



PLAN FOR ENHANCED COVID-SAFE PRACTICES

Entry into the Building

There is one monitored point-of-entry for staff, students, and visitors. There is a separate entrance for deliveries only.

Staff, Students, and Contractors

Staff, Students and contractors are permitted entry after their temperature is verified to be less than 100.3°F and they indicate they are not experiencing or have experienced symptoms of COVID in the past 24 hours and have not tested positive for COVID-19 in the past 10 days.

Visitors

Unnecessary visits to the school are discouraged, but families and visitors are allowed in the building for academics, school operations, and vital relationships between the school and families. The building is locked to prevent entry without screening. Visitors must be let into the building at which point their temperature is checked, they must answer screening questions, and their contact information is collected for contact tracing.

Symptoms of COVID-19

No one is allowed to enter the building if they are experiencing the following symptoms:

Fever greater than 100.3°F, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of smell or taste, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea.

Entry is permitted if a person is experiencing mild, chronic symptoms consistent with their baseline state for cases of allergies or other similar health conditions.

Face Coverings

La Academia de Esperanza follows universal masking criteria as stated by the New Mexico Public Education Department.

“Everyone in a school building, at an indoor school activity, or on school transportation is required to wear a mask, except at times dedicated to eating and drinking.”

Face masks must cover the mouth and nose and fit snugly against the sides of the face in order to contain respiratory droplets. The types of allowable face masks include:

1. Face masks made of two or more layers of cloth.
2. Face masks with a clear plastic window.
3. Surgical, procedural, N95 or KN95 face masks that are approved by the federal Food and Drug Administration (FDA) for use by staff performing medical duties or similar close contact assignments.

The following face coverings are NOT substitutes for face masks: • Masks that have exhalation valves or vents • Bandanas • Scarves • Neck gaiters (also known as a neck fleece) • Face shields

Students, staff, or visitors that do not have a mask will be provided with one for entry into the school building.

Cleaning and Sanitization

Routine

All high-touch surfaces in classrooms are wiped down with sanitizing wipes, disinfectant, or cleaner after every class. Bathrooms and common areas are deep cleaned daily. Common areas and offices are electrostatically fogged daily after school when students have left the building. The entire building is deep cleaned every other week.

After A Positive Case

After a positive case, all areas that the positive case spent time in, or the entire building, are cleaned and disinfected before those spaces are used again.

Ventilation

HVAC systems are inspected quarterly, or as necessary, including:

- Values check
- Filter check
- Lose part
- Amp checks

Repair will take place as necessary.

JA&E is contracted for quarterly inspections and maintenance, or as necessary

MERV 11 filters are installed.

Air purifiers are located in each classroom.

Student movement

Passing Periods

Hallways are monitored by staff between classes to minimize students congregating together. Passing periods are restricted to 5 minutes.

Restrooms

Restroom use is restricted to one student per bathroom after the first 20 minutes of class to limit students gathering together in the restroom. Teachers give out one hall pass for their class at a time and occupancy in restrooms is monitored. The time delay after the beginning of class allows staff that monitor halls and restrooms to get into place after passing periods. Exceptions for restroom use are made in cases of emergency.

Breaks

There are no scheduled breaks in the bell schedule. Teachers may give breaks during classes as needed, but students must be supervised by the teacher. Other staff are available to supervise students if a teacher needs a break or if a larger group needs additional adults for supervision. The outdoor seating area and walks around school grounds are options for breaks.

Social distancing

Social distancing of 3 feet or more is maintained in classrooms where it is possible. When possible, students are instructed to leave an empty seat between individuals.

Dividers

Where feasible, Plexiglas dividers are installed between spaces in student seating.

Hand Sanitizer

Alcohol-based hand sanitizer dispensers are mounted outside of every classroom door and is available in every classroom. Hand sanitizers used have an alcohol concentration of 70% or higher.

Evacuation and Dismissal

Students and staff will be evacuated in case of an emergency in single file lines with 3 foot spacing between individuals. Evacuation flow will be one direction only. Students and staff will remain along the right side of the hallway as they exit the building.

Dismissal will require all individuals to remain 3 feet apart and traffic flow will occur in one direction. Students will remain separated by 3 feet outdoors while waiting to be picked up. The entryway will not be an area for students to gather. The entryway, outside of the building door, and the parking lot is monitored during dismissal and during student arrival.

Contract Tracing in the Event of a Positive Case

When a positive case in a student or staff member is reported, door entry logs and class attendance data is used to identify students, staff members, or visitors that may have been in close contact. Close contacts are reported to NMPED as part of mandatory reporting and all close contacts are notified of their potential exposure to COVID-19.

Anyone in close contact with the positive case who are not vaccinated are required to quarantine for a minimum of 10 days. Student and staff close contacts who are fully vaccinated are not required to quarantine unless they exhibit symptoms of COVID-19 or test positive.

Anyone exposed to a case of COVID-19 is encouraged to monitor for symptoms, get tested 5 days after exposure, and maintain communication with the school. Quarantine will be extended if the person exhibits symptoms, tests positive, or if it is recommended by a healthcare provider.

Staff at the school are informed of which students need to quarantine to prevent their entry into the building and to provide remote schoolwork as applicable.

Cautious Approach to Symptoms and Exposure

La Academia de Esperanza maintains a cautious approach to symptoms, testing, and exposure.

Anyone exhibiting symptoms is instructed to remain at home or is sent home and is allowed to return after the required quarantine period, negative test result, or resolution of symptoms without indication of COVID infection as indicated by the New Mexico Public Education COVID-19 Response Toolkit.

Students and staff who are not fully vaccinated are required to quarantine if they are in close contact with a positive COVID-19 case at school, or outside of the school setting.

Instructions from a healthcare provider or a School Health Advocate, New Mexico Public Education Department, and New Mexico Department of Health are followed. Quarantine periods are extended if there is the evolution of symptoms, a positive test result, or continuous exposure.

Student attendance is marked as “Absent Excused” and teachers are notified in case modifications to school work is needed for:

- mandatory quarantine
- experiencing symptoms of COVID-19
- awaiting COVID test results
- suspected COVID exposure or infection without confirmation by a test
- a positive home-test result (non laboratory-verified test)

Students, staff, and families are instructed to stay home, contact a healthcare provider for medical advice or care, and get tested in the situations above, or if there is any uncertainty about what they should do.

Analysis of Cases

If there is a positive case of COVID in the school contract tracing and determination of close contacts is done by looking at records of:

- Class attendance
- Participation in sports, clubs, or other activity
- Rooms and location in building where positive case spent time
- Grade
- Relationships, e.g., residing in the same household, friends, dating

If there are multiple cases or a cluster, the same information is examined for any patterns that could be changed to stop current or prevent future virus transmission.

Outdoor Learning

There is a shaded area with tables and benches available for use as an outdoor learning space or for breaks.

Prioritization of In-Person Learning

All students at school participate in social-emotional and mental health learning and support as a part of the curriculum. Students are able to meet with licensed social workers, counselors, and therapists on staff. All students have access to free meals and snacks while on-campus. Student engagement in school is supported by a variety of teaching methodologies, resources, and materials. La Academia de Esperanza emphasizes hands-on and kinesthetic learning opportunities and culturally responsive and sustaining pedagogy to work with students who have often not found a good fit within traditional schools.

Many students do not live in settings conducive to learning online and do not learn best from the limited approaches available during remote learning. Many students live without stable internet access and may not be in supportive or safe environments. The significant role of the school in providing an environment, services, and resources for student wellbeing means in-person school attendance is a priority.

Medically at-risk students have the option of fully-online learning. Fully remote instruction is not promoted as an option for other students but is available if it is the best choice. Students should not switch back and forth between in-person and remote learning to prevent the risk of not earning credit.

To Be Implemented as Needed

La Academia de Esperanza has identified a progression of six steps to follow if an increase of COVID-19 cases at the school or in the community requires a modification to the school experience for students.

1	Action: Cessation or pause of sports, clubs and activities with a higher risk of virus transmission. e.g., contact sports, singing/yelling/wind instruments.	
Academic Courses	All classes are held in-person.	
Elective Courses and Activities	Keep extracurricular activities that can be done remotely, or with less risk of virus transmission, e.g., Libro Love Book Club. All elective classes are held in-person.	
School Priorities	Normal student, staff, and family participation in school with the removal of the most dangerous activities for virus transmission.	

2	Action: Cessation or pause of all sports, clubs, and extracurricular activities.	
Academic Courses	All classes are still held in-person.	
Elective Courses and Activities	Only remotely-held extracurricular activities may be held. Elective classes continue in-person.	
School Priorities	Emphasis on academic and elective classes over extracurricular activity. Keeping students engaged in in-person learning and school support systems is a priority.	

3	<p>Action: Larger-group classes and activities are changed to smaller-group settings.</p>
Academic Courses	All or most classes are held in-person. All larger-group settings are switched to small-group meetings
Elective Courses and Activities	Only remotely-held extracurricular activities may be held. As staff responsibilities shift, extracurricular activities may be eliminated. Some elective classes move to remote instruction, or may be eliminated.
School Priorities	<p>Maintaining support activities and community building within the school while removing virus transmission scenarios.</p> <p>Emphasis on academic and elective classes over extracurricular activity. Keeping students engaged in in-person learning and school support systems is a priority.</p>

4	<p>Action: School schedule is modified for splitting students into cohorts and having fewer students on campus at one time.</p>
Academic Courses	Classes for academics, mental health, and student engagement with less risk of virus are prioritized for in-person learning. Academic courses may begin to have a remote component.
Non-Academic Courses and Activities	<p>Only remotely-held extracurricular activities may be held. As staff responsibilities shift, extracurricular activities may be eliminated.</p> <p>Elective classes are evaluated for their mental health and engagement role, credit-earning necessity, ability to be held remotely, and changing staff responsibilities to determine if and how they continue to be held.</p>
School Priorities	Some in-person attendance for all or most students is prioritized to keep them engaged in academics and support systems at school. Interventions for at-risk students and students with IEPs are in place and functioning.

5	Action: Implementation of hybrid schedule with a greater proportion of remote classes.	
Academic Courses	Core content area classes are prioritized over electives.	
Elective Courses and Activities	<p>Only remotely-held extracurricular activities may be held. As staff responsibilities shift, some extracurricular activities and elective classes will be eliminated.</p> <p>Some electives may continue to be held, but some will be eliminated.</p>	
School Priorities	In-person attendance for interventions for at-risk students and Students with IEPs is prioritized. The earning of credits in core content area classes is prioritized. Mental health and family support is prioritized as students become more isolated with an increase of remote schooling.	

6	Action: Minimal in-person classes are held or a fully-remote model is adopted.	
Academic Courses	All or most classes are held remotely. Few select courses may be held in-person because of their significance for graduation or key-credit earning and their ability to be held safely.	
Elective Courses and Activities	<p>Only remotely-held extracurricular activities may be held. Many elective classes and extracurricular activities will be eliminated.</p> <p>In-person intervention for high-risk and students with IEPs are taking place.</p>	
School Priorities	In-person attendance for interventions for at-risk students and Students with IEPs is prioritized. The earning of credits in core content area classes is prioritized. Mental health and family support is prioritized as students become more isolated with an increase of remote schooling.	