



Fort Worth Adventist Junior Academy 3040 Sycamore School Road

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“Let the little children to come unto me...” Mark 10:14

FWAJA will begin in person classes on August 12th. The only thing that would change this plan would be if the governor mandates that schools must close.

It is our desire to help our families feel secure in their choice to send their scholars to school by releasing this UPDATED COVID operational plan to our community before the upcoming school year. **However, please be aware that as new mandates are issued by local and state authorities, procedures may change.** **Disclaimer:** *The following information is based on current information coming from state and local authorities.*

The following are efforts to help with the prevention of, and possible future closure or partial closure, due to COVID for the 2020-2021 school year.

NEW PROCEDURES:

ARRIVAL:

Scholars and adults will be asked to use face masks as they enter and exit the school building.

NO MORE DROP OFF OF LUNCH:

We realize it is a luxury to be able to drop off lunches during the day, however the risk of COVID-19 increases with increased number of visitors on campus.

With the safety of our scholars in mind, we ask you to send all lunches at the beginning of the day, instead of dropping off lunch in the middle of the day. If children forget their lunch, they may buy noodles, Mac and Cheese, etc., or in an emergency parents may drop off the lunch, by calling ahead and making arrangements with administration.

WATER BOTTLES:

Please send one (or two) FULL reusable water bottles with your scholar(s) daily.

We will not use the Sparkletts water anymore because it was community use. Having the water dispensers in the school and classrooms increases the risk of spreading germs, therefore they will not be available this year. In addition, we will not allow students to use on campus water fountains to mitigate risk to them.

TISSUE and SANITIZER:

Each scholar needs to have their own tissue box on their desk, so they can quickly cover coughs and sneezes and dispose of the tissue.

Each scholar needs to have their own sanitizer bottle on their desk, so they have fast access to disinfecting their hands or coughed on inner-elbows without spreading their germs to other scholars.

FACE MASKS:

We are requesting that scholars use a face mask entering and exiting the building. We are also requesting that they will use a face mask when they leave their classroom for any errands, and they are used when any “social/physical distancing” group work is done. Face masks will also be used during music class.

For the purposes of this document, masks include non-medical grade disposable face masks, cloth face coverings (over the nose and mouth), or full-face shields to protect eyes, nose, and mouth. FWAJA will provide masks for families that do not have any.

INSTRUCTION OUTSIDE:

When weather is permitting and the lesson lends itself, instruction will happen outside.

DISINFECTING:

When scholars depart, the teacher will disinfect the surface area of every child’s desk and chair using disinfecting chemicals. That evening our cleaning team will disinfect each classroom using an electrostatic sprayer and strong disinfecting chemicals.

HAND WASHING:

Periodic hand washing breaks will be built into the day for scholars and staff, especially before going outside, after returning from outside, after restroom breaks, and before and after lunch breaks. Scholars will have ample training on how to wash their hands correctly at the beginning of the year and reminders throughout the year. Scholars will be reminded to sanitize their hands at subject change.

BEFORE CARE and AFTER CARE:

Before and After Care will be housed in the gymnasium to allow for social distancing. Scholars will enter into Before Care through the front doors of the school.

DISMISSAL:

Scholars will be dismissed from their classrooms instead of congregating together in the gymnasium. Scholars will be asked to wear masks exiting the building.

-----Operational Plan-----

Training: At the beginning of the year, faculty, staff and scholars will be trained on virus mitigation, the importance of practicing hand hygiene and covering of coughs and sneezes, and how to minimize the spread of viruses in our school. This will cover new policies about hallway etiquette, classroom behavior and new measures to minimize physical contact throughout the school day.

Touch Free Procedures: FWAJA will be implementing a no-touch door procedure. All interior doors will remain open throughout the school day. If the gymnasium is in use, the 1st -4th grade teachers will close their classroom doors.

Distancing In Classroom: Desks will be placed at the maximum distance allowable in each classroom, and desks will be turned to face in the same direction (rather than facing each other) to reduce transmission caused from virus-containing droplets (e.g., from talking, coughing, sneezing). In cases where there is not enough space, sneeze guard dividers will be set up to minimize any possible exposure. Small group instruction will include distance seating when possible.

Limit Nonessential Visitors: We will limit the presence of people on campus including but not limited to: parental lunch visits, volunteers for classroom activities, mystery readers, and other activities.

Updated Sickness Policy: *Due to the issues surrounding COVID, we are updating our sick policy.*

All scholars will be scanned quickly for temperature before entering the FWAJA. Any scholar with a fever will NOT be admitted. Scholars who have been identified with a fever, or have had an illness, **must be 24 hours fever free with no medication before returning**, or have a doctor's note.

The scholar may work from home using the digital platform and eLearning until they return. If they are actively participating in the core lessons using technology, they will not be counted as absent.

Quarantine Procedures: If a scholar becomes sick, they will be taken to an isolation room with all of their work and personal items. Their desk area and common surfaces will immediately be sanitized.

Please provide multiple phone numbers on your application, so in case of an emergency, someone is available to pick up a sick child. Parents will pick up the child through a separate door leading directly to the isolation room, then the isolation room will be sanitized. The isolation room will be called, "The Rest Area."

Pick-Up Procedures: FWAJA will utilize a car pick-up dismissal line. Scholars will remain in their designated areas with their teacher until their ride arrives.

Practices to Prevent the Virus from Entering FWAJA

Screening Questions for COVID-19 Before Campus Access

1. FWAJA requires teachers and staff to self-screen for COVID-19 symptoms before coming onto campus each day. Symptoms are listed at the end of this document. The self-screening should include teachers and staff taking their own temperature. Teachers and staff must report to the administration if they themselves have COVID-19 symptoms or are lab-confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry as noted below. Additionally, they must report to the administration if they have had close contact with an individual who is lab-confirmed with COVID-19, as defined at the end of this document, and, if so, must remain off campus until the 14-day incubation period has passed.
2. *Parents must ensure they do not send a child campus if the child has COVID-19 symptoms (as listed in this document) or is lab-confirmed with COVID-19, and instead should opt to receive remote instruction until the below conditions for re-entry are met. Parents are also requested to have their scholars receive remote instruction if their child has had close contact with an*

individual who is lab-confirmed with COVID-19 until the 14-day incubation period has passed. FWAJA may screen scholars for COVID-19 as well ask a scholar's parent, if that parent will be dropping off or picking up their child.

3. All visitors will be screened to determine if the visitors have COVID-19 symptoms (as listed in this document) or are lab-confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry as noted below.

Individuals Confirmed or Suspected with COVID-19 (Taken directly from the TEA's "Public Health Guidance" Document)

*1. Any individuals who **themselves** either: (a) are test-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met:*

o In the case of an individual who is symptomatic and is diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:

- i. at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications);
- ii. the individual has improvement in symptoms (e.g., cough, shortness of breath); and
- iii. at least ten days have passed since symptoms first appeared.

o In the case of an individual that is asymptomatic but has received a positive COVID-19 test result, the individual may not return to the campus until ten days have passed since a positive test.

o In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.

o If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis, though for health privacy reasons the note does not need to indicate what the alternative diagnosis is, or (b) obtain an acute infection test (at a physician's office, [approved testing location](#), or other site) that comes back negative for COVID-19.

o If the individual has tested positive for COVID-19 and believes the test was a false positive, and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis, though for health privacy reasons the note does not need to indicate what the alternative diagnosis is, or (b)

obtain two PCR acute infection tests (at a physician's office, approved testing location, or other site) at least 24 hours apart that come back negative for COVID-19.

Identifying Possible COVID-19 Cases on Campus

o Schools must immediately separate any student who shows COVID-19 symptoms while at school until the student can be picked up by a parent or guardian.

o Schools should clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as is feasible.

o Students who report feeling feverish should be given an immediate temperature check to determine if they may be symptomatic for COVID-19.

Respond to a Lab-Confirmed Case at FWAJA

Required Actions if Individuals with Lab-Confirmed Cases Have Been at FWAJA

1. If an individual who has been at FWAJA is lab-confirmed to have COVID-19, FWAJA will notify its local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
2. FWAJA must close off areas that are heavily used by the individual with the lab-confirmed case (scholar, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 3 days have already passed since that person was on campus.
3. Consistent with FWAJA's notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, FWAJAs will notify all teachers, staff, and families of all scholars at FWAJA if a lab-confirmed COVID-19 case is identified among scholars, teachers or staff who participate on any on campus activities.

COVID-19 Symptoms

In evaluating whether an individual has symptoms consistent with COVID-19, FWAJA will consider the following questions:

- Have they recently begun experiencing any of the following in a way that is not normal for them?
- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath
- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering

- Significant muscle pain or ache
- Diarrhea

Close Contact

This document refers to “close contact” with an individual who is test-confirmed to have COVID-19. The definition of close contact is evolving with our understanding of COVID-19, and individual scenarios should be determined by an appropriate public health agency. In general, close contact is defined as:

- being directly exposed to infectious secretions (e.g., being coughed on); or
- being within 6 feet for a total of approximately 15 minutes throughout the course of a day ; however, additional factors like case/contact masking (i.e., both the infectious individual and the potential close contact have been consistently and properly masked), ventilation, presence of dividers, and case symptomology may affect this determination.

Either (a) or (b) defines close contact if it occurred during the infectious period of the case, defined as two days prior to symptom onset to 10 days after symptom onset. In the case of asymptomatic individuals who are test-confirmed with COVID-19, the infectious period is defined as two days prior to the confirming test and continuing for 10 days following the confirming test.

As always, please feel free to contact the FWAJA administration via email or phone call with any questions or concerns.

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