

## Introduction

The FBR Academies, managed by the Foundation for Behavioral Resources, prioritizes the health and safety of our children, families, and employees. With the spread of COVID-19, new health and safety protocols are necessary to ensure this safety.

This document provides the FBR Academies preparedness and response plan to help limit the spread. We will continue to update the document based on the most current guidelines from the Centers for Disease Control and Prevention (CDC), Michigan Department of Education as well as Health and Human Services.

Please note: All public schools are required to follow the Governor's Executive Orders.

## Communication

During these unprecedented times, communication and transparency is of utmost importance. The FBR Academies will keep families abreast when there is a change made to this document. We will also inform families immediately, upon our knowledge, if a child, child's family member or employee has a confirmed case of COVID-19. Likewise, communication from our families is extremely important and necessary. Families should report to the school via phone call if:

-Anyone in their household shows symptoms (fever of 100 or greater, cough and/or diarrhea, shortness of breath) or has tested positive for COVID-19

OR

-If your student will be absent for any reason

## Drop off and Pick up Procedures - In Phase 4

### **Drop off:**

-Parents should drop their child off each morning at the appropriate building no earlier than 8:10am

**-Only students and staff will be permitted to enter the building at this time**

### **Pick up:**

-Parents should wait **outside** the building for students to dismiss, staggered dismissal will begin at 3:15pm

-Please limit early pickups unless it is absolutely necessary (appointments, etc.)

-If an early dismissal is necessary please call the office prior to 3pm to make arrangements and your student(s) will be brought out to you

## Visitors

-At this time only students and staff will be permitted in the building

-No field trips and/or guest speakers

-No shared class treats (birthday treats, etc.)

### **Employee Arrival**

- All staff will self screen prior to reporting to work (this includes a temperature check)
- Employees will report any fever greater than 100 degrees to their supervisor as well any other symptoms of illness they may be experiencing prior to reporting to work
- Employees must report contact with anyone outside of work who has had a documented case of COVID-19. Employees will be asked to self quarantine if they have been exposed.
- Employees will all wash hands upon arrival and wear face mask and/or face shield for the duration of the school day
- Non surgical face masks will be made available in the front office
- Employees who develop a fever or symptoms during the day will be sent home
- Business related travel will be restricted to essential only

### **Social Distancing**

- Whenever possible students will stay with only their class throughout the day
- Classrooms will always contain the same group of students and as much as possible the same staff
- Whenever possible students will seated 6 feet apart
- Student desks will be situated to all face the same direction
- No groupings of classes, including recess will take place
- Common spaces will remain closed (library, lab, etc) unless sufficient cleaning between groups can be ensured
- Staggered lunch and recess schedule
- Staggered dismissal will be utilized
- Gatherings where social distancing cannot be maintained will be prohibited

### **Monitoring of Symptoms of COVID-19 in Children and Employees**

- Children will be monitored for symptoms throughout the day
- Children with a fever of 100 degrees or more, a fever with cough and/or diarrhea, will be isolated from other students and parents contacted for a prompt pickup. Families should then contact their primary care physician/medical provider.
- To return, a child must be fever free (temp maintaining under 100 degrees) without the use of fever reducers and symptom free for 72 hours **with** a doctor's clearance.
- Employees will also be monitored for symptoms throughout the day
- Employees with a fever of 100 degrees or more, a fever with cough and/or diarrhea, will be isolated from students/staff and sent home as soon as a replacement can be arranged to relieve the employee

-To return an employee must be fever free without the use of fever reducers and symptom free for 72 hours **with** either a negative COVID test or clearance from a doctor

### **Enhanced Typical Cleaning/Disinfecting Procedures**

- Along with normal cleaning procedures, common areas will be wiped down more frequently with high touch areas cleaned a minimum of every 4 hours with an EPA approved disinfectant
- All common areas will have a daily deep clean
- Bleach solutions, sanitizing wipes, and other EPA approved cleaners will be used
- Cleaning checklists will be used, implemented, and monitored daily

### **Hand washing**

- Regular hand washing will continue to be reinforced for children and employees
- Hands will be washed regularly with soap and water for at least 20 seconds
- Students and staff will also sanitize upon both entering and leaving a room

### **Physical Space**

- Students should not bring items that are not necessary for school
- All soft surfaces and materials will be removed from rooms if feasible
- The drinking fountains will be closed and students should bring water bottles which can be refilled directly in classrooms

### **Response to Possible or Confirmed Cases of COVID-19**

- Anyone who becomes symptomatic will be sent home immediately
- If an individual in a classroom is identified with a positive test for COVID-19, the classroom will be closed, cleaned, and everyone asked to quarantine for 14 days. Remote instruction will be provided for those students and there will be no penalty for absences. A note will also go home to all parents. The health department will be contacted.
- If a child, employee, or family member becomes ill with COVID-19, the school will additionally contact the local health department for next steps.

### **Children**

- For children who are unable to leave immediately, they will be asked wear a mask and be placed in an isolated space, supervised, until they can be picked up

### **Employees**

- If an employee begins to feel ill during the day, they will go home once adequate coverage is found for them

**Acknowledgment of COVID-19 Preparedness and Response Plan**

I acknowledge that I reviewed and received a copy of this COVID-19 Preparedness and Response Plan.

Parent Name: \_\_\_\_\_

Student(s) Name(s): \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_