



Menlo Park Academy

Developing the Potential of Gifted Children

Menlo Park Academy

2022-2023 COVID-19 Safety Plan*

*This is a working document and will be revised as new information is made available.



Menlo Park Academy

Developing the Potential of Gifted Children

Table of Contents

Menlo Park Academy	1
2022-2023 COVID-19 Safety Plan*	1
Page Intentionally Left Blank	3
What's New in This Version	4
COVID-19 Response: Policy/ Protocol Development and Reporting	5
Health and Safety Task Force	5
Health and Safety Response Team	5
Reporting to the Cleveland Department of Public Health	6
Strategies for Everyday Operations	7
Vaccination	7
Post-COVID Vaccine Decision Tree	7
Illness with Symptoms of COVID-19	8
Testing Positive for COVID-19	8
Responding to a Positive Case	10
Ventilation System	11
Cleaning and Disinfection	11
Hand Hygiene and Respiratory Etiquette	11
Crowd Prevention	12
Mealtimes	12
Drill Procedures	12
COVID-19 Community Levels and Associated Prevention Strategies	13
Masking	13
Screening Testing	13
Consideration for High-Risk Activities	13
Resources	14



Menlo Park Academy

Developing the Potential of Gifted Children

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Menlo Park Academy

Developing the Potential of Gifted Children

What's New in This Version

Version 1.0 (August 2022)

- Published COVID-19 Safe Return Plan 2022-2023

Version 1.1 (August 2022)

- Updated to reflect most recent CDC Guidance for K-12 Schools
 - Testing Positive for COVID-19 pg.9: Updated isolation guidance
 - Responding to a Positive Case pg.10: Removed reference to ODH Mask to Stay/Test to Play and updated response plans
 - Mealtimes and Cohorting pg.12-13: Removed the recommendation to cohort

Version 1.2 (March 2023)

- Language added for clarity to Responding to a Positive Case



Menlo Park Academy

Developing the Potential of Gifted Children

COVID-19 Response: Policy/ Protocol Development and Reporting

Menlo Park Academy (MPA) will continue to respond to the COVID-19 pandemic with expanded health and safety protocols. Regular monitoring and evaluation of the school's response to COVID-19 will be accomplished through 2 teams: the Health and Safety Task Force and the Health and Safety Response Team

Health and Safety Task Force

The Menlo Park Academy Health and Safety Task Force consists of members of the Board of Directors, school leadership including the Director of Operations, and volunteer community members who have experience in health and safety procedures and communication. The purpose of the Health and Safety task force is to conduct an on-going review of current safety protocols at Menlo Park Academy inclusive of training expectations, knowledge and process management, and audit and reporting. The Health and Safety Task Force will meet monthly and provide recommendations to the Board of Directors who ultimately decide on implementation of task force recommendations.

The Health and Safety Task Force will monitor and review CDC and ODH COVID-19 related guidance, the school's ability to appropriately respond to public health recommendations, and recommend policy or procedure on an as-needed basis.

Health and Safety Response Team

The purpose of the Health and Safety Response team is to develop and organize the school's response to immediate or imminent health and safety related concerns. Members of the Health and Safety Response Team will include representatives of the Board of Directors and school leadership including but not limited to the school Principal. Meetings of the Health and Safety Response Team may be virtual and are scheduled as needed based on events within the school or surrounding community. The Health and Safety Response Team will have the authority to implement critical recommendations, if identified, prior to seeking approval from the Board of Directors.

Triggers to Require Health and Safety Incident Team Meeting

A virtual meeting of the MPA Health and Safety Response Team with notification of the Director of Operations will be called for the following triggers:

- Any suspected or identified outbreak of COVID-19 cases within the building.
- Any changes in CDC or ODH guidance requiring an immediate update of MPA COVID-19 or communicable disease procedures.
- CDC COVID-19 Community Level reaches high.



Menlo Park Academy

Developing the Potential of Gifted Children

- Request for meeting by school leadership, a Health and Safety Incident Team member or any school employee with provided reason.

Reporting to the Cleveland Department of Public Health

The Cleveland Department of Public Health (CDPH) is the local health department for Menlo Park Academy. Contact to the CDPH will be made immediately for:

- A confirmed or suspected school associated outbreak of COVID-19
- A positive COVID-19 test administered by MPA
- Questions or concerns regarding COVID-19 conditions within the building
- Questions regarding local health department, ODH or CDC guidance



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Strategies for Everyday Operations

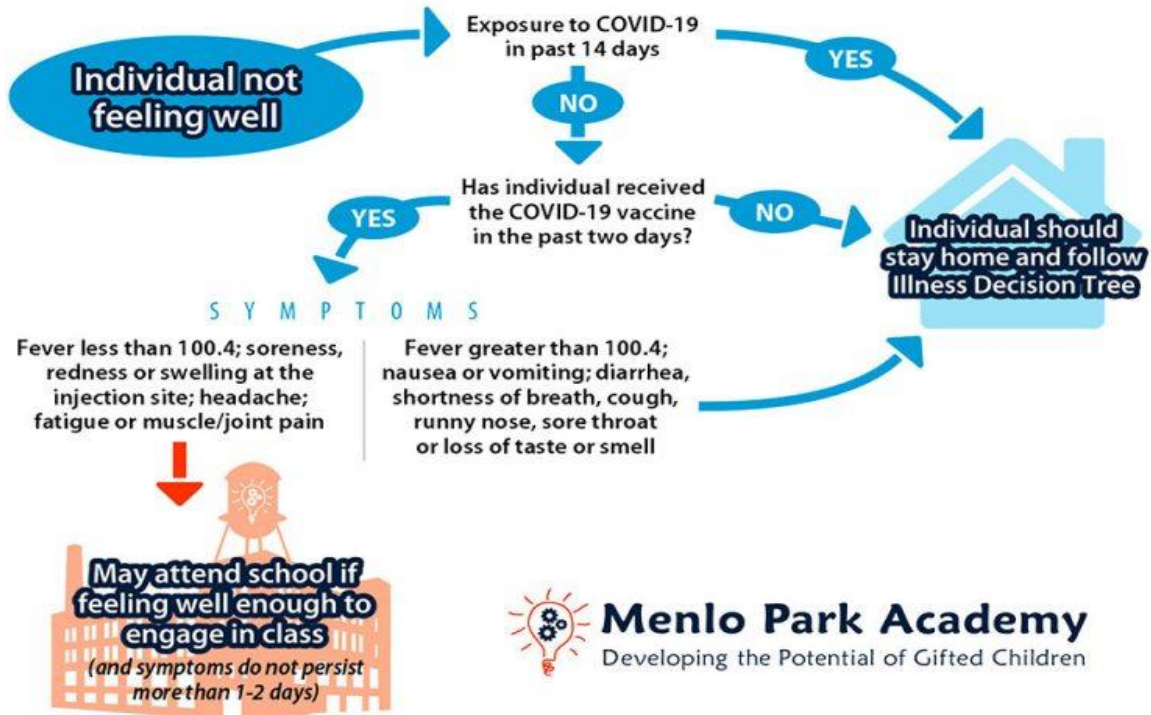
In order to maintain in-person learning and optimize the safety within the building, Menlo Park Academy will incorporate the following strategies into everyday school operations regardless of COVID-19 Community Level.

Vaccination

We encourage all staff, volunteers and families to speak to their healthcare provider about their vaccine eligibility. MPA may communicate to the school community local vaccine clinics via the school [website](#) or Parentsquare. To learn where vaccines are available within the community, MPA staff and families are encouraged to visit vaccines.gov or <https://gettheshot.coronavirus.ohio.gov/>.

Any persons who received a COVID-19 vaccine and are experiencing side effects should reference the MPA Post Vaccine Decision Tree to determine if they should attend school (see below).

Post-COVID Vaccine Decision Tree





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Illness with Symptoms of COVID-19

Any person exhibiting symptoms consistent with COVID-19 should NOT ENTER THE BUILDING and STAY AT HOME. Any person who develops symptoms of COVID-19 during the school day will be immediately sent to student health and provided a face mask if not already wearing one.

Symptoms consistent with COVID-19 include:

- Fever above 100.0 °F OR chills
- Cough
- Shortness of breath (for students with chronic allergic/asthmatic cough, a change in their cough from baseline)
- Fatigue
- Muscle or body aches
- Headache
- Loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Those persons with symptoms of COVID-19 should contact their healthcare provider for guidance and test for COVID-19 before returning to the building. An at-home COVID-19 test may be provided to the individual by MPA if supply allows.

If the COVID-19 test is negative, the individual may return to the building based on MPA [Illness and Communicable Disease Procedures](#).



Menlo Park Academy

Developing the Potential of Gifted Children

Testing Positive for COVID-19

Any individual that tests positive should notify the school immediately and not enter the building until their isolation is complete. Regardless of vaccination status, those who test positive for COVID-19 should isolate themselves from others. Persons should also isolate if they are sick and suspect that they have COVID-19 but do not yet have test results. If results are positive, follow the full isolation recommendations below. If results are negative, isolation can end and the individual can return to the building based on MPA Illness and Communicable Disease Procedures.

When positive for COVID-19, isolation is counted in days, as follows:

If you had [no symptoms](#)

- Day 0 is the day you were tested (not the day you received your positive test result)
- Day 1 is the first full day following the day you were tested
- If you develop symptoms within 10 days of when you were tested, the clock restarts at day 0 on the day of symptom onset

If you had [symptoms](#)

- Day 0 of isolation is the day of symptom onset, regardless of when you tested positive
- Day 1 is the first full day after the day your symptoms started

If you test positive for COVID-19, stay home for at least 5 days and isolate from others in your home. End isolation based on how serious your COVID-19 symptoms were.

If you had no symptoms—You may end isolation after day 5.

If you had symptoms—You may end isolation after day 5 if:

- You are fever-free for 24 hours (without the use of fever-reducing medication)
- Your symptoms are improving

If you still have fever or your other symptoms have not improved, continue to isolate until they improve.

If you had [severe illness](#) or have a weakened immune system, consult your doctor before ending isolation. Ending isolation without a viral test may not be an option for you.

After you have ended isolation, when you are feeling better (no fever without the use of fever-reducing medications and symptoms improving), wear your mask through day 10.



Menlo Park Academy

Developing the Potential of Gifted Children

Responding to a Positive Case

If there is a positive case of COVID-19, the staff and parents/guardians of the floor where the exposure occurred will be notified through a ParentSquare communication. It will be recommended that staff and students of the impacted floor wear a mask for 10 days following the exposure and get tested if symptoms occur. If there is an outbreak of cases, additional preventative measures will be considered, including but not limited to mask requirements.

If a student or staff member is known to have been exposed to COVID-19, regardless of vaccination or prior infection, the individual should wear a mask for 10 days when around others. The person can be in the school building as long as they are not symptomatic. Any person with symptoms should stay at home. Whether symptoms develop or not, the exposed person should test five (5) full days after exposure, unless they have tested positive in the prior 3 months. If the test is negative, they should continue to mask through day 10 (an additional 5 days). If the test is positive- see section “Testing Positive for COVID-19.”



Menlo Park Academy

Developing the Potential of Gifted Children

Ventilation System

The building heating, ventilation and air conditioning (HVAC) system includes a bipolar ionization system which improves viral particle filtration. The furnace filters have been upgraded to MERV13, which provide a level of filtration that will remove virus size particles. Filters will be changed quarterly.

Portable air purifiers will be utilized in the isolation area where symptomatic individuals are tended to as well as multiple enclosed spaces. Windows will be open as much as possible, unless there are poor air quality reports.

Humidity will be maintained around 50% to 60% in the building and temperatures maintained between 68F to 75F.

Cleaning and Disinfection

Surfaces will be cleaned and disinfected daily. Products that meet the EPA's criteria for use against SARS-COV-2 will be used daily for cleaning and disinfection purposes. Any surface that will be used during meal times will be disinfected with a product that is both effective against SARS-COV-2 and food service safe. The usage and supply of cleaning and disinfecting products will be closely monitored to avoid shortages. No less than a 3 week supply should be available at all times.

Hand Hygiene and Respiratory Etiquette

Students and staff should cough or sneeze into a tissue or their elbow. Regular hand washing breaks will be worked into the daily schedule, especially before and after meals, after using the restroom, after coming in from recess, after sneezing and anytime hands are visibly dirty. Signs have been placed in the bathrooms reminding students and staff of proper handwashing technique.

Throughout the building, hand sanitizing stations are either mounted to walls or on pedestal stands. These stations will be located at the building entrances, high-traffic areas, adjacent to bathrooms, and at stairwells. Hand sanitizer dispensers will be checked daily to ensure they are adequately stocked with hand sanitizer containing at least 70% alcohol.

Water fountains are turned off, but students and staff will continue to have access to the bottle fillers.



Menlo Park Academy

Developing the Potential of Gifted Children

Crowd Prevention

Any gathering or group of people that may inhibit physical distancing will be avoided. Learning activities will be planned to avoid crowding of students or staff. The planning of any activities (concerts, performances, etc) will include measures to promote physical distancing.

Mealtimes

Strategies will continue in the cafe during mealtimes to lower the risk of COVID-19 transmission, including:

- Encouraging outdoor meals, weather permitting
- Having hand sanitizer readily available in the cafe and providing time for handwashing prior to meals
- Maximizing distance as much as possible between students while eating

Drill Procedures

Whenever possible, fire and tornado drills will be conducted by class groupings and at various times, while in accordance with H.B. 178 and accompanying code. When a full building evacuation is required, staff will make sure that physical distancing is observed when possible. Facial coverings will be encouraged if physical distancing is difficult due to drill requirements.



Menlo Park Academy

Developing the Potential of Gifted Children

COVID-19 Community Levels and Associated Prevention Strategies

In addition to guidance from the local health department and case surveillance within the building, the CDC's [COVID-19 Community Levels](#) will assist MPA in deciding when additional prevention strategies will be implemented. The majority of MPA students and staff reside in Cuyahoga County, therefore Cuyahoga will be the community level monitored. If MPA is experiencing a COVID-19 outbreak and/or is at a high risk COVID-19 Community Level, the health and safety response team will evaluate adding layered prevention strategies with the goal to maintain safe, in-person learning. If conditions within the building and/or community improve, MPA may consider removing additional preventative measures.

Masking

Any student or staff member who chooses to wear a mask will be supported in their decision regardless of the community level. At a high community level, a communication will be sent to the school community noting the community risk and strongly encouraging masking while in the building. The safety response team will determine the need to reinstate a face mask requirement for staff and/or students. Any reinstatement of a face mask requirement will be communicated to the school community along with a link to [MPA Policy 411-Face Masks](#).

Screening Testing

Screening testing identifies persons with COVID-19 who are not showing symptoms. If the COVID-19 Community Level is high, Menlo Park Academy will, based on availability of testing, implement screening testing for high-risk activities such as overnight field trips, indoor sports and extracurricular activities, and returning from breaks.

Consideration for High-Risk Activities

Due to increased and forceful exhalation, close contact sports, indoor sports and other activities, such as band, choir, theater may increase risk for transmission of COVID-19. Menlo Park Academy may consider temporarily stopping these activities to control a school or program associated outbreak, or during periods of high COVID-19 Community Levels.



Menlo Park Academy

Developing the Potential of Gifted Children

Resources

Centers for Disease Control (2022/3/30). Covid-19: When to Quarantine.

<https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/quarantine.html>

Centers for Disease Control (2022/8/11). Guidance for COVID-19 Prevention in K-12 Schools.

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-childcare-guidance.html>

Centers for Disease Control (2022/3/7). Post Vaccination Considerations for Workplaces.

<https://www.cdc.gov/coronavirus/2019-ncov/community/workplaces-businesses/vaccination-considerations-for-workplaces.html>

Centers for Disease Control (2022/3/30) (2022/6/9). Steps for Determining Close Contact and Quarantine in K-12 Schools.

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/your-health/COVID-19-Steps-for-Determining-Close-Contact-Quarantine-K-12-html.pdf>

Centers for Disease Control (2021). When You Can Be Around Others After You Had or Likely Had Covid-19.

https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprevent-getting-sick%2Fwhen-its-safe.html

Ohio Department of Health (2022/8/23). What To Do If You Have COVID-19. What To Do If You Were Exposed To COVID-19. <https://coronavirus.ohio.gov/static/docs/covid-19-guidance-quarantine.pdf>