

FIRSTLINE SCHOOLS INTERIM COVID-19 RETURN TO SCHOOL CAMPUS GUIDELINES, POLICIES AND PROCEDURES

FirstLine Schools recognizes that our students and employees want things to return to normal as quickly as possible. Unfortunately, due to the COVID-19 epidemic, COVID-19 will likely be at least for the foreseeable future.

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For the upcoming 2021-2022 academic year, FirstLine Schools is implementing the federal, state

and local level. FirstLine Schools authorizes its necessary to comply with guidance issued at the federal, state and local level.

1. CDC, OSHA, BESE, & NOLA PS Guidelines

In addition to reading and understanding the Charter's Guidelines, Policies and Procedures, all employees, students, and third-party campus visitors should familiarize themselves with applicable BESE, NOLA PS, CDC & OSHA Guidelines related to COVID-19, which can be found here:

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html>

<https://www.osha.gov/coronavirus/safework>

https://www.louisianabelieves.com/docs/default-source/ready-to-achieve/ready-to-achieve!-2021-2022-school-operational-guidelines.pdf?sfvrsn=737f6718_2

Everyone at FirstLine Schools has a personal responsibility to help mitigate the risk that COVID-19 will impact our personnel, students, visitors or business operations.

Any questions regarding BESE's, NOLA PS', CDC's or OSHA's Guidance

a. Expectations for Employees To Return to Campus

All employees are expected to return to work in accordance with federal, state and local directives.

Employees may be asked to report to work at different times and/or via different entry/exit points. Staggering shifts and/or multiple entry/exit points will reduce the likelihood that large groups of people are arriving at (or leaving) work at any given time. Alternative schedules may also be implemented to avoid large numbers of people being physically present in the office at a given time.

b. Accessing the Campus for Employees, Students, and Third-Party Guest/Visitors

All individuals should do their part to prevent the potential spread of COVID-19. To that end, COVID-19
avoid unnecessary contact with surfaces and
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- i. Anyone who has a medical condition that prevents the wearing of a face covering;
- ii. Anyone who is consuming food or drink;
- iii. Anyone who is trying to communicate with a person who is hearing impaired;
- iv. Anyone who is giving a speech for broadcast or to an audience; and
- v. who

- f) Wash your hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Hand sanitizer will be made available throughout the campus.
- g) Anyone who touches or handles mail or third party deliveries should wash their hands.

Employees will be provided adequate access to hygienic supplies, including soap, hand sanitizer with at least 60% alcohol, disinfectant wipes or spray, paper towels, and tissues. Face coverings should also be provided when needed. The quantity of hygiene supplies should be appropriately provided to the school employee, according to the role and number and age of students served by that employee.

Appropriate cleaning supplies will be made available to employees.

c. Symptom Monitoring

If you are sick or feel like you may become sick, stay at home and do not report to the school campus.

Before leaving your residence for school campus, each employee and student should conduct an individualized assessment of any potential symptoms or circumstances. On a daily basis, all employees and students should ask themselves whether the answer is “Yes” to any of the following questions:

no •

If “No” is the answer to all the above questions, then you may enter the school campus during regular school hours only. Upon arrival, all persons will be required to wash hands or use hand sanitizer, which will be made available at the entry point at each school campus.

Notwithstanding the daily symptom monitoring set forth above, employees and students must also be report symptoms of COVID-19 that may occur during the school day including, but not limited to: shortness of breath, cough, chills, muscle pain, sore throat, loss of sense of smell, diarrhea, whether you have been in contact with someone that tested positive, etc. Depending on the results of this assessment, employees and students may be sent home.

i. On Campus Isolation:

- Anyone showing signs of the above symptoms will be isolated in the designated isolation area that exists in each school facility. If the person is a student, the parent or legal guardian will be contacted immediately and required to come and pick-up the child. Under extreme symptoms, the school reserves the right to contact the health department or emergency medical personnel. If the person is an employee, the person will have to leave campus immediately and may not be isolated.
- The isolation area will be cleaned after it is occupied by any employee or student showing the above symptoms or reporting potential exposure to a person that tested positive for Covid-19.

ii. Self-Quarantine Policy and Procedure:

- Unvaccinated employees and students who have been in a static group with a confirmed case or who otherwise had close contact² on campus with someone who tests positive for COVID-19 will be notified by the designated school site leader and FLS HR Department via hr@firstlineschools.org and will be required to quarantine for fourteen (14) days from date of close contact. After the employee’s quarantine has ended, the employee and their supervisor will receive a return to work clearance email from Human Resources.
- COVID-19 vaccinated students or employees do not need to quarantine after being identified as a close contact if they:
 - Are fully vaccinated (more than or equal to 2 weeks following receipt of the second dose in a 2-dose series, or more than or equal to 2 weeks following receipt of a 1-dose of a single-dose vaccine, and
 - Have remained asymptomatic since the current COVID-19 exposure.
 - If these conditions are not met, the previously vaccinated individual needs to quarantine. Additionally, fully vaccinated

² Close contact is being within 6 feet of a confirmed case or symptomatic person for 15 minutes or more.

students or employees are encouraged to be tested 3 to 5 days following the date of their exposure and wear a mask (if no mask mandate is in place) in public indoor settings for 14 days or until they receive a negative test result.

- Individuals who become symptomatic within a 14-day period following exposure to someone with COVID-19 should immediately self-isolate, follow guidance for symptomatic individuals, and should consider getting a molecular COVID-19 test.

- Employees or students do not need to quarantine if:
 - They had COVID-19 within the previous 3 months, and
 - Recovered from COVID-19, and
 - Remain without COVID-19 symptoms.

- All individuals who are identified as a close contact of someone testing positive with COVID-19 are required to seek testing immediately following notification and 5 to 7 days following last contact if the initial test was negative.

iii. Return to Campus Policy and Procedure

•At least 10 days have passed since the date of their first positive COVID-19 diagnostic test assuming they have not subsequently developed symptoms since their positive test. If they develop symptoms, then the symptom-based strategy used under the prior section pertaining to individuals WITH symptoms will apply.

v. Reporting Requirements

Schools are required to report all known and suspected cases of COVID-19 to NOLA Public Schools via its online form and the LDH School Online COVID-19 Portal.

vi. Vaccination Status

The vaccination status of students and employees will be tracked in one of the following ways:

1. Students
 - a. Louisiana Immunization Network School Nurse Portal (preferred method to verify student immunization status)
2. Staff
 - a. An electronic version of the official documentation issued by a State vaccine registry (can include presenting confirmation via LA Wallet, MyChart, LA.myIR.net, or other approved state system); or
 - b. Electronic medical or immunization record; and
 - c. Sign the FLS Vaccine Attestation Form.

Employees are required to submit to weekly COVID-19 testing and students may be asked to submit to periodic COVID-19 testing as a precautionary measure to reduce the spread of the virus. Testing will be conducted onsite through the Louisiana Department of Health school testing program using a molecular test. If anyone tests positive, he/she will be sent home. If you test positive, you will be allowed to return to work in accordance with then existing CDC, state and local guidelines. Employees and students who test positive are encouraged to contact a qualified health care professional for additional guidance. Employee and student confidentiality will be maintained at all times. Non-exempt employees will be paid for the time spent undergoing COVID-19 testing.

Any employee or student who refuses to submit to testing as provided for in this section will not be given access to the campus and will be sent home.

d. Social Distancing and Group Sizes

Employees and students should practice social distancing when possible and according to City and State law. Employees and students should not be within 6 feet of another individual, or to

the greatest distance possible when within static classroom groupings. This rule applies at all times in all areas unless otherwise notified by School officials.⁴

- 1) There is no maximum classroom size. The maximum group size that may convene indoors in a single room should be determined by physical distancing requirements and student grouping method.
- 2) Students may be grouped in one of two ways:
 - a. Static groups with minimal distancing requirements or
 - b. In groups with changing composition, maintaining three (3) feet of social distance from other students and six (6) feet of social distance from adults.
- 3) Classrooms

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f. Student Transportation

- 1) Buses are allowed to operate at 100% capacity with all passengers wearing face masks. Masks will be provided when necessary.
- 2) High touch surfaces (handrails, handles, seat backs, etc.) should be cleaned after the completion of arrival and dismissal routes.
- 3) Seating charts should be created and enforced in the event close contacts to a positive case of COVID-19 needs to be determined.
- 4) Windows should be kept open when it does not create a safety or health hazard.

g. Physical Standards for the Use of School Facilities

- 1) If groups convene outdoors, each group should remain separated.
- 2) To the greatest extent possible, limit crowding at entry and exit points and maintain maximum group sizes and physical distancing requirements. Employees and students should enter and exit in single-file lines to enable physical distancing.
- 3) Employees and students should bring their own water

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- 6) If the cafeteria is used for eating, staggered meal times should be used and
 - a. Students in static groups: the static group must be maintained during meals and each static group must be separated by no less than ten (10) feet from the next static group.
 - b. There will be designated entrances and exit flow paths. Single-file lines will be used for food lines and disposal.
 - c. Cafeteria use will be no greater than 25% of capacity.

i. Personal Protective Equipment

Employees, students, and third-party visitors

2.) Band and Vocal Music: Band and vocal activities should

3. Policies and Procedures for Vendors/Parents/Visitors/Guests on School Campus

Parents, vendors, visitors, and guests should avoid coming to the school unless it is deemed essential⁵ by the School Administration. When approved by the School Administration, vendors, parents, visitors, and guests must wear a face-covering or mask, wash or sanitize their hands upon entering campus, and practice social distancing by remaining at least 6 feet apart from employees and students and remaining in the School Administration approved area. Vendors, parents, visitors, and guests will be given access to hand sanitizer upon entering the campus. Limit outside vendors entering our space to necessity only, such as FedEx, UPS, and office supply deliveries. Alternative pick-up and drop-off protocols may be utilized.

4. Acknowledgment of Receipt of Interim COVID-19 Return to Campus Guidelines, Policies and Procedures

By my signature below, I acknowledge that this policy was distributed to me, that it is accessible
on ~~the~~ ~~FLS~~ ~~Staff~~ ~~Portal~~
