



COVID-19 SAFETY GUIDE FOR PARENTS

Our first priority as an organization is the safety of our students and employees. In developing our protocols to prevent the spread of COVID-19, we have followed [county guidelines](#) and will continue to adapt as new information becomes available. Our goal is to keep students safe while promoting an environment that is conducive to learning.

BEFORE ARRIVING TO SCHOOL

Parents must check their student(s) for any COVID-19 [symptoms](#) at home. If a student has ANY one of the symptoms, including a fever of 100° F or higher, then the student **MUST** stay home for 10 days from the onset of the symptom. In addition, if a student has had close contact with a person who has tested positive for COVID-19, they are required to quarantine for 14 days. *Please refer to our wellness document for a daily symptom questionnaire.*

UPON ARRIVAL TO SCHOOL

Students will be symptom and temperature checked when they arrive at any Classical Academy campus. Symptom checks will take place while a student is in the vehicle or before entering the campus. If the student shows any signs of symptoms including a temperature of 100° F or higher, they will not be allowed on campus. The student will be required to stay home for 10 days. *See the Decision Tree for more information.*

Visitors and volunteers on campus will be limited. All visitors and volunteers will be subject to all guidelines and policies, including symptom screening, temperature checks, and mask wearing policies.

MASK WEARING

All students and visitors must wear a mask while on campus and while indoors. Students will be allowed to take mask breaks outside with their class, as long as they are physically distanced from one another (at least 6ft). Face shields can be worn in addition to a mask but are not considered a replacement for a mask. Masks with exhale vents are not permitted. Students who refuse to wear a mask on campus will be excluded from on campus activities. Special accommodations can be arranged for students who cannot wear a mask due to medical reason (doctors note will be required).

Teachers are required to wear a mask while in class with students and must remain at least 6 feet from students when possible (unless temporary special instruction is required).

ON CAMPUS AND IN THE CLASSROOM

Students are required to socially distance, while on campus (6 ft. minimum). Desks will be set up to promote social distancing and campuses will be set up to limit movement, contact, and exposure while maximizing the available resources. Students must remain with their class at all times unless using the restroom or visiting a counselor or administration. Students will not be permitted to wander or congregate in the halls or outdoor areas.

We will be making an effort to keep students in classes that remain small and consistent in order to limit exposure. All personal belongings should only be handled by the owner and no items should be shared between students.

LUNCH, BREAKS, AND RECESS

Class times may be staggered to reduce unnecessary contact or congestion in the hallways. Meals will be eaten outside where students will be allowed to remove their masks as long as they are socially distanced. Masks should be kept in a clean bag or on a lanyard when not in use to prevent contamination.

ISOLATION & QUARANTINE

Students who show any signs of COVID-19 symptoms or have a temperature of 100° F or higher will be required to isolate. Parents will be notified, will be asked to pick up their student, and will be required to keep their student home for 10 days. If a student comes in contact with a person who has tested positive for COVID-19 or they test positive, they will be required to quarantine for 14 days. As an organization, we are required to report any COVID-19 cases to our local health authorities.

HYGIENE AND CLEANING PROTOCOL

All students will be encouraged to wash their hands frequently, including before and after eating. Hand sanitizing and hand washing stations will be provided as needed. All classrooms and student common areas will be disinfected by our cleaning crew on a daily basis. High touch areas such as door handles, desks, and counter-tops will be disinfected intermittently throughout the day. In the event of a positive COVID-19 case, potentially contaminated areas will be disinfected immediately and will only be put into use when it is safe to do so.

COVID-19 COMMUNICATION

If your student(s) was in close contact to a confirmed COVID-19 case then you will be notified immediately. Any student with symptoms or with a COVID-19 case will be required to stay home for the required 14 days. All cases of COVID-19 will be reported to our local health authorities for follow up and contact tracing. A single COVID-19 case does not determine the status of on campus learning but school administration will be working with local health officials to determine when closure is necessary.