



# COVID-19 PLAN

2021-2022 Academic Year

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ACADEMIC YEAR



## SCHOOL DAY

Victory College Prep (VCP) will offer in-person instruction 5 days a week for all students, grades K-12 from 8:00am – 2:45pm.

- Virtual learning will only be offered to students who report a positive COVID-19 test result or have been identified as a close contact per state and county health guidelines.

VCP will implement promote student and staff safety during instruction time by:

- Providing hand sanitizer for students and staff.
- Conducting cleaning of classrooms and high touch surfaces daily.
- Provide staff supervision for the entire duration of student transition to and from classrooms to minimize opportunity for students to congregate in the hallways.

VCP will combat learning loss experienced as a result of COVID-19 by establishing an academic baseline through the use of:

- Formative assessments.
- Meetings with teachers to analyze data and see where students are academically.
- Targeted interventions and supports.
- Providing additional instructional supports to:
  - ❖ Students at-risk of not graduating on time.
  - ❖ Students with disabilities. (recovery services)
  - ❖ Students who had poor attendance in the 2020-2021 school year due to COVID-19 related reasons.
  - ❖ Other students identified as being behind academically by teachers and parents.
- Provide extended learning opportunities through summer school and after-school programming.

## COMMUNICATION

Victory College (VCP) follow guidance provided by the Indiana Department of Education, Marion County Board of Health, or any other relevant governing board.

- VCP will submit plans to local health departments for any recurring or special events when requested.
- VCP will submit all relevant contact tracing and mandated reporting to applicable governing boards as requested or required by law.

VCP will communicate directly with families via phone, text, and email of any positive case in the building utilizing SchoolMessenger.

Families who have questions that related to COVID-19 or this plan can call the school directly or email [Michael.Lipphardt@vcpindy.org](mailto:Michael.Lipphardt@vcpindy.org) for a response within one operation day.

## ONGOING PREVENTION

Victory College (VCP) will provide no-touch hand sanitizer dispensers, Kleenex, surface disinfectant, and masks in all bathrooms, classrooms, and frequently trafficked areas.

VCP will teach and reinforce good hygiene measures in all classroom, including:

- Handwashing
- Covering coughs
- Face coverings/masks

VCP will post signage to communicate how to stop the spread of disease. They messages include:

- Common COVID-19 symptoms
- Preventative measures to take when sick
- Practicing good hygiene

VCP will clean and disinfect all frequently touched surfaces throughout the day and all shared objects after every use.

VCP will turn off all drinking fountain stations except for a designated bottle fill station for non-disposable/personal bottles.

- Individual, disposable bottles, will be distributed to students by staff upon request

VCP will ensure all ventilation systems operate properly and increase circulation of outdoor air as much as possible assuming it does not pose a safety or health risk to students or staff.

VCP will ensure a deep cleaning of school is completed prior to student/staff return and schedule additional deep cleans after Fall, Winter, and Spring Breaks.

## MASK + VACCINATION MANDATES

All students and faculty will be expected to wear a face mask during all hours of operation regardless of vaccination status. Victory College Prep (VCP) will follow all state and county guidelines in regard to mask mandates:

- As of July 1, 2021, local school boards of public K-12 education institutions will be responsible for implementing whatever measures and restrictions deemed necessary and prudent to address the impact and spread of COVID-19 for their buildings, facilities and grounds, to include transportation. Educational governing bodies are encouraged to follow CDC guidance and any guidance that may be issued by the Indiana Departments of Health and Education.
  - ❖ Provide masks if required or if requested in all buildings, all events, and on buses.
  - ❖ Masks will not be required outdoors.
  - ❖ Welcome students and staff to wear masks, if masks are not required.

## MASK + VACCINATION MANDATES

### CONTINUED

- ❖ Determine contact tracing requirements, if any, or in-school and out-of-school exposure.
- ❖ Follow IDOE attendance guidelines for students who are absent due to a COVID-19 related reason.

Students and faculty are encouraged, but not required to be vaccinated. VCP will follow all state and county guidelines in regard to vaccination mandates:

- Current guidance from Indiana State Department of Health (ISDH) is not listed as either a required or commended vaccine. Should that change, religious and medical exemptions will be followed like with all other vaccines.

## ENTERING SCHOOL BLDG + VISITOR POLICY

Victory College Prep (VCP) will require all visitors and guests to be masked upon entry to the building.

All visitors must sign in through the main office to maintain an accurate log and will be escorted by a staff member.

- Guests and visitors will be limited when students are present and may be screened prior to interactions with students or staff.

VCP will provide hand sanitizer for all students, staff, and guests upon entry and signage will be posted at all entrances communicated how to stop the spread of disease and school-specific protocols for ease of reference.

Standard COVID-19 protocol will be followed for anyone experiencing COVID-like symptoms upon arrival or throughout the school.

- BinaxNow screenings will be administered as requested to students and staff who have symptoms similar to that of COVID-19.

## STUDENT TRANSPORTATION

Victory College Prep (VCP) will continue to operate its standard fleet of transportation services in partnership with Miller Transportation to all students, grades K-12.

All students and bus drivers will be required to wear face masks while riding the bus. This is in alignment with the federal transportation mandate.

VCP/Miller Transportation will keep accurate record of daily ridership to ensure contact-tracing is made possible if needed. No guest riders will be approved without written and advance notice.

VCP/Miller Transportation will inspect busses prior as part of a regular maintenance rotation.

VCP/Miller Transportation will ensure daily disinfectant and sanitization of frequently touched surfaces of the buses.

VCP will scrutinize field trips and other off-site education experiences to determine the education gain versus risk:

- Alternative learning options will always be made available to students and families if they do not feel comfortable attending.

## MEAL SERVICE

Victory College Prep (VCP) will continue to offer meal service to all students, grades K-12.

- VCP will offer breakfast, lunch, and an after-school snack at designated times in alignment with IDOE nutrition guidelines and practices.
- All meals will be individually served.

VCP will implement safety measures during food service times by:

- Encouraging students to sanitize their hands before and after meal service.
- Conducting cleaning of cafeteria and high-touch surfaces throughout the school day and after every lunch period.
- Provide staff supervision for the entire duration of student transition to and from the cafeteria to minimize opportunity for students to congregate in the hallways.