

# Think Trough Academy



Empower new generation learners to become collaborative, critical thinkers equipped for lifelong learning in an increasingly global community.”

## COVID-19 Mitigation Plan

Think Through Academy will provide all students receiving on-site education or support services with an environment that prioritizes the health and safety of our students and staff.

### Mask Use Policy

- All students, staff and visitors must wear face coverings on campus
- Disposable masks will be available for use on each campus
- Face coverings must fit well enough to cover the nose and mouth
- Face coverings must be worn inside school buildings, on school grounds, and at school-related activities
- Face coverings must be worn by students and staff during any travel in school transportation vehicles
- Common areas and classrooms will have signage regarding the proper use, wearing, removal, and cleaning of cloth face coverings
- Think Through Academy will provide opportunities for students to take breaks and remove their masks in a safe environment
- Students will be permitted to remove their masks during outdoor activities in which social distancing can be maintained
- Think Through Academy will provide any exceptions to the mask policy consistent with guidance from the Centers for Disease Control and Prevention (CDC). Think Through Academy also will provide reasonable accommodations to students and staff members with disabilities. Please contact the office (623-233-4523) if you or your student require an exception or accommodation.

### Health Screening Policy

- **Staff and Students MUST stay home if:**
  - They have tested positive for COVID-19 or are exhibiting COVID-like symptoms, or
  - They live in the same home or were in close contact with someone who tested positive for COVID-19 (*Close contact = Being within 6 feet for longer than 10 minutes*)
- **Symptoms of COVID-19 include:**
  - *Fever*
  - *New cough or shortness of breath*
  - *Headache*
  - *Body aches*
  - *Chills*
  - *Sore throat*
  - *Diarrhea*
  - *Vomiting*
  - *Loss of sense of taste or smell*

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### Coronavirus Symptom Checker:

<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

#### Before school

- Parents must check their student for signs of illness prior to bringing them to school. Do not bring a student with signs of illness to school. This checklist provided by the CDC provides guidelines for parents to follow.

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/schools-childcare/Daily-Home-Screening-for-Students-Checklist-ACTIVE-rev5A.pdf>

#### Student Drop-off

- All students will be screened for symptoms prior to entering school.
- Individuals waiting to be screened must stand six feet apart from each other unless they are from the same household.
- Screening personnel will wear gloves and change them between any instances of direct contact.
- Temperatures will be taken with a touch-free thermometer and recorded. Oral thermometers will not be used.
- Staff will sanitize thermometers between uses.
- Parents must wait until their student has been screened before leaving.
- Students with visible symptoms of illness or temperature reading greater than 100.4 °F will be sent home.

#### Student Pick-up

- Students will line up 6-feet apart to maintain social distancing (spaces marked)
- Dismissal will be staggered by classroom, cohort, or grade level

#### Illness During school

- If a student reports or shows any signs of illness during the school day,
  - The student will wait in a designated location away from other students and staff
  - The parent/guardian will be notified and must pick them up within 1 hour
  - They will not be able to return to school until all public health criteria are met
- Think Trough Academy will provide parents with access to guidance and resources from the CDC, Arizona Department of Health Services (ADHS) and Maricopa County Department of Public Health (MCDPH) regarding:
  - COVID-19 testing
  - Exclusion and return to school guidelines

#### Returning to school

- Parents must provide documentation that their student has met current return-to-school guidelines provided by State and County public health agencies prior to returning to school (link below).
  - <https://www.maricopa.gov/DocumentCenter/View/58863/Home-Isolation-Guidance?bidId=>

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- Staff must provide documentation that they meet current return-to-school guidelines provided by State and County public health agencies prior to returning to work (link below).  
<https://www.maricopa.gov/DocumentCenter/View/58863/Home-Isolation-Guidance?bidId=>

*If you believe someone in your household may have COVID-19, please follow public health guidelines for isolation and quarantine guidelines. The Maricopa County Department of Public Health electronic screening tool “**How Long Should I Isolate at Home if I Might Have COVID-19?**” is available online (link below).*

[https://maricopasneb.co1.qualtrics.com/jfe/form/SV\\_3wLf31Anb2yNAUZ](https://maricopasneb.co1.qualtrics.com/jfe/form/SV_3wLf31Anb2yNAUZ)

### Chronic Medical Conditions

- Some people may have chronic respiratory conditions that cause respiratory symptoms unrelated to COVID-19 and/or make it unsafe for them to wear a face mask over their nose and mouth.
  - Students with no fever and respiratory symptoms caused by chronic, noninfectious medical conditions such as allergies or asthma will not be sent home.
  - Students who cannot wear a mask due to a chronic medical condition will be asked to wear a face shield and maintain strict social distancing if they are on campus
  - We request that parents/guardians provide written documentation if their child has a chronic, noninfectious medical illness that causes respiratory symptoms or prevents them from wearing a mask.
- If a student cannot wear a mask OR if a student or household member is at risk for severe illness caused by COVID-19 due to chronic medical conditions, Think Trough Academy will work with them to help them choose which learning model will best balance their learning and safety needs.

### **Healthy Hygiene Practices**

- Think Trough Academy provides training to staff on healthy hygiene practices so they can model and teach these skills to our students
- Students will be instructed on how and when to wash their hands
- Handwashing is required
  - After going to the bathroom
  - Before eating
  - After putting on or removing a face mask
  - Before and after physical contact with frequently touched surfaces
- If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol is used

### **Reducing the Risk of Exposure**

- Think Trough Academy will assign students on campus to smaller groups.
- Students will be assigned to a the advisory class.

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- Students will be assigned a set of textbooks and supplies; student belongings will be labeled (no sharing)
- Students and staff will stay together through day including lunch, specials, etc.
- The teachers will move between classrooms and not students if help needed.

### Social Distancing

- To the greatest extent possible, classrooms will be arranged so that students are spaced 6 feet apart
- If 6 feet of spacing between students is not possible, transparent barriers will be utilized.
- If there are any activities required to meet the educational needs of our students in which distance cannot be maintained, physical contact will be prohibited, and a combination of face shields and face masks will be utilized
- Signage and visual cues will be provided in classrooms, cafeteria, and hallways to:
  - Assist students and staff in maintaining a 6-foot distance from each other
  - Provide directional guidance for foot traffic in halls to reduce crowding and face-to-face encounters
  - Designate entrance and exit doors to reduce the chance that people meet face-to-face

### Transportation/School Bus

- Buses will contain signage regarding transportation protocols and symptoms of COVID-19
- Drivers, monitors, and riders will be required to wear a face mask
- If a student cannot wear a mask due to a chronic medical condition, private transportation recommended
- Students will undergo symptom screening before boarding the bus
- Students will sit in assigned seats with family members when possible
- Windows will be open for increased ventilation during seasonal times
- Hand sanitizer will be available for use by drivers, monitors, and riders
- Buses will be cleaned and disinfected once a day including the high touch areas such as seats, windows, and rails

### Reporting protocols

- All CDC and Maricopa County Health guidelines will be followed for the reporting of cases in compliance with applicable FERPA guidelines
- School reporting to Maricopa County Public Health will be submitted via reporting hotline or utilizing the Maricopa County Public Health COVID-19 School Reporting Form
- Prior to disclosure to public health entities, parents will be given the opportunity to complete a FERPA-compliant disclosure consent form
- Non-consensual disclosure of the following will only occur if required by public health in the context of a health emergency in compliance with FERPA guidelines (20 U.S.C §1232(b)(1)(I); 34 C.F.R §§ 99.31 (a)(10) and 99.36) or pursuant to other applicable exceptions.
  - Health Records
  - Directory information, such as address, names, and phone numbers so that the health department can contact parents to assess the students' illness. Think Trough Academy

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will not disclose directory information without consent if it is linked to non-directory information, such as that of students who are absent or have special needs.

- Parents may be notified when a staff member has a potential, suspected, or confirmed case of COVID-19, but disclosure of personally identifying information of the teacher or other staff member will not occur unless necessary and only if in accordance with and applicable State laws

### Additional Measures

- Maintaining a Clean Environment
  - Think Trough Academy ensures that adequate supplies, such as soap, paper towels, hand sanitizer, and tissue are available to support healthy hygiene practices
  - Think Trough Academy implemented more frequent and enhanced cleaning procedures using products that have been approved by the EPA as safe for use and effective against COVID-19
- Food Service
  - Lunch and breakfast will be grab and go
  - will be held in the classroom
  - Staff will remind students of the “No Sharing” policy
  - Appropriate accommodations for students with food allergies will be discussed and implemented
- After school Clubs, Events, Field Trips, Assemblies
  - Virtual or in-class assemblies will be held
  - Events such as Back-to-School Night, will be held virtually or staggered to reduce the number of individuals present
  - Option of virtual or phone meeting for Fall Parent-Teacher Conference
- Visitors and Volunteers
  - All visitors will report to the Front Office
  - Visitors will not be permitted past the Front Office unless it is necessary (i.e. emergency situations)
  - Plexi glass will be installed on the top of the Front Office counter
  - Maintenance issues will be fixed after school hours unless an emergency
  - Volunteering will not be permitted during the Fall Semester
- Bathroom Use
  - One student per class permitted to use the bathroom at a time
  - Signs will be visible reminding students of proper handwashing
  - Staff will ensure bathrooms are stocked, cleaned, and sanitized regularly
- Quality Improvement
  - Routine quality improvement rounds will occur on campus to ensure measures implemented and maintained, as well as to identify any areas in which additional interventions or training are required

### Training and Education

- Employee Training
  - All staff will attend training regarding COVID-19 policies and procedures, as well as
  - Signs and symptoms of COVID-19

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- How to prevent the spread of infection
- How to properly wear and wash face masks
- Social distancing guidelines
- How to wash their hands
- Student Training
  - Students will be provided education regarding:
  - Signs and symptoms of COVID-19
  - Ways to prevent the spread of infection
  - How to properly wear face masks
  - Social distancing guidelines
  - How to wash their hands

### Remote learning and on-campus support

- Think Through Academy’s distance learning plan is available online at: <https://ttahs.com/>
- On-site support services will be provided during normal school hours for students with special needs, ELL students and any students who is struggling with online courses. Please contact the school for assistance registering for on-site support.

### Decisions regarding school operations and returning to in-person, teacher-led instruction

- Think Through Academy will utilize ADHS guidelines when making operational decisions about the implementation of various delivery models utilized for student instruction (i.e. distance, hybrid, or traditional in-person, teacher-led education).

ADHS guidelines are available online at:

<https://www.azdhs.gov/documents/preparedness/epidemiology-disease-control/infectious-disease-epidemiology/novel-coronavirus/covid-19-safely-return-to-in-person-instruction.pdf>