

# EFAM PHASE 2 PROTOCOL

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**OCTOBER 5, 2020**



Dear parents,

Our highest priority is protecting the health and safety of our students, staff and parents while continuing to provide the highest academic experience to our students. EFAM is closely monitoring the evolution of the Covid-19 virus, and will continue to follow the utmost rigorous standards established by the CDC along with the DCPS, DCF, the French Ministry of Education, as well as our medical and educational community at large.

## INTRODUCING PHASE 2

Our students and staff will attend school with social distancing protocols in place.

- EFAM will revert to the Phase 1 protocol if necessary due to the deterioration of the Covid-19 situation at EFAM or in Miami-Dade.
- We will switch to distance learning for all if :
  - State, local and health officials mandate school closures
  - A stay at home order is issued,
  - The number of absent staff does not allow us to safely supervise the students
  - The number of absent staff does not allow for proper maintenance and sanitizing

We are conducting a mandatory survey from **September 22, 2020** to **September 24, 2020** to ask parents to choose their preferred learning model for their child:

- Continuing distance learning for *maternelle* (PreK 3, 4, K) and elementary classes
- For *maternelle* students: at school 5 days a week, with the option of early pick-up at noon everyday
- For elementary students: returning to school in-person for 3 or 4 days a week, depending on the number of families who choose this option

## DISTANCE LEARNING

- EFAM will continue to offer **both in-person and distance learning options** for all of its students from Preschool and Kindergarten through 5th grade.
- Students opting for in-person learning can follow distance learning if the child cannot attend school.
- EFAM will resume full distance learning if required by authorities whether it be mandated by local authorities or in case of COVID-19 at school.

## IN-PERSON LEARNING AT EFAM - PHASE 2

- EFAM will continue to offer **daily in-person learning** Monday through Friday for Preschool and Kindergarten classes (PS, MS, GS) for parents who choose this option.
- Elementary students will be able to attend school in person for **three or four days a week<sup>1</sup>** following a pre-established schedule to allow for sufficient distancing for families who choose this option. All students who are not in school will continue to participate in distance learning: families who opted for distance learning full-time and students who are to stay at home that day according to the rotation established for in-person learning. Siblings in elementary classes will be given the same day for distance learning, if possible.

## CALENDAR MODIFICATIONS <sup>2</sup>

|   | Preschool and Kindergarten   | Elementary classes   |
|---|--|--|
| <b>September 22-24</b>                  | Questionnaire sent to the families: parents opt for distance learning <b>or</b> in-person learning (5 days per week) | Questionnaire sent to the families: parents opt for distance learning <b>or</b> in-person learning <b>phase 2</b> (4 days per week at school, 1 day distance learning <sup>1</sup> ) |
| <b>By October 2, 2020 at the latest</b> |  | Schedule for in-person learning <b>phase 2</b> sent to the families.   |

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| <b>October 5,2020<sup>3</sup></b>   |  | First day of in-person learning <b>phase 2</b> for elementary students (small groups to allow for sufficient distancing) depending on parents' decision.<br>Distance learning continues. |
| <b>October 26, 2020</b><br>pending reevaluation   | School day ends at <b>2:30pm (noon on Wednesdays)</b>  | School day ends at <b>3:30pm (1:30pm on Wednesdays)</b>  |
| <b>October 29, 2020</b>   | <b>Parents who had opted for distance learning</b> will be sent a questionnaire for them to indicate if they want to continue with distance learning <u>or</u> to revert to in-person learning |  |
| <b>November 9, 2020</b>   | Parents who had opted for distance learning and who have chosen to revert to in-person learning can send their child/children back to school.  |  |
| <sup>1</sup> If the number of families opting for in-person learning does not enable us to keep small class sizes, the rotation will keep students at home 2 days and in school 3 days. |  |  |
| <sup>2</sup> To make up for the delayed start of school, EFAM has cancelled the first week of Spring Break (March 22-26, 2021)  |  |  |
| <sup>3</sup> If the overall health situation still allows it.   |  |  |

## NEW SCHOOL HOURS

### PHASE 2 - UNTIL OCTOBER 16, 2020

- School hours have been modified for all students. There will **not** be an early release schedule for Wednesdays.

|  |                        |
|--|------------------------|
| Morning drop-off at several entry points   | <b>8:15- 8:30 a.m.</b> |
| Optional early pick-up for Preschool and Kindergarten                            | 12:00 p.m.             |
| Afternoon pick-up for all students present in school <b>until October recess</b> | <b>2:30- 2:45 p.m.</b> |
| No after school care until further notice  |                        |

### PHASE 2 - STARTING ON OCTOBER 26, 2020

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| Morning drop-off at several entry points   | <b>8:15- 8:30 a.m.</b>                       |
| Optional early pick-up for Preschool and Kindergarten  | 12:00 p.m.                                   |
| Afternoon pick-up for <b>maternelle</b> students present in school   | <b>2:30- 2:45 p.m. (noon on Wednesdays)</b>  |
| Afternoon pick-up for <b>elementary</b> students present in school   | <b>3:30-3:45 p.m. (1:30pm on Wednesdays)</b> |
| Siblings enrolled in <i>maternelle</i> classes (preschool and Kindergarten) may stay until their elementary siblings are picked up at 3:30. They will be supervised. |  |

No after school care at this time.

## RETURNING SAFELY TO OUR CAMPUSES

- **All students returning to Miami after traveling by air will be required to stay home for 5 school days prior to returning to campus.** They will be reverting to distance learning until their return to campus.
- Furthermore, we strongly recommend all families **practice self-isolation as described by the CDC after having participated in higher risk activities** (including transportation other than air travel). Please refer to the CDC website for more information.  
<https://www.cdc.gov/coronavirus/2019-ncov/travelers/after-travel-precautions.html>.
- Do not send your child to school if you or someone you have been in close contact with is feeling sick.
- We ask that **parents wear a mask** when dropping off and picking up their child at school, as well as while staying in front of school premises prior/after drop-off and pick-up. Please make sure your **child has his/her mask outside of school** as well when coming into close proximity to other families.
- We ask that parents follow **best practices when socializing outside of school**: this is essential to keep our students and staff safe inside the campus. The stringent measures we are implementing inside of our school will be compromised if families do not strictly adhere to similar measures outside of school.

## UPDATED SCHOOL PROCEDURES TO REDUCE CONTACTS

- Reduced class sizes
- Students will eat lunch in classrooms or pre-determined outdoor spaces.
- There will be no field trips.
- Additional drop-off / pick-up locations will be available.
- No aftercare at this date.
- We will keep the parents informed when EFAM decides it is possible to reopen the after-school clubs.
- No private tutoring will be held at school.
- October camps are cancelled.
- One-way walkthrough routes will be implemented where possible otherwise hallway traffic will be scheduled to avoid group interaction.
- Avoid mixing different groups of students in restrooms at one time with schedules.
- Maintain social distancing in classrooms and throughout campus.
- Physical education activities will be modified to avoid contact between students.
- No third party enrichment programs/vendors (ballet, musical theater and soccer).
- No parents or visitors on campus. All meetings with parents will be held via Zoom until further notice
- No community gatherings will be held at school (shows, Open House, Back to School Night, Parent-Teacher conferences, class breakfasts)

## DAILY HEALTH SCREENINGS

- Masks and face shields will be required prior to entering the campus. They will be **provided by the parents**.



- All staff members and students will wear face masks and face shields throughout the day.  
<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html#feasibility-adaptations>
- Temperature checks will be mandatory prior to entering the campus. No student with a fever of 100.4 °F (38 °C) or higher will be allowed on campus.
- Any person presenting a low-grade fever of between 99.6°F (37.5°C) and 100.3 °F (37.9 °C) combined with one of the following symptoms or several of the following symptoms will not be allowed on campus:

|   |   |
|---|---|
| <ul style="list-style-type: none"> <li>- Chills</li> <li>- Cough</li> <li>- Shortness of breath or difficulty breathing</li> <li>- Fatigue</li> <li>- Muscle or body aches</li> <li>- Headache</li> </ul> | <ul style="list-style-type: none"> <li>- New loss of taste or smell</li> <li>- Sore throat</li> <li>- Congestion or runny nose</li> <li>- Nausea or vomiting</li> <li>- Diarrhea</li> </ul> |
|---|---|

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

- We will pursue the mandatory process whereby parents will answer symptom-related questions on a daily basis **prior** to arrival on campus using the Renweb FACTS portal. Faculty and staff members will also be required to follow this process.
- If your child is not cleared by the health questionnaire mentioned above because he or she has been in contact with COVID-19 or because he or she has symptoms, please keep your child at home. We will ask for a doctor's note allowing your child to return to school.
- Responses to these questionnaires will be shared with our staff in real time in order for us to identify who has been cleared to enter our campuses. Students, faculty, and staff will not be allowed on campus if they are not cleared.
- Hand sanitizing stations will be placed at the entrances of our campuses and hand sanitizing will be mandatory upon entrance.
- **All absences must be justified:** either by communicating with EFAM **ahead of time** or by a **doctor's note** or **administrative justification** after being absent.

## ILLNESS THROUGHOUT THE DAY

- Students experiencing COVID-19 symptoms will be isolated and parents will be contacted to pick up their child immediately. These students will be supervised at all times.
- EFAM will implement CDC protocols if an infected person has been in the school building.

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-schools.html#confirmed-case>

- A. All parents with children at that campus will be notified immediately via Parent Alert by email and text message.
  - B. Students will be dismissed immediately for a duration of 2 to 5 days as soon as a case is confirmed within the school. Distance learning will start the following school day.
  - C. EFAM will immediately notify and coordinate with local health officials.
  - D. The campus will be cleaned and disinfected thoroughly following CDC guidelines.
  - E. Administrators will seek guidance from local health officials to determine when students and staff should return to schools and what additional steps are needed for the school community.
- If your child is sent home early for medical reasons, a doctor's note will be required upon return.
  - **We ask that parents inform the school immediately if their child has been in contact with COVID-19 or shows symptoms.**

## DAILY MEASURES IN PREK-3 THROUGH KINDERGARTEN (*MATERNELLE*)



- Students will be required to wear a mask and a washable bucket hat with a detachable face protector to be provided by the parents. We will schedule moments during the day when children can safely remove their mask in an outdoor setting permitting sufficient distancing.
- Face shields will be worn anytime students and staff are moving from one place to another.
- We ask that parents provide **two** clean face masks and one clean face shield for their child each day. **Please make sure your child's mask fits him/her.** Please do not use adult face masks for small children. **Practice using the face mask outside of school so your child is accustomed to his/her mask.**
- Face shields need to be cleaned daily by the families.
- Students will remain in their classroom with their teacher and/or assistant teacher; they will not mix with other class groups at recess, in the playground or in the restrooms.
- To maintain distance between students, floor markings will be used.
- Clear protective barriers will be placed on students', teachers', and administrators' desks.
- Outdoor spaces will be used throughout the day for learning opportunities when necessary.
- Groups will not be mixed: recess, lunch, musical education/choir will be held by each class group separately.
- To minimize cross contamination, special area teachers (English, music and physical education) will travel to classrooms as they have done in the past.
- Bags will return home once a week.
- Toys and class materials are not shared outside the group and continue to be sanitizing on a regular basis.

## DAILY MEASURES IN ELEMENTARY CLASSES (*GRADES 1-5*)



- Students will be required to wear a combination of both a face mask and face shields or face mask and a washable bucket hat with a detachable face protector, to be provided by their parents. We will schedule moments during the day when children can safely remove their mask in an outdoor setting permitting sufficient distancing.
- **Please make sure your child's mask fits him/her.**
- Face shields will be worn anytime students and staff are moving from one place to another.
- We ask that parents provide **two** clean face masks and one clean face shield for their child each day.
- Students will remain with their class and teacher throughout the day.
- Clear protective barriers will be placed on students', teachers', and administrators' desks.
- Groups will not be mixed: recess and lunch will be held by each class group separately.
- Physical education and choir/musical education are set to resume during phase 2 for all elementary classes. We are still evaluating the situation to see when and how these activities can resume safely.

## FOOD AND DRINK AT SCHOOL

- **No cafeteria lunches** will be provided by EFAM to allow for cleaning and sanitizing throughout the school day by the cafeteria staff and avoid cross contamination. Students will bring their own lunch boxes as well as morning snacks and reusable water bottles. Cafeteria costs will be reimbursed to families. **Parents may opt to donate this refund** which will go toward the school preparedness investments (fountains, handwashing stations, partitions, etc.)

- Students must bring a single lunch box and a single water bottle for the day containing their **nut-free** lunch and a **nut-free** morning snack. All items must be labeled with the students' first and last name.
- Please make sure to indicate what items are meant for snack and what items are for lunch, as some children don't know.
- Food must be bite-sized and ready to eat by the child independently as EFAM will not be able to reheat lunches.
- Students will eat in classrooms or pre-determined outdoor spaces.

## **CLEANING AND DISINFECTING**

- A hand-washing schedule has been implemented for all students and staff members.
- Hand sanitizing stations have been strategically placed throughout each campus.
- Restrooms, water stations and frequently touched areas will be disinfected throughout the day.
- Daily cleaning and disinfecting will occur after classes.
- For deep cleaning processes, electrostatic sprayers will be used.

## **SPECIAL CAMPUS OUTFITTING – RENOVATIONS**

- New handwashing stations have been installed throughout the school.
- Water bottle filling stations replaced water fountains at the school.
- Electrostatic sprayers will be used for disinfection.
- Acrylic partitions have been installed where needed.

## **DIGITAL TOOLS**

- Student iPads
- iPad applications depending on each teacher
- Zoom
- Google Classroom
- G Suite
- Renweb FACTS
- Digital textbooks

As the situation continues to evolve daily, the above protocol is subject to change at any point during the school year. Be assured that providing the safest learning conditions for our students and staff is our first priority.

We know this is a very challenging school year for all of us. However, we are working diligently to continue ensuring quality education and a rich learning experience for all of our students while returning progressively and safely to a more normal situation. We thank you for your continued support and cooperation.

The EFAM team