



## **Wilmington Academy of Arts and Sciences**

### **Parent-Student Handbook Addendum**

#### **COVID-19 REVISED Safety Guidelines and Protocol**

**2021-2022**

This addendum to the 2021-2022 Parent-Student Handbook is necessary to adhere and comply with the recommended/required public health guidelines designed to limit exposure to the coronavirus during the COVID-19 pandemic.

This addendum will set forth school wide expectations and procedures/protocols for students, parents, and teachers. Please familiarize yourself with the contents and read and discuss these procedures and expectations with your child since they are required to follow them. Please understand that no set guidelines can cover every conceivable situation that may arise at a school; however, we are hopeful that the content in this handbook will outline the safety procedures practiced at school and answer your questions regarding day-to-day operations.

The rules, policies, and procedures set forth in this addendum are intended to apply prior to the first day of school and throughout the time that these policies need to be in place during the COVID-19 pandemic. However, there may be situations that require immediate or nonstandard responses. This addendum and standard handbook do not limit the authority of WAAS to deviate from established rules and procedures set forth. WAAS reserves the authority to deal with individual circumstances as they arise in the manner WAAS deems most appropriate taking into consideration the best interests of the school, its faculty, employees, students, and overall school community.

Content in the addendum may need to be revised or updated by the BOT. If a major policy revision or change is made, you will be informed by email. Any student or parent with a question about any handbook policy or statement should contact Mrs. Upton, WAAS Director, or any Board of Trustee member.

#### **Our Commitment**

- To focus on safety through science driven, fact-based studies, guidelines, recommendations, and protocols
- Follow, as applicable, the guidelines and recommendations of the CDC, WHO (World Health Organization), AAP and the NC School Reopening Toolkit
- Present the full curriculum to students using the most effective teaching methods and strategies within each content area
- Communicate openly with WAAS families as we navigate together these uncharted waters
- To keep children, staff, and visitors safe through mitigation strategies thought to reduce the transmission and/or infection of Covid-19

### **Family Responsibilities**

- Understand and remind students that school, whether virtual (when applicable) or face to face instruction, as well as the teachers' methods and modalities of teaching material may be different compared to past years
- Discuss with your child the importance of faithfully following the rules and guidelines for the re-opening of school
- Take seriously your individual and collective roles in keeping each other, our families, our teachers, and communities safe
- Communicate with the teachers/Mrs. Upton if your child(ren)'s instructional needs or situations change or need to be changed due to confirmed exposure to or positive Covid-19 diagnosis
- Immediately report exposure to or diagnosis of Covid-19 •  
Trust, support and be patient with our teachers
- Provide child with a comfortable, properly fitted clean or new mask to be worn inside the building
- Please remind your child these are challenging times. A school guidance counselor will be available part-time to support our children's mental health
- Attendance will be flexible and non-punitive for students who need to stay home for presumed exposure or known positive Covid-19 cases
- Parents will work closely with teachers should the need arise to isolate from school for an extended period. This will only be available to those students who require isolation due to exposure or confirmed positive cases of Covid-19

### **Student Responsibilities**

- Follow procedures, protocols and signs set forth by the BOT, director, and teachers •  
Respectfully maintain distancing during entering and exiting school, breaks, lunch, restroom area
- Wash hands often using soap and warm/hot water afterwards use hand sanitizer •  
Maintain commitment to student pledge
- Keep work area clean and disinfected

### **Staff Responsibilities**

- Any staff member who shows symptoms of COVID-19 will not be at school
- All staff are required to wear masks when they are around students, parents, and other staff members
- Teachers who are quarantined or ill will either have a substitute or classes will be postponed until the teacher can return to normal duties

### **Minimizing Exposure and Promoting Vaccinations**

- Teachers, students, and all visitors in the building are required to correctly wear a clean mask while inside
- Efforts will be made to practice as much social distancing as possible, but it depends primarily on the size of the classroom and the number of students in the class
- Specific spatial distancing and desk shields available upon request
- Families, including children and extended family, are encouraged to get vaccinated as soon as they are eligible as recommended/discussed with family physician or pediatrician
- Ventilation systems will operate properly and window fans in place for optimal air circulation. Weather permitting, windows and doors will open to increase circulation of outside air

### **Procedure for Presumed or Confirmed Cases/Confidentiality**

In response to a suspected, presumed or confirmed case of COVID-19 at school, the procedures outlined by the NC Department of Health and Human Services in the “Reference Guide for Suspected, Presumed or Confirmed case of COVID-19 (K-12)” will be followed. This guide may be found here: [NC toolkit](#)

Highlights include:

- School must contact Local Health Department to report any cases of exposure or confirmed cases
- The school will follow the directions followed by the Local Health Department regarding cleaning, notification to families and/or school closure
- Mrs. Upton is the direct point of contact and will advise parents of what action needs to be taken on a case-by-case basis
- All possible, suspected, presumptive, or confirmed positive cases of Covid-19 must be reported to Mrs. Upton. These cases are strictly confidential in accordance with FERPA, but families will be notified via email if declared a close contact through contact tracing

### **Resources**

- Child’s Pediatrician
- New Hanover County Coronavirus Call Center 910 798 6800
- Strong Schools NC Public Health Toolkit (K-12)