



Preston Hollow Presbyterian School COVID-19 Return to School Plan

Preston Hollow Presbyterian School strongly desires to provide in-school instruction for the upcoming 2020-21 school year. Our teachers and staff miss interacting in person with the students, and we believe in-school instruction is the most effective method of teaching them. However, no age group is immune to the virus that causes COVID-19. Because the safety and well-being of our community is very important to us, PHPS has developed a plan that is intended to, with the assistance of our parents and staff, mitigate the spread of COVID-19 within the PHPS community. This plan is based on guidance from the TEA, CDC, and medical professionals. This document outlines those measures and may be updated periodically to include revised guidance from the applicable authorities.

Mitigation

While eliminating all risks is likely not possible, PHPS will take a number of steps intended to reduce the likely spread of the virus that causes COVID-19, including:

- Frequent handwashing/hand-sanitizing and instructing students on proper handwashing
- Using facial coverings when in close contact per state order and when appropriate for the age of the child; PHPS has provided facial coverings for each student
- Installing hand sanitizing stations at building entries
- Avoiding touching faces
- Practicing social distancing as much as possible – all classrooms are set up for 6 feet of distance between students
- Engaging a cleaning company to sanitize and disinfect daily all areas of the building and playground utilized by our students and staff

- Engaging a cleaning company to sanitize high touch, high traffic surfaces on a regular basis throughout the day
- Limiting the mixing of students – i.e. each grade level or “cohort” stays together, apart from other groups
- Reducing visitors to campus and requiring screenings
- Reducing or eliminating the sharing of computers, books, and supplies
- Adjusting the school schedule to allow for cleaning/sanitizing in between classes
- Using outdoor spaces for instruction when appropriate and increasing air flow in the classrooms

Prevention

While the efforts above are intended to mitigate the risk of contracting the virus that causes COVID-19 on the PHPS campus, another key aspect of the PHPS plan is to prevent, to the extent possible, individuals who have or may have COVID-19 from arriving or remaining on campus. PHPS has put the following procedures and policies in place in an attempt to do that.

Screening –

PHPS is requiring each of its teachers and staff to self-screen for COVID-19 symptoms (see below) each day prior to coming to the campus.

PHPS will screen all students and visitors daily for COVID-19 symptoms (see below), including a temperature check prior to entering the building, and to determine whether he/she has had close contact with a person who has received a positive COVID-19 test.

Symptoms of COVID-19 include:

- Feeling feverish or a measured temperature greater than or equal to 100.4 degrees Fahrenheit
- Loss of taste or smell
- Cough
- Difficulty breathing
- Shortness of breath
- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Diarrhea

Notification of PHPS of COVID-19 Symptoms and Positive Test Results -

All staff must report to the appropriate school contact (see below) if they display any of the COVID-19 symptoms described above, have received a positive result from a COVID-19 test, or have been in close contact with any individual who has received a positive test result.

Similarly, all parents must report to the appropriate school contact (see below) if their child has any of the COVID-19 symptoms, has received a positive test result for COVID-19, or has been in close contact with another person who has received a positive test result.

All notifications described above to PHPS should be made to Robyn Poole at 214-368-3886.

Symptoms Identified on PHPS Campus-

Any teacher or staff member who displays any symptoms of COVID-19 will leave the building immediately and self-isolate.

Any child who displays any symptoms of COVID-19 at school will need to be picked up as soon as possible. Until such time as the student's parents arrive at the school to pick up the student, the student will be isolated from other children in a room designated for such use.

Any visitor who displays any symptoms of COVID-19 will not be permitted to enter the PHPS campus or will be required to leave the PHPS campus immediately if symptoms develop while on the campus.

Return to PHPS Campus-

Any individual who is lab-confirmed to have COVID-19 may not return to the PHPS campus until all three of the following criteria are met:

- 1.) At least 48 hours have passed since the individual has fully recovered been fever-free without medication;
- 2.) Symptoms are improved; and
- 3.) At least 10 days have passed since the symptoms first appeared.

Any person who is experiencing any of the COVID-19 symptoms described above but has not been evaluated by a medical professional or received a COVID-19 test will be assumed positive and must meet the 3 criteria above for returning to campus.

Response

Despite the measures taken at the school, it is still probable that a staff member or student will display symptoms of COVID-19 or test positive for COVID-19 at some point during the upcoming school year. Thus, PHPS has developed the following plan to respond to these incidents.

Notification of Health Officials and the PHPS Community-

The school is required to follow all guidance required by the Dallas Health Department regarding notification of COVID-19 cases. As such, upon learning any individual who has been on the PHPS campus has tested positive for COVID-19, PHPS will promptly notify the local health department and all individuals that are known by PHPS to have had close contact with the individual, while maintaining confidentiality.

In addition to the required notifications, PHPS will also notify the school community as a whole in such circumstances to keep the community apprised.

Further Actions Taken at PHPS-

If an individual at PHPS tests positive for COVID-19, the school will close off areas that were heavily used by the individual and disinfect all non-porous surfaces.

If a teacher or student tests positive for COVID-19, all individuals who had close contact with the individual who tested positive will need to quarantine at home for 14 days. During this 14-day period, the affected students and teachers will shift to remote learning. If any of the affected students and teachers show no symptoms during the 14 days following exposure, they may re-enter the school environment. If any of the affected students or teachers show symptoms or receive a positive COVID-19 test result during such 14-day quarantine period, they must then meet the three criteria for re-entry described above.

Daily Changes

Implementing these important protocols and safety measures requires some modifications to our day at PHPS. Please note the following changes that will impact your child's day.

Arrival/Dismissal Procedures-

4th-6th grade will arrive at 7:50am, while K-3rd grade will arrive at 8:05am. Students will receive a daily temperature check and health screening while in the carpool line every morning. Students will enter the building and go straight to their classrooms.

4th – 6th graders will be dismissed at 3:15pm and K-3rd graders will be dismissed at 2:45pm. Carpool will proceed as usual; however, all students will be dismissed from their classrooms.

Lunch-

As children will not be permitted to congregate in larger groups, lunch will be eaten in the classrooms, and lunch *must be brought from home*. If your child forgets his/her lunch, we will provide one. Forgotten lunches or special lunches may not be brought to school.

Chapel-

We will not be able to gather as a large group in chapel; however, the chapel team hopes to provide chapel videos that can be viewed during our regular chapel time.

Supplies-

Students will be provided with their own set of supplies, including art supplies and math manipulatives, as well as their own laptop or iPad to be used at school so that children are not sharing supplies.

Social Distancing-

We have re-purposed space, added backpack hooks, and removed furniture from classrooms and moved entire classrooms in order to allow for a minimum of 6 feet of distance as recommended by the TEA and CDC. However, there will be many instances throughout the day when teachers need to work closely with students. When distancing is not feasible, facial coverings or other shields or barriers will be used. PHPS has provided all students with their own individual PHPS facial coverings – one for each day of the week to ensure facial coverings are clean each day.

Specials will be provided to students in the regular classroom if these spaces are not large enough to allow for the required social distancing.

After School Activities-

We will only be able to provide limited after school activities that do not mix groups of students. More information will be sent home regarding which activities will be offered.

Visitors-

We rely on our PHPS parents to help us throughout the year. The teachers will need your support and help this year as always. Due to visitor restrictions, these volunteer duties will be mostly limited to off-campus activities.

If your child leaves something at home, it is ok. Please do not bring the forgotten item to school. We can generally provide your child with anything he or she may need. We will call you if there is any reason you need to bring something up to school.

If your child needs to be picked up early from school, please notify the office and the teacher in the morning. When you arrive at school to pick up your child, please ring the doorbell and your child will be brought to you. If dropping off your child to school late, please call the office ahead of time, ring the doorbell when you arrive, and someone in the office will meet you at the door.

We will continue to allow therapists in the building as this is an integral part of students' remediation at PHPS. Therapists will be screened daily and will be asked to stay in one room in the building as much as possible. The therapist is expected to follow all school safety protocols while in the building. However, parents are advised to contact your therapist and discuss the therapist's safety plan for working with individual students.