

COVID-19 Mitigation Plan and Face Covering Policy

We are closely following [guidance from the Centers for Disease Control and Prevention \(CDC\)](#), as well as state and local officials and health authorities, as we take extreme care to maintain our safe, healthy school environment for students, families, and staff. We have enhanced our already rigorous health protocols, including:

- **Protective Face Coverings:** Protective face coverings have been provided to all staff members and must be worn while at work. Students are also required to wear protective face coverings while at school, and the school will have a limited number of cloth masks available for students who forget to bring or do not have access to a face covering. Students will be allowed to remove their face covering during breaks when they go outside in small groups and remain socially distanced from one another, as directed by staff. Cloth face coverings will not be placed on anyone who has trouble breathing or is unconscious or anyone who is incapacitated or otherwise unable to remove the cloth face covering without assistance.
- **Limited Access:** To curb the spread of germs, all community spaces, including kitchens and break rooms, will be closed to students and staff. Shared appliances, such as microwaves, refrigerators, toasters, kitchen sinks, etc. are closed to staff and students. Students are allowed to bring food and drinks; however, they must be kept at the table with the student. Sharing food or having food delivered while at school will not be allowed.
- **Social Distancing:** Social distancing guidelines will be implemented throughout the school to the extent possible, with student working areas assigned to each student and spaced accordingly. Students will be encouraged to limit movement during their time at school with the exception of using the restroom. If able, the staff will assign a numbered laptop to each student. Each time the student comes to school, they will use the same laptop.
- **Enhanced Health Practices:** Students will be required to use hand sanitizer provided by the school after arriving. Staff will clean laptops after each student use and all tables and chairs will be cleaned and disinfected between student uses. Staff will be required to wear gloves while cleaning. Staff will clean and disinfect high-touch surfaces daily in common areas (e.g. sign-in desk, doorknobs, light switches, phone receivers, and bathrooms). Staff will disinfect the time-clock between each employee.

- While there is a list of EPA-approved disinfectants, an easy-to-access solution is household bleach and water. The CDC recommends:
 - 5 tablespoons bleach per gallon of water. (Good for floors or large surfaces.)
 - 4 teaspoons bleach per quart of water (Handy for spray bottle applications.)
 - If using disinfecting wipes, surfaces should remain wet for 4 minutes.

- **Attendance:** If staff or students have had potential exposure to COVID-19 due to a household member testing positive, they should remain at home for 14 days. If an employee is confirmed to have COVID-19, the administration will inform fellow employees of their possible exposure to COVID-19 but will adhere to HIPAA guidelines. Both staff and students must remain home for 14 days after testing positive for COVID-19. The best way to ensure students have limited exposure to germs is for staff and students to stay home if they are feeling ill. Students impacted by this policy will have access to distance learning opportunities while waiting to return to school in-person, if and once they feel well enough to take advantage of those opportunities.

- **Travel:** We are following the CDC guidance for K-12 providers ([CDC Child Care and K-12 Guidance](#)) and their Travel Advisory (<https://wwwnc.cdc.gov/travel/notices>). The Travel Advisory lists areas of the world that are heavily affected (Level 3), which will require those who have traveled to these locations and members of their household to refrain from attending school in person for 14 days upon return. This applies to students, families, and staff members and the list is being regularly updated. Students impacted by this policy will have access to distance learning opportunities while waiting to return to school in-person.