



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.

**BRIDGE PROGRAM AT THE VINE SCHOOL
SCHOOL SUPPLY LIST
2019-2020**

- 1 bottle liquid Elmers glue
- 3 folders with brads and pockets, any color or design
- 1 large eraser
- 2 pencil pouches that are 3-hole punched
- Large scissors
- 1 package #2 pencils
- 2 packages wide-ruled notebook paper
- 2 medium pencil storage boxes (each a different color)
- 1 change of clothes in a large Ziploc bag with your child's name on it
- 1 subject wide ruled notebooks in the following colors: white, red, black, blue, yellow, green, black, purple (8 total)
- 1 Five Star 2 Inch Zipper Binder, 3 Ring Binder, 6-Pocket Expanding File
- 1 [Calculator, Helect Standard Function Desktop Calculator](#)
- 1 [Five Star 8-Tab Binder Dividers with Pocket Multicolor Multi-Colored](#)
- 1 box Crayola Colored Pencils (at least 12 colors)

1 package 8 Bright Color Sticky Notes, 3 x 3 in, 16 Pads/Pack, 100 Sheets/Pad, Self-Sticky Note

1 package Post-it Flags Assorted Color Combo Pack, 320 Flags Total, 200 1-Inch Wide Flags and 120 .5-Inch Wide Flags

1 package EXPO Low Odor Dry Erase Markers, Chisel Tip, Assorted Colors, 8 Pack (optional, consider having a set for home)

1 package Paper Mate Flair Felt Tip Pens, Medium Point (0.7mm), Assorted Colors, 12 Count (optional, consider having a set for home)

1 package [Sharpie Liquid Highlighters, Chisel Tip, Assorted Colors, 10 Count](#) (optional, consider having a set for home)

1 package, 8 count, Crayola broad tip washable markers

Optional

*Students will be training to use these tools within the classroom. They will have a classroom set of several of these items. They may benefit from having them at home to reference or use for time management training in home tasks. They are welcome to transport the timer back and forth, but this may be difficult for them to keep up with.

1 [Yunbaoit Visual Analog Timer, Countdown Clock, No Loud Ticking, Time Management Tool for Kids and Adults](#)

1. [The American Heritage Children's Thesaurus](#)

1 [Merriam-Webster's Dictionary for Children, newest edition, trade paperback](#)

One 11" x 14" Plastic Framed Magnetic Dry Erase Board

1 package EXPO Low Odor Dry Erase Markers, Chisel Tip, Assorted Colors, 8 Pack (optional, consider having a set for home)

1 package Paper Mate Flair Felt Tip Pens, Medium Point (0.7mm), Assorted Colors, 12 Count (optional, consider having a set for home)

1 package Sharpie Liquid Highlighters, Chisel Tip, Assorted Colors, 10 Count (optional, consider having a set for home)

All specialty items can be found on Amazon. Let me know if you would like the links.

The first year supplies include items that will not need to be purchased (unless they are broken or damaged somehow) the following years.

Please understand that the program will be largely focused on organization, which requires specialty supplies to coordinate and indicate certain things for the organization system.

Early Learners A 2020-2021 School Supply List:

Kleenex-3 boxes

Clorox wipes-3 containers

Expo2 dry erase markers fine tip- 4pk

Copy paper 2pkg- 500 sheets

Cardstock 2pkg -100 sheets

Construction paper 1pkg -50 sheets

Washable Crayola wide tip markers 12ct

Crayola crayons 24ct

Elmers washable glue sticks 3ct

Elmers washable white school glue 3ct

Baby wipes 4ct

Play-doh 3pk

Hand sanitizer 1 large pump bottle

My 1st pencils Ticonderoga 4ct box

Early Learners B 2020-2021 School Supply List:

Crayola crayons 1 box 24ct
Kleenex 3 boxes
Clorox Wipes 3 containers
Baby wipes 2 boxes
Elmers washable white school glue 2 bottles
Play-doh 4 ct
Copy paper 500 sheets 2pkg
Cardstock white 100 sheets 2pkg
Binder rings
Colored dot stickers
Bingo dobbers variety of colors

Early Learners C 2020-2021 School Supply List:

Crayola crayons 24ct
Kleenex 3 boxes
Clorox wipes 3 containers
Baby wipes 2 boxes
Elmers washable white school glue 2 bottles
Play-doh assorted colors 4pk
Flash drive USB 8GB
Copy paper 500 sheets 2pkgs
Cardstock White 100 sheets 1pkg
Watercolor paints
Washable bingo dobbers assorted colors

Level 1 2020-2021 School Supply List:

3- Kleenex boxes
3- Clorox wipes
Flash drive USB, 8 GB
2- Copy paper 500 sheets
3- White Cardstock 100 sheets
2- Elmers washable white school glue bottles
1-Elmers washable gel glue
2-Elmers washable glue sticks
1-crayola washable markers classic colors wide tip 10ct box
1-crayola crayons 24ct box
4- boxes baby wipes

Level 2 2020-2021 School Supply List:

3-Kleenex boxes
3-Clorox wipes
2-Copy paper 500 sheets
2-Cardstock 100 white sheets
1-Crayola pencils 24 ct
1-Washable Crayola markers classic colors wide tip 10ct
1-Washable Crayola fine tip markers classic colors 10ct
#2 pencils 1 pkg of 12
2- ½ in primary Composition books 100 sheet
1-White board erasers pkg of 2
1-Colored expo markers fine tip 4-6ct pkg.
1-Colored expo markers chisel tip 4-6ct pkg.

Level 2 2020-2021 School Supply List:

3-Kleenex boxes
3-Clorox wipes
2-Copy paper 500 sheets
2-Cardstock 100 white sheets
1-Crayola pencils 24 ct
1-Washable Crayola markers classic colors wide tip 10ct
1-Washable Crayola fine tip markers classic colors 10ct
#2 pencils 1 pkg of 12
2- ½ in primary Composition books 100 sheet
1-White board erasers pkg of 2
1-Colored expo markers fine tip 4-6ct pkg.
1-Colored expo markers chisel tip 4-6ct pkg.

Sincerely,
Erin Hatley
Executive Director

Meredith Potts
Bridge Program Director