



July 8th, 2020

Dear Parents,

TEA/TPSA released the latest guidance for the continuation of summer services and the 2020-2021 School Year. Although this is a step in the right direction, this guidance is fluid and will be evolving based on the rapidly COVID-19 situation.

As of today (7.8.2020) we will be using the policies and procedures outlined below in order to continue to provide face to face instruction for the remainder of our summer session.

While it is not possible to eliminate all risk of furthering the spread of COVID-19, the current science suggests there are many steps schools can take to reduce the risks to students, teachers and their families. We will be following recommended four sets of practices that will hope to minimize the likelihood of viral spread. Although many of these steps are already in our everyday practices, it is important for you to review all of our policies and procedures as it relates to COVID-19.

**The Vine School is used through this document to identify those staff and students that are associated with both The Vine School and The Bridge Program classes and services.

PROVIDE NOTICE: Requirements for parental and public notices

The Vine School is required to post for parents and the general public a summary of the plan we will follow to mitigate COVID-19 spread in our schools. This document will be posted on our website (www.thevineschool.com) and emailed to parents. As COVID-19 conditions change this document will be updated and posted to the website and emailed to parents.

PREVENT: Practices to Prevent the Virus from Entering the School

Screening for COVID-19 Before Campus Access

1. The Vine School will require staff and students to screen for COVID-19 symptoms before coming onto campus each day. Symptoms include:
 - Feeling feverish or measured temperature greater than or equal to 100.0 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

Teachers must report to the school if they themselves have COVID-19 symptoms or are lab-confirmed with COVID-19, and, if so, they must remain off campus until they meet the criteria for re-entry as noted below. Additionally, they must report to the school if they have had **close contact** with an individual who is lab-confirmed with COVID-19, as defined below, and, if so, must remain off campus until the 14- day incubation period has passed.

Close Contact is defined as:

- a. Being directly exposed to infectious secretions (ex: being coughed on while not wearing a mask or face shield); or
- b. Being within 6 feet for a cumulative duration of 15 minutes, while not wearing a mask or face shield.

If either occurred at any time in the last 14 days at the same time the infected individual was infectious.

Individuals are presumed infectious at least two days prior to symptom onset or, in the case of asymptomatic individuals who are lab-confirmed with COVID-19, two days prior to confirming lab test.

2. Parents must ensure they do not send a child to school or on campus if the child has COVID-19 symptoms (as listed above) or is lab-confirmed with COVID-19, and instead should opt to receive remote instruction until the below conditions for re-entry are met.

3. The Vine School will continue to do temperature checks upon entry and exit from campus for each student in attendance.

4. At this time, we will continue to prohibit visitors (other than related therapists) from entering our buildings. This includes potential student tours and testing clients. Therapists that will be entering school buildings, will also go through the symptom screening and temperature check process.

Individuals Confirmed or Suspected with COVID-19:

Any individual who themselves either:

- (a) are lab-confirmed to have COVID-19; or
- (b) experience the symptoms of COVID-19 (listed above)

MUST stay at home throughout the infection period, and cannot return to campus until ALL the conditions for re-entry have been met:

- I. At least 72 hours (three days) have passed since recovery (resolution of fever without the use of fever reducing medications);
- II. The individual has improvement in symptoms (ex: cough, shortness of breath); and
- III. At least ten days have passed since symptoms first appeared.

Identifying Possible COVID-19 Cases on Campus:

- The Vine School will immediately separate any student who shows COVID-19 symptoms while at school until the student can be picked up by a parent or caretaker.
- The Vine School will clean the areas used by the individual who shows COVID-19 symptoms while at school as soon as feasible.

RESPOND: Practices to Respond to a Lab-Confirmed Case in the School

1. If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify its local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the American with Disabilities Act (ADA) and Family Rights and Privacy Act (FERPA).
2. The Vine School will close off areas that are heavily used by the individual with the lab-confirmed case until the non-porous surfaces in those areas can be disinfected.
3. Consistent with our school notification requirements and consistent with legal confidentiality requirements, The Vine School must notify all teachers, staff, and families of all students in the school if a lab-confirmed COVID-19 case is identified among students, teachers or any other person who has participated on campus for any reason.

MITIGATE: Practices to Mitigate the Likelihood of COVID-19 Spread Inside the School

1. Hand Sanitizers are located in several areas throughout the school buildings. Students and staff are encouraged to use it frequently.
2. We will be encouraging students (taking students when appropriate) to wash hands on a frequent basis throughout the day. Staff will also be encouraged to frequently wash hands throughout the day.
3. We have adjusted certain aspects of our classes to ensure that students and staff are not in too close proximity. As you can imagine with some of our students this concept is very difficult to understand. We will be doing our best to encourage and promote other types of reinforcement other than hugs, high fives, etc.
4. Disinfecting, regular and thorough surface cleaning will be conducted throughout the day in all areas of the school.
5. Common spaces such as the Motor Lab and Playground will be disinfected between classroom uses.
6. Face Masks/Shields - At this time schools are required to comply with the Governor's Executive Order regarding the wearing of masks. Our teachers and staff will be wearing face masks and/or shields when in the school setting.
7. When *developmentally appropriate* students should be encouraged to wear masks. ****We completely understand that this will not be a viable option for many of our students**** We will do our best to encourage our students to wear their masks or face shields, due to the nature of the student population we work with we will NOT make it mandatory at this time.

Again, these protocols and procedures are being developed and evolving based on the current situation in our region. We will continue to update you. In the meantime, please feel free to reach out with any questions or concerns.

Sincerely,
Erin Hatley
Executive Director

Meredith Potts
Bridge Program Director