



# HORIZON HONORS SCHOOLS COVID-19 OPERATIONS & PROTOCOLS

*This document is subject to change and will be updated as needed.*

## **Absences**

When a student needs to be absent, parents should e-mail [attendance@horizonhonors.org](mailto:attendance@horizonhonors.org) before 9 a.m. each day the student is absent.

If quarantined or isolated, students may access missed assignments via Google classroom (Grades 3-12) or through their classroom teachers (Grades K-2).

*LAST UPDATED: 7/22/22*

## **Campus Closure**

There may be a need for intermittent distance learning throughout the school year based on emergency closures as defined by local and state health departments. If closure is required, a remote learning plan may be provided.

*LAST UPDATED: 8/3/2021*

## **COVID-19 Reporting Procedures**

Students and staff with confirmed positive cases of COVID-19 should consult their physician on best practices and isolation guidelines.

*LAST UPDATED: 7/22/2022*

## **COVID-19 Exposure Procedure**

Horizon Honors may assist in contact tracing and enforces close contact quarantining per the Maricopa County Department of Public Health (MCDPH.)

Due to confidentiality laws, identifying information regarding the positive case will not be shared.

*LAST UPDATED: 10/31/2023*

## **Emergency Contacts**

Emergency Contacts for students must be willing and able to pick up a student who has an illness. Emergency Contacts must also be able to pick up the student within 30 minutes of contact. If you need to change emergency contacts for your child, please contact your school's front office.

*LAST UPDATED: 7/15/2021*

## **Face Coverings**

Face coverings (masks) are optional. Please understand that staff members cannot monitor student mask-wearing.

*LAST UPDATED: 5/27/2022*

## **Home Health Screenings**

Staff and students should complete a Daily Home Health Screening and must remain at home if they exhibit any of the symptoms listed below.

- fever of 100.0 degrees or higher, or chills
- muscle aches
- sore throat
- headache
- congestion or runny nose
- cough
- vomiting or nausea
- Diarrhea
- new loss of taste or smell
- fatigue (if combined with other symptoms above)

Additional symptoms to check for include:

- Symptoms consistent with a contagious rash or communicable disease, such as chickenpox, measles, fifth disease, ringworm, pertussis (whooping cough), conjunctivitis (pink eye), etc. These conditions require a medical release to return to school.
- Prolonged pain, discomfort, or other condition that inhibits the ability to concentrate and learn.

- Altered level of consciousness or syncope.
- Head lice. Please notify Health Services if lice has been identified. Children with lice and/or nits must remain at home until treated and cleared to return to school by Health Services. Students may not attend school until all nits and lice have been removed.

*LAST UPDATED: 8/5/2021*

## **Illness**

Students and staff exhibiting any of these symptoms will be sent to the Health Office immediately:

- fever of 100.0 degrees or higher, or chills
- muscle aches
- sore throat
- headache
- congestion or runny nose
- cough
- vomiting or nausea
- diarrhea
- new loss of taste or smell
- fatigue (if combined with other symptoms above)

If the student needs to go home due to the illness, the student must be picked up within 30 minutes by a parent/guardian or emergency contact.

*LAST UPDATED: 7/22/2022*

## **Isolation Guidelines**

Students and staff with confirmed positive cases of COVID-19 should consult their physician on isolation guidelines.

*LAST UPDATED: 7/22/2022*

## **Respiratory Etiquette**

Students will be expected to cover coughs and sneezes with a tissue. Used tissues will be thrown in the trash, and hands washed immediately with soap and water for at least 20 seconds. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol will be used.

*LAST UPDATED: 9/1/2020*

## **Sanitizing Practices & Procedures**

- Maintenance staff have received special training in disinfecting techniques and how to use equipment and supplies.

- Staff received protocols on keeping their spaces clean and expectations for disinfecting frequently touched surfaces.
- There is regular cleaning and disinfecting of high-use areas (door handles, light switches)
- Bathrooms are cleaned as needed.
- There is nightly cleaning and disinfecting of every room on campus, as well as playground equipment and frequently touched outdoor surfaces.
- Student work areas, technology, and manipulatives are sanitized as needed.
- Chemical lists are available in the offices.

*LAST UPDATED: 8/3/2021*

## **Testing**

[The MCDPH website](#) offers a comprehensive list of testing options, as well as advice on what to do while waiting for testing results

*LAST UPDATED: 1/5/2022*

## **Vaccinations**

Children ages 5-18 are eligible to receive certain COVID-19 vaccines. Vaccines are available at no charge to anyone meeting vaccine eligibility, regardless of insurance or citizenship status. Click [HERE](#) to find vaccine events throughout the Phoenix area.

*LAST UPDATED: 1/5/2022*

## **Ventilation System**

- Filters are changed at least 8 times per school year.
- Room ventilation systems are located in high use areas, including classrooms.
- Air flow is adjusted to provide fresh air into air conditioning units.
- Door stops may be utilized to allow for outside air.

*LAST UPDATED: 8/3/2021*