members or visitors to communicate with health-care workers. This may reduce the number of times the workers need to don PPE to enter the room or area.

● School nurse will establish operational protocols for the isolation area in accordance with the following guidance:

1. Ensure that ill student or faculty member consult the health-care worker in charge (who is also responsible for keeping a visitor record) before being allowed into the

isolation areas. Keep a roster of all staff working in the isolation areas, for possible outbreak investigation and contact tracing.

2. Students and staff with COVID-19 symptoms should be monitored until they leave the facility.

3. School personnel entering the isolation room or area should follow all infection prevention and control recommendations for healthcare personnel in response to the COVID-19 as prescribed by the CDC. This includes but is not limited to wearing the proper PPE when caring for a person with suspected COVID-19 infection. 4. School personnel who will be caring for potentially infected individuals should also familiarize themselves with the characteristic and protocols to safely respond when working with an individual possibly infected with COVID-19.

4. After the sick individual has left, areas used by that person will be closed off and will be used until after cleaning and disinfecting. School personnel will wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, they will wait as long as possible.

Health Room Use of PPE

In order to ensure the ability to respond properly to any concerns of COVID-19 and its presence in the school, SLS will ensure that any member of the staff, whether the school nurse or another member of the staff, who is expected to work with individuals suspected of COVID-19 shall wear all proper personal protection equipment.

Procedural Points:

Order for Putting on and removing PPE

HHS/CDC recommends that personal protective equipment be put on in the following order:

- Gown
- Respirator (or mask, when appropriate)
- Face shield or goggles
- Gloves

Upon leaving the room, HHS/CDC recommends that PPE be removed in a way to avoid self-contamination, as follows:

- Gloves
- Face shield or goggles
- Gown
- Respirator or mask

Hand and hygiene will be used after removing PPE.

N95 masks are critical supplies and are to be worn by school nurses and others when expected to interact with those suspected of having COVID-19.

1. To be fully effective, N-95 masks are to be fitted to the specific users.
2. If available, the CDC also recommends a face shield and goggles be worn by the nurse or other staff member when caring for a person presenting with Covid-19 symptoms. All face shields and goggles will be disinfected between each use.

3. Gloves will be worn by the nurse when caring for a person with COVID-19 symptoms. Nurse will don clean, non-sterile gloves before beginning care and change gloves if they become torn or heavily contaminated. Nurse will remove and discard gloves after caring for the patient and immediately perform hand hygiene.

4. Disposable or Cloth gowns may be worn by the nurse while caring for a person with COVID-19 symptoms. Nurse will change the gown if it becomes soiled.

School Visitors

To mitigate the transmission of the virus that causes COVID-19 illness, SLS policies and procedures will restrict visitors to the school.

Procedural Points:

1. Visitor policies will be revised to restrict all visitors, including parents and other family members.
2. The policy shall provide exceptions as to those who are allowed as visitors to include the following: Emergency personnel responding to a call for assistance; vendors and contractors to address emergency situations; substitute teachers; members of the parish staff who support the school operations; and other individuals as approved by the principal or her designee.
3. This limitation on visitors will be in effect for the entire school day, including before and after school care.
4. Deliveries during the school day will be directed to a receiving area away from and isolated from student and staff, except for the employee handling the delivery.
5. Those who are permitted as visitors to the school must comply with all requirements related to wellness screening, social distancing, wearing of PPE, and hand sanitization.
6. Tutors, therapists or other individuals who previously were granted access to the school to work with a child, must now arrange those services to be provided remotely.
7. All shadow days and tours are suspended until further notice.

Out of State Travel

In an effort to reduce the possibility of introducing the COVID-19 virus into a school community, SLS established a policy applicable to both students and employees which requires notification be provided when individuals are traveling out of state to areas defined as high risk jurisdictions based upon positivity rates of the destination.

Procedural Points:

- Students (attending in person) and staff (working on campus in person) are advised if they intend to travel to a state with a positivity rate for COVID-19 of 10% or greater during the period of their stay, notification of such intention must be communicated to the principal. For purposes of this guidance, the positivity rate should be based upon the average rate as determined for the period of the entire stay. Those traveling will be required to quarantine upon their return until such time as either they provide evidence of a negative test result for COVID-19 and are asymptomatic or they complete an entire 14 day quarantine.

- Students in quarantine may participate in the remote learning program.

Field Trips

Due to the increased risk associated with COVID-19, all field trips are suspended till further notice.

Liability Concerns and Use of Waivers

Due to the increased risks associated the COVID-19, concerns have been raised as to possible liability exposures for schools, as well as the members of the staff. Concerns and questions have also been raised regarding the possible use of waiver and release forms. SLS will not utilize any waivers with either students or employees seeking to release any rights relative to possible claims involving COVID-19.

Parent Acknowledgement and Agreement Regarding COVID-19 Protocols

Due to the increased risk associated with COVID-19, it is essential to have parents understand and to agree to comply with all COVID-19 related protocols to ensure the safety and well-being of all attending in-person classes, including staff and faculty. To ensure that understanding, parents are required to sign the following agreement.

I _____ the parent/guardian of _____ will follow St. Louis School (SLS) requirements for in-person attendance. This includes any activities and events as permitted in addition to the normal school hours.

1. ___ I understand that I play a crucial role in keeping everyone in the facility safe and reducing the risk of exposure by following the practices outlined herein. I understand and agree that my child and I will comply with any other policies, procedures, guidelines, and rules that St. Louis School may deem appropriate to prevent the spread of COVID-19 at its facility.
2. I understand that during this COVID-19 Public Health Emergency I will NOT be permitted to enter the SLS facility beyond the designated drop-off and pick-up area located at the building (except for emergency situations as contemplated below). I understand that this procedure change is for the safety of all persons present in the facility, and to limit, to the extent possible, everyone's risk of exposure. I understand that it is my responsibility to inform any Emergency Contact persons of the information contained herein and that they cannot pick up my child unless they also have signed this form.
3. I understand that IF there is an emergency requiring me to enter the St. Louis School facility beyond the designated drop-off and pick-up area I MUST wash/sanitize my hands before entering and wear a mask at all times. While in the facility, I must practice social distancing and remain at least six (6) feet away from all other people, except for my own child.
4. I understand that in order to enter upon the facility premises my child must be free from COVID-19 symptoms. If, during the day, any of the following symptoms appear my child will be separated away from the rest of the students and people located in the facility.

I will be contacted by St. Louis School staff as soon as possible, and my child MUST be picked up from the facility within thirty (30) minutes of being notified (or as soon as reasonably possible).

Symptoms include: Cough, Shortness of Breath, Chills, Muscle aches, Headache, Sore Throat, Loss of taste or smell, Diarrhea, Fever of 100.4 degrees Fahrenheit or higher.

Though many of these symptoms can also be related to non-COVID-19 issues, it is imperative that we proceed with an abundance of caution during this public health emergency. These symptoms typically appear two (2) to seven (7) days after being infected, so please take them seriously.

5. I understand and agree that I am responsible for reporting to SLS if my child, my Emergency Contacts, or I have been diagnosed with COVID-19, have symptoms of COVID-19, or otherwise have reason to believe they or I have contracted COVID-19. I further understand and agree that any child, emergency contact, or parent/guardian who wants to enter SLS before completing a fourteen (14) day self-isolation period must present the designated administrator with a medical professional's certification of good health that clears the individual for return. The medical certificate will be forwarded to the school nurse, who will consult with SLS administration regarding whether the individual is able to enter the facility prior to completion of the 14-day period.

6. I agree to wear a mask at all times while dropping off and picking up my child(ren) until notified otherwise by St. Louis School.

7. I understand that I must complete a wellness screening questionnaire for my child(ren) prior to their entering the facility. I understand if I fail to complete this questionnaire, I will be required to complete the questionnaire prior to leaving the school's premises.

8. I understand that my child will be required to wash their hands using Centers for Disease Control and Prevention-recommended handwashing procedures throughout the day using warm running water and rubbing with soap for at least twenty (20) seconds.

9. I understand the importance of complying with state, county or local stay-at-home orders and social distancing orders, even when outside of care, in order to control my own and my child's exposure in the local community.

10. I will immediately notify SLS administration if I become aware of any person with whom my child or I have had contact exhibits any of the symptoms listed in Number 3 above, is advised to self-isolate, quarantine, or has tested positive, or is presumed positive for COVID-19. Further, I will immediately notify St. Louis School administration if I am made aware that anyone from my place of employment is presumed positive or tests positive for COVID-19, and I have been physically present in my place of employment within the last fourteen (14) days.

11. I acknowledge and agree that if my child is diagnosed with COVID-19, SLS must notify the County Health Department and possibly the Maryland Department of Health.

I certify below that I have read, understand, and voluntarily agree to comply with the provisions listed herein. I acknowledge that failure to act in accordance with the provisions listed herein, or

with any other policy or procedure outlined by SLS may result in termination of St. Louis School permitting my child(ren) to attend in-person classes. I acknowledge that enrollment of my child(ren) may be terminated if it is determined that my actions, or lack of action unnecessarily exposes another employee, child, or their family member to COVID-19.

Student Name: _____ Grade: ____ Date of Birth: _____
 Parent/Guardian Signature: _____ Date: _____
 Parent/Guardian Printed Name: _____
 Phone Number: _____
 Emergency Contact Signature: _____
 Emergency Contact Printed Name: _____
 Date: _____

Assumption of Risk Statements

Due to the increased risk associated with COVID-19, assumption of risk statements are to be secured on behalf of each student. This Statement is not in any way a waiver of the parent or student's rights. It is not the intention or desire of the AoB or SLS to seek a release of any person's rights related to issues arising out of or related to COVID-19 concerns.

Dear Parent,

During these times of the novel coronavirus, we here at St. Louis School have been actively planning and working toward offering our normal in-person academic year, with appropriate precautions and measures in place that are consistent with applicable public health restrictions and guidance. Although challenges created by the coronavirus continue to develop and change almost daily and much remains uncertain, we are certain of the following:

1. The health, safety, and welfare of every member of the School community is our highest priority.
2. The novel coronavirus (COVID-19) has been declared a worldwide pandemic by the World Health Organization (WHO). Medical knowledge regarding COVID-19 continues to evolve, but COVID-19 is reported to be extremely contagious and is believed to spread through person-to-person contact and/or contact with contaminated surfaces and objects, possibly even in the air. The exact methods for spread, contraction, and infection are unknown and there is no known treatment, cure, or vaccine for COVID-19. Evidence has shown that COVID-19 can cause serious and potentially life-threatening illness and/or death.
3. The measures we take to protect the School community from COVID-19 will continue to be informed by the most up-to-date advice from federal, state, and local public health officials.
4. Even with the precautions and measures we implement, no one, including the School, can guarantee an environment without risk of the spread of COVID-19. It is simply not possible to do so. For more information about the nature of the virus, please visit <https://www.cdc.gov/coronavirus/2019-ncov/index.html>.

5. In addition, minimizing the risk of COVID-19 spread or spread of any other disease is a shared responsibility. All members of the School community, including you and your student, must do their part. In addition to basic hand hygiene (frequent washing and sanitizing) and respiratory etiquette (not coughing into one's hand or in close proximity to others), this includes adhering to any measures that the School may deem appropriate, such as temperature checks, social distancing, wearing cloth face coverings, isolating or quarantining away from the School when required, and other precautionary measures. Your student's compliance is necessary not only for the safety of your student but also for the safety of others. Individuals should not enter the School campus if they have a fever or are exhibiting symptoms of COVID-19. For more information about symptoms, please visit <https://www.cdc.gov/coronavirus/2019-ncov/index.html>.

6. If your student has any disability you think may require accommodations related to COVID-19 or if your student, because of underlying medical conditions, may be at increased risk, you should contact the School to discuss further. Please contact the school nurse by calling 410-531-664 or e-mailing nurses@stlouisparish.org.

7. If your student enters the School campus, there is an inherent risk that your student could be exposed to and contract COVID-19. By allowing your student to enter the School campus, you indicate your acknowledgement of and agreement to accept and assume this risk on behalf of your student.

In the meantime, we encourage everyone to stay safe and pray for those affected by this worldwide pandemic. We kindly ask that you and your student sign and date where provided to indicate your understanding and acknowledgement of the contents of this letter. In signing below, you merely acknowledge that you have received and reviewed this document and that you understand the inherent risks associated with COVID-19 to your student while your student is present on the School campus.

Sincerely,

By my signature below, I acknowledge I have received the above warnings regarding the risks to my student of exposure to and contraction of COVID-19 while my student is present on the School campus. I further acknowledge and agree that by allowing my student to be present on the School campus and attend the School, I have assumed those risks on behalf of my student.

Name of Parent/Guardian (printed)

Signature

Date

Name of Student (printed)

Extracurricular Activities and Sports

Due to the increased risk associated with COVID-19, all school sponsored extracurricular activities and sports permitted under the Archdiocese of Baltimore School Policies are suspended until further notice.

Facilities

Basic Facility Safety Protocol Recommendations

- Everyone wears a multi-layer face mask covering the nose and mouth (per signage on exterior doors)
- Pre-designated entry and exit paths
- Distance and flow paths through facility, floors and walls marked appropriately
- “Use of restroom” policy that maintains distancing (e.g. every other sink used, limited number of students in the bathroom at one time etc.)
- Signage within restrooms on proper hygiene practices
- Classrooms allow seating distances of 6 feet (AAP, CDC, 2020)
- Increased ventilation with outside air
- School common areas are closed/redesigned to promote social distancing

Standard Operating Procedures - Maintaining Healthy Environments

- Employees and students wear masks.
- Students will be kept in class cohorts throughout the day to limit possible transmission of the virus between groups.
- Entry/Exit doors will be assigned to cohorts for the school year to assist if needed, in contact tracing.
- All students will be assigned classroom seating to assist if needed, in contact tracing
- Common areas, such as the cafeteria, will be closed, and students will eat in their classrooms.
- The school will provide enough "high touch" objects, like art supplies and electronics, so students do not have to share. Any items shared must be disinfected between uses. Individualized supplies are recommended.

Drop-Off/Pick-Up Protocols

Purpose:

To mitigate the transmission of the virus that causes COVID-19 illness in schools, protocols for student drop-off and pick-up will be established and implemented.

Commentary/Procedural Points:

- Student cohorts assigned to specific entry/exit doors.
- Hand hygiene stations will be set up at the entrance of the facility, so that children can clean their hands before they enter or have access to hand sanitizer containing at least 60% alcohol.
- Staggered arrival and drop-off times will be implemented as will a plan to limit direct contact with parents as much as possible.
- Ideally, the same parent or designated person should drop-off and pick-up the child every day. Carpools are not appropriate at this time.

Limit Mixing of Student Groups

As part of ensuring the overall safety and health of the school community, SLS will limit the mixing of groups and create cohorts.

Purpose:

To mitigate the transmission of the virus that causes COVID-19 illness in schools, protocols to limit mixing student groups will be established and implemented.

Limit Sharing Materials/Student Supplies

As part of ensuring the overall safety and health of the school community, student supplies and materials will be designated for individual use.

- A child's belongings will be separated and in individually labeled storage containers, cubbies, or areas or taken home each day and cleaned
- Electronic devices, toys, books, other games or learning aids will not be shared.
- Lockers and coat rooms will not be used.

Cleaning and Disinfection

Cleaning

1. Cleaning refers to the removal of germs, dirt, and impurities from surfaces.
2. Cleaning does not kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.

Disinfecting

1. Refers to using chemicals to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, it can further lower the risk of spreading infection.

Schedule for Cleaning and Disinfecting

SLS will have the entire building and all of its contents sanitized and treated with Enviroshield Endure, researched by the AoB Department of Risk Management and the task force facilities planning team, every 90 days/3 months (see below). The AoB provided several options for cleaning and SLS found that this option best met the needs of the community.

Additionally, the buildings will be cleaned completely each night, including disinfecting of the bathrooms and all high touch areas. Throughout the day, teachers will wipe down their materials before moving between classrooms.

Please see the attached documents explaining the Enviroshield Endure Technology.

Ventilation

Procedural Points:

- Ventilation has been inspected to ensure the system is operating properly.
- Increased circulation of outdoor air as much as possible will be accomplished by opening windows and doors (without presenting a safety risk) and the HVAC system will be adjusted to allow for 50% outdoor air circulation in the system.
- SLS is working with vendors to provide Hepa 13 air purifiers for classroom space and the large areas with a bi-polar ionizer.

Food Service Protocols

As part of ensuring the overall safety and health of the school community, students will eat in an assigned cohort either in the classroom or outside. To mitigate risk, while eating, students will be seated 6 feet apart from others, who are also eating without a mask on.

- Students will eat in the classroom or outside.
- Students should bring their own lunch.
- No microwavable foods
- No nut allergy foods
- No sharing of food/drink
- No sharing tables
- Students will keep their lunch in their book bags and/or in their desk until lunch, so there is less handling of their lunch bags
- Desks will be cleaned before and after students eat.
- Students must wash hands with soap and water before and after eating (SLS has purchased 10 portable hand washing stations.)
- Students will take their masks off before they eat and place it in a sealable with their name on it and placed either in or on their desks while eating.
- After students are finished eating, they need to put their masks back on, throw their trash away and then wash their hands again.
- Meals need be placed in secured individualized, self-contained, disposable containers along with condiments, forks, spoons, napkins, and straw individually wrapped.
- Custodial staff will create a procedure for trash pick-up, and trash containers and buckets will be washed and sanitized daily. All trash cans and buckets will be treated with Environshield.

Recess Protocols

Procedural Points:

- The school will provide enough space to accommodate students with social distancing.
- The recess schedule will be staggered to allow for more socially distant movement outside.

Modified Layout for Classrooms and Communal Spaces

As part of ensuring the overall safety and health of the school community, modified layouts of classrooms will be established to mitigate risk.

Procedural Points:

- Space seating/desks will be placed at least 6 feet apart

- Desks will face in the same direction (rather than facing each other), or students will sit on only one side of tables, spaced apart.
- Extra items will be removed from classrooms to allow for social distancing. e.g. bookcases, filing cabinets, flexible seating options etc.

Music/Band/Choir/Physical Education

As part of ensuring the overall safety and health of the school community, limit the use of shared technology. The school will design music classes to avoid students' use of most instruments and signing. Physical education classes will be designed where social distancing can be maintained and student contact is eliminated.

Procedural Points:

- No indoor group or ensemble singing
- No use of most instruments in school
- Social distancing will occur in music and physical education classrooms; teachers will use outdoor space when possible.
- The music curriculum will focus on non-playing/singing standards like music theory/appreciation; physical education lessons will promote social distancing.
- Students may demonstrate music performance for homework via video or approved recording application.

Technology

To mitigate the transmission of the virus that causes COVID-19 illness in schools, a plan for individual student and staff use of technology tools must be established and implemented.

Commentary/Procedural Points:

- Individually assigned technology for student/staff use
- Limit the use of a class SMART board technology to mitigate the spread of the virus and adhere to social distancing guidelines
- Follow manufacturer guidelines on how to clean and/or disinfect devices

Signage

As part of ensuring the overall safety and health of the school community, directional and educational signage will be used throughout the school to educate all students and staff.

Appendix A

Email for Parents From the Health Room

Parents/Guardians:

As we approach the reopening of school we are planning with the interest of keeping both the students and staff as safe as possible during the COVID-19 pandemic while on campus. In order for our plan to work successfully and reduce the risk for contracting COVID-19 we are relying heavily on parents to take personal responsibility to ensure their children are healthy and COVID-19 symptom free while on campus. Here are some issues to consider for our return to school:

-Check in with your child each morning for signs of illness such as: chills, cough, sore throat, fatigue, headache, muscle aches, congestion or runny nose, nausea or vomiting, diarrhea, new loss of taste or smell, shortness of breath or difficult breathing). If your child has a temperature of 99.5 or above they should not go to school. Siblings should also stay home.

-Wellness check must be submitted electronically daily before a child is permitted into the building

-If your child has had close contact with a COVID-19 case, they should not go to school

-Katie Tyler will be the school contact if your child gets sick at 531-6664. Katie Tyler will also be following up daily should your child be home sick

-Be familiar with your local COVID-19 testing sites

-Make sure your child is up-to date with all recommended vaccines, including flu. The Archdiocese of Baltimore has mandated that all children must comply with Maryland Immunization recommendations to attend in person and virtual learning.

-Review and practice proper handwashing techniques, especially before and after eating, sneezing, coughing, and adjusting a face cover

<https://www.cdc.gov/handwashing/when-how-handwashing.html>

-Practice proper mask wearing

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-covering.pdf>

-Develop daily routines before and after school for handwashing, changing clothes, packing clean mask for next day

-Please remember that children are eating in their classrooms and will not be permitted to bring any nut products

-Water fountains will be disabled so please send enough water with your child to last the school day

-Talk to your child about precautions to take at school. Children may be advised to

- Wash and sanitize their hands more often
- Keep physical distance from other students
- Wear a cloth face covering
- Avoid sharing objects with other students, including water bottles, devices, writing instruments and books

-Develop a plan as a family to protect household member who are at increased risk for severe illness

Appendix A1

Attendance Tracking Protocols

Daily phone calls will be made to all students for any absence

Inquiries will include:

Demographic information (Name, Grade)

Reason for absence

Visit to MD & date

Positive COVID test or pending (date swabbed)

Review of symptoms

Temperature-record last taken

Chills

Sore Throat

Headache

Muscle/Body Aches

Congestion or Runny Nose

Nausea or Vomiting

Diarrhea

New Loss of taste or smell

Shortness of breath or difficulty breathing

Close contact with person tested positive or suspect within the last 14 days (date)

Travel to hot spot state/out of country (date)

Daily reports will be generated and reviewed by Nurses and Admin-all information will be kept confidential 4.

Links to contact phone numbers in PowerSchool or School Admin

Appendix B

Protocol for Faculty and Staff entering SLS

All Personnel must enter through main lobby

All Personnel must undergo touchless Infrared temperature check

Fever of 99.5 or higher must not report to class

All Personnel must complete a daily attestation of wellness (laptop in lobby with use of q-tips) that includes yes/no questions as follows.

In the last 48 hours have you had any of the following symptoms:

Feeling Feverish – Actual temp recording

Chills

Sore Throat

Fatigue

Headache Muscle/Body Aches

Congestion or Runny Nose

Nausea or Vomiting

Diarrhea

New Loss of taste or smell

Shortness of breath or difficulty breathing

Have you been within 6 feet of a person who tested positive for Covid for 5 minutes, or had direct contact with their mucus or saliva in the past 14 days?

Have you traveled to a hot spot state within the last 14 days?

Any person with an affirmative response must report to administration/nurse

Daily reports will be filed and maintained confidentiality

Appendix C

Draft Protocol for PreK Entering SLS

Parents will drive up to designated drop off area and keep student in car

Parent will take Infrared temperature and show SLS personnel SLS personell will record temperature

All Parents must complete a daily attestation of wellness for each student that includes:

In the last 48 hours have you had any of the following symptoms:

Feeling Feverish – Actual temp recording

Chills

Sore Throat

Fatigue Headache

Muscle/Body Aches

Congestion or Runny Nose

Nausea or Vomiting

Diarrhea

New Loss of taste or smell

Shortness of breath or difficulty breathing

Have you been within 6 feet of a person who tested positive for Covid for 5 minutes, or had direct contact with their mucus or saliva in the past 14 days?

Have you traveled to a hot spot state within the last 14 days?

Students with temperatures below 99.5 and negative responses to all questions may enter SLS

Any person with an affirmative response must report to administration/nurse

Daily reports will be filed and maintained confidentiality

Appendix D

Letter for Parents of Student with Confirmed or Presumptive Positive COVID 19 Test

Dear Parent/Guardian:

We are sending home you child due to the following symptoms

1. Fever
2. Chills
3. Sore Throat
4. Headache
5. Muscle/Body Aches
6. Congestion or Runny Nose
7. Nausea or Vomiting
8. Diarrhea
9. New Loss of taste or smell
10. Shortness of breath or difficulty breathing

Please contact your Health Care Provider regarding COVID testing or an evaluation by your physician.

An ill child must stay at home at least 10 days since symptoms first appeared and until no fever for at least 24 hours without medication and improvement of other symptoms. Asymptomatic students with a positive COVID test must stay home for days from a positive test.

Please provide a doctor's note if alternative diagnosis is given with return to school recommendations.

We will be calling you daily to obtain updates. Thank you for your cooperation and help in keeping our school community safe.

Sincerely,

School Nurses

Principal

Appendix E

Email for Parents of Class When a Student is sent home as a Presumptive Positive COVID 19

Dear Parent /Guardian:

We are sending this email to inform you that a person in your child's class has developed symptoms of COVID-19. This person was last on campus on _____ and is not on campus at present. Please note that COVID-19 may present with the following symptoms or may be asymptomatic. Symptoms of COVID-19 may include:

- Fever
- Chills
- Sore Throat
- Headache
- Muscle/Body Aches
- Congestion or Runny Nose
- Nausea or Vomiting
- Diarrhea
- New Loss of taste or smell
- Shortness of breath or difficulty breathing

Please contact your Health Care Provider if you have any questions regarding COVID-19 testing or an evaluation by your physician.

Please refer to the following CDC and Howard County Health Department websites for further information on COVID-19:

<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

<https://www.howardcountymd.gov/Departments/Health/MM-Alerts-and-Recalls>

Please monitor your child and contact us if your child becomes symptomatic. Thank you for your cooperation and help in keeping our school community safe.

Sincerely,

School Nurses

Principal

Appendix F

Letter for Parents of Student as a Close Contact

Dear Parent/Guardian:

We are sending this email to inform you that your child was in close contact with an individual with a Presumptive/Confirmed case of COVID 19.

Please contact your Health Care Provider for guidance regarding COVID testing or an evaluation by your physician.

Also please monitor your child for the following symptoms of COVID-19:

- Fever
- Chills
- Sore Throat
- Headache
- Muscle/Body Aches
- Congestion or Runny Nose
- Nausea or Vomiting
- Diarrhea
- New Loss of taste or smell
- Shortness of breath or difficulty breathing

We will be calling you daily to obtain updates and notify you if a Presumptive case has test results.

Close contacts must remain home for 14 days of the last exposure or Presumptive case COVID-19 testing is negative or has an alternative diagnosis.

Please refer to the CDC and Howard County Health Department for COVID-19 information at:

<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

<https://www.howardcountymd.gov/Departments/Health/MM-Alerts-and-Recalls>

Thank you for your cooperation and help in keeping our school community safe.

Sincerely,

School Nurses

Principal

Appendix G

Tools for Teachers to Recognize Symptoms of COVID-19

Please send students with the following:

Fever Chills

Sore Throat

Headache

Muscle/Body Aches

Congestion or Runny Nose

Nausea or Vomiting

Diarrhea

New Loss of taste or smell

Shortness of breath or difficulty breathing

Please also send student with:

Anaphylactic Allergy symptoms Red eyes with drainage

Acute Injuries-simple abrasions can be treated in class with First Aid kit

Head Injuries Daily Medications

Insect Sting-new

New rash

Bloody nose that does not stop within 1 minute of applied pressure

Please call Health Room at ext 259 with any questions or concerns

*Please send children with lost teeth to Bathroom to rinse mouth (tooth containers/cups in FA kits) **Please contact Counselors for Anxiety related symptoms ***Please take children with incontinence to Bathroom with a backpack for a change of clothes. Do not send students to remove nailpolish or for uniforms. Uniforms are no longer in the Health Room and are stored in a closet across from the west wing lab.

Appendix H

Protocol for Treating Sick Student During COVID

Classroom teacher/assistant calls Health Room to alert COVID suspect child and sends to Health Room (alone if grades preK, 2-8) and removes child into hallway, gather bucket belongings

Nurse will come retrieve child in K and 1st grades if only one adult in class

Classroom personnel will clean student's desk and high touch areas in classroom with disinfectant

Classroom personnel will report any close contacts

Nurse will call backup personnel to report to Health Room via walkie talkie, don PPE

Nurse will escort child to tent with "go bag"/for inclement weather isolation room in Health Room

After assessing student Nurse will call Katie Tyler to contact parent if child meets Covid suspect criteria to pick up within 30 minutes

Nurse will notify Admin so that Siblings (without symptoms) and close contacts will be removed from class and isolated in alternative space (back of Health Room or Counselor's office if Health Room occupied)

Siblings (without symptoms) and close contacts will be removed from class and isolated in alternative space (back of Health Room or Counselor's office if Health Room occupied)

Pick up will be from driveway outside former KB classroom

Nurse will escort child to parent with written instructions, including daily phone follow up of symptoms

If second child requires isolation concurrently, isolation room in Health Room will be used/door closed, window open with ac on

Backup Personnel will be in communication with nurse via cell phone regarding any injuries or medication issues

Nurse will send notification to parents, all faculty and staff of suspected and positive cases

All asymptomatic family members will be asked to quarantine for 14 days after last exposure to positive case

Nurses will contact Howard County Health Department for all positive test results

Nurses will use MD Department of Health Response to a Laboratory Confirmed Case of COVID-19 and Persons with COVID-19 like illness in Schools (attached) to guide parents in stay at home protocols

Attendance tracking will be done on a daily basis

Enviroshield Endure Technology References

Attached in the parent email.

