

HEALTH & SAFETY PROTOCOLS COVID-19 OPENING PLAN

*Due to the ongoing uncertainty, this plan is subject to changes.
Please continue to visit our website for the latest information.*



HOUSTON CLASSICAL
CHARTER SCHOOL

Updated May 3, 2022

The leadership team engaged stakeholders across the organization including scholars, families, teachers, school staff, and external partners in order to plan our opening on Monday, August 16th.

We are following guidance from Texas Education Agency, Governor Abbott, and the CDC to ensure a safe and successful return to school. We are also using best practices from other charter schools, and plans from neighboring district schools to influence our re-opening and ensure scholars get the world-class education Houston Classical has promised them.

This plan is our current outline and will likely be additionally revised as we near August. In addition, we have been advised not to change any standing manuals but merely to create “Amendments” to manuals as needed.

As a reminder, our campus is nearly 15,000 square feet in size and we intend to have no more than 150 scholars enrolled in our first year.



OUR DUTY

It is our duty to provide a high quality education to our scholars, each and every day. While we are living in a unique environment and facing new challenges, in the Houston Classical mindset, we must continue to focus on our academic goals and aim to maintain a positive and optimistic environment for our scholars, and our team.

We also view it as our responsibility to provide as safe, healthy and stable campus as is possible. For you, and our scholars. The following Staff Guidelines were created for this purpose, and we ask for your strict adherence.



STAFF GUIDELINES

- All staff should be thoughtful and considerate about their activities outside of campus, in order to **minimize exposure to our scholars and team.**
- In the following pages, you will see our daily procedures for both staff and scholars, including the wearing of masks, frequent sanitization/hand washing, social distancing, daily professional cleaning of the campus, etc.
- Any confirmation of a COVID-19 case on our campus, whether student or staff member, will be investigated in detail and our course of action will **align with the CDC guidelines.**
- All staff members have 10 days of additional PTO for COVID-19 related time out of the office, **to be used only if necessary and approved by the Head of School.**



WHEN TO SELF REPORT

- All staff and scholars are required to self report to administrators if you:
 - have symptoms of COVID-19
 - have been diagnosed with COVID-19
 - are waiting for test results
 - were exposed to someone with COVID-19 within the last 14 days, within 6 feet, and without PPE.
- In the case of any doubt, please speak to our Head of School. We have an open door policy and welcome a conversation on any specific scenarios.



STAY HOME AND SAFELY RETURN

- If a staff member or scholar has tested positive or believes they have COVID-19, we ask that they **stay home**.
- Staff and scholars may **return to campus when all three** of the following criteria have been met:
 1. 3 DAYS WITH NO FEVER
 2. RESPIRATORY SYMPTOMS HAVE IMPROVED
 3. 5 DAYS SINCE SYMPTOMS FIRST APPEARED HAVE PASSED
- If a staff member or scholar was in close contact with a person who had COVID-19, for longer than 15 minutes, within 3 feet, and without PPE worn, we ask that they stay home and monitor for any symptoms **for at least 5 days** and/or get tested.



SHARED OBJECTS IN THE CLASS

- Discourage sharing of items that are difficult to clean or disinfect.
- Keep each child's belongings separated from others' and in individually labeled containers, cubbies, or areas.
- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (e.g., assigning each student their own art supplies, equipment) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.
- Avoid sharing electronic devices, toys, books, and other games or learning aids.



OTHER PROTECTIONS

- Use disposable food service items when possible, including utensils and dishes.
- If disposable food service items are not possible, please wash your dishes with hot water and soap as soon as possible. Do not leave dirty dishes in the sink.
- Do not share classroom supplies, including pens, paper and other necessities, with other staff members. Label your items to avoid mix-ups.
- Social distance from other staff members as much as feasibly possible. If someone is at the pantry sink and you require access, stand at least 6 feet behind them to wait your turn.



DAILY PROTOCOLS

- All staff will wear masks in the building
- **Frequent hand washing & sanitizing**
 - Scholars will be taught to wash for 30 seconds & sanitize hands at least three times a day
 - Hand sanitizer is available in hallways and all classrooms
- **Regular disinfection** of frequently touched surfaces
- **Daily professional cleaning** of the campus after school



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SCHOLAR LIFE

- Scholars will socially distance to the extent possible (maximum 3ft)
- Scholars will be encouraged not to share materials with classmates
- Scholars will remain in a cohort model to prevent any spread of COVID 19



SCHOLAR LIFE

- Sanitation stations will be available outside of each classroom
- Breakfast and lunch will be served in the cafeteria. However, scholars will remain with their cohort.
- If more than five scholars are absent from a classroom due to COVID-19 exposure, symptoms or exposure, the teacher will live stream the lessons on Google Meets for scholars at home



SCHOLAR LIFE

- Physical education will be taught in our large, spacious gym. Scholars will not be allowed to touch, and they will socially distance as much as feasibly possible.
- HCCS will refrain from hosting field trips or other extracurricular activities until further notice.
- Scholars will attend recess with their classroom cohort.



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SCHOLAR LIFE

- Combating Mental, Social, and Emotional Health for scholars and Staff
- Covid has been an emotional strain on both our staff and scholars. Houston Classical has trained our teachers in mental wellness to help alleviate the stress of Covid.
 - Houston Classical integrates research-based educational theories and practices with yoga to promote flexibility, strength, balance, collaboration, social responsibility, nutrition, and wellbeing to help target stress with our teachers and scholars
 - Teachers conduct social and emotional lessons daily during Morning Message.

