

## THA SAFE RETURN TO IN-PERSON INSTRUCTION AND CONTINUITY OF SERVICES PLAN

### INTRODUCTION

As we all know, the COVID-19 pandemic has devastated our community on a local, state, national, and even global level. Now we must grapple with all of the day to day changes this virus has forced upon us and try to find our new “normal.” We also recognize that we owe it to our scholars and families that we do not let these challenges hold us back from fulfilling our mission: to equip all scholars with the academic skills, content knowledge, and ethical character required for college graduation and life success. Despite all of these challenges, still, we must rise. Thus, we are committed to delivering a high quality education despite the current conditions with which we are faced.

Simultaneously, we must create a safe learning and working environment for our scholars, families, and staff. The health of our community must remain at the forefront of every decision made.

Throughout the plan, we have worked to balance recommendations for a return to fully in-person learning with consistency and the health of our THA Familia and broader community.

Thus, as we prepare for our return to school, we have utilized the following principles to guide our decisions:

- All decisions are made in alignment with [THA's mission and vision](#).
- We prioritize scholar and staff health.
- We prioritize scholar learning and consistency for scholars, families, and staff.
- The policies we propose are backed by local, state, and federal health and educational experts.

The THA Safe Return to In-Person Instruction and Continuity of Services Plan (SRII & CS Plan) is broken up into five sections:

1. Educational Approaches Overview
2. THA In Person Learning Classes
3. Temporary Distance Learning
4. Quarantine Support
5. Health And Safety Procedures

## EDUCATIONAL APPROACHES OVERVIEW

As the CDC and other authorities recommend, we will work hard to return to in-person instruction and maintain continuity of services. We also have to balance how to maintain social distancing recommendations while providing in person instruction.

Thus, our Safe Return to In-Person Instruction and Continuity of Services Plan provides for a few possible approaches, based on what conditions dictate at the time.

THA OPTIONS	DESCRIPTION
<b>In-Person Classes</b>	All scholars will be enrolled in in-person classes.
<b>Temporary Distance Learning</b>	If conditions dictate, THA may temporarily move one grade or school to distance learning.
<b>Quarantine Support</b>	Scholars who are quarantining may receive work virtually and receive support from a school staff member.

Finally, note that all of the policies listed in this plan are subject to change. Any changes will be communicated to all families via THA's primary family communication app, ParentSquare.

## THA IN-PERSON LEARNING CLASSES

### CLASSES

Teachers will teach a new lesson every day, and the assignment will be the same for all scholars regardless of whether they are in person or quarantining.

### ATTENDANCE

Attendance will follow typical THA in-person attendance procedures. If a scholar is quarantining, scholars may obtain work from their teacher.

### TECHNOLOGY

To limit the spread of germs, scholars may use a THA Chromebook to be able to submit their assignments for class, even when they are in person. Scholars will also be responsible for keeping their computers clean. In the event of a reassignment, the Operations Team will disinfect the device before distributing the computer to another scholar.

## TEMPORARY DISTANCE LEARNING

### CLASSES

Tulsa Honor Academy's daily schedule will remain the same for in-person and distance learning. Scholars will log on to their appropriate class at its regularly scheduled time if in a distance learning environment.

### TEMPORARY DISTANCE LEARNING ATTENDANCE

Distance learning will be assigned on a case-by-case basis, typically based on a multiple day illness. When not assigned distance learning, scholars who are not on campus will be counted absent.

Attendance-taking expectations will be communicated to scholars on distance learning plans.

Scholars and families are still encouraged to contact the school for support to access classes and assignments.

### TECHNOLOGY

Scholars may use their Tulsa Honor Academy Chromebook to access classes and work while on distance learning.

## QUARANTINE SUPPORT

### CLASSES

In the event of a scholar quarantining while their grade level is not on distance learning, scholars may be able to access and complete their assignments online. Live classes will not be available.

Scholars will be assigned distance learning on a case-by-case basis upon contacting the school.

### DISTANCE LEARNING DURING QUARANTINE ATTENDANCE

Distance learning will be assigned on a case-by-case basis, typically based on a multiple day illness. When not assigned distance learning, scholars who are not on campus will be counted absent.

### TECHNOLOGY

Scholars may use a Tulsa Honor Academy Chromebook to access classes and work while on distance learning.

### ADDITIONAL SUPPORT

When possible, scholars or families may receive contact from a staff member either electronically or via phone on days that they are quarantined to ensure they are able to access assignments and request support.

## HEALTH AND SAFETY PROCEDURES

As stated in the introduction, we prioritize scholar and staff health above all else. Therefore, we have added the following health and safety protocols, including the CDC's five key mitigation strategies, to ensure we keep our community safe.

### COVID-19 HEALTH PROTOCOLS

Families should contact the school immediately if their scholar tests positive for COVID-19 or has symptoms of COVID-19.. Under no circumstances should a scholar, staff member, or visitor enter the THA building if they have a positive COVID-19 test.

At this time, we will highly encourage and share CDC guidance for quarantine but allow scholars to attend if they do not have a positive test.

### HEALTH SCREENINGS AND PROTOCOLS

**Symptoms:** The following defines symptoms identified as Class A and Class B:

- Class A
  - Fever of 100.4 or higher
  - Sore throat
  - Coughing
  - Difficulty breathing
  - Diarrhea or vomiting
  - New loss of taste or smell
- Class B
  - Stuffy or runny nose
  - Muscle/body aches
  - Fatigue
  - Chills
  - Nausea
  - Loss of Appetite
  - Elevated Temperature < 100.4
  - New Onset of Severe Headache

**Sick Scholars** - In order to keep all scholars and staff safe, scholars must stay home when they are sick. Scholars with any of the following will not be allowed to attend school for at least one day: fever of 100 degrees or higher, sore throat or tonsillitis, any eruption of the skin, or rash, any nasal discharge accompanied by fever, a severe cough, producing phlegm, or any inflammation of the eyes or lids.

**Staff Member Requirements** - Even if vaccinated, staff members must stay home if they are sick - they should not report to work and should follow PTO procedure

**Testing** - Per CDC recommendations, THA strongly encourages any staff member or scholar who had close contact to get tested for COVID-19. THA will work closely with local and state health officials as necessary for additional guidance.

**Reporting** - THA will work in collaboration with other officials to follow reporting protocols as dictated by health or education officials.

## **UNIVERSAL AND CORRECT USE OF MASKS**

Mask-wearing is a primary mitigation strategy to prevent COVID-19 and increase Tulsa Honor Academy's ability to continue in-person learning. Per CDC recommendation, if all scholars wear a mask consistently and correctly, the likelihood to move to temporary distance learning decreases dramatically.

Face masks that meet CDC criteria currently includes the following:

- The mask has two or more layers and is made of a washable, breathable fabric.
- The mask should cover the nose and mouth completely.
- The mask should fit snugly against the sides of the person's face and does not have gaps.
- Does not have an exhalation valve or vent which allows virus particles to escape.
- Per THA dress code, the mask can not have inappropriate language or images on it.

## **SCHOOL CLOSURES AND COMMUNICATION**

### **COMMUNICATION**

Communication about changes or closures will be communicated via the network's parent communication application, ParentSquare.

### **CLEANING AND MAINTAINING HEALTHY FACILITIES**

To prevent the spread of germs, Tulsa Honor Academy will adhere to the following:

- **Signage:** Signage will be posted in common areas, indicating expectations for cleaning and health and safety.
- **Water Fountains:** Scholars are encouraged to bring clear water bottles, which may stay at the floor by their desks. **Gloves:** When cleaning, gloves must be worn and gowns are recommended.
- **Disinfecting and cleaning chemicals:** THA and custodial staff will use products on [EPA List N: Disinfectants for COVID-19](#) or other solutions indicated by the CDC, as needed.

## HANDWASHING AND RESPIRATORY ETIQUETTE

As one of the CDC's recommended mitigation strategies, THA will post signage about appropriate hand washing and reinforce handwashing with soap and water for at least 20 seconds. Additionally, THA will encourage staff and students to cover coughs and sneeze with a tissue, throwing the tissue away immediately and washing hands or using hand sanitizer directly after. All occupied spaces will have hand sanitizer available.

## TRANSPORTATION

We will continue to provide free transportation to limit potential spread. If riding a bus, wearing a mask is encouraged.

## ADDITIONAL CONSIDERATIONS

**Vaccinations:** THA encourages all eligible individuals to get the most current COVID-19 vaccine. We will follow the CDC recommendations as we communicate about vaccines, up to and including hosting on-site vaccination clinics.

**Social Emotional Needs:** For scholars, counseling services will be available during in-person, hybrid, or virtual learning. Advisors will also generally have check-ins with scholars or families weekly. THA offers an Employee Assistance Program for all staff and their dependents, which can be beneficial to their mental health.

**Scholars with disabilities:** THA will work with scholars with disabilities and their families to determine appropriate accommodations to ensure access to a free and appropriate public education.

**Additional funding:** With additional funding through the ARP/ESSER III grant, THA is prioritizing the following:

1. Scholar academic needs, particularly to address potential learning loss and the needs of low-income students, children with disabilities, English learners, racial and ethnic minorities, students experiencing homelessness, and children and youth in foster care,
2. Maintaining the operation of and continuity of services
3. Planning for, coordinating, and implementing activities during long-term closures, including providing meals to eligible students, providing technology for online learning to all students
4. Improving indoor air quality.