



**AMERICAN HERITAGE SCHOOL  
RETURNING SAFELY TO CAMPUS 2020  
DETAILED ACTION PLAN  
Updated August 17, 2020**

**American Heritage School plans to start school on campus and on time, Wednesday, August 19. We expect to operate in a fully on-campus mode (if in the yellow or green risk level); partially on-campus hybrid-learning mode (if in the orange risk level); or fully online mode (if in the red risk level). Hybrid and fully online options are available to all families at any time throughout the year, even in fully on-campus mode.**

We have received significant funding from private supporters of the school (nearly \$1.5 million since May) to help with a smooth transition to the new school year. Thanks to that transition funding, we were able to accelerate online course development that had been underway for years (AHS Essentials and AHS Online 2.0), as well as acquire classroom cameras with tracking technology that will allow us to "simulcast" live classroom settings to students and families who may choose to stay connected to the classroom from home on any day for a variety of reasons.

We have also acquired a significant inventory of Personal Protective Equipment (PPE) that will be made freely available to students, employees, and guests.

**In any of the three basic scenarios for which we are actively planning (fully on campus; hybrid on-campus/at-home; or fully online), we are well prepared and we are preparing more and more each day.**

**Process for developing this plan.** American Heritage School's safety and security protocols are guided by its board-level Health & Safety Committee. The committee is comprised of numerous physicians (six medical doctors practicing in various specialties, including pulmonology, internal medicine, and pediatrics), all of whom are parents of students. The committee also includes law enforcement and emergency response personnel, teachers, administrators, parents, and other experts. The committee does not make decisions but rather reviews proposals and makes recommendations for the school's Administration and the Board to consider. In developing and refining this plan, we have carefully considered feedback and recommendations from the Health & Safety Committee, reviewed the global and national research on returning safely to schools (American Academy of Pediatrics, Utah Hospital Association, Centers for Disease Control), and considered the Utah State directives for K–12 public schools (Governor's office, USBE, and ASD). Given our faith-oriented mission, we have also carefully reviewed the various communications issued by the Church of Jesus Christ of Latter-day Saints.

**Our guiding principles and assumptions include:**

- ***Our Mission is Our Focus.*** Our mission and values are central to all short-term and long-term planning. Our mission statement explicitly states: “All activities, teaching, governance, and administration are to be accomplished in light of the restored gospel of Jesus Christ and laws of the land.”
- ***Optimal Learning Requires Presence.*** Children learn best through human interaction, and to the extent possible, through the presence of *in-person* human interaction. Even our extensive online programs are developed with this guiding principle in mind, featuring mentors and learning coaches in *live* online interactions as much as possible.
- ***Safety Should be Inspired and Required.*** We defer to the collective voice of experts to define what is safe while at the same time acknowledging that personal choice and accountability are foundational elements of our mission. We understand that achieving zero risk and forcing people to be safe are both extremely difficult, if not impossible. Once we have defined what is safe, we make careful and counseled decisions about whether to inspire (encourage) or require (enforce) certain practices. Both approaches have advantages and disadvantages, and both are used at AHS. On balance, we prefer to inspire rather than require. When we do require, we do it with great caution and sensitivity for its implications.
- ***Real Listening Leads to Better Balance.*** We are committed to balancing the needs of all students, employees, and guests in our school community, as well as the needs of the broader community in which we live. Those needs sometimes feel at odds with each other initially, but we believe that if we keep listening to each other, and to the Spirit, we can find better ways! This plan is not final, and we are staying open to the entire school community’s feelings and feedback about it.
- ***Change is Inevitable.*** Our learning models must be flexible enough to ensure continuity of highly engaging learning under shifting COVID-19 scenarios and requirements, which we fully expect to continue throughout this year.
- ***Independence is Good, but Interdependence is Better.*** Our independence is critical to our mission. We have never accepted government funding (including COVID-19 Cares Act or PPP funding), and we don’t intend to accept government funding going forward. That gives us freedom to pursue our faith-oriented mission. We still look carefully at decisions of other organizations, including government agencies, public and private schools, universities, and the Church. We consider the reasons for which they made certain decisions for their organizations. We “research, reason, and relate” those decisions in context of our own circumstances, but we don’t always do what the government says public schools must do, nor for that matter do we always do what the Church says stakes and wards must do. We value their good thinking and planning as we apply it to our own circumstances.

Based on the foregoing, American Heritage School has developed the following detailed plans for safely returning to school:

Fully On-Campus (Yellow or Green Risk Level)	<u>Hybrid On-Campus &amp; Online</u> (Orange Risk Level)	Fully Online (Red Risk Level)
<p><b>PROGRAM:</b></p> <ul style="list-style-type: none"> <li>- All students on campus, normal or slightly altered daily schedule.</li> <li>- Safety protocols detailed below</li> <li>- K–12 core class sizes capped at 25 (many classes smaller); high school classes/seminars larger than 25 will be held in auditoriums or gyms</li> <li>- All extracurricular programs offered in normal course with safety protocols detailed below</li> <li>- Cameras simulcasting (<a href="#">Swivl</a> tracking) in classrooms via Zoom for students to follow from home on any day(s) needed/desired</li> <li>- Various AHS Online resources available at home on any day(s) needed/desired.</li> </ul>	<p><b>PROGRAM:</b></p> <ul style="list-style-type: none"> <li>- Significantly reduced number of students on campus each day, <a href="#">staggered</a> daily schedule to reduce class sizes.</li> <li>- Heightened safety protocols detailed below</li> <li>- School-issued laptops</li> <li>- Students receive highly interactive instruction and teacher coaching whether on-campus or online at home.</li> <li>- Extracurricular programs continue as permitted by local health officials and UHSAA</li> <li>- Cameras simulcasting (<a href="#">Swivl</a> tracking) in classrooms via Zoom for students at home;</li> <li>- More AHS Online resources available at home on any day(s) needed/desired</li> </ul>	<p><b>PROGRAM:</b></p> <ul style="list-style-type: none"> <li>- American Heritage Online for all FT and PT students (lectures via video with regular online gatherings for classroom instruction, labs, and assignments)</li> <li>- School-issued laptops</li> <li>- Students receive highly interactive online instruction and online coaching by teachers</li> </ul>
 <p>25 desks in a typical AHS classroom, spaced 5 feet apart in each direction. The HVAC system with special new filters circulate outside air through multiple ceiling vents that are in “always on” mode, constantly removing inside air and replacing with fresh air from outside. UV lights will also be used in every room.</p>	 <p>12 desks in a typical AHS classroom, spaced 8 feet apart in each direction. This or other similar configurations (less than 20 desks) would be used in staggered schedules (a.m./p.m. or alternating days). All HVAC and UV light filtering/sanitization protocols continue.</p>	 <p>Desks miles apart, not breathing anyone else’s air, but still seeing them online every day!</p>

**FULLY ON-CAMPUS SAFETY PROTOCOLS (HEIGHTENED SAFETY PROTOCOLS IN ORANGE RISK LEVEL; MORE FLEXIBLE PROTOCOLS WHEN UTAH COUNTY RETURNS TO GREEN RISK LEVEL)**

**Communication**

- *Tone.* Express full compliance with and support for state and local health directives, acknowledging that the school's applications of those protocols may differ slightly from applications in public schools. Express a willingness to always evaluate, improve and reevaluate as necessary.
- *Multimodal Communication.* Use a variety of media to regularly communicate to staff, students and families regarding best practices for in-school and at-home preventive care.
- *Stigma & Discrimination.* Include messaging to counter stigma and discrimination toward those in higher-risk categories and toward those who make different decisions about personal safety.
- *Parent Communications.* Incident communication with parents concerning non-life-threatening injury or illness, including early COVID-19 symptoms, will be handled by the front office in consultation with the Principal and the Director of Health & Safety.
- *Public & Health Department Communications.* The Principal will serve as the Point of Contact (POC) for purposes of confirmed COVID-19 cases and will follow the COVID-19 communication protocols outlined in the [Utah COVID-19 School Manual](#). The principal serves as the incident commander and sole point of public communications contact with respect to all COVID-19-related school communication.

**Training**

- *Employee Training.* Train employees in all safety protocols at August back-to-school Employee Foundations Training prior to the beginning of school and regularly at Employee Inservice throughout the year.
- *Student and Parent Training.* Train students and parents in key safety protocols with back-to-school online tutorials and at back-to-school orientations and meetings. Help them to understand face covering protocols, including proper wearing of face coverings.

**Accommodating Individual Circumstances (high-risk and personal decisions)**

- *Identification of High-Risk Individuals.* Circulate an optional, confidential form giving students, families, and employees the opportunity to identify as higher risk for severe illness due to COVID-19.
- *Acknowledgment of Risk Forms.* Circulate COVID-19 acknowledgment of risk forms to all parents/guardians and employees in advance of the first day of school.
- *Accommodating High-Risk Individuals.* Address requests for alternative teaching and learning arrangements in consultation with administration (employee acknowledgment of risk form outlines specific approaches to and options for high-risk employees).
- *Flexible Attendance/Credit Policies.* Increase flexibility with attendance/credit policies to avoid pressuring attendance on the part of those students and families who should not attend or choose not to attend.

- *Accommodating Remote Learning.* Accommodate personal decisions of families and students who would prefer to continue remote learning, to the extent resources are available.
- *Physical & Emotional Needs of Employees.* Consider emotional and social needs of educators including additional stresses related to workload, adult interactions, and breaks.
- *Physical & Emotional Needs of Students.* Consider emotional and social needs of students, including potential need for increased physical breaks and peer engagement.

### **Enhanced Environment of Hygiene and Safety (General)**

- *Face Coverings.* As currently required in the August 14 public health [order](#) of the Utah Department of Health, all employees, students, and visitors on public and private school property or on a school bus are required to wear a fabric face mask that covers the mouth and the nose unless: (1) eating and drinking while indoors and maintaining a distance of six feet from others, or (2) outside and maintaining a distance of six feet from others (not required for elementary recess so long as cohorting, physical distancing, and hand hygiene before and after recess is promoted), or (3) participating in a school-sponsored activity or physical education class if the individual cannot reasonably participate while wearing a face covering and verbal screening is done before each activity/class with all students, or (4) a child under age 3, or (5) medical conditions or disabilities preventing face coverings (medical exemption is claimed by the parent updating the student's Veracross medical profile), or (6) an individual engaged in an activity where ability to see the mouth is essential for communication (full face shields or plexiglass barriers required in that case), or (7) an IEP necessitates accommodation, or (8) an individual who is receiving or providing a service for which temporary removal of the face covering is necessary to perform the service. Face coverings are intended to protect all in proximity, not just the wearer. Given that we are requiring face coverings, we want them to be as comfortable to the wearer as possible. Thus, makes/designs will not be restricted other than we request no writing or messaging on the face coverings, including political symbols, and we also ask that face coverings conform to the general uniform standard for accessories, which is that they should be "conservative and non-distracting." Our uniform suppliers (Dennis and Land's End) will have them available for order. We will also make face coverings available at school, disposable masks free and cloth masks and clear shields for purchase. We will provide masks and shields to all employees, who are also welcome to wear face covering makes/designs of their own choosing so long as they meet the requirements set forth in the state health department's [order](#).
- *Physical Distancing.* Maximize physical distancing while acknowledging that physical distancing of 6 feet or greater is not feasible in many instances. **In the orange risk level, class sizes will be significantly reduced through staggered on-campus/online schedules, allowing for approximately 10–12 students in the classroom at a time.**
- *HVAC, Air Filters, UV Light.* The school circulates outside air through multiple ceiling vents that will be set to "always on" mode, constantly removing inside air and replacing with fresh air from outside. Special HEPA filters with a medical grade MERV 13 rating (same ones used in hospitals) are being installed. UV light stations with motion sensors (turn off when people are present) will be installed in every room as an

added disinfection measure along with increased touch-point cleaning to kill viruses and bacteria on surfaces.

- *Preference for Outdoor and Large Indoor Spaces.* Encourage outdoor education and activities whenever reasonable/practical. Encourage use of large, indoor spaces (arena, recreation hall, etc.) when available. In the orange risk level, we will consider renting and installing outdoor tents to further reduce class sizes and numbers of students in the building.
- *Cleaning/Disinfection.* Increase cleaning and hygiene regimen on a daily basis. Clean and disinfect frequently touched surfaces and items at least daily (doorknobs, desks, computers, sporting equipment, shared supplies, etc.). UV lights available in every classroom.
- *Sanitizers & Soap.* Make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available to staff/students/visitors in controlled environments to ensure safe use.
- *Contact Tracing.* Assist local health department should they require contact tracing
- *Computers & Shared Items.* Minimize shared items such as school supplies and encourage students to bring their own supplies where reasonable and practical. Consider temporary closure of computer lab or consider use of personal (not shared) laptops.

### **Mitigation Tactics in Specific Settings**

#### ***Classrooms***

- *Face Coverings.* Fabric face masks that cover the mouth and nose are required in classrooms K–12 for employees, students, and guests per the Utah Department of Health [order](#). Various exceptions are permitted (also described above). Students will be permitted to remove face coverings at their desks (and anywhere indoors or outdoors) while drinking or eating so long as six feet apart. Teachers are permitted to wear a clear face shield covering the full face *while actively teaching*. K–3 students and high school foreign language students are permitted to wear a face shield covering the full face while engaged in language arts study (K-3 phonogram training) and foreign language classes that require the teacher to see the student’s mouth. Many teachers may prefer to wear clear shields while teaching so that students can see their mouths when talking. The school will provide a mask and shield for every teacher, although teachers are also welcome to bring one of their own choosing so long as the face covering meets the requirements of the public health [order](#). All classrooms are equipped with audio enhancement so that whether teachers choose to wear masks or shields, their voices will be clear and audible to students. Teachers will exercise good judgment in supporting state health requirements while at the same time addressing specific needs and requests by students as it relates to face coverings. An exemption form will be available at the front office for parents who feel that their child has a medical need or other circumstances that merits accommodation with face coverings.
- *Assigned Seating.* Assign seats and/or small groups to support contact tracing.
- *Desk Spacing.* Maximize space between seating and desks (acknowledging that 6 feet of distance between desks is not feasible for most classrooms).
- *HVAC, Air Filters, UV Light.* The school circulates outside air through multiple ceiling vents that will be set to “always on” mode, constantly removing inside air and

replacing with fresh air from outside. Special HEPA filters with a medical grade MERV 13 rating (same ones used in hospitals) are being installed. UV light stations with motion sensors (turn off when people are present) will be installed in every room as an added disinfection measure along with increased touch-point cleaning to kill viruses and bacteria on surfaces.

- *Nonessential Furniture.* Move nonessential furniture and equipment out of classrooms to increase distancing footprints.
- *Seating Direction.* Seat students facing forward when possible and practical. Exceptions are permissible for activities that require or are benefited by other arrangements.
- *Preference for Large/Outdoor Spaces.* When available, use large and outdoor spaces (auditorium, recreation hall, arena, stadium, pavilion) to maximize distancing
- *Stewardship Minute.* Hold stewardship minute faithfully at the end of each class and use sanitizing wipes to disinfect touch-point areas: especially desktops and chairs, and especially in grades 7–12. This will also remind students to clean their hands frequently.

### ***Transitions, Hallways, and Public Areas***

- *Face Coverings.* Face masks are required in hallways and public areas for employees, students, and guests per the Utah Department of Health [order](#).
- *Stagger Transitions.* Stagger or limit transitions to support contact tracing and minimize interactions with multiple groups.
- *Increase Transition Time.* Increase time for transitions to reduce congestion.
- *Congregating Students.* Minimize and monitor congregation of students but recognize that social interaction is important for their emotional wellbeing.
- *Drinking Fountains.* Encourage personal water bottles to minimize use of water fountains when at all possible.
- *Touch-point Cleaning.* Clean high-touch surfaces after each transition period.

### ***Entry/Exit Points***

- *Maximize Entry/Exit Points.* Unlock and permit entry/exit through all (or most) doors on campus to minimize congestion.
- *Prop Doors.* Prop doors open to reduce frequency of touching door hardware and surfaces. Most health and safety experts recognize that the previous approach of minimizing entry/exit points and closing/locking doors was based upon other safety precautions that do not present as great a risk as potential illness from COVID-19.
- *Screening Questions/Messaging.* Expect at-home temperature checking prior to employees and students coming to campus. Conduct verbal and touchless thermometer symptom screening of employees, students, and volunteers when they arrive on campus.
- *Signage.* Post visible signage to encourage physical distancing, face coverings, and frequent handwashing and sanitizing while at school.
- *Center Court K–6 Gatherings.* Allow K–6 students to proceed directly to class in the morning instead of requiring them to congregate in the center court.
- *Stagger Arrival/Drop-off Times.* Consider staggering arrival and drop-off times.

### ***Carpool, Buses, & Transportation,***

- *Staggering and Physical Distancing During Carpool.* Consider staggering drop-off or pick-up times and assigning or encouraging parents to carpool drop-off/pick-up locations throughout the campus to disperse students and families.
- *Face Coverings.* Face masks are required on buses per the Utah Department of Health [order](#).
- *Physical Distancing.* Maximize physical distancing on buses, acknowledging that physical distancing of 6 feet or greater is not feasible in many instances.

### **Restrooms**

- *Face coverings.* Face masks are required in restrooms for employees, students, and guests per the Utah Department of Health [order](#). Various exceptions are permitted (also described above).
- *Increased Cleaning/Disinfection.* Create schedule for increased frequency of cleaning high-touch areas (e.g., faucets, paper towel dispensers, door handles).
- *Propped Doors & Waste Baskets.* Prop exterior restroom doors where privacy can still be maintained. Where doors are not propped, place waste baskets near handles for those who prefer to use and discard paper towels upon exit.
- *Monitoring.* Establish a rotating monitor to frequently ensure restrooms are clean, soap is available, etc.

### **Lunch Room & Eating Spaces**

- *Face Coverings.* Food service workers are required to wear face coverings and gloves. Students are required to wear face coverings when waiting in lunch room lines (such as on Pizza Mondays). Face coverings may be removed inside or outside when eating or drinking so long as a physical distance of six feet is maintained.
- *Outdoor When Possible.* Use outdoor eating areas for increased circulation and physical distancing whenever possible/practical. Use Patriot Arena, Recreation Hall, and larger uncarpeted classrooms during inclement weather. Lunch in classrooms will be considered on inclement weather days when eating in larger indoor rooms and maintaining six-foot distance is not possible/practical for all students.
- *Hygiene Routines.* Institute student hand hygiene routines (i.e., hand washing or sanitizer) before and after meal times.
- *Cleaning & Disinfection.* Increase cleaning and disinfecting of high-touch areas before and after meal times. The school will use UV light disinfection in lunchrooms as an added measure of disinfection.
- *Self-service Meals.* Discourage self-service settings (buffets, potlucks, etc.); consider individually wrapped/packaged “grab and go” food service options.
- *Staggering.* Consider staggering lunch hours to reduce number of students at one time
- *Cohorts.* Students assigned to cafeteria times or areas by cohort.
- *Duration.* Decrease indoor lunch times if possible/practical.
- *Seating.* Consider seating assignments and attendance to support contact tracing.
- *Disposable Items.* Use disposable plates, utensils, etc. when possible.
- *Personal Drink Bottles.* Use paper cups and personal bottles instead of water fountains.
- *Encourage Safe Sharing.* Students should be encouraged to share love, smiles, patience and kindness, but discouraged (temporarily!) from sharing food, utensils, and other lunch items.



### **Large Group Gatherings (Assemblies, Special Events)**

- *Face Coverings.* Employees, students, and guests are required to wear face coverings when participating in large group gatherings indoors.
- *Essential Gatherings.* For essential assemblies and events, relocate to outdoor areas or to the largest indoor facility available where physical distancing is possible. Also consider holding assemblies or events as virtual gatherings.
- *Non-essential Gatherings.* Explore canceling non-essential assemblies and events. Work with administration and department chairs to identify what those non-essential assemblies and events are.
- *Broadcast to homerooms.* Broadcast to homerooms or hold multiple sessions of the same assembly with smaller groups.
- *Screening.* Prior to special events, conduct screening/non-contact temperature testing of adults and students who will be direct participants and have close contact with other students and adults.
- *Dances.* Consider mitigation strategies for dances, if held at all (outdoor, reduced contact, smaller group sizes, etc.).
- *Attendance.* Record attendance and seating location of large gatherings to support contact tracing.
- *Staff Gatherings and Trainings.* Create alternate plans for whole staff gatherings such as virtual meetings.
- *Fire/Safety Drills.* Explore mitigation strategies for safety drills (i.e., fire, lockdown, earthquake).

### **Unique Courses with Higher Risk of Spread**

- *Face Coverings and Safety Protocols for Extracurricular, School-sponsored, and Physical Education Activities (Athletics, Orchestra, Dance, Drama, PE Classes, etc.).* According to [state health guidelines for schools](#), middle and high school students are not required to wear face coverings for school-sponsored activities or physical education classes *if the individual cannot reasonably participate while wearing a face covering*. Each individual participating in a school-sponsored activity must complete a symptom assessment, verbally confirm they are free of COVID-19 symptoms before participating in each event, and attest to the fact they have not been in close contact (within 6 feet for 15 minutes or more) with a COVID-positive case in the last 14 days prior to participation. Where possible, the school will confirm participant temperature is below 100.4 degrees Fahrenheit.
- *Choir.* Choir is an inherently high-risk activity due to the increased level of respiratory output; consider layering several other strategies to mitigate, including conducting in outdoor spaces, space at least 6 feet apart, require special singer's masks in middle and high school, reduce duration spent face-to-face, and increasing airflow and ventilation.
- *[UHSAA Safety Guidelines](#) including for [Return to Play Protocols Specific Sports](#).*
- *Cleaning & Disinfection.* Build in time for sanitation between sessions/use if possible.

### **Recess & Playgrounds**

- *Face Coverings.* Face coverings are not required outside for elementary school students so long as cohorting, physical distancing, and hand hygiene are promoted before and after recess. Middle and high school students are not required to face

coverings for outdoor school-sponsored activities or physical education classes if the individual is more than six feet apart or cannot reasonably participate while wearing a face covering. Each individual participating in a school-sponsored activity must complete a symptom assessment, verbally confirm they are free of COVID-19 symptoms before participating in each event, and attest to the fact they have not been in close contact (within 6 feet for 15 minutes or more) with a COVID-positive case in the last 14 days prior to participation. Where possible, the school will confirm participant temperature is below 100.4 degrees Fahrenheit.

- Institutions
- *Staggering*. Alternate recess, playground time, and assigned use of outdoor spaces to disperse large groups of students.
- *Cleaning & Disinfection*. Make hand sanitizer available outside during recess. Disinfect playground/gym equipment frequently and between each use if possible and practical.

### **Monitoring for Symptoms and Incidences of COVID-19**

- *Symptom Checking and Temperature Detection*. We expect and trust families and employees to conduct temperature detection at home before coming to school. We will also make touchless thermometers widely available to teachers and staff at school, and we will be screening employees (including temperature detection) in the morning prior to their reporting to classes or offices. We are considering parent volunteers to help with temperature detection in class for all students each morning. Each individual participating in a school-sponsored activity must complete a symptom assessment, verbally confirm they are free of COVID-19 symptoms before participating in each event, and attest to the fact they have not been in close contact (within 6 feet for 15 minutes or more) with a COVID-positive case in the last 14 days prior to participation. Where possible, the school will confirm participant temperature is below 100.4 degrees Fahrenheit. We will assist families in access to thermometers, or other items, as needed to fulfill appropriate symptom checking requirements.
- *Absenteeism*. Monitor staff/student absenteeism carefully.
- *Training & Communication*. Educate and promote to staff/students: "If you feel sick, please stay home."
- *Symptomatic Individuals*. Do not allow symptomatic individuals to physically return to school unless their symptoms are not due to a communicable disease as confirmed by a medical provider.
- *Lenient Absentee Policies*. Implement more lenient absentee policies during periods of mild to moderate and sustained local COVID-19 transmission.
- *Lenient Attendance & Late Work Policies*. Consider leniency of punitive attendance and late-work policies due to student illness. Discontinue perfect attendance awards.
- *Affirmation by Parents*. Have parents complete an affirmation that they will not send their children to school with symptoms.
- *Opt-in Temperature Checking*. Provide an option for those parents or caregivers who are unable to check symptoms; allow them to request the school to check the student's symptoms.

### **Responding to COVID-19 Symptoms and Containing Potential Outbreaks**

- *COVID-19 Flow Chart & Response Plan.* If a student or employee reports potential COVID-19 symptoms while on campus, follow the steps on Appendix A (Utah County Health Department recommended protocols).
- *Segregated Health Rooms for “Well” and “Sick” Students.* All students who are reported to have or complain of having COVID-19 symptoms will be stationed in the office across from the main office (not the health office *in* the main office) until a parent or guardian can pick them up.
- *Response to Confirmed Cases.* In the case of a confirmed COVID-19 case, the school will follow the [Utah COVID-19 School Manual](#) and Utah County Health Department instructions to support contact tracing and invite individuals who had close contact (defined as closer than 6 feet for 15 minutes or more) with the COVID-19-positive individual to take specific steps, including typically quarantining for 14 days. **If you tested positive for COVID-19, you must [isolate](#) (remain home, preferably in a separate room, and do not return to school) until symptoms are gone, AND you are fever free without medicine for 24 hours, AND it has been at least 10 days since you first got sick (symptoms appeared) or tested positive.** Everyone who lives in your home should [quarantine](#) (for family members who have been exposed but aren't sick yet) and not go to school for 14 days.
- *Temporary Closure.* Administration will consult with the Utah County Health Department, the school’s Health & Safety Committee, and Board of Trustees to determine if a pattern or outbreak of confirmed COVID-19 cases can be mitigated with or without temporary cancellation of a class or closure of the school.

APPENDIX A: COVID-19 SCREENING FLOW CHART

