

**Great Hearts Academies**  
**Mitigation Plan**



**What follows is the Great Hearts Mitigation Plan that applies to all Arizona Network Schools. This plan has been reviewed and adopted by the Governing Board of Directors of each academy pursuant to Arizona Revised Statute (“A.R.S.”) §15-183 (E)(8).**

# Keeping the Virus Out

## Screenings

Screening for COVID-19 symptoms or exposure is best thought of as partnership between home and the school.

### *Home*

Screening begins at home and is the responsibility of individual families and employees. Families and employees will need to be educated on identifying the symptoms that indicate they ought to stay home and are encouraged to self-report their symptoms or their student's symptoms to a contact person at the academy (see document, [Health Guidelines](#)). For students, the point of contact will be their regular attendance line. For employees, it will be the Headmaster or designee.

### *Continued Screening During the School Day*

Teacher and staff will monitor students and themselves throughout the day for symptoms of COVID-19.

- If a **student** demonstrates or reports symptoms of illness, the teacher to whom they report or who observes their symptoms is to send the student to the health office for additional screening.
  - If a temperature of 100 degrees or greater is registered and/or other symptoms of illness are confirmed, the student will remain in the health office and parents will be called and asked to pick up their student from school as soon as possible.
- If an employee experiences symptom of illness throughout the day, they will likewise report to the health office for additional screening, including a temperature check.
  - If a temperature of 100 degrees or greater is registered and/or other symptoms of illness are confirmed, the employee will remain in the health office until they are ready to go home.
  - The nurse or employee will notify the Headmaster or designee that the employee will be leaving for the day.
- Students or employees who are sent home with symptoms may not return until symptoms have subsided.

## Visitor Policies and Screenings

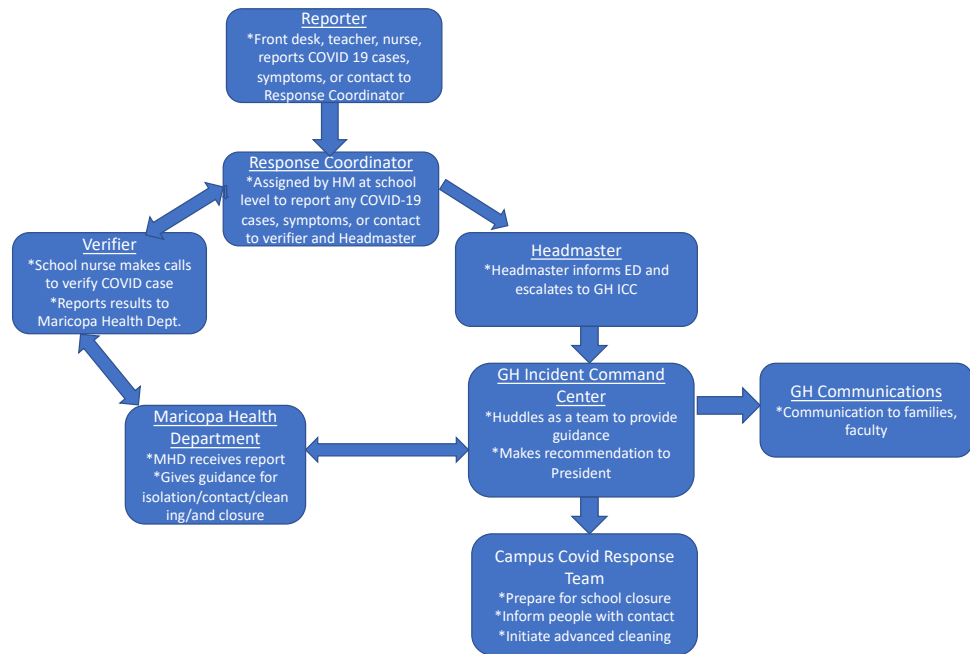
### *Screening*

The requirements for visitors (non-employees) to remain in the building is passing our screening form (COVID-19 Campus Health Screening form).

- All visitors will report to the front office. Front office personnel will conduct the screens and visitors will be asked to complete a written screener or fill out a questionnaire when checking into the Raptor visitor check-in system.
- If any items on the screener are flagged the visitor will not be permitted on campus that day.
- The Headmaster or designee will be notified whenever a visitor is denied admission. Headmasters may determine if regular volunteers (e.g., daily lunch volunteers) will follow the protocols for an employee or a visitor.
- If there is any question surrounding the need for these screenings tools, front office staff will inform the visitor that the Screenings are in place to ensure that the academy is taking the extra precautions necessary for the health and safety of all students and staff.

# COVID-19 Response Plan

## Flow Chart for COVID-19 Response Team



## Positive COVID-19 Test, COVID-19 Diagnosis, or Waiting for Testing Results

### Isolation Guidelines:

Return to school contingent upon completion of **all 3**:

1. **24 hrs** fever-free w/o fever reducing meds
  2. Improvement in respiratory symptoms
  3. **10 days** have passed since first symptoms started if symptoms are mild to moderate or 10 days from positive test if subject is asymptomatic
- or**
- 20 days** have passed if symptoms are severe to critical or patient is severely immunocompromised

PCR and Antigen tests are now accepted. Antigen Home Tests are accepted as well. Antibody tests are still not accepted. (updated 9.13.21)

### Actions:

1. Campus Response Team will notify Maricopa County Public Health Department, and Executive Director. HR will also be notified if subject is an employee
2. Executive Director will assemble the GH COVID Response Team
3. Close off and disinfect all non-porous surfaces asap
4. Determine where the student or employee has been and whom they have had close contact with for the past 48 hours. Close contact is defined as within 3 ft for an accumulated period of more than 15 minutes.
5. Communicate directly to all adults/students who have come into "close contact" with the subject and ask them to watch for symptoms for the next two weeks. Close contacts are not required to quarantine unless they develop symptoms.
6. Communicate in a manner consistent with other infectious disease notifications and legal confidentiality requirements to:
  - a. All Faculty members if subject is a faculty member
  - b. Families in the same section as the student/teacher
  - c. All teachers of the student if the subject is a student
7. If Teacher/staff – determine coverage
8. School Closure, section or grade level quarantines will be determined by the GH Response Team with advisement from the Maricopa County Department of Health

## Student, Teacher, or Staff Member Exhibits Covid-19 Symptoms

(Not part of a pre-existing condition such as asthma or known allergies)

## Symptoms:

- Cough
- Shortness of breath or difficulty breathing
- Fever
- Chills
- Repeated shaking with chills
- Muscle pain or body aches
- Headache
- Sore Throat
- Nausea or Vomiting
- Diarrhea
- Fatigue
- Congestion or runny nose

\* If individual has a new loss of taste and/or smell that cannot be attributed to something else, treat as if the individual is Covid Positive. Please note that a loss of taste and smell is not a symptom of the delta variant.(Updated 8.16.21)

## Isolation Guidelines- If Tested

1. May give directions on where individual can be tested, but testing cannot be required. If individual chooses to get tested then (See further below if individual does not get tested)
2. **If Positive:**  
Return to school contingent upon completion of **all 3**:
  - **24 hrs** fever-free w/o fever reducing meds
  - Improvement in respiratory symptoms
  - **10 days** have passed since first symptoms started if symptoms are mild to moderate or 10 days from positive test if subject is asymptomatic**or**
  - **20 days** have passed if symptoms are severe to critical or patient is severely immunocompromised
3. **If Negative:**
  - Stay home and away from others until **a full 24 hours** have passed

## Actions:

1. School nurse will determine if symptoms are part of a pre-existing condition such as asthma or allergies. If not, continue to step 2.
2. Symptomatic individual is immediately sent home
3. Disinfect areas that the student/teacher has been in contact with
4. If teacher, determine coverage
5. Testing is not required.

since the **fever (including chills, shakes, and body/muscle aches) has gone away** without the use of fever-reducing medications **AND the respiratory symptoms (cough, shortness of breath, difficulty breathing, sore throat, congestion or running nose, and loss of taste/smell) have fully resolved.**

- Return with doctor's note if symptoms are still present.

**Isolation Guidelines- If Not Tested**

We understand that not everyone will have the resources to get tested every time they exhibit a symptom. We also understand that other illnesses will be passed around that have some of the same symptoms as COVID-19 such as the common cold.

4. **If not tested, but seen by a doctor, and doctor suspects COVID-19, or if symptoms are unique to COVID-19 such as loss of taste or smell see guidelines for Positive COVID-19. Please note that the Delta variant may not have the symptoms of loss of taste or smell. (updated 8.16.21)**
5. If not tested, and if symptoms can be attributed to some other illness as determined by the school nurse, or some other health professional, **return a full 24-hours after fever has resolved without fever reducing medication and all symptoms have fully resolved.**
6. Return with doctor's note if symptoms are still present and doctor does not suspect COVID-19.

**Close Contact with Someone Who Tested Positive for Covid-19**

Someone who was within 3 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period\* starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

**Isolation Guidelines:**

**Actions:**

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| <p>1. Exposed individual may remain on campus as long as they don't have symptoms. Close contacts are encouraged to wear a mask for 10 days. Students who are close contacts may choose to quarantine. Students who have been asymptomatic since exposure may return at any time. We advise them to wear a mask for 10 days. If they do develop symptoms see #2 and #3. Teachers should return to work with a mask for 10 days unless they develop symptoms. <b><u>All close contacts should not test until the 6<sup>th</sup> day after exposure.</u></b> (Updated 9.13.21)</p> <p>2. If mild to moderate symptoms develop, and/or the individual <u>tests positive</u> six days after exposure, continue or start quarantine and return 10 days after first symptoms appeared and 24 hours of being fever free without medication, and 20 days if symptoms are severe to critical or if patient is severely immunocompromised.</p> <p>3. If mild to moderate symptoms develop, and <u>individual tests negative</u> six days after exposure, return on the eighth day after exposure but only if symptoms are resolved. If symptoms are not resolved, return 10 days from date symptoms developed. (Updated 9.13.21)</p> <p>4. If mild to moderate symptoms develop, and <u>individual does not test</u>, return ten days from time of exposure but only if symptoms are resolved. If symptoms are not resolved, return 10 days from date symptoms began.</p> | <p>1. If subject is a close contact of someone who was positive on campus, keep track of subject and watch for symptoms. Ask subject to wear a mask for 10 days. Updated 8.16.21</p> <p>2. If subject has symptoms, see isolation guidelines.</p> |
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**Visitor to campus later tests Positive**

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|--|---|
| <p><b><u>Isolation Guidelines:</u></b></p> <p>None</p> | <p><b><u>Actions:</u></b></p> <p>1. Contact the GH Covid Response Team and the Maricopa Health Department</p> <p>2. Determine if the visitor had close contact with anyone on campus.</p> |
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|   | 3. Notify those who had close contact with the visitor   |
| <b>Student/teacher reports 2<sup>nd</sup> degree exposure</b>   |  |
| (close contact with someone who had close contact with someone who has tested positive)   |  |
| <b><u>Isolation Guidelines:</u></b>   | <b><u>Actions:</u></b>   |
| None  | No response is required.   |
| <b>International Travel</b>   |  |
| Due to new federal regulations requiring all international travelers to have a negative Covid-19 test before returning to the United States, we are no longer requiring people to quarantine upon return from international travel. |  |
| <b><u>Isolation Guidelines:</u></b>   | <b><u>Actions:</u></b>   |
| <b>None</b>   | None   |
| <b>2 or More Positive Cases Reported on a Campus in a 14 day Period</b>   |  |
| (Epidemiologically linked but not of the same household, not identified as close contacts from off campus, but possible contact on campus)  |  |
| <b><u>Isolation Guidelines:</u></b>   | <b><u>Actions:</u></b>   |
| Determined after discussion with Maricopa County Health Department  | <ol style="list-style-type: none"> <li>1. Nurse will report to MCDHS</li> <li>2. Communication will be sent to all staff, faculty, families, parents, and guardians.</li> <li>3. GH Covid Reponse Team will work with the Maricopa Health Department to monitor and determine if additional measures, such as quarantining a grade level or closing the school, are needed. The President of the region will make the call.</li> </ol> |

**Differentiation of Roles between HR and Campus COVID-19 Response Coordinator (CCRC) for Faculty Cases**

**Campus COVID-19 Response Coordinator-** The CCRC will be the first notified of a positive COVID-19 case or a case of COVID-19 symptoms(loss of taste or smell) of a faculty member on campus. The CCRC will conduct the first interview of the faculty member to determine essential details such as when the faculty member first started to exhibit symptoms, where they have been on campus, and with whom they have had close contact. If the faculty member has tested positive the CCRC will notify HR. In the



case of a positive test, the CCRC will notify all those on campus who have had close contact with the faculty member.

If the faculty member is exhibiting a symptom of COVID-19 (loss of taste or smell), the CCRC will refer them to the school nurse. The school nurse will determine if the symptom is part of a chronic illness such as asthma or allergies, or if there is some other reasonable explanation for the symptom (ex. Pregnancy). If the school nurse cannot make a reasonable determination for the cause of the symptom, she will let the CCRC know, and the CCRC will notify HR.

**HR-** Once HR gets notification of a positive COVID-19 case HR will give the employee instructions regarding isolation and anything else related to benefits, pay, and employment. HR will keep in contact with the employee and will determine when the employee can return to work.

## Reducing the Viral Load

### HVAC Filters and Air Flow

The Facilities Maintenance Department has replaced our standard A/C filters campus-wide with Merc-13 hospital grade filters. These higher-grade filters are used in multiple settings including Hospital General Surgery rooms and Hospital Laboratories. The replacement schedule of these filters will be quarterly, and we have hired an HVAC Technician to support this effort. These filters will continue to be used through February.

Antimicrobial curtains have been installed in the Nurses Office to provide a separate waiting area should a person with possible symptoms need to utilize this space to maintain adequate distance from others who are visiting the nurse's station.

### Cleaning and Disinfecting

#### *Extra Day Porter Duties*

Day porters will continue to perform the same daily duties for the upcoming school year, as well as additional tasks and responsibilities. These additional assignments include daily disinfecting of:

- Play structures
- Outdoor benches
- Outdoor and indoor handles/doors
- Drinking fountains
- Stair rails

And increased disinfecting of high touch areas such as:

- Multi-purpose room
- Gyms
- Front office areas
- Restrooms

An additional part-time Day Porter (where there is not one already supplied) at each school has been provided to support these responsibilities.

### *Additional Night Crew Cleaning*

The evening cleaning team will continue to disinfect K-1 nightly, as well as all restrooms, high touch areas, and common areas. The evening team will increase the disinfecting frequency for the other classrooms from 3x per week to 5x per week.

### *Extensive Cleaning After a COVID-19 Case*

Great Hearts will follow the CDC guidelines for “Cleaning and disinfecting your building or facility if someone is sick” by:

- Closing off the area(s) used by the person who is.
- If possible, open outside doors and windows to increase air circulation in the area(s).
- If possible, wait 24 hours before staff cleans or disinfects.
- Clean and disinfect all areas used by the person who is sick, such as offices, classrooms, bathrooms, common areas, and electronic equipment.
  - After all areas have been cleaned and disinfected, staff will use our Victory Electrostatic Sprayer and Brady Non-Acid Disinfectant.
- If needed, the area will be vacuumed.
- Once the area has been appropriately disinfected, it will be re-opened for use.

### *Cleaning Products*

Classrooms will be provided with the necessary disinfecting supplies, such as approved hand sanitizer, approved antibacterial wipes or Oxiver disinfectant solution, paper towels, and/or Oxiver wipes.

Hand sanitizer stations will be provided at entrances to the buildings, the front office, near restrooms, and as designated by the Headmaster or Campus Operations Team.

The Nurse’s Office will be provided with some PPE and disinfecting supplies, including face shields, kn95 face masks, latex gloves, safety glasses, approved antibacterial wipes or Oxiver wipes, and Oxiver cleaning solution, hand sanitizer, and portable non-contact thermometers.

## **Mask Policy**

Great Hearts recognizes that parents have the right to determine if their child wears a mask when attending school in the absence of a state mandate. As long as the State of Arizona does not mandate the wearing of masks to school, parents have the option to send their child to school with or without a mask. We will not be discouraging mask wearing, nor will we tolerate teasing or bullying against any student whether they are wearing a mask or not. We expect goodwill between those who choose to wear a mask, and those who do not.

For High School athletic competition, we will continue to abide by AIA regulations.

Please also note, should a campus see any concerning rise in cases, the Covid Response Team can decide to reinstate mask requirements as they deem necessary. We believe this is unlikely, based upon all available data and experience, but of course we will be watching closely.

## **Handwashing and Sanitizing**

Hand washing is best when it comes to prevention of illness. If hand washing is not feasible then hand sanitizer (60% and above) is the next best method.

- Students and staff will hand wash for 20 seconds prior to eating lunch and after eating lunch. It is recommended that students and staff also hand wash prior to and after snack breaks and/or lyceum breaks, and before and after recess.
- Hand washing instructions will be posted by every sink. Where possible, sinks will be set to remain on for 30 seconds, so that students and staff are not required to touch the faucet after applying soap.
- Every classroom will be stocked with hand-sanitizer.
- Students and staff are to cough/sneeze into a tissue and dispose of the tissue in the wastebasket. If a tissue is not available, students and staff will cough or sneeze into their bent elbow. Signs may be placed strategically as reminders on respiratory etiquette.
- Academy-wide hygiene procedures/routines will be developed in collaboration with the academy nurse prior to the first day of school and taught the first several weeks of school in the homeroom class and reinforced by all teachers.
- Some kindergarten and first grade classrooms have shared bathrooms. Teachers will teach students to wash their hands with soap and water after using the restroom and prior to eating. (Arch/Lower)
- Day porters/custodians and teachers will sanitize high-traffic zones, e.g., doorknobs and pencil sharpeners between teaching sessions. It may be appropriate for students to help at certain grade-levels and circumstances.

## Social Distancing

For each item below, recommended strategies are given for how Academies can implement the guiding principles

### Distancing

- The spacing in between desks will be increased as much as the classroom space allows, and with limited exceptions desks will all face forward.

### Restrooms

Academies will design and implement consistent policies and procedures surrounding bathroom use with an eye toward limiting the number of students occupying the restroom at any given time.

- Academies will train and support students in washing their hands for 20 seconds after using the restroom and using hand sanitizer when re-entering the classroom.
- Teachers may limit the number of students they allow out of class to use the restroom to 1 boy and 1 girl at any given time
- Lower schools may consider redesigning routines that have a whole section of students stand in line the hallway (e.g. waiting for the restroom) to minimize both the size of the group and the amount of time they are standing in the hallway.
- Academies may permit students to use the single-occupancy restrooms (if available), perhaps if they or their parents would prefer increased social distancing while using the restroom.