

## TIDE Learning Form #1 Return to In-Person Tutoring Classes

The following information is a quick reference guide for parent/guardian/caregivers and students regarding Learning Form #1 Return to In-Person Classes effective September 1, 2020. Under our current permits we are allowed to open our institution for tutoring services as long as we follow all health protocols presented by the Ministry of Salud.

***Health and Safety Priority – Reduce the risk of transmission and reduce the spread of COVID-19***

### Daily Screening

Parent/guardians and other caregivers will be expected to assess their children for any symptoms of illness related to COVID-19 or other symptoms of illness. Examples of items to assess daily **before sending your child to school** include:

- symptoms of common cold,
- influenza,
- COVID-19,
- or other infectious respiratory disease.

Any student or staff showing any symptoms listed on the screening checklist will be expected to stay to home and seek medical advice COVID-19- Costa Rica Hotline- 1322

### Handwashing

- Expectation and instruction on frequent handwashing will be in effect.
- Handwashing with soap and water is the best practice when facilities are available. If unavailable, hand sanitizer will be provided.
- All people entering the building are required to use hand sanitizer or use the handwashing station that is located to the left of the main entrance.
- Proper hand washing lessons in classes will occur and visual reminders will be placed at all hand washing and sanitization stations.
- Hand sanitizer will be provided and available in entrances, exits, classroom entrances, near high-touch equipment such as microwave ovens, and in other high traffic areas.

### School Access

- All visitors in the school must sign in at the main office and shall not enter other parts of the school without administration approval.
- All students and staff will have their temperature taken prior to entering the building. A temperature above 37.8C or higher, will deny a student's entrance into the building. Student must return home.
- Parent/guardian/caregivers will only be permitted to enter the main office area if required and will not be permitted to enter other parts of the building.
- Vendors/sales representatives/Potential Family tours will not be permitted into the building or during school hours.
- Any parent/guardian/caregivers experiencing any symptoms of illness are not permitted in the building.
- Parent/guardian/caregivers will be encouraged to pick up their children outside the school. Staff will support younger aged students to connect with their parent/guardian/caregivers at the end of the day and will guide students to their classes in the morning.
- Anyone who has been in close personal contact with someone who has COVID-19, symptoms or is being tested must not enter the school premises.

- Parent/guardian/caregivers, volunteers, school partners and other adults entering Tide must report to the office and should be minimized to essential services.
- Anyone entering the building cannot be admitted if they are feeling unwell. They must consider the implications of COVID-19.

### **Expectation for Students and Staff to Stay Home If Sick**

- If students or staff are experiencing symptoms, they need to contact 1322 or their local doctor for guidance regarding medical support or COVID-19 testing.
- All student absences must be reported to school by parent/guardians.
- Students and employees who are ill or exhibiting symptoms of COVID-19 must stay home until they have been assessed by a health care provider to rule out COVID-19 or other infectious diseases. They may return when the illness is resolved.
- If you or your child have been tested for COVID-19 and are confirmed to have COVID-19 or other infectious disease, re-entry into the school will occur upon medical clearance and the symptoms are resolved.
- Tide will work with immune-compromised staff and students as our student and staff health and well-being continue to be paramount. Students and staff accommodations will be considered for those who have compromised immune systems, or other medical needs.
- Our staff will work with families who decline to send their children to school.

### **Confirmed Cases of COVID-19**

- The decision to send a class or group home or to close a school will be made in consultation with the local medical office or chief medical officer.
- If students are required to self-isolate, the school will support students to learn or work from home
- If necessary, Tide will move to Learning Form #2- Individual class learning in open air areas.

### **Masks and Personal Protective Equipment**

Personal protective equipment such as masks are required for all indoor learning at this time. Staff will also be wearing a mask at all times. Face shields are no longer permitted in the place of face masks.

Protective equipment guidelines *may be subject to change* as per the public health requirements or guidelines provided by the Ministry of Health.

### **Daily Operation of Schools**

- Parent/guardian/caregivers must remain outside the school to pick-up and drop off their children.
- We will determine student entry and exit points and drop-off and pick-up schedule will be staggered based on classes.
- Lunch and recess breaks will be staggered.
- Minimizing physical contact protocols will be observed during teacher directed staggered entry and exit, as well as, transitioning between classes, lunch, as well as recess to further mitigate congestion.
- Seating plans will be established. Minimizing physical contact guide use of classrooms/desk use.
- Desks and tables that are used during lunchtime will be sanitized before and after each use. Students will be involved in the management and care of own desk and workspace.
- Students will predominately remain with their grade group or class all day.

- Students are expected to provide, label and use own supplies. No sharing of supplies permitted.

### **Playgrounds**

- Playgrounds will remain open. Student group use will be on a rotational basis established by grade groupings.
- Handwashing or hand sanitizing will be implemented after play on recess equipment.

### **Lunch Program**

- No food or drink sharing between staff or students. We will continue to have the lunch program with La Marimba; however, each student is responsible for bringing their own container. TIDE will not have any extra containers available.
- Parent/guardian/caregivers will be asked to provide students with their own utensils.
- Students must not share utensils, dishes, or water bottles/ drink containers.
- Lunch will be eaten in the student's classroom

## **Learning Form #2 -Partial In-Class Learning Model**

Due to the evolving nature of the COVID-19 pandemic and the ever changing protocols in Costa Rica, Tide will decided with local authorities to make the decision whether to transition to partial in-class learning model scenario or remote learning model scenario. This will be based on multiple factors including the number of COVID-19 cases in a community, local regulations and the risk of ongoing transmission.

School and class cohorts will be created based on a partial day and/or week schedule as it pertains to safe operating procedures determined by health authority and public health orders.

Classes will work with a separate teacher each day of the week from 8:00-12:00. TIDE will assign a location in Tamarindo for each teacher to meet with the students.

Grades K-5 will continue to learn on the TIDE campus, if permitted.

An Elective program will be offered outside, weather is permitting.

At this time, we do not intend to return to virtual learning. However, there are multiple factors that could change that decision: local regulations and how COVID-19 evolves within Costa Rica.