



LEGACY RANCH 2021-2022 COVID-19 Guidelines for Safe Return to In-Person Instruction and Continuity of Services Plan

PURPOSE

The purpose of this plan is to provide specific guidelines to protect students and staff of BRAINATION, Inc. from the spread of COVID-19.

BRAINATION, Inc. will continue to monitor the impact of COVID-19 in our community and follow the guidance of local health authorities and the Texas Education Agency to mitigate the spread and keep our students, staff, and their families safe. Understanding that conditions can shift rapidly, BRAINATION, Inc will remain flexible to adjust to prevailing conditions and continue to enforce prevention measures and strategies to the extent possible and allowable under Texas law.

In response to the COVID-19 pandemic, BRAINATION, Inc. will utilize ESSER funds to include but is not limited to: address learning loss among the LEA students, planning/implementing activities related to summer learning, purchasing technology that will allow all campuses to increase to a one-to-one ratio for student computers, purchase Personalized Protective Equipment (PPE), including facemasks, hand sanitizer, and wipes and other activities that are necessary to continuing to employ existing staff of the LEA.

This is intended as a guidance document, but it is not intended to replace the guidance given by the Centers for Disease Control and Prevention, the Texas Department of State Health Services, and the Local Healthy Authority.

REOPENING

Legacy Ranch students and teachers will attend class in-person, five days a week, with additional safety measures in alignment with state and federal guidelines and recommendations.

BRAINATION, Inc. has assigned the Director of Academics as the Reopening Manager. They will oversee all reopening activities and will work with the campus principal to ensure that all staff, resources, and supplies are prepared for school reopening, including but not limited to assigning sufficient staff to carry out reopening, ensuring proper training, and stockpiling equipment necessary, such as personal protective equipment.



The Director of Academics will report to the Superintendent as needed regarding the progress of reopening activities.

CONTINUITY OF SERVICES

- At BRAINATION, INC. we will follow all requirements related to the to the Child Find process and efforts under Section 504 of the Rehabilitation Act of 1973 and the Individuals with Disabilities Education Act (IDEA).
- Progress-monitoring will be used to monitor students' to identify learning loss/gains.
- BRAINATION, Inc. will follow all requirements for the COVID-19 Special Education Recovery Act, SB 89 amended the Texas Education Code by adding §29.0052. The COVID-19 Special Education Recovery Act is intended to help local education agencies (LEAs) identify and address special education and related service interruptions during the COVID-19 pandemic. The act requires that the Individualized Education Program (IEP) of each student enrolled in an LEA's special education program during the 2019-2020 or 2020-2021 school year include certain documentation.

No later than May 1, 2022, Admission, Review, and Dismissal (ARD) committees must complete a required supplement as a written statement included in the child's IEP.

The required supplement must include the following information:

- If applicable, whether the written report of the student's full individual and initial evaluation (FIIE) was completed during the 2019-2020 or the 2020-2021 school year and, if so, whether the report was completed by the required date;
- If applicable, whether the student's initial IEP was developed during the 2019-2020 or 2020-2021 school year and, if so, whether the program was developed by the required date;
- For all students with an IEP, whether the provision of special education and related services to a student under their IEP during the 2019-2020 or 2020-2021 school year was interrupted, reduced, delayed, suspended, or discontinued; and
- Whether compensatory educational services are appropriate for the student based on the above information, or any other factors.

While the required content must be included with the written statement of the IEP, the specific location and format of the information may be determined locally. Documentation of the required elements of SB 89 may be included within the ARD committee deliberations and/or as a supplemental form that is included as part of the ARD committee paperwork.



If the student's ARD committee documented all required information in the written statement of the IEP during the 2020-2021 school year, then the ARD committee is not required to prepare an additional supplement for this purpose.

SCHOOL ARRIVAL / SCREENING

- Staff and students are expected to self-assess at home/facility for COVID symptoms prior to coming to school each morning.
- Symptoms to watch for: fever (100°F or higher), cough, shortness of breath/difficulty breathing, chills, muscle pain, headache, sore throat, new loss of taste or smell.
- Staff and students should not enter school or district buildings if you are sick.
- Hand sanitizer will be available at entrances and exits of buildings. Students and staff will be encouraged to sanitize their hands upon entering the building.

MASKS

- Mask-wearing is **required in the facility** when you are in the building. Mask should cover the nose and mouth.
- If students and staff are in need of a mask, please contact the school principal.
- The Director of Academics and Campus principal will work with the Finance Department to determine a process for fast-tracking purchase orders for essential supplies.
- Stay up-to date with the CDC and the Texas Department of State Health Services Covid-19 guidance for Prevention in K-12 Schools
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html> and <https://dshs.texas.gov/coronavirus/>

PHYSICAL DISTANCING

- Spacing of 3 feet between students is recommended when possible.
- Desks may be arranged as needed with 3 feet of distance if possible.
- Up-to-date seating charts are recommended for each classroom.
- Note - Due to the number of students in a classroom and school/facility building physical distancing is difficult to implement.



HAND WASHING AND RESPIRATORY ETIQUETTE

- ❑ We will practice thorough hand washing and remind students to wash their hands as often as possible for 20 seconds using soap.
- ❑ Hand sanitizer will be available when hand washing with soap is not feasible.
- ❑ We will encourage the use of hand sanitizer upon entering/exiting all classrooms.
- ❑ We will remind staff and students the importance of avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes.
- ❑ We will minimize the sharing of supplies among students and staff. Items should be cleaned and disinfected between uses.
- ❑ Maintain a clean environment. Disinfect high-touch surfaces regularly.

MAINTAINING FACILITIES

- ❑ Inspect all buildings, facilities, equipment, material, etc., and determine status and needs for operations. Maintain a status update for facilities not ready for occupancy.
- ❑ Provide communication of procedures and expectations upon entering facilities and throughout buildings
- ❑ Determine information technology status and operational needs; relay update to Technology department.
- ❑ Monitor supply vendors, including cleaning supply, office supply, and food vendors to determine when supply chain and delivery systems will be partially or fully operational; provide vendors with supply needs.
- ❑ Thoroughly disinfect all interior surfaces that could be touched by students and staff using an EPA approved disinfectant for COVID-19.
- ❑ Ensure cleaning staff are trained on cleaning protocols that include cleaning first then disinfecting and adhering to time on contact requirements in accordance with the EPA approved disinfectants list.
- ❑ Ensure that the facility maintenance department is cleaning or replacing air conditioning system filters on a regular basis. Report any ventilation concerns to facility immediately.
- ❑ Inspect existing hand sanitizer stations to ensure proper operation and install additional hand sanitizer stations throughout school building and other regularly used facilities.

ISOLATION AND QUARANTINE TIMEFRAMES

- ❑ Isolation, contact tracing, and quarantine of close contact recommendations will continue to be based on current CDC, Local health authorities, The Texas Education Agency (TEA) and the facility at your respective campus's



recommendations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).

- The Legacy Ranch principal is required to report all positive students and staff case to the Chief Human Resources Officer as soon as they receive notification.
- The Legacy Ranch Principal shall exclude from attendance any child having or suspected of having COVID-19. Exclusion shall continue until the readmission criteria for the conditions are met. The readmission criteria for COVID-19 is as follows:
 - If symptomatic, exclude until at least 10 days have passed since symptom onset, and fever free*, and other symptoms have improved. Children who test positive for COVID-19 but do not have any symptoms must stay home until at least 10 days after the day they were tested.
 - *Fever free for 24 hours without the use of fever suppressing medications. Fever is a temperature of 100° Fahrenheit (37.8° Celsius) or higher.
- See readmission criteria from the TX Department of Health Services <https://dshs.texas.gov/covid19readmission/>
- Positive staff will be required to isolate for a minimum of 5 full days starting on the day after the positive test result AND
 - At least 24 hours have passed since the resolution of fever without medication and there are no additional symptoms.
 - It is strongly recommended to wear a mask for an additional 5 days after the isolation period has ended
- To request emergency paid sick leave as provided under BRAINATION's Emergency Paid Sick Leave Policy, staff will need to complete the request form (available on the employee portal) and submit the Human Resources department as soon as possible before leave commences. Verbal notice will be accepted until a form can be provided.

TESTING

BRAINTION, Inc. has partnered with Community Labs to provide weekly on-site testing across the district. This innovative, nonprofit laboratory is changing how traditional COVID-19 testing is conducted with a **24-hour turnaround, 95% accuracy, and is less invasive by swabbing** in the front of the nostril.



Here's how this will work:

Community Labs will begin by performing **voluntary** weekly COVID-19 screening for students and employees to determine if anyone is an asymptomatic carrier of COVID-19 - that is, someone who is positive for COVID-19 but has no symptoms.

The Community Labs screening process uses a PCR test—the FDA gold standard in COVID-19 testing. The actual test is painless and uses a less-invasive method that is **95% effective in detecting asymptomatic silent spreaders** of the virus. The screening is **voluntary and free** to all students and employees.

Here are the steps we will take as a school community:

- Complete the one-time Community Labs COVID-19 [Testing Registration](#) or by scanning the QR code with your mobile device.
- Unlike other COVID-19 tests you may have seen, a self-swab of the inside front of the nostril-- not deep in the nasal cavity-- is all that is needed. [Here is a video that shows the test being administered.](#)
- Within 24-hours or less, you will receive your results.
- Those who test positive and are asymptomatic will be required to quarantine at home. Those who are not can return to the classroom.
- **All test results are private.** Only you and the Inspire Academies, Human Resources department, will know the results of the test.

VACCINES

- COVID-19 vaccines are not required for students or employees.
- Vaccination is currently the leading public health prevention strategy to end the COVID-19 pandemic. Per the CDC, promoting vaccination can help schools safely return to in-person learning as well as extracurricular activities and sports.
- According to the [CDC, COVID-19 vaccines](#) are safe and effective and recommended for all eligible individuals.
- BRAINATION, Inc. has partnered with San Antonio Metro Health to host vaccination clinics during the school year. Posting of upcoming events will be made on the district and respective campuses websites.



TRAINING

- We will provide instruction on appropriate hygiene practices and other mitigation practices adopted on the campus. This training will include the practice of covering coughs and sneezes with a tissue, and if not available, to cover cough or sneeze with their elbows. Used tissues should be thrown in the trash, hands should be washed immediately with soap and water for at least 20 seconds, or hand sanitizer should be used.

RESOURCES FOR MENTAL HEALTH

- Please see campus principal to address any needs to implement a customized mental health support system for students.
- If you or someone you know is feeling overwhelmed by the COVID-19 pandemic, help is available. Speak with a mental health professional for help dealing with anxiety, depression, stress, grief or worry 24/7. Call the toll-free COVID-19 Mental Health Support Line for more information: 833-986-1919 or text COVID to 832-479-2135.
- BRAINATION, Inc. offers free employee assistance resources to you and your family members through the ESI Educators' EAP! 24/7 assistance is available. www.EducatorsEAP.com | 1-800-252-4555 or 1-800-225-2527

EMERGENCIES AND DRILLS

- BRAINATION, Inc. will continue to follow the Standard Response Protocol (SRP) and its emergency actions of Lockout, Lockdown, Evacuate and Shelter following social distancing requirements. Your campus principal will provide more information as required.



CAMPUS CONTACTS

If you have questions or need assistance, please do not hesitate to contact:

Campus Principal, Michael Moers

Phone 210-638-5301

Email MMoers@braination.net

Director of Academics, Gwyn “Wendy” Rollins

Phone 210-638-5013

Email WRollins@braination.net



RECORD OF CHANGES

| Change # | Date of Change | Change Entered By | Change Notes | Location/Section of Change |
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