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# **Ethos Classical**

## COVID Safety Guidelines

2022-2023

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Families,

We are so grateful to welcome you back for the 2022-2023 school year.

Throughout this guide you will find an overview of our best efforts to implement a safe in person learning experience. It is my hope that this information provides clarity and comfort that we are making every effort possible to make this year as safe as possible for our scholars, families, and team.

You continue to have my deepest respect for the trust you've placed in us with your most precious gifts - our children.

With urgency and eagerness,

A handwritten signature in black ink that reads "Emily Castillo Leon". The signature is written in a cursive, flowing style.

Emily Castillo Leon  
Founder and Executive Director

# Reopening Operations, Monitoring, Containment, & Closure

In order to maximize the health and safety of our scholars, staff, and broader community, Ethos is committed to elevating the quality of health and safety measures on our campus. In order to do so, we are leveraging thought partnerships from dozens of schools and school leaders across the country, Georgia Department of Health and Center for Disease Control guidance, as well as the thoughtful and diligent work of the Leadership Team of our school. In order to maintain safe operations, our school will prioritize expanding our schools inventory of personal protective equipment (PPE); increasing the frequency and depth of our cleaning and sanitization services; improving HVAC systems to maximize airflow throughout our facility, and modifying our food service and academic support programming to accommodate scholar needs during this time.

## Safe School Operations

### Social Distancing

*Recess:* Scholars play outside with other scholars in their classroom for 20 minutes a day. Masks are encouraged throughout recess.

*Meals:* Breakfast and lunch are provided and are delivered directly to scholars. Scholars eat at their desks after sanitizing their hands.

*Visitor Policy:* Unannounced visitors are directed to have their questions answered by phone or to drop off materials to the building for pick up by an Ethos staff member. Visitors are encouraged to wear a mask while in the building and are scheduled to have limited contact with scholars and staff members.

*PPE and Face Coverings School inventory:* Ethos maintains a supply of disposable masks in adult and youth sizes that are available upon request.

A reserve of disposable masks is retained at the front desk and in each classroom. Scholars and staff who request additional PPE will be provided with a mask based on our inventory. We encourage everyone to bring their own masks each day if they choose to wear one.

*Scholar/family expectations:* Scholars are encouraged to wear a mask if they want to limit exposure to any contagious viruses.. Masks must properly fit the scholar's face, covering nose and mouth. If a scholar needs an additional mask for any reason, it is provided to them from our inventory.

### Air Quality Control

*Ventilation:* We have upgraded our HVAC ventilation system. We partnered with Addison Smith for the update, and have contracted a preventative maintenance program to keep our entire HVAC system up to date.

We contracted Addison Smith to install Bipolar Ionization Units from Global Plasma Solutions to our HVAC units in the main building, as well as the exterior classroom villas. Global Plasma Solutions, the leader in Indoor Air Quality, is the first air purification solution to test SARS-CoV-2 (COVID-19), achieving a 99.4% reduction of the surface strain within 30 minutes. Global Plasma Solutions utilizes needlepoint bipolar ionization to inactivate SARS-CoV-2 (COVID-19).

Needlepoint bipolar ionization works to safely clean indoor air, leveraging an electronic charge to create a high concentration of positive and negative ions. These ions travel through the air continuously seeking out and attaching to particles. This sets in motion a continuous pattern of particle combination. As these particles become larger, they are eliminated from the air more rapidly. Additionally, positive and negative ions have microbicidal effects on pathogens, ultimately reducing the infectivity of the virus. Global Plasma Solutions' needlepoint bipolar ionization is ozone-free and the only kind in its category to pass the RCTA DO-160 standard for aircrafts.

Addison Smith's preventative maintenance program includes visual inspections of our units, filter changes, ventilation checks, and comfort control.

Per [CDC guidance](#), we will set our HVAC system to start running for two hours before the opening of our building, and keep running for two hours after dismissal. Additionally, we have set the automatic timer of the Energy Recovery Ventilation System to run during the school day as well as in the evenings to ensure that the air is exchanged in each room multiple times in the day.

To increase filtration in every classroom, we have added a [Medify Air Purifier](#) with a three-layered H13 HEPA filter, which removes 99.9% of particles down to 0.1 microns.

*Water Systems:* All faucets and sinks are sanitized multiple times before the launch of the school year. Scholar water fountains are closed for service to prevent the spread of germs. Scholars are both allowed and encouraged to bring a full water bottle with them daily which will be kept at their desk.

## Hygiene, Cleaning, and Disinfection

*Cleaning and Disinfection Protocol:* We have hired a full time cleaning staff to conduct daily full-facility cleaning, including the sanitization of surfaces.

Regular, schoolwide cleaning is broken up into daily, weekly and monthly activities:

1. Daily Services:
  - a. Classrooms/Offices//Teacher's Workroom/Front Desk:
    - i. Clean and sanitize all desks, file cabinets and wipe down chairs as needed.
    - ii. Wipe down glass doors as needed.
    - iii. Dust and wipe all windowsills, fixtures, furniture, classroom equipment and horizontal surfaces.

- iv. Sweep and mop floors.
- v. Wipe down walls around the waste cans.
- vi. Empty all waste paper baskets and receptacles.
- vii. Clean the exterior of the wastebaskets as needed.

b. Kitchen:

- i. Sweep and mop floors daily with germicidal solution.
- ii. Wipe down and clean walls, and windowsills, as needed.
- iii. Empty waste baskets and discard to the approved dumpster/designated area.
- iv. Clean the interior and exterior of the wastebaskets as needed.

c. Restrooms:

- i. Sweep and mop with germicidal solution.
- ii. Clean, deodorize and disinfect all hand basins, toilet seats, toilet bowls, and urinals (interior and exterior).
- iii. Wash and polish all mirrors, cabinets and dispensers.
- iv. Empty all waste paper and sanitary napkin receptacles; trash will be taken out to approved dumpster/designated area.
- v. Clean the interior and exterior of the wastebaskets as needed.
- vi. Replenish/restock paper goods and soap dispensers as needed.

2. Weekly

- a. Changing the color heads of the mops
- b. Removal of any and all excess dust

3. Monthly Services:

- a. Wipe clean vents and keep free of dust.
- b. Machine scrub bathroom floors.
- c. Detailed cleaning of all restrooms, including acid wash of bathrooms floors and walls.

*Chromebooks and other Personal Technology Devices:* All scholars have access to their own Chromebook for general instruction. Devices will not be shared and each scholar will use personal headphones. In the case a scholar has to use a loaner device, the item will be sanitized before use.

*Hand Washing/Sanitizing:* As often as possible, but always before and after school, between classes, before and after lunch, after sneezing or coughing or using a tissue, and after handling garbage scholars will use hand sanitizer and, when possible, scholars will go to the bathroom and wash their hands with soap and water for at least 20 seconds. If it is not possible for scholars to wash their hands with soap and water, then they will use the >60% alcohol hand sanitizer solutions that we are providing at automatic dispensers across the school. Hand sanitizer units are available in every room in the building.

*Respiratory Hygiene:* Scholars are trained on proper mask usage during scholar orientation, and are provided with visual aids and reminders throughout the building about how to correctly and safely wear their masks.

## Food Services

*Before Meal Personal Hygiene:* All scholars use hand sanitizer before starting breakfast and lunch, either by the automated stations or a hand pump in the classroom. Scholar meals are not distributed until after this procedure has been completed. Additional time has been added to our schedule so that scholars will have time for sanitation procedures.

*After Meal Personal Hygiene:* All scholars use hand sanitizer at the end of the lunch period, and use a Lysol wipe to disinfect their desk space.

*No Food or Drink Sharing:* A strict no food or drink sharing policy is in place for all scholars, including siblings, during the school day.

*Post-Meal Cleaning/Disinfection:* Trash from each classroom is collected by our on-site janitorial staff and removed from the building. Door handles are sanitized after meals.

## Quarantine Procedures

Ethos Classical strictly adheres to the [CDC guidelines for schools](#). These guidelines allow us to operate with modified quarantine procedures as defined below.

- In the event of a positive case, a positive scholar will be quarantined for 5 days from the date of reported case and will be given an independent work packet to complete at home. Completion of this independent work will count as their attendance during quarantine. Failure to complete independent work during quarantine will result in unexcused absences during those days.
  - Positive tests can be from a Rapid Test, PCR or home test. Results must be emailed to the attention of our Head of School at [info@ethosclassical.org](mailto:info@ethosclassical.org).
- If a teacher contracts COVID, they will be quarantined for 5 days (using sick/ PTO). If additional time is needed for recovery, Short Term Disability insurance will be initiated. The first day of quarantine will be a planning day to prepare their team for their absence.
- At any time, the number of current positive cases can be requested via phone call or email to [info@ethosclassical.org](mailto:info@ethosclassical.org). The identity of the individual will not be disclosed but the homeroom impacted can be requested.
  - Families will receive weekly notices of the number of COVID cases in their scholar's classroom from their lead teacher beginning August 22 after families have transitioned from summer quarantine needs.

## Communication

The Leadership Team, consisting of the Executive Director, Head of School and Principal, meet regarding any quarantines of groups of scholars.

Any closure or health and safety information will be sent out to families from our Head of School via JoinOurClass.