



March 10, 2020

Dear Terra Verde Families,

Over the last few days, I have received emails and phone calls regarding TVDS's plan for managing/monitoring the coronavirus or COVID-19. Our primary concern is always to provide stability and safety for our students, staff, and families. We will continue to work with local, state, and federal agencies regarding recommendations moving forward. I've put together a response to FAQ's that will hopefully provide you and your family guidance regarding spring break and school this spring at TVDS.

1. Why aren't we proactively closing TVDS?

- a. Oklahoma State Department of Health's recommendation is to remain open as there are several factors to consider. While education is our primary responsibility, we are also an access point for social gatherings and events in our community. We recognize that many of our families rely on our school to look after their child while working, this includes relying on our staff for after school child care. Closing TVDS is a last resort and will be done with great care, transparency, and in partnership with local and state medical professionals.

2. What steps is TVDS taking to disrupt the spread of COVID-19?

- a. We are now starting to review our calendar of events that bring large groups of people together. This includes, but it not limited to, large school community events, school day assemblies, all student/staff travel, and activities outside of school hours. These restrictions and cancellation of events will be announced via email, and the remind app. For spring break, we have canceled all TVDS sponsored state and international travel for faculty/staff. We are highly recommending any family who is considering a cruise over break to reconsider their travel options.

3. How will TVDS handle student absences?

- a. TVDS is excusing all health-related student absences. We want to reiterate that we believe families know what is best for their children and we will honor your decision to keep your child home from school. It is true that some children and family members may be at higher risk for severe illness because of underlying health conditions or a weakened immune system. We simply request that if your family decides to keep your child home that you notify the class/homeroom faculty member and our office at office@terraverdeschool.com. Your child does not need to present symptoms to receive an excused absence.

4. Prevention and Response Scenarios?

- a. Prevention measures include providing time for students to wash their hands when they arrive at school, before lunch and after using the restroom. Additionally, the custodial staff has been directed to prioritize cleaning common and high traffic areas multiple times a day. In a normal situation, these would be cleaned once a day. Prioritized cleaning includes bathrooms, common spaces (great room), door handles, emergency bars on doors, etc.

- b. COVID-19 Response Scenarios/emergency procedures:
 - o **Scenario 1:** Students or staff who are not ill and don't have symptoms, but have had close contact with a person with lab-confirmed COVID-19 will be asked to go home immediately and quarantined for 14 days, per Oklahoma Department of Health guidelines. Oklahoma Department of Health makes the decision if a student or staff needs to be quarantined. All after-school events at the school will then be cancelled so that we can activate a specialized process to disinfect the school. This cleaning would include the potential use of an electrostatic sprayer, which sprays a disinfectant, and all surfaces are wiped down with disinfectant.
 - o **Scenario 2:** While there are currently no confirmed cases of COVID-19 at TVDS, we are prepared for all possibilities. In the event of a lab-confirmed case of COVID-19 in an TVDS staff member or student who has been in attendance at a school site, we will close the school. Closure communication will be sent to impacted families and staff via remind texts, and email. We will work with the Oklahoma Department of Health to determine the length of the school closure based on the unique circumstances of the case.
- 5. **What Conversations should parents have with their children at home?**
 - . We recognize that families, staff, and students are worried. We are committed to keeping you informed and working with you to keep our school community safe. NPR did an informative graphic that I've attached below. <https://www.npr.org/sections/goatsandsoda/2020/02/28/809580453/just-for-kids-a-comic-exploring-the-new-coronavirus>
 - a. Ms. Berryhill is also putting together an email to provide guidance on how best to talk to your kiddos about COVID-19.
- 6. **If a student needs to stay home, how can they receive assignments?**
 - . A student who needs to stay home due to illness will be excused. Teachers are being asked to prepare supplemental instructional materials for students who need to be out of the classroom and pre-plan weekly lessons in the event of a sudden prolonged absence. Due to issues of equity and access, we cannot provide 100% digital learning opportunities in lieu of in-classroom instruction. I have scheduled a meeting with our faculty to plan 14 days of lessons, with supplemental instructional videos to prepare for worst-case scenarios. We are able to use Renweb for uploading of assignments and videos in both lower/upper school. If a student is unable to access Renweb from home, the school will work with the student and family in order to deliver materials from missed lessons.
- 7. **Where can I turn for more information?**
 - . As with any new infectious disease, knowledge evolves with time. It is difficult to know the source of the disease, the ways in which it spreads, and how effectively it spreads from person to person. The follow links below are resources to read more about COVIS-19.
 - i. [2019 Novel Coronavirus](#) - Oklahoma Department of Health
 - ii. [2019 Novel Coronavirus, Wuhan, China, Centers for Disease Control and Prevention](#)
 - iii. [Guidance for Travelers, Centers for Disease Control and Prevention](#)
 - iv. COVID-19 Call Center: 877-215-8336

8. How can parents and our community support TVDS?

If regular hand washing isn't possible, the next best option is to use an alcohol-based hand sanitizer or sanitizer wipes, with 60% alcohol. Currently, the district has supplies for schools but because this is a national and global event, there eventually there could be a shortage. One-way families and partners can help is to provide:

- Hand sanitizer or alcohol-based sanitizer wipes to school offices (at least 60% alcohol, dye free and fragrance-free)
- General all-purpose disinfectant in a spray bottle
- Tissues

9. My family is traveling over spring break to another state or country, what is the school's policy on returning to campus?

- . Please be aware that many countries have and states are considering quarantining individuals with very little notice. These realities could delay your return home or your ability to return to campus once you are back in the state. Because the number of cases in the U.S is changing daily, we encourage you to keep an eye on recommendations from the [U.S. Centers for Disease Control and Prevention](#). The following countries have travel restrictions in place: China, Iran, South Korea, Italy, Japan, and Hong Kong. Should you decide to travel to any of the impact countries listed (this includes layovers per [OSDH guidelines](#)), you will not be permitted to return to campus until you:

- Complete and provide evidence of a telephone medical screening through a Health service facility, **and**
- Complete a self-isolation period (currently 14 days), **and**
- complete a follow-up telephone medical screening call after the 14 day period with a licensed health facility.

Current Situation in U.S.

- In addition to CDC, many public health laboratories are now testing for the virus that causes COVID-19. View [CDC's Public Health Laboratory Testing map](#) .
- With this increase in testing, more and more states are reporting cases of COVID-19 to CDC. View [latest case counts, deaths](#) and a [map of states with reported cases](#) .
- U.S. COVID-19 cases include:
 - Imported cases in travelers
 - Cases among close contacts of a known case
 - Community-acquired cases where the source of the infection is unknown.

We recognize the answer to FAQ's may disappoint families and students as the spring season at TVDS is always a wonderful time! We simply ask for your patience and understanding as our community works together to address a serious community health challenge that may negatively impact our ability to provide an education. In the event a school will need to close, families will receive notifications similar to weather-related closures, by email and Remind messages. Please make sure your contact information is up to date in our Renweb database. Please also be conscious that travel decisions over spring break could have lasting consequences that can negatively impact our

community. Thank you for working with us through this evolving situation that impacts all facets of life and our entire community. We will continue to provide updates as necessary.

Request: In order to provide a safe environment upon return from spring break we are requesting that families contact the the school to let us know if they are traveling outside of the country or to infected areas of the Unites States during spring break. Please email me at Eric.snyder@terraverdeschool.com and cc' office@terraverdeschool.com.

Sincerely,

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