



Hampstead Academy

Pre K - Grade 8 Hampstead, NH 03841 www.HampsteadAcademy.org

2021-2022 COVID Management Plan

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Overview: The Hampstead Academy will open on August 30th, 2021 for full day, in-person instruction Monday through Friday, 7:45 AM until 2:45 PM. The Academy will be using the cohort model [CDC Guidelines, 2022] which directs: “Small, in-person classes, activities, and events. Groups of students will stay together and with the same teacher throughout/across school days and cohorts do not mix. Students, for most of the day will remain 6 feet apart and will not share objects.” Hampstead Academy with the school’s abundant physical resources and small classroom communities will assign dedicated suites to cohorts with each operating physically independent of one another for daily instruction, bathroom facilities, eating accommodations and access and egress. The café lunch originally planned for the fall will be momentarily suspended. When a cohort moves for daily special subject instruction [IE: art], the pathway to each special subject area will preserve physical independence. When walking between buildings students will be encouraged to drop their masks. The cohort model requires all school members of the school community to carry with them/wear under their chin a single layer cloth mask.

Social Contract: The proposed COVID management plan is only successful through mutual trust and candor: a social contract. The Academy staff will adhere to strict guidelines, adhere to strict social distancing guidelines, and face mask recommendations in their personal and professional lives and will report either exposure risks and/or a positive COVID test results to school administration. The academy expects the same of its families. In the event new data is obtained, a decision will be made and communicated about whether a cohort will need to remain home and shift to online instruction for fourteen days. But if an individual cohort must be asked to quarantine, other cohorts may not necessarily be asked to do so. Finally, in the event it is prudent to suspend all in-person instruction as a school, we would do so for the fourteen-day quarantine interval and provide online instruction to all students.

COVID 19: The school community will operate on the following presumptions of fact. COVID-19 Symptoms affect individuals differently. Infected people have had a wide range of symptoms reported: mild symptoms to severe. The symptoms are identified by the CDC and referenced in the NHDOE plan (NHDOE, 2020). Symptoms may appear 2-14 days after exposure to the virus. The CDC and Academy of Pediatrics

strongly recommend masks in schools where the parents of children ages 3 through 11 do not have the option to vaccinate.

TIERED MODEL:

As the academic year unfolds, Hampstead Academy will operate under a tiered model. Parents should become familiar the tiers in the event school administration needs to transition between tiers. School administration will try to give affected families as much warning of a tier shift as is possible. As we open, the school year commences under Tier 1.

TIER ONE: The academy will be open, full day, for in-person instruction, Monday through Friday using a cohort model. Daily hours of operation will be 7:45 AM until 2:45 PM. The extended program will operate from 3:00 – 5:00 PM daily. The extended day program may close with little notice if there is a perceived cross-contamination or identified risk of contamination between cohorts placing students attending at risk.

TIER TWO: The academy will be open, but an individual(s) student cohort may be ordered into quarantine for online instruction in response to potential risk. When the cohort is reopened, the school will return to Tier One status. Depending on when and where the exposure originates, the Extended Day program may be closed with little notice for 10-14 days.

TIER THREE: Two or more cohorts have been compromised resulting in the academy closing for two weeks of quarantined, online instruction. Extended Day will be suspended during closure.

Extended-Day: given this proposed plan, CDC guidelines and NHDOE recommendations the same guidelines will be followed during an extended day program.

Cohort teachers, in early September, will present to all students' families, the login, password, and schedule for online instruction to ensure daily instruction is not interrupted by quarantine.

SELF-MONITORING

General Assessment: People with a combination of the following symptoms may have COVID-19: • Fever or chills • Cough • Shortness of breath or difficulty breathing • Fatigue • Muscle or body aches • Headache • New loss of taste or smell • Sore throat • Congestion or runny nose • Nausea or vomiting • Diarrhea. Appearance of symptoms within guardians or children should be reported to the school.

Emergency Signs: Look for emergency warning signs for COVID-19. If someone is showing emergency signs seek emergency medical care immediately: → Trouble

breathing → Persistent pain or pressure in the chest → New confusion → Inability to wake or stay awake → Bluish lips or face.

THE ACADEMY DAILY OPERATING PROCEDURES:

DAILY ENTRANCE TO THE CAMPUS: everyday, staff will take and record their daily temperature before entering their assigned suite. Each child will have their temperature taken upon arrival and before entering their assigned suite. If a temperature is 100.4 or higher, the staff member or child will not be allowed to enter the school. Each cohort has their own, assigned entrance:

- early childhood cohort and the grades one-two cohort will be greeted at their car and led to the door marked “main office.”
- the intermediate cohort [grades 3 – 5] will enter through the single door at the top of the handicap access ramp to the left of the “main office.”
- the middle-aged cohort will enter through the STEAM science room door.

REMINDER: due to increased enrollments, all cars will proceed through the campus entrance, drive around the back of the main office building and be met by homeroom teachers and staff when reaching the front of the STEAM and main buildings.

DAILY DEPARTURE FROM THE CAMPUS: everyday, staff will take and record a second daily temperature before departing the school. Each child will have a second temperature taken in preparation for dismissal. If a temperature is 100.4 or higher, the staff member or child will not be allowed to reenter the school until cleared by a health expert: evidence of the clearance must be offered to the school.

1. Parents/guardians should be screening children for symptoms of COVID-19 or risk factors for exposure before sending them to school. Students with any identified symptoms or risk factors shall not be sent to school. Any student with even mild symptoms of COVID-19 must stay home and get tested for COVID-19. Test results must be shared with the school nurse or designee [Dr. Billings, Bonnie Roberts]. Student temperature will be taken upon arrival to the first class of the day.
2. Students may bring a lunch or order a lunch. The English Muffin, effective September 1st, will be closed. Families should plan to have their child(ren) bring lunch on Mondays. Families can count on that there is refrigeration and microwaves available. Lunches will be eaten within a cohort’s designated suite of classrooms only, in designated personal areas, and no foods will be shared between students and staff.
3. No parents or visitors will be permitted to enter the school without an appointment, and rarely. They will be required to wear masks, have temperatures taken and will likely not have access to cohorts.
4. Volunteerism, though much appreciated, will not be allowed during the implementation of the COVID Management Plan.

5. Social distancing: defining a minimum of three feet of space between individuals will be enforced when inside buildings on campus [students designated personal space will afford six feet]. Because of the large amounts of area afforded each cohort, students will each have a clearly delineated, dedicated, personal workspace with an optimal spacing buffer. Under teacher direction, students in delineated personal workspaces will be allowed to drop their masks below their chins for a respite throughout the day: including snack time and lunch. But students may not be allowed to leave a delineated personal space without repositioning their masks if so directed by their teacher. A student may request and will be granted permission to return to a personal workspace and drop their masks as each deems necessary during the day.

6. Recess times will be lengthened and students, while preserving safe distancing under teacher supervision, will not be required to wear masks for outdoor activities. While under the Covid management Plan, there will be a minimum of two recesses per day. If weather does not allow, the field house will become the alternative settings where children can drop masks as well.

7. Physical Education will be outdoors as much as possible.

8. Pathways to and from special subject areas will be planned to prevent no interactions with other cohorts. When walking between buildings, students will be encouraged to drop or remove masks.

9. Each student or staff member, when requested by school administration, will quarantine ten days.

10. The school will engage an enhanced sanitizing and cleaning process [see below] and regular handwashing and cleaning of instructional surfaces will be encouraged.

12. Students who refuse to follow teacher directed safety precautions will be warned and repeat offenses will result in consultation with parents.

GENERAL HEALTH AND HYGIENE PROTOCOLS

Masks/Face Coverings All teachers and staff working with students will be required to wear appropriate face coverings (masks and/or shields). Staff will need to bring their own mask/shield to school. Students in all grades are required to wear face coverings [single sheet mask], when waiting to enter the school building, when in the classroom, when leaving the school building, and when traveling in hallways. The school will maintain an inventory of masks in the event one breaks or is misplaced. Masks/shields may be removed when outside of the building with appropriate distancing or during scheduled break times as determined by a staff. Families are asked to provide masks/shields for their child(ren) to wear to school. The mask fabric or face shield design may not be distracting. Students who refuse to comply with the mask/shield requirement will be sent home.

Hand Sanitizing: Staff and students will practice proper hygiene by washing hands often with soap and water for at least 20 seconds. When soap and water are not

readily available, hand sanitizer with at least 60% alcohol content will be provided for use in all classrooms and instructional areas.

Isolation: Isolation measures per the State of New Hampshire plan issued from the Department of Education direct the academy will have a designated space for students or staff suddenly symptomatic or COVID or requiring health services. The space will be the nurse's suite.

Emergency Contact Information: Before the first day of school, all parents will be required to update a child's emergency and health information by way of a form. Parents will be expected to pick up children when deemed necessary. No child will be allowed to enter the academy without an updated and complete contact information form.

Responding to Positive COVID Tests If the academy learns of a student or staff member having tested positive for COVID-19, the District, per the New Hampshire Department of Education "Grades K-12 Back-to-School Guidance" plan issued in July, 2020, will report the test results to NH DHHS. The District will work with local health officials who will take the lead on notifications and contact tracing. In accordance with state and local laws and regulations, the District will notify other appropriate staff while maintaining confidentiality in accordance with the Americans with Disabilities Act (ADA) and Health Insurance Portability and Accountability Act of 1996 (HIPAA). The student/staff member with COVID-19 will not be allowed to return to school until they have a note from a medical professional stating they are cleared to return. Decisions regarding potential school closure will be based on the level of risk determined by the Academy. If the school is closed due to COVID-19, remote learning will be initiated for a minimum of two weeks. If a closure is needed for intensive cleaning, communication will be provided.

OVERALL CAMPUS MAINTENANCE

Throughout the day, teachers will be supervising students and initiating the cleaning of shared surfaces and materials on an as needed basis. Each day after lunch, students will be directed how to clean their designated, personal space and discard trash. Because we can, the academy will be 'moth balling' certain spaces throughout the campus not necessary for our daily operations or reopening. The areas will be taped off and designated as 'closed'. The strategy dramatically reduces the amount of square-footage to be routinely cleaned and maintained. The academy now has a contracted custodian on campus daily. Imminently the custodian will secure a backpack sanitizer and rooms used will be disinfected at the end of each day.

Know the difference between cleaning, disinfecting, and sanitizing

Cleaning removes germs, dirt, and impurities from surfaces or objects. Cleaning works by using soap (or detergent) and water to physically remove germs from surfaces. The process does not necessarily kill germs, but by removing them, lowers

the numbers and the risk of spreading infection. Everyday a space is used by students and staff it will be cleaned.

Disinfecting kills germs on surfaces or objects. Disinfecting works by using chemicals to kill germs on surfaces or objects. The process does not necessarily clean dirty surfaces or remove germs, but by killing germs on a surface after cleaning, can further lower the risk of spreading infection. The custodian, as soon as is possible, will be using Kaibosh© [Mason Chemical Company] for the process. The chemical is the highest rated on the CDC website with absolutely no caustic elements. Everyday a space is used by students and staff it will be disinfected.

In addition, children will be children. Each cohort will have aerosol bottles of Kaibosh©, and after children are removed from a potentially contaminated space the teacher will disinfect immediately.