

**Memphis Academy of Science and Engineering  
Middle and High School**



**Return to In-person Learning  
March 1, 2021**

MASE is excited to welcome students back to classrooms. Work is already underway to prepare for the health and safety of students and teachers and the District's safety protocols are further explained in this document. COVID-19 is highly contagious and parents opting to send their child back to their building should be prepared for unplanned school closures deemed necessary by health professionals that will range from two to ten days. When this occurs, students will continue learning virtually with their classroom teacher(s) for a predetermined amount of time for each subject.

MASE's COVID Task Force has been working diligently to prepare for a safe and healthy return to school, and we are implementing a wide variety of health and safety precautions to protect the health of our students and staff. Parents, students and teachers can anticipate additional protocols and procedures unique to our campus that the Executive Director has identified as necessary precautions to protect students and staff. Our precautions are based on the guidance of the CDC, the American Academy of Pediatrics, the Tennessee Health Department, and the Shelby County Health Department. Below is a list of precautions that will be in place:

**School Start Time:**

- Breakfast: 7:00 a.m. - 7:25 a.m.
- Homeroom: 7:30 a.m. - 7:45 a.m.
- Dismissal: 3:15 p.m.
- Friday's: Work from home

**Classroom Size:**

- There will be a total of 12-15 students in each classroom.

**Uniforms**

- **Students will not be required to wear MASE uniforms upon their return to in-person learning for the remainder of the 2020-2021 school year.** Students will be able to wear their personal clothing.

**Mandatory Attire:**

MASE Face Mask (will be given upon first day arrival)

**Allowable Attire:**

- Tee-shirt
- Polo shirt/Blouse
- Sweatshirt
- Long Jeans
- Long Pants
- Knee Length Skirts
- Appropriate Sweats

#### **Attire (Not Allowed)**

- No inappropriate writing or gestures on clothing
- Halter Tops/Tanktops
- Spaghetti strapped tops
- Shirt or blouse exposing any area above the waist
- Shorts
- Bonnets or Durags
- Leggings
- Bandanas

#### **Student Instructional Supplies**

- Students will be supplied with laptop bags and MASE masks and will need to only bring their Chromebook, MASE hot spots (if applicable), pencils/pens, paper, earbuds/headphones and personal hand sanitizer to school. **No backpacks are allowed.**

### **Building Safety Protocols**

#### **Temperature Checks and Symptom Screenings**

- Upon arrival every day, all staff and children will have a temperature check and symptom screening.
- Anyone with a temperature above 99° or exhibiting symptoms of COVID-19 will be sent home. (See below for more details about the action plan for exposures.)
- Children or staff members who fall ill at school will be with a member of our COVID-19 Task Force in an area of quarantine until they can leave the school building.

#### **Symptom Screening Questions**

If the answer is YES to any of these questions, the child or adult may not enter the school building:

- Have you been in close contact with a confirmed case of COVID-19 within the past 14 days?
- Are you experiencing a cough, shortness of breath, sore throat, or stomach symptoms?
- Have you had a fever (at or above 99°) or fever-reducing medicine in the last 48 hours?
- Have you had a new loss of taste or smell?
- Have you had vomiting or diarrhea in the last 24 hours?

#### **Transitions**

Middle and high school students will transition to their regular scheduled classes as normal.

- Students will wipe their table space or desk with a disinfectant wipe prior to leaving the classroom.
- Teachers will spray disinfectant spray before students enter the classroom.
- Students will use hand sanitizer before entering the classroom.

#### **Hand Washing**

- All staff and children will wash their hands upon arrival.
- Handwashing will be a regularly scheduled part of the school day.
- Hand sanitizer stations will be available in high-traffic areas throughout the building.

#### **Gloves**

- Faculty and staff providing direct care for children with physical and health concerns will wear gloves based on CDC and Health Department guidance.

- Any staff member who is cleaning and disinfecting in any area will wear personal protective equipment.

### Face Coverings

- Face masks will be a part of our daily lives, even if a COVID-19 vaccination has been taken. **It will be the responsibility of the family to ensure students arrive at school each day with the necessary face mask.** Students will be provided with one MASE face mask and will be required to wear a surgical mask under it. If the MASE face mask is lost, there will be a \$5 replacement cost.
- Guidance on face masks and personal protective equipment continues to change from health authorities. MASE will adhere to current, active local ordinances and health guidance as of the first day of reopening. Families should anticipate the requirement to wear a mask during the entire school day.
- Based on current guidance, all staff and children should expect to wear face masks at all times when indoors. The school will provide masks for students or staff based on need.
- *What if a child cannot wear a mask?* Our special education staff will be equipped to give guidance for special circumstances, students with respiratory problems, students who are unable to remove the mask without assistance and students with sensory processing issues.

### Sanitation and Cleaning

- The school has undergone a thorough cleaning in preparation for re-entry.
- [Guidance](#) from pediatric health professionals indicates that symptom screening, social distancing / cohorts (MASE Middle), hand washing, and face covering are together a more effective strategy than attempting to disinfect all surfaces constantly. However, our trained janitorial staff will follow a detailed cleaning protocol to further mitigate risk.
- Frequently touched surfaces will be cleaned throughout the school day with EPA-approved cleaners and disinfectants.
- Restrooms will be cleaned and disinfected at least three times daily.
- All classroom furniture and materials will be disinfected between each transition. All classroom furniture will be cleaned with an EPA-approved cleaner and disinfected again at the end of every school day.
- Carpets will be disinfected and vacuumed daily.
- High-quality air filters will be changed on a regular schedule.
- Water fountains will be turned off and children will be expected to bring their own water bottles from home.

### Social Distancing

- Students and teachers will conduct their work at least six feet away from others. Designated work areas in each classroom will allow for six feet of social distancing.
- Children will still have a reasonable amount of freedom of movement, within the other guidelines and protections listed throughout this document. Likewise, the number of children per class will vary based on enrollment and the different sizes of our spaces.
- Children and adults will generally be limited in contact with others in their class/cohort.
- Sharing of materials will be limited. Each child will have individual basic school supplies.
- The number of people in hallways will be minimized; transition times will be staggered.
- Dropoff and pickup procedures will be modified to limit the number of people in a space.
- There will be no large group assemblies or activities. All large group activities will continue to be held virtually.
- According to the American Academy of Pediatrics, adult-to-adult transmission of COVID-19 is of greatest concern in the school setting. Therefore, *although we deeply value the presence of family members, during this time families and other visitors will not be allowed in the school building except under extenuating circumstances.* We will offer a variety of opportunities for virtual family

involvement, including family meetings, teacher conferences, school tours and classroom observations.

- Strict records will be kept of non-school employees entering and exiting the building.
- Staff members and visitors will be discouraged from sharing office supplies (pens, etc.) and equipment (phones, computers, etc.) whenever possible, and shared supplies and equipment will be regularly disinfected.
- Tape will be used on floors to designate where lines may form in the cafeteria and at the front office.
- School-based sports will be temporarily restricted to sports that have not been deemed as high-risk by the NFSHSA, and all social distancing principles will apply to any practices or events.
- To help prevent the spread of the virus, traffic within a school must be limited to the school day to the extent possible. Students not actively engaged in an approved after-school activity or the event must leave the campus immediately. Students cannot linger on the campus unsupervised after school.

### **Signs**

- Signs will be posted at entrance and high-traffic areas to educate and encourage a partnership of safety for adults and children.

### **Meals**

- Students will eat lunch in the cafeteria for 30 minutes. Cafeteria tables will be spaced to allow for at least six feet of distance from others. Cafeteria staff are employees of Shelby County Schools and will follow all SCS and Health Department guidance for preparation and distribution of food. While students are eating lunch, teachers will also have a 30 minute duty-free lunch. The other half of the lunch period will occur in classrooms where teachers supervise 30 minutes of social activity.

### **R3 Program**

- We recognize that after-school programs are important for working families. Our R3 program will be offered in-person and virtually and will follow the same health procedures outlined in this document.

(Contact the office to register for our R3 Program.)

### **Bus Transportation**

After reviewing the District's procedures for student bus transportation, parents must decide if they want their child to continue to ride the bus or find another option of transportation for their student. Buses will be cleaned and disinfected between routes and at the end of each day.

### **Procedures for Riding the Bus**

- Children who ride our school bus will wear masks and have daily temperature checks. Bus windows will be kept open when weather allows. Children will be seated in assigned seats and further apart whenever possible.
- Students who ride a school bus will be required to wear a mask and will undergo temperature checks at the school each day unless a school personnel administers temperature checks at each bus stop. Body temperatures may naturally elevate during the spring and summer months at bus stops and on the bus. Students found to have a temperature at or above 99 degrees upon the first reading will be asked to attend school virtually. Therefore, students should not be left unattended until temperature checks are administered.
- There will be no off-site field trips for the year.

Buses will also be cleaned and disinfected between routes and at the end of each day. Based on MASE's protocols for student bus transportation, parents must decide if they want their child to continue to ride the bus or find another option of transportation.

### **COVID-19 Testing, Positive Cases / Exposures, and Plan of Action**

- MASE will be participating in the City of Memphis's Test to Protect program. The City of Memphis will provide free COVID-19 testing (with results in about 48 hours) to MASE's staff and in-person students on a regular basis, approximately once every two weeks. This will allow us to be alerted to any cases of COVID-19 in our community and will enable us to have any infected students or staff quarantine at home, even before they begin showing symptoms. Children will not be tested without parent/guardian permission, and families are not required to participate, but are strongly encouraged to support the health and safety efforts of the school by participating in this free program.
- It is imperative to community health that MASE be made aware of any student or staff member that has tested positive for COVID-19. All staff and students can be assured of confidentiality and privacy when reporting their positive test results.
- If a staff member or child tests positive, MASE will contact the Shelby County Health Department and follow all current CDC and health department guidance.
- Anyone testing positive for COVID-19 must isolate themselves at home for 10 days from the onset of their symptoms or 10 days from the date their test was done if they never developed symptoms. Fever must be gone and they must be feeling better for at least 24 hours. These time periods do not change with a doctor's note or with a negative test.
- At the present time, the [CDC's guidelines](#) define exposure as physical contact (e.g. hugging or kissing) with, or spending [more than 15 minutes within 6 feet](#) of, someone with a confirmed case (based on a test or clinical diagnosis). (The CDC has clarified that this definition means a total of 15 minutes [over a 24 hour period](#).) This includes all such contact up to 48 hours before the onset of COVID-19 symptoms (or before a positive test in the case of an asymptomatic individual). Someone who directly experienced such an exposure should [stay home / be quarantined for 10 days after the last such contact](#). The exposed individual may return to school after 10 days of quarantine if he or she has no COVID symptoms. The Health Department and CDC also allow for returning after 7 days of quarantine if the contact does not have symptoms and if they test negative by a PCR or antigen test collected after Day 5. Regardless of the length of quarantine, all individuals must continue to self-monitor for symptoms through day 14. In general, MASE will follow the 10-day quarantine protocol, though 7-day quarantines may be permitted on a case-by-case basis and only with the express permission of the school administration.
- The Tennessee Health Department has provided a [decision matrix](#) for further action with any identified case. If the exposed person was *not* in the building within 48 hours before the onset of symptoms, then no further action is needed. If the exposed person was in the building within 48 hours of symptoms, *and* we can trace all their contacts as defined above, then we would close the *classroom or workspace* for 24 hours to clean, and exclude all the contacts from the building for the defined period; if the exposed person was in the building within 48 hours of symptoms *but* contacts can *not* be traced, we would close the *building* for 24 hours / until we can identify the close contacts, then re-open once those contacts are excluded for the defined period.
- If someone in your household has COVID-19, you count as exposed until out of their presence, and your quarantine period does not *begin* until you are no longer exposed to them, or until the person who has COVID-19 meets the criteria to end home isolation.
- Retesting someone in the 3 months following initial infection is [not necessary](#) unless that person is exhibiting the symptoms of COVID-19 and the symptoms cannot be associated with another illness