



GLOBAL VILLAGE ACADEMY

Student & Family Health & Safety Guidelines for return in-person learning

The health and safety of our students and staff is always our highest priority. We balance this commitment with the recognition that the reopening of school is crucial during the COVID-19 pandemic, a time when many children and families are experiencing unprecedented economic challenges, social isolation and other hardships.

Schools have a great impact on the health and well-being of students and families. Education is a determinant of health because it cultivates life skills, knowledge and reasoning, social-emotional awareness and community engagement. Schools themselves also function as catalysts for public health intervention by addressing the basic needs of students and families such as nutrition, access to health and social support services.

Working together, everyone in the school community can take steps to reduce transmission, particularly to those at high risk, while balancing the need to maintain a strong education system that effectively supports staff, students and families.

This document was developed to provide guidance for our students and families and staff around policies, practices and strategies, as well as recommendations to optimize education and promote health and safety. It outlines health and safety protocols for students and families for when students are receiving instruction on-site, in school buildings.

STUDENT HEALTH ASSESSMENT

Parents/Caregivers

Parents should complete a daily health assessment/COVID-19 Screening for their student(s), before sending a student to school. A daily health assessment/COVID-19 Screening analyzes your potential symptoms as well as other factors (see below).

Keep your student home if you answer “yes” to ANY Category A or B symptom below.

Parents/caregivers should also contact your student’s healthcare provider. If you do not have a healthcare provider, contact MetroHealth’s 24/7 COVID-19 hotline at 440-59-COVID (440-592-6843).

If a student has one or more Category A symptoms or two or more Category B symptoms, then COVID-19 should be suspected. Contact your healthcare provider or the Cuyahoga Department of Health Covid Hotline 1-833-4-ASK-ODH/833-427-5634 for assistance.

Category A Symptoms:

- Fever (greater than or equal to 100.4°F)
- New onset and/or worsening cough
- Difficulty breathing
- New loss of taste or smell

Category B Symptoms:

- Sore throat
- Nausea
- Vomiting
- Diarrhea
- Chills
- Muscle pain
- Excessive fatigue
- New onset of severe headache
- New onset of nasal congestion or runny nose

When to Seek Emergency Medical Attention

Look for emergency warning signs for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately:

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

This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you. Call 911 or call ahead to your local emergency facility and notify the operator that you are seeking care for someone who has or may have COVID-19.

Other Factors

- COVID-positive or presumed COVID-positive individual with whom a student has had close contact requires 14-day quarantine (as per current CDC guidelines).

Close contact is defined as:

- If masked, on school transportation or within the school building during the school day: Within three feet for 15 minutes or more, or someone who was exposed multiple times in one day.
 - Extracurricular activities and non-school: Within six feet for 15 minutes or more or someone who has been exposed multiple times in one day.
 - Please note, close contacts are considered exposed starting two days before illness onset (or, for asymptomatic patients, two days prior to positive specimen collection).
- Some types of travel and activities can put you at higher risk for exposure to COVID-19 (as per CDC):
 - Being in a state with a COVID-19 positivity rate of 15% or more. See [Ohio's COVID-19 Travel Advisory Map](#) for current status. Students/families traveling to any of the travel advisory states are required to quarantine for 14 days before returning to school. You can also check the levels for places you traveled, including other countries, at the [CDC's Travel Information website](#).
 - **NOTE: Travel during the school year violate's GVA attendance policy. Families will forfeit their child's seat at GVA for vacations during the academic year. In cases of emergencies, please contact the school office.**
 - 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
 - Travel on cruise ships

If you or a family member participated in any of the above activities, take extra precautions to protect others for 14 days after possible exposure.

DROP-OFF, PICK-UP & VISITORS

Parents/Caregivers

- Parents/caregivers are required to drop students off and pick them up outside of the school building. A staff member will be available to assist students coming in and out of the building.
- Visits to schools are prohibited unless in the case of an emergency. In such cases, visitors are required to meet COVID-19 screening guidelines to enter the building.
- Read and follow all posted guidelines and signage.
- Masks are required for all adults visiting a building.

Students

- Students should wear a mask during arrival and departure from school.
- Report directly to classroom upon arrival.
- Maintain physical distancing from peers.

CLASSROOMS

Parents/Caregivers

- Conduct a student wellness check prior to sending a student to school.
- Parents with a student with COVID-19 symptoms should contact their healthcare providers or the Cuyahoga Department of Health COVID-19 Hotline at 1-833-4-ASK-ODH/833-427-5634 for assistance.
- Provide a mask for your student to wear.
- Please note that visits to schools will be prohibited

Students

- Per order of the governor, students in grades PreK-12 must wear a mask while in school.
- Masks may be removed in the classroom only while students are seated at their desk with their desk shield up around their desk.
- Maintain a physical distance of six feet from peers whenever possible.
- All students must sanitize their hands upon entering classrooms.

HALLWAYS & COMMON AREAS

Parents/Caregivers

- Provide a mask for your student.
- Provide a water bottle as water fountains will only be available for water bottle refills.

Students

- Masks must be worn in hallways and common areas.
- Upon arrival at school report immediately to your classroom.
- Bring a refillable water bottle as water fountains will only be available to refill water bottles, not for drinking from.
- Adhere to instructions provided on signage in the hallways and common areas.
- Where applicable, obey the directional instructions for using stairways.

RESTROOMS

Parents/Caregivers

- Discuss all safety protocols with your student, including proper handwashing techniques

Students

- Wear your mask while visiting the restroom.
- Restrooms will be limited to one student at a time, whenever possible. If more than one student is in the restroom, students should maintain appropriate physical distance.
- Thoroughly wash or sanitize hands after restroom use.
- Adhere to instructions provided on signage in the hallways and common areas.

FOOD SERVICE

Parent/Caregivers

- Make sure your student's food service account is up to date.
- All meals must be ordered in advance.
- Apply for free-or-reduced meal status if you believe you qualify. To determine whether you may qualify, please see information [here](#).
- School visits are prohibited.

Students

- Students should wear masks before and after they eat their meal.
- Wash hands with soap and water or use hand sanitizer before eating any food.
- Meals will be eaten in cafeteria, but only two classes at a time are allowed in the cafeteria.
- Sit in designated seats.
- Follow guidelines for restroom use during lunch periods.
- If bringing a packed lunch, bring your lunch with you during the designated lunch period.
- Follow physical distancing guidelines as much as possible while eating meals.

TRANSPORTATION

The Parma City School District (PCSD) partners with GVA to provide transportation to eligible students to and from school.

- Parents and/or caregivers should complete a daily health assessment/COVID-19 screening each day prior to sending your student(s) to school.
- Keep your student at home if you answer "Yes" to any Category A or B symptom listed on the assessment.
- Remind your student(s) to maintain social distancing requirements of at least six feet while waiting at the bus stop.
- Masks that completely cover the nose and mouth are required for all students and staff.
- Students must remain seated and facing forward, keeping hands to themselves and wearing masks at all times while riding the bus. Repeated failure to do so will result in loss of riding privileges.
- All buses will be cleaned and disinfected daily after morning and afternoon routes.

MEETINGS & CONFERENCES

Parents/Caregivers

- Meetings will continue to be conducted virtually, including IEP and 504 meetings.
- In the rare event of the need for an in-person meeting, participants should follow appropriate physical distancing protocols and wear masks at all times.
- Before coming to a school, conduct a personal health screening and do not come if you are running a fever higher than 100°F or showing other symptoms (see page 2).

Students

- Participate in meetings as requested by parents/caregivers or school staff.
- Follow physical distancing protocols for in-person meetings.
- Masks are required for all students in grades K-8.

BUILDING SAFETY & SANITATION

Enhanced Cleaning for Prevention

GVA will increase the frequency of cleaning and disinfecting, focusing on high-touch surfaces, such as front offices, restrooms, media center tables, cafeteria tables, handrails, faucets, doorknobs and any regularly shared items. Frequency of cleaning and disinfecting with attention to these areas helps remove bacteria and viruses, including COVID-19.

Enhanced Cleaning and Protocols After Notification of Confirmed COVID-19 Case

After notification of a person with confirmed COVID-19 on GVA premises, the following protocols will be followed:

- Contact the Cuyahoga County Board of Health to report the incident.
- Communicate the scope of cleaning to the principal.
- Communicate with impacted department(s) and with principal.
- The cleaning scope will be implemented based on the risk of potential contamination as determined by the Board of Health and in coordination with the impacted school building.
- Increase air circulation, if possible.
- If possible, wait 24 hours after the ill person was present in a space prior to beginning cleaning and disinfection.

PROTOCOLS FOR POSITIVE COVID-19 STUDENTS & STAFF

GVA follows the guidelines and protocols for reporting and contact tracing set by the Cuyahoga County Board of Health. For more information on the CCBH's School Reporting Process, go to <https://www.ccbh.net/covid-19-school-reporting-process/>.

Based on current CCBH guidance, below are the protocols that GVA will follow when notification is received that a student/staff member has tested positive for COVID-19.

1. Student/staff member will be excluded from the building and remain in isolation based on the following:
 - Asymptomatic students/staff remain excluded 10 days from positive test date.
 - Symptomatic students/staff remain excluded until ALL of the following have been met:
 - i. 10 days have passed since symptoms started

- ii. 24 hours fever-free without taking fever-reducing medication
 - iii. Improvement of symptoms (i.e., cough)
- 2. Begin contact tracing of close contacts in the school environment.
 - o If student/staff member is symptomatic, contact tracing begins on the date symptoms began
 - o If the student/staff member is asymptomatic, contact tracing begins on the positive test date
 - o Determine what activities/interactions the student/staff member had at school
 - o Determine whether student/staff member was in close contact with any other students/staff members (see definition for close contact on page 3).
 - i. If student/staff member is symptomatic, period of communicability is 48 hours before symptoms began
 - ii. If the student/staff member is asymptomatic, period of communicability is 48 hours before the sample collection date
- 3. Excluding students/staff who are close contacts from school
 - o Close contacts should remain in quarantine for 14 days from last contact with a diagnosed person.
 - o Close contacts can return to school if no symptoms develop over the quarantine period.
 - o Student/staff members in quarantine who have been exposed to a diagnosed person as a close contact must remain in quarantine for 14 days, even if they test negative.

Please also refer to the following scenarios for additional information.

COVID-19 SCHOOL SCENARIOS: WHAT HAPPENS?

Scenario 1: A student has tested positive for COVID-19 outside of the school day and building

GVA will inform the student's family that the student should adhere to the direction given by their health care provider and not return to school until CDC guidance towards quarantine and care are satisfied. GVA will follow these steps:

- The student's family should contact the main office to report the positive case.
- The student's family should be prepared to provide the following information so GVA can take appropriate follow-up with local health authorities, implement cleaning procedures and ensure support of the employee:
 - o last day at school and areas of school visited;
 - o date symptoms (if any) first began;
 - o date of testing;
 - o any record of confirmed positive case for reference.
- Local health department personnel will conduct contact tracing and notify impacted individuals.

- GVA will work with CCBH officials to determine if other students and staff need to be quarantined.
- GVA will determine any spaces that need to be closed and cleaned.
- The student must isolate for 10 days and close contacts, including siblings, should quarantine 14 days from their last contact with the COVID-19 positive student. The student may return to school once the isolation criteria are met and close contacts may return to school when the quarantine period ends.
- The student will continue learning virtually during throughout the quarantine period.

Scenario 2: A student is exhibiting symptoms of COVID-19 outside of the school day and building

If a student exhibits symptoms consistent with COVID-19 (one or more Category A symptoms or two or more Category B symptoms), the student will be presumed to have COVID-19. GVA will follow these steps:

- The student's family should contact the main office to report the suspected positive case.
- Parents/caregivers should not send the child to school.
- Inform the student's family that the student should follow direction from their health care provider and not return to school until they have met the guidance for doing so.
- GVA will work with CCBH officials to determine if other students and staff need to be quarantined.
- GVA will determine any spaces that need to be closed and cleaned.
- If the student has not had a known exposure to someone who is positive for COVID-19 and if any of the following are true—the student has received a negative test, has not been tested or receives a different diagnosis—then the student can return to school as long as the student has been fever-free without symptoms for 24 hours. Close contacts of this student do not need to quarantine.
- If the student has had a known exposure to someone who is positive for COVID-19 and tests positive, the student must isolate for 10 days and close contacts should quarantine 14 days from their last contact with the COVID-19 positive student. The student may return to school once the isolation criteria are met and close contacts may return to school when the quarantine period ends.
- If the student has had a known exposure to someone who is positive for COVID-19 and tests negative or is not tested, the student must isolate for 10 days. The student can return to school after the isolation criteria are met.
- The student will continue learning virtually during throughout the quarantine period.

Scenario 3: A student is exhibiting symptoms of COVID-19 during the school day in a school building.

If a student exhibits symptoms consistent with COVID-19 (one or more Category A symptoms or two or more Category B symptoms) during the school day, GVA will follow these steps:

- GVA will inform the student’s family so that the student can be picked up from school as soon as possible. If parents or guardians are not able to pick up the student, an alternate person should be designated to do so.
- GVA will work with CCBH officials to determine if other students and staff need to be quarantined.
- GVA will determine spaces that need to be closed and cleaned.
- Parents/caregivers should follow direction from their health care provider and not return to school until they have met the guidance for doing so.
- If the student has not had a known exposure to someone who is positive for COVID-19 and if any of the following are true—the student has received a negative test, has not been tested or receives a different diagnosis—then the student can return to school as long as the student has been fever-free without symptoms for 24 hours. Close contacts of this student do not need to quarantine.
- If the student has had a known exposure to someone who is positive for COVID-19 and tests positive, the student must isolate for 10 days and close contacts should quarantine 14 days from their last contact with the COVID-19 positive student. The student may return to school once the isolation criteria are met and close contacts may return to school when the quarantine period ends.
- If the student has had a known exposure to someone who is positive for COVID-19 and tests negative or is not tested, the student must isolate for 10 days. The student can return to school after the isolation criteria are met.
- The student will continue learning virtually during throughout the quarantine period.

Scenario 4: A student is a close contact of someone with COVID-19 symptoms who does not have a known COVID-19 exposure

In this case, the student does not need to be quarantined because the student is not a close contact of someone who is suspected or confirmed of having COVID-19.

Scenario 5: A student is a close contact of someone who has COVID-19 or COVID-19 symptoms and who does have a known COVID-19 exposure.

See definition for close contact on page 3. A student may have knowledge of being a close contact by direct relationship with someone who has had a confirmed test (e.g. parent or sibling), or through notification from local health authorities.

The student should stay home from all activities for 14 days since the last contact with the positive case and monitor symptoms. The student’s family should follow these steps:

- Contact GVA to provide information regarding their situation.
- Contact the family’s medical provider. Adhere to the direction of healthcare authorities and do not allow the student to return to school until cleared to do so.
- Provide information on recent contacts (see Scenario 1)

- GVA will determine whether any spaces in the school need to be closed and cleaned.
- Continue to reinforce social distancing and PPE measures at the school.
- If the student receives a negative test result, he/she must complete 14 days of quarantine before returning to school. Siblings and household contacts of this student do not need to stay home/quarantine.
- If the student develops symptoms and/or receives a positive test result, the student must isolate for 10 days from the time the symptoms began until all symptoms improve and the student has been fever-free for 24 hours (without fever-reducing medications). Siblings and household contacts must stay home and quarantine from all activities for 14 days. Siblings may return to school when the time of quarantine has been met.
- The student will continue learning virtually during throughout the quarantine period.

Scenario 6: A student who tested positive was in a classroom setting.

The student's family should contact the main office to report the positive case. A confirmed positive case will also be reported to local health department who will initiate an interview with the student's family and notify close contacts identified. If staff or other students are identified as close contacts, they will receive that notification and quarantine guidance from the local health department. After consulting with local health authorities, GVA will determine communications that need to be sent to staff, families and students.

The COVID-19 positive student must isolate for 10 days and close contacts, including siblings, should quarantine 14 days from their last contact with the COVID-19 positive student. The student may return to school once the isolation criteria are met and close contacts may return to school when the quarantine period ends.

GVA will work with CCBH to ensure that employees and students are contacted regarding potential close contact. Local health authorities will provide notification and be able to effectively respond to any concerns that follow.

GVA will determine whether spaces need to be closed and cleaned.

Scenario 7: A student recently returned from out-of-state travel

Ohio Department of Health has issued a Travel Advisory for protecting against COVID-19 through travel associated with states whose reporting of positivity rates exceed 15%. Any student traveling from one of the states identified is advised to self-quarantine for 14 days after leaving those locations. Families should check the COVID-19 Travel Advisory site for guidance regarding which states warrant quarantine. This guidance is updated regularly, so please check for [updates](#).

NOTE: *Travel during the school year violates GVA attendance policy. Families will forfeit their child's seat at GVA for vacations taken during the academic year. Student absences will be unexcused, and no make-up assignments will be accepted. In cases of emergencies, please contact the school office.*