

Dynamic Minds Academy Return to School Plan and Health Protocol for Staff and Students

The health and safety of the students and staff at Dynamic Minds Academy is a top priority. We want all families to feel safe including their children in our in-person instruction and therapy. In cooperation with The Hope Source we have developed this return to school plan with input from family surveys, recommendations from our local health department, and reflection on the unique population of students we serve.

Section 1: Health Protocol for Staff and Students

State statute gives public school districts the authority to exclude students who have a contagious disease such as COVID-19 or are liable to transmit it after exposure (IC 20-34-3-9). In addition, the local health department has the authority to exclude students from school and may order students and others to isolate or quarantine (IC 16-41-9-1.6).

Symptoms Impacting Consideration for Exclusion from School

Students and employees should be trained to recognize the following COVID-19-related symptoms:

- A fever of 100.4° F or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

Students and staff could be excluded from school if they test positive for COVID-19 or exhibit one or more of the symptoms of COVID-19 based on CDC Guidance that is not otherwise explained.

Based on recommendations from the Indiana Department of Health, if an individual in one's home has COVID-19 or is isolated because of COVID-19, those in the household should also stay home for a minimum of two weeks (14 days). This could be longer if the student or staff member becomes symptomatic. If symptomatic, please see the section "Return to School After Exclusion" for steps to follow for return to school.

In addition to COVID-19 symptoms, students with the following additional symptoms should remain home:

- Vomiting
- Diarrhea
- Contagious eye infection

- Contagious skin infection
- Excessive runny nose
- Evidence of lice infestation, scabies or other parasitic infection

If a child arrives sick or becomes sick during the day, parents will be contacted and asked to pick up their child. If parents cannot be reached, then the child's emergency contact on file will be notified. If your child has been sent home from school due to an illness **unrelated to COVID-19**, they may not return to school until:

- They have not vomited or had diarrhea for 24 hours.
- They have taken a prescribed course of antibiotics for 24-48 hours.
- They are fever free without the use of medication for 24 hours

Even without symptoms, if a student or staff member has recently had contact with a person with a suspected or confirmed case of COVID-19, has someone in their home being tested for COVID-19, or has recently traveled from somewhere considered to be a "hot spot" by the CDC, Dynamic Minds Academy reserves the right to exclude the student or staff member from the school building and recommend that they self-quarantine for 14 calendar days.

Screening for COVID-19

Dynamic Minds Academy encourages all families and staff members to self-screen for the symptoms of COVID-19 outlined above before coming to school. Additionally, all staff will receive professional development regarding the recognition of COVID-19 symptoms and screening. Dynamic Minds Academy may take the temperature of students, employees, and visitors on school property on a random basis or in situations where there is reason to believe that the person may be ill. Students and staff exhibiting symptoms of COVID-19 without being otherwise explained, are prohibited from coming to school, and if they do come to school, they should be sent home immediately. Please see the section "Return to School After Exclusion" for guidelines on when students may return.

Return to School After Exclusion

Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of the CDC and Marion County Public Health Department. Currently those guidelines are:

Untested

Return to school if at least 72 hours have passed since recovery (defined as resolution of fever without the use of medications and improvement in respiratory symptoms) AND 10 days have passed since symptoms first appeared.

Ask these three questions (all yes, ok to return)

1. Has it been at least 10 days since the individual first had symptoms?
2. Has it been at least 3 days since the individual had a fever?
3. Has it been at least 3 days since the individual's symptoms have improved, including cough and shortness of breath?

The state website has a list of over 200 testing facilities, their location, and hours of operation. This list is updated frequently.

Tested Positive- Symptomatic

Return to school if at least 72 hours have passed since recovery (defined as resolution of fever without the use of medications and improvement in respiratory symptoms) AND 10 days have passed since symptoms first appeared.

Ask these three questions (all yes, ok to return):

1. Has it been at least 10 days since the individual first had symptoms?
2. Has it been at least 3 days since the individual had a fever?
3. Has it been at least 3 days since the individual's symptoms have improved, including cough and shortness of breath?

Tested Positive- Asymptomatic

Persons who have not had symptoms but test positive for COVID-19 may return when they have gone ten calendar days past their positive test without symptoms and have been preferably released by a healthcare provider.

Staff should refer to the [Families First Coronavirus Response Act](#) regarding policies on time off due to COVID-19.

Medication & Supplement Dispensing Policies and Procedures

- All medication (prescription and over the counter) and supplements must have a signed consent
- All prescription medication must have a physician's signature.
- All over-the-counter and prescription medication must be in the original containers with name and dosing instructions visible on label.
- Medication must come in the exact dosage prescribed so the person administering is not responsible for splitting pills.
- Medication should be transferred from parent to staff member directly. Medication should not be sent in backpacks or lunchboxes.
- Consent forms must be updated each time there is a change in medication or dosing. (This includes stopping medication.)
- An emergency care plan is required from the physician for asthma and/or epinephrine
- Medication sent in will be inventoried and secured in a medication lock box.
- Medication dispensed will be recorded in each child's medication log.

Section 2: Confirmed Case of COVID-19 on School Property

Dynamic Minds Academy might need to implement a short-term closure regardless of community spread if an infected person has been in a school building. The length of this short-term closure will be determined in collaboration with the Marion County Health Department and the current recommendation is 2-5 days though officials may extend that closure. Should this happen, Dynamic Minds Academy will convert to E-learning during the short-term closure. As an essential business, The Hope Source will be able to provide staggered arrival and release times for therapy services. The building will be cleaned and disinfected thoroughly, and Dynamic Minds Academy will work with the Marion County Health Department on any other precautionary measures that may need to be taken.

It is important that all staff and families report positive cases to the DMA Education Director. Dynamic Minds Academy has a duty to report positive cases to the Marion County Health Department within 24 hours.

Section 3: Wearing Masks and Other Personal Protective Equipment (PPE)

Cloth face coverings or masks are required for all teachers and ancillary staff. Cloth face coverings or masks are also required for students sixth grade or higher.

EXCEPTIONS

1. Any staff or student with health conditions that makes the wearing of a face covering a risk to their health.
2. When staff or students are performing tasks that cannot be completed while wearing a face covering: i.e. eating, drinking, etc.
3. Any student who is unable to remove a face covering on their own.
4. When the wearing of a face covering or mask by a teacher is determined to impede a student's learning for students in grades K through 5, a face shield may be considered for use by the teacher.

Section 4: Nurse's Office Space

Should a student or staff member become ill during the school day with COVID-19 related symptoms, no other students or staff members besides the school nurse will be allowed in the nurse's office. Student and/or staff that are displaying symptoms of COVID-19 will remain in the nurse's office for assessment and until the student is picked up. Staff treating the individual will observe strict social distancing and wear appropriate PPE. Students who are ill will be walked out of the building to their parents for pick up. Once the student or staff member leaves the building, the nurse's office will be thoroughly sanitized before any other student or staff member is allowed access.

If there is a student or staff member in the nurse's office that is exhibiting symptoms of COVID-19, the nurse's office will be closed to other students and staff members. A "do not enter" sign will be posted on the door. Any student requiring medications will meet the school nurse at the nurse's office door. Any student requiring medical attention will be treated in a separate space from the nurse's office.

Section 5: Preventative Measures

Students, staff, and parents will receive information and training regarding appropriate preventative measures that can be taken to limit the spread of COVID-19.

Social Distancing

Social distancing is the practice of keeping space between yourself and other people outside of your home. The Marion County Health Department recommends the distance to keep between yourself and others in the school setting is 3 to 6 feet. Dynamic Minds Academy recognizes that due to our student population and the nature of a school building, social distancing may be difficult to maintain. As much as possible, students will remain 3 to 6 feet away from other students and staff members.

Our students travel through classrooms and therapy in cohorts which limits the number of contacts a student will make each day. Students will also eat their lunches within these cohorts of no more than 9 students in Littles and Middles, and 12 students in Bigs.

Sanitization

Restrooms are cleaned every two hours while students and staff are present. Additionally, staff and students are required to clean the space that they occupied after each use of the bathroom (i.e. stall door, toilet handle, toilet seat, faucet handle, etc.) Cleaning solution and towels are provided in each bathroom. High traffic and high touch areas are sanitized when student groups transition to a new location. Classrooms and therapy spaces are fully cleaned and sanitized daily. Staff will have cleaning supplies available in each classroom and hand sanitizer will be available in a safe location within each classroom.

Supplies and Exchange of Materials from Home to School

Students will have individual supplies in the classroom and teachers will work to limit the amount of shared supplies in the classroom.

Students should limit the number of items traveling between home in school. As stated in our handbook, personal toys and electronics should not be entering the school building. This policy helps limit behaviors as well as the potential spread of COVID-19.

Handwashing

Handwashing and avoiding touching your face, eyes, nose, or mouth are also important steps a person can take to avoid becoming sick or spreading germs to others. Dynamic Minds Academy will encourage employees and students to wash their hands often and if soap and water are not readily available, use a hand sanitizer that contains at least 60 percent alcohol. Students and staff will be prompted at key times to wash their hands or use sanitizer including but not limited to:

- Start of the school day
- Before eating
- After using the restroom
- After blowing nose, coughing, or sneezing
- After using shared equipment

Water Fountains

Water fountains will only be accessible for filling re-fillable water bottles. Students and staff should bring refillable water bottles from home.

Section 7: Short-term and long-term Continuous Learning

Short-term Continuous Learning

In the event a student is required to quarantine, Dynamic Minds Academy will provide remote learning options on a short-term basis. That student will have access to our online learning systems through Edmentum as well as receive materials related to the standards being covered in class during that time

via a class Padlet website. The availability of live lesson through Zoom will be dependent upon the number of students participating in remote learning as well as staff availability.

If Dynamic Minds Academy is required to close for an undetermined length of time, students will be offered the same remote learning opportunities as described above including Edmentum and standard-based materials. Zoom sessions will be offered when possible to continue that face-to-face connection between instructors and students. Regularity of the Zoom sessions will be dependent upon the length of the closure.

As an essential business, The Hope Source, in consultation with the Marion County Health Department, will continue to provide in-person therapy to students during a DMA closure. Students will be able to start their therapy at 9:45 am or end their day at 1:45 pm to allow time for participation in remote learning with DMA. Schedules would be determined by THS and DMA staff and communicated to parents.

Long-term Continuous Learning

Long-term continuous learning is for high-risk students and/or families with a high-risk individual in their household who want to participate in remote learning for the 2020-2021 school year. Students will need a designated "learning coach" that is responsible for making sure the student completes assignments and participates in assigned learning opportunities. Learning materials will be posted on Monday of each week via the classroom Padlet website. Completion of daily activities will count the student's attendance for each day. Availability of live lessons will be contingent on the number of students participating in the E-learning option as well as staff availability.

Dynamic Minds Academy will hold a case conference to revise your child's IEP to include provisions for E-learning. This plan will be reviewed every 60 school days.

If you select to participate in E-Learning only for the 2020-2021 school year you will be required to disenroll from The Hope Source for ABA therapy. This means if you decide to return to the school building for in-person instruction, you will have to undergo the enrollment and authorization process again with The Hope Source. Your start date for return to the building will depend on space and staffing available as well. Please contact The Hope Source for more details regarding disenrollment.

Section 7: Special Education Services and Case Conferences

Students participating in long-term E-learning will receive an IEP that is revised to a homebound status. Services in the IEP will be revised to accommodate this continuous learning plan. Students who are on homebound will require a meeting every 60 instructional days to review their IEP.

Case conferences will continue to be offered virtually via Microsoft Teams for families that are not able to attend in person due to COVID-19.