



Genesee Academy

COVID-19 Preparedness and Response Plan for Parents & Students

This document is an addendum to the Genesee Parent-Student Handbook. All guidelines follow procedures required and recommended by the Michigan Safe Schools 2020-21 Return to School Roadmap released on June 30, 2020.

Phases 1-3: Remote Only Instruction

What is Genesee Academy Doing?

If the State of Michigan or Region 1 is pushed back to Phase 1, 2, or 3 of the Michigan Safe Start Plan, Genesee Academy will cease all in-person learning and the building will be closed to staff and students. Synchronous online learning will take place and students will meet in live sessions with their instructors for a minimum of 4 days a week. Google Classroom will be the online platform used. The school's grading platform, Gradelink, is synchronized with Google Classroom, and will be used by staff, parents, and students to monitor students' progress. Also, most curriculum is available online via Pearson Realize, Houghton Mifflin Harcourt, Social Studies Weekly, TCI, and others.

Students will retrieve their physical textbooks and any necessary materials from the school on designated days at the beginning of the shutdown. Any students needing technology support will be provided with laptops/chromebooks from the school. If any student has technological issues, they will be able to contact a technology support staff member to assist with the problem.

Attendance to live sessions will be required and monitored. Students will be held accountable to the material presented and will be assessed through quizzes, exams, and projects. Tutors will also be available to provide additional support to struggling students. Administration will be in continuous communication with staff, students, and families to ensure the success of all students.

All clubs and after school activities will be cancelled or postponed

What should parents and students do?

- Parents and students should be in constant contact with the school administration and staff to ensure a smooth transition to online learning. Administration and staff may contact families via emails or telephone calls. Ensure the correct and most up-to-date contact information is provided to the school.
- Set expectations at home for online learning. Ensure a proper working space is available for productive learning. If a family requires technological support, contact the school to obtain the needed resources.

Phase 4: Hybrid In-Person or Remote Learning

What is Genesee Academy Doing?

Instruction

Genesee Academy will provide two modes of instruction during Phase 4 of the Michigan Safe Start Plan. All students will be given the option to participate in hybrid face-to-face learning or remote learning.

Grades PK-5: Students will have the option to participate in hybrid face-to-face learning or remote learning. Our youngest students PK-5 will attend face-to-face 4 days/week - Monday, Tuesday, Wednesday, and Thursday. Remote work and extra support will be provided for students on Fridays. Students enrolled in the remote learning option will learn with their classroom teachers "live" through Google classroom. Students will be expected to login at certain times to join the class in progress and will complete and submit assignments electronically.

Grades 6-12: Students will have the option to participate in remote learning or face-to-face learning. Grades 6-12 will attend face-to-face 2 days/week - Monday/Tuesday or Wednesday/Thursday schedules as determined alphabetically by the last name. When not attending physically in school, students will continue distance-learning by engaging in the school classroom remotely via live cameras. Remote work and extra support will be provided for students on Fridays. Students enrolled in the remote learning option will learn with their classroom teachers "live" through Google classroom. Students

will be expected to login at certain times to join the class in progress and will complete and submit assignments electronically.

Masks, Spacing, Movement, and Access

Facial coverings must always be worn by staff except for meals. Facial coverings may be homemade or disposable level-one (basic) grade surgical masks. Any staff member who cannot medically tolerate a facial covering must not wear one. Any staff member that is incapacitated or unable to remove the facial covering without assistance, must not wear a facial covering.

Students in grades PK-5 will be required to wear a mask in common areas such as buses, bathrooms, and hallways. Students will be required to wear masks within their classroom settings. They are not required to wear a mask while eating or drinking, if they are engaged in strenuous exercise outdoors while social distancing, or if they have an approved Medical Mask Exemption Form. Students with an approved Medical Mask Exemption Form will be required to wear face shields. Sneeze guards will also be on each student's desk/work area to prevent further exposure.

Students in PK and K will be provided face shields.

Students in PK-5 will be confined to small cohorts whenever possible to limit the number of possible exposures. In other words, a class of students will not interact with other classes or individuals unless necessary, and in those instances would be required to wear a mask. Desks and work areas will be socially distanced within the classroom six feet apart and will face the same direction towards the front of the classroom.

Signage will be posted to remind students and staff about handwashing. Custodians will clean classrooms often. Sanitizing stations will be available in each classroom and throughout the building. Hand sanitizer and soap dispensers will be monitored and filled, and sinks will be kept in working order.

Students in grades 6-12 will be required to wear face coverings (cloth or disposable masks) for the duration of the school day unless eating and drinking, or if they have an approved Medical Mask Exemption Form on file, or if they are engaged in strenuous exercise outdoors while socially distancing, such as in physical education or athletics. Students with an approved Medical Mask Exemption Form will be required to wear face shields. This rule applies in all indoor school settings, including on the bus, inside classrooms and hallways, and during breaks and any after school activities. Secondary students will be changing classrooms several times per day when they are in the building and will be exposed to several groups of students.

Desks and work areas will be socially distanced within the classroom six feet apart and will face the same direction towards the front of the classroom.

If a student (PK-12) does not, for any reason, have a mask, a disposable one will be provided. If a student **refuses** to wear a mask and does not have a Medical Mask Exemption Form on file, a parent/guardian will be contacted, and they will be sent home to learn remotely. If a student removes their mask at an inappropriate time, every effort will be made to explain to the student why and when masks must be worn. If repeated issues occur concerning mask-wearing, a parent/guardian will be contacted, and they may be sent home to attend online learning long-term.

Masks are subject to the same dress code rules as clothing in the Genesee Academy Student Handbook.

Transportation

Genesee Academy students are transported either privately to school or by the MTA bus service. Students on the buses will follow all guidelines implemented by the MTA bus service.

All students on the buses will be required to use hand sanitizer before entering the bus. Hand sanitizer will be supplied on the bus. The bus driver, staff, and all students in grades pK-12, if medically feasible, must wear facial coverings on the bus. If students choose not to wear a facial covering on the bus, they must make alternate arrangements for transportation (i.e. personal vehicle). The MTA will clean and disinfect the buses before and after each route. Children will not be present when a vehicle is being cleaned.

Parents will be asked to take students' temperatures before boarding the bus in the morning. Staff will take students' temperatures before entering the bus at dismissal time.

If a student becomes sick during the day, they will not use group transportation to return home and must follow the outlined protocols. As with other illnesses, students who are not allowed to board the school vehicle will remain in the

office until a guardian or emergency contact can assist in safely returning the students home. Weather permitting, the bus company will keep doors and windows open while being cleaned and between trips to let the vehicles thoroughly air out. Additionally, weather permitting if appropriate and safe, windows will be kept open while the vehicle is in motion to help reduce spread of the virus by increasing air circulation.

Hygiene & Cleaning

The school will provide adequate supplies to support healthy hygiene behaviors, including soap, hand sanitizer with at least 60% alcohol, paper towels, tissues, and signs reinforcing proper handwashing techniques.

Genesee Academy will have touch free stand hand sanitizer dispensers throughout the building. The school has also obtained bulk liquid sanitizer for dispensers throughout the building. Sanitizer spray bottles will be housed in every classroom for periodic wipe downs.

On the first day of school, administration and/or staff will teach and reinforce handwashing with soap and water for at least 20 seconds and the safe use of hand sanitizer that contains at least 60% alcohol. The hand washing techniques will be reinforced throughout the year. Signage will be posted to remind students and staff about handwashing

Custodians will systematically and frequently check and refill soap and hand sanitizers in public areas and restrooms. Staff will ensure that hand sanitizer is readily available in the classrooms daily.

Elementary students and teachers will schedule handwashing with soap and water every 2-3 hours, and before and after lunch. Adequate time will be included on their schedule to meet this requirement. Secondary students and teachers will also wash hands every 2-3 hours and before and after lunch.

Administration and/or staff will educate staff and students on how to cough and sneeze into their elbows, or to cover with a tissue using CDC recommendations on the first day of school. Used tissues will be thrown in the trash and hands washed immediately using proper hand hygiene techniques.

Students will bring their own personal items and supplies, such as writing utensils to limit sharing. Additionally, the district will provide additional items as needed. Finally, when possible, personal items will be labeled with students' names to minimize sharing.

Frequently touched surfaces including light switches, doors, and bathrooms will undergo cleaning at least every four hours with a diluted bleach solution. The library, computer lab and other hands-on classrooms will undergo cleaning after every class with an EPA-approved disinfectant. Student desks will be wiped down with a diluted bleach solution after every class period. Staff will wear gloves, surgical masks, and face shields when performing all cleaning activities. Custodial staff will ensure safe and correct use and storage of cleaning and disinfecting products, including storing products securely away from children, and with adequate ventilation when staff use products.

Screening & Testing

Genesee Academy will comply with all screening requirements issued by the State of Michigan and will cooperate with the Genesee County Health Department in implementing protocols for screening staff and students.

Students will be screened upon arrival to the building with touchless thermometers and will be asked if they or any of their household members have been exposed to COVID-19. Any student upon arrival or during the school day with a fever of 100.4 or greater or suspected symptoms will be isolated in a designated quarantine area. The student will remain in the quarantine area with a surgical mask. Identified school staff caring for these children will wear a surgical mask, except for students with special needs requiring aerosolized procedures in which an N95 mask is required.

Symptomatic students will be sent home from school will be kept home until they have tested negative or have completely recovered according to CDC guidelines. In the event of a lab or clinically diagnosed case of COVID-19, families will be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home. Additionally, immediate efforts will be made to contact any close contacts (those who spent more than 15 minutes less than six feet in close proximity to the student or staff member) so that they can be quarantined for 14 days at home. Students and staff should be closely monitored for any symptoms of COVID-19. At this time, empiric testing of all students or staff members in the class is not recommended. Only those that develop symptoms require testing for COVID-19. Also, Genesee Academy will notify the local health officials, staff, and students immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.

Employees with a confirmed case of COVID-19 will only return to the workplace after they are no longer infectious. Local health officials will provide instruction about return to work, using the most current guidelines from the CDC for this determination.

If a student or staff member with symptoms was present in the room within 48 hours prior to symptoms that room must be closed. Staff and children need to be sent home and wait until test results for symptomatic child or staff are negative or must self-quarantine for 14 days if no test is taken.

If student or staff
GETS a COVID-19 test
and results are
NEGATIVE

then

Only need to be symptom
free for 24hrs without the
aid of medicine

and

The room can open backup
and the other children and
staff without symptoms
can attend school

If student or staff
DOES NOT GET a
COVID-19 test

then

the student or staff
MUST be OUT for
14 DAYS from the start
of symptoms

and

The room MUST remain
CLOSED and the other
children and staff must
also be out for 14 days

If student or staff
GET a COVID-19 test
and the results are
POSITIVE

then

the student or staff must
be out for a minimum of
10 days and symptom
free for 72hrs without the
aid of medication

and

The ROOM MUST
REMAIN CLOSED and
the other children and
staff must be out for 14
days since the start of the
symptoms in positive
individual

Child has any of these symptoms of Covid-19

Fever 100.4 and above	Headache
Runny nose	Body Ache
Sore throat	Nausea
Nasal Congestions	Vomiting
New or worsening cough	Diarrhea
Shortness of breath	Loss of Taste or Smell
	Fatigue

What should parents and students do?

- Educate yourself and your child about the importance of masks. Make or purchase a reusable mask (or preferably more than 1) for your child that fits and is comfortable. Make sure they know how to wear it properly and how to safely store it if they take it off for any reason. Make sure reusable masks are washed/sanitized daily. If a mask is forgotten or lost, the school building will have extra disposable masks available.

- If your student has any symptoms of illness, keep them home. It is CRUCIAL that students with symptoms are kept home during this crisis. If a student is experiencing any illness at school, they will be isolated with a designated staff member and sent home as soon as possible. Notify the school building as soon as possible if you THINK or KNOW your student has COVID-19. Any exposure in your household can pose a danger to the school population. Please be responsible.
- Staff or students found to have been in close contact with an individual at Genesee County who is confirmed positive with COVID-19 will be notified as soon as possible, in accordance with Genesee County Health Department guidelines.

Phase 5: Hybrid In-Person or Online Learning

What is Genesee Academy Doing?

Genesee Academy will continue the in-person and online learning options in Phase 5. Most guidelines from Phase 4 will continue to be followed. Students and staff will continue to wear masks and all efforts will continue to ensure social distancing and proper cleaning, hygiene, and sanitization.

What should parents and students do?

- Continue reminding students about the importance of masks, handwashing, and proper cleaning methods.
- If your student has any symptoms of illness, keep them home. It is CRUCIAL that students with symptoms are kept home during this crisis. If a student is experiencing any illness at school, they will be isolated with a designated staff member and sent home as soon as possible. Notify the school building as soon as possible if you THINK or KNOW your student has COVID-19. Any exposure in your household can pose a danger to the school population. Please be responsible.

Phase 6: In-Person Learning “Back to Normal”

Reaching this phase means that community spread is not expected to return. Genesee Academy would reopen to “normal” operating conditions with no limitations.