**Dreamy Islamic Acadmey**

**Covid-19 Preparedness & Response Plan**

**August 15, 2020**

Safety and educational continuity are the main priorities of Dreamy Islamic Academy. Dreamy Islamic Academy’s COVID-19 Preparation and Response Plan was developed based on recommendations by the Center for Disease Control (CDC), the Wayne County Health Department, the American Academy of Pediatrics (AAP), the Michigan Safe Start Plan, and the Michigan 2020-21 Return to School Roadmap.

The Plan is divided by Phases 1-3 and Phases 4-5. The Phases are further divided into the following categories:

* Safety Protocols
  + Personal Protective Equipment
  + Hygiene
  + Spacing and Movement
  + Screening
  + Testing & Responding Protocols for Students & Staff
  + Gathering
  + Athletics and Extracurricular Activities
  + Cleaning
* Mental & Social-Emotional Health
* Instruction
* Operations
  + Facilities
  + Technology

# Phases 1-3

Virus Status: Community spread of the virus is increasing and substantial. There is concern about health system capacity. Testing and tracing efforts may not be sufficient to control the spread of the pandemic.

Dreamy Islamic Academy Operating Status: By law and in compliance with the State of Michigan, no in person instruction; remote only.

## SAFETY PROTOCOLS

### Personal Protective Equipment and Hygiene

• By law and in compliance with the State of Michigan, Dreamy Islamic Academy is closed for in-person instruction.

### Spacing & Movement

* Dreamy Islamic Academy is closed for in-person instruction.
* Employees and contractors are permitted to be physically present in the building for the purposes of conducting basic school operations, including remote live instruction, as determined by Dreamy Islamic Academy Administrators.

***Screening Students***

* The School is closed for in-person instruction.

***Responding to Positive Tests Among Staff & Students***

* The School is closed for in-person instruction.

### Gathering, Extracurricular Activities, & Athletics

* All inter-school activities are discontinued.
* All after-school activities are suspended.

### Cleaning

* Deep cleaning of the building is implemented intermittently by custodial staff.
* The School building is closed for in-person instruction.

## MENTAL AND SOCIAL-EMOTIONAL HEALTH

* Procedures in place for all staff to identify and rapidly refer at-risk students to the School Intervention Team
* The school will provide all staff with timely, responsive, and ongoing training/professional development as well as needed tools, resources, and implementation support, focused on a variety of topics, including: social-emotional learning, trauma-informed best practices, identification of students at-risk, and selfcare.
* The school will enact activities and provide wellness resources available to both staff and students.
* The school will provide reporting protocols for school staff to evaluate physical and mental health status.
* The school will communicate with parents and guardians, via a variety of channels, on general best practices of talking through trauma with children and positive self-care strategies that promote health and wellness.

## INSTRUCTION

* Dreamy Islamic Academy will activate remote learning programs to deliver standards-aligned curricula and high-quality instruction. The learning and best practices will promote student engagement, consistency, learning growth, and differentiation.
* The instruction will include English Language Arts, Math, Science, Social Studies, Islamic Studies, Quran, Arabic, Art, Physical Education, and Media.
* Students will participate in a full day of learning for the same hours as an in-person instructional day (through Zoom).
* The following electronic platforms will be used:
  + Seesaw Premium and Zoom for Elementary and Google Classroom.
* If a student lacks access to computers and/or internet, the parent is asked to contact the school Office for information on obtaining a chromebook and/or hotspot.
* All materials provided through the school Materials Fee, textbooks, and workbooks will be made available for parents to pick up while complying with COVID-19 safety protocol.
* Formative assessments will be conducted in the first few weeks of school to determine students’ academic levels and inform instructional decisions for teachers, students, and families.
* ***Professional Learning/Development:*** 
  + Dreamy Islamic Academy will provide professional learning and development through virtual modes for educators to:
    - Share knowledge, continuously learn, and exchange ideas around remote learning through weekly PLCs.
    - Offer supports for teachers and learning around social-emotional learning
    - Share information and data about students’ assessment results, progress, and completed assignments
    - Professional developments on social-emotional learning, feedback and assessments, restorative practices within the COVID-19 climate
* ***Monitoring:*** 
  + Ensure that all students and families have adequate resources necessary to successfully engage in and complete schoolwork.
  + Dreamy Islamic Academy will monitor and track students’ online attendance on a daily basis.
  + Teachers will assess the quality of student work and provide feedback to students and families.

o Students will self-assess the quality of work, reflect on teacher feedback, and learning progress

* + Maintain standard method of grading for Kindergarten – 5th grade

## OPERATIONS

### Facilities

* Audit necessary materials and supply chains for cleaning and disinfection supplies
* Continue to maintain school in good working order to prepare for the subsequent return of students.
* Execute deep school cleaning and disinfection protocols

### Technology

* The School will provide training and support for educators to adapt remote learning for the classroom.
* The School will have staff available for families from 9am-3:00pm to support communication regarding the use of technology for remote instruction.
* The following electronic platforms will be used:

o Seesaw Premium and Zoom for Early Childhood and Elementary o Google Classroom

# PHASE 4-5

**Virus Status:** The number of new cases and deaths has fallen for a period of time, but overall case levels are still high. Most new outbreaks are quickly identified, traced, and contained due to robust testing infrastructure and rapid contact tracing. Health system capacity can typically handle these new outbreaks, and therefore case fatality rate does not rise above typical levels. The overall number of infected individuals still indicate the need for distancing to stop transmission and move to the next phase.

**Dreamy Islamic Academy Operating Status:** Dreamy Islamic Academy will offer the options of full-time in-person instruction or remote instruction to parents.

**SAFETY**

### Personal Protective Equipment

* Masks that cover the nose and mouth must be worn by staff at ALL times except for meals.
* Masks that cover the nose and mouth must be worn by all students when walking around their class. All classes from Kg to 5th grade have a protective shield on their desk.
* Masks that cover the nose and mouth must be worn by **Preschool** – 5th grade students and staff in hallways and common areas.
* All students using the school bus transportation must wear a mask at ALL TIMES on the bus and hand sanitize entering and leaving the bus.

### Hygiene

* Dreamy Islamic Academy will provide soap, hand sanitizer with at least 60% alcohol for safe use, paper towels, and tissues.
* Dreamy Islamic Academy will provide touchless hand sanitizer stations near the entrances and in hallways for student and staff use.
* Signs reinforcing proper handwashing techniques and illness screening reminders have been posted throughout the school.
* Handwashing with soap and water for at least 20 seconds and the safe use of hand sanitizer will be taught and reinforced.
* Staggered time schedules have been created for students to wash hands on a 1-2 hour basis.
* No sharing of supplies and personal items among students. Manipulatives will be disinfected nightly and will not be shared among students on the same day.
* No use of lockers
* Students will store items in a container under the desk.
* All students will eat lunch in classrooms with a privacy shield on desk. No outside lunch vendors allowed.

### Spacing, Movement, and Access

* Signs will be placed throughout the school with 6ft of space reminders. Hallway floors will be marked with 6 ft decals.
* Each classroom will have an outside log for staff-members other than the main teachers to log time and date of entry into classroom.
* All classrooms will have an air purifier.
* No families or outside visitors will be allowed inside the school premises.
* Staff-members have been hired for the purpose of monitoring hallways and restroom use. Teachers will be encouraged to hold class outside.
* Students will be released home through announcements and must wait in classrooms until name is called to minimize congestion in the hallways.

### Screening

* Dreamy Islamic Academy will cooperate with the Wayne County Health Department regarding implementing protocols for screening students and staff.
* All students’ temperatures will be checked with contact-less thermometers before entering and being released by parents.
* Parents will answer weekly screening questions to determine symptoms, exposure to illnesses, and/or contact or exposure with anyone suspected or confirmed to have COVID-19 on behalf of students. Those with screening questions with positive answers will not be permitted into the building until they are clear of symptoms or have a negative COVID-19 test.
* Students with temperatures of 100.4 or above may not enter the school and must be fever free for a minimum of 72 hours without a fever reducer before returning.
* All staff-members will fill out a daily Google Screening form to indicate any symptoms.
* If a staff-member feels symptoms connected to COVID-19, he or she must stay home.
* Symptomatic students and staff-members must stay home until they have tested negative or have completely recovered according to CDC guidelines.
* If a student, staff-member, or immediate family member travels overseas or to a COVID hot spot in the US, he or she must be quarantined at home for 14 days before returning. Under no circumstances and strictly prohibited: a student may not be sent to school after receiving fever-reducing medication. Student must be fever-free for 72 hours without medication. The student may be withdrawn from Dreamy Islamic Academy due to endangering the safety of others.
* A room has been designated as a quarantine room for any student or staff-member who develops a fever or becomes ill with symptoms of COVID-19. Any designated staff member coming in contact with the care of suspected ill student/staff-member must wear a school provided mask and gown.

### Testing and Responding Protocols for Students and Staff

* The School will cooperate with the Wayne County Health Department regarding implementing protocols for screening students and staff.
* Students or staff who develop a fever or become ill with COVID-19 symptoms will be placed in the quarantine room. Parents, guardians, or emergency contact must pick up student for off-site testing. Staff-member must leave or be transported to off-site testing.
* Symptomatic students and staff members must stay home until they have been tested negative or have completely recovered according to CDC guidelines.
* Families will be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home.
* In the event of a lab or clinically diagnosed case of COVID-19, immediate efforts will be made to contact any close contacts (those who spent more than 15 minutes less than six feet in close proximity to the student or staff member) so that they can be quarantined for 14 days at home.
* Students and staff will be closely monitored for any symptoms of COVID-19. Only those that develop symptoms require testing for COVID-19.
* All students' temperatures will be checked before entering the school and released by parents. Students with temperatures of 100.4 or above may not enter the school and must go home.
* Students must answer screening questions to determine illnesses, exposure to illnesses, and/or contact with specific illnesses before entering the school. Students that answer the screening questions with positives must also go home.
* All staff members will fill out a daily Google Screening Form to indicate any symptoms. If a staff-member feels any of the symptoms, he or she must stay home.
* Dreamy Islamic Academy will cooperate with the Wayne County Health Department if a confirmed case of COVID-19 is identified. The Wayne County Health Department will initiate contract tracing.
* Logs outside the classroom will be used to determine who entered the classroom beyond the main teachers and cohort of students.
* We will help the Wayne Health Department with collecting data and contact information of those exposed.
* Cleaning staff will wear a mask, gloves, and face shield when cleaning areas with possible COVID-19 exposure.
* Staff will be provided guidance on confidentiality of student and staff health information.

### Gathering

* No off-site field trips that require bus transportation to an indoor location
* Outdoor recess will be staggered to ensure no mixing of cohorts. There will be no indoor recess.

### Athletics and Extracurricular Activities

* There will be no Extracurricular activities during Phase 4 – no after-school activities.
* In Phase 5, extracurricular activities may resume if deemed safe by the School, the Wayne County Health Department, and MHSAA.

### Cleaning

* All frequently-touched surfaces, including light switches and door knobs, will be disinfected every hour.
* All bathrooms will be disinfected every two hours or more frequently if needed with an EPA-approved disinfectant.
* Student desks will not be shared.
* During recess, custodial staff will enter classrooms to disinfect desks and frequently touched surfaces.
* Every night, all surfaces in the school will be deeply disinfected with Sprayer Guns.
* All custodial and maintenance staff will wear masks, face shields, and gloves during disinfecting and cleaning.

## MENTAL & SOCIAL-EMOTIONAL HEALTH

* Staff will undergo Social-Emotional training before students start school to ensure that students’ well-being is addressed daily.
* Staff mental states will be evaluated through surveys and self-care will be encouraged.
* Procedures in place for all staff to identify and rapidly refer at-risk students to the school administration.
* The school will provide all staff with timely, responsive, and ongoing training/professional development as well as needed tools, resources, and implementation support, focused on a variety of topics, including social-emotional learning, trauma-informed best practices, identification of students at-risk, and selfcare.
* Dreamy Islamic Academy will enact activities and provide wellness resources available to both staff and students.
* Dreamy Islamic Academy will provide reporting protocols for school staff to evaluate physical and mental health status.
* Dreamy Islamic Academy will communicate with parents and guardians, via a variety of channels, on general best practices of talking through trauma with children and positive self-care strategies that promote health and wellness.

## INSTRUCTION

* Parents will be given the option to choose remote learning or in-person learning.
* If a parent chooses remote learning, then his or her student must remain in remote learning for at least a full semester.
* Academic testing will commence in the Fall to determine gaps or needed prerequisites. Intervention will be conducted to ensure student gaps are addressed.
* Dreamy Islamic Academy will activate remote and in-person learning programs to deliver standards aligned curricula and high-quality instructional materials through synchronous and asynchronous methods. The learning and best practices will promote student engagement, consistency, learning growth, and differentiation.
* The instruction will include English Language Arts, Math, Science, Social Studies, Islamic Studies, Quran, Arabic, Art, and Physical Education.
* Remote students will participate in a full day of learning for the same hours as an in person instructional day.
* The following electronic platforms will be used for remote learners:
  + Seesaw Premium and Zoom for Elementary o Google Classroom
* For remote students, all materials provided through the School Materials Fee, textbooks and workbooks will be made available for parents to pick up while complying with COVID-19 safety protocol.
* Formative assessments will be conducted in the first few weeks of school to determine students’ academic levels and inform instructional decisions for teachers, students, and families.
* ***Professional Learning/Development:*** 
  + The School will provide professional learning and development for educators to:
    - Share knowledge, continuously learn, and exchange ideas around remote learning through weekly PLCs.
    - Offer supports for teachers and learning around social-emotional learning
    - Share information and data about students’ assessment results, progress, and completed assignments
    - Build capacity around high-quality in-person and remote learning.
    - Professional developments on social-emotional learning, feedback and assessments, student engagement, distance learning strategies, and restorative practices within the COVID-19 climate will be conducted before the start of the school year
* ***Monitoring:*** 
  + Ensure that all students and families have adequate resources necessary to successfully engage in and complete schoolwork.
  + Dreamy Islamic Academy will monitor and track students’ attendance on a daily basis.
  + Teachers will assess the quality of student work and provide feedback to students and families.
  + Students will self-assess the quality of work, reflect on teacher feedback, and learning progress
  + Maintain standard method of grading for Kindergarten – 5th grade

## OPERATIONS

### Facilities

* Audit necessary materials and supply chains for cleaning and disinfection supplies
* The School will procure shipments of masks to be available for students or staff who misplace or drop masks.
* Custodial and maintenance staff will undergo training on proper disinfection and cleaning protocols.
* The School will alert custodial, maintenance, and infect control staff of any changes in recommended cleaning guidelines issued by OSHA and/or CDC.
* All HVAC systems are checked to ensure that they are running efficiently.
* Signs about frequent handwashing, cough etiquette, and nose blowing are posted throughout the school.
* Deep disinfection each night with Spray Guns.

### Technology

* The School will provide training and support for educators to adapt remote learning for the classroom.
* The School will have a Help Desk available for families from 8am-3:30pm to support communication regarding the use of technology for remote instruction.
* The following electronic platforms will be used:

o Seesaw Premium and Zoom for Elementary o Google Classroom