



James Madison Preparatory School

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5815 South McClintock Drive Tempe, AZ 85283
Phone 480-345-2306 www.madisonprep.org Fax 480-345-0059

JMPS COVID 19 Mitigation Plan

Introduction

The purpose of the Mitigation Plan is to prepare for protecting the safety of our entire school community; students, staff, families, friends, and vendors. To the VERY best of our ability, and using the substantial resources available, we will reduce the potential transmission of COVID-19. While no measures currently available are completely foolproof, there are many actions that we can take.

Letter to JMPS Parents and Guardians

Dear James Madison Preparatory School Parents and Guardians,

The health and safety of our students and staff are THE top priority for James Madison Preparatory School. Thank you for your support and understanding as we respond to the unexpected changes that have impacted our community due to COVID-19.

You can help protect your family and others in our community from COVID-19 by practicing and promoting everyday healthy habits. Parents are responsible for determining their child's health status before arriving at school and for keeping their child at home should they develop symptoms of any kind. Use the checklist below to plan and prepare for returning to the 2020-2021 school year.

Daily Health Screening

Students and Staff will be screened each day before entry to the campus for symptoms of COVID-19. The screening measures will include temperature and symptom checks and may require completion of a symptom checklist. ANY temperature above 100.0° F will be retested, and if the subsequent temp check reads 100.4 or higher, the individual will be required to leave campus, with a family member if necessary.



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PARENTS

You are responsible for ensuring that your child is not exhibiting any of the following symptoms of COVID-19 **PRIOR** to coming to school and keeping them home if they do.

- **Fever of 100.4 degrees Fahrenheit or higher**
- **Chills**
- **Shortness of breath or difficulty breathing**
- **Fatigue**
- **Muscle or body aches**
- **Headache**
- **New loss of taste or smell**
- **Sore throat**
- **Congestion or runny nose**
- **Nausea or vomiting**
- **Diarrhea**
- **Any other symptom of illness, whether or not you believe it's related to COVID-19**
- **Has your child recently been in close household contact with anyone who has exhibited any of the above symptoms?**
- **Has your child recently been in close contact with anyone who has tested positive for COVID-19?**



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Need to Know

- **Stay informed on the latest facts and new developments related to COVID-19.**
 - Stay informed about COVID-19 through reputable sources such as the [Centers for Disease Control and Prevention](#) (CDC) and [Arizona Department of Health Services](#) (AZDHS). This includes new information on symptoms, complications, how it is transmitted, and how to prevent transmission.
- **Seek medical advice by first calling your health care provider.**
- **Although JMPS is taking many steps to protect your child from the spread of COVID-19, it is impossible to reduce the risk to zero.**
- **Practice and reinforce good prevention habits with your family.**
 - **Avoid close contact with people who are sick.**
 - **Cover your cough or sneeze with a tissue, then throw the tissue in the trash.**
 - **Wash hands often with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol.**



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If your child is sick, or needs to leave school

- If your child is sick with any illness, keep them home from school and notify the school of your child's absence. Your child will need to be symptom-free, without any medication, for 24 hours before returning to school.
- If you are contacted by the school regarding your sick child, they must be picked up within 1 hour of being notified.
- Medications will not be given at school that mask COVID-19 like symptoms (i.e. headache).
- Contact JMPS with any concerns specifically related to COVID-19 and your child's health.
- If your child or family member tests positive for COVID-19, please refer to the COVID-19 EXCLUSION GUIDELINES (included below).
- Absolutely make definite plans IN ADANCE for alternate childcare arrangements. Have a backup plan in the event your child needs to stay home from school or is sent home from school.
- Please make sure all contact information is always up to date in the front office. Please contact Mrs. Teran at 480.345.2306 or email dteran@madisonprep.org to update your contact information.

As situations evolve, we are prepared to comply with the directions from the state and local health agencies and adjust, as necessary.

Sincerely,

The Directors of James Madison Preparatory School



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JMPS COVID-19 Exclusion Guidelines

JMPS will, by necessity, exclude *symptomatic* students, staff, and visitors who have **ANY ONE** of the following: fever of 100.4 or above, new onset or worsening cough, shortness of breath not attributable to underlying cause (e.g., asthma), diarrhea, vomiting, chills, congestion or runny nose, headache, muscle or body aches, nausea, new/recent loss of taste or smell, sore throat.

Exclude *asymptomatic* students, staff, and visitors who have had a **positive COVID-19 test OR live with someone diagnosed with COVID-19.**



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RETURN TO SCHOOL/WORK REQUIREMENTS

Student/Staff Have Been Evaluated by Healthcare Provider

COVID Diagnosis:

Positive Lab Test

Symptomatic

Fever free for 24 hours without fever reducing medications AND improvement of symptoms AND 10 days have passed since symptoms first appeared. *If the date of symptom onset is unknown, then use the date of COVID-19 test collection

Asymptomatic

10 days have passed since date of COVID19 test collection.

Symptomatic - Negative Lab Test

Fever free for 24 hours without fever reducing medications AND improvement of symptoms AND 10 days have passed since symptoms onset.



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No Lab Test

Fever free for 24 hours without fever reducing medications AND improvement of symptoms AND 10 days have passed since symptom onset.

*See [Maricopa County Home Isolation Guidelines](https://www.maricopa.gov/DocumentCenter/View/58863/Home-Isolation-Guidance?bidId=)
<https://www.maricopa.gov/DocumentCenter/View/58863/Home-Isolation-Guidance?bidId=> for more detailed information

Non-COVID Diagnosis:

Return to school/work in accordance with the [AZDHS Communicable Disease Resource Guide](#).

COVID Symptoms Have Not Been Evaluated by Healthcare Provider

Return to school/work when fever free for 24 hours without fever reducing medications AND improvement of symptoms for at least 24 hours

No Symptoms and Lives with Person Diagnosed with COVID-19



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Separate yourself from the ill person. Return to school when 14 days have passed since last exposure and no symptoms are present.

*If symptoms develop in the 14-day monitoring period: Stay home and follow [Maricopa County Home Isolation Guidelines](#).

<https://www.maricopa.gov/DocumentCenter/View/58863/Home-Isolation-Guidance?bidId=>

*These recommendations are current as of 7/27/2020. Recommendations are subject to change as the situation evolves. For more information, please visit maricopa.gov/COVID19.

Campus Cleaning/Disinfection Protocols

The JMPS administration, staff and maintenance team will work daily to clean and maintain the campus as free of infection risks as possible. ALL JMPS team members are required to report ANY issue needing resolution ASAP.

Administration responsibilities:

- To provide equipment and supplies necessary to complete this work.
- To provide training and support as needed.
- To lead and assist with cleaning tasks.

Staff Responsibilities:

- To maintain clean workspaces.
- To complete basic and daily cleaning tasks in work spaces.
- To inform JMPS administration when supplies are needed, or risks are identified, or help is required.

Maintenance Responsibilities:

- To complete training as assigned.
- To complete daily and scheduled cleaning tasks across the campus.
- To conduct deep cleaning tasks requiring advanced skills and equipment.



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To identify and resolve problem areas and issues.

DAILY TASKS by AREA

FRONT OFFICE, COMMON and ADMIN OFFICE AREAS

Wipe down all frequently used surfaces (e.g. horizontals, door and drawer handles, phones, chairs) at least 2x each shift w Clorox (or similar) wipes

Vacuum daily

Trash out daily

Report any supply or maintenance needs ASAP

Electrostatic Treatment daily after 4 PM

CLASSROOMS-

Wipe down all frequently used surfaces (e.g. horizontals, door and drawer handles, phones, chairs) at least 2x each shift w Clorox (or similar) wipes

Vacuum daily

Trash out daily

Report any supply or maintenance needs ASAP

Electrostatic Treatment daily after 4 PM

BATHROOMS- Maintenance Staff ONLY

Wipe down all frequently used surfaces (e.g. horizontals, door and drawer handles, phones, chairs) at least 3x each shift

Toilets/Urinals cleaned daily

Paper dispensers cleaned daily

Sinks/soap dispensers wiped down 2x daily

Mop/Disinfect daily

Trash out daily

Report any supply or maintenance needs ASAP

Electrostatic Treatment daily after 4 PM

SUPPORT FOR MASKS, HYGIENE, and SOCIAL DISTANCING

Pavilion, gazebos, and lawn areas will be marked to establish and support six foot social distancing guidelines.

Signage to be posted (e.g. bulletin boards, common areas, rest rooms) regarding social distancing, school face mask policy, and handwashing hygiene.