



In the name of God, the Most Gracious, the Most Merciful

2021-2022 ILM ACADEMY REOPENING GUIDELINES (EARLY CHILDHOOD - HIGH SCHOOL)

The intention of these guidelines is to provide you with the information of the procedures and processes implemented and followed by the school, parents, staff and the students to ensure safe reopening of the school. **These guidelines are an honor code that needs to be upheld to ensure safe school opening and operations.**

The safety and the health of our students is important, and we are working to ensure the highest quality education possible. Our plans for on-campus instruction will focus heavily on the implementation of strict rules, guidelines, and protocols set by CDC. Our teachers, staff and students will receive the necessary training in the policies, protocols, and expectations that we establish to keep our students and staff safe.

***The guidelines are subject to change based on CDC updates.**

MEASURES TAKEN BY ILM ACADEMY FOR ON CAMPUS LEARNING

1. FACILITY PREPARATIONS

- **UV lights** to disinfect the vent system for air purification.
- **Laser touchless thermometers** will be used for daily temperature screening.
- **Touchless water and hand sanitizer dispensers** are installed throughout the school.
- All restrooms have a **touchless soap dispenser, paper towel dispenser and water faucet.**
- Physical guides are provided, such as **tape on the floors and signs on the wall**, to ensure that students are practicing social distancing.

2. CLASSROOM PREPARATION & PROCEDURES

Pre K - High School:

- All instruction will be held in spaces that allow **desks to be placed at least three feet apart**. Students will be taught how to practice social distancing. **Limited physical contact between students and teachers will be allowed.**
- Teachers and staff will try to **maintain consistent groupings of students to minimize virus spread** in the school.
- Classrooms will NOT contain any of the following items: **soft surface items, carpets/bulky seating, cushions/pillows, decorative lamps, unnecessary shelves (carts & file cabinets).**
- Recess will be staggered to ensure that proper social distancing protocols are enforced.



Montessori:

- Students will be taught to practice social distancing. Students will be **required to keep their face-shields/mask on at all times.**
- Students will have **access to the sanitized, disinfected material all the time.** Once a student uses a Montessori material, another student **will not use it until it is disinfected with 350-370°F pressured steam cleaner.**
- Teachers and staff will try to **maintain consistent groupings of students to minimize virus spread** in the school.
- Recess will be staggered to ensure that proper social distancing protocols are enforced.

3. CLEANING AND DISINFECTING

- The school will implement **more frequent cleaning and disinfecting practices**, especially of the surfaces and objects that are frequently touched both during the school day and after school such as printers, keyboards, desks, remote controls, doorknobs, light switches, countertops, chairs, and all restrooms.

GUIDELINES TO BE FOLLOWED BY THE PARENT/STUDENTS

Parents/students must read and acknowledge each item mentioned below:

PREVENTATIVE HEALTH MEASURES

HEALTH AND HYGIENE PRACTICES

- Parents/guardians MUST inform the administration in case anyone in the students' household is exposed or tests positive to COVID.**
- Parents/guardians will take their **child's temperature daily before coming to school.**
- ILM Academy will require **all parents/guardians to keep their children home when they are sick.**
- ILM Academy will **screen all the students, staff, and visitors upon arrival at school. Signing in and out procedures will be enforced** for all staff and visitors.
- Any student who has a fever of 100.4 degrees Fahrenheit (38.0 degrees Celsius) or above or other signs of illness will not be admitted to the school facility.**
- Parents/guardians will not be permitted to enter the school** during the school hours without appointment. Parents/guardians will contact the school by phone or email at administration@ilm-academy.com.
- In case of emergency or in person teacher conferences parents/guardians will follow the preventive measures and safety requirements** of the school.
- All students in PreK - KG, Montessori and Grades 1 & up, must wear a face mask** on the school premises. Due to health reasons, if any student is unable to follow this guideline, **the parent must**



inform the administration before the start of the on campus learning. Hijab cannot be used as a mask according to the CDC guidelines.

- ❑ Students will be required to bring their own water bottles which can be refilled at school from touchless water dispensers.

SOCIAL DISTANCING STRATEGIES

ON CAMPUS

- ❑ ILM Academy will enforce social distancing rules and guidelines for all the students.
- ❑ All students will be given a personal prayer mat to perform the prayer. Social distancing will be enforced during the prayer time.
- ❑ In heavy traffic areas, such as the Multipurpose room and hallways, students will be reminded to follow social distancing through stickers, markers, and verbal cues.

OFF CAMPUS

- ❑ Parents/Students/Teachers/Staff will limit the risk of COVID-19 transmission by following the guidelines below.
 - a. They will commit to follow the CDC guidelines of social distancing and wearing masks to ensure everyone's safety and minimize the risk of spreading the virus within the school.
 - b. They will restrict participating in large gatherings, and only have face to face interaction with individuals who practice social-distancing procedures and wear masks.

TRAVELING BY AIR DURING ON CAMPUS LEARNING

- ❑ Parents/Students/Teachers/Staff traveling out of the city/state/country must inform the administration about their travel plans.
- ❑ **Vaccinated** Parents/Students/Teachers/Staff traveling by air out of city/state/country need to show proof of a negative Covid test result (taken 3-5 days after travel) before they can come back on the campus.
- ❑ **Unvaccinated** Parents/Students/Teachers/Staff traveling by air out of city/state/country will follow the quarantine protocol for 7 days before coming back on campus with proof of a negative COVID test (taken 5-7 days after travel) or 10 days without a COVID test.



ILM ACADEMY

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ISOLATING A SICK CHILD

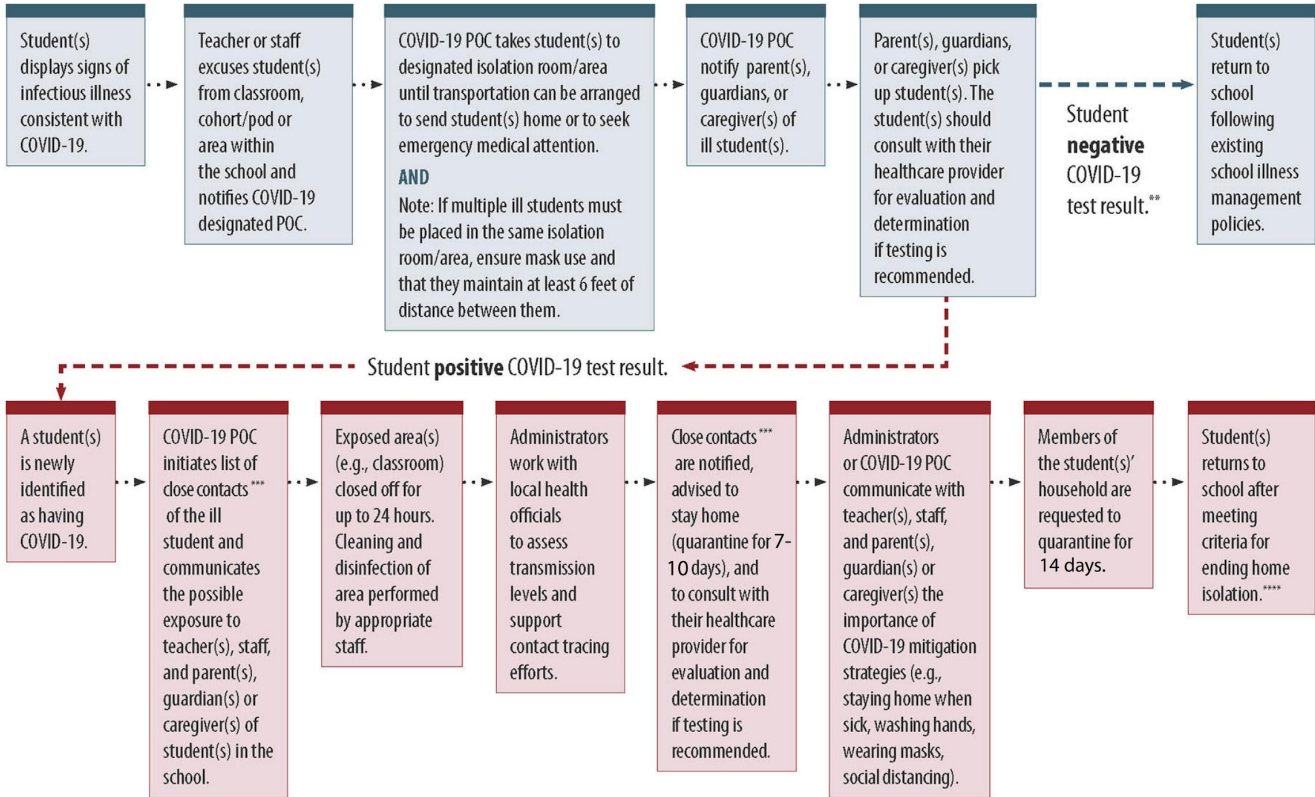
- Any student who is constantly sneezing, coughing, has a fever or is showing any visible signs of being sick **will be taken to the sick room and the parent will be called to take the student home.**
- The school **CAN** request a negative COVID test result for the student to resume classes on campus or a doctor's note explaining the student's symptoms.
- Strict confidentiality will be maintained** for any individual who will be isolated.

POSITIVE CASES IN STUDENTS SHOWING COVID-19 SYMPTOMS

- Identification of a positive COVID - 19 cases amongst the students, teachers or staff **may necessitate closing only a single classroom or multiple classes or even the entire school for 2 - 10 days** depending upon the extent of the exposure.

THESE GUIDELINES ARE CONSTANTLY BEING UPDATED AND WILL BE SHARED WITH PARENTS REGULARLY. (please see highlighted portions for updated guidelines)

WHAT TO DO IF A STUDENT BECOMES SICK AT SCHOOL OR REPORTS A NEW COVID-19 DIAGNOSIS*



The flowchart above has been obtained from:
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/student-becomes-sick-diagnosis-flowchart.html>



RETURNING TO SCHOOL FOR STUDENT EXPOSED TO SYMPTOMS OF COVID-19:

- ❑ Students who are considered to have regular or close contact with someone who may have been exposed to COVID-19 **must stay at home for 7 days.**
- ❑ Students experiencing COVID-19 symptoms or are exposed to someone experiencing COVID-19 symptoms (listed below) **must self-isolate until all three of the following criteria are met:**
 - a. At least three days (72 hours) have passed since the recovery (**3 days with no fever without the use of fever-reducing medications**);
 - b. The individual has **improvement in symptoms** (e.g., cough, shortness of breath/ respiratory symptoms has improved);
 - c. At least **ten days have passed since symptoms first appeared or a doctor’s note of complete recovery.**



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RETURNING TO SCHOOL FOR STUDENTS DIAGNOSED WITH COVID-19:

- ❑ Students diagnosed with COVID-19 or living with someone who has COVID-19 must self-isolate for:
 - ❑ **Up to 10 days without testing** and no symptoms have been reported during daily monitoring.
 - ❑ **Up to 7 days with a negative test** and no symptoms have been reported during daily monitoring.

COVID-19 Symptoms for Screening:

✓ Cough ✓ Shortness of breath or difficulty breathing ✓ Chills ✓ Repeated shaking with chills ✓ Muscle pain ✓ Headache ✓ Sore throat ✓ Loss of taste or smell ✓ Diarrhea ✓ Known close contact with a person who is a lab confirmed to have COVID-19 ✓ Feeling feverish or a measured temperature greater than or equal to 100.4 degrees Fahrenheit (38.0 degrees Celsius)