



## GEORGIA PREPARATORY SCHOOL RETURN:

### RESPONDING TO COVID-19

We are excited about welcoming our new and returning families to the first day of school on August 10, 2020.

We understand that schools play a vital role in children's development and overall well-being. Our goal is to maintain the health, safety and mental wellness of our entire student population while providing nurturing and academic rigor to our school environment.

We recognize that we cannot know the specific health and wellness challenges each of our families faces, and we understand that it will be impossible for us to meet the needs of every student. Therefore, we will support parents who choose to keep their children home. We ask that families work in concert with their physicians to determine whether a child will attend school in person.

A safe reopening amid the COVID-19 pandemic will require the full commitment of every member of our school. We expect our faculty, staff, and parents to lead by example, modeling proper behavior and good judgement for the children in our care. We understand that there are risks involved in reopening and that it may be impossible to prevent a case of COVID-19, but we can help prevent its spread by closely monitoring the situation and abiding by certain protocols.

We ask for patience, understanding and flexibility as we navigate ever-changing circumstances, and we thank you in advance for your cooperation.

### OUR SHARED COMMITMENT

A safe return to school requires universal cooperation and commitment. Georgia Prep takes seriously the health risks associated with COVID-19 and expects —students, parents, faculty, and staff—to do the same.

We ask that all students, faculty, staff, and members of their households answer the following questions before arrival each day:

<b><i>FEVER?</i></b>	<b><i>FEELING SICK?</i></b>	<b><i>FACE COVERING?</i></b>
Individuals with a temperature over 100.4 F are not permitted in the building. Medication may not be given to reduce or mask a fever.	Individuals exhibiting any symptoms of illness are not permitted in the building.	Individuals must wear face coverings. Do not leave home without it!

## OUR PLAN FOR REMOTE LEARNING

We understand that the spread of COVID-19 may necessitate a move to remote learning, at least for some period. Should that be the case, our faculty and staff are prepared to make the transition to virtual learning, as we did this past March, using Zoom as our primary platform for communication.

## OUR PROCEDURES & PROTOCOLS

	<p><b><u>CAMPUS VISITORS</u></b> Our primary focus must be the safety and well-being of our students, faculty, and staff. Therefore, we will limit on-campus visitors to those with appointments and essential workers. All approved visitors must check in at the front desk for temperature checks. Parents, grandparents, and friends may not visit or volunteer in the classroom. We will reevaluate this policy on a month-to-month basis.</p>
	<p><b><u>CLEANING</u></b> Georgia Prep already had continuous cleaning protocols in place prior to COVID-19. This meant that the building was not only cleaned overnight but also during the school day. We are implementing further measures in accordance with CDC recommendations and each classroom will contain sanitizing materials, wipes, and soap.</p>
	<p><b><u>CONTACT TRACING</u></b> Office administration will maintain close contact with the Georgia Department of Health and follow DPH guidelines as they maintain student health information and monitor absences. Individuals will be notified of possible exposure to illness and/or cases of COVID-19 should they or their student(s) be impacted. We will maintain patient confidentiality per HIPAA.</p>
	<p><b><u>DAILY TEMP CHECKS</u></b> Individuals who enter campus must have their temperature taken. Students, faculty, and staff exhibiting symptoms of illness must stay home. Individuals with a temperature over 100.4 F are not permitted in the building, and medication may not be given to reduce or mask a fever. Employees and families are asked to make temperature checks part of their daily morning routines and to attest to the fact that they are temperature-free before departing for school. Temperatures will be taken daily before entering the building. In addition, we will conduct random temperature checks. Those showing a fever will be sent home immediately. Individuals must be fever- and symptom-free for 48 hours with written release from a physician before returning to school.</p>
	<p><b><u>FOOD SAFETY &amp; DINING</u></b> Students will need to provide their own lunch. Items should be carried in a lunch bag/box or disposable paper bag. Microwaves will be available for heating food. Students will dine in their classrooms; Middle School students will eat lunch at distanced tables in the cafeteria. All eating surfaces will be cleaned and sanitized before and after lunch.</p>
	<p><b><u>GATHERINGS</u></b> Large gatherings such as student assemblies will take place via Zoom or in spaces that allow for social distancing. In spaces where students typically congregate (gymnasium or cafeteria), the number of students allowed in those spaces will be limited.</p>
	<p><b><u>HEALTHY HABITS</u></b> Staff, students, vendors will commit to remaining at home if they show any signs of illness—including but not limited to fever, chills, cough, shortness of breath, difficulty breathing, fatigue, muscle aches, headache, loss of taste or smell, sore throat, congestion, nausea, vomiting and diarrhea. Students, faculty, and staff will also commit to practicing good hygiene, including: Wearing required face coverings when entering or exiting the facility. Masks should remain worn in classrooms until air purifiers have maintained clean air. Students may also remove masks when eating. Faculty and staff will be provided masks or may elect to provide their own masks. Students must provide their own face coverings and should always carry at least one back-up covering with them. Disposable masks should be thrown away after each use; cloth masks should be washed frequently.</p>

	<p>Thorough hand washing. Hands should be washed with soap and water for at least 20 seconds as often as possible but always before and after using the toilet; before touching your eyes, nose or mouth; before and after eating; after sneezing, coughing or using a tissue; after contact with high-exposure areas such as door handles; before leaving school and upon return home; and between classes.</p> <p>Using hand sanitizers and disposable wipes. Hand sanitizer will be available in every classroom. Students, faculty, and staff are also encouraged to carry their own hand sanitizers and should frequently clean personal cell phones and laptops. Disinfecting wipes and/or sprays will be provided throughout campus as well, but students, faculty and staff are also encouraged to bring their own.</p> <p>Avoiding sharing. Do not share food or drinks; bring a personal, reusable water bottle that is cleaned thoroughly each day. In addition, students are encouraged to bring their own laptops and/or tablets to school to minimize the sharing of technological devices.</p>
	<p><u>HIGH-RISK INDIVIDUALS</u> We understand that students and/or members of their households may be documented to be medically fragile, and we are committed to taking steps to ensure the health and safety of those individuals. If someone in your household is at high risk, you are welcome to report that information to the administration staff. Our team will maintain a confidential list of those at high risk and be sensitive to varying circumstances and concerns.</p>
	<p><u>REPORTING A CASE</u> To ensure the health and safety of the entire school, all positive cases of COVID-19 should be reported to the school. Positive cases in students or parents should be reported to the administration office and Principal. An internal reporting structure has been put in place to ensure confidentiality, and the Principal will follow up with individuals reporting a positive case. Individuals will be notified of possible exposure to illness and/or cases of COVID-19 should they or their student(s) be impacted. At times, students and/or faculty may be requested to remain at home if we believe there has been close contact with a symptomatic person awaiting COVID-19 test results. This guidance will come directly from our administrative office.</p>
	<p><u>RETURNING TO WORK/SCHOOL</u> If a student or employee is absent due to a routine illness, they must be symptom and fever free (less than 100.4 F) with no fever-reducing medications for 48 hours prior to their return.</p> <p>If a symptomatic student or employee is confirmed COVID-19 positive, they may return to work/school if they have:</p> <ul style="list-style-type: none"> <li>Followed the current Georgia Department of Public Health and CDC guidelines.</li> <li>Been fever free (less than 100.4 F) for 72 hours with no fever-reducing medications and no COVID-related symptoms.</li> <li>Let at least 14 days pass since the positive test result and symptoms first appeared.</li> </ul> <p>If an asymptomatic staff member or student is confirmed COVID-19 positive, they may return to work/school if:</p> <ul style="list-style-type: none"> <li>At least 14 days have passed since the positive test result and they remain asymptomatic. <i>Note: Asymptomatic persons who test positive and later develop symptoms should follow the guidance of symptomatic persons above.</i></li> <li>If a student or employee has known exposure to COVID-19 within the definition of close contact without appropriate personal protective equipment, they may return to work/school if they have: <ul style="list-style-type: none"> <li>Followed the current Georgia Department of Public Health and CDC guidelines regarding self- quarantine.</li> <li>Been fever free (less than 100.4 F) for 72 hours with no fever-reducing medications and no COVID-related symptoms; AND</li> <li>Let at least 14 days pass since direct exposure.</li> </ul> </li> </ul> <p><i>An individual is currently considered "exposed" if they have been in close contact to a COVID-19-positive individual. Close contact means the individuals were in a closed environment for more than 15 minutes and had face-to-face contact (within 6 feet) for more than 15 minutes or shared a meal within 6 feet.</i></p>

	<p><b><u>SOCIAL DISTANCING</u></b> Consistent with recommendations from public health officials, we will implement social distancing recommendations to the best of our ability. Given space limitations, social distancing may always not be possible; therefore, it is vitally important that all everyone practice the healthy habits listed below. When possible, we have reimagined or repurposed spaces in the building to allow for social distancing and the increased use of outdoor areas.</p>
	<p><b><u>SECURITY</u></b> We will implement tighter controls for entering our school. All vendors and service providers must check in at the front desk for temperature checks prior to entering. Visitors will remain at the front desk. There will be no traveling to classrooms without a scheduled appointment.</p>
	<p><b><u>PHYSICAL EDUCATION &amp; ARTS</u></b> Arts and other extracurricular activities will proceed as planned with additional precautions in place. No contact sports will be implemented. Recess will be done in small groups</p>
	<p><b><u>TESTING</u></b> Families should follow the advice of their physicians when determining whether to be tested for COVID-19. If a student or employee tests positive for COVID-19, they should report the result to the nursing staff, who will notify those potentially impacted by the diagnosis and determine a course of action. (See <i>Returning to Work &amp; School</i> for return guidelines.)</p>
	<p><b><u>TRIPS</u></b> We will pause all student field trips. Families traveling during school closures will need to adhere to the recommendations from public health about travel.</p>

**YOUR COVID SCHOOL SUPPLIES**

- **Face Covering:** Find a mask or similar face covering that suits your sense of style and comfort. Sport the face covering for several days prior to our return to school to ensure you are comfortable wearing it for long periods of time. Always carry an extra face covering in your backpack.
- **Personal Technology Device(s):** Middle School students are asked to bring their own laptops or tablets to school each day to help us minimize the sharing of technological devices. Devices should be taken home at the end of each day. Phones will not be acceptable devices for schoolwork or to be used in class.
- **Sanitizers:** Hand sanitizer will be available in each classroom. Feel free to carry a personal supply of hand sanitizer or hand-sanitizing wipes with you as well.
- **Water Bottle:** Bring a clean, reusable water bottle to avoid sharing water sources.

*\* Please note that these guidelines are subject to change as the situation unfolds and additional information becomes available.*

**OUR ADMINISTRATION**

Denise White  
 Founder & CEO  
[dwhite@georgiaprep.org](mailto:dwhite@georgiaprep.org)

Cindy Crawford  
 Principal  
[ccrawford@georgiaprep.org](mailto:ccrawford@georgiaprep.org)

LaTasha Devine  
 Chief Operating Officer  
[tdevine@georgiaprep.org](mailto:tdevine@georgiaprep.org)

Myrtis Watkins  
 Administrator  
[mwatkins@georgiaprep.org](mailto:mwatkins@georgiaprep.org)

We have and will continue to follow the guidance and guidelines set forth by the Georgia Department of Public Health, the CDC and the American Academy of Pediatrics. In addition, our office staff will continue to maintain student health information and monitor absences. In addition, they will be responsible for receiving COVID-19 test results. Individuals will be notified of possible exposure to illness and/or cases of COVID-19 should they or their student(s) be impacted. As always, we will maintain patient confidentiality.

# 30-DAY PLAN TO HELP KIDS LEARN TO WEAR A MASK



## MASKS FOR KIDS: WHY AND HOW

### THE WHYS:

- Kids need to be in school-for their mental health and ours.
- Kids can catch COVID19, and they can spread COVID19.
- Masking is a straightforward, safe and effective tool to help prevent outbreaks in schools.
- Masking can be used in addition to other strategies for prevention of viral spread like physical distancing, good hand hygiene, screening for illness and rapid response to any symptoms. The more tools we use, the better chance we have to contain COVID.
- From a healthcare perspective, masks play a large role in determining who is at risk after a COVID exposure. If both the positive person and the exposed person were masked when the exposure occurred, the need for a 10 to 14 day quarantine for the exposed person is decreased.
- Universal masking in schools could prevent large-scale school quarantines/closures when COVID is found in some students
- Kids under 2 years old should not wear masks. If your child has a serious health condition, check with your doctor to find out if masking is appropriate.

### THE HOW:

- Masking is a new skill and needs to be taught.
- Kids need time to learn and adapt to this new skill before they are expected to implement it for extended periods of time.
- Learning to mask properly is not a skill that can or should be taught on the first day of school.
- Teachers can then reinforce the skills learned at home.
- If most kids can learn this skill at home, good peer modeling can help kids who are not able to master masking at home.





# 30 Day Plan to Help Kids Learn to Mask:

## Day 1: MONDAY, JULY 13th

- \*Talk with your kid about masking. Explain why it is important and how it can help keep everyone safe and healthy and help us get back to our previous activities, like school.
- \*Choose a mask from the wide variety of masks available. Kids may be more likely to try a mask if they have helped pick out the mask. There are so many different styles and designs to choose from—the goal is a piece of fabric that can cover the nose and mouth and stay in place with normal movement and talking.
- \*Wash the mask before wearing it.

→ *Avoid masks with an exhalation valve since those masks allow droplets to pass from the wearer to other people around.*

## Day 2: TUESDAY, JULY 14th

- \*Now that the new mask is clean and dry, have your child try it on.
- \*Play around, talk, yell, jump up and down. Is the mask staying in place?
- \*If the fit is not great, there are strategies and products to help improve fit. There are straps that secure the ear loops behind the head instead of behind the ears. There are plastic cord lock/buckle pieces that make the ear loops adjustable.
- \*Try talking, running, jumping and playing in the mask again. If it still doesn't fit well, you may need to try a different style or size of mask.
- \*Kids may not (ok, probably won't) like the way the mask feels at first. This is ok. It doesn't mean they cannot wear one. It would almost be odd if kids loved masking from day one. But maybe you'll get lucky!

→ *If your child persistently complains about the feel of the fabric, check it and if it feels rough, select a different mask. There are masks made of t-shirt material, wicking athletic material, fleece, etc. The skin of the face is sensitive, so trying a few different materials may be in order.*

## Day 3: WEDNESDAY, JULY 15th

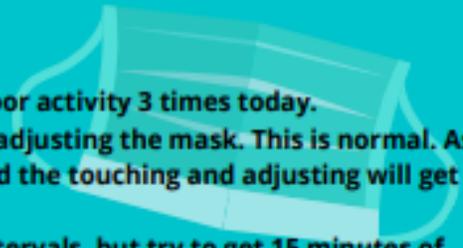
- \*Now the work begins.
- \*Have your child wear the mask for 5 minutes of indoor activity 3 times today.
- \*Don't stress if your child is constantly touching and adjusting the mask. This is normal. As time goes on, they will adjust to wearing a mask, and the touching and adjusting will get better.
- \*If 5 minutes is too long for your child, use shorter intervals, but try to get 15 minutes of cumulative mask-wearing time throughout the day.



**\*If your child complains of shortness of breath with short duration of mask wear, consult your pediatrician for further guidance. Never force continuous wear.**

## Day 4: JULY 16th

- \* Now the work begins.
- \* Have your child wear the mask for 5 minutes of indoor activity 3 times today.
- \* Don't stress if your child is constantly touching and adjusting the mask. This is normal. As time goes on, they will adjust to wearing a mask, and the touching and adjusting will get better.
- \* If 5 minutes is too long for your child, use shorter intervals, but try to get 15 minutes of cumulative mask-wearing time throughout the day.



## Day 5: JULY 17th

- \* Have your child wear the mask for 5 minutes of indoor activity 3 times today.
- \* You may have noticed the focus on indoor activity. Outdoor activities rarely require masks. Outdoor time at school will be a nice break from masking.

## Day 6 & 7: JULY 18th-19th

- \* No masks! Give your kids weekend breaks. They need to ease into this and have days to not even think about masks or COVID.
- \* Praise them for their efforts this week.
- \* Wash the masks(s).
- \* Use this time for make-up time if you missed any days from earlier this week.



*Weekend breaks are for this training plan-if your child is going out in public with you where they cannot maintain a 6 foot distance at all times or if you are indoors in public, they should absolutely be wearing a mask.*

## Day 8: JULY 20th

- \* Have your child wear the mask for 10 minutes 3 times today.
- \* Remember to vary the activities.  
If 10 minutes is too much, back off to a lower number as long as it is more than 5 minutes.

## Day 9: JULY 21st

- \* Have your child wear the mask for 10 minutes 3 times today.
- \* Is your child touching and adjusting the mask less? If so, praise them. If not, don't worry-they will get there.
- \* Reinforce the importance of covering the nose and mouth whenever wearing the mask.

## Day 10: JULY 22nd

- \* Have your child wear the mask for 15 minutes 3 times today.
- \* Consider a treat at this point for all of the hard work you guys are putting into this effort. Could be something sweet and frozen or maybe renting a new release movie at home.

## Day 11: JULY 23rd

- \* Have your child wear the mask for 15 minutes 3 times today.

## Day 12: JULY 24th

- \* Have your child wear the mask for at least 15 min and try for 20 min 3 times today.
- \* Shoot for longer times today, reminding your child that they are about to have a 2 day mask break.

## Day 13 & 14: JULY 25th-26th

- \* No masks!
- \* Check in with your child and see how they are feeling about masking. Is it getting easier? Would they like to try a different style of mask?
- \* At this point, consider getting more masks. Ideally, once school starts, your child will have at least 5 masks.
- \* Masks are like underwear and shouldn't be worn more than one time between washings. And like underwear, discuss with your child that masks are not to be shared with friends, loaned or traded.
- \* Wash the mask(s)!!!



## Day 15: JULY 27th

- \* Have your child wear the mask for 20 minutes 3 times today.
- \* Remember to mix up activities.
- \* Focus on working on talking in a mask this week. Your child should be able to talk for extended periods of time without losing the good fit of the mask.

## Day 16: JULY 28th

- \* Have your child wear the mask for 20 minutes 2 times today and challenge them to increase the third session to 25 minutes.
- \* By this point, you should definitely notice less touching and adjusting of the mask. If your child is still fidgeting with the mask, talk to them about why they touch the mask often. If it's a fit issue, try some of the strategies mentioned above, including considering a different mask. If they don't know why they are touching it, consider a sensory toy (stress ball, fidget spinner) to distract their hands from the mask.

## Day 17: JULY 29th

- \* Have your child wear the mask for 15-18 min 4 times today.
- \* Reinforce keeping the nose and mouth covered at all times, even when talking. A mask is not a beard or a mustache-it needs to completely cover both the nose and the mouth.

## Day 18: JULY 30th

- \* Have your child wear the mask for 20 min 4 times today.

## Day 19: JULY 31st

- \* Have your child wear the mask for 20 min 2 times today and 25 min 2 times today.

## Day 20 & 21: AUGUST, 1st & 2nd

- \* No masks!
- \* Consider some more positive reinforcement for all of the hard work you guys are doing! Maybe a family hike or other outdoor activity?

## Day 22: AUGUST 3rd

- \* This week is about rapidly ramping up the time.
- \* Have your child wear the mask for 25 minutes 4 times today.
- \* Purchase a reusable plastic container or disposable paper lunch bags for mask storage at school when not in use.

→ *If some schools will allow it, command hooks attached to desks would also be a great way to store masks between wearing them.*

### Day 23: AUGUST 4th

- \* Have your child wear the mask for 30 minutes 2 times today and 35 minutes 2 times today. Keep the nose and mouth covered whenever the mask is on. Don't pull it down to talk.

### Day 24: AUGUST 5th

- \* Have your child wear the mask for 35 minutes 2 times today and 45 minutes 2 times today.
- \* Start practicing removing the mask and folding it so that the inside/face-side of the mask does not touch the outside of the mask. Once it is folded properly, it is ready to be stored, between sessions, in the container or bag you bought on Monday.
- \* When everyone is masking, contamination of the outside of the mask is less of a worry, but proper storage when not in use will lower an already low risk even more.
- \* Once in school, the paper bag should be disposed of every night and a new bag taken to school each day or the plastic container should be cleaned with disinfecting cleaner or soap and water every night.

### Day 25: AUGUST 6th

- \* Have your child wear the mask for 45 minutes 4 times today.

### Day 26: AUGUST 7th

- \* Have your child wear the mask for 50 minutes 2 times today and 55 minutes 2 times today.

### Day 27 & 28: AUGUST & 9th

- \* No masks!!!!
- \* Remember to give lots of praise for hard work and consider another round of positive reinforcement with a treat of some sort-maybe family game night with kids choice of games.
- \* If your child enjoys arts and crafts, decorating the reusable plastic container or the stack of paper lunch bags might be a fun activity.



### Day 29: AUGUST 10th

- \* Wear the mask for 55 minutes 4 times today.
- \* Make sure the nose and mouth are covered whenever the mask is on.
- \* By now, your child should be able to comfortably talk, play, walk around and go about their daily indoor activities with the mask on.
- \* Continue to practice taking it off and storing it with minimal contact with the outside surface of the mask.

### Day 30: AUGUST 11th

- \* Wear the mask for 60 minutes 4 times today.
- \* Now your child is ready to wear a mask at school.
- \* Some school days may involve slightly more mask wear and some may involve less, but this schedule should prep your child for extended proper wear.

## Beyond the Schedule...

- 1 Continue to practice 45-60 minutes 4 times daily until school starts.
- 2 Keep taking breaks on the weekends, as needed.
- 3 Continue reinforcing proper wearing and storage.
- 4 Build up a nice collection of masks your child likes. Continue to look for innovative designs that improve comfort and fit. You may also check with friends to see what they are wearing since kids (especially older ones) might prefer to look similar to their peers.



## Other Thoughts...

- \*This was designed with elementary aged kids in mind but can be modified as needed for older or younger kids. Remember, kids under 2 years old should not wear face coverings.
- \*Another note on teens: they may struggle with "maskne" which is acne related to masking. Using masks made with wicking fabric and an over-the-counter acne wash may help head this off before it starts. Consult your pediatrician or dermatologist if this becomes an issue. Acne is not a reason to refuse to mask. Teens are MORE likely to be infected, spread infection and become very ill if infected.
- \*This schedule is not going to be perfect for every kid. Be flexible and adjust as needed. Even if your child cannot work up to 4 hours a day, every bit of progress they make before the start of school helps.
- \*Many schools may not mandate masks initially, but health experts anticipate significant school spread, so masks may become part of the response to outbreaks. Practice now so your child is ready.
- \*Remember that masking is not only important for the health and safety of your child, but also for the health and safety of the adults we entrust with the daily care of our children while at school. We need to protect our teachers, administrators and staff so we will have healthy, thriving schools once this pandemic is over!xt