



Alief Montessori Community School

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Safety First 2020-21

**REOPENING
SAFETY PLAN FOR
ALIEF MONTESSORI
COMMUNITY SCHOOL**

**an AMCS Publication
August 10, 2020**

Commitment



Delia Presillas
Superintendent

AMCS is committed to provide a safe learning environment for all our students and staff. While health and safety protocols for in-person and remote learning have to be put in place, AMCS is determined to fulfill its mission of providing an optimal environment for learning.

AMCS Safety First was developed through the devoted efforts of the AMCS Health and Safety Committee comprised of teachers, staff and administrators and based on guidance from the Texas Education Agency. This plan is subject to change as we receive additional guidance from the state and local officials. We are ever grateful for your understanding and support.

Together, we can do this.

LEARNING OPTIONS

The Texas Education Agency provided guidance to all public and charter schools regarding reopening for both remote and in-person learning this fall. AMCS will begin the school year with 100% remote learning for the first four weeks, from August 17 through September 11. These first four weeks will provide AMCS with the needed time to test and improve on our safety protocols before we begin to gradually transition our students to in-person learning.

AMCS plans to offer both in-person learning and remote learning after the first four weeks, provided it is safe to do so. Both options will follow the same instructional year calendar, attendance policies, progress monitoring procedures, and the same curriculum.

In-Person



OVERVIEW

IN-PERSON

Students report daily to their campus during established school hours and engage in face-to-face instruction on school days.

Remote



OVERVIEW

REMOTE

Students remain at home daily during established school hours and engage in two-way, real-time, live virtual instruction, and teacher-directed lessons and activities, according to their schedule and the AMCS school calendar.

LEARNING OPTIONS

In-Person



CURRICULUM

IN-PERSON

The AMCS curriculum is the same for both learning options, covering both Montessori and the Texas Essential Knowledge and Skills (TEKS) for primary, elementary and adolescent programs. STAAR Assessments are scheduled in April and May but SSI requirements have been waived.

SPECIAL PROGRAMS

IN-PERSON

Students in special education, Section 504, ESL and dyslexia will continue receiving these services. IEPs and Section 504 service plans will be followed. Resources, accommodations, and/or modifications to support students with disabilities and English learners will be provided. Tutoring is also available to all academically at-risk students.

PROGRESS MONITORING / ASSESSMENT

IN-PERSON

AMCS conducts benchmark assessments, data collection and progress reporting throughout the year according to TEA guidelines and AMCS schedules.

Remote



CURRICULUM

REMOTE

The AMCS curriculum is the same for both learning options, covering both Montessori and the Texas Essential Knowledge and Skills (TEKS) for primary, elementary and adolescent programs. STAAR Assessments are scheduled in April and May but SSI requirements have been waived.

SPECIAL PROGRAMS

REMOTE

Students in special education, Section 504, ESL and dyslexia will continue receiving these services. IEPs and Section 504 service plans will be followed. Resources, accommodations, and/or modifications to support students with disabilities and English learners will be provided. Tutoring is also available to all academically at-risk students.

PROGRESS MONITORING / ASSESSMENT

REMOTE

AMCS conducts benchmark assessments, data collection and progress reporting throughout the year according to TEA guidelines and AMCS schedules in a virtual setting.

LEARNING OPTIONS

ATTENDANCE POLICY. AMCS requires a student to be in attendance 98% of the school days. Daily attendance is taken during scheduled time(s) as stated in the student handbook. Truancy laws will apply to students who fail to attend school.

In-Person



ATTENDANCE

IN-PERSON

AMCS screens students for COVID-19 during morning arrival. Screening is accomplished through a school screening form. The screening questions are asked of a student's parent if that parent will be dropping off or picking up their child from inside the school.

Temperature check and COVID-19 visual check are conducted before entry into the school building.

Parents must ensure they do not send a child to school on campus if the child has COVID-19 symptoms (as listed in this document) or is lab-confirmed with COVID-19, and instead should opt to receive remote instruction until conditions for re-entry are met. Parents may also opt to have their students receive remote instruction if their child has had close contact with an individual who is lab-confirmed with COVID-19 until the 14-day incubation period has passed.

MEALS

IN-PERSON

As a Community Eligibility Provision (CEP) site, AMCS offers free breakfast and lunch to all students. Curbside meals are available for pick up as scheduled.

Remote



ATTENDANCE

REMOTE

Daily attendance is taken during scheduled virtual meetings with the teacher. A student will be counted absent if the student does not have documented engagement during virtual instruction. Truancy laws will apply to students who fail to attend school.

MEALS

REMOTE

As a Community Eligibility Provision (CEP) site, AMCS offers free breakfast and lunch to all students. Curbside meals are available for pick up as scheduled.

PRIMARY SCHOOL SCHEDULE

Remote



SCHEDULE

8:00-8:15 AM

Setting up devices/ materials

8:15-8:30 AM

Community Check-in

8:30-10:30 AM (A) Pre-K3

90 instruction mins. + 30 mins brain break

- 1 Math
- 2 Language
- 3 Cultural (Science, Geography, History)
- 4 Sensorial
- 5 Practical Life + read aloud/Art

Six 10-minute virtual instruction with teacher on five areas with three-10 minute brain breaks in between

30-minute for PK3 and 90-minute for PK4 breakout sessions for small-group, individual practice and work monitoring (PK3, PK4)

10:30-12:00 PM (A) Pre-K4

180 instruction mins. + 30 mins brain break

- 1 Math
- 2 Language
- 3 Cultural (Science, Geography, History)
- 4 Sensorial
- 5 Practical Life /Art
- 6 Read Aloud

Six 10-minute virtual instruction with teacher on five areas with three-10 minute brain breaks in between

30-minute for PK4 and 90-minute for K breakout sessions for small-group, individual practice and work monitoring (PK4, K)

12:00-12:30 PM (A) Lunch

12:30-2:30 PM (A) K

180 instruction mins. + 30 mins brain break

- 1 Math
- 2 Language
- 3 Cultural (Science, Geography, History)
- 4 Sensorial
- 5 Practical Life /Art
- 6 Read Aloud

Six 10-minute virtual instruction with teacher on five areas with three-10 minute brain breaks in between

2:30-3:00 PM (A)

Student Consultation (1:1 if needed)

3:00 PM

Dismissal

(S) Synchronous - Instruction requires all participants to be present at the same time, virtually.
Example: Live interactive classes with students and teachers participating real-time, teacher supported work time on video conference calls, scheduled and timed online tests.

(A) Asynchronous - Instruction does not require all participants to be virtually present at the same time
Examples: Self-paced online courses with intermittent teacher instruction, pre-assigned work with formative assessments on paper or in LMS, watching pre-recorded videos of instruction with guided support



PRIMARY SCHOOL SCHEDULE

In-Person



SCHEDULE

8:00-8:15 AM

Arrival/ Breakfast

8:15 - 11:00 AM

Morning work cycle

Small Group Lessons with teacher in Language, Reading & Writing, Math, Cultural, Sensorial and Practical Life

11:00-11:30 PM

Read-aloud for PK4 and K/Recess for PK

11:30 AM

Pre K3 Dismissal

12:00-1:00 PM

Lunch with practical life components

1:00 - 2:30 PM

Afternoon work cycle

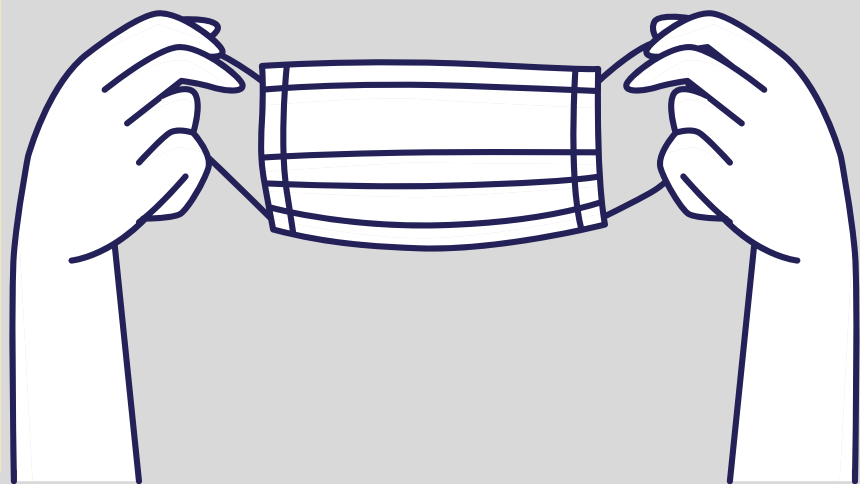
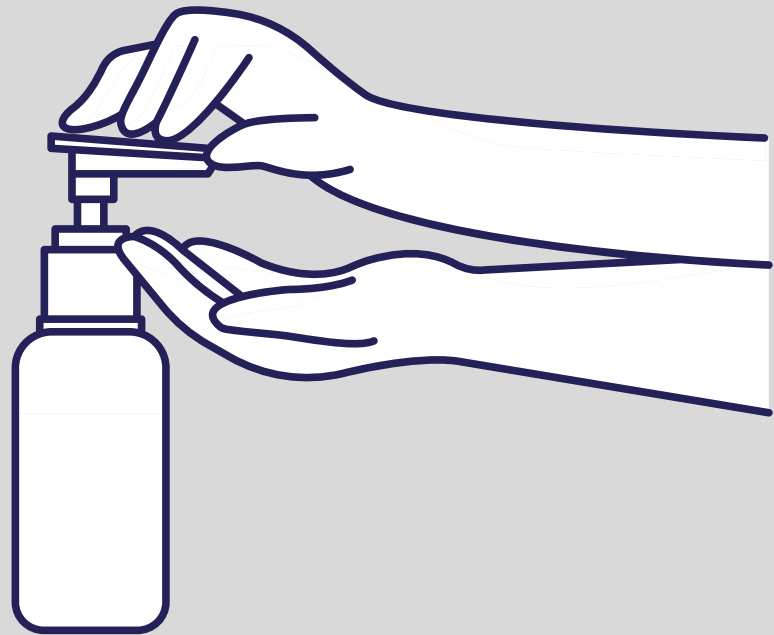
Small Group Lessons with teacher in Language, Reading & Writing, Math, Cultural, Sensorial and Practical Life

2:30 - 3:00 PM

PreK4 and K Recess

3:00 PM

Dismissal



LOWER EL. SCHOOL (1-3) SCHEDULE

In-Person



SCHEDULE

8:00-8:30 AM

Arrival/ Breakfast

8:30 - 11:30 AM

Morning work cycle

Small Group Lessons with teacher in Language, Reading & Writing, Math, Social Studies and Science /snacks / Board work: journal, math problem, editing

11:30-12:00 PM

Read-aloud

12:00-1:00 PM

Lunch
with Practical Life Component.

1:00-1:30 PM

Pledge/ Read aloud/Recess

1:45 - 1:50 PM

Timed Test

1:50 - 3:20 PM

Afternoon Work cycle / PE/ Electives

3:30 PM

Dismissal

Remote



SCHEDULE

8:00-8:30 AM

Community Check-in / Pledge / Expectations

8:30-9:30 AM (3rd Grade) (A)

Language Arts and Reading (20 mins)

Math (20 mins) Science (20 mins) **MWF**

Social Studies (20 mins) **TTh**

40-min independent study for each content area.

9:30 - 10:30 AM (2nd Grade) (A)

Language Arts and Reading (20 mins)

Math (20 mins) Science (20 mins) **MWF**

Social Studies (20 mins) **TTh**

40-min independent study for each content area

10:30 - 11:30 AM (1st Grade) (A)

Language Arts and Reading (20 mins)

Math (20 mins) Science (20 mins) **MWF**

Social Studies (20 mins) **TTh**

40-min independent study for each content area.

11:30 -12:00 PM

READ ALOUD

12:00-1:00 PM

Lunch Break

1:00-2:00 PM

Great Stories / Elective/ Art/ PE

2:00 - 3:30 PM

Community Check-in /

Consultation (1:1 if needed)

3:30 PM

Dismissal

UPPER EL. (4-5) SCHOOL SCHEDULE

In-Person



SCHEDULE

8:00-8:30 AM

Arrival/ Breakfast

8:30 - 11:30 AM

Morning work cycle

Small Group Lessons with teacher in Language, Reading & Writing, Math, Social Studies and Science /snacks / Board work: journal, math problem, editing

11:30-12:00 PM

Read-aloud

12:00-1:00 PM

Lunch
with Practical Life Component.

1:00-1:30 PM

Pledge/ Read aloud/Recess

1:45 - 1:50 PM

Timed Test

1:50 - 3:20 PM

Afternoon Work cycle / PE/ Electives

3:30 PM

Dismissal

Remote



SCHEDULE

8:00-8:30 AM

Community Check-in / Pledge/ Expectations

8:30-9:30 AM (Group A) (A)

Language Arts and Reading (20 mins)

Math (20 mins) / Science (20 mins) **MWF**

Social Studies (20 mins) **TTh**

40-min independent study for each content area.

9:30 - 10:30 AM (Group B) (A)

Language Arts and Reading (20 mins)

Math (20 mins) / Science (20 mins) **MWF**

Social Studies (20 mins) **TTh**

40-min independent study for each content area.

10:30 - 11:30 (Group C) (A)

Language Arts and Reading (20 mins)

Math (20 mins) / Science (20 mins) **MWF**

Social Studies (20 mins) **TTh**

40-min independent study for each content area.

11:30 - 12:30 (Group D) (A)

Language Arts and Reading (20 mins)

Math (20 mins) / Science (20 mins) **MWF**

Social Studies (20 mins) **TTh**

40-min independent study for each content area

12:30 -1:30 PM

LUNCH / RECESS

1:30-2:00 PM

Read Aloud

2:00-2:30 PM

PE

2:30 - 3:30 PM

Community Check-in /
Consultation (1:1 if needed)

3:30 PM

Dismissal

MIDDLE SCHOOL SCHEDULE

In-Person



SCHEDULE

8:00-8:30 AM

Arrival Breakfast

8:30-11:30 AM

Morning Block Cycle
English Language Arts
Science
Occupation

11:30-12:30 PM

LUNCH

12:30-3:30 PM

Afternoon Block Cycle
Math
Social Studies
Music / Arts / PE

3:30 PM

DISMISSAL

Remote



SCHEDULE

8:00-8:30 AM

PE

8:30-9:30 AM (A)

English Language Arts & Reading (20 mins)
Independent study / Breakout room (40 mins)

9:30-10:30 AM (A)

Science (20 mins)
Independent study / Breakout room (40 mins)

10:30-11:30 AM (A)

Occupation (20 mins)
Independent study / Breakout room(40 mins)

11:30-12:30 PM

LUNCH

12:30 - 1:30 (A)

Math (20 mins)
Independent study / Breakout room(40 mins)

1:30-2:30 PM (A)

Social Studies (20 mins)
Independent study / Breakout room(40 mins)

2:30-3:30 PM (A)

Music / Arts
Independent study / Breakout room(40 mins)

3:30- 4:00 PM

Consultation

STUDENT RETURN TO SCHOOL PROTOCOL

In the case of a student who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:

- at least 24 hours have passed since recovery (resolution of fever without the use of fever-reducing medications); and
- the individual has improvement in symptoms (e.g., cough, shortness of breath); and
- at least ten (10) days have passed since symptoms first appeared; or
- In the case of a student who has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, the individual is assumed to have COVID-19, and the individual may not return to school until the individual has completed the same three-step criteria listed above; or
- If the student has symptoms that could be COVID-19 and wants to return to school before completing the above self-isolation period, the individual must obtain a medical professional's note clearing the individual for return based on an alternative diagnosis.

Return to School Protocol during COVID-19 for all AMCS Students

- A student with known close contact to a person who is lab-confirmed to have COVID-19 or experiences any of the symptoms of COVID-19 may not return to school until the end of the 14-day self-quarantine period from the last date of exposure.
- Asymptomatic individuals who are not healthcare personnel with confirmed COVID-19 can return to school after:
- At least 10 days have passed since the positive laboratory test and the individual remains asymptomatic.
- Asymptomatic individuals who test positive and later develop symptoms should follow the guidance for symptomatic persons above.

LEARNING OPTIONS

Students who transition temporarily to remote learning due to illness or a school closure, may return to in-person according to “**STUDENT RETURN TO SCHOOL PROTOCOL.**”

In-Person



Commitment to Learning

IN-PERSON. May switch option every four weeks. Or when student needs to be in remote due to illness.

Remote



Commitment to Learning

REMOTE. May switch option every four weeks.

STUDENT RETURN TO SCHOOL PROTOCOL

Rationale:

For everyone’s safety and well-being, a student with symptoms related to COVID-19 listed below will not be allowed to return to school until he/she is able to meet the criteria outlined in this protocol.

Possible Symptoms of COVID-19:

- Cough
- Muscle pain
- Sore throat
- Shortness of breath or difficulty breathing.
- Repeated shaking with chills
- Loss of taste or smell
- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Known close contact with a person who is lab-confirmed to have COVID-19 or experiences any of the symptoms of COVID-19
- Chills
- Headache.
- Diarrhea
- Fatigue
- Nausea/vomiting
- Congestion/Runny nose

Students with new or worsening symptoms listed above may not return to school.

Health & Safety Protocols

The Texas Education Agency's (TEA) public health planning guidance for a safe return to in-person instruction for the 2020-2021 school year states: "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, staff, and their families.

There will almost certainly be situations that necessitate temporary school closure due to positive COVID-19 cases in schools. Parents, educators, and school administrators should be prepared for this in the event that it occurs, while actively working to prevent it through prevention and mitigation practices."

IMPORTANT: AMCS health and safety protocols are subject to change as updated guidance is provided by the Texas Education Agency (TEA), governing authorities, and local health officials.

Prevention

Students and staff must screen daily (prior to entering the school building) for the following signs and symptoms of COVID-19. See "Health Screening for Students Protocol" and "Health Screening for Staff Protocol":

HEALTH SCREENING FOR STAFF PROTOCOL

Employee Health Screening

Before entering the AMCS building, each employee must self-screen for the following:

- 1. Are you experiencing any of the following in a way that is not normal to you?**
 - Feeling feverish or a measured temperature greater than or equal to 100.0 F
 - Cough, Fatigue
 - Shortness of breath or difficulty breathing
 - Chills, Congestion or Runny nose
 - Shaking or exaggerated shivering
 - Significant muscle pain or ache
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Diarrhea, Nausea and Vomiting
- 2. Have you had known close contact with a person who is lab-confirmed with COVID-19 within the last 14 days?**

If you answer "yes" to any of the above, do not report to work. Contact AMCS Office at (281) 530-9406.

Health & Safety Protocols

HEALTH SCREENING FOR STUDENT & PARENT DRIVER PROTOCOL

1. Are you or your child experiencing any of the following in a way that is not normal?

- Feeling feverish or a measured temperature greater than or equal to 100.0o
- Cough, Congestion or Runny nose
- Shortness of breath or difficulty breathing
- Chills, fatigue
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea, Nausea or vomiting

2. Have you or your child had known close contact with a person who is lab-confirmed with COVID-19 within the last 14 days?

Students and staff must stay home if they answer “yes” to any of the above.

See “Students with Presumptive, Suspected or Confirmed COVID-19 Protocol”



Health & Safety Protocols

“Staff with Presumptive, Suspected or Confirmed COVID-19 Protocol”

The following are general steps to take when responding to a suspected, presumptive, or confirmed COVID-19 case of an AMCS staff. These general guidelines are applicable for cases that may result from unknown or social exposures, as well as those that may be associated with confirmed workplace exposures. In either scenario, it is critical to take immediate action to prevent additional workplace and community spread.

I. Cases Where Employee Who Has Been Working Onsite Reports Suspected, Presumptive, or Confirmed COVID-19 Positive (before coming to work):

- Office instructs the employee to remain at home and seek the care of a licensed medical professional as needed;
- Office immediately notifies:
 - a. Harris County Public Health and Environmental Services at (832) 927-7575 or <http://www.hcphtx.org/Resources/2019-Novel-Coronavirus>
 - b. and Public Health Region 04/05N at (866) 310-9698 or <https://dshs.texas.gov/coronavirus>
- Within 24 hours, Office will communicate with the impacted employee and fill out a COVID-19 Exposure Form to ascertain exposure risk;
 - Office will share relevant non-personally identifiable information, as appropriate, with the principals and superintendent as necessary and as appropriate;
 - An employee will be directed to follow the advice from medical professionals and CDC guidelines, including the possible imposition of a quarantine and required symptom-free period prior to returning to work (i.e., at least 24 hours have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement in symptoms (e.g., cough, shortness of breath); and at least ten (10) days have passed since symptoms first appeared).

AMCS will:

- Identify and notify others who may have been exposed without disclosing the

Health & Safety Protocols

“Students with Presumptive, Suspected or Confirmed COVID-19 Protocol”

The following are general steps to take when responding to a suspected, presumptive, or confirmed COVID-19 case among students. These general guidelines are applicable for cases that may result from unknown or social exposures, as well as those that may be associated directly with confirmed exposure at school. In either scenario, it is critical to take immediate action to prevent additional school and community spread.

- If at home, the student will be instructed to remain at home;
- If on campus, the student will be cared for and isolated from others in a designated area until parent/guardian can pick up; If it becomes medically necessary, EMS will be called;
- Parent/guardian will be advised to seek the care of a licensed medical professional as needed;
- Within 24 hours, the designated campus staff will:
 - Communicate with the impacted student and parent/guardian;
 - Fill out a COVID-19 Exposure Form to ascertain exposure risk;
 - Notify the AMCS Office who in turn will notify local or state health officials as required by any state or local orders;
 - Identify and notify others that may have been exposed without disclosing the name of the affected student; and
 - Isolate and decontaminate any equipment, building, area, etc., as necessary.

Students may transition temporarily to remote learning during this period with the ability to keep up with instruction and meet attendance requirements.

Health & Safety Protocols

“Staff with Presumptive, Suspected or Confirmed COVID-19 Protocol”

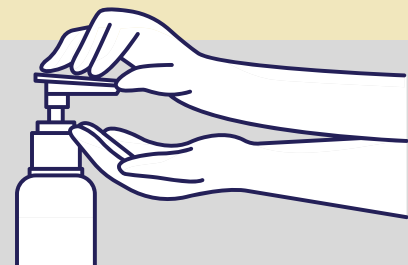
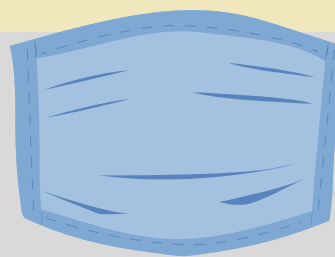
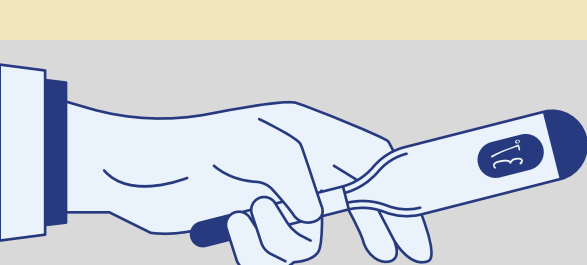
II. Suspected Occupational Cases – (In addition to the aforementioned items when exposure is believed to have occurred at work):

- The office will notify the principals if there is reason to believe it was the result of a workplace exposure;
- AMCS will conduct as appropriate an incident investigation to determine what can be done to prevent a similar occurrence; and
- AMCS will implement any additional preventative controls necessary to prevent a similar occurrence.

Mitigation

Health & Hygiene Practices: General

- At arrival, all students and staff must have completed the daily health screening form, temperature checked and visually checked for any one of the COVID-19 symptoms.
- Staff and students are required to apply hand sanitizer before entry.
- When cleared for entry, staff and students proceed directly to the classroom and will wash hands for 20 seconds right away.
- Students and staff will be encouraged to do hand washing or use hand sanitizer frequently throughout the day.
- Water fountains will be restricted from use as drinking fountains but may be used to fill water bottles.
- Students, staff and parents will be educated on health and safety protocols and good hygiene practices, including frequent and thorough hand washing, covering coughs and sneezes, and social distancing to the extent feasible, using the district and campus websites, social media, email, building signs and classroom lessons with videos.



Health & Safety Protocols

Health & Hygiene Practices: Disinfection

- All classrooms will be provided with sanitizers and paper towels for sanitizing desks and technology.
- During in-Person Teacher assistants will disinfect the classroom tables, chairs, high-touch surfaces and materials four times a day: morning time before the children arrive, before lunch, after lunch and at the end of the day.
- *During Remote Learning the TAs will also disinfect the materials daily.*
- TAs will disinfect classroom materials touched/used by students every after use.
- Staff are expected to clean and sanitize their workspaces before and after use.
- *See "Cleaning Protocols & Guidelines for Staff."*

Appendix: Cleaning Protocols & Guidelines for Staff Product for employee use: Alcohol-based sanitizer spray and paper towels; hand sanitizer and hand soap; PPE (personal protective equipment)

Employee procedures for sanitizing during daily activities:

- Spray sanitizer
- Sanitize high touch surfaces before and after use. Then wipe with a paper towel and air dry. High touch surfaces include desks, light switches, door knobs, phones, conference tables, computer keyboard, counter tops and chairs. Do not saturate computer keyboards.
- Wash hands for 20 seconds using disinfecting soap.
- Use hand sanitizer before and after touching surfaces such as copy machines, coffee pots, refrigerator handles and door knobs. Hand sanitizers are placed throughout the building in high traffic areas

Please contact the custodian if you are in need of additional supplies.

- Teacher assistants and night cleaning staff will disinfect periodically during the day or night with a hospital grade-EPA registered disinfectant, then wipe surfaces. Areas that will be cleaned include rest rooms, main entryways, work rooms, lunch rooms, classrooms, library, supply rooms.
- Water fountains at the end of the hallway will be wrapped with plastic bag covers and are restricted from use.

Health & Safety Protocols

Health & Hygiene Practices: Masks

- Students in grades PK-8th and all staff will wear face masks on, hallways, common areas, and when social distancing is not feasible, including in classrooms, to the extent it is developmentally appropriate. See “Use of Face Masks Protocol.”
- Face masks must meet the “Student Code of Conduct” and dress code requirements.
- Students will be provided a face mask if needed.
- Teachers and staff will be provided a face mask if needed, and a face shield.

Student-Teacher Groupings

- Students will be distanced from one another in classrooms, hallways, and common areas to the extent feasible.
- Systems will be in place for reducing the congregation of students in common areas, such as, but not limited to :
 - Staggering use of facilities for group activities such as during recess.
 - Breakfast and lunch will be served in class.
 - Staggering class dismissals and/or students will stay in class while only a few students will be allowed to exit at a given time.
 - Creating one-way hallways
 - Holding student activities outside when feasible (for example, physical education as weather permits)
- No sharing of school supplies. In the event school supplies must be shared, the supplies will be sanitized after each use.

Meals

- In addition to daily health screening and face masks, nutrition services staff will wear gloves during meal preparation and service.
- Social distancing will be maintained between students and employees as much as feasible.
- For breakfast and lunch, students will be offered individually packed hot meals.
- Serving tables will be sanitized frequently.
- Curbside meals for students who choose remote learning option, will adhere to health and safety protocols which will be communicated specifically to these students and families

Health & Safety Protocols

Visitors

- Visitors should make an appointment to meet with campus staff. If at all possible, the meeting will be held virtually. If a virtual meeting is not possible, only the person who makes the appointment may attend the in-person meeting to limit the number of visitors to the school at one time.
- All visitors (non-students or non-staff) must wear a face mask and answer health screening questions before being allowed on a campus. See *“Health Screening for Visitors Protocol”*
- All facilities will have hand sanitizer available at each entrance for visitors to use whenever they enter the building. Consistent with the actions taken by many organizations across the state, it is recommended for visitors to wear face coverings over the nose and mouth and to practice social distancing.

Before being allowed to enter an AMCS facility each day, each individual will be screened (via questioning):

1. Do you have any of the following signs or symptoms in a way that is not normal?:

- **Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit**
- **Cough**
- **Shortness of breath or difficulty breathing**
- **Chills**
- **Shaking or exaggerated shivering**
- **Significant muscle pain or ache**
- **Headache**
- **Sore throat**
- **Loss of taste or smell**
- **Diarrhea**

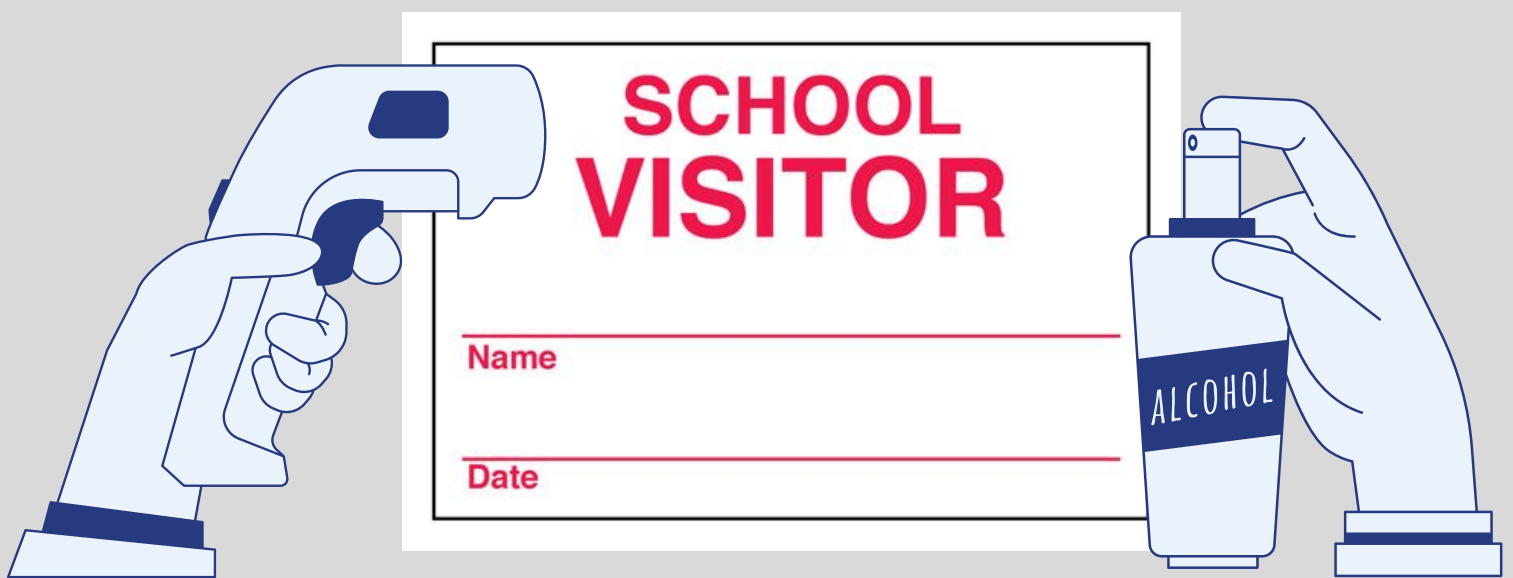
2. Have you had known close contact with a person who is lab-confirmed with

COVID-19 within the last 14 days?

If needed, the individual can contact the AMCS office to clarify questions. .

Health & Safety Protocols

- Any visitor to AMCS that fails to satisfactorily answer the screening questions above, shall not be allowed to enter the premise and will not be allowed to be physically present at any AMCS facility for a minimum of fourteen (14) days following exclusion. Additionally, prior to returning to AMCS, a visitor must satisfactorily answer the screening questions without the presence of new or worsening symptoms.
- A visitor that is excluded from an AMCS facility due to unsatisfactory answers to screening questions shall be allowed other opportunities to conduct business with AMCS through remote or virtual options, to the extent practicable. and "Use of Face Masks Protocol."
- If a visitor answers a question unsatisfactorily, they will not be allowed on campus until specific criteria are met. See "Health Screening for Visitors Protocol."
- Campuses will develop and communicate procedures for drop-off of items for students.
- Lunch visitors will not be allowed during the first semester of the 2020-2021 school year and will be re-evaluated prior to the second semester.
- Volunteers are a vital part of our schools; however, for the 2020-2021 school year, specific volunteer programs may be suspended and will be communicated by each campus in order to limit visitors on campus.



Health & Safety Protocols

Response

- If an individual who has been in a school is lab-confirmed to have COVID-19, the school will notify its local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
- The school will close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than three days have already passed since that person was on campus.

Other Resources Communication

- AMCS uses SchoolMessenger for student and staff emergency notifications. If you are not currently receiving emails or phone messages AMCS, please contact the office to confirm your contact information.
- Should there be a need to temporarily close a class or school due to COVID-19, parents and staff at the impacted campus will be notified by email and/or phone and the class will continue remotely through pending the return to class/school. Home internet access and devices are required for remote learning.
- Through the Special Enrollment Form posted on the school website, parents are asked to indicate if their child(ren) have a device dedicated to their use for remote instruction and if they have internet access in their home. School will announce when parents could pick up the devices after completing the required forms.

Employee Leave

Employees must continue to meet the work expectations set by AMCS, subject to any applicable employment contract terms or legal requirements. However, staff who are unable to work for specified reasons related to COVID-19, according to the Families First Coronavirus Response Act (FFCRA or Act), may be entitled to take paid sick leave and expanded family and medical leave. The amount of paid leave an employee may receive will vary depending on the reason leave is taken. Campus staff will be trained on COVID-19 safety protocol, health and wellness, trauma-informed care, social and emotional well-being.