



**2020-2021
Parent Guide
for
Allen Village School
COVID – 19
Phases**

Phyllis A. Washington – Superintendent
Debra McGlynn – Asst. Superintendent
Rhonda Reddick - Principal 6 - 12
Amy Washington – Principal K-5

Based on the recommendation of the Kansas City Health Department, Allen Village School intends to begin the 2020-21 school year after Labor Day. Due to the current COVID-19 conditions, school will begin at Phase 0 (100% Distanced Instruction) for all students in K-12, and both north and south campus schools will be closed.

After surveying our parents and staff and researching the advice of the CDC, DESE, and local health department and government officials, we have developed a phased reopening plan. When conditions show enough improvement, the schools will enter Phase 1. That will allow families to have the choice of Fixed Blended (4 days In-Person/1 day Distanced Instruction or 100% Distanced Instruction). If and when the situation changes or there is a vaccine, we hope to eventually move to phase 2 and finally to get to phase 3. Although, if things worsen again, the plan allows for the school to return to Phases 0 or 1 if necessary.

Due to the ever-changing COVID-19 environment and restrictions, our plans and procedures will be adjusted as we go into the fall and winter. Our goal is that by making appropriate plans now we will be ready to adapt quickly, if needed, based on recommendations from the CDC along with state, county and local health officials. Allen Village School will continue to communicate any updates of our plans to our parents and staff.

Phase	Phases of Operation at Allen Village School during COVID-19 Pandemic
<p>Phase 0</p>	<p>All Students 100% Distanced Instruction</p> <ul style="list-style-type: none"> • School buildings are closed based on recommendation from any or all of the following agencies: CDC, DESE, KC government offices (Mayor or Health Dept.) Students Stay at Home and participate in Distanced Instruction from the safety of their home. M – F • Students will have their I pad devices to engage in online learning • Technology devices to be distributed prior to school starting • School Day 7:50 – 3:05 combination of zoom meetings and learning activities • Student protocol for zoom meetings is on time, sitting up, front and center, showing their face and engaged in the meeting • Failure to follow zoom meeting protocol results in nonattendance of the class.
<p>Phase 1</p>	<p>Family Choice (In-Person Mon., Tues., Thurs., Fri., / Distanced Instruction Wednesdays or 100% Distanced Instruction) Family Choice of A or B Families have been surveyed for plan that works best for the safety of their children. If change in setting from choice A to B or B to A will be managed through conferencing with your child’s Principal. Students may need to adjust learning program based on individual need and/or health circumstances of their family which may require quarantine.</p> <p>A. In-Person School Learning Mon. Tues. Thurs. Fri. 7:50 – 3:05, and Buses operating Wednesday - Distanced Instruction from home 7:50 – 3:05, while buildings and buses have deep cleaning.</p> <ul style="list-style-type: none"> • Students grade K - 5 housed at AVN, Students grades 6 – 12 housed at AVS to utilize all spaces to manage social distancing • Students remain in class cohorts to minimize the fewest # of people moving throughout the building (teachers move to classrooms) Easier to contact trace if a positive case of the virus were detected

	<ul style="list-style-type: none"> • Scale back use of textbooks, workbooks and shift to online resources for learning activities to minimize spread of germs • Health room will be available at both buildings to address any on campus COVID 19 concerns on a daily basis • Students will have all classes including electives at the HS and Art, Music and PE at the K-5 building. Students will practice social distancing and minimize shared materials in these classes • K – 5 will continue to have recess with a staggered schedule and minimizing shared surfaces • Social distancing of student’s desks • All Students facing the same direction in classroom to minimize spreading of air droplets • Sneeze guards (plastic shield on student’s desk) • Meals delivered to the classrooms • Face masks/gaiters for students (provided by the school) • Face masks/gaiters and/or face shields for staff to allow for added protection to move through class and assist students • Hygiene stations in each classroom including sanitizer, tissues, wipes, covered trash can, • Practice good hygiene with proper hand washing several times throughout the day • No water fountains, students will be provided individual bottled water daily • Bus routines: assigned seating w/siblings, face masks, bus aide on each bus to take temperature, space out students on bus to manage social distancing (bus ridership will be reduced based on less students riding the bus due to families choosing Distanced Instruction during phase 1 • Thermal kiosk to check all student’s temperatures entering the school and all people entering the building will be surveyed as to symptoms, exposure and travel before being allowed to enter the building • Sanitizing humidifier system in each class to help sanitize air and objects run daily • UV wands to clean devices and common surfaces • Students follow Distanced Instruction Protocols for Wednesday’s as listed under Choice B Distanced Instruction Plan • No afterschool activities • Limiting and screening any visitors to the building Use of phone system and door entry to minimize visitors inside the building, Parents will be asked not to visit during this unprecedented time and if picking up a student from school will remain outside, your child will be escorted outside, lunches may not be dropped off during the day as in years past, • Survey anyone entering the building with questions in regards to possible exposure to hot spots or infected people, or exhibiting symptoms <p>B. Distanced Instruction Mon – Fri. from the safety of their home.</p> <ul style="list-style-type: none"> • Students will have their iPad devices to engage in online learning • Technology devices to be distributed prior to school starting • School Day 7:50 – 3:05 combination of zoom meetings and activities • Student protocol for zoom meetings is on time, sitting up, front and center, showing their face and engaged in the meeting • Failure to follow zoom meeting protocol results in nonattendance of the class.
<p>Phase 2</p>	<p>Phase 2 – All students attend school In-Person M-F with continued safety precautions in place for prevention of the spread of COVID-19 (not available until COVID-19 vaccine readily available for staff and students and/or diminished cases of COVID-19 in the Kansas City metro area and documented by the local health department and CDC lifting restrictions).</p> <ul style="list-style-type: none"> • Students grade K - 5 housed at AVN, Students grades 6 – 12 housed at AVS to utilize all spaces to manage social distancing • Students continue to rotate classes and follow social distancing in the hallways and classrooms • Students will have all classes including electives at the HS and Art, Music and PE at the K-5 building. Students will practice social distancing and minimize shared materials in these classes. Activities will be modified to minimize risk of transmitting droplet spray. i.e. music may minimize singing to minimize droplet spread, art students will not share supplies, physical education students will incorporate social distancing in movement activities • K – 5 will continue to have recess with a staggered schedule and minimizing shared surfaces • Social distancing of student’s desks • Sneeze guards (plastic shield on student’s desk)

	<ul style="list-style-type: none"> • Meals served from the lunch lines in the designated areas • Face masks for students (provided by the school) • Face masks and/or face shields for staff to allow for added protection to move through class and assist students • Hygiene stations in each classroom including sanitizer, tissues, wipes, covered trash can • Continue to practice good hygiene with proper hand washing several times throughout the day, covering mouth and nose while coughing or sneezing • Water fountains will be open but cleaned numerous times daily • Bus routines: assigned seating w/siblings, face masks worn by all (students, aide & driver), bus aide on each bus to take temperature, enforce assigned seating to maintain social distancing and assist in contact tracing if necessary • Thermal kiosk to check all student's temperatures upon entering the school • Sanitizing humidifier system in each class to help sanitize air and objects run daily • UV wands to clean devices and common surfaces • Afterschool activities to resume upon necessity and individual evaluation of activities and social distancing
<p>Phase 3</p>	<p>Phase 3 - All students attend school In-Person M-F with buses operating – We will return to this level when the virus is no longer a pandemic threat.</p> <ul style="list-style-type: none"> • School will resume using policies and procedures following the school handbook • Students will be resuming all regular schedules including afterschool activities • Continue to practice good hygiene with proper hand washing several times throughout the day, covering mouth and nose while coughing or sneezing • Water fountains will be open but cleaned numerous times daily • Face masks and face shields will become optional • Maintain hygiene stations in each classroom including sanitizer, tissues, wipes, covered trash can

Allen Village COVID – 19 procedures in case of suspected or infected staff/student or family member

<p>If a family member is quarantined due to possible COVID – 19 exposure please follow the recommendations listed below to help prevent continued spread of the virus</p>	<p>If a student or family member is experiencing symptoms of COVID-19 please follow the recommendations listed below to help prevent continued spread of the virus</p>	<p>If a student or family member has tested positive for the COVID-19 virus please follow the recommendations listed below to help prevent continued spread of the virus</p>
<ul style="list-style-type: none"> • Family contacts the Principals Rhonda Reddick (6-12) or Amy Washington (K-5), who will notify our AV health worker Carla Iribe, to monitor ongoing progress of the self-quarantine for the family member and how that affects the AV student • If family member is self-quarantined we would recommend your child to quarantine also to be proactive to prevent any further possible spread of the virus at Allen Village School • During quarantine the student will be able to participate in Distanced Instruction as laid out in Phase 0 and Phase 1 • Student stays home for 14 days • Check temperature 2x’s per day 	<ul style="list-style-type: none"> • Family contacts the Principals Rhonda Reddick (6-12) or Amy Washington (K-5), who will notify our AV health worker Carla Iribe • AV Health worker will contact Kansas City Health Dept for further information on current COVID situation in KC and reporting of possible Covid case • If the student is able to, they may continue to participate in Distanced Instruction • Student remains at home until 3 days after the fever is gone and symptoms have improved as well as at least 10 days from when the symptoms appeared 	<ul style="list-style-type: none"> • Family contacts the Principals Rhonda Reddick (6-12) or Amy Washington (K-5), who will notify our AV health worker Carla Iribe • AV Health worker will contact Kansas City Health Dept for further information on current COVID situation in KC and reporting of positive case of a student enrolled at our school • Possible closure of school and revert to Phase 0 and Distanced Instruction for 1 – 5 days or longer depending on the current status of positive cases involving AV students and staff • Allen Village will follow recommendations from the KC Health Department as to recommended restrictions and closure • If the student is well enough, they may continue to participate in Distanced Instruction • Student remains at home until 3 days after the fever is gone and symptoms have improved as well as at least 10 days from when the symptoms appeared

QUARANTINE keeps someone who was in close contact with someone who has COVID-19 away from others.



If you had close contact with a person who has COVID-19



• Stay home until 14 days after your last contact.



• Check your temperature twice a day and watch for symptoms of COVID-19.



• If possible, stay away from people who are at higher-risk for getting very sick from COVID-19.



CS17422-A 6/8/2020 2PM

ISOLATION keeps someone who is sick or tested positive for COVID-19 without symptoms away from others, even in their own home.



If you are sick and think or know you have COVID-19



- Stay home until after
 - 3 days with no fever and
 - Symptoms improved and
 - 10 days since symptoms first appeared



If you tested positive for COVID-19 but do not have symptoms



- Stay home until after
 - 10 days have passed since your positive test.



If you live with others, stay in a specific "sick room" or area and away from other people or animals, including pets. Use a separate bathroom, if available.

[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

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 - 10 days have passed since your positive test.



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[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Source: U.S. Centers for Disease Control and Prevention, [cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

COVID – 19 additional Procedural Changes during Phase 0 – 2

Attendance Policy

All attendance absences will be called into your Principals at (816) 931-0177 to help monitor possible positive COVID-19 cases. Our 5-day absence policy is temporarily suspended during the pandemic. All students and families must pay strict attention to the symptoms listed below and refrain from sending your child to school if they exhibit any of these symptoms. We are all in this together. Students are expected to participate in Distanced Instruction at the correct time of their classes if they are absent from school unless they are too sick to participate. If a student is going to be quarantined please call the school to make arrangements to have someone pick up their iPad for use during Distanced Instruction.

Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:

- Cough
- Fever
- Chills
- Muscle pain
- Shortness of breath or difficulty breathing*
- Sore throat
- New loss of taste or smell

Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.

***Seek medical care immediately if someone has emergency warning signs of COVID-19.**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Source: U.S. Centers for Disease Control and Prevention, [cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Bus Transportation

1. Students will have assigned seating with siblings to best maintain social distancing from other families.
2. Students will have temperatures taken with a no touch thermometer on the bus and go through a thermal kiosk at the door of the school. Any student having a 100.4 or above temperature will be contacted by the school or the bus monitor to pick up your child at the bus stop or at the school if it was detected at the school. Please keep your phone numbers up to date in Infinite Campus.
3. Students will be expected to wear a face mask for the duration of the bus ride.
4. Families may only have one bus assignment for their child. We may not honor home stops and daycare stops on different buses to minimize spreading of germs.

Dress Code

The addition of the face mask during Phase 0 – 2 is mandatory. Face Masks are provided by the school. If a student loses or destroys the school provided gaiter face mask they will be expected to purchase the lost or damaged mask. The cost of the AV gaiter is \$7.00.

Entry to any Allen Village Buildings

In an additional effort to keep everyone safe, During Phase 1 & 2 we will expect people to answer the following four questions before coming into the buildings. These questions will be posted at all school entrances. If anyone answers “yes” to any of the questions, they should refrain from coming to school. These questions are:

Within the last 14 days, have you or anyone in your household:

1. traveled internationally or to a domestic city considered a “hotspot”? Go to: <https://coronavirus.jhu.edu/data/new-cases-50-states>
2. had close contact with someone exhibiting symptoms of COVID-19 (fever of 100.4 or higher, dry cough, sore throat, respiratory illness, labored breathing, new loss of taste or smell) - includes the period of time 48 hours before the individual became symptomatic?
3. had close contact with someone diagnosed with COVID-19?
4. currently have signs or symptoms of COVID-19 (fever of 100.4 or higher, dry cough, sore throat, respiratory illness, labored breathing or new loss of taste or smell)?

It is imperative that if any of your children would answer yes to any of these questions you would keep them home and call their Principal to report their absence.

Field Trips

All Field Trips are canceled during Phase 0 and Phase 1. Field Trips will be evaluated on an individual trip during phase 2. Field Trips will be available during Phase 3.

Homework Expectations

During Phase 1 there will be no homework. Expectations will be modified because of not using textbooks, workbooks and leaving iPads at school. Students will bring their iPads home on Tuesdays to have access for Wednesday's Distanced Instruction day during Phase 1.

Immunizations

All students and staff will be expected to follow recommendations from the CDC on receiving the vaccination for COVID – 19 as soon as it is developed.

Inclement Weather & School Closings

If inclement weather is forecasted or if we need to follow Phase 0 students will be asked to take their iPads home to engage in Distanced Instruction on the day(s) school is closed.

Visiting/Observing Classrooms

During Phase 0 – 2 there will not be any visitors allowed in the building. We will limit entry into the building to staff and students only.

Meal Service

Breakfast and lunch meals will be served in the classrooms. All meals (breakfast and lunch) are to be preordered each week. The order form will be sent home with the students on Monday to be returned on Tuesday for the following week. On Tuesday afternoons, students will be provided a reusable lunch bag with their breakfast and lunch for Wednesday while they are at home for Distanced Instruction day. Students must return their insulated lunch bag on Thursday for the following week.

Additional Resources

Kansas City, Missouri is currently under a mandate to wear a face covering.
The city will reevaluate on an ongoing basis to the necessity of wearing a face covering.




KANSAS CITY
MISSOURI

NINTH AMENDED ORDER

FACE COVERINGS TO BE REQUIRED

IN INDOOR PUBLIC SPACES



All employees or visitors to any place of public accommodation must wear face coverings in an area or while performing an activity which will necessarily involve close contact or proximity to co-workers or the public where 6 feet of separation is not feasible.



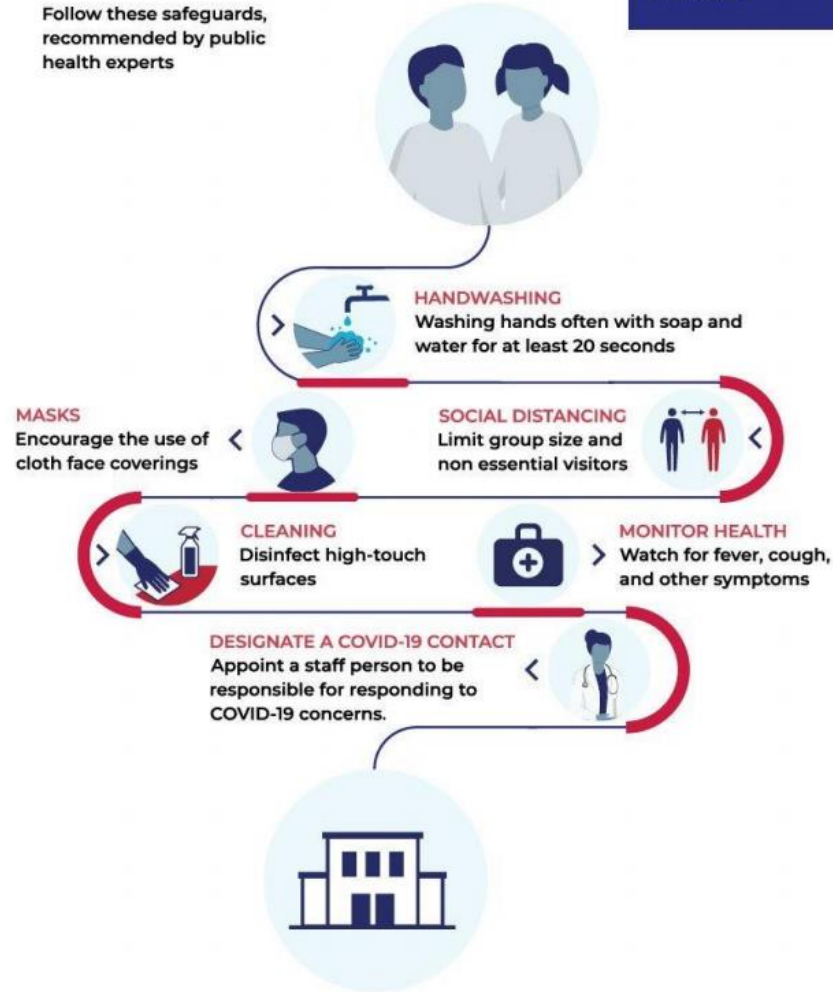
FOR MORE INFORMATION VISIT:

[KCMO.GOV/CORONAVIRUS](https://kcmo.gov/coronavirus)

Source: Kansas City, Missouri Public Health, kcmo.gov/coronavirus

How to Protect Students and Staff

Follow these safeguards, recommended by public health experts



SOURCE: U.S. Centers for Disease Control and Prevention, Education Week reporting

Source: U.S. Centers for Disease Control and Prevention, [cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

Prevent the Spread of COVID 19 If you are sick

Prevent the spread of COVID-19 if you are sick

Accessible version: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

If you are sick with COVID-19 or think you might have COVID-19, follow the steps below to care for yourself and to help protect other people in your home and community.

Stay home except to get medical care.

- **Stay home.** Most people with COVID-19 have mild illness and are able to recover at home without medical care. Do not leave your home, except to get medical care. Do not visit public areas.
- **Take care of yourself.** Get rest and stay hydrated. Take over-the-counter medicines, such as acetaminophen, to help you feel better.
- **Stay in touch with your doctor.** Call before you get medical care. Be sure to get care if you have trouble breathing, or have any other emergency warning signs, or if you think it is an emergency.
- **Avoid public transportation, ride-sharing, or taxis.**



Separate yourself from other people and pets in your home.

- **As much as possible, stay in a specific room and away from other people and pets in your home.** Also, you should use a separate bathroom, if available. If you need to be around other people or animals in or outside of the home, wear a cloth face covering.
 - See **COVID-19 and Animals if you have questions about pets:** <https://www.cdc.gov/coronavirus/2019-ncov/faq.html#COVID19animals>
 - Additional guidance is available for those **living in close quarters.** (<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/living-in-close-quarters.html>) and **shared housing** (<https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/shared-housing/index.html>).



Monitor your symptoms.

- **Symptoms of COVID-19 include fever, cough, and shortness of breath but other symptoms may be present as well.**
- **Follow care instructions from your healthcare provider and local health department.** Your local health authorities will give instructions on checking your symptoms and reporting information.



When to Seek Emergency Medical Attention

Look for **emergency warning signs*** for COVID-19. If someone is showing any of these signs, **seek emergency medical care immediately:**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Bluish lips or face
- Inability to wake or stay awake

*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you.

Call 911 or call ahead to your local emergency facility: Notify the operator that you are seeking care for someone who has or may have COVID-19.

Call ahead before visiting your doctor.

- **Call ahead.** Many medical visits for routine care are being postponed or done by phone or telemedicine.
- **If you have a medical appointment that cannot be postponed, call your doctor's office,** and tell them you have or may have COVID-19.



If you are sick, wear a cloth covering over your nose and mouth.

- You should wear a **cloth face covering over your nose and mouth** if you must be around other people or animals, including pets (even at home).
- You don't need to wear the cloth face covering if you are alone. If you can't put on a cloth face covering (because of trouble breathing for example), cover your coughs and sneezes in some other way. Try to stay at least 6 feet away from other people. This will help protect the people around you.
- Cloth face coverings should not be placed on young children under age 2 years, anyone who has trouble breathing, or anyone who is not able to remove the covering without help.



Note: During the COVID-19 pandemic, medical grade facemasks are reserved for healthcare workers and some first responders. You may need to make a cloth face covering using a scarf or bandana.

Cover your coughs and sneezes.

- **Cover your mouth and nose** with a tissue when you cough or sneeze.
- **Throw used tissues** in a lined trash can.
- **Immediately wash your hands** with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.



Clean your hands often.

- **Wash your hands often** with soap and water for at least 20 seconds. This is especially important after blowing your nose, coughing, or sneezing; going to the bathroom; and before eating or preparing food.
- **Use hand sanitizer** if soap and water are not available. Use an alcohol-based hand sanitizer with at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.
- **Soap and water are the best option,** especially if your hands are visibly dirty.
- **Avoid touching** your eyes, nose, and mouth with unwashed hands.



Avoid sharing personal household items.

- **Do not share** dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people in your home.
- **Wash these items thoroughly after using them** with soap and water or put them in the dishwasher.



Clean all "high-touch" surfaces everyday.

- **Clean and disinfect** high-touch surfaces in your "sick room" and bathroom. Let someone else clean and disinfect surfaces in common areas, but not your bedroom and bathroom.
- **If a caregiver or other person needs to clean and disinfect** a sick person's bedroom or bathroom, they should do so on an as-needed basis. The caregiver/other person should wear a cloth face covering and wait as long as possible after the sick person has used the bathroom.



High-touch surfaces include phones, remote controls, counters, tabletops, doorknobs, bathroom fixtures, toilets, keyboards, tablets, and bedside tables.

- **Clean and disinfect areas that may have blood, stool, or body fluids on them.**
- **Use household cleaners and disinfectants.** Clean the area or item with soap and water or another detergent if it is dirty. Then use a household disinfectant.

- Be sure to follow the instructions on the label to ensure safe and effective use of the product. Many products recommend keeping the surface wet for several minutes to ensure germs are killed. Many also recommend precautions such as wearing gloves and making sure you have good ventilation during use of the product.

- Most EPA-registered household disinfectants should be effective.

When you can be around others after you had or likely had COVID-19

When you can be around others (end home isolation) depends on different factors for different situations.



I think or know I had COVID-19, and I had symptoms

- You can be with others after
 - 3 days with no fever
 - AND**
 - symptoms improved
 - AND**
 - 10 days since symptoms first appeared
- Depending on your healthcare provider's advice and availability of testing, you might get tested to see if you still have COVID-19. If you will be tested, you can be around others when you have no fever, symptoms have improved, and you receive two negative test results in a row, at least 24 hours apart.

I tested positive for COVID-19 but had no symptoms

- If you continue to have no symptoms, you can be with others after:
 - 10 days have passed since test
- Depending on your healthcare provider's advice and availability of testing, you might get tested to see if you still have COVID-19. If you will be tested, you can be around others after you receive two negative test results in a row, at least 24 hours apart.
- If you develop symptoms after testing positive, follow the guidance above for "I think or know I had COVID, and I had symptoms."



CS19020-A 06/11/2020

cdc.gov/coronavirus

cdc.gov/coronavirus

Source: U.S. Centers for Disease Control and Prevention, cdc.gov/coronavirus

10 things you can do to manage your COVID-19 symptoms at home

10 things you can do to manage your COVID-19 symptoms at home

Accessible Version: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

If you have possible or confirmed COVID-19:

- Stay home** from work and school. And stay away from other public places. If you must go out, avoid using any kind of public transportation, ridesharing, or taxis.
- Monitor your symptoms** carefully. If your symptoms get worse, call your healthcare provider immediately.
- Get rest and stay hydrated.**
- If you have a medical appointment, **call the healthcare provider** ahead of time and tell them that you have or may have COVID-19.
- For medical emergencies, call 911 and **notify the dispatch personnel** that you have or may have COVID-19.
- Cover your cough and sneezes.**
- Wash your hands often** with soap and water for at least 20 seconds or clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.
- As much as possible, **stay in a specific room and away from other people** in your home. Also, you should use a separate bathroom, if available. If you need to be around other people in or outside of the home, wear a facemask.
- Avoid sharing personal items** with other people in your household, like dishes, towels, and bedding.
- Clean all surfaces** that are touched often, like counters, tabletops, and doorknobs. Use household cleaning sprays or wipes according to the label instructions.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

English

10 maneras de manejar los síntomas respiratorios en casa

Si tiene fiebre, tos o dificultad para respirar, llame a su proveedor de atención médica. Es posible que lo recomienden manejar el cuidado de su salud en casa. Siga estos consejos:

- Quédese en casa**, no vaya al trabajo ni a la escuela, y evite visitar otros lugares públicos. Si debe salir, evite usar transporte público, vehículos compartidos o taxis.
- Monitoree sus síntomas** con mucha atención. Si sus síntomas empeoran, llame de inmediato a su proveedor de atención médica.
- Descanse y manténgase hidratado.**
- Si tiene una cita médica, **llame al proveedor de atención médica** antes de ir; informe que tiene o podría tener COVID-19.
- Si tiene una emergencia médica, llame al 911 y **avísele a la operadora** que tiene o podría tener COVID-19.
- Cúbrase la nariz y la boca al toser o estornudar.**
- Lávese las manos frecuentemente** con agua y jabón por al menos 20 segundos o límpieselas con un desinfectante de manos que contenga al menos un 60% de alcohol.
- En la medida de lo posible, **quédese en una habitación específica y alejado de las demás personas** que viven en su casa. Además, de ser posible, deberta utilizar un baño separado. Si debe estar en contacto con otras personas dentro o fuera de su casa, use una mascarilla.
- Evite compartir artículos personales** con las demás personas en su casa, como platos, vasos, cubiertos, toallas y ropa de cama.
- Limpie todas las superficies** que se tocan frecuentemente, como los mesones, las mesas y las manijas de las puertas. Utilice limpiadores de uso doméstico, ya sea en rociador o toallitas, según las instrucciones de la etiqueta.



Para obtener más información: www.cdc.gov/COVID19-es

Spanish

10 cách để kiểm soát các triệu chứng hô hấp tại nhà

Nếu quý vị bị sốt, ho hoặc hụt hơi, hãy gọi điện cho nhà cung cấp dịch vụ chăm sóc sức khỏe của quý vị. Họ có thể giúp quý vị kiểm soát việc chăm sóc cho mình tại nhà. Làm theo các lời khuyên sau:

- Ở nhà** không đi làm, đến trường và tránh xa những nơi công cộng khác. Nếu quý vị phải ra ngoài, hãy tránh sử dụng bất kỳ loại phương tiện giao thông công cộng nào, tránh đi xe chung hoặc taxi.
- Theo dõi các triệu chứng** một cách cẩn thận. Nếu các triệu chứng của quý vị trở nên xấu đi, hãy gọi ngay cho nhà cung cấp dịch vụ chăm sóc sức khỏe của quý vị.
- Hãy nghỉ ngơi và uống đủ nước.**
- Nếu quý vị có một cuộc hẹn khám bệnh, **hãy gọi điện cho nhà cung cấp dịch vụ chăm sóc sức khỏe** và nói với họ rằng quý vị đã bị hoặc có thể bị nhiễm COVID-19.
- Đối với các trường hợp cấp cứu y tế, hãy gọi 911 và **thông báo** cho nhân viên điều phối rằng quý vị đã bị hoặc có thể bị nhiễm COVID-19.
- Che miệng khi ho và hắt hơi.**
- Rửa tay thường xuyên** bằng xà phòng và nước trong ít nhất 20 giây hoặc làm sạch tay bằng dung dịch sát trùng tay có chứa ít nhất 60% cồn.
- Ở mức nhiều nhất có thể, quý vị nên ở trong một phòng riêng và tránh xa những người khác trong nhà quý vị. Ngoài ra, quý vị nên sử dụng phòng vệ sinh riêng, nếu có. Nếu quý vị phải ở gần người khác trong hoặc ngoài nhà, hãy đeo khẩu trang.
- Tránh dùng chung vật dụng cá nhân** với người khác trong gia đình của quý vị, như bát đĩa, khăn tắm và ga trải giường.
- Lau sạch tất cả các bề mặt** thường xuyên chạm vào, như kệ bếp, mặt bàn và tay nắm cửa. Sử dụng khăn lau hoặc bình xịt làm sạch gia dụng, theo hướng dẫn trên nhãn.



Để tìm hiểu thêm thông tin: www.cdc.gov/COVID19

Vietnamese

Source: U.S. Centers for Disease Control and Prevention, [cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)



Allen Village COVID-19 Staff Handbook 2020-21

Allen Village School's intention is to open the 2020-21 school year at both of our north and south campus buildings for grades K-12 as well as the new preschool at the Emmanuel Child Care Center. After surveying our parents and staff and researching the advice of the CDC, DESE, and local health department and government officials, we have developed a phased opening plan.

Due to the ever-changing COVID-19 environment and restrictions, our plans and procedures may need to be adjusted as we go through the summer and into the fall. Our goal is that by making appropriate plans now we will be ready to adapt quickly, if needed, based on recommendations from the CDC along with state, county and local health officials. Allen Village School will continue to communicate any updates to our plans to our parents and staff.

Allen Village will operate in Phases 0-3 depending on the recommendations from the local health departments and city officials. The phases are described below:

Phase 0

All Students 100% Virtual Learning

- School buildings are closed based on recommendation from any or all of the following agencies: CDC, DESE, KC government offices (Mayor or Health Dept.) Students Stay at Home and participate in distance learning from the safety of their home. M – F
- Students will have their iPad devices to engage in online learning
- School Day 7:50 – 3:05 combination of zoom meetings and learning activities
- Student protocol for zoom meetings is on time, sitting up, front and center, showing their face and engaged in the meeting
- Failure to follow zoom meeting protocol results in nonattendance of the class.

Phase 1

Family Choice - 100% Virtual Learning or Phase 1 In-Person (Mon., Tues., Thurs., Fri., / Virtual Learning Wednesdays.)

Family Choice of A or B Families have been surveyed for plan that works best for the safety of their children. If change in setting from choice A to B or B to A will be managed through conferencing with your child's Principal. Students may need to adjust learning program based on individual need and/or health circumstances of their family which may require quarantine.

- A. In Person Learning Mon. Tues. Thurs. Fri. 7:50 – 3:05, and buses operating Wednesday - Virtual Learning from home 7:50 – 3:05, while buildings and buses have deep cleaning.
- Students grade K - 5 housed at AVN, Students grades 6 – 12 housed at AVS to utilize all spaces to manage social distancing
 - Students remain in class cohorts to minimize the fewest # of people moving throughout the building (teachers move to classrooms) Easier to contact trace if a positive case of the virus were detected
 - Scale back use of textbooks, workbooks and shift to online resources for learning activities to minimize spread of germs
 - Health room will be available at both buildings to address any on campus COVID 19 concerns on a daily basis
 - Students will have all classes including electives at the HS and Art, Music and PE at the K-5 building. Students will practice social distancing and minimize shared materials in these classes
 - K – 5 will continue to have recess with a staggered schedule and minimizing shared surfaces
 - Social distancing of student's desks
 - All Students facing the same direction in classroom to minimize spreading of air droplets
 - Sneeze guards (plastic shield on student's desk)
 - Meals delivered to the classrooms

- Face masks/gaiters for students (provided by the school)
 - Face masks/gaiters and/or face shields for staff to allow for added protection to move through class and assist students
 - Hygiene stations in each classroom including sanitizer, tissues, wipes, covered trash can,
 - Practice good hygiene with proper hand washing several times throughout the day
 - No water fountains, students will be provided individual bottled water daily
 - Bus routines: assigned seating w/siblings, face masks, bus aide on each bus to take temperature, space out students on bus to manage social distancing (bus ridership will be reduced based on less students riding the bus due to families choosing distance learning during phase 1
 - Thermal kiosk to check all student's temperatures entering the school and all people entering the building will be surveyed as to symptoms, exposure and travel before being allowed to enter the building
 - Sanitizing humidifier system in each class to help sanitize air and objects run daily
 - UV wands to clean devices and common surfaces
 - Students follow Distance Learning Protocols for Wednesday's as listed under Choice B Distance Learning Plan
 - No after-school activities
 - Limiting and screening any visitors to the building. Use of phone system and door entry to minimize visitors inside the building, Parents will be asked not to visit during this unprecedented time and if picking up a student from school will remain outside, your child will be escorted outside, lunches may not be dropped off during the day as in years past,
 - Survey anyone entering the building with questions in regards to possible exposure to hot spots or infected people, or exhibiting symptoms
- B. 100% Virtual Learning Mon – Fri. from the safety of their home.**
- Students will have their iPad devices to engage in online learning
 - Technology devices to be distributed prior to school starting
 - School Day 7:50 – 3:05 combination of zoom meetings and activities
 - Student protocol for zoom meetings is on time, sitting up, front and center, showing their face and engaged in the meeting
 - Failure to follow zoom meeting protocol results in nonattendance of the class.

Phase 2

Phase 2 – All students attend school In-Person M-F with continued safety precautions in place for prevention of the spread of COVID-19 (not available until COVID-19 vaccine readily available for staff and students and/or diminished cases of COVID-19 in the Kansas City metro area and documented by the local health department and CDC lifting restrictions).

- Students grade K - 5 housed at AVN, Students grades 6 – 12 housed at AVS to utilize all spaces to manage social distancing
- Students continue to rotate classes and follow social distancing in the hallways and classrooms
- Students will have all classes including electives at the HS and Art, Music and PE at the K-5 building. Students will practice social distancing and minimize shared materials in these classes. Activities will be modified to minimize risk of transmitting droplet spray. i.e. music

may minimize singing to minimize droplet spread, art students will not share supplies, physical education students will incorporate social distancing in movement activities

- K – 5 will continue to have recess with a staggered schedule and minimizing shared surfaces
- Social distancing of student's desks
- Sneeze guards (plastic shield on student's desk)
- Meals served from the lunch lines in the designated areas
- Face masks for students (provided by the school)
- Face masks and/or face shields for staff to allow for added protection to move through class and assist students
- Hygiene stations in each classroom including sanitizer, tissues, wipes, covered trash can
- Continue to practice good hygiene with proper hand washing several times throughout the day, covering mouth and nose while coughing or sneezing
- Water fountains will be open but cleaned numerous times daily
- Bus routines: assigned seating w/siblings, face masks worn by all (students, aide & driver), bus aide on each bus to take temperature, enforce assigned seating to maintain social distancing and assist in contact tracing if necessary
- Thermal kiosk to check all student's temperatures upon entering the school
- Sanitizing humidifier system in each class to help sanitize air and objects run daily
- UV wands to clean devices and common surfaces
- After-school activities to resume upon necessity and individual evaluation of activities and social distancing

Phase 3

Phase 3 - All students attend school In-Person M-F with buses operating – We will return to this level when the virus is no longer a pandemic threat.

- School will resume using policies and procedures following the school handbook
- Students will be resuming all regular schedules including after-school activities
- Continue to practice good hygiene with proper hand washing several times throughout the day, covering mouth and nose while coughing or sneezing
- Water fountains will be open but cleaned numerous times daily
- Face masks and face shields will become optional
- Maintain hygiene stations in each classroom including sanitizer, tissues, wipes, covered trash can

