



NEW BEGINNINGS HIGH SCHOOL

**STUDENT COVID-19
ADDENDUM TO STUDENT
HANDBOOK**

2021-2022

TABLE OF CONTENTS

COVID-19 POLICY.....	2
<i>Virtual Offerings</i>	<i>2</i>
<i>Personal Protective Equipment (PPE)</i>	<i>2</i>
<i>Masks</i>	<i>2</i>
<i>Social Distancing.....</i>	<i>3</i>
<i>Hallways</i>	<i>3</i>
<i>Campus Entrance and Exit.....</i>	<i>3</i>
<i>Temperature Checks.....</i>	<i>3</i>
<i>Illness Policy.....</i>	<i>3</i>
Common Symptoms of COVID-19:.....	3
<i>Visitor Protocols.....</i>	<i>4</i>
<i>UPDATES.....</i>	<i>5</i>
COVID-19 PROCEDURES.....	6
<i>Masks</i>	<i>6</i>
<i>Common Areas</i>	<i>6</i>
<i>Parent Meetings</i>	<i>6</i>
<i>Personal Hygiene.....</i>	<i>6</i>
<i>Bus Exiting Procedure.....</i>	<i>6</i>
<i>Arrival Procedure for Students.....</i>	<i>7</i>
<i>On-Campus Procedures</i>	<i>7</i>
<i>School Dismissal</i>	<i>7</i>
<i>Visitor/Check Out Procedures.....</i>	<i>8</i>
<i>Illness Procedures</i>	<i>9</i>

COVID-19 POLICY

VIRTUAL OFFERINGS

NBHS will offer a virtual option to students. Please contact (863) 298-5666 or go to www.newbhs.net for more information about this option. If you would like to speak with someone please ask for your campus Director of Academic Progress or Admissions Coordinator for the details.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

There are various types of Personal Protective Equipment (“PPE”) used in the prevention of COVID-19. Some of them utilized in a school/educational setting are:

- eye protection
- gowns
- facemasks
- face shields
- hand gloves

Personal Protective Equipment (PPE) will be optional on all New Beginnings High School (NBHS) campuses to reduce the risk of transmission of COVID-19 and better ensure the health, safety, and well-being of all students, faculty and staff.

MASKS

Face masks for all students, virtual or face to face, will be optional for the 2021–2022 school year. Dress code policies will be strictly enforced as it relates to Personal Protective Equipment (PPE).

Mask Exceptions

- Any student with a documented medical condition that makes the wearing of a face covering a risk to their health may exercise the school’s alternative option(s) such as virtual/online instruction.
- When students are performing tasks that cannot be completed while wearing a face covering (i.e. eating, drinking, etc.).
- When students are unable to remove their own mask. (This refers only to physically disabled students).

Non-Compliance Consequences

For unauthorized removal of face coverings may include training, referral to counseling and/or disciplinary action.

- **First Offense:** Warning given to the student by teacher and logged in Power School. The Director of Academic Affairs (DAA) and Pilot Director (PD) are to be notified of infraction.
- **Second Offense:** Student will be sent home and must have parent/guardian meeting before returning to school.
- **Third Offense:** Student moved to virtual learning. DAA/PD will determine student’s resume date for face-to-face instruction.

All warnings, reprimands, etc., will be logged into the Student Information System.

SOCIAL DISTANCING

While on NBHS campuses and in administrative offices, students and guests are required to remain at least three (3) feet apart when feasible. This will be expected in classrooms, school bus and, common areas and offices.

HALLWAYS

All NBHS campuses will designate certain hallways as one-way, using symbols and markings; depending on the width of the corridors. Additional signage may be placed on walls for visual referencing. Schools must limit nonessential movement.

CAMPUS ENTRANCE AND EXIT

All NBHS campuses will have one entrance for students and visitors. The school is limiting access to students, parents, guardians and caregivers of individuals who are enrolled. Each person is required to take the following steps in this addendum.

TEMPERATURE CHECKS

Temperature checks will be conducted with a no-touch thermometer. If you have a fever 100.4° F or greater, you will not be admitted into the building.

ILLNESS POLICY

Using the Center for Disease Control (“CDC”) [Coronavirus Self-Checker](#), people with COVID-19 have had a wide range of symptoms ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus.

COMMON SYMPTOMS OF COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list does not include all possible symptoms. The CDC will continue to update this list as we learn more about COVID-19. Please visit the CDC at <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html> for an up-to-date list of symptoms.

If you feel sick, feverish, or experiencing symptoms associated with COVID-19 we recommend you do not come to school.

You may need to get tested for COVID-19 and report the results whether positive or negative to the NBHS Office.

If you have been in contact with someone who tested positive for COVID-19 within the last 14 days, you must self-report. The NBHS COVID-19 Self Reporting Form can be found online at www.newbhs.net.

Isolation and Mitigating Possible COVID-19 Cases

NBHS has mandated a multi-step process for isolating and mitigating possible COVID-19 cases on campus:

1. Students report feeling feverish should be given an immediate temperature check to see if they are symptomatic.
2. Staff must immediately separate any student who displays COVID-19 symptoms until a parent or guardian can pick them up.
3. Students are encouraged to see their medical provider.
4. To protect everyone, NBHS will close off room(s) or space the student who is ill or who tested positive for COVID-19 had occupied.
5. The cleaning crew will clean all the areas used by the individual showing COVID-19 symptoms as soon as feasible.
6. During that time, the room or designated space is not occupied by any person(s) and must remain closed until sanitized.

Return to Campus

No student with new or worsening symptoms listed above will be allowed to return to any campus operation until one of the following has taken place:

- A health care provider has confirmed in writing that the illness was NOT COVID-19-related because of an alternative diagnosis. *Other viral illnesses, upper respiratory infections, pneumonia do not exclude COVID-19 and are not adequate to authorize return
- At least 10 days have passed since symptom onset at least 24 hours have passed since resolution of fever without the use of fever-reducing medications and other symptoms have improved.
- Non symptomatic individuals can provide evidence of fully vaccination status results.

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>

VISITOR PROTOCOLS

Parents are encouraged to complete any school business electronically by visiting our website, www.newbhs.net. For the safety and health concerns of everyone, there will be limited office visits at each campus. If you have questions about school-related issues, please contact the school at (863) 298-5666 and our team will be happy to assist.

Non-Essential Visitors

Due to COVID-19, NBHS is restricting all non-essential visitors and volunteers, and activities until further notice. These guidelines will be in place indefinitely to provide a safe working and educational environment for everyone.

Parents, Guardians, New Enrollees, and Community Partners

- Parents and/or those over the age of 18 who are planning to enroll at NBHS are advised to do so by visiting www.newbhs.net. School enrollment is no longer available in person but is now scheduled through our Admissions Department by visiting our website or calling (863) 298-5666.
- Parents who would like to meet with our Director of Academic Progress (DAP) in order to discuss their student's academic progress must do so by calling our DAP at 863-298-5666 to schedule a virtual or in-person appointment.
- All parents/guardians must have a scheduled appointment. Please see Visitor/Check Out Procedures for instructions.

UPDATES

- These guidelines may be updated as further information becomes available.
- Additional information and best practices will be shared at www.newbhs.net for the 2021-2022 school year.

COVID-19 PROCEDURES

MASKS

Face masks for students and visitors will be optional for the 2021–2022 school year.

Proper Wear for Facial Covering

1. When wearing a mask, it must cover your nose and mouth completely
2. Fit snugly but comfortably against the side of the face
3. Be secured with ties, elastic, or ear loops
4. Allow for breathing without significant restrictions

Masks Exceptions

Any student with a medically documented health condition that makes the wearing a face mask a risk to their health will be strongly encouraged to wear a face shield.

COMMON AREAS

Students will be encouraged not to linger or socialize in common area.

PARENT MEETINGS

Parent/teacher meetings will be readily available upon appointment. Parents will be consistently encouraged to attend virtually. Please note, social distancing will be practiced for all in-person meetings. The front desk staff will be made aware of all meetings to assist with cleaning and disinfecting before/after meetings.

PERSONAL HYGIENE

Students should wash hands often with soap and water for at least 20 seconds or use a hand sanitizer that contains at least 60% ethanol or 70% isopropyl alcohol if soap and water are not readily available.

Suggested times for a thorough hand washing and sanitizing:

- After blowing one's nose, coughing, or sneezing
- Before and after breakfast and lunch
- After using the toilet
- After touching trash
- After touching objects that have been handled by others

BUS EXITING PROCEDURE

Bus drivers will release their riders from the bus a few at a time and must line up outside of the campus entry doors while maintaining a social distance of at least three (3) feet apart when feasible.

ARRIVAL PROCEDURE FOR STUDENTS

1. All students are required to have their temperature checked prior to admittance to the campus.
 - a. Any student who has an elevated temperature will be required to wait in a designated area until their parents/care givers have been notified and asked to pick the student for return to home. Students over the age of 18 may be release in their own care.
2. Students should practice social distancing in the front lobby area while awaiting their temperature and security check.
3. Students are required to sign-in and record temperatures at the front desk. The front desk receptionist will verify attendance utilizing the RAPTOR System. Students will not be permitted to use writing utensils in sign in.
4. After security check-in, students will be advised to use hand sanitizer to clean hands prior to entry of any classrooms. If hand sanitizer is not available, the student will be directed to the nearest restroom.
 - a. Students are required to wash hands upon exiting the restroom.
5. Once the student has entered the classroom, they will not be permitted to exit without being escorted by an NBHS employee.

ON-CAMPUS PROCEDURES

- All students are required to appropriately wash their hands using soap and water, and will use hand sanitizer prior to entering the classroom, office, or facility.
- Wash and sanitize your hands prior to entering a classroom, office, or facility using soap and water.
- Continue to practice good hygiene by washing your hands frequently for 20 seconds or use sanitizer.
- Practice social distancing with all individuals by maintaining at least six feet of separation when feasible.
- Follow symbols and markers placed throughout the campus to help guide social distancing in high traffic areas.
- Students will have minimized movement throughout the building and will be restricted in mixing between groups. Try to stay in the same groupings throughout the school day as much as possible.
- A maximum of two students at a time will be allowed in the main office lobby.
- For the safety of all who are on-campus, students are encouraged to bring their own personal water bottle. We recommend NO drinking from the water fountains.
- Events and extracurricular activities will be limited at the discretion of the teacher with DAA/PD approval.

SCHOOL DISMISSAL

Students are to be dismissed in the following order:

1. Student drivers will be dismissed at 9:25 AM.
2. Students who ride the school bus will be dismissed at 9:28 AM and 11:58 AM. The same students will report to the bus loading zone to board their bus while maintaining a social distance of at least three (3) feet apart when feasible.
3. Student car riders and walkers will be dismissed at 9:30 AM. Walkers should be advised they are not permitted to hang out on the campus premises following dismissal.
4. Walkers and car riders will be escorted out the building during dismissal time daily.

5. Students who ride city bus will be dismissed at 12:00 PM. City bus riders should be advised they are not permitted to hang out on the campus premises following dismissal.

Early Dismissal

NBHS is a **closed campus**; therefore, students are not allowed to check out early. Students will NOT be checked out after 7:30 AM due to disruption in the instructional day.

We cannot accept phone calls requesting early release and are unable to take last minute phone calls to have students waiting in the Front Office for parent arrival.

In the event of an emergency, the student's PD or DAA and front office personnel will be notified to approve the release. A follow-up written note/email from the parent /guardian is expected to confirm the emergency.

Students cannot return to the building if they choose to leave for the day. Disciplinary actions will be taken should students leave the campus unauthorized.

VISITOR/CHECK OUT PROCEDURES

1. All visitors will be instructed to park in the designated front parking lot of each campus.
2. All visitors will be required to provide a state issued ID to the front desk receptionist upon entry to the campus.
3. Before entry into a campus, each visitor should use the call button located outside of the main office door. At this time, the front desk receptionist will conduct a pre-screen of the visitor's nature of business.
4. All visitors will have their temperature checked at the main campus door by the front desk receptionist before entering a school building. Visitors with a fever greater than 100.4°F, congestion, dry cough, breathing difficulties, sore throat and/or chills will NOT be permitted to enter our campus buildings or offices.
5. After entering our campuses, all visitors will be required to sign their NBHS prescreen (taken previously by the front desk receptionist)
6. All visitors will be encouraged to use the hand sanitizer provided by the front desk receptionist when they enter a campus lobby area.
7. All visitors to our school campuses must remain in the front lobby areas at all times unless authorized by the Principal or the DAA.
8. All visitors must practice social distancing. All in-person meetings must allow participants to socially distance themselves at least three (3)feet from another person or person(s) when feasible.
9. Parents/Guardians who wish to pick up their student(s) from any campus are required to call the school and speak with the campus front desk receptionist. At that time, the front desk receptionist will notify the PD and/or DAA of the student's departure. When the parent arrives to retrieve their student(s), the parent must follow the above guidelines of entry onto the campus. Each parent must wait in the designated campus lobby area until the student is called from their classroom. If the student is under the age of 18, the parent/guardian and student must both sign out.
 - a) Student/parents are encouraged to make all appointments after school hours to prevent the interruption of learning loss.

ILLNESS PROCEDURES

Containment

If a student becomes ill while at school or answers YES to any of the screening questions and COVID-19 is suspected:

1. Immediately ask the student to place on their mask if they are not already wearing one.
2. Student will be moved to a designated “isolation” room where minimal contact with others is possible but where the student can still be observed.
3. Anyone assisting this student closely may wear:
 - a. Mask
 - b. Face Shield
 - c. Gloves
 - d. Smock
4. Students displaying any COVID-19 symptoms, parent/guardian will be contacted and requested to pick them up.

Reporting

Students who have potentially been exposed to the student/staff in question will receive a call from the DAA asking for the student to quarantine until further notice. This call will be placed to parents/guardians. Students over the age of 18 maybe reached out to directly. Students may have access to their academic instruction virtually during any length of school requested/medically required quarantine.

Positive Reporting of COVID-19

There are different steps to take depending whether the person identified as ill, symptomatic or not. This distinction also impacts the steps needed for anyone who had contact with that individual.

*Any student who has a positive report, has been in contact with a positive individual or has a household member with a positive report can work virtually until they are able to meet the return to campus requirements.

Re-Entry Procedures

Any student who answered YES to any of the COVID-19 screening questions may not return to school and can continue to work virtually until they are able to meet the return to campus requirements.