



Bridge Elementary Protocols for COVID Mitigation 2020-2021

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Training on Protocols

Staff Training - Prior to school beginning in August, all staff will receive training in Bridge Elementary's following protocols and the School Re-Opening Plan including the importance of staying home from work and scheduling a substitute when the employee is ill.

Student Training - Once school begins classroom teachers will provide training to students regarding proper and required social distancing, mask wearing, hand hygiene, and the importance of not attending school when ill. Students will also be trained in the need to sanitize surfaces and materials after use and the to not share supplies or materials unless necessary and only when proper sanitizing has taken place.

Parent Training – Parents will receive email and social media notices regarding COVID mitigation plans, symptom checking at home, alternative learning environments available, and how to contact Bridge Elementary staff if a student or an individual a student has been in contact with, tests positive for COVID-19. Additionally, parents will be invited to attend a presentation during Back to School Night which discusses Bridge Elementary's COVID-19 mitigation plans and protocols.

Symptom Monitoring

Staff – Substitutes - Volunteers

All Staff, substitute staff and volunteers are required to complete a self-evaluation using the following symptom checker. If a substitute staff member or volunteer answers YES to any of the symptoms shown below they should notify the office immediately and return home. They will not be allowed to substitute or volunteer at the school until their symptoms are gone.

If a staff member answers YES to any of the following, they should schedule a substitute and contact the office staff immediately. Staff with the following symptoms may consider getting a COVID test.

- Fever greater than 100F / 37.8C
- Severe cough that has gotten worse over the last 48 hours.
- Shortness of breath that started within the last 48 hours.
- Muscle aches that started or worsened in the last 48 hours.
- Felt significantly more tired than usual in the last 48 hours.
- Runny nose or congestion that has started or worsened in the last 48 hours.
- Nausea or diarrhea that has started or worsened in the last 48 hours.
- New loss of taste or smell in the last 48 hours.
- Chills that have started or worsened in the last 48 hours.

Students

Parents of students must assess their child for COVID-like symptoms each morning before school including doing a temperature check. Students with the following symptoms should not

attend school until the symptoms have disappeared or until a medical professional indicates the student can return to school.

- Fever greater than 100F / 37.8C
- Severe cough that has gotten worse over the last 48 hours.
- Shortness of breath that started within the last 48 hours.
- Muscle aches that started or worsened in the last 48 hours.
- Felt significantly more tired than usual in the last 48 hours.
- Runny nose or congestion that has started or worsened in the last 48 hours.
- Nausea or diarrhea that has started or worsened in the last 48 hours.
- New loss of taste or smell in the last 48 hours.
- Chills that have started or worsened in the last 48 hours.

NOTE: Parents who DO NOT have access to a digital thermometer can contact the school and ask that the office staff take the child's temperature.

Students who report they are not feeling well will have their temperature checked. If their temperature is above 100F or the student appears to have any of the symptoms shown above, parents will be notified and the student quarantined in one of the school's quarantine rooms until the parent or another approved adult can pick up the student. The staff member checking on the child will use appropriate disposable PPE such as a mask, gloves and a gown to enter the quarantine room. After the child has left the school, the room will be thoroughly cleaned and disinfected. The disposable PPE will be bagged and immediately thrown outside in the garbage bin. If multiple students appear symptomatic they will be kept in separate rooms if practicable.

Visitors

All Visitors will be screened to determine if they have any of the following symptoms. Visitors who answer YES will not be permitted to enter the school beyond the office area.

- Fever greater than 100F / 37.8C
- Severe cough that has gotten worse over the last 48 hours.
- Shortness of breath that started within the last 48 hours.
- Muscle aches that started or worsened in the last 48 hours.
- Felt significantly more tired than usual in the last 48 hours.
- Runny nose or congestion that has started or worsened in the last 48 hours.
- Nausea or diarrhea that has started or worsened in the last 48 hours.
- New loss of taste or smell in the last 48 hours.
- Chills that have started or worsened in the last 48 hours.

Disinfecting, Sanitation and Social Distancing Procedures

Bridge Elementary will follow the requirements and recommendations described in the School Re-Opening Plan approved by the Board on July 21, 2020. This can be found on our website at <https://www.bridgecharter.org/plans>

A schedule explaining the cleaning and sanitation schedule will be hung in each classroom and staff areas identifying the time of day the cleaning will happen, the area to be cleaned and the individual(s) responsible.

In summary, the following procedures will take place.

- All staff and students wear masks according to state guidelines and requirements.
- Increased hand hygiene practices for students and staff, including handwashing and/or sanitizing hands upon entry or exit from a room and between activities.
- Increased cleaning and disinfecting of all high touch areas.
- Students assigned groups in classrooms, on playgrounds and at lunch to allow for ease of contact tracing.
- Staggered exit times and exit doors to reduce congestion.
- Hand hygiene performed before and after meal service.
- Elimination of self service and buffet items in the cafeteria unless gloves are used by each individual (if approved by CNP and health department).
- Expanded lunchroom seating to include outdoors and additional space to reduce the proximity of close student contact.

Case Investigation and Contact Tracing in Schools (K-12) 2020-2021

The following information is provided by the Weber Morgan Health Department.

1. Before school resumes, the school should designate a point of contact (POC) to work with the health department should a student or staff member test positive for COVID-19. **Bridge Elementary's POC is Stacy Henry – Stacy@BridgeCharter.org or (801)499-5180**
2. When a student or staff member receives a positive test result for COVID-19, the health department will conduct a disease investigation and will reach out to the POC if the individual attended school within 48 hours of symptoms starting or of being tested.
 - a. The individual testing positive for COVID-19 will be instructed to isolate and cannot return to school until meeting the health department criteria to be released
 - b. Close contacts, such as household contacts, including other students in the home, will be instructed to quarantine for 14 days from their last exposure to the individual who tested positive and cannot return to school until they have completed their full quarantine
3. The health department will provide recommendations to the POC on ways to increase preventative measures to reduce the spread of COVID-19 in the school.
 - a. The POC should implement these recommendations in a timely manner
4. The health department will ask the POC to compile a list of high-risk individuals who may have been around the person who tested positive for COVID-19 during a specific time period. This list could include students in the same classes as the individual, those on the same sports team, etc.
 - a. High-risk individuals include:
 - i. [older adults](#)
 - ii. those with [underlying medical conditions](#)
5. The POC will provide the list of high-risk individuals and their contact information to the health department.
6. The health department will contact all high-risk individuals and provide them with education and instructions to take extra precautions, including to quarantine if needed.
7. The POC will compile a list of others who were not identified as high-risk, but may have been exposed at school, and notify them of their potential exposure. The POC should instruct them to self-monitor, or pay attention to how they are feeling, and send them a letter and an educational packet.
 - a. The health department will provide a letter template
 - b. The health department will provide the educational packet

8. The health department will notify the POC when individuals have completed their isolation and quarantine periods and can return to school safely.
 9. The health department will continue to work with the point of contact to identify any other students or staff members who may later test positive for COVID-19.
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What Happens When a Student or Staff Member Tests Positive for COVID-19?

- The student or staff member will be contacted by the health department, notified of the test result, and interviewed about symptoms experienced, medical history, places visited, and people the individual has been around. This is known as a case investigation.
- During the phone interview, the health department will get contact information for all of those who were identified as having close contact with the student or staff member testing positive to notify them of their exposure and to inform them to quarantine. Close contact is defined as being closer than 6 feet to someone for 15 minutes or more.
- The health department will then contact any places, such as a workplace and school, where the student or staff member visited that may have resulted in an exposure to COVID-19.
- The student or staff member will need to isolate by remaining at home, except to receive medical care, until they are released by the health department.
- Students or staff members in isolation should stay in a different room from others in their household and use a different bathroom when possible. If this is not possible, at least 6 feet of distance should be kept between the individual and others in the household.
- If close contact in the home cannot be avoided, everyone should wear masks if possible.
- The student or staff member can receive a letter from the health department that excuses them from work during their isolation period.
- The health department will notify the student or staff member of when they can return to school safely.

What Should Household Members Do When a Student or Staff Member Tests Positive for COVID-19?

- Household members who have had close contact with a student or staff member who tested positive for COVID-19 need to quarantine for [14 days](#) from their last exposure to the person testing positive for COVID-19.
- Household members who are quarantined should stay home, except to receive medical care.
- Household members should keep at least 6 feet of distance from others in the home. This will help to reduce the spread of COVID-19 within the home.

- Each day, individuals on quarantine should self-monitor for symptoms, by checking their temperature every day, and by paying attention to how they are feeling.
- If they develop any of the symptoms of COVID-19, they should get tested for COVID-19.
- All household members who are instructed to quarantine can receive a letter from the health department that excuses them from work during their quarantine period.

Household members who were instructed to quarantine can return to school and work after staying home for 14 days from their last exposure to an individual who tested positive for COVID.

Available Modes of Instructional Delivery at Bridge for School Year 20/21

Type of Instruction Available for 100% Re-Opening

- **All students** attend **Face to Face** instruction following a traditional schedule with COVID mitigation strategies in place according to Bridge Elementary School Re-Opening Requirements plan approved by board July 2020.
- **Some students** identified by parents as being in “at-risk” category can register for **Asynchronous Online Instruction** facilitated by a licensed teacher. Registration for online instruction on the School’s website.

Type of Instruction Available for Required Reduced Capacity

If a COVID outbreak at the school or within the community occurs and the health department or state office of education recommend school continue with a reduced population of students.

- **All students** attend **Face to Face** instruction following an **altered** schedule and online, asynchronous instruction three days each week:
 - 50% of population attends Monday / Thursday
 - 50% of population attends Tuesday / Friday
 - On non-Face to Face days ALL students participate in online, asynchronous instruction facilitated by one of their grade level classroom teachers.
- **Some students** identified by parents as being in an “at-risk” category can register for **Asynchronous Online Instruction** facilitated by a licensed teacher. Registration for online instruction on the School’s website.

Type of Instruction Available for Soft Closure

If a COVID outbreak at the school or within the community occurs and the health department or state office of education recommend soft closure.

- **All students** attend a combination of asynchronous and synchronous **Distance Learning** facilitated by one of their grade level classroom teachers.
- **Some students** previously registered for **Asynchronous Online Instruction** switch to Distance Learning.

Definition of Terms

- **Asynchronous Online Instruction** – All instruction is asynchronous online. Asynchronous means instruction is not delivered at set meeting times/days. Instruction is assigned, graded and facilitated by a licensed teacher.
- **Distance Learning** – Instruction uses both synchronous and asynchronous technology. Synchronous means students will meet at set times/days to receive instruction via video conferencing such as Zoom or Google Meets. Asynchronous means instruction and assignments will be delivered via Google Classroom or other technology not tied to set meeting times/days.
- **Face to Face Instruction** – All instruction is in-person in a classroom.

Communication in the Event of Temporary Closure, Altered Schedule or Potential COVID Exposure

Temporary (Soft) Closure

In the event a community outbreak requires temporary closure, parents will be contacted via email, text, social media and through our One Call voicemail system. Families will be provided as much time as possible to schedule alternate arrangements as needed. If the state determines it is a “Soft Closure” the school will resume using the Distance Learning mode of instruction within five school days after the closure. The five days will provide teachers and staff the time to create the necessary curriculum and distribute materials as needed.

Hard Closure

If the state determines it is a “Hard Closure” and school is cancelled, parents will be provided as much time as practicable to make alternative arrangements.

Altered Schedule with Reduced Capacity

If a community or schoolwide outbreak occurs and the health department recommends the school reduce capacity, students will move to the altered, Face to Face schedule. The school will be closed for two professional learning days for teachers to prepare for this new scheduling, to develop online learning materials for the non-Face to Face school days and to deep clean and disinfect the school.

Potential Positive Exposure

Bridge Elementary will follow the protocols stated in *Case Investigation and Contact Tracing in Schools (K-12) 2020-2021* above and will notify parents accordingly.

The school will be disinfected and sanitized including all furnishings in the student’s classroom. If time allows for appropriate cleaning before the new school day begins, students will return to their classroom. If time does not allow, students will be moved to other learning areas within

the school. In rare cases, such as positive cases in multiple grade levels, the school may be closed for 24 hours to allow for the appropriate cleaning.