

Cole Academy Continuity Plan 2021-2022

The Board of Directors will reevaluate this plan on a monthly basis during scheduled board meetings. The Board will continue to review all local, state, and federal guidance concerning the COVID-19 pandemic and best practices in schools. To the extent a local, state, or federal ordinance requires certain action not set forth in this Continuity Plan by order, Cole Academy shall immediately require conformance with such order(s). Specifically, Cole Academy is currently required to abide by all requirements under Ingham County Health Department Emergency Order 2021-2 and 2021-3. Cole Academy shall abide by these Orders at all of its locations and to the extent anything in this Continuity Plan conflicts with the Orders, the Orders shall apply.

Personal Protective Equipment

In accordance with Ingham County Health Order 2021-2, issued on September 2, 2021

- All Persons, regardless of vaccination status, are required to consistently and properly wear a facial covering while inside any enclosed building or structure on Cole Academy premises or on a bus or vehicle.
- Cole Academy shall ensure that all persons, regardless of vaccination status, consistently and properly wear a facial covering while inside any enclosed building or structure of the Academy or vehicle of the Academy.
- This policy shall apply to all Cole Academy campuses.

If the Order is rescinded, at that time, Cole Academy's policy shall be immediately reverted to require:

- All Cole Academy staff will wear masks throughout their work day, except during meals.
- Cole Academy strongly recommends that students mask up during the school day while indoors and face coverings are required on all school-provided transportation.

Hygiene

- Cole Academy will provide students and staff adequate supplies to support healthy hygiene behaviors. These supplies include hand sanitizer (with at least 60% alcohol), paper towels, soap, and tissue.
- Proper handwashing techniques signs will all be present throughout the schools.
- Daily, extensive cleaning by a professional janitorial staff will ensure frequent checks on supply amounts in each building.
- Portable hand sanitizing stations throughout each school building.
- Classroom teachers and paraprofessionals will teach and reinforce handwashing with soap and water for at least 20 seconds and the safe use of hand sanitizer.
- Masks are available to staff, students, and guests of the Academy as required.

Spacing, Movement, and Access

- While social distancing will be attempted and recommended wherever possible throughout the building, social distancing is not feasible in classrooms and other shared school spaces.
- All drinking fountains will be turned off. Please send your student to school with a water bottle daily.
- Social distancing reminders will be displayed throughout each building using floor decals and other markings to indicate space intervals for visitors.
- Cole will limit visitors to parent pick-up and drop-off only times. These visitors must wear a face mask, be symptom-free and stay less than 15 minutes total in a day. (Curbside drop-off and pick-up is also available for those wishing to not enter the building.)
- Parents are not allowed in hallways, bathrooms, or other shared student spaces.

Screening

- Families are responsible for screening their students before school each morning.
- Parents must sign a form acknowledging their responsibility to screen their student(s) and what symptoms, to be screened for.
- It will be the parents responsibility to report to the school district if their student is experiencing symptoms or has had close contact with a person who tests positive for COVID-19.
- All staff members will also self-screen before entering the building and report any symptoms to their building leadership.

COVID Notifications

- Cole Academy will send an email notification to all families in the respective school if a confirmed case has been on campus.
- Cole Academy will provide new and cumulative counts of school associated cases for each building on our school website. (www.coleacademy.org)

General Quarantine & Isolation Protocols/Requirements:

- Students who test positive for COVID-19 must isolate for 10 days before returning to school, regardless of vaccination status.
- Parents should notify the Health Department and school if their child tests positive for COVID-19.
- Vaccinated individuals do not have to quarantine, although it is recommended to get tested 3-5 days after a known exposure and wear a mask in school for 10 days.
- Unvaccinated individuals must quarantine for 10 days since the last date of contact with a known COVID positive individual.
- The local health department will contact families to confirm the need to quarantine as well as the date when their student can return to school.
- If a COVID-19 positive individual is identified within a classroom, all individuals within that classroom shall be required to quarantine.

Food Service, Gathering, and Extracurricular Activities

- Meals will be eaten in the gym/cafeteria or in individual classrooms and students will be eating at tables with as much space between them as feasible.
- Students will sit with only their classmates.

- Cafeteria staff shall be required to wear masks at all times, including when serving or supervising children. Cafeteria staff shall also be required to wear gloves when serving or otherwise supervising children during meal time.
- Students and staff will wash hands before every meal and in-between class meal times, as well as use disposable utensils.

Cleaning

- Frequently touched surfaces will undergo cleaning at least every four hours with an EPA approved disinfectant at both schools.
- Shared spaces will be cleaned in-between classes.
- Staff will wear face shields, masks and gloves while performing any cleaning activities.

Medically Vulnerable Students

- Each appropriate building team will systematically review all current student plans for accommodating students with special healthcare needs and update their care plans as needed to decrease their risk for exposure to COVID-19.
- Cole Academy will require documentation from a medical professional to support student/staff inability to medically tolerate a facial covering should masks become a requirement.

Most importantly, if someone in your household is experiencing COVID-19 symptoms, or is awaiting COVID-19 test results, please do not send your student to school.