



**POLICIES AND PROCEDURES
FOR COVID SAFETY
2022-23**

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Table of Contents

- Introduction 3
 - Concord Families in Partnership 3
 - Understanding COVID-19 3
 - Guiding Principles 4
- Illness at Home..... 4
- Illness at School..... 4
- Returning to School..... 4
- School Health and Safety 4
 - Health and Safety Measures 5
 - Masks 5
 - Student Hygiene..... 5
 - Social/Emotional Support 5
 - Lunches 6
- References and Resources 7

Introduction

The Concord Academy board, administration, teachers and staff are committed to the health and safety of our students and their families. The policies and procedures outlined in this document have been developed based on the latest expert guidance and specific prevention advice from health and medical experts, including the CDC, Shelby Co. Health Dept., TN Dept. of Health, LeBonheur/UTHSC Back-to-School Task Force, and American Association of Pediatrics. As health and medical experts learn more about COVID-19, their guidance is likely to change. We are constantly monitoring sources of updated information and guidance and will follow best practices based on the latest research-based information.

Concord Families in Partnership

We have always put a high value on the partnership we have with our families and appreciate your involvement in our school community. Now more than ever, we are relying on your support as we navigate a constantly changing environment. Working together we can keep our students and staff healthy, and our campus open by observing best practices for school health and safety. Your cooperation is essential to providing a healthy school environment and to our students having a successful year. We appreciate your support and commitment to Concord Academy!

Understanding COVID-19

How does the virus spread? According to the CDC, the COVID-19 virus can be spread through close contact with infected individuals, whether they have symptoms of the virus or not. The disease is normally spread through droplets or invisible vapors that become airborne when an infected person exhales, speaks, sings, coughs, or sneezes. The virus may also be transmitted on surfaces such as desks, door handles, or tabletops.

What are the symptoms of COVID-19? Symptoms can include fever, cough, headache, stuffy nose, and diarrhea. Symptoms may first appear up to 14 days after exposure.

How can we prevent transmission of COVID-19? According to the CDC, personal prevention practices (such as handwashing, staying home when sick, maintaining social distancing, and wearing a cloth face covering) and environmental prevention practices (such as cleaning and disinfection) are important ways to prevent the spread of the virus.

COVID-19 associated symptoms include the following:

- fever
- cough (new or worsening)
- shortness of breath
- loss of sense of taste or smell
- sore throat
- nasal congestion/nasal discharge
- nausea/vomiting/diarrhea
- muscle aches
- headache
- fatigue

Guiding Principles

The following Guiding Principles informed the work of our School Reopening Task Force, and will continue to drive our policies and practices:

1. Provide safe learning and working environments for all students and staff.
2. Promote behaviors that reduce the spread of disease and mitigate the risk of infection.
3. Ensure all students receive necessary supports in the following areas: instruction and learning; technology and connectivity; and social/emotional health.
4. Consult expert guidance and best practices to inform policies and procedures, and decision-making moving forward.
5. Provide clear and timely communication to Concord families.

Illness at Home

- Parents/guardians should keep their child at home if he/she has any of the symptoms listed in the Understanding Covid-19 section of this document or if anyone in your household has tested positive for Covid.

Illness at School

- Any student with COVID-19 symptoms, or symptoms of any other communicable disease or condition, will be isolated in an area away from other students and staff, and will be monitored by staff.
- Parents/guardians will be contacted and asked to pick up the student immediately (we request that you arrive within one hour of notification if possible).
- Upon request, a rapid test can be conducted on site before the student is dismissed. (Tests are provided by the State of TN and are available while supplies last.)
- Families should be sure all emergency contacts, along with updated phone numbers, are on file with the school.

Returning to School

- Follow current CDC guidelines for isolation and quarantine found here: <https://www.cdc.gov/coronavirus/2019-ncov/your-health/quarantine-isolation.html>
- Students returning to school must have improving symptoms and be fever-free without medication for at least 24 hours.

School Health and Safety

Our healthy school efforts include measures designed to create an environment that is as safe as possible for students, staff, and visitors. Teachers and staff will emphasize modeling and repetition

of procedures and routines to encourage healthy habits such as handwashing, nasal hygiene, etc. Families should reinforce learning and encourage the practice of healthy habits at home.

Health and Safety Measures

- Lunch in classrooms; students bring own lunches
- Limited/staggered use of lockers
- Limited use of shared supplies
- High-touch surfaces cleaned regularly
- School leadership will request technical assistance from Shelby County Health Department when needed
- Positive cases reported (anonymously) to all Concord families. Close contacts will be advised individually.
- Follow current CDC recommendations for isolation and quarantine.
- Social/emotional check-ins as needed, requested or referred.

Masks

Masks are recommended, but not required, for all students, staff, and visitors in all school environments, including classrooms, hallways, restrooms, and offices.

If your child wears a mask at school:

- Families should supply a clean mask daily and pack a spare clean mask in case the first one becomes soiled or wet.
- Masks should completely cover the mouth and nose and fit snugly on the face.
- Extra masks are available in the school office while supplies last.

Student Hygiene

Student hygiene is more important than ever during this time. Students should practice good personal hygiene and good habits should be reinforced at school and at home.

- Proper handwashing will be modeled, taught, and reinforced by teachers and staff. Signage with reminders and correct steps of handwashing will be posted in the restrooms.
- Hand sanitizer will be available in all classrooms, at the school entrance and in hallways and restrooms. Hands should be sanitized when entering a room, after touching door handles or other high-touch surfaces, before eating, and after using the restroom.
- Students should not share food, utensils, PE equipment, electronic devices, or school supplies.
- Students should bathe daily and wear clean clothes. Clothing worn to school should be removed immediately after arriving home and not worn again until laundered.

Social/Emotional Support

To the extent possible, we will provide a normal routine with a predictable environment and schedule. Mrs. Melissa Miller, our Licensed Behavior Analyst, will be available for one-on-one and group sessions designed to provide social/emotional learning and counseling. Students can be

Concord Academy | COVID Policies and Procedures

referred to Mrs. Miller by staff, parents, peers, or can self-refer if they need social/emotional support.

Lunches

- Lunch will be eaten in the classroom. Students must provide their own lunch, utensils, napkins, and paper plates as needed. These items will not be provided.
- Microwaves will not be available. Please pack foods that do not need heating.

References and Resources

COVID-19 Guidance for Safe Schools; American Academy of Pediatrics; <https://www.aap.org/>

COVID-19 Health Guidance; Tennessee Department of Health;
<https://www.tn.gov/education/health-and-safety/update-on-coronavirus/reopening-guidance.html>

COVID-19 Resource Center; Shelby County Health Department; <https://www.shelby.community/>

Novel Coronavirus (COVID-19) Resource Center; LeBonheur Children's Hospital;
<https://www.lebonheur.org/>

Operational Guidance for Schools; Center for Disease Control and Prevention (CDC);
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-childcare-guidance.html>