



2020-2021 School Year Re-Opening Plan Health and Safety Procedures

Welcome to Eaton Arrowsmith!

Or Welcome Back if you are a continuing or returning student! We are very glad to have you join us this year, dedicating the 2020-21 school year to the unique experience of strengthening cognitive capacities.

We will talk more about this individually... In the meantime, there is much information to share with you. Given the situation of COVID-19, we are taking every precaution to provide a healthy environment at Eaton Arrowsmith using the guidance of our state and local health authorities as well as the CDC. Following these guidelines will help us all reduce the risk of contracting and spreading the virus and keep our students and staff as safe as possible. Please read through these procedures carefully so that both you and your student(s) are familiar ahead of time.

For reference, we are using the following guidance documents:

WA Dept. of Health Guidance:

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/FallGuidanceK-12.pdf>

OSPI Guidance:

<https://www.k12.wa.us/sites/default/files/public/workgroups/Reopening%20Washington%20Schools%202020%20Planning%20Guide.pdf>

WFIS Guidance

<https://wfis.org/wfis-reopening-schools-resource-5/>

Governor Jay Inslee and State Superintendent Chris Reykdahl have provided strong recommendations for school re-opening for all schools. Recognizing that not all schools are the same size and have different levels of resources, they have also provided for local determination for individual schools to decide if they can meet safety requirements of local officials.

Contents:

- Drop off/Pick up Procedures
 - Health Screening at Entry
- Physical Distancing
- Face Coverings
- Hygiene Practices
- Meals and Snacks
- Activities – Indoor and Outside
- What to expect if someone develops signs of COVID-19
 - Returning to the program after suspected signs of COVID-19
- Cleaning and disinfecting procedures
 - Common Areas
 - Student Work Areas
 - Hands-on Materials and Equipment

Drop Off / Pick Up Procedures

EA Policy: <http://www.eatonarrowsmith.com/wp-content/uploads/COVID-19-Illness-Policy.pdf>

Parents are asked to assess the health of their student daily before coming to school, **including a temperature check**. Students who are not feeling well should stay home and call the school for guidance. Better safe than sorry! We suggest having the same driver daily if possible and avoid carpooling. Face coverings are required to enter the school facility per state guidance: <https://coronavirus.wa.gov/information-for/you-and-your-family/face-masks-or-cloth-face-covering>

Health Screening at Entry

Our staff will be in the parking lot directing cars to the front entrance one at a time. Please stay in your car until we conduct a quick daily health screening. Once the student is cleared, they can drop off their belongings (lunch, water bottle, etc.) in their bin, get a dollop of hand sanitizer, and meet their teacher at the side of the building for the morning walk.

If parents have a need to enter the building, please park after dropping off your student and wait for the students to leave before coming in.

When students return from their walk, they will be directed to pick up their bins and carry them into their classroom, drop them off at their work space, then go to the restroom to wash their hands before coming back to get started.

At the end of the day, drivers will pull up, one at a time, to pick up students. We appreciate your patience and cooperation and will try to make this as smooth and timely as possible.



Physical Distancing

Six feet of separation is the goal as much as possible. Groupings will have no more than 10 people at a time including staff. Our classroom space allows for student workspaces to be adequately distanced with clear dividers between. Each student will have their own workspace that will not be shared.

Face Coverings

Wearing cloth face coverings helps to prevent the spread of COVID-19 and is required for staff and students. We ask that students bring a clean, pre-fitted, comfortable face mask daily and have it available to wear when indoors and when physical distancing is limited. Staff will help students understand times when face coverings are and are not necessary.

Hygiene Practices

EA Policy: <http://www.eatonarrowsmith.com/wp-content/uploads/Staff-Handwashing-Policy.pdf>

Students will be expected to wash hands:

- when they arrive and enter the program space,
- before meals and snacks,
- after outside time,
- after using the restroom,
- after nose blowing or sneezing, and
- before leaving to go home.

Hands are to be washed with soap and water for at least 20 seconds under running water. When soap and water are not readily available, an alcohol-based hand sanitizer can be used. This is not a substitute for handwashing when hands are dirty, and hands should be washed as soon as possible.

Students should not touch their eyes, nose, and mouth with unwashed hands. Students should cover coughs and sneezes with a tissue, which is then thrown in the trash, followed by hand washing or hand gel.

Meals and Snacks

Students are to bring a generous lunch and snacks, along with a full water bottle, from home each day. We advise better too much than not enough as cognitive exercise burns calories and the students get hungry! Please provide all utensils and dishes needed, as well as cold packs to keep food fresh. Students will not have access to a refrigerator. Students are not to share their food with each other.

Tables will be cleaned, sanitized, and spaced appropriately prior to meals and snacks. Students will be encouraged to take meals outside weather permitting. Occasionally, Eaton Arrowsmith will provide individually wrapped treats for students being mindful of dietary restrictions. Please let us know if you have concerns with this.

Activities – Indoor and Outside

The schedule of our day is designed to provide students with healthy “brain break” activities between every two cognitive blocks and during the lunch time. These may be arts and crafts projects, social awareness activities or outdoor games for fresh air and exercise. Activities will be planned that do not need close physical contact, are low risk, and focus on individual or team skill building versus competition. With hands-on activities, each student will have their own set of materials and supplies which will be thoroughly cleaned and disinfected daily. Please have students dress for weather as appropriate.

What to expect if someone develops signs of COVID-19

EA Policy: <http://www.eatonarrowsmith.com/wp-content/uploads/COVID-19-Illness-Policy.pdf>

IF STAFF OR STUDENTS DEVELOP SYMPTOMS AT HOME:

Staff and students should not enter school building and should stay home until they have been assessed by a health care provider to exclude COVID-19 or other infectious diseases, AND their symptoms have resolved. Students and staff may be able to attend school online / work from home during this time.

IF A STUDENT OR STAFF MEMBER DEVELOPS SYMPTOMS AT SCHOOL/WORK:

If a staff member develops symptoms at school:

- Symptomatic staff should separate themselves into an area away from others and go home as soon as possible.
- Maintain a distance of 6 feet from others.
- Use a tissue or mask to cover their nose and mouth while they wait to be picked up.
- Staff responsible for facility cleaning must clean and disinfect the space where the



staff member was separated, and any areas used by them (e.g., classroom, bathroom, common areas).

- Contact the King County Health Department to notify them of a potential case and seek further input.

If a student develops symptoms while at school:

- Immediately separate the symptomatic student from others in a supervised area.
- Contact the student's parent or caregiver to pick them up as soon as possible.
- Contact the King County Health Department to notify them of a potential case and seek further input.
- Where possible, maintain a distance of 6 feet from the ill student. If not possible, staff should wear a mask or use a tissue to cover their nose and mouth.
- Provide the student with tissues to cover their coughs or sneezes. Throw away used tissues as soon as possible and wash hands.
- Avoid touching the student's body fluids. If you do, wash hands thoroughly.
- Once the student is picked up, wash hands thoroughly.
- Workers responsible for facility cleaning must clean and disinfect the space where the student was separated and any areas used by them (e.g., classroom, bathroom, common areas).
- Parents must pick up their child as soon as possible if they are notified their child is ill.

IN THE EVENT OF A CASE OR SUSPECTED CASE

School Principal/Director will notify the local public health authority and will follow their direction regarding notification of the school community. The person with symptoms should follow DOH guidance for what to do if you have symptoms for COVID-19 and have not been around anyone who has been diagnosed with COVID-19. Ask the employee or child's parent or caregiver to inform the program right away if the person is diagnosed with COVID-19.

<https://www.doh.wa.gov/Portals/1/Documents/1600/coronavirus/COVIDconcerned.pdf>

If a student or staff member tests positive for COVID-19, all members of the infected person's group in the program is a close contact and should self-quarantine for 14 days. During this time, the class will shift to the online profile.

Returning to a program after suspected signs of COVID-19

A staff member or student who had signs of suspected or confirmed COVID-19 can return to the program when:

- At least 3 days (72 hours) have passed since recovery – defined as no fever without the use of medications and improvement in respiratory signs like cough and shortness of breath; AND



- At least 10 days have passed since signs first showed up.

As per the CDC: “If a student or staff member has been identified with COVID-19, school and program administrators should seek guidance from local health officials to determine when students and staff should return to schools and what additional steps are needed for the school community. In addition, students and staff who are well but are taking care of or share a home with someone with a case of COVID-19 should follow instructions from local health officials to determine when to return to school.” (<https://www.cdc.gov/coronavirus/2019-ncov/specificgroups/guidance-for-schools.html>)

Cleaning and Disinfecting Procedures

EA Policy: <http://www.eatonarrowsmith.com/wp-content/uploads/COVID-19-Cleaning-Policy.pdf>

- Common areas and student work areas will be thoroughly cleaned, disinfected, and sanitized at the end of each school day.
- High contact surfaces such as door handles, light switches, washrooms, desk, and keyboards will be cleaned during scheduled breaks.
- The HVAC units are serviced on a quarterly basis with filter changes. We recently upgraded to MERV8 filter which are a higher grade than the previous filters.
- Hands-on materials and play equipment will be cleaned and disinfected after use.
- Trash containers will be emptied daily.
- Shared touch items will be minimized
- Water fountains will be disabled (water bottles can be refilled at dispensers).
- Cloth covered furniture will be stored away.
- Cleaning products will be provided in the classroom for common devices and materials.
- Posters outlining handwashing procedures will be posted by sinks in the bathrooms
- Lockers and unused rooms will be blocked off
- Hand sanitizer and disposable gloves will be placed throughout the school
- A safe boundary will be taped off around the reception area for safe distancing
- Disposable gloves will be worn when cleaning up blood or other body fluids.

Let’s be safe together!

More COVID-19 Information and Resources

<https://www.doh.wa.gov/Emergencies/Coronavirus>

<https://coronavirus.wa.gov/>

<https://www.cdc.gov/coronavirus/2019-ncov/index.html>