



Campus Safety Guidelines for Covid-19

2021-2022 (last updated 10/05/21)

Introduction

As we begin the 2021-2022 school year, we reflect upon the successes of the 2020-2021 school year. We were able to successfully begin the year on time and operated all year without a stoppage or have to mass quarantine a class. We did not have a positive case of Covid-19 on our campus last year. This was largely due to the protocols in place and the cooperation of our whole St. Philip's Community. We thank you!

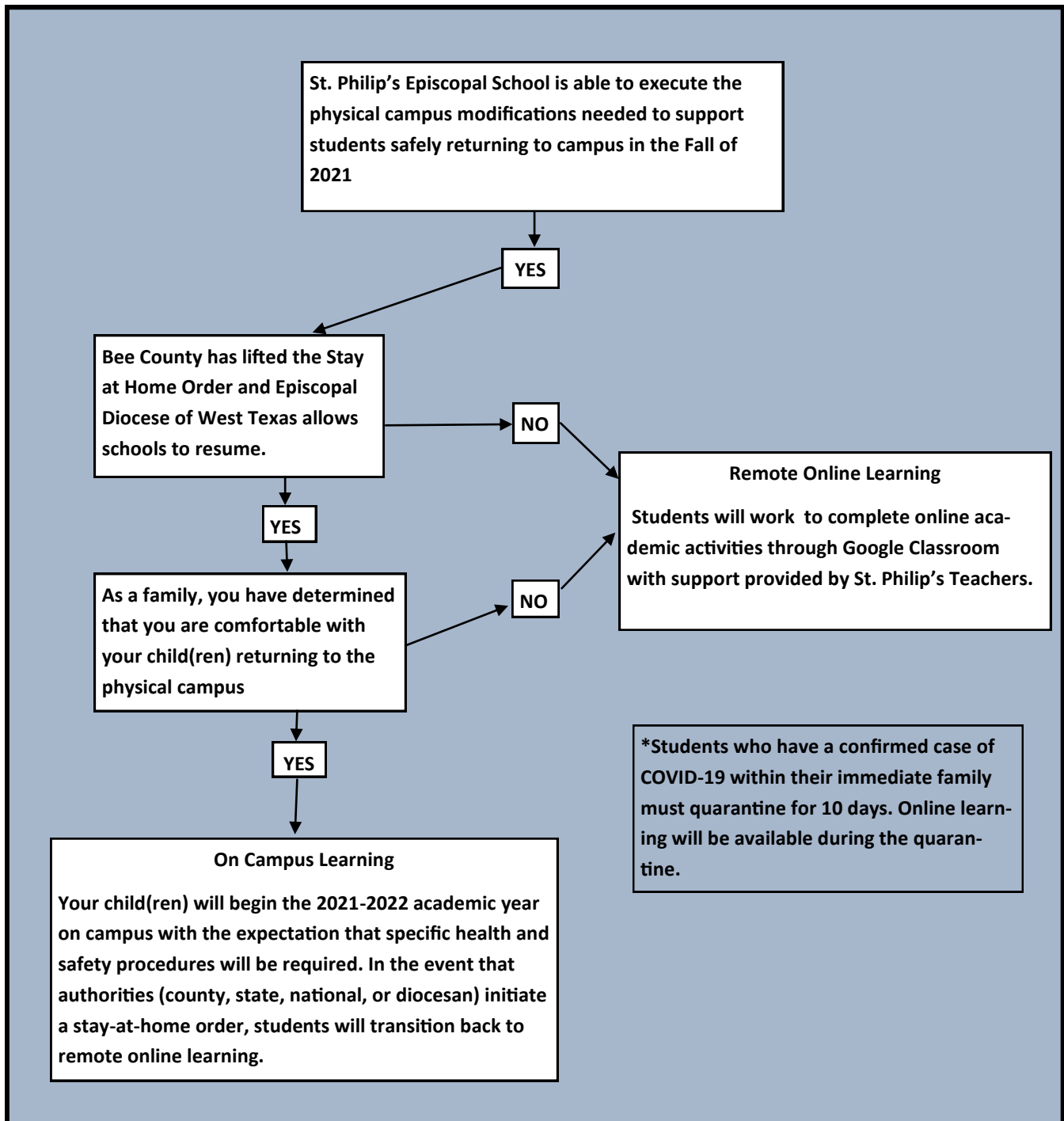
The purpose of this document is to outline our updated plan for safety processes and protocols to facilitate a safe return to campus for students and faculty. We have update some of the protocols based upon recent recommendations or policy changes made by a variety of organizations. St. Philip's is committed to ensuring the safety and security of our community by implementing the practices recommended by Federal, State, and local health officials to mitigate the risk of community spread. We understand that the guidelines provided in this document are ever changing and we must remain flexible. We will continue to send updates as new information is provided from the Southwestern Association of Episcopal Schools (SAES), the Episcopal Diocese of West Texas (DWTX), the Centers for Disease Control (CDC), the Texas Education Agency (TEA), the Texas Department of State Health Services (DSHS), and the governing bodies across the State of Texas.

The guidelines here have been synthesized from many sources. Like all plans, this is an ever-evolving document, and adjustments can and will continue to be made as new information is learned.

Notable Changes from last year:

- Masks are now optional for students in 4th-6th grade. They remain optional for all students.
- Masks are now optional for adults on campus, but are recommended for those who are not vaccinated.
- Class size limited by square footage of classroom.
- All students maintain three feet of separation in class and during transitions.

In an effort to mitigate the spread of COVID-19 at St. Philip's Episcopal School in Beeville, TX, we have developed a comprehensive risk management/ Re-entry plan.



St. Philip's Episcopal School response to COVID-19 in Bee County based upon number of cases:

0 Active Cases in Bee Co.

- ◆ Monitor COVID-19 trends through Bee County Website. <http://www.co.bee.tx.us/page/bee.COVID-19>
- ◆ Know Signs and Symptoms of COVID-19. (see Table 1)
- ◆ Implement personal protective measures
 - A. stay at home when sick
 - B. proper handwashing (table 2)
 - C. respiratory etiquette (table 3)
- ◆ Clean and disinfect frequently touched surfaces daily (table 4)
- ◆ Ensure hand hygiene supplies are readily available.

Minimal to Moderate # of Cases in Bee Co.

- ◆ Implement Social distancing measures (table 5)
- ◆ Reduce frequency of large gatherings (assemblies) and limit number in attendance per gathering
- ◆ Alter schedules to reduce mixing (e.g., stagger recess times, lunch within classrooms, etc...)
- ◆ Screen all staff and students upon arrival each day

Substantial # of Cases in Bee Co.

- ◆ Temporary school closure as a preventive measure or because of staff and/or student absenteeism
- ◆ Implement Online Learning Exclusively

Adapted from <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

Considerations for our campus

Guiding Principles

- ◆ **The more people a student or staff member interacts with, and the longer that interaction, the higher the risk of COVID-19 spread.**
- ◆ **St. Philip's offers intentionally small, in-person classes, activities, and events.**
- ◆ **As much as possible, groups of students stay together and with the same teachers throughout/across school days and groups do not mix.**
- ◆ **When possible, students remain at least 3 feet apart and do not share objects.**
- ◆ **Personal prevention practices (such as handwashing, staying home when sick) and environmental cleaning and disinfection are scheduled and practiced daily.**

Educate and Inform

Staff will complete mandatory safety guideline training at the start of the school year during in-service. The first week with our students will be spent using a "Healthy Me" theme focusing on specific ways our students can protect themselves inside and outside the school environment. Students will receive instruction to learn about the coronavirus, how it is spread, and how the safety guidelines at school will help keep our community safe.

Lessons will focus on:

- Handwashing techniques
- How to sneeze and cough appropriately, and about micro droplets

Teacher resources for these lessons include:

- <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/talking-with-children.html>
- <https://video.search.yahoo.com/search/video?fr=mcafee&p=tet+ed+hand+sanitizer+vs+soap+covid+videos#id=1&vid=1a939cca087b0562b8ee554f790620de&action=click>

Appropriate signage will be posted throughout the buildings to remind our students of specific procedures. We will utilize CDC images/language for these informative posters, modified to be kid-friendly and accessible. For example, handwashing posters above sinks, distancing posters in the hallways, etc.

Promoting Behaviors that Reduce the Spread of COVID-19

St. Philip's is implementing several strategies to encourage behaviors that reduce the spread of COVID-19. These strategies help us minimize the potential of spread in our school and in our community.

Campus Arrival and Screening

Due to the ongoing COVID-19 pandemic and in order to protect the safety and wellness of our school community, access to the campus will be limited. In an effort to keep students contact limited to their own class or grade levels, Before School Care will be provided for Pre-school and Pre-kindergarten in Chambliss Hall and for kindergarten through 6th grade in the computer lab. Parents or guardians will not be allowed onto the campus during this time. All students will have their temperature taken upon arrival. Arriving and departing students must open their own doors and enter/exit vehicles without assistance as much as possible. St. Philip's staff will not be able to reach into cars to help with seat belts.

Entry in to the buildings will require screening as follows:

1. Any students, parent, care-giver, visitor, or staff showing symptoms of COVID-19 will not be allowed on campus under any circumstance.
2. All visitors, including parents, will only be allowed on campus with an appointment.
3. Employees and parents should notify the school if they have come in close contact with any individual who has tested positive or is suspected to be positive with COVID-19, or if they themselves have symptoms of COVID-19.
4. Parents are encouraged to screen students before leaving for school, observe for symptoms/illness, and keep students home if they have symptoms of COVID-19 or have come in close contact with a person diagnosed with COVID-19.
5. Students are also encouraged to wash their hands before they leave for school.
6. Please do not mask fever by giving your students fever reducing medicine prior to school.

Staying Home from Campus

Employees and students who are sick need to stay home. Showing symptoms of or having been tested positive for COVID-19 requires the student or staff member to stay home. St. Philip's will not reward perfect attendance this school year.

Returning to Campus

Any individuals who themselves either: (a) are lab-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:

- 1) In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:
 - a) at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications);
 - b) the individual has improvement in symptoms (e.g., cough, shortness of breath); and
 - c) at least ten days have passed since symptoms first appeared.
- 2) 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.
- 3) 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 or
 - (b) obtain an acute infection test at an approved testing location found at <https://tdem.texas.gov/covid-19/>.

Identifying Possible COVID-19 Cases on Campus

St. Philip's 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.

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.

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

RESPOND: Practices to Respond to a Lab-Confirmed Case at St. Philip's

Required Actions if Individuals with Lab-Confirmed Cases Have Been at St. Philip's

1. If an individual who has been to school is lab-confirmed to have COVID-19, St. Philip's must 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. St. Philip's must close off areas that are heavily used by the individual with the lab confirmed case the non-porous surfaces in those areas can be disinfected, unless more than 10 days have already passed since that person was on campus.
3. St. Philip's must notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers or staff who participate on any on campus activities.

Signs and Symptoms of COVID-19

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness.

Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms may have COVID-19:

- Cough
- Shortness of breath or difficulty breathing
- Fever
- Chills
- Muscle pain
- Sore throat
- New loss of taste or smell

This list is not all possible symptoms. Other less common symptoms have been reported, including gastrointestinal symptoms like nausea, vomiting, or diarrhea.

Adapted from <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

Table 1

Follow Five Steps to Wash Your Hands the Right Way

Washing your hands is easy, and it's one of the most effective ways to prevent the spread of germs. Clean hands can stop germs from spreading from one person to another and throughout an entire community—from your home and workplace to childcare facilities and hospitals.

Follow these five steps every time.

- ◆ Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.
- ◆ Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.
- ◆ Scrub your hands for at least 20 seconds. Need a timer? Hum the “Happy Birthday” song from beginning to end twice.
- ◆ Rinse your hands well under clean, running water.
- ◆ Dry your hands using a clean towel or air dry them.

<https://www.cdc.gov/handwashing/when-how-handwashing.html>

Table 2

Respiratory Hygiene/Cough Etiquette

The following measures to contain respiratory secretions are recommended for all individuals with signs and symptoms of a respiratory infection.

- ◆ Cover your mouth and nose with a tissue when coughing or sneezing;
- ◆ Use in the nearest waste receptacle to dispose of the tissue after use;
- ◆ Perform hand hygiene (e.g., hand washing with non-antimicrobial soap and water, alcohol-based hand rub, or antiseptic hand wash) after having contact with respiratory secretions and contaminated objects/materials.

<https://www.cdc.gov/flu/professionals/infectioncontrol/resphygiene.htm>

Table 3

Cleaning/ Disinfecting/ Daily Schedule

- ◆ **Know the difference between cleaning, disinfecting and sanitizing**
 - Cleaning removes germs, dirt and impurities from surfaces or objects (soap and water)**
 - Disinfecting kills germs on surfaces or objects (chemicals)**
 - Sanitizing lowers the number of germs on surfaces or objects to a safe level**
- ◆ **Clean and Disinfect surfaces and objects that are touched often (desks, tables, countertops, manipulatives, faucet handles, phones, toys, etc...) on a daily basis by the maintenance staff. Areas that are touched at a higher frequency (doorknobs, computer keyboards, etc...) are to be cleaned and disinfected by the classroom teacher periodically throughout the day.**
- ◆ **Clean and Disinfect Correctly by following label directions on cleaning products.**

<https://www.cdc.gov/flu/school/cleaning.htm>

Table 4

Social Distancing Measures for St. Philip's Episcopal School

Within the Classroom:

Pre-School/ Pre-Kindergarten

Class size limited by square footage of classroom

Students grouped at tables of three/four

Students spread out for "on floor activities"

Center activities limited to one at a time in a center

Kindergarten-6th Grade

Class size limited by square footage of classroom

Student desks spread out across the classroom, ideally 3 feet apart

Students spread out for "on floor activities"

Outside the Classroom:

All Students

Maintain three feet separation when transitioning to other areas or classes

Maintain three feet separation when on playground

Table 5