

**International Charter Academy of Georgia**  
**School Re-Opening COVID-19 Procedures**

**2020-2021**



**ICAGEORGIA**  

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**International Charter Academy of Georgia**

# Table of Contents

<b>GUIDELINES</b>	<b>5</b>
<b>COVID-19 LEVEL OF SPREAD / SCHOOL DISTRICT DECISION TREE</b>	<b>5</b>
<b>ICAGeorgia Plan for Next Phase – Winter 2020</b>	<b>6</b>
<b>Screening for and Responding to COVID-19 in K-12 Schools</b>	<b>7</b>
<b>Daily Home Screening for Students, Parents, Caregivers &amp; Staff</b>	<b>9</b>
<b>Return-To-School Policies per CDC Guidelines</b>	<b>9</b>
<b>COVID-19 School Symptom Screening Flowchart</b>	<b>11</b>
<b>School Isolation Protocols</b>	<b>12</b>
<b>ACADEMICS</b>	<b>20</b>
<b>Option #1 – The Hybrid Model:</b>	<b>20</b>
<b>Option #2 - Distance Learning:</b>	<b>21</b>
<b>Option #3 - Traditional Learning:</b>	<b>21</b>
<b>OPERATION</b>	<b>22</b>
<b>COMMUNICATION</b>	<b>25</b>
<b>MEDICAL</b>	<b>26</b>
<b>PREPARATION FOR BACK-TO-SCHOOL:</b>	<b>26</b>
<b>RECOGNIZE SIGNS AND SYMPTOMS:</b>	<b>26</b>
<b>BEHAVIORS TO REDUCE SPREAD:</b>	<b>26</b>
<b>WHEN A STUDENT, STAFF MEMBER OR VISITOR BECOMES SICK AT SCHOOL</b>	<b>26</b>
<b>EMOTIONAL SUPPORT</b>	<b>26</b>
<b>What should I do if my child exhibits symptoms?</b>	<b>26</b>
<b>FAQs</b>	<b>27</b>
<b>ACADEMICS</b>	<b>27</b>
<b>OPERATIONS</b>	<b>28</b>
<b>AFTERSCHOOL PROGRAM</b>	<b>29</b>
<b>RESOURCES</b>	<b>30</b>
<b>Planning</b>	<b>30</b>
<b>Physical, Psychological &amp; Behavioral Health</b>	<b>30</b>
<b>Physical Plant/Facilities</b>	<b>31</b>
<b>Communications</b>	<b>31</b>
<b>Guidance</b>	<b>31</b>



Re-Opening Plan Revision Log:

Plan Established	Ver.0	July 24 <sup>th</sup> , 2020	Plan Effective: July 24 <sup>th</sup> 2020	Plan Established
Plan Revision	Ver.1	September 28 <sup>th</sup> , 2020	Revision Effective: September 28 <sup>th</sup> , 2020	Revision: Operation-Arrivals
Plan Revision	Ver.2	September 28 <sup>th</sup> , 2020	Revision Effective: September 28 <sup>th</sup> , 2020	Revision: Operation-Classrooms & Transitions
Plan Revision	Ver.2	September 28 <sup>th</sup> , 2020	Revision Effective: September 28 <sup>th</sup> , 2020	Revision: Operation-Visitors/Volunteers to School
Plan Revision	Ver.2	September 28 <sup>th</sup> , 2020	Revision Effective: September 28 <sup>th</sup> , 2020	Revision: Operation-Afterschool Program (Generation Infocus)
Plan Revision	Ver.2	September 28 <sup>th</sup> , 2020	Revision Effective: September 28 <sup>th</sup> , 2020	Revision: FAQs
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Plan Addition	Ver.4	November 10, 2020	Addition Effective: November 10, 2020	Addition: Guidelines-Return to School Strategy
Plan Addition	Ver.4	November 10, 2020	Addition Effective: November 10, 2020	Addition: Daily Home Screening for Students & Staff
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Plan Revision	Ver 5	January 20, 2021	Revision Effective: January 20, 2020	Revision: Return to School strategy
Plan Revision	Ver 6	February 15, 2021	Revision Effective: February 15, 2021	Revision: COVID-19 Symptomatic/Asymptomatic Contact K-5 Student & Staff Flow sheet
Plan Revision	Ver 6	February 15, 2021	Revision Effective: February 15, 2021	Revision: Return-To-School Strategy-Quarantine Guidelines for Exposed and un-vaccinated individual
Plan Addition	Ver 6	February 15, 2021	Addition Effective: February 15, 2021	Addition: Daily Home Screening for Students, Parents, Caregivers & Staff-COVID-19 School Symptom Screening Chart

# GUIDELINES

## COVID-19 LEVEL OF SPREAD / SCHOOL DISTRICT DECISION TREE

Reference: Georgia's Path to Recovery for K-12 Schools

<b>Level of Community Spread</b> (as determined by state and local health officials)	<b>SUBSTANTIAL SPREAD</b>  <b>LEVEL 1</b>	<b>MINIMAL/ MODERATE SPREAD</b>  <b>LEVEL 2</b>			<b>LOW/ NO SPREAD AND CURE HAS BEEN FOUND</b>  <b>LEVEL 3</b>
	↓	↓	↓	↓	↓
<b>Instructional Model</b> (as determined by ICA Georgia)	<b>Distance/Remote Learning</b>  ↓	<b>Full Distance/ Remote Learning</b>  ↓	<b>Hybrid</b>  ↓	<b>Traditional</b>  ↓	<b>Traditional</b>  ↓
<b>Response</b> (as determined by ICA Georgia in partnership with local departments of public health and community stakeholders)	<b>Targeted Closure</b> Isolate and disinfect affected areas OR <b>Short-term Closure</b> Close for facility-wide deep cleaning OR <b>Extended Closure</b> Close buildings for at least 14 days	<b>Minimal Use of School Buildings</b> Implement targeted distance/ remote learning or district-wide distance/ remote learning as necessary	<b>Limited/ Staggered Use of School Buildings</b> Implement alternating schedules for students; target distance/ remote learning	<b>School Buildings Open</b> Implement more intensive mitigation strategies; encourage enhanced social distancing (use Targeted Closure)	<b>School Buildings Open</b> Implement preventative practices and additional proactive processes/ protocols

## ICAGeorgia Plan for Next Phase – Winter 2020

The tools that ICAGeorgia utilizes to monitor the community spread of COVID-19 in preparation of the next phase of ICAGeorgia for the Winter. ICAGeorgia’s decision will be based on two data. ICAGeorgia plans to transition from Hybrid Model to All Virtual IF,

- There is 1 (one) confirmed case of COVID-19 among the hybrid groups and teachers/staff.

Or

- The number of new cases per 100,000 persons within the last 7 days for counties represented at ICAGeorgia reaches **30** (see Reference 2)

### Reference 1: COVID-19 DAILY CHANGES BY COUNTY (As of 11/1/2020)

County	Case/100,000 (per capita)	ICU Beds*	Infection Rate	Positive Test Rate**	New Cases	New Deaths	New Hospitalizations*	Total Cases	Total Hospitalizations*	Total Deaths
Cobb	17.1	100%	1.09%	6.0%	33	0	2	22,375	1,997	459
DeKalb	15.8	20%	1.13%	4.5%	91	0	1	21,678	2,374	403
Fulton	15.0	24%	1.07%	4.9%	98	0	1	31,753	2,636	628
Gwinnett	16.30	100%	1.05%	6.0%	116	0	1	31,218	2,913	450
Hall	20.8	49%	0.93%	6.6%	8	0	0	10,845	1,110	179

\*Number of ICU and Hospital beds occupied are indications of community spread and the ability of the healthcare system to handle additional severe illnesses, “community burden”.

\*\*Percentage of individuals testing positive for COVID – 19

### Reference 2: Indicators for Risk of Introduction and Transmission of COVID-19 (As of 11/1/2020)

Decision indicator to keep school open safely or close.

Core Indicators	Lowest risk of transmission in schools	Moderate risk of transmission in schools	Higher risk of transmission in schools	Highest risk of transmission in schools	CDC indicators and thresholds for risk of introduction and transmission of COVID-19
<b>Community Spread</b> (ICAG Resident Counties)	<5 or <3%	5 to < 20 or 3% - <5%	20 to < 50 or 5% - <8%	50 to < 100 or 8% - < 10%	200or 10 %
Number of new cases per 100,000 persons within the last 7 days for counties represented at ICAG*		<b>17</b>			
Percentage of RT-PCR tests that are positive during the last 7 days**			5.46		
Ability of the school to implement 5 key mitigation strategies: <ul style="list-style-type: none"> <li>● Consistent and correct use of masks</li> <li>● Social distancing to the largest extent possible</li> <li>● Hand hygiene and respiratory etiquette</li> <li>● Cleaning and disinfection</li> <li>● Contact tracing in collaboration with local health departments***</li> </ul>		Implemented <b>All 5</b> Strategies correctly but somewhat inconsistently.			

\*Number of new cases per 100,000 persons within the last 7 days is calculated by averaging cases per 100,000 in the five counties represented at ICAGeorgia: DeKalb, Cobb, Fulton, Hall, Gwinnett.

\*\*RT-PCR is an average of the percentage of all tests taken in the five counties

## Screening for and Responding to COVID-19 in K-12 Schools

Reference: Georgia’s Path to Recovery for K-12 Schools

COVID-19 SCREENING		STUDENTS/STAFF RESPONSE		DISTRICT/SCHOOL RESPONSE
<p style="text-align: center;"><b>No symptoms OR Direct Exposure*</b></p> <p>No signs of COVID-19 via temp checks, self-reporting or signs/symptoms</p>	→	<p style="text-align: center;"><b>Proceed to School/Work</b></p> <p>Implement recommendations outlined in “Georgia’s Path to Recovery for K-12 Schools”</p>	→	<p style="text-align: center;"><b>Implement Preventative Practices</b></p> <p>Implement recommendations outlined in “Georgia’s Path to Recovery for K-12 Schools”</p>
<p style="text-align: center;"><b>Direct Exposure*, No Symptoms</b></p> <p>Came in close contact or interacted with a confirmed case of COVID-19 – experiencing no symptoms</p>	→	<p><b>Can Return to School/Work after:</b></p> <ul style="list-style-type: none"> <li>Impacted students or staff have completed all requirements in the DPH’s “Return to School Guidance”</li> <li>If this person is tested for COVID-19 during the 14 day quarantine period, a negative test result would not change or decrease the time a person is monitored, but a positive test would move the person into one of the categories below based on whether they are still asymptomatic or have developed symptoms</li> </ul>	→	<p style="text-align: center;"><b>Implement Enhanced Mitigation Measures</b></p> <p>Implement recommendations outlined in “Georgia’s Path to Recovery for K-12 Schools”</p>
<p style="text-align: center;"><b>Direct Exposure*, At least 1 Symptom</b></p> <p>Came in close contact or interacted with a confirmed case of COVID-19 – experiencing at least 1 symptom</p>	→	<p><b>Can Return to School/Work after:</b></p> <ul style="list-style-type: none"> <li>At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications AND improvement in respiratory symptoms (e.g. cough, shortness of breath);</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>At least 10 days have passed since symptoms first appeared</li> </ul> <p><i>Refer to DPH’s “Return to School Guidance”</i></p>	→	<p style="text-align: center;"><b>Implement Enhanced Mitigation Measures</b></p> <p>Implement recommendations outlined in “Georgia’s Path to Recovery for K-12 Schools”</p> <p style="text-align: center;"><b>AND/OR</b></p> <p style="text-align: center;"><b>Targeted Closure</b></p> <p>Close off affected areas (i.e. classrooms, offices, etc.) and if possible, wait 24 hours before deep cleaning and disinfecting</p>

COVID-19 SCREENING		STUDENTS/STAFF RESPONSE		DISTRICT/SCHOOL RESPONSE
<p align="center"><b>Diagnosis, No Symptoms</b></p> <p>Laboratory-confirmed case of COVID-19 But experiencing no symptoms (asymptomatic)</p>	→	<p><b>Can Return to School/Work after:</b></p> <ul style="list-style-type: none"> <li>At least 10 days have passed since the positive laboratory test and the person remains asymptomatic.</li> </ul> <p>Asymptomatic persons who test positive and later develop symptoms should follow the guidance for symptomatic persons below.</p> <p>Refer to DPH’s “Return to School Guidance”</p>	→	<p align="center"><b>Targeted Closure</b></p> <p>Close off affected areas (i.e. classrooms, office, etc. and if possible, wait 24 hours before deep cleaning and disinfecting)</p> <p align="center">OR</p> <p align="center"><b>Short-term Closure</b></p> <p>Close for facility-wide deep cleaning</p> <p align="center">OR</p> <p align="center"><b>Long-term Closure</b></p> <p>Close building(s) for at least 14 days</p>
<p align="center"><b>Diagnosis, with Symptoms</b></p> <p>Laboratory-confirmed case of COVID-19</p>	→	<p><b>Can Return to School After:</b></p> <ul style="list-style-type: none"> <li>At least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications AND improvement in respiratory symptoms (e.g. cough, shortness of breath)</li> </ul> <p><b>AND</b></p> <ul style="list-style-type: none"> <li>At least 10 days have passed since symptoms first appeared.</li> </ul> <p>Refer to DPH’s “Return to School Guidance”</p>	→	<p align="center">WITH</p> <p align="center"><b>Implement Enhanced Mitigation Measures</b></p> <p>Implement recommendations outlined in “Georgia’s Path to Recovery for K-12 Schools”</p>



# Daily Home Screening for Students, Parents, Caregivers & Staff

Please complete this checklist each morning before leaving for school.

## SECTION 1: Symptoms

If your child has any of the following symptoms, that indicates a possible illness that may decrease the student's ability to learn and also put them at risk for spreading illness to others. Please check your child for these symptoms:

- Temperature 99-100.4 degrees Fahrenheit or higher
- Chills
- Sore throat
- Uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline)
- Fatigue
- Nausea or vomiting or abdominal pain
- Diarrhea,
- New onset of severe headache, especially with a fever
- Muscle or body aches
- Loss of taste or smell
- Congestion or runny nose

## EMERGENCY WARNING SIGNS

- Trouble breathing
- Persistent pain or pressure in the chest
- Confusion
- Inability to wake or stay awake
- Bluish lips

## SECTION 2: Close Contact\*/Potential Exposure

- Had close contact\* (within 6 feet for a total of 15 minutes or more) with a person with confirmed COVID-19
- Traveled to or lived in an area where the local, Tribal, territorial, or state health department is reporting large numbers of COVID-19 cases as described in the Community Mitigation Framework
- Live in areas of high community transmission (as described in the Community Mitigation Framework) while the school remains open

## Return-To-School Policies per CDC Guidelines

### **SECTION 1 -> answer ANY question YES but SECTION 2 -> answer ALL questions NO**

The student or staff would be excused from school in accordance with existing school illness management policy (e.g., until symptom-free for 24 hours without fever reducing medications).

### **SECTION 1 -> answer ANY question YES & SECTION 2 -> answer ANY question YES**

The student or staff should be referred for evaluation by their healthcare provider and possible testing. CDC strongly encourages local health departments to work with local school systems to develop a strategy to refer symptomatic individuals to an appropriate healthcare provider or testing site. State, Tribal, territorial, and local health officials and/or healthcare providers will determine when viral testing for SARS-CoV-2 is appropriate. Schools should not require testing results as a part of return to school policies. Students who have received a

negative test result should be allowed to return to school once their symptoms have otherwise improved in accordance with existing school illness management policies.

**DIAGNOSED WITH COVID-19 or  
SECTION 1 -> answer ANY question YES & SECTION 2 -> answer ANY question YES  
without NEGATIVE test results**

The student or staff should stay home, isolate themselves from others, monitor their health, and follow directions from their state or local health department. Students and their families should be advised that the local health department may contact the family for contact tracing. If contacted, families should notify the contract tracer that the student attended school.

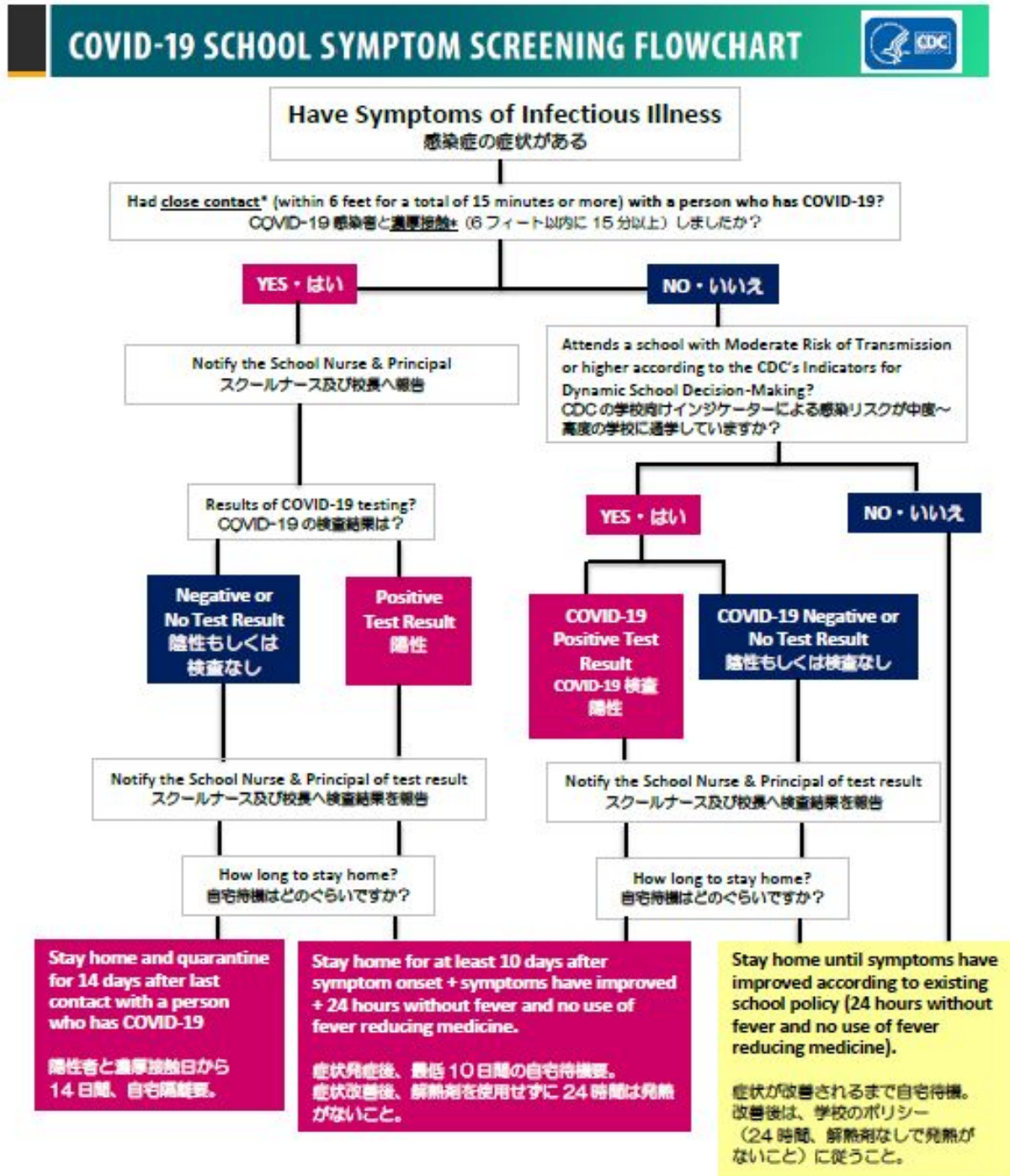
**DIAGNOSED WITH COVID-19 or  
SECTION 1 -> answer ANY component YES & SECTION 2 -> answer ANY component  
YES without NEGATIVE test results**

The students or staff should be permitted to return to school should be in line with current CDC recommendations in “When Can I Be Around Others”. A negative test or doctor’s note should **not** be required for return. Questions regarding return to school should be jointly decided in consultation with parents or caregivers, school personnel, and the student’s healthcare provider.

Students who are excluded from school should be afforded the opportunity, as soon as feasible when they are well enough to participate in classwork, to make up any missed classwork without penalty in order to reduce mental or physical anxieties about missed academic opportunities.

\*Close contact: Someone who was within 6 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.

\*\*Individual exposures added together over a 24-hour period (e.g., three 5-minute exposures for a total of 15 minutes). Data are limited, making it difficult to precisely define “close contact;” however, 15 cumulative minutes of exposure at a distance of 6 feet or less can be used as an operational definition for contact investigation. Factors to consider when defining close contact include proximity (closer distance likely increases exposure risk), the duration of exposure (longer exposure time likely increases exposure risk), whether the infected individual has symptoms (the period around onset of symptoms is associated with the highest levels of viral shedding), if the infected person was likely to generate respiratory aerosols (e.g., was coughing, singing, shouting), and other environmental factors (crowding, adequacy of ventilation, whether exposure was indoors or outdoors). Because the general public has not received training on proper selection and use of respiratory PPE, such as an N95, the determination of close contact should generally be made irrespective of whether the contact was wearing respiratory PPE. At this time, differential determination of close contact for those using fabric face coverings is not recommended.



\*Note: Asymptomatic people with recent close contact with someone with COVID-19 should quarantine. See [When to Quarantine](#) for more information.

\*無症状で、近日内に COVID-19 感染者と濃厚接触した場合、隔離すること。詳細は、[When To Quarantine](#) をご参照ください。

# School Isolation Protocols

per CDC guidelines

**Symptoms and severity of symptoms:** Children have many non-specific symptoms such as fever, fatigue, headache, cough, diarrhea, poor appetite and or abdominal pain, all of which could be an indication of a variety of illnesses. However, the most common symptoms are cough and/or fever. Study suggests that as many as 50% of pediatric infections may be asymptomatic. Asymptomatic infection makes it hard to identify COVID-19 by screening.

**Severity:** Even though children are less likely to develop severe symptoms and the rate of hospitalization among children is low when compared with adults, evidence suggests that hospitalizations among children is on the rise.

**Children With Medical Conditions:** Evidence suggests that children with underlying health conditions and infants, less than one year old, are at greater risk for severe illness as a result of COVID-19 infection.

Some students or staff may develop symptoms of infectious illness while at school. ICAGeorgia shall take action to isolate students who develop these symptoms from other students and staff.

- **Students or staff with any of the symptoms in Section 1** shall follow ICAGeorgia’s current illness management policy to minimize transmission to others, to optimize learning opportunities, and to allow for these symptoms to resolve (at least 24 hours without fever reducing medications or in accordance with existing school illness policy).
- **Students or staff who develop any of the symptoms in Section 1 while at school** shall be placed in an isolation area separate from staff and other students:
  - School staff (e.g., teachers, staff, school nurse) who interact with a student who becomes ill while at school should use [Standard and Transmission-Based Precautions](#) when caring for sick people.
  - Students or staff, who are sick, should go home or to a healthcare facility depending on how severe their symptoms are, and follow [CDC guidance for caring for oneself and others](#) who are sick.
- **Students or staff identified at school who develop any of the symptoms in Section 1 AND answer YES to any of the questions in Section 2** should be placed in an isolation area separate from staff and other students (e.g., a nurse’s office) and then sent home or to a healthcare facility if symptoms indicate a need for further evaluation:
  - If a school needs to call an ambulance or bring a student or a staff to the hospital, the school should first alert the healthcare staff that the student or staff may have been exposed to someone with COVID-19.
  - After the student or the staff is placed in an isolation area, school staff who work in the isolation area should follow CDC’s [Considerations for Cleaning and Disinfecting your Building or Facility](#).
  - **Note:** In developing plans for placing students or staff with symptoms in an isolation area, schools should be mindful of appropriate safeguards to ensure that students are isolated in a non-threatening manner, within the line of sight of adults, and for very short periods of time.

# COVID-19 Symptomatic/Asymptomatic and Contact K-5 Student and Staff Flow Sheet

## STUDENT OR STAFF PRESENT AT SCHOOL WITH SYMPTOMS



<b>Symptoms are consistent with COVID-19</b> (See Daily Home Screening for Students & Staff on pg7)	<b>Symptoms are <span style="color: red;">not</span> consistent with COVID-19</b>
<p style="text-align: center;">Student or Staff identified with symptoms consistent with COVID-19</p> <p style="text-align: center;">⇓</p> <p style="text-align: center;">Call School Nurse</p> <p style="text-align: center;">⇓</p> <ul style="list-style-type: none"> <li>Isolate the individual(s) from non-symptomatic students/staff in separate room</li> <li>Students and possibly exposed staff shall remain in the class room for further instructions.</li> <li>The school Nurse will assess symptomatic individual(s) and make the decision to inform parents of exposed students based on assessment findings.</li> </ul> <p style="text-align: center;">⇓</p> <p style="text-align: center;">Call a parent/guardian to send home with referral to healthcare provider/COVID Rapid PCR test</p> <p style="text-align: center;">⇓</p> <p style="text-align: center;">Evaluation by healthcare provider/investigation and notification by Department of Public Health</p> <div style="display: flex; justify-content: space-around;"> <div style="width: 45%;"> <p style="text-align: center;">⇓</p> <p style="text-align: center;"><b>Result=Positive COVID-19</b></p> <p style="text-align: center;">⇓</p> <p style="text-align: center;">Return-To-School Strategy (page 9) to be followed</p> <p style="text-align: center;">⇓</p> <p>The school reports the case to the Department of Public Health</p> <p style="text-align: center;">⇓</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Area where the staff or student was located will be closed off for 24 hours.</li> <li><input type="checkbox"/> The school building will then be cleaned/ sanitized.</li> <li><input type="checkbox"/> Building will be closed for 3-7 days depending on the number of cases</li> </ul> </div> <div style="width: 45%;"> <p style="text-align: center;">⇓</p> <p style="text-align: center;"><b>Result=Negative COVID-19</b></p> <p style="text-align: center;">⇓</p> <p style="text-align: center;">Return-To-School Strategy (page 9) to be followed</p> <p style="text-align: center;">⇓</p> <p style="text-align: center;">Area where the staff or student was located to be cleaned/sanitized.</p> </div> </div>	<p style="text-align: center;">Student or Staff identified with symptoms NOT consistent with COVID-19</p> <p style="text-align: center;">⇓</p> <p style="text-align: center;">Assess using normal school illness policies</p> <p style="text-align: center;">⇓</p> <p style="text-align: center;">Return-To-School Strategy (page 8-9) to be followed</p>

# Return to School Strategy

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

The decision to return to school will be based on the individual's health status.

**“The CDC recommends testing for people with any signs or symptoms of COVID-19 and for all close contact to persons with COVID-19”.** (CDC. Dec. 30, 2020)

## **Symptomatic student with no increased risk of exposure to the virus that causes COVID-19**

You can be around others after:

- at least 10 days isolation since symptoms first appeared **and**
- At least 24 hours have passed since last fever without fever reducing medications
- Other symptoms of COVID-19 (e.g., Cough, shortness of breath) are improved\*
- Most people do not require testing to decide when they can be around others; however, if your healthcare provider recommends testing, they will let you know when you can resume being around others based on your test results.
- Symptoms must improve significantly.

## **Symptomatic student who has had close contact with a person infected with COVID-19**

- Isolate for 10 days since symptoms first appeared
- 24 hours must pass without fever or fever reducing medication
- Symptoms must improve significantly

\* Loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation

## **I tested positive for COVID-19 but had no symptoms**

- After 10 days have passed since you had a positive viral test for COVID-19
- Most people do not require testing to decide when they can be around others; however, if your healthcare provider recommends testing, they will let you know when you can resume being around others based on your test results.
- If you develop symptoms after testing positive, follow the guidance above for “I think or know I had COVID-19, and I had symptoms.”

## **I was severely ill with COVID-19 or have a severely weakened immune system (immunocompromised) due to a health condition or medication. When can I be around others?**

- might need to stay home longer than 10 days and up to 20 days after symptoms first appeared.
- Persons who are severely immunocompromised may require testing to determine when they can be around others. Talk to your healthcare provider for more information. A healthcare provider will let you know if you can resume being around other people based on the results of your testing.
- Your doctor may work with an infectious disease expert or your local health department to determine whether testing will be necessary before you can be around others.
- At least 25 hours since last fever without fever reducing drugs
- Improvement of symptoms (eg., cough, shortness of breath)

While children have been less affected by COVID-19, children can be infected and become severely ill. Children with underlying conditions are at a greater risk for severe illness when compared to children without underlying conditions. Some of the underlying conditions area:

- Sickle cell disease
- severe neurologic disorders
- Kidney disease
- Asthma
- Diabetes
- Chronic lung disease
- Heart disease

## **Quarantine Guidelines for Anyone Not Vaccinated against COVID-19 Who Has Been exposed to a Person- Including Family members-with COVID-19**

- If you **live in a congregate setting, such as a group home**, you should remain in quarantine for the full 14 days since your last known exposure, even if you remain asymptomatic.
- If you **do not live in a congregate setting, you may test out of quarantine any day after 7 full days have passed** since your most recent exposure occurred, and if you full fill all THREE of the following criteria:
  - ❑ Do not experience any symptoms during your monitoring period
  - ❑ **Are tested** for COVID-19 using the PCR antigen test. The specimen for the test should not be collected before day 5 of your quarantine period.
  - ❑ Even if you receive a **NEGATIVE RESULT** you may not discontinue quarantine until you have completed a minimum of 7 full days since your most recent exposure.
- **If you are unable to be tested for COVID-19 during your quarantine period, you may discontinue quarantine any day after day 10 if you do not experience any symptoms during your monitoring period.**
- If you discontinue quarantine prior to 14 days, you should continue to monitor your health and follow mitigation strategies until 14 days after your recent exposure and **isolate immediately if symptoms develop.**
- Watch for fever (99-100.4 degrees Fahrenheit), cough, shortness of breath, blue lips.

## **Quarantine for Vaccinated Individuals**

**If you are fully vaccinated for COVID-19 with an exposure to someone with suspected or confirmed COVID-19 and you are NOT an inpatient or resident in a healthcare facility, you are NOT required to quarantine if you meet all three criteria below:**

- Are fully vaccinated for COVID-19 (i.e., it has been more than two weeks since you received your second dose in a two dose series, or greater than 2 weeks since you received one dose in a single dose vaccine).
- It has been less than 3 months since you were fully vaccinated.
- Do not experience any symptoms since your current COVID-19 exposure.

If you meet these three criteria which means you do not need to quarantine, you should still monitor yourself for symptoms of COVID-19 for 14 days after suspected or confirmed exposure. **If you do NOT meet all 3 of the**

**above criteria, you should follow quarantine guidance in the section “quarantine for Individuals Not Vaccinated against COVID-19).**

### **Considerations During Quarantine**

- If possible, stay away from other people living in your home, especially those who are at high risk for getting very sick from COVID-19.
- When you are contacted by public health, enroll in active monitoring. You will report your temperature and any symptoms to the Georgia Department of Public Health each, either by responding to a text message or calling 1-888-357-0169.
- If you have not been contacted by public health, but feel that you have been exposed to COVID-19, please call 1-888-357-0169.

### **COVID-19 Testing**

You should obtain a test for COVID-19 at least once during your quarantine. The test should be a diagnostic test (PCR or antigen). The sample should not be collected before the 5th day of your quarantine and no more than 5 days before the planned end of your quarantine period. Remember you cannot leave quarantine before 7 full days have passed since you last exposure. You should obtain a test earlier in your quarantine if you experience any of the following symptoms:

- Fever (>100.4 degrees fahrenheit)
- Cough
- Shortness of breath or difficulty breathing
- fatigue
- Muscle Or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- nausea or vomiting
- Diarrhea



## Travel Guidelines per CDC

There is ongoing transmission of novel coronavirus within the [United States](#) and in [destinations](#) throughout the world. Travel increases your chance of getting and spreading COVID-19. **Staying home is the best way to protect yourself and others from COVID-19.**

You may have been exposed to COVID-19 on your travels (domestic and/or international). You may feel well and not have any symptoms, but you can be contagious without symptoms and spread the virus to others. You and your travel companions (including [children](#)) pose a risk to your family, friends, and community for 14 days after you were exposed to the virus. Regardless of where you traveled or what you did during your trip, take these actions to protect others from getting sick:

- When around others, [stay at least 6 feet](#) (about 2 arms' length) from other people who are not from your household. It is important to do this everywhere, both indoors and outdoors.
- Wear a [mask](#) to keep your nose and mouth covered when you are outside of your home, and including when using [public transportation](#).
- [Wash your hands](#) often or use hand sanitizer.
- Watch your health and look for [symptoms of COVID-19](#). Take your temperature if you feel sick.

Follow [state, territorial, tribal](#) and local recommendations or requirements after travel.

### Higher Risk Activities

Some types of travel and activities can put you at higher risk for exposure to COVID-19 (see list below). If you participated in higher risk activities or think that you may have been exposed before or during your trip, take extra precautions (in addition the ones listed above) to protect others for 14 days after you arrive:

1. Stay home as much as possible.
2. Avoid being around people at [increased risk for severe illness from COVID-19](#).
3. Consider getting [tested](#) for COVID-19.

### What activities are considered higher risk?

Here are examples of activities and situations that can increase your risk of exposure to COVID-19:

- Being in an area that is experiencing high levels of COVID-19, including destinations with a Level 3 Travel Health Notice. You can check the [Travel Health Notices](#) for recommendations for places you have traveled, including [foreign countries and U.S. territories](#). You can also check [states, counties, and cities](#) to determine if these areas are experiencing high levels of COVID-19.
- Going to a [large social gathering](#) like a wedding, funeral, or party.
- Attending a mass gathering like a sporting event, concert, or parade.
- Being in crowds – for example, in restaurants, bars, airports, bus and train stations, or movie theaters.
- Traveling on a cruise ship or river boat.

If you know that you were exposed to someone with COVID-19, postpone further travel. Even without symptoms, you can spread COVID-19 to other people on your journey.

### Check Travel Restrictions

State, local, and territorial governments may have travel restrictions in place, including testing requirements, stay-at-home orders, and [quarantine](#) requirements upon arrival. Follow state, local, and territorial travel restrictions. For up-to-date information and travel guidance, check the [state, territorial, tribal](#) and local health department where you are, along your route, and where you are going. Prepare to be flexible during your trip as restrictions and policies may change during your travel.

If traveling internationally or across international borders, check with the destination's Office of Foreign Affairs or Ministry of Health or the [US Department of State, Bureau of Consular Affairs, Country Information](#) for details about entry requirements and restrictions for arriving travelers, such as mandatory testing or [quarantine](#). Local policies at your destination may require you to be tested for COVID-19 before you are allowed to enter the country. If you test positive on

arrival, you may be required to [isolate](#) for a period of time. You may even be prevented from returning to the United States, as scheduled.

## Before You Travel

Before you travel, consider the following:

- **Is COVID-19 spreading at your destination?**

The more cases at your destination, the more likely you are to get infected during travel and spread the virus to others when you return.

- [Check Each State's Cases in the Last 7 Days](#)

- [Travel Recommendations for Destinations Around the World](#)

- **Do you live with someone who might be [at increased risk for severe illness from COVID-19](#)?**

If you get infected while traveling, you can spread the virus to loved ones when you return, even if you don't have symptoms.

- **Are you [at increased risk for severe illness from COVID-19](#)?**

Anyone can get very ill from the virus that causes COVID-19, but older adults and people of any age with certain underlying medical conditions are at [increased risk for severe illness](#) from COVID-19.

- **Does your destination have requirements or restrictions for travelers?**

Some state, local, and territorial governments have requirements, such as requiring people to wear masks and requiring those who recently traveled to stay home for up to 14 days. Check [state](#), [territorial](#), [tribal](#) and local public health websites for information before you travel. If you are traveling internationally, check the destination's Office of Foreign Affairs or Ministry of Health or the [US Department of State, Bureau of Consular Affairs, Country Information page external icon](#) for details about entry requirements and restrictions for arriving travelers, such as mandatory testing or [quarantine](#).

## Holiday Travel

Find out how to keep yourself and your family safer when you celebrate fall and winter holidays.

If you are planning to travel for an upcoming holiday, see CDC's information about Holiday Celebrations.

## If You Travel

During your trip, take steps to [protect yourself and others](#) from COVID-19:

- Wear a [mask](#) to keep your nose and mouth covered when in public settings, including on [public transportation and in transportation hubs such as airports and stations](#).
- Avoid close contact by [staying at least 6 feet apart](#) (about 2 arms' length) from anyone who is not from your household.
- [Wash your hands](#) often or use hand sanitizer (with at least 60% alcohol).
- Avoid contact with anyone who is sick.
- Avoid touching your eyes, nose, and mouth.

Traveling Abroad? Check CDC's [COVID-19 Travel Recommendations by Destination](#) before planning your trip.

## Considerations for Types of Travel

Travel increases your chances of getting and spreading COVID-19. Your chances of getting COVID-19 while traveling also depend on whether you and those around you take steps to protect yourself and others, such as wearing masks and staying 6 feet away from people outside your household ([social distancing](#)). Airports, bus stations, train stations, and rest stops are all places travelers can be exposed to the virus in the air and on surfaces. These are also places where it can be hard to [social distance](#). In general, the longer you are around a person with COVID-19, the more likely you are to get infected.

### Air travel

Air travel requires spending time in security lines and airport terminals, which can bring you in close contact with other people and frequently touched surfaces. Most viruses and other germs do not spread easily on flights because of how air

circulates and is filtered on airplanes. However, social distancing is difficult on crowded flights, and sitting within 6 feet of others, sometimes for hours, may increase your risk of getting COVID-19.

Also consider how you get to and from the airport, as [public transportation and ridesharing](#) can increase your chances of being exposed to the virus.

### **Bus or train travel**

Traveling on buses and trains for any length of time can involve sitting or standing within 6 feet of others, which may increase your risk of getting COVID-19. If you choose to travel by bus or train, learn what you can do to [protect yourself on public transportation](#).

### **Car travel**

Making stops along the way for gas, food, or bathroom breaks can put you and your traveling companions in close contact with other people and frequently-touched surfaces.

### **RV travel**

You may have to stop less often for food or bathroom breaks, but RV travel usually means staying at RV parks overnight and getting gas and supplies at other public places. These stops may put you and those with you in the RV in close contact with others.

Learn more about how to [protect yourself from COVID-19 on different types of transportation](#)

## **Tips to avoid getting and spreading COVID-19 in common travel situations:**

### **In public:**

- Wear a [mask](#) in public settings, [including on public transportation and in transportation hubs such as airports and stations](#).
- [Stay at least 6 feet](#) (about 2 arms' length) from anyone who is not from your household.

### **Bathrooms and rest stops:**

- Wash your hands with soap and water for at least 20 seconds after using the bathroom and after you have been in a public place.
- If soap and water are not available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.

### **Getting gas:**

- Use disinfecting wipes on handles and buttons at the gas pumps before you touch them (if available).
- After fueling, use a hand sanitizer with at least 60% alcohol. When you get to your destination, wash your hands with soap and water for at least 20 seconds.

### **Hotels and accommodations:**

- See [advice for traveling overnight](#).

### **Food stops:**

- The safest option is to bring your own food. If you don't bring your own food, [use drive-through, delivery, take-out, and curbside pick-up options](#).

## **What to Do if You Get Sick After Travel**

If you get sick with fever, cough, or other [symptoms of COVID-19](#):

- [Stay home and take other precautions](#). Avoid contact with others until it's safe for you to [end home isolation](#).
- Don't travel when you are sick.
- You might have COVID-19. If you do, know that most people are able to recover at home without medical care.
- **Stay in touch with your doctor.** Call before you go to a doctor's office or emergency room and let them know you might have COVID-19.
- **If you have [an emergency warning sign](#) (including trouble breathing),** get emergency medical care immediately.
- **If you live in close quarters with others, take [additional precautions](#) to protect them.**

**If you have a medical appointment that cannot be postponed, call your doctor's office** and tell them you have or may have COVID-19. This will help the office staff protect themselves and other patients.

# ACADEMICS

For most schools around the country, there are three reopening scenarios: 1) The Hybrid Model 2) Distance Learning or 3) Life Before COVID-19. The leadership team will reassess the situation and modify learning plans every nine weeks. Families will be notified as soon as possible to prepare for any and all changes.

## Option #1 – The Hybrid Model:

The hybrid model is a combination of distance learning and face to face instruction. Students have the opportunity to receive instruction for two days on campus and three days digitally. To minimize the spread of COVID-19, we will stagger enrollment to decrease class sizes. For example, students will be split into two groups: (Groups A and B). Each day, one half the population will receive in person instruction while the other half receives instruction online. Friday instruction will also be online. The school day will begin at 8:15am. Parents must arrive no later than 8:09am. Students will be dismissed by noon to prevent the spread of the virus as well as allow clean up to prepare for the next school day. As an option, students who are not able to attend live lessons will have access to recorded lessons on the learning management system.

SAMPLE HYBRID MODEL SCHEDULE						
GRADE	1.8:15-8:45	2.9:00-9:30	3.9:45-10:15	4.10:30-11:00	5.11:15-11:45	FRIDAYS
K-1	ELA/MATH	JLA	JMATH	FLEX	CL/ART	RTI
K-2	FLEX	ELA/MATH	JLA	JMATH	CL/ART	Art
1-1	JLA	JMATH	ELA/SS	J-MATH	MATH/SCI	Music
1-2	JLA/JSOL	MATH/SCI	JMATH	ELA/SS	JMATH	PE
2-1	JLA	ELA/SS	MATH/SCI	JMATH	JMATH	RTI
2-2	JLA/JSOL	JMATH	ELA/SS	MATH/SCI	JMATH	Art
3	MATH/SCI	JMATH	JLA/SJOL	ELA/SS	JMATH	Music
4	JLA/JSS	JMATH/JSC I	ELA//SS	MATH/SCI	ELA/SS	PE
5	MATH/SCI	MATH/SCI	JLA/JSS	ELA/SS	JMATH/SCI	RTI

**Note 1 (Hybrid Model):** Siblings will be grouped together.

**Note 2 (Hybrid Model):** Families who feel insecure about on campus instruction may choose to log-in five days per week. Either way, following a consistent schedule for your child is highly encouraged.

**Note 3 (Hybrid Model and Distance Learning):** ESOL, Gifted, and Special Ed services will be provided throughout the week .

**Option #2 - Distance Learning:**

In the distance learning model, all instruction is conducted online. Students will be provided a scheduled time to meet with their teachers to receive live instruction. As an option, students who are not able to attend live lessons will have access to recorded lessons on the learning management system.

<b>SAMPLE DISTANCE LEARNING PROGRAM SCHEDULE</b>
<b>7:45 - 8:00 Breakfast</b>
<b>8:15 - 12:00 Online Instruction w/Teachers</b>
<b>12:00 - 12:30 Lunch</b>
<b>12:30 - 1:00 Recess/Fresh Air Time (go for a walk or run)</b>
<b>1:00 - 1:30 Art, PE, or Music w/Parents (every 3 days)</b>
<b>1:30 - 2:30 Flex Learning Time</b> <ul style="list-style-type: none"><li>• read aloud or silently</li><li>• Use online platform (IXL, Imagine Learning, Reading Plus) or play a board game&gt;</li></ul>

**Note 3 (Hybrid Model and Distance Learning):** ESOL, Gifted, and Special Ed services will be provided throughout the week

**Option #1 and Option #2**

Attendance Note: Students will submit daily assignments to be counted as present for each school day by 8 pm.

**Option #3 - Traditional Learning:**

In the traditional learning model, students receive instruction face to face on the school campus. School hours and campus activities may return to normal (life before COVID-19) depending on recommendations from CDC and school officials.

<b>ICAGeorgia Daily Schedule (Traditional)</b>	
Early Arrival	From 7:30am
Carpool drop-off	From 7:45am
Tardy Bell	At 8:10am
Dismissal Begins (M-R)	At 2:45pm
Dismissal Begins (Fri)	At 2:00pm
Late Pickup Fee Begins (M-R)	At 3:15pm
Late Pickup Fee Begins (Fri)	At 2:00pm

# OPERATION

Level of Community Spread	<b>SUBSTANTIAL SPREAD LEVEL 1</b>	<b>MINIMAL/ MODERATE SPREAD LEVEL 2</b>	<b>LOW/ NO SPREAD LEVEL 3</b>
Instruction Models	Distance Learning	Hybrid or In-School	
<b>ARRIVALS</b> (Level 2—7:45AM TO 8:09AM) (Level 3—7:30AM TO 8:09AM)	<b>SCHOOL BUILDINGS CLOSED</b>	<ul style="list-style-type: none"> <li>● <b>AT-HOME TEMPERATURE CHECK</b> <ul style="list-style-type: none"> <li>○ Before leaving home, please check your child’s temperature. If your child has a fever of 100.4F or higher, please keep your child at home and contact the main office via email.</li> <li>○ If your child suffers from asthma or any other upper respiratory illnesses, please contact the school nurse to discuss the necessary steps to take.</li> </ul> </li> <li>● <b>CARPOOL-LINE TEMPERATURE SCREENING</b> <ul style="list-style-type: none"> <li>○ Upon arrival at ICAGeorgia, all families drive up in the carpool lane. <u>STUDENTS AND FAMILIES MUST REMAIN IN YOUR CARS UNTIL BEING SCREENED FOR TEMPERATURE BY ICAGEORGIA STAFF.</u></li> </ul> </li> <li>● <b>ENTERING SCHOOL BUILDINGS</b> <ul style="list-style-type: none"> <li>○ Students will go directly to their designated classrooms after temperature and symptoms check are cleared.</li> <li>○ Masks or face coverings for students are required. Teachers and Staff are required to wear a mask or face coverings.</li> <li>○ If your child cannot wear a mask or face coverings due to health complications, a parent/guardian must notify the school nurse in advance.</li> </ul> </li> </ul>	
<b>ATTENDANCE/TARDY</b>	<ul style="list-style-type: none"> <li>● Teachers take attendance at the beginning of each period for distance learning.</li> <li>● If students are unable to join zoom classes, they must complete the assignment by 8pm for the attendance to be present.</li> </ul>	<ul style="list-style-type: none"> <li>● Teachers take attendance at the beginning of each period.</li> <li>● If a student is not present in the classroom or online at the time of taking attendance, a student is marked as tardy or absent.</li> <li>● For an excused absence/tardy, a parent must submit the doctor’s note or send a parent note to the office email (<a href="mailto:info@internationalcharteracademy.org">info@internationalcharteracademy.org</a>). Please refer to the Student Handbook for more details.</li> </ul>	

Level of Community Spread	SUBSTANTIAL SPREAD LEVEL 1	MINIMAL/ MODERATE SPREAD LEVEL 2	LOW/ NO SPREAD LEVEL 3
Instruction Models	Distance Learning	Hybrid or In-School	
<b>CLASSROOMS &amp; TRANSITIONS</b>	SCHOOL BUILDINGS CLOSED	<ul style="list-style-type: none"> <li>● Student desks to be placed per social distance guideline.</li> <li>● 9 students at maximum in one classroom</li> <li>● Student desks/chairs and supplies not to be shared as much as possible.</li> <li>● Students remain in their homeroom classroom.</li> <li>● Restroom breaks to be staggered.</li> <li>● Cafeteria and the gym were closed.</li> </ul>	
<b>LUNCH</b>	SCHOOL BUILDINGS CLOSED <ul style="list-style-type: none"> <li>● Free &amp; Reduced Lunch Program is available. Please contact the main office for the information.</li> </ul>	<ul style="list-style-type: none"> <li>● Students are dismissed before lunch time.</li> <li>● Atlanta Lunch Co. is available to deliver brown bag take-home lunches to ICAGeorgia for the families who placed an advanced order online.</li> <li>● If you order the take-home lunch through Atlanta Lunch Co., lunches will be distributed to your students prior to dismissal time.</li> <li>● Water fountains in the school buildings are closed in order to reduce the spread of virus. Please make sure that students bring their own water bottles.</li> <li>● Free &amp; Reduced Lunch Program is available. Please contact the main office for the information.</li> </ul>	
<b>DISMISSALS</b>	SCHOOL BUILDINGS CLOSED	<ul style="list-style-type: none"> <li>● In order to keep the social distance as much as possible, dismissals will be staggered by grades. Please be prompt at your scheduled dismissal times.</li> <li>● For siblings, please pick up at your youngest child's time slot. Ex. If you have Kindergarten and 4<sup>th</sup> grade, please pick up both of your children between 11:45-11:55.               <ul style="list-style-type: none"> <li>➤ 11:45am-11:55am Kindergarten</li> <li>➤ 11:55am-12:00pm 3<sup>rd</sup> grade</li> <li>➤ 12:00pm-12:05pm 1<sup>st</sup> &amp; 4<sup>th</sup></li> <li>➤ 12:05pm-12:10pm 2<sup>nd</sup> &amp; 5<sup>th</sup></li> <li>➤ At 12:10pm Outside After School Care Pick-up</li> </ul> </li> </ul>	

Level of Community Spread	<b>SUBSTANTIAL SPREAD LEVEL 1</b>	<b>MINIMAL/ MODERATE SPREAD LEVEL 2</b>	<b>LOW/ NO SPREAD LEVEL 3</b>
Instruction Models	Distance Learning	Hybrid or In-School	
<b>VISITORS/VOLUNTEERS TO SCHOOL</b>	SCHOOL BUILDINGS CLOSED	<ul style="list-style-type: none"> <li>• Making the advanced appointment is required.</li> <li>• Visitors/volunteers must call the main office (Phone: 770-604-0007) from the parking lot before approaching the school buildings.</li> <li>• Before entering the buildings, all visitors are screened for temperature.</li> <li>• Number of visitors inside the buildings will be monitored.</li> <li>• Visitors are required to wear a mask or face coverings while being inside the buildings</li> <li>• 2 people in the main reception area are allowed to follow social distancing guidelines.</li> <li>• Gathering outside the school buildings is prohibited.</li> </ul>	
<b>AFTER SCHOOL PROGRAM (GENERATION INFOCUS)</b>	SCHOOL BUILDINGS CLOSED	<p>As soon as the school buildings are prepared to open the classrooms to Generation Infocus, their program options are as follows:</p> <ul style="list-style-type: none"> <li>➢ Full time GI student, onsite (spots are limited)</li> <li>➢ Extended day GI student, onsite (spots are limited)</li> <li>➢ Virtual GI students, attending from home (three options)</li> </ul> <p>If families are interested, please contact Generation Infocus directly.</p>	
<b>TEACHERS &amp; STAFF</b>	SCHOOL BUILDINGS CLOSED	<ul style="list-style-type: none"> <li>• At the time of check-in, the temperature screening will be conducted by the central office staff.</li> <li>• If sick, teachers and staff stay home and inform the administrators via email.</li> <li>• Face mask or face covering is required.</li> <li>• Face shield to be provided by the school.</li> </ul>	
<b>CLEANING &amp; DISINFECTING</b>	CLEANING TO BE CONDUCTED BY THE SCHOOL-APPOINTED CLEANING COMPANY	<ul style="list-style-type: none"> <li>• CLASSROOM: after each period, a highly touched surface to be cleaned and disinfected by teachers.</li> <li>• BATHROOM: a team of teachers is scheduled to clean and disinfect the highly surfaced areas throughout the day.</li> <li>• AFTER SCHOOL: school appointed cleaning company cleans and disinfects the classrooms, bathrooms, office, and common areas each day.</li> </ul>	



# COMMUNICATION

ICAGeorgia families' safety is paramount. It is critical for the school to be able to contact parents/guardians. The school has the parents'/guardians' current address and home, cellular, and business telephone numbers. Emergency contact persons/guardians and their telephone numbers are needed in case a parent/guardian cannot be reached. This information is required at the time of registration and whenever a change occurs with the parents'/guardians' address, telephone or emergency contact information.

The school informs its stakeholders for emergency announcement and changes in instructional models due to the pandemic.

The school announcement will be made via the following media tools:

- ICAGeorgia website: [www.internationalcharteracademy.org](http://www.internationalcharteracademy.org)
- School-wide email
- ICAGeorgia official Facebook page: <https://www.facebook.com/internationalcharteracademyofgeorgia>

# MEDICAL

## **PREPARATION FOR BACK-TO-SCHOOL:**

- Practice washing hands per CDC guidelines at home
- If your child suffers from asthma or any other upper respiratory illnesses, please contact the school nurse to discuss the necessary steps to take.

## **RECOGNIZE SIGNS AND SYMPTOMS:**

- Daily temperature screenings will be conducted at the beginning of the school day, and this will include both students and staff.
- Symptom screenings will be conducted, by the nurse, for anyone exhibiting COVID-19 symptoms. Anyone who exhibits symptoms will be immediately isolated and sent home or the hospital depending on the severity of the symptoms.

## **BEHAVIORS TO REDUCE SPREAD:**

- If you or your child are sick or has had close contact with a person with COVID-19 or has tested positive, please remain at home and seek medical care.
- Face coverings/masks may be challenging for students (especially the younger students), however they should be worn by students and staff especially when distancing is difficult.
- Our students should be educated by parents and teachers about the severity of contracting the virus in order to understand that hugging and touching each other and or staff is no longer a healthy practice.

## **WHEN A STUDENT, STAFF MEMBER OR VISITOR BECOMES SICK AT SCHOOL**

- Working with a school nurse, the individual will be sent to an isolation room or area to separate anyone who exhibits COVID-like symptoms.
- If temperature registers at 99 degrees Fahrenheit, the school nurse will monitor the individual and recheck temperature two hours later to determine if the individual still has a fever.

## **EMOTIONAL SUPPORT**

- Emotional support is available for all ICAGeorgia families. Please contact the School Nurse.

## **What should I do if my child exhibits symptoms?**

Contact your doctor, a local public health clinic, or the local board of health. The Georgia Department of Public Health is currently advising that individuals who have traveled from affected countries/areas in the past 14 days and have a fever, cough, or difficulty breathing should seek medical care, and should contact their healthcare provider and inform them of their travel history before going in.

# FAQs

## ACADEMICS

**Q1. Is 3 ½ hours an adequate amount of time to allow students to learn?**

A1. The teaching schedule is temporary, the morning hours will focus on core content areas. In addition to the schedule, students will receive online subscriptions to IXL.com, Lexia, and Reading Plus to review and practice skills. Finally, they will have access to Miraseed for Japanese instructional material. The leadership team will continuously review the schedule and make the necessary adjustments.

**Q2. When will parents receive notification of our child’s schedule and the days required to attend school?**

A2. The team is currently working with Operations to stagger enrollment. The teachers will be contacting parents and releasing information about students that are in groups A and B.

**Q3. Will there be pre-recorded sessions for children?**

A3. Yes. If teachers determine that the posting of their live lessons is necessary, the sessions will be posted on Google Classroom for the students who would like to go back to the lesson later.

**Q4. Do students have to wear uniforms for online class as well while they are at home?**

A4. When students are learning online, they can decide what to wear. When coming to school, uniforms are required.

**Q5. Which app will be used for teaching online?**

A5. ICAGeorgia uses Google Classroom for live virtual classes.

**Q6. Can parents decide to have online class or in school daily?**

A6. Yes. However, if you choose 100% online prior to the term starts, you cannot change it to a hybrid model in the middle of the term. School will email the families and ask you for your preference before the term starts. You also have an option to choose 100% online if you are not comfortable sending your child(ren) to the school.

**Q7. Do we still bring the school supplies on the list to school even if you choose online schooling 5 days per week?**

A7. Please bring English and Japanese classes’ school supplies on the first day you return to the campus.

**Q8. Will there be a Back to School/Curriculum Day on Thursday, July 30th? If yes, virtual or in-person?**

A8. Team Teachers Meet & Greet via Zoom will be scheduled, and ICAGeorgia families will receive a welcome email from your child’s teacher. The email will have the zoom access information for the team teacher Meet & Greet.

**Q9. When do the children get evaluated to determine which Japanese program (JLA/JSOL1/JSOL2) they will be placed in for the 2020/2021 school year?**

A9. Japanese Proficiency Testing took place in September, and the JSOL coordinator is reviewing the results at this time.

**Q10. Can we switch between online 5-days and hybrid (online & face to face) classes?**

A10. Due to classroom’s limited seating availability under the CDC guidelines, families need to stay with the final decision until the end of the term. When you decide to do hybrid, please make sure to come to the school on your scheduled in-person day. If you decide to do hybrid and would like to change it to virtual in the middle of the term, you can do so but please notify the office before making the change. If you decide to do virtual, please stay with virtual until the end of the term.

**Q11. While most local schools are planning full-day learning, I understand that ICAG will end at noon. How do we accomplish the hours/days required by the State?**

A11. Our schedule meets the hours and days required by the Georgia Department of Education.

**Q12. My concern for returning to school would be to have my child to be placed on Monday/Wednesday remote days due to my work schedule.**

A12. We understand that full-time working parents may have a conflicting schedule. If you have a specific request now, please email your request to the main office at [info@internationalcharteracademy.org](mailto:info@internationalcharteracademy.org) or speak to your child's teacher.

**Q13. The Hybrid Model (Option #1) - For the 2 days of on-campus instruction – please clarify - will there be digital instruction in the afternoon or does the school day end at noon on those 2 days? (i.e., there will be no classes after 12, every day?)**

A13. We provide the homework help sessions as an optional afternoon program.

**Q14. My son will be entering the 2<sup>nd</sup> grade. Will it be possible to see a more detailed curriculum / learning plan than the sample hybrid schedule provided in the ICAG Family Reopening Letter?**

A14. The curriculum will be shared via e-mail in the monthly classroom newsletter from your child's teacher.

**Q15. Will ICAG provide culturally sensitive training and/or resources to teachers and staff on how to talk to and support children during this pandemic?**

A15. We are looking into providing necessary support for our community.

**Q16. Will the digital learning schedule be synchronous learning or is it flexible?**

A16. Yes, the distance learning and in-person class will be synchronous learning.

## **OPERATIONS**

**Q1. Will specific details be available for policies and practices that are put in place to limit the spread?**

A3. Yes, please review the Operations and the Medical pages in this booklet. Please know that the safety of ICAGeorgia families is our priority.

**Q2. Are the Student Supply Lists up to date on the school website?**

A2. Yes the lists have been uploaded on the school website.

**Q3. Are we going to have a Fall Picture Day?**

A3. As soon as it is decided, we will send you an update.

**Q4. Can Parents come into the building (classroom) with children? Or only drop off options on the first day of school?**

A4. Due to the safety of our children and staff, parents will not be allowed to enter classrooms. Drop off only at this time.

**Q5. Was parental input solicited and considered when this decision was made? If so, how did that occur?**

A5. The leadership team utilized all stakeholder data to determine the best solution for the safety of the students at this time.

**Q6. Is there any chance that the hybrid model might change before the school starts? The hybrid schedule does not fit into our work/family schedule.**

A6. Students' safety is our priority. Currently, ICAG will continue monitoring and make a decision per data to ensure everyone's health and safety.

**Q7. What specific procedures/steps will ICAG take if a staff member or student shows symptoms of COVID-19?**

A7. Please refer to the Medical section of this booklet.

**Q8. What changes and modifications, if any, have been made to the classrooms and other school's facilities to accommodate for social/physical distancing per CDC recommendations (e.g., space seating/desks at least 6 feet apart when feasible)?**

A8. We have placed the CDC guideline posters regarding the hand-washing, mask/face covering, social distancing, etc. in the high traffic areas in both buildings. Acrylic dividers have been placed at the front desk. Face shields, no-touch thermometers, gloves, face masks have been ordered and received. Hand wipes, disinfecting wipes and sanitizing gels are available in the common areas and in each classroom.

**Q9. Please describe or provide protocol for cleaning and disinfecting.**

Teachers and staff will clean and disinfect the highly touched surfaces areas throughout the day. After hours, the cleaning crew will deep-clean and disinfect the building each day.

## **AFTERSCHOOL PROGRAM**

**Q1. Will there be after school care available?**

A1. We are in the process of discussing options with Generation Focus for after school care.

**Q2. Are there any childcare centers willing to pick up from school?**

A2. Yes. In addition to our on-site provider, Generation Infocus, we have a couple of local childcare centers come to pick up our students. Please contact the main office for the list of childcare centers if interested.

**Q3. Is anyone communicating about having camps for the days kids are not in school?**

A3. Students have 2 days of face to face instruction and 3 days of distance learning per week. Under the Georgia Department of Education policy, attendance is required. There has been no discussion about day camps.

**Q4. Is there anything available for parents who may not be able to afford the additional cost of childcare?**

A4. It would be best to research any options for childcare, but there is an option for 100% distance learning.

**Q5. Wondering if an afterschool program will be offered and lunch?**

A5. Our school's lunch catering company, Atlanta Lunch Co., will have an option to provide take-home brown bag lunch options. As soon as we have more updates, we will share it with the community.

# RESOURCES

## Planning

CDC COVID 19: Considerations for Schools

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

COVID-19 Federal and State Resources for Schools Portal

<https://www.ed.gov/coronavirus>

FEMA Continuity Plan Template & Instructions for Non-Federal Entities and Community-Based Organizations

<https://www.fema.gov/media-library-data/1389194640607-1a5f9a6d6557846f6e5924eea089f798/Non+Federal+Continuity+Plan+Template+and+Instructions.pdf>

Implementing Safety Practices for Critical Infrastructure Workers Exposed to COVID-19

<https://www.cdc.gov/coronavirus/2019-ncov/community/critical-workers/implementing-safetypractices.html>

U.S. DOE COVID-19 Information and Resources for Schools and School Personnel

<https://www.ed.gov/coronavirus>

National School Boards Association (NSBA) Coronavirus Resources

<https://nsba.org/Resources/coronavirus>

National School Boards Association Center for Safe Schools

<https://www.nsba4safeschools.org/home>

## Physical, Psychological & Behavioral Health

National Association of School Psychologists Health Crisis Resources

<https://www.nasponline.org/resources-and-publications/resources-and-podcasts/school-climate-safety-andcrisis/health-crisis-resources>

American School Counselor Association (ASCA)

<https://www.schoolcounselor.org/>

Georgia School Counselor Association

<https://www.gaschoolcounselor.org/>

National Association of School Nurses

<https://www.nasn.org/home>

Coalition to Support Grieving Students

<https://grievingstudents.org/>

American Academy of Pediatrics

<https://www.aap.org/en-us/Pages/Default.aspx>

American Academy of Pediatrics-Novel Coronavirus

<https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/>

## **Physical Plant/Facilities**

CDC Recommendations for Cleaning and Disinfecting Facilities

<https://www.cdc.gov/coronavirus/2019-ncov/community/reopen-guidance.html>

USDA Food Service Guidelines in Response to COVID-19

<https://www.fns.usda.gov/disaster/pandemic/covid-19>

Association of Physical Plant Administrators (APPA) COVID-19 Resources & Guidelines

<https://www.appa.org/covid19-resources-and-guidelines/>

Georgia Association of School Facilities Administrators (GASFA)

<https://gasfa.org/>

National Association for Pupil Transportation

<https://www.napt.org/>

Georgia Association of Pupil Transportation (GAPT)

<https://www.gaptonline.org/>

## **Communications**

Georgia School Public Relations Association

<https://www.gspra.org/>

Managing Emergency Communications, Alerts, and Warnings /Notifications

<https://rems.ed.gov/ResourcesAlertsCommAndWarnings.aspx>

CDC Crisis and Emergency Risk Communication

<https://emergency.cdc.gov/cerc/>

Public Wi-Fi locations in Georgia

<https://georgia-dca.maps.arcgis.com/apps/webappviewer/index.html?id=5fed233c11c9417b940d93d8c0b68498>

## **Guidance**

Georgia School Counselor Association

<https://www.gaschoolcounselor.org/>

Missouri School Boards' Association Center for Education Safety

<https://www.mosba.org/safety-task-force/>

Missouri School Boards' Association Resources for COVID-19 Pandemic

<https://ams.embr.mobi/Documents/DocumentAttachment.aspx?C=ZfON&DID=GJGDM>

National Education Association's School Crisis Guide

<http://www.nea.org/assets/docs/NEA%20School%20Crisis%20Guide%202018.pdf>

Georgia School Pandemic Guide

[https://www.gadoe.org/schoolsafetyclimate/Documents/Georgia%20DOE%20Information%20for%20Pandemic%20Planning\\_March%202%202020.pdf](https://www.gadoe.org/schoolsafetyclimate/Documents/Georgia%20DOE%20Information%20for%20Pandemic%20Planning_March%202%202020.pdf)

U.S. Equal Employment Opportunity Commission

<https://www.eeoc.gov/coronavirus>

## **State & Federal Agencies**

Georgia Department of Education

<https://www.gadoe.org/Pages/Home.aspx>

Georgia Department of Education COVID-19

<https://www.georgiainsights.com/coronavirus.html>

State Charter Schools Commission of Georgia

<https://scsc.georgia.gov/>

State Charter Schools Foundation of Georgia

<https://scsfga.org/>

Georgia Department of Mental Health

<https://dbhdd.georgia.gov/>

Crisis Contacts

<https://www.georgiainsights.com/crisis-contacts.html>

Georgia's COVID-19 Hotline

844-442-2681

Georgia Department of Public Health

<https://dph.georgia.gov/>

Georgia Emergency Management and Homeland Security Agency (GEMA/HS)

<https://gema.georgia.gov/>



Readiness & Emergency Management for Schools Technical Assistance Center (REMS TA)  
<https://rems.ed.gov/>

U.S. Centers for Disease Control (CDC)  
<https://www.cdc.gov/>  
<https://www.cdc.gov/coronavirus/2019-nCoV/index.html>  
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/index.html>

U.S. Department of Homeland Security (DHS)  
<https://www.dhs.gov/>

U.S. Federal Emergency Management Agency (FEMA)  
<https://www.fema.gov/>

U.S. Department of Homeland Security-School Safety  
<https://www.schoolsafety.gov/>

U.S. Department of Education  
<https://www.ed.gov/coronavirus>