

# BGS Student Handbook Addendum COVID-19

## School Policies and Procedures 2021-22

As we continue to navigate the constantly changing landscape of the COVID-19 pandemic, Bowling Green School is committed to the health and safety of our students, parents, and staff.

The protocols and procedures described below have been put in place to create the best experience possible for each member of our Buccaneer family. If you have any questions about Bowling Green's Covid-19 policies, please contact our office.

### Parent Partnership & Wellness Agreement

Bowling Green School is committed to providing a safe on-campus experience for all students and staff. Every family is asked to partner with the school by submitting the **"Parent Partnership & Wellness Agreement."** Please read and return the attached agreement to the BGS Office by Thursday, August 5th

### Notice of Risk

**An inherent risk of exposure to COVID-19 exists in any public space where people are present. COVID-19 is a contagious disease. If infected, you or your child may exhibit no symptoms or mild symptoms, or become severely ill, or die. According to the Centers for Disease Control and Prevention, senior citizens and persons with underlying health conditions are especially vulnerable. By visiting our campus, individuals voluntarily assume all risks related to the possible exposure to COVID-19.**

All parents must sign and return the **"Assumption of the Risk and Waiver of Liability Relating to Coronavirus/COVID-19"** in order for their students to participate in bus/van riding, academic classes, and athletic activities (one form per family). Please read and return the attached waiver to the office by Thursday, August 5th.

### Face Coverings

There is no mask mandate for students and teachers at this time. However, the CDC and the LDOE recognize that face coverings are an effective way to help prevent the spread of disease. A family **may choose** for their child to wear a mask for self-protection. Faculty and staff may also choose to wear a mask for self-protection

### Daily Schedule, Physical Distancing & Cleaning

BGS will continue to operate safely through the practice of more frequent cleaning and sanitization, hand washing, and physical distancing wherever possible. The daily schedule has been adjusted to allow for these changes. BGS will continue to educate students about safe hygiene practices. Students and faculty members shall wash or sanitize their hands after physical contact with another person and after handling items.

**Water drinking fountains on our campus will be replaced with bottle-filling stations.** Students may bring a personal, CLEAR water bottle (spill-proof, with popup straw and

cover)--permanently labeled with the child's full name--to school each day. Students may also purchase bottled water from the cafeteria at breakfast or lunch to be used for refilling. Teachers will set policy for these water bottles in their classrooms -- some teachers may require that the bottles be stored in student backpacks; some teachers may permit students to keep bottles out on the desk....To reiterate: TEACHERS can set their own classroom policies regarding water. \*\*\*Water must never be kept near a school desktop computer or a school-issued Chromebook!

## **Symptoms, Positive Covid-19 Tests, Isolation & Notification**

In the event a student manifests symptoms (fever, chills, cough, sore throat, congestion, difficulty breathing, unusual fatigue, nausea, or loss of taste or smell) during the school day, the student will be relocated to a separate area, apart from other students until a parent or guardian arrives to pick him/her up. Parents must arrive promptly to pick up symptomatic students. The classroom of the affected student will then be sanitized thoroughly.

Students with NON-Covid19 illnesses shall not return to school until symptoms are improving and the student has had no fever for 24 hours.

If a student or staff member tests positive for COVID-19, all families of students who have had direct exposure to the positive individual will be notified.

Students and school employees who test positive for COVID-19 are required to stay home and self-isolate until they are fever free (without the use of fever-reducing medication) for at least one day and their symptoms have improved. Please refer to the most current CDC guidelines about returning to work and/or school following a COVID-19 diagnosis.

Students and staff members who have had "direct exposure" (as defined by CDC) to a person who has tested positive for COVID-19 should follow CDC guidelines for quarantine.

## **Recess, Physical Education & Athletics**

To ensure the safety of our students, all equipment used for recess, for physical education, and for athletic teams will be cleaned regularly. We will follow MSAIS guidelines and protocols with regard to junior varsity and varsity sports and will communicate updates with student-athletes and their families.

## **Dismissal & Aftercare**

Afternoon pick-up procedures to eliminate students clustering in close proximity will continue. We use a technology system called ***Safe Dismissal*** to move students efficiently from classrooms to cars.

Aftercare will continue to operate.

## **Technological Leadership & Innovation**

As a Google school, Bowling Green has the resources and proficiency to continue to provide the highest quality educational experience for every student. BGS teachers will provide high-quality instruction in our classrooms and will also accommodate students who must quarantine for extended periods of time by using *Google Meet*, *Meet Recordings*, and/or *Google Classroom*.

**Please note that if we are mandated to resume school-wide distance learning as our primary method of instruction OR if individual students must quarantine for periods longer than 3 days, students will be required to participate daily via Google Meet Live/Google Meet Recordings and/or Google Classroom; students will be required to**

submit all coursework, quizzes, and tests by the deadlines set by each teacher. **No exceptions!**

Parents of a student who must quarantine are required to contact the student's teacher/s. Each teacher will provide instructions for accessing lessons and coursework through distance learning.

*Parents must also agree that their children may be video recorded when teachers are using Google Meet and that the recordings may be shared with classmates for distance learning purposes. Please sign this release on the wellness agreement attached.*

## Specific Procedures

### Morning Drop-off and Breakfast

**PreK3 and PreK4 students** shall be dropped off at their classrooms. **Parents must NOT exit their vehicles when dropping off students**; a teacher/staff member will assist students. Van and bus riders will be escorted from the bus to their classrooms each morning. Drop-off time is 7:15 AM - 7:35 AM. These students will go to breakfast as a group at 7:40 AM.

**K - 12th Grade students** shall be dropped off at the cafeteria drive-through. Drop-off time is 7:15 - 7:35. Students may purchase breakfast items during this time. K - 6th grade students will remain in the cafeteria until the morning bell. 7th - 12th grade students will pick up breakfast and take it to the gym where they will remain until the morning bell.

Students who drive to school shall park in their designated spots between 7:15 and 7:40 each morning and IMMEDIATELY exit vehicles. The student shall then proceed to a) cafeteria if the student wants to purchase breakfast OR b) the gym if the student does not want to purchase a cafeteria breakfast.

\*Breakfast items will also be available for 7th - 12th graders during their recess periods. See the 2021-2022 bell schedule that was emailed out earlier this summer.

### Afternoon Car Lines/Dismissal Times

**PreK-3** students can be picked up at their building beginning at **2:10 PM**. **PLEASE do not enter campus gates before 2:00**. Students not picked up by 2:55 will be sent to aftercare.

**PreK-4 and Kindergarten** students can be picked up at "short car line" beginning at **2:10 PM**. **PLEASE do not enter campus gates before 2:00**. Students not picked up by 2:55 will be sent to aftercare.

**1st - 12th** grade car line riders will be **individually** dismissed beginning at **2:40** each day using ***Safe Dismissal*** which moves students efficiently from classrooms to cars. **IMPORTANT: Parents of 1st - 12th graders must NOT enter campus gates to pick up 1st - 12th grade students before 2:35. Arriving before 2:35 to pick up**

**your child will actually DELAY the release of your child to the pick-up spot, and you will have to reloop through the car line.**

\*\*Please display your car line pick-up tag, so it is easily seen by the staff member entering your family's pick-up code.

**Student drivers will be dismissed at 2:55.  
Busses will depart at 2:55.**

# PARENT PARTNERSHIP & WELLNESS AGREEMENT

## Distance Learning Recording Release

**EACH BGS family must print, complete, and return to office by August 5th.**

Bowling Green School is committed to providing a safe on-campus experience for all students and staff. Faculty members will monitor student wellness throughout each school day (i.e. checking temperatures of students who display signs of illness or fatigue) and will promptly isolate symptomatic students and phone parents. However, **parents must take responsibility to ensure their children are well BEFORE sending them to school.** Every BGS family must partner with the school by signing the Parent Partnership & Wellness Agreement.

**Student First and Last Name(s) and Grade Levels:**

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**Parent/Guardian Names:**

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- I agree to ensure my child is **fever free (without medication)** each morning prior to coming to school.
- I agree to **not send my child to school** if he or she has fever, is sick, or is not feeling well.
- I agree to **pick up my child immediately** if he/she becomes symptomatic during the school day.
- I agree to **report a positive student COVID test to the school administration and not allow my child to return to school until cleared by a physician.**
- I agree to **keep my child at home** under the following conditions:
  - a) the student has developed symptoms of COVID-19 or is awaiting results of a COVID-19 test
  - b) a member of the student's household tests positive for COVID-19 or is awaiting results of a COVID-19 test.
- **I hereby give permission for video recordings of my children named above, captured during classroom lessons through Google Meet Record, to be used solely for the purposes of BGS distance learning.**

**My signature indicates that I agree to all points above.**

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**Parent/Legal Guardian Signature**

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**Date**

# **Assumption of the Risk and Waiver of Liability Relating to Coronavirus/COVID-19**

**EACH BGS family must print, complete, and return to office by August 5th.**

The novel coronavirus, COVID-19, has been declared a worldwide pandemic. COVID-19 is extremely contagious and is believed to spread mainly from person-to-person contact.

Bowling Green School (BGS) has put in place protective measures to reduce the spread of COVID-19; however, BGS cannot guarantee that you or your child(ren) will not become infected with COVID-19. Further, attending activities on the campus of BGS and utilizing BGS bus and/or van transportation could increase your risk and your child(ren)'s risk of contracting COVID-19.

By signing this agreement, I acknowledge the contagious nature of COVID-19 and on behalf of myself, my child(ren), my and spouse/co-parent of child(ren) voluntarily assume the risk that my child(ren) and I, and any member of my family, may be exposed to or infected by COVID-19 by riding in BGS vans and/or busses and/or attending academic and athletic activities on BGS campus and that such exposure or infection may result in personal injury, illness, permanent disability, and death. I understand that the risk of becoming exposed to or infected by COVID-19 on the BGS campus and in BGS vans/busses may result from the actions, omissions, or negligence of myself and others, including, but not limited to, BGS employees, agents and representatives, volunteers, program participants and their families and/or any other individual who may be present on school property or in attendance at any school activity.

I voluntarily agree to assume, on behalf of myself, my child(ren), and my spouse/co-parent of child(ren) all risks and accept sole responsibility for any injury to my child(ren), myself and any member of my family, (including, but not limited to, personal injury, disability, and death), illness, damage, loss, claim, liability, or expense, of any kind, that I, my child(ren) and/or members of my family may experience or incur in connection with my child(ren)'s attendance in academic and/or athletic activities riding in BGS vans/busses.

On my behalf, and on behalf of my children and/or members of my family, I will advance no claim and I hereby release, covenant not to sue, discharge, defend, indemnify and hold harmless Bowling Green School, its employees, agents, and representatives, of and from all liabilities, claims, actions, damages, costs or expenses of any kind arising out of or relating thereto. I understand and agree that this release includes any claims based on the actions, omissions, or negligence of Bowling Green School, its employees, agents, and representatives, whether a COVID-19 infection occurs before, during, or after participation in any BGS activity.

<b>Parent 1/Legal Guardian Signature</b>	<b>Date</b>	<b>Printed Name</b>
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<b>Parent 2/Legal Guardian Signature</b>	<b>Date</b>	<b>Printed Name</b>
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**Printed Names and Grade Levels of Student Participants:**
