



FOUNDATION ACADEMY

2020-2021 RE-ENTRY PLAN

Building a Foundation of Safety, *Together.*



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## 2020-2021 RE-ENTRY PLAN

As we prepare to welcome students back to school on August 17, Foundation Academy has enlisted the support of experts and key stakeholders to guide us in the return to our campuses.

The following plan provides answers to questions about what face to face learning might look like in the next school year. Importantly, the plan also sets forth the expectations we have for cooperation by our partner families. We all need to do our part. As guidelines change, the procedures outlined in this document may be enhanced or discontinued.

The following plan is written using the recommendations of the American Academy of Pediatrics (AAP), the Centers for Disease Control (CDC), and Orange County health department, along with input from PAWS (Parent Association Working in His Service). Foundation Academy is honored to have additional feedback from a local medical advisory board, with members including:

**Omayra Mansfield**, MD MHA FACEP - VP, Chief Medical Officer Advent Health

**Bruce Roth**, Senior Chemistry Advisor and inventor of Lipitor

**Dr. Sara Sundermeyer**, DC Auburndale Chiropractic

**Dr. W. Kevin Cox**, MD Board-Certified Orthopedic surgery

**Dr. Angela Isbel**, DO Neonatal-Perinatal Medicine Pediatrics

**Dr. Robert Olson**, MD Board Certified Family Practice Physician Orlando Health

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# FARE (FOUNDATION ACADEMY RE-ENTRY)

The FARE plan requires parents and employees to ensure that only healthy individuals are permitted on campus. The school facilities will receive increased levels of cleaning and sanitizing, with minimal disruption to typical classroom routines. Violators may lose their privilege to return to campus for the duration of the pandemic.

Should a student need to remain at home, due to COVID-type symptoms, accommodations (subject to administrative approval) will be made to ensure that instruction can continue daily until symptoms subside.

This document provides a thorough overview of an all encompassing plan for the return to face to face learning at Foundation Academy. Major components of this plan include:

- Health Screening
- Classrooms & Facilities
- Physical Distancing
- Face Coverings
- Lunch/Break
- Personal Items
- Guests, Parents, & Visitors
- FACE (Foundation Academy Classrooms Everywhere)
- Athletics

In addition to the plan components, emphasis is placed on frequent hand washing. Please note that this plan addresses a fluid situation and is subject to change based on updates to the institution and guidelines provided to Foundation Academy.

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# RE-ENTRY PHASES

Foundation Academy is following guidelines and protocols to establish a phased approach for the school year. These phases are following recommendations from the federal, state, and local government along with the guidance provided by public health experts such as the Center for Disease Control (CDC), the American Academy of Pediatrics (AAP), and local health agencies.

These Phases directly correlate with State of Florida and CDC Phases.

- Phase 1: School buildings are closed based on a government directive and delivery model will shift to our FACE program. The FACE Program will follow the traditional school day as allowable so that transitions from learning platforms will minimize disruptions.
- Phase 2: School building is open to students with enhanced physical distancing and safety measures and the delivery model will be On-Campus Learning or Hybrid Learning.
- Phase 3: School building is open to students with social distancing and safety measures and the delivery model will be On-Campus Learning or Hybrid Learning.
- Phase 4: School is open with normal routines and safety measures. The delivery model will be On-Campus Learning.

As of August 7, 2020 Foundation Academy is operating in Phase 2 along with Orange County, Florida.

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- Parents and employees must neither send a student nor enter the campus themselves if they have tested positive for COVID-19 or are exhibiting any of the symptoms listed here:

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- To further support a healthy campus, we are asking families to perform daily temperature checks of their children before coming to school for the day. If a student has a temperature of 100.4 °F or higher, without having taken fever-reducing medicine, they should stay home.
- All employees will also be required to check their temperatures daily to ensure the health and safety of our campus.
- Daily temperature checks will be taken at school for all students during arrival. Any student that exhibits a fever of 100.4 °F will be sent home.
- Follow up temperature checks may be required during the school day.
- If a student/staff presents any possible COVID-19 symptoms, the nurse will complete an assessment and notify parents/staff to be sent home.
- In order for a student/staff who tested positive for COVID-19 to be allowed to return to campus they must be able to answer YES to the following questions:
  - Has it been at least 10 days since the individual first had symptoms?
  - In the case of a positive test with no symptoms, has it been at least 10 days since the positive test?
  - Has it been at least 24 hours since the individual had a fever (without using fever-reducing medicine)?
  - Has it been at least 24 hours since the individual's symptoms have improved including cough and/or shortness of breath?
- Per CDC guidelines, a student/staff member who has been in close contact with a confirmed case of COVID-19 should quarantine for 14 days. The student and parent (or staff member) have the responsibility to enter into and maintain this quarantine. Close contact is currently defined as being within 6 feet of the person under infection for more than 15 minutes.
- Absences due to Health Screening restrictions will not be counted as school day absences if the student is able to take advantage of learning through digital resources.

# COVID SCENARIOS

This chart explains the protocols in place in the event a student or staff member experiences symptoms or exposure to COVID-19. We remind our families, faculty, and staff to check their temperatures at home before arriving on campus as a part of their health and wellness commitment.

POTENTIAL COVID EXPOSURE	CONFIRMED COVID CASE	COVID SYMPTOMS
<p><b>If</b> a student or staff member is exposed to someone with COVID-19-like symptoms and/or is awaiting test results, <b>then:</b></p>	<p><b>If</b> a student or staff member tests positive for COVID-19, <b>then:</b></p>	<p><b>If</b> a student or staff member experiences COVID-19-like symptoms (see below), <b>then:</b></p>
<p>Determine the level of exposure:</p> <ul style="list-style-type: none"> <li>• Is the person in their household?</li> <li>• Were they around the person for an extended period of time without a mask, physical distancing, or other precautions?</li> <li>• Has exposure been within the past 14 days?</li> </ul> <p>If determined to be in close contact/at risk and not experiencing any symptoms, the individual may return to school</p> <p><b>AFTER:</b> Student self-quarantines for 14 days since last exposure and if symptoms do not develop</p> <p><b>OR</b> Student obtains a negative test result</p> <p>Students will participate in the distance learning while at home.</p>	<p>They may not return until:</p> <ul style="list-style-type: none"> <li>• At least 10 days have passed since the date of the first positive test</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>• Are symptom-free for at least 24 hours (no cough or shortness of breath)</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>• No fever for at least 24 hours (three full days of no fever) without the use of fever-reducing medicine</li> </ul> <p>Students will participate in the distance learning while at home.</p> <p>Communications &amp; School Actions:</p> <ul style="list-style-type: none"> <li>• In the case of a positive diagnosis of COVID-19 in a student/staff member, the impacted class(es), staff, and extracurricular groups will be notified.</li> <li>• Foundation Academy will not identify the individual.</li> <li>• The areas of contact on campus will be sanitized per CDC standards.</li> </ul>	<p>If the symptoms develop while at school:</p> <ul style="list-style-type: none"> <li>• He/she will be isolated in a safe location and wear proper PPE</li> <li>• Parent will be notified to arrange students pick up</li> </ul> <p>If the student or staff member experiences symptoms before arriving at school, they can return to school when:</p> <ul style="list-style-type: none"> <li>• No fever for at least 24 hours (three full days of no fever) without the use of fever-reducing medicine</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>• Symptoms have improved (no cough or shortness of breath)</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>• At least 10 days have passed since their symptoms first appeared OR have received a negative test</li> </ul> <p>Students will participate in the distance learning while at home.</p>

COVID-19-LIKE SYMPTOMS	COVID-19-LIKE CONTACT EXPOSURE
<ul style="list-style-type: none"> <li>• Fever of 100.4 °F or higher (without medication)</li> <li>• Shortness of breath or difficulty breathing</li> <li>• Cough</li> <li>• Chills</li> <li>• Fatigue</li> <li>• Muscle or body aches</li> <li>• Headache</li> <li>• New loss of taste or smell</li> <li>• Sore throat</li> <li>• Congestion or runny nose</li> <li>• Nausea, vomiting, or diarrhea</li> </ul>	<p>What constitutes close contact and exposure to COVID-19?</p> <ul style="list-style-type: none"> <li>• Close contact to COVID-19 occurs when you are within six feet of someone who is showing symptoms of COVID-19, for at least 15 minutes, when neither person is wearing a face covering, and the infected person later tests positive for COVID-19. This can also apply to delayed situations in which the infected person did not show any symptoms at the time of exposure, but it is much less likely.</li> </ul>

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# WHEN SHOULD YOU QUARANTINE?

Does the student have a fever of 100.4°F or higher?

YES

Is a member of the household positive for COVID-19, awaiting results, or experiencing symptoms?

YES

Is the student experiencing COVID-like symptoms (cough, chills, loss of taste/smell, muscle pain, etc.)?

YES

Has the student been within 6 feet of a person for 15 minutes or more who has tested positive for COVID-19?

YES

1. Quarantine at home
2. Consult your doctor
3. Inform Foundation Academy

**Quarantine Guidelines**

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# HOW LONG SHOULD YOU QUARANTINE?

## Who needs to quarantine?

Anyone who has been in close contact with someone who has COVID-19.

## What counts as close contact?

You were within 6 feet of someone who has COVID-19 for at least 15 minutes.  
You provided care at home to someone who is sick with COVID-19.  
You had direct physical contact with the person.  
You shared eating or drinking utensils.  
They sneezed, coughed, or somehow got respiratory droplets on you.

## What are the next steps?

Stay home and monitor your health.  
Stay home for 14 days after your last contact with a person who has COVID-19.  
Watch for fever (100.4°F), cough, shortness of breath, or other symptoms of COVID-19.  
If possible, stay away others, especially people who are at higher risk for getting very sick from COVID-19.

**Quarantine If You Might Be Sick**

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# WHEN CAN YOU RETURN TO SCHOOL?

In order for a student who tested positive for COVID-19 to be allowed to return to campus, they must be able to answer YES to all 4 questions:

Has it been at least 10 days since the student first had symptoms?

In the case of a positive test with no symptoms, has it been at least 10 days since the positive test?

Has it been at least 24 hours since the student had a fever (without using fever-reducing medicine)?

Has it been at least 24 hours since the student's symptoms have improved (e.g. cough, shortness of breath, etc.)?

***When You Can be  
Around Others After You Had  
or Likely Had COVID-19***

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- All cleaning, disinfecting, and sanitizing products and methods are approved for use on COVID-19 by Food and Drug Administration (FDA) and the Centers for Disease Control (CDC). Multiple cleaning methods, including wiping, spraying, and fogging, are utilized.
- All classrooms will be equipped with hand sanitizer, disinfectant spray, and wipes.
- Common areas will be cleaned & sanitized by facilities staff throughout the day.
- While facility team members will sanitize and disinfect spaces after hours as well as wipe down door handles and hard surfaces during the day, students will partner with faculty/staff to prioritize regular cleaning practices for personal items such as desks, writing utensils, and other classroom materials.
- Hand sanitizing stations have been placed strategically around campus.
- Where possible, bathroom fixtures have been converted to touchless faucets and toilet mechanisms.
- Students will be asked to only touch or handle their own learning and personal materials (e.g., textbooks, pens, backpacks).
- Students are required to bring their own water bottles labeled with their name.
- Water bottle filling stations will be installed on Plant street and Tilden campuses and there will be a recommended method for filling water bottles on the Lakeside Campus.

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- Understanding that schools, by design are not conducive to physical distancing, Foundation Academy will promote behaviors, when and where possible, that reduce risk. According to the Centers for Disease Control (CDC), the American Academy for Pediatrics (AAP), and the Orange County Health Department, keeping space between you and others is one of the best tools we have to avoid being exposed to the virus. However, we understand for small children distancing might be difficult to follow, so we will continually encourage and monitor good hygiene practices in the classrooms.
- Arrival, dismissal, class changes, lunch, recess, and break will be modified in an attempt to achieve as much physical distancing as is practical and reasonable under the circumstances.
- Class sizes may be varied.
- Classroom furniture will be organized in a manner that will allow students to practice physical distancing.
- Locker usage will be restricted unless FA is allowed to be in Phase 4 of the FARE Plan.
- Large volume spaces may be repurposed as learning spaces to the extent practical and reasonable under the circumstances.
- Foot traffic in the hallways and between classrooms and buildings will be adjusted to accommodate physical distancing to the extent possible.
- Meetings, events, assemblies, and performances may be adjusted and hosted in various formats, including online.
- Chapel services will continue to be held with physical distancing in place and multiple services to limit overall crowd size, as appropriate.
- No visitors are allowed at chapel services until further notice.

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- Foundation Academy recognizes the evolving recommendations from the CDC, AAP, and the health department and will continue to gain a clearer understanding approaching the 2020-2021 school year. At minimum, face coverings are most essential at times when physical distancing is not possible. We view the use of face coverings as an important way that we, as a community, can slow/stop the spread of the virus and protect each other.
- The use of face coverings is governed by the following statement from the AAP: "Students should wear face coverings when harms (eg. increased hand-mouth/nose contact) do not outweigh benefits (potential COVID-19 risk reduction)."
- Face coverings may be masks or face shields when accompanied by mask. Students will be asked to wear face coverings that cover both the nose and the mouth.
- It is required that students and employees bring a face covering to school every day. Use of the covering will be determined based on physical distancing. We understand that prolonged use of face coverings could be difficult and even inappropriate for some students (especially our younger students).
- Grade level appropriate strategies to enhance safety in the absence of face coverings will be used in order to avoid prolonged use.
- For school employees and students, face coverings will be required during transitions such as car line, class changes, and when physical distancing is not feasible. Specifically, students in grades Preschool-5, face coverings will be worn during arrival and dismissal daily. For students in grades 6-12, face coverings will also be worn during class changes and in times of proximity to other students, such as in science labs.
- Students may choose (or need) to wear face coverings for longer periods of time.
- Face coverings will be required for vendors and visitors at all times.





# FOUNDATION ACADEMY FACIAL COVERING EXPECTATIONS

All faculty and staff will wear face coverings when physical distancing is not practical.

## **Lower School** *PreK-6th Grade*

Face coverings must be worn for arrival, dismissal, and in other times when physical distancing is not practical.

## **Upper School** *Grades 7-12*

Face coverings must be worn for arrival, dismissal, transition times, and in other times when physical distancing is not practical.

Students and staff are required to bring their own face coverings.



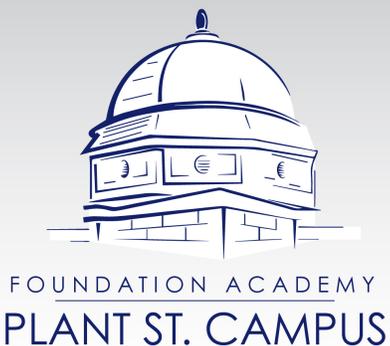
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### Lakeside Health & Safety Plan

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### Plant Health & Safety Plan

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### Tilden Health & Safety Plan

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- To reduce the need for students to stand in line, there will be no food service for lunch.
- Students are required to bring their own lunch and beverage from home.
- All students are required to bring a water bottle daily labeled with their name.
- Classes may split time between eating in the lunchroom/gym, outside, and in classrooms to accommodate physical distancing.
- Microwaves will not be provided.
- Lunch may not be delivered to the front office.



- All personal items brought to the school by a student or employee must be disinfected daily by the parent or student prior to being introduced to the campus.
- No personal items may be shared (e.g., backpacks, clothing).
- All personal items (including textbooks) must be labeled with the student's name (e.g., uniforms/clothing, water bottles, notebooks, backpacks).



- Parents should not drop off academic supplies, athletic equipment, or lunches to the front office until further notice. Students must report to school with everything they need for the day.
- No guests, parents, or visitors are allowed in indoor spaces other than the front office without an appointment until further notice.
- No visitors are allowed at chapel services and student lunches until further notice.
- Chapel services will be live-streamed.
- All guests, parents, and visitors are required to wear a face covering, complete the health screening form, and submit to a temperature check.
- One adult of a Preschool or Kindergarten student, wearing a face covering, will be permitted to accompany their child to their classroom door during the first week of school.

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- Students who must be off campus temporarily due to COVID-19 related concerns will be able to use the FACE program to continue asynchronous learning. Teachers will be offering two separate modes of instruction, in-person and online through provided video. This approach, though not identical to face to face learning, will help students maintain a personal connection with their classmates and teachers.
- In the event that the State of Florida or the Orange County Health Department requires the closure of school campuses, synchronous instruction will continue through the FACE program. The FACE program is a high quality educational experience based on the traditional Foundation Academy approach with daily instructional engagement. Chromebooks will be made available to students in need.

- For more information, please review the FACE Parent Guide:

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- While we anticipate the vast majority of our students will return to campus, we do know that some families are facing unique health circumstances. For that reason, we are also developing a temporary virtual option for a handful of our students. If your child or someone in your immediate household has a high medical risk, please contact the Vice President for Education (Carol.Grosshans@foundationacademy.net). We would love to work with you to ensure that your family remains part of our community.

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- FA will comply with all guidelines provided by the Florida Department of Health (<http://www.floridahealth.gov/>), the NFHS, and the FHSAA
- If interscholastic sports are not permitted by the FHSAA, FA will explore alternatives.

### Pre-Workout Screening:

- All coaches and students must be screened for signs/symptoms of COVID-19 prior to each workout.
- Screening includes a temperature check.
- Responses to screening questions for each person must be recorded and stored so that there is a record of everyone present in case a student develops COVID-19.
- Any person with positive symptoms reported will not be allowed to take part in workouts and must immediately contact his/her primary care provider or other appropriate health care professional.
- Students have a responsibility to not share personal athletic equipment (towels, clothing, shoes, etc.).
- Students must wear their own appropriate workout clothing (do not share clothing).

Individual clothing/towels must be washed and cleaned parent or student after every workout/game.

- All athletic equipment will be disinfected and sanitized to the extent possible prior to the next workout/game.
- Individual drills requiring the use of athletic equipment are permissible, but the equipment must be cleaned prior to use by the next individual.



- **The FARE (Foundation Academy Re-Entry) plan mentioned phases of re-entry.**

- **In what phase is FA currently?**

- Foundation Academy is in phase 2 of re-entry, which means that the school year will begin with students on campus and engaged in face to face learning.

- **When is the first day of school?**

- The start date for school on all campuses is Monday, August 17. As of July 24, the plan is for all classes to begin on campus with face to face learning.

- **Is FA waiting for OCPS to determine their first day?**

- No. While FA will follow the OCPS plan for closure in a weather emergency, we are not bound to their schedule for starting the school year, for re-entry after a closure, or for other simpler decisions. Our intentionally small size and the space afforded to us with our three campuses allow us greater flexibility in daily operations. We will follow guidance from our medical advisors and the Orange County Health Department.

- **Will Open House be held prior to the start of school?**

- Yes, Open House will be held on Thursday, August 13. Appointments will be scheduled to limit the crowd size at any one time. Please watch your email for more information.

- **Will it be acceptable for the students to wear masks while in the classroom?**

- Wearing masks will be required in certain areas and during certain times of the day. All students will have the option to wear a mask all day, if desired.

- **How will a student or teacher who may be coughing or exhibiting other symptoms in the**

- **classroom be handled?**

- The school nurse will be contacted and the student or teacher will be taken to the clinic. The nurse will immediately complete an assessment to determine if there is a risk of infection. If infection is possible, the student or teacher will not return to class. If the student feels up to working, then online options will be available for the student to complete work daily until they return to school. Supervision will be immediately provided should a teacher not return to class.

# FAQS (CONTINUED)

- **What will the protocols be if there is a confirmed case of COVID-19 at FA?**

FA has a certified contact tracer on staff to direct the appropriate response to a confirmed case of COVID-19 in our community. There will be a measured approach to this challenge, with quarantines limited to a specific student, student group, classroom, or grade level if possible. It may be necessary to have a short term shift to the FACE program for one or more campus(es).

- **Should learning shift to the FACE program, what can parents expect?**

With the investment in both technology and training, the FACE program has been adjusted to be a synchronous experience. Students in grades 6-12 will follow the same daily schedule as they would for on campus face to face learning, with live instruction and interaction with teachers. Preschool through 5th grade will follow instructional protocols to best meet the needs of their grade level.

- **What are the protocols for a student or teacher to return to class after suspected or confirmed infection?**

In order for a student/staff who tested positive for COVID-19 to be allowed to return to campus they must be able to answer YES to the following questions:

- Has it been at least 10 days since the individual first had symptoms?

- In the case of a positive test with no symptoms, has it been at least 10 days since the positive test?

- Has it been at least 3 days since the individual had a fever (without using fever-reducing medicine)?

- Has it been at least 3 days since the individual's symptoms have improved including cough and/or shortness of breath?

- **What will be the protocols for lunch time?**

To reduce the need for students to stand in line, there will be no food service for lunch.

Students are required to bring their own lunch and beverage from home.

All students are required to bring a water bottle daily labeled with their name.

Classes may split time between eating in the lunchroom/gym, outside, and in classrooms to accommodate physical distancing.

Microwaves will not be provided.

Lunch may not be delivered to the front office.

Campus specific information will be forthcoming.

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## FAQS (CONTINUED)

- **What sort of chemicals will be used for cleaning?**

Cleaning products will be EPA approved disinfectants. Products will vary based on availability.

- **Will younger students, such as those in Preschool and Kindergarten, have additional help with managing face coverings and physical distancing in the classroom and school buildings?**

Yes, aides and/or other faculty will be in place to assist younger students with face coverings and physical distancing.

- **Will after school care still be provided?**

Yes, with precautions for physical distancing and appropriate use of face coverings.