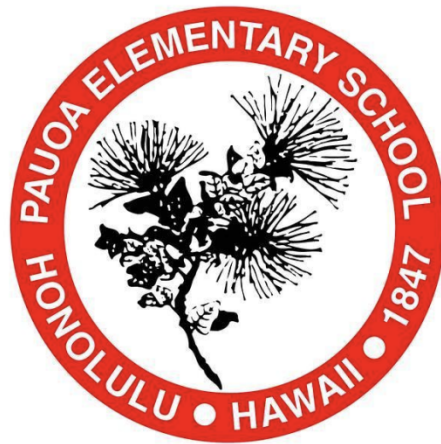


Paoua Elementary School Summer School 2021 Health and Safety Plan



The information in this document is designed to keep our faculty and staff, students, and school community healthy and safe while continuing to provide a quality educational experience. The information gathered is based on guidance from the Centers for Disease Control and Prevention, Hawaii Department of Health, Hawaii Board of Education, and the Hawaii Department of Education. In order to be safe and healthy and provide a safe environment, it is vital that we all agree to follow the rules, policies, and procedures provided in this document.

Dear Pauoa Ohana,

Welcome to Pauoa Elementary's Summer School. Students will come to school face-to-face everyday. Our commitment is to provide a quality education for every student.

As you all know, everyday brings changes and challenges to our new normal so I appreciate your continued patience and flexibility. I have created a Health and Safety Plan that outlines our operational procedures and how we will together keep our school community as safe as can be. Please keep yourself updated with what is happening in and around our school. Make sure we have the most current contact information, phone numbers and email addresses. Please adhere to social distancing of six feet while on campus and please wear a face covering at all times. Do not gather around to socialize while waiting for your child.

Lastly, please make sure to read the Health and Safety handbook for the most updated information in regards to our operational procedures. Thank you for your patience, understanding and grace during this difficult time period. I believe as we continue to come together, seek to understand, listen and support one another, we will survive and come out stronger than ever. We will make this summer a great one.

Aloha,

Dale Arakaki, Principal

"Believe to Achieve! Stand up! Be heard! Let's excel now!"

Table of Contents

Health and Safety Measures	Page
• Screening for Potential Illness	4
• Health Room	4
• When a student or employee has COVID-19	4
• Health Hotline	4-5
• Illness Report	5
• Face Covering	5
• Cohorts	5
• Hand Hygiene	5
• Personal Hygiene	5
• Enhanced Cleaning/Disinfection Schedule	5
• Safe Classroom Practices	5-6
• Physical Distancing outside the classroom	6
• Social-Emotional Health	6
• Field Trips	6
• Campus Events	6
• Visitors on Campus	6
• Kupuna/Elders	6
• Water	6
• Ventilation	6
• Celebrations	6
• COVID-19 Point of Contact	6
• Signage and Health Promotion	7
• Summer School 2021 Model	8-10

Health and Safety Measures

The following are safety measures that Pauoa will follow for the SY 2020-2021:

Screening for potential illness: Prior to leaving for school each morning, please help us by conducting a wellness check on your child to determine if he/she should attend school. The school will do the same prior to entering the classroom. Use the following symptoms checklist:

- feverish or unusually warm (has flushed cheeks)
- coughing/sneezing
- sore throat
- shortness of breath/difficulty breathing
- headache/stomach ache/nausea
- muscle pain/unusual fatigue
- new loss of taste or smell

If your child has at least two of these symptoms, or a fever of 100.4° F and above, do not bring your child to school. This will help stop the spread of illness.

Based on DOE Guidance, any student sent home due to illness will be excluded from school until symptom-free for at least 24 hours (ideally 72 hours) without the use of medication.

We will use infrared temporal thermometers to regularly screen students, employees and visitors to campus. We will also be doing visual checks inspecting all individuals for the symptoms listed above.

Health Room: We will have a designated waiting area for students that display ill-like symptoms. Our Summer School Director will tend to these students and inform parents of immediate pickup if the student is exhibiting symptoms stated above. Any student sent home due to illness should be excluded from school until they are symptom-free for at least 24 hours (ideally 72 hours) without the use of medication. The waiting area for these students will be disinfected immediately by trained personnel. Non ill-like symptom students will be treated separately and asked to return back to class when possible.

When a student or employee has COVID-19: If a student or employee has a COVID-19 infection, a report will be made to the Department of Health and Department of Education to initiate an investigation. We will coordinate with DOH and DOE to communicate the action plan. If it is necessary to close school, all students will revert to on-line distance learning until it is safe to return to school.

Health Hotline: The health hotline can be reached at (844) 436-3888 (toll free) and is available Monday through Friday from 8 a.m. to 4 p.m., excluding holidays. HIDOE students and families who call the hotline will speak with a Hawaii Keiki: Healthy and Ready to Learn Program (HK) registered nurse (RN) or nurse practitioner (APRN). The nurse will perform a basic triage assessment over the phone regarding the caller's health concern or question about their child. The caller may receive basic health advice or information and, with parental consent, the student may be scheduled for a telehealth visit with an HK nurse practitioner. Nurses staffing the hotline have been working in schools statewide and are familiar with many families and students. Families may request to make an appointment with a specific HK nurse practitioner.

Callers scheduled for a telehealth visit with an HK nurse practitioner will receive a link by email or on their mobile phone prior to the visit. To connect with the nurse, the caller simply clicks the link.

Illness Report: If 10% of the entire school or 20% of one grade or classroom are sent home with common flu-like or gastrointestinal symptoms, we will call the Hawaii State Department of Health Disease Investigation Branch.

Face coverings: All adults should cover their mouths and noses with a cloth face cover (mask), unless the adult has an underlying medical condition that prohibits the use of a mask. Staff are responsible to bring and properly maintain their own masks.

Students will wear face coverings throughout the school day while transitioning or when maintaining physical distancing is not feasible. Students in grades 1- 2, students with disabilities, or students who have underlying medical conditions will be allowed to remove their face coverings once in class, but not required to do so. **However we are asking for everyone's safety that one be worn as much as possible. Teachers can require students to wear face coverings as part of their rituals and routines in the classroom and may have the child remove as necessary to conduct learning in the classroom.** Parents/legal guardians will be responsible for providing their child(ren) with face coverings or masks.

Coverings should cover the mouth and nose and are not required to be medical grade.

Cohorts: Students will remain in the same class for the duration of the school day when on campus. During recess, classes will be allowed to be in the same area but separated from other classes based on social distancing guidelines. The purpose of keeping cohorts of students together is to limit contact and allow for easier contact tracing should the need arise.

Hand Hygiene: All students and staff will engage in frequent hand washing or sanitizing, including upon arrival, before and after snacks, after bathroom use, after coughing or sneezing, in between classes, and before dismissal. Hand washing will be conducted with soap and water for at least 20 seconds and hand sanitizer must contain at least 60% alcohol. Hand sanitizing stations will be available at the main office, inside of classrooms, and in all meeting areas (e.g. library, dining hall, offices).

Personal Hygiene: It is expected that students/faculty do not touch your eyes, nose, or mouth; Sneezes or coughs will be into a tissue and thrown away. If no tissue is available, to reduce the spread of germs, cough or sneeze into your elbow.

Enhanced cleaning/disinfection schedule: Daily cleaning practices will be compliant with Centers for Disease Control (CDC) recommendations and Hawaii DOE guidelines, including the types of cleaning products used and the frequency of cleaning. Special attention will be paid to the cleaning of high touch surfaces throughout the day. We have the use of an Aqua O3 system placed in each building for efficient cleaning. Classrooms will be cleaned daily, desks will be cleaned 2x per day, restrooms and high touch areas will be cleaned before/after recess, and equipment used for recess after each use at recess.

Safe Classroom Practices: Teaching methods will be adjusted to minimize/eliminate shared equipment or learning materials between students; Personal belongings should be separated

and in individually labeled containers, cubbies, or areas and may be taken home each day to be cleaned.

Supplies, equipment (e.g. electronic devices, books, other games, or learning aids), and other items should not be shared. In the event items are shared, items will be disinfected between each student's use.

We will follow the information in the Hawaii DOE analysis of the physical distancing in classrooms to ensure the safe capacity of each classroom. Using guidance from the Hawaii DOE, we will maintain a radius of 3' or less between seats.

Physical distancing outside the classroom

Movement on campus will be controlled and directed to reduce the mixing of students.

Social-Emotional Health: We will continue to provide our Social Emotional Learning for our students. Counselor will also be available for students who need additional support.

Field Trips: All off-campus excursions are suspended until further notice. We will work with teachers to explore virtual experiences.

Campus Events: Campus events will be evaluated on a case-by-case basis. In some cases, modifications may be possible and events will be able to proceed.

Visitors on campus: All visitors to campus, including parents, will be screened upon arrival. Please note, if the situation requires, visitors may be required to make an appointment prior to arrival. **(These provisions will not apply to parents dropping off or picking up children.)**

Kupuna/Elders: Kupuna/elders and those with underlying health conditions are discouraged from picking up/dropping off students. However, if a kupuna or elder must come to drop off and/or pick up a child, please make sure to wear a face covering while on campus to protect themselves. Please remember to adhere to our social distancing guidelines of remaining 6 ft. apart.

Water: Drinking fountains will be cleaned and sanitized, but staff and students are highly encouraged to bring their own water to minimize use and touching of water fountains. Drinking from the fountain will not be allowed, however, filling up a water bottle will be allowed. We encourage your child to bring a water bottle when in school, face to face, to stay hydrated.

Ventilation: Doors and windows will be opened when possible to promote increased circulation of outdoor air.

Celebrations:

Food for celebrations will not be allowed. Please do not send cupcakes, candy, or other items (goodie bags) to school to celebrate your child's birthday.

COVID-19 Point of Contact (Summer): If you have any questions or concerns about COVID-19 please contact Mr. Arakaki, Principal, at 587-4500 or email dale.arakaki@k12.hi.us.

SIGNAGE AND HEALTH PROMOTION

Feel free to print the following to promote health and safety in school:

- [Stop the Spread of Germs at School and Offices](#)
- [CDC Safely Wearing and Taking Off a Cloth Face Covering](#)
- [CDC Wash Your Hands!](#)
- [CDC Stop the Spread of Germs](#)
- [CDC Stop the Spread of Germs that Can Make You and Others Sick!](#)
- [COVID-19 Protective Handwashing](#)
- [DOH COVID-19 Home Care Guide](#)
- [DOH COVID-19 What You Need to Know](#)
- [CDC Take 3 Actions to Fight Flu](#)
- [CDC A Healthy Future Is In Your Hands!](#)
- [CDC Germs Are Everywhere](#)
- [CDC How to Protect Yourself](#)
- [CDC 10 Things You Can Do To Manage Your Health At Home](#)
- [CDC How to Protect Yourself and Others](#)
- [A Parent's Guide: Helping Your Child Wear a Face Mask](#)
- [Help your Child Feel Good about Using and Seeing Others Wearing Face Masks](#)
- [I Can Stay Healthy by Wearing a Face Mask \(PPT\)](#)

Pauoa Elementary Summer School Model

	Grades 1 – 5 Face to Face, Monday – Friday 8:00 a.m. – 12:00 p.m. June 4, 2021-July 2, 2021												
Definition	Students in gr. 1-5 will come to school everyday from 8:00a.m.-12:00 p.m.												
Bell Schedule	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">7:55</td> <td>Warning Bell</td> </tr> <tr> <td>8:00</td> <td>School begins (8:00-8:15 Morning Business-Attendance/ Agenda)</td> </tr> <tr> <td>8:15-10:00</td> <td>Instructional Block #1</td> </tr> <tr> <td>10:00-10:15</td> <td>Recess</td> </tr> <tr> <td>10:15-12:00</td> <td>Instructional Block #2</td> </tr> <tr> <td>12:00</td> <td>Students released</td> </tr> </table>	7:55	Warning Bell	8:00	School begins (8:00-8:15 Morning Business-Attendance/ Agenda)	8:15-10:00	Instructional Block #1	10:00-10:15	Recess	10:15-12:00	Instructional Block #2	12:00	Students released
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10:15-12:00	Instructional Block #2												
12:00	Students released												
Screening for Illness	<p>Teachers and staff will take their own temperature prior to starting the work day.</p> <p>Teachers will perform temperature checks prior to students entering the class. Students with a temperature of 100.4 or higher will be sent to the healthroom.</p> <p>Teachers will also visually inspect students using the following symptom checklist:</p> <ul style="list-style-type: none"> <input type="checkbox"/> feverish or unusually warm (has flushed cheeks) <input type="checkbox"/> coughing/sneezing <input type="checkbox"/> sore throat <input type="checkbox"/> shortness of breath/difficulty breathing <input type="checkbox"/> headache/stomach ache/nausea <input type="checkbox"/> muscle pain/unusual fatigue <input type="checkbox"/> new loss of taste or smell <p>If at least two of these symptoms are present, the student will be sent to the health room.</p>												
Face Covering	<p>Adults/Staff:</p> <ul style="list-style-type: none"> • All adults should cover their mouths and noses with a cloth face cover (mask), unless an adult has an underlying medical condition that prohibits the use of a mask. • Staff are responsible to bring and properly maintain their own masks. <p>Students:</p> <ul style="list-style-type: none"> • All teachers will require students to wear a face covering while in the classroom as part of their rituals and routines. We understand in a classroom setting, wearing a mask may be very difficult for younger students in grades 1st to 2nd grade, students with disabilities, or students who have underlying medical conditions. However we are asking for everyone's safety that one be worn as much as possible. • When students are outside the classroom and when physical distancing is not feasible, it is highly recommended that students wear masks and/or face shields. 												

	<ul style="list-style-type: none"> ○ The Department of Health does not advise having students wear masks while playing at recess since wearing masks may be dangerous on the playground. It is advised to keep the classes in cohorts when using the playground. ● Parents/legal guardians will be responsible for providing their child with face coverings or masks.
Drop Off and Pick Up	<p>The designated dropoff and pick up area:</p> <ul style="list-style-type: none"> ● fronting the Administration building. <p>There will be no parking to wait for your child in the designated pick up area . If the child is not at the designated area, cars will need to circle around and get back into line or park in the main school parking lot.</p> <p>Parents and guardians will be required to wait in their cars until the bell rings to meet their child/children or wait on available benches adhering to social distancing guidelines. Remember to practice social distancing when on campus (6' apart) and have a mask on at all times.</p>
Tardy	Students are to go directly to their class when they arrive tardy. Students knock and wait outside the door until the teacher is able to take their temperature
Recess	Grade levels will attend recess by grade level and be allowed to play with their class only. Areas on the playground will be designated for each class. Any equipment used (balls, jump ropes, etc.) will be cleaned daily. Equipment may be limited during this pandemic time period for the safety of our students.
YMCA	Pauoa Summer School after school care with the Nuuanu YMCA is pending.
Attendance	Students are expected to arrive at school in time for the scheduled start of their school day. See bell schedule above.
Visitors to campus	Please call ahead of time if you need to visit our campus. You may be required to make an appointment for your visit. No appointment is necessary to pick-up or drop off your child to school.
Office	Our office hours are from 7:30 am to 4:00 pm. Please knock hard on the door and someone will be there to help you. Please make sure to practice social distancing and wear a face covering at all times.
PPE Students	<p>Face coverings/masks should cover the mouth and nose and are not required to be medical grade.</p> <p>All students will wear face coverings throughout the school day while outside the classroom or when maintaining physical distancing is not feasible. We highly recommend all students wear face coverings or masks at all times, however the Hawaii DOE recognizes students in grades 1 - 2, students with disabilities, or students who have underlying medical conditions may have difficulty wearing a mask. However we are asking for everyone's safety that one be worn as much as possible. All teachers will require students to wear a face covering while in the classroom as part of their rituals and routines. They will instruct the students to lower their mask when needing to be heard or during an observation where seeing their nose and mouth area is necessary.</p>

	<p>Parents/legal guardians will be responsible for providing their child(ren) with face coverings or masks.</p>
<p>PPE Employees</p>	<p>Face coverings/masks should cover the mouth and nose and are not required to be medical grade.</p> <p>All adults should cover their mouths and noses with a cloth face cover (mask), unless the adult has an underlying medical condition that prohibits the use of a mask. Staff are responsible to bring and properly maintain their own masks.</p> <p>Face Shields will be provided, but are not mandatory to use. Cleaning the face shield will be the responsibility of the employee. If used, face shields must be cleaned daily.</p> <p>Disposable gloves will be available for employees. Gloves must be thrown away at the end of the day, or sooner, and not reused.</p>
<p>Health and Safety Supplies</p>	<p>If students do not have a face mask, the office will have a supply of disposable face masks for students to wear for the day. Teachers will be given disposable face masks in the event a student needs one. When the supply of face masks runs low, see the office to replenish the supply.</p> <p>All classrooms and work areas will be provided hand sanitizer and soap. When supplies run low, contact the office for more.</p> <p>Disinfectants will be available upon request; however it is not the responsibility of the teacher to clean their classroom. Custodians will clean each classroom at recess and at the end of the day. Employees should be aware of the proper procedure to use the disinfectants and the shelf life of the product. Some products require a waiting period before being wiped off to be effective against different germs and viruses. Also, some products have a shelf life of only a couple of hours before the effectiveness of the disinfectant begins to dissipate.</p>