

KIPP:INDY

PUBLIC SCHOOLS

COVID-19 PROCEDURES & GUIDELINES

These plans will be updated based on new information and guidance from public health officials.

- Last Update: **March 10, 2022**

All procedures and guidelines outlined below are established to promote the health and safety of each member of the KIPP Indy Team and Family. These policies are in addition to and supersede all student handbook policies.

As the most effective tool to strengthen mitigation efforts against CV-19, **KIPP strongly recommends the CV-19 vaccine and booster for all who are eligible.** Currently, anyone age 5+ is eligible for a CV-19 vaccine. Click below to register or call 211. KIPP Indy will not disclose vaccination status of any staff member or student.

- VACCINE REGISTRATION: <https://vaccine.coronavirus.in.gov/en-US/>

Throughout the year, please email CV19@kippindy.org if you have questions.

How is “fully vaccinated” defined at KIPP Indy?

Per guidelines from public health officials, KIPP Indy uses the following standards for “fully vaccinated.” Individuals who meet one of these three criteria are considered to be fully vaccinated.

- Primary series of Pfizer, Moderna, or J&J and boosted
- Primary series of Pfizer or Moderna vaccine within last 6 months
- Primary series of J&J vaccine within last 2 months

If an individual does not meet one of the criteria listed above, he/she will be considered to be unvaccinated or partially vaccinated.

Will face masks be required?

Following recent updates to guidance from public health officials at the local, state, and federal levels, KIPP Indy Public Schools will no longer require masks for staff, students, and visitors effective Monday, March 14th. This update applies to both inside buildings and on school buses. Moving forward, KIPP will continue to monitor guidance from public health officials and will provide updates if increased mitigation efforts, including masking, are required in the future.

Individuals who choose to wear a mask are encouraged to do so, and KIPP will continue to have a supply of KN-95 masks available in our schools. If your student chooses to wear a mask and you need mask assistance, please email CV19@kippindy.org.

What are the procedures if someone has a positive case of CV-19?

Staff and families are required to notify KIPP Indy in the event of a positive CV-19 test. Following notification, KIPP Indy will implement public health guidance and collaborate with the Marion County Health Department as needed.

If a student or staff member, regardless of vaccination status, has a positive test for CV-19, KIPP Indy will implement the following procedures:

- ASYMPTOMATIC: Can return to school 5 days after the day the test sample was collected assuming no symptoms have developed.

	<ul style="list-style-type: none"> ○ SYMPTOMATIC: Can return to school after 5 days from the onset of symptoms as long as individual has been fever-free without the use of fever-reducing medications for 24 hours AND have improved symptoms. <p>The Indiana State Department of Health no longer recommends contact tracing and quarantining in schools following a positive case. This is due to the large number of asymptomatic or less severe cases, shorter incubation period, and the window of greatest transmission being prior to or during the first few days of symptoms. KIPP Indy will implement this recommendation, and as stated above, KIPP Indy strongly recommends the CV-19 vaccine and booster for all who are eligible.</p> <p>The name or other personal information of someone who has a positive test will NOT be shared. In accordance with HIPAA, communicable disease concerns are confidential. Additionally, as ISDH no longer recommends contact tracing, KIPP Indy will no longer distribute whole-classroom notifications following a positive test of CV-19.</p>
<p>What are the procedures if someone has symptoms associated with CV-19?</p>	<p>If an individual has multiple symptoms associated with CV-19 and suspects a CV-19 infection, he/she should stay home, seek testing, and consult with their healthcare provider if at higher risk.</p> <p>A negative test or doctor's note is no longer required to return to school. As with other illnesses, symptomatic individuals should not return to school unless they are fever free for at least 24 hours without the use of fever reducing medication and their symptoms are resolving.</p>
<p>What additional steps are being taken to disinfect school buildings?</p>	<p>According to public health officials, surfaces are not believed to be the primary means of transmission for CV-19, but KIPP Indy will remain diligent about cleaning procedures. Custodians will disinfect all fixtures in restrooms and other frequently touched surfaces (i.e. door handles, water fountains, etc.) in the school building twice per day in addition to our scheduled night cleaning. Additionally, all classroom furniture will be fully disinfected once per week.</p> <p>All classrooms will be supplied with a touchless hand sanitizer dispenser, bottles of neutral disinfectant, paper towels, and disposable wipes to disinfect surfaces and resources throughout the school day.</p>
<p>Does KIPP Indy have a nurse or clinic on site?</p>	<p>At both campuses, KIPP Indy partners with HealthNet to staff an in-school medical clinic. These clinics support a variety of medical services, including medications management, and we will partner with them to create clear procedures that implement public health guidelines related to CV-19. Depending on public health guidance for healthcare settings, masks may be required inside the clinics for students to receive services. If this is the case, KIPP Indy will make available masks at the clinic entrance. Otherwise, masks are not required inside KIPP Indy buildings.</p> <p>In order to decrease traffic in our medical clinics, public health officials recommend that, whenever possible, morning and other daily medications be given at home. This will reduce potential exposure to sick students by healthy students receiving routine medications.</p>

<p>How will instruction continue for my student if excluded?</p>	<p>Grades K-5: Within 24 hours excluded students will have access to printed packets for asynchronous consumption covering key concepts aligned with grade level standards. A resource sheet will be provided for parents to support their students, and students will be encouraged to reach out to their advisory teacher(s) with questions. If packets cannot be picked up, the school social worker will support distributions. Upon return, students will be awarded credit for work completion and accuracy.</p> <p>Grades 6-11: Within 24 hours excluded students will be assigned targeted learning paths on virtual platforms used while in-person. Students will navigate learning pathways covering key concepts aligned with grade level standards asynchronously. An email summarizing expectations will be sent to students and parents, and students will be encouraged to reach out to their content teachers with questions. Upon return, students will be awarded credit for work completion and accuracy.</p>
<p>What are the policies for visitors in the school?</p>	<p>Similar to staff and students, all visitors are expected to self-screen for CV-19 related symptoms.</p> <p>As partners in this work, we ask that you please schedule visits in advance with the appropriate staff member. We will be unable to accommodate unscheduled visitors.</p> <p>In alignment with other related safety protocols, families will not be permitted to join their student(s) for meals.</p>
<p>What procedures will be in place if my student rides the bus?</p>	<p>KIPP Indy partners with IPS to provide transportation, and IPS will implement additional measures to mitigate the risks associated with CV-19.</p> <ul style="list-style-type: none"> • Buses will be regularly cleaned and disinfected daily between routes. • Windows/vents will remain open to promote ventilation as weather allows.
<p>Will there be field trips?</p>	<p>KIPP Indy will schedule field trips to destinations that have aligned CV-19 guidelines and mitigation efforts. Families will have the option to opt out of field trips when permission slips are distributed.</p>
<p>Will there be sports or extracurricular activities?</p>	<p>All sports will implement IHSAA guidelines and recommendations from the Marion County Health Department and Indiana State Department of Health. Families who permit their student(s) to participate will be required to sign an informed consent document that outlines these protocols. Public attendance at games and extracurricular performances is allowed.</p>
<p>Is it possible for KIPP Indy schools to close due to CV-19?</p>	<p>KIPP believes that in-person instruction is in the best interests of students' academic progress and overall well-being, and so our planning is aimed to implement mitigation efforts that maximize our ability to serve all students in-person. As all public schools are under the direction of the Governor's Office, Mayor's Office, and the Marion County Health Department, KIPP Indy will collaborate with these agencies on any decision related to school closures.</p>

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STAFF POLICY ADDENDUM

All procedures and guidelines outlined below are established to promote the health and safety of each member of the KIPP Indy Team and Family. These policies are in addition to and supersede all staff handbook policies.

CV-19 Vaccinations and Documentation

As a tool to strengthen mitigation efforts against CV-19, KIPP strongly recommends the CV-19 vaccine and booster for all who are eligible. To ensure KIPP Indy implements public health guidelines, fully vaccinated individuals are asked to submit a [Verification Form](#). This information is considered confidential and is solely used for purposes of implementing public health guidance. Additional questions regarding vaccination verification should be referred to Myke Spencer (m Spencer@kippindy.org).

Staff members may volunteer information related to their vaccination status to colleagues but are expected to respect the privacy of others, which includes refraining from asking a colleague about their vaccination status.

What information can I expect to receive following a positive case of CV-19?

Our goal is to communicate as transparently as possible when exclusion protocols are implemented following a positive case of CV-19. In adherence to privacy laws (HIPAA), KIPP Indy will share as much information as possible while balancing the need to protect individual rights and privacy. When a situation arises that requires a student to be excluded, KIPP Indy will notify that student's teachers and school leadership team members. Again, our aim in these cases is to share transparently with staff while also protecting student rights in alignment with privacy laws.

Are KIPP Indy employees eligible for FFCRA benefits?

KIPP Indy continued to opt into the Families First Coronavirus Response Act (FFCRA) until it expired on September 30th, 2021. In an effort to continue to ensure that we do everything that we can to support the safety and well-being of our staff, we have created a regional COVID leave policy. The COVID leave eligibility mirrors that of FFCRA, in which enables employees to receive full or partial paid time off if they are mandated to isolate related to COVID-19 or if they are caring for a dependent who must quarantine or remain home due to childcare closures. This policy will remain in effect through **June 3rd, 2022** (remainder of the 21-22 school year). At this time, we do not anticipate extending this leave past the current school year, but we will evaluate public health guidance and provide updates as this date approaches.

For current staff members, all FFCRA balances as of September 30th, 2021 will be transferred to the new COVID leave. Additional time will not be allotted at this time. New staff members will receive a prorated amount of COVID leave depending on their start dates. Staff are can view current balances in Paylocity and should contact Myke Spencer (m Spencer@kippindy.org) in order to confirm eligibility of a leave request under COVID leave.