

VDOE PRIVATE PK-12 COVID-19 MITIGATION HEALTH PLAN

FUQUA SCHOOL

Farmville, VA

1) Planning to Reopen

- a. A COVID-19 reopening team was established at Fuqua School in May 2020. The team consisted of sub-committees in charge of operations, programming, finance and parent communications.
- b. Contact information for the Prince Edward Health Department: 434-392-8187 111 N South Street, Farmville
- c. The team has created a plan for health and absenteeism
 - a. health monitoring- all faculty, staff and students will have their temperature checked before entering classrooms. Those with a temperature of 100 degrees or higher will be sent to a space dedicated to those with COVID-19 like symptoms until he/she can be picked up to go home. Reminders will be posted and sent regarding when not to send a child to school.
 - b. absenteeism monitoring- faculty/staff will have their attendance recorded by the division secretaries and main office administrative assistant; students' absences will be documented in RenWeb and the division secretaries will contact the student's parent(s) for reason for absence if parent has not contacted the school by 9:00 am. Any positive COVID-19 cases will be reported to our local health department.
- d. Communication strategies have been developed that include:
 - a. Teacher workdays on August 10 and 11 will be held to provide training for current and new faculty and staff specific to COVID-19 mitigation strategies.
 - b. New policies related to COVID-19 have been communicated, and will continue to be communicated, through emails to families, a COVID-19 updates page to include operations, instruction, parent resources and frequently asked questions, and social media. All 12-month employees will be made aware of these policies and will be able to answer questions or refer families to these resources to answer questions. Community Zoom meetings will be held by the Head of School and Reopening Team to answer questions and provide the most up-to-date information to our families.

- c. A plan for communicating an outbreak or positive cases of COVID-19 has been created by the Reopening Team with medical professionals' assistance. All communications regarding outbreaks and positive cases will abide by the HIPAA and FERPA laws.
- e. Fuqua School has been actively participating in community response efforts since March and throughout the summer of 2020.
- f. Each division has prepared for student health services. All classroom teachers have been provided with a first aid kit for their classroom eliminating the need for students to move from classroom to the main building for incidentals. A designated space on each campus has been provided for students and faculty/staff to go to should they have a fever or experience COVID-19 symptoms. Parents of students will be immediately called for pick-up. Those students who ride the bus will have their temperature taken by the bus driver prior to entering the bus. Should the child have a temperature, he/she will leave to go back home with their parent.
- g. Medical-grade PPE for health services staff and for faculty/staff has been purchased to be available upon the start of school on August 12, 2020.
- h. Our lower, middle and upper school health coordinators will be available to provide medical assistance to all students and faculty/staff with non-COVID symptoms during school hours.
- i. Fuqua School will provide a lower and middle school guidance counselor and an upper school guidance counselor on campus to provide mental health services. Should the students need additional support, our guidance counselors have access to emergency mental health resources as well as local therapist and counselors. A page on our COVID-19 updates website will provide families with a list of mental health resources to include webinars, websites, articles and local area resources.

2) Promoting Behaviors that Reduce the Spread of COVID-19

- a. A plan has been created by the Reopening Team to provide staff, faculty, students and families with COVID-19 prevention education to include hand hygiene etiquette, use of cloth face coverings when social distancing is not attainable, staying home when sick, and encourage social distancing at all times.
- b. Fuqua School's Director of Operations has a purchasing plan in place to maintain adequate supplies to promote healthy hygiene on campus.
- c. Signage to promote healthy hygiene has been placed on main and side entrances to all buildings and bathrooms. Additional signage can be found throughout campus to

remind all those on campus to adhere to healthy hygiene etiquette to prevent the spread of COVID-19.

d. Fuqua School will promote social distancing by:

a. Modifying layouts of the classroom at approximately 6 feet apart. Expandable, mobile clear shields will be used around student desks in several classrooms to further prevent the spread of COVID-19. All students will need to have a cloth face covering with them in case social distancing cannot be maintained both on campus and on the school bus.

b. Food services will continue on campus in Phase 3. Students' pre-boxed meals and snack items will be delivered to the classroom at the lower and middle schools or the cafeteria space will be used in shifts to allow for social distancing. At the upper school, all break items will be pre-boxed and picked up using social distancing measures. Students at the upper school will eat lunch in three shifts to allow for social distancing.

c. Fuqua School will limit the size of gatherings on campus per the Executive Orders. When there is a gathering on campus, strict physical distancing rules will be in place.

d. Fuqua School will follow all relevant Virginia phase guidance for schools, VDH and CDC guidelines, the VHSL, and the Virginia Independent Athletic Association's recommendations for recreational sports, for school-related sports, and for other recreational activities.

3) Maintaining Healthy Environments

a. Lower and middle school faculty and staff will report to the Commons Gym to have their temperature checked and have a health screening each morning at 8:00 prior to entering their classrooms. Lower and middle school students that do not ride the bus will report to the Commons Gym beginning at 8:15 am to have their temperature checked and a health screening and then report to their classrooms. Upper school faculty will report at 8:00 am each day to Gilmer Gym for a temperature check and health screening prior to entering their classrooms. Upper school students that do not ride the bus will report to Gilmer Gym at 8:15 am to have their temperature checked and for a health screening prior to heading to their classrooms. All students who ride the school bus to Fuqua School will have their temperature taken prior to entering the school bus. Upon arriving, those students may report directly to their classrooms.

b. Fuqua School will implement the following hygiene practices:

a. Classrooms will be cleaned by the teacher using disinfectant each time the students leave the classroom space. Fuqua School's maintenance and custodial staff will provide a deep cleaning of all classrooms following dismissal

each day. Twice a week, a contracted cleaning service will provide deep cleaning of classrooms and common spaces. Buses will be clean each evening using disinfectant wipes and spray by the bus driver once the route is completed. In the morning, buses will be taken to the bus shop following drop-off on campus and will be cleaned using disinfectant wipes and spray.

b. Additional hand sanitizer stations have been placed at each front entrance to main buildings, in each classroom, bathroom and common areas including lunchrooms.

c. Fuqua School will provide all students in grades 6-12 with a Chromebook that they will use for the duration of the school year both at school and home. Students in grades PK-5 will be assigned a device that they will keep at school. By providing and assigning devices, it is our intention to minimize the sharing of technology. Students will be provided desks in which they will store their own supplies. Older students will store their supplies in their backpacks. Lockers will not be used at this time.

c. The Director of Operations will ensure that the ventilation systems operate properly and that they increase circulation of outdoor air as much as possible.

d. The Director of Operations will ensure that the water systems and features are safe to use after a prolonged facility shutdown.

4) Maintaining Healthy Operations

a. Fuqua School will implement protections for staff and children at high risk for severe illness. Those students who are at higher risk may wear a mask at all times if on-campus. If being on-campus is deemed too risky by the family and/or physician, the student may participate in remote learning at home. All staff members will be provided with 3 masks for use on-campus. Should a staff member feel that they are unable to come on campus to perform their teaching duties, they must request this through the Head of School.

b. Fuqua School will adhere to all guidelines for gatherings pursuant to the Executive Orders in place. During Phase 3, all field trips will be suspended and volunteers must have permission from a division head to be on-campus, and go through the health screening and temperature checks required by all students and faculty/staff. In addition, volunteers must also adhere to the current policies in place for being on campus as a volunteer.

c. The Director of Finance and Human Resources will create and implement a sick-leave policy that enables faculty, staff and students to stay home or self-isolate when they are sick with COVID-19 like symptoms, test positive for COVID-19, or are exposed. This policy will be created with the assistance of the school's labor attorney.

d. All staff will be trained to ensure continuity of operations. The school administration will also follow the school's business continuity plan should an administrator become sick with COVID-19 like symptoms, test positive for COVID-19, or are exposed and must quarantine.

5) Protecting Vulnerable Individuals (65+, underlying health conditions):

a. Policy options to support those at higher risk for severe illness to limit their exposure risk has been added as an addendum to the Faculty and Staff Handbook.

b. Flexible sick leave policies and practices that enable faculty, staff and students to stay home or self-isolate when they are sick or have been exposed have been added as an addendum to the Faculty and Staff Handbook and our 2020-2021 Reopening Guide.

c. Policies have been developed for return to class/work after COVID-19 as an addendum to our Faculty and Staff Handbook and our 2020-2021 Reopening Plan.

6) Preparing When Someone Gets Sick

a. Students or faculty/staff that present with symptoms will be isolated in a space that is separate from all other common spaces.

b. Students who are sick will have a parent contacted to provide them with safe transportation home or to a healthcare facility. Faculty/staff that are sick will have an emergency contact notified to provide them with safe transportation home or to a healthcare facility.

c. Areas used by sick individuals will be cleansed and disinfected once the individual leaves the premises.

d. A communication plan with our local health department is in place so that they can initiate a public health investigation, contact tracing and consultation on next steps.

7) Planning to close down, if necessary, due to severe conditions.

a. Should the government revert to Phase 2, or should our local health department deem it necessary, Fuqua School will implement a plan for the reduction of in-person classes.

b. Should the state of Virginia revert back to Phase1, or the local health department deem it necessary, Fuqua School will close to all students and faculty/staff.