

Bridge School  
COVID-19 Facility Plan  
August 17, 2020

Revised:

August 17, 2020

August 10, 2020

July 8, 2020

July 7, 2020

July 6, 2020

July 2, 2020

June 30, 2020

## Introduction

The priority of Bridge School during the COVID-19 pandemic is to ensure the safety of our students, staff, family, and community.

The Bridge School COVID-19 Facilities Plan has been designed to follow the guidelines released by the Vermont Agency of Education and the Vermont Department of Health found here:

<https://education.vermont.gov/sites/aoe/files/documents/edu-vdh-guide-strong-healthy-start-school-health-updated-8-11.pdf>

Because COVID-19 is a novel virus, we anticipate the situation in Vermont to change quickly over time. We will work diligently to update this document as well as communicate to families and staff any changes.

## Table of Contents

Page	Document
4	Arrival/Dismissal Procedures
7	Inclusion/Exclusion Policies
9	Personal Mitigation Processes
12	Additional Facility-Wide Mitigation Processes
15	Sample Daily Schedule
16	Emergency Preparedness Team
17	Other Resources

## Arrival/Dismissal Procedures

1. Only essential individuals may enter Bridge School. This includes:
  - Students
  - Staff
  - Emergency repair contractors
  - Emergency medical and safety professionals
  - Contracted service providers, including those contracted for special education services (by appointment only).

*One family member may escort their child during the first three days of school to help reduce anxiety. The family member must pass the health screening to be able to do so, and is asked to leave after Chunka Chunka (9:00). They must adhere to social distance guidelines and wear a mask when in the building.*

2. Visitors and contractors will be allowed in the building by appointment only. Signs are posted on the doors for visitors to call to make an appointment. All visitors must enter through the main lobby and complete our screening process immediately upon arrival:
  - Temperature and screening questions
  - Sign in to the logbook including name and contact information
  - Wash/scrub hands for at least 20 seconds upon entry with soap/water or alcohol-based hand sanitizer
  - Deliveries requiring signatures must ring the doorbell and step back to the "Wait here" mark on the sidewalk until a staff member can answer the door.
3. Staff and students must complete health screening immediately upon arrival.

### Health Screening Process

Each student will have a health screening by staff (staff will undergo the same process with their first point of contact) which will include the following:

- 1) Have they been in close contact with a person who has COVID-19?  
A close contact is someone who was within 6 feet of an infected person for at least 15 minutes starting from 48 hours before illness onset until the time the patient is isolated.
- 2) Do they feel unwell with any symptoms consistent with COVID-19?
  - Cough
  - Fever (100.4 or greater)
  - Shortness of breath
  - Chills
  - Fatigue

- Muscle pain or body aches
  - Headache
  - Sore throat
  - Loss of taste or smell
  - Congestion or runny nose
  - Nausea, vomiting or diarrhea (diarrhea is defined as frequent loose or watery stools compared to child's normal pattern)
- 3) Daily temperature checks
  - 4) Visual checks for symptoms conducted by staff
  - 5) Use hand sanitizer or wash/scrub hands
4. Individuals who meet any of the criteria below **may not enter** Bridge School *under any circumstance*. **\*\*including essential personnel\*\***
- Sore throat
  - Cough
  - Shortness of breath
  - Fever 100.4°F or higher
  - Loss of taste or smell
  - Muscle aches or shakes
  - Recent contact with a COVID-19 infected person
  - Recent exposure to large group(s) of people in tight quarters; recent out-of-state travel (must adhere to Vermont Department of Health quarantine guidelines)

### **Student Arrival**

1. Due to the amount of cleaning and daily preparation, we will not be able to offer Early Room. Student drop off will be from 8:15-8:30. All students and a parent should go to the Main Entrance Door upon arrival.
2. A staff member will be outside the main office door during arrival time.
3. Masks must be worn by parents and students during the drop-off process.
4. Students must be escorted by a parent during the health screening process.
  - Any student that does not pass the Health Screening must leave the premises with a parent immediately.
5. During arrival, students will sign up for Bananas for the week and also sign up for Chunka Chunka.
6. Students that pass the Health Screening will walk down the arcade and drop their belongings in their designated space on the arcade. They may then play outside until Morning Meeting.

7. Families waiting for drop off will give at least 6 feet of distance between families as they wait on the sidewalk. Please look for markers on the sidewalk to help.
8. All staff will attend Morning Meeting. If you arrive after 8:30, you must wait in your car until Morning Meeting is over and a staff member is ready to perform the Health Screening before joining the group.
9. Parents are allowed to stay outside with their student during the dropoff window. They must wear masks and adhere to social distancing policies.
10. The front door will be locked at all times. If you arrive later in the morning, you must ring the doorbell and step back to the "Wait Here" line until a staff member can greet you and perform the health screening.

### **Morning Meeting**

1. Morning Meeting will happen outside as weather permits on the Capture the Flag Field. Parents are allowed to attend and are asked to leave immediately after Morning Meeting. They must adhere to social distancing guidelines and wear a mask when social distancing is not possible.
2. After Morning Meeting, students will line up outside of their Home Center, ready to take their belongings inside, wash hands and begin Chunka Chunka.

### **Student Pick-Up**

1. The school day ends at 2:45 and pickup will happen between 2:45-3:00.
2. Students will be packed up and ready for pickup on the arcade. They will wait outside for a parent to pull into the parking lot. Parents can choose to stay in cars or walk up the sidewalk to meet their child. Parents that exit their cars must wear a mask during pick-up.
3. Staff will be outside to help ensure safety during the pick-up process and will dismiss students to walk to their vehicles when it is safe.
  - a. In the case of poor weather, students will stay inside their Home Center until it is safe to walk to their vehicles.
4. If anyone other than a family member is picking up a student, the person must be listed on the student's paperwork as an approved adult and must meet a teacher outside to check identification. Please let your Home Center teacher know in advance if someone other than a family member will be picking up your child.
5. Students that are going to Bananas will head to Bananas at 3:00 after dismissal. All working staff will be present on the arcade during dismissal.

**Parent Considerations**

- Please help limit the amount of belongings that are going to and from school. We welcome multiple changes of clean clothes and shoes left at school so students don't have to carry them back and forth.
- All students must obtain and submit record of the VT Department of Health required vaccines found [here](#).

## Inclusion/Exclusion Policies

1. Students who arrive from out-of-state must follow ACCD and Health Department guidance around quarantine before returning to school, which includes travel out-of-state at any point during the school year. More information is available on the [Vermont Department of Health's COVID-19 travel site](#).
2. If anyone in your family travels out of Vermont or areas designated by the Vermont Department of Health as allowable no quarantine areas, or if you have visitors in close contact that have traveled outside of the allowable areas, your child must quarantine for two weeks before returning to school.

Students and staff will be **excluded from in-person school activities**, if they:

- Show symptoms of COVID-19, such as a cough, shortness of breath, difficulty breathing, chills, repeated shaking with chills, muscle pain, headache, sore throat, or new loss of taste or smell
- Have been in close contact with someone with COVID-19 in the last 14 days
- Have a fever (temperature higher than 100.4°F)
- Have a significant new rash, particularly when other symptoms are present
- Have large amounts of nasal discharge in the absence of allergy diagnosis

If above signs and symptoms begin while at school, the student (or staff member) must be sent home as soon as possible. Students will be isolated from the community until they are able to be picked up.

- Students and staff should be excluded from school until they are no longer considered contagious.
- Students and staff with fever greater than 100.4°F and no specific diagnosis should remain at home until they have had no fever for 24 hours without the use of fever-reducing medications (e.g., Advil, Tylenol).
- Materials, toys and furniture touched by the student who is sent home should be thoroughly cleaned and disinfected.

Healthy students and staff with the following symptoms/conditions **are not excluded from in- person school activities**:

- Allergy symptoms (with no fever) that cause coughing, sneezing and *clear runny*

nose may stay if they have medically diagnosed allergies and follow medical treatment plans.

- Well-controlled asthma

### **Cases of Suspected COVID-19 or Illness in School**

If COVID-19 is suspected in a student or staff member during the school day:

1. The student will be isolated and placed in a safe space where they can wait until they can be picked up
2. Outside doors and windows will be open when possible and we will use ventilating fans to increase air circulation in the area.
3. Parents will be called immediately. If there is no response, emergency contacts will be contacted immediately after trying to reach parents.
4. Students should be monitored at home and if symptoms are consistent with COVID-19, the student must have a negative test before returning to school.
5. Bridge will clean and disinfect all areas such as offices, bathrooms, common areas and shared electronic equipment used by the ill persons, focusing especially on frequently touched surfaces.
6. Families and Bridge School will participate in contact tracing as requested by the Health Department.
7. Bridge will communicate with staff and parents/caregivers with general information about the situation. It is critical that Bridge maintains confidentiality.

***Decisions about school closure will be made based on guidance from the Agency of Education and the VT Health Department.***

8. Anyone diagnosed with COVID-19 should self-isolate according to [guidelines](#) set forth by the Vermont Department of Health.
9. If a staff person or student has been identified as a [close contact](#) to someone who is diagnosed with COVID-19, they should self-quarantine: stay home. Please refer to the [Health Department's website](#) for what it means to be in close contact and for instructions for [isolation, quarantine, and self-observation](#).
10. If you are questioning whether or not to be tested, you can use the self-checking tool found here:  
<https://www.cdc.gov/coronavirus/2019-ncov/testing/index.html>

### **Parent Considerations:**

- The collective health and safety of our community relies on each family making

positive decisions about their own child. If your child is sick, please keep them home.

- We recommend keeping a journal of individuals that your family is in contact with in case of a need for contact tracing.

## **Personal Mitigation Processes**

### **Hand Hygiene**

1. All students, staff and contracted service providers should engage in hand hygiene at the following times:
  - Arrival to the facility
  - After staff breaks
  - Before and after preparing food or drinks
  - Before and after eating, handling food or feeding students
  - Before and after administering medication or medical ointment
  - After using the toilet or helping a child use the bathroom
  - After coming in contact with bodily fluid
  - Before and after handling facial coverings/face shields
  - After handling animals or cleaning up animal waste
  - After playing outdoors
  - Before and after playing with sand and sensory play
  - After handling garbage
  - Before and after cleaning
  - Prior to switching rooms or locations
2. Bridge will work to provide hand lotion to help mitigate dry and uncomfortable hands due to the increase of washing.
3. Wash hands with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% alcohol can be used if soap and water are not readily available
4. Steps for proper handwashing can be found on the [CDC website](#).
5. Developmentally appropriate posters are located at each sink. Students will be taught proper handwashing techniques.
6. Students and staff will lower the toilet lid in the bathroom before flushing to minimize the aerosolization of germs.

## Facial Coverings and Personal Protective Equipment

1. **All staff and students are required to wear facial coverings while in the building, as well as outside where physical distancing cannot be maintained.** CDC recommends facial coverings in settings where other physical distancing measures are difficult to maintain, especially in areas of significant community-based transmission. Adults doing drop-off and pick-up should wear facial coverings. Instructions for making, wearing and washing facial coverings can be found on the [CDC website](#).
2. Each student should come to school with two clean masks each day. (One should be on during arrival)
3. Bridge School will provide a stockpile of masks in the case that students lose or dirty theirs.
4. Masks must be taken home each day and laundered before using them again at school.

The following stipulations are for students, as well as staff, where applicable:

- Students/staff should not wear facial coverings while sleeping, eating or swimming (or when they would get wet).
- Facial coverings with ties are not recommended for young children as they pose a risk of choking or strangulation.
- Facial coverings may be removed during outdoor activities where students and staff can maintain physical distancing and have ready access to put them back as needed when activity stops.
- Staff may take off their facial covering in select circumstances when physical distancing cannot be maintained, such as when a parent/caregiver is hearing impaired and reads lips to communicate. It is also recommended to use facial coverings with clear plastic windows to support communication when there is ongoing contact with individuals who are hearing impaired.
- The use of clear facial shields for **adults only** is allowable as long as they meet all of the following guidelines:
  - Face shields should extend below the chin and to the ears laterally
  - There should be no exposed gap between the forehead and the shield's headpiece.
  - There should be fabric extending from the bottom and sides of the face mask around the head to act as a collar that will minimize aerosolization if

not worn with a mask.

**Parent Considerations:**

- While Bridge will provide hand sanitizer, lotion, and soap, we also recognize that different students have different preferences. If you would like to provide a specific product for your child to use, they may keep it in their cubby for their use only.
- There are many different fabrics and styles of masks on the market. Etsy shops have some great examples, including some with clear vinyl panels, called communicator masks. We encourage families to spend time this summer trying different masks and finding some that are comfortable for your child. Practice wearing them each day before school starts so they can get used to wearing them.

## Additional Facility-Wide Mitigation Processes

1. Until travel with groups of students is safe, we will not be going on field trips. We are working with local organizations to increase remote and virtual communication to continue to build connections with some of our most isolated members of the community.
2. Our Outdoor Education programming will be conducted on site.
3. We will utilize virtual communication with families through email and Zoom meetings when possible, as necessary.
4. We will practice social distancing when possible throughout the school day. Classroom furniture will be organized to help accomplish this task.
5. Meals will be eaten in Home Centers or outside.
6. We will not provide reusable utensils or cups for student use, please ensure your child has a water bottle and needed utensils for meals.
7. All staff members must complete the [VOSHA training](#) before returning to school in the Fall.

### Parent considerations:

- Please provide items for snack and lunch that can be opened easily by your child. This will help limit the need for staff to share contact with student food, and limit the need for disposable gloves in between helping each child or washing hands between helping each child.
- Please provide a water bottle that can stay in the student's cubby for water throughout the day.

## Cleaning and Disinfecting

Bridge School will engage in frequent thorough cleaning each day. All staff will be trained in proper cleaning and disinfecting. **At a minimum, common spaces and frequently touched surfaces and doors will be cleaned and disinfected at the beginning, middle and end of each day.**

1. Clean and disinfect frequently touched objects and surfaces such as:
  - All surfaces, especially where students eat
  - Bathrooms
  - Frequently used equipment including electronic devices
  - Door handles and handrails
  - Items students place in their mouths, including toys

- Metal and plastic playground equipment
2. The use of soft toys will be limited, and will be laundered after use.
  3. When possible, student materials will be kept separate for each student.
  4. Teaching aids will not be shared or will be cleaned between uses.

The following products may be used for disinfecting:

- Alcohol solutions with at least 70% alcohol
- Most common EPA-registered household disinfectants
- Diluted household bleach solutions

### **Group Size, Integrity of Group/Cohort/Pod, Physical Distancing and Modified Layouts**

Physical distancing in order to reduce the frequency of close contact between individuals is still the single most effective way to slow the spread of the coronavirus.

General principles to promote physical distancing and reduce viral spread:

1. Students must be kept in groups, not to exceed the maximum number allowed by state guidance, including teachers and staff. Bridge School will limit enrollment to follow this guideline.
2. Students standing in line will be spaced 6 feet apart. There will be markers on the floors to help students.
3. Furniture will be rearranged in classrooms for maximum distance between students during learning.
4. We will utilize outdoor spaces as much as possible.
5. Group activities with the potential to generate increased respiratory droplets and aerosols should be avoided indoors. This includes activities such as singing (e.g. choir, glee club, a cappella groups, musical theater, etc.) and music that involves woodwind or brass instruments.
6. Fire and safety drills must continue to occur according to state regulations. Fire drills will be conducted outside and spaced apart. Inside drills will be practiced in small groups to allow distancing within our safety space.
7. Playground equipment can be used and will be disinfected throughout the day.
8. Students will be asked to maintain physical distancing during playground play.
9. Students will wash hands before and after playing on the playground. Hand sanitizer will be available outside.

10. The playground will not be open for public use. The soccer fields can be rented to the public on a case by case basis, but the public will not be allowed to use the school building. Signs will be posted recommending social distancing and face coverings.
11. The gym can be used for slow activities and small group learning. At this time, it will not be used for sports or active activities that increase respiration.
12. Bathroom fans will run 24/7 throughout the school week.
13. Windows will be opened whenever possible to allow for ventilation.

## **Sample Daily Schedule:**

### **8:15-8:30- Arrival**

- Health Screening, hand wash/sanitize
- Sign up for Chunka Chunka
- (Monday) Sign up for Bananas
- Drop belongings outside of Home Center in personal space
- Play outside

### **8:30- Morning Meeting**

- When possible, Morning Meeting will happen outside on the Capture the Flag field.

### **8:45- Hand Washing and Chunka Chunka**

### **9:00- Clean up, wash hands, Language Arts**

### **10:00 - Hand Washing, Mask Break, Snack (outside when possible)**

### **10:15 - Hand Washing, Math Class**

### **11:00 - Hand Washing, Little Recess/Mask Break**

### **11:20 - Hand Washing, Explorations**

### **12:00 - Hand Washing, Big Recess**

### **12:30 - Hand Washing, Lunch**

### **1:00 - Hand Washing, DEAR**

### **1:25 - Hand Washing, Arts**

### **2:05 - Hand Washing, Home Center (wash hands after chores)**

### **2:45 - Dismissal**

### **3:00-3:15 Cleaning of materials by staff**

# COVID-19 Emergency Preparedness Team

## COVID-19 Response Coordinator

- o Director, Jen Grilly 802-349-1661

## COVID-19 Planning Committee

- o This multidisciplinary team has been created to specifically address COVID-19 emergency preparedness planning and management.

<b>Title</b>	<b>Name</b>	<b>Office #</b>	<b>Cell</b>
Bridge School Director	Jen Grilly	802-349-1661	404-550-7909
Bridge Beginners Director	Jenne Morton	802-388-3498	
Bridge School Health Advisor	Lauren Bierman, DNP, APRN, AGNP-C		802-349-7498
Co-Board Chair	Pam Marsh		802-349-9788
Co-Board Chair	Anja Wurm		802-881-0220

## COVID-19 Local Planning Support Network Groups

<b>Group</b>	<b>Contact</b>	<b>Contact #</b>
Vermont Department of Health		802-863-7240
Vermont Department of Health COVID Response Team		802-863-7240
Vermont Independent School Association	Mill Moore	802-436-2112

## **Other Resources:**

[Coping With Family Stress during COVID-19](#)

[Reducing Stigma in Our Community](#)

[Just for Kids: A Comic Exploring the New Coronavirus](#)

[Vermont Federation of Families for Children's Mental Health COVID-19 Resources](#)

[Parent and Caretaker guide for helping families cope with COVID 19](#)

[Talking to Children About COVID-19 \(Coronavirus\) - A Parent Resource](#)



