



School in the Hills

COVID-19 Mini Parent Handbook

Policies and Procedures - Spring 2022

Spring 2022 Update

- All staff at School in the Hills are vaccinated.
- Due to low key indicators, Austin-Travis County has lifted all COVID-19 emergency rules and orders. School in the Hills has currently made masks optional for all staff and children. Masks are still required for visitors when entering the school building.
- In the event of another surge or a rise in COVID cases, School in the Hills reserves the right to pivot back to:
 - mandatory health screenings
 - indoor mask requirements
 - implementing a travel policy
 - restricting parents from entering the school
 - having classrooms pod to minimize contact and exposure
 - pausing extra-curricular activities to minimize mixing of groups

➤ Before Bringing Your Child to School:

- **Keep your child home** if they are experiencing any of the following symptoms:
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills or repeated shaking with chills
 - Muscle pain/body aches or fatigue
 - Headache
 - Sore throat
 - Loss of taste or smell
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea
 - Feeling feverish or having a temperature of 99.6 degrees or above
- **Keep your child home** if they have had known contact with a person who has tested positive for Covid-19 or is suspected of having Covid-19.
- **Notify the school** if your child is experiencing symptoms or has had exposure to a Covid-19 case so that we can work with you to verify the appropriate quarantine and testing requirements prior to their return to school.

➤ Schedules and Classroom Routines:

- Academic hours - 8:00 a.m. to 3:30 p.m. (drop off and pick up lines will run from 8:00 to 8:30 in the mornings and 3:30 to 4:00 in the afternoons). A staff member will be available to assist for early pickups as needed.
- Half-day hours - 8:00-12:30 for Primary, and 8:00-12:00 for Toddlers, with these children going home before nap.
- **Extended day (morning hours) - 7:00 to 8:00 a.m. (only if selected at enrollment)**
Extended day (afternoon hours) - 3:30 to 5:45 p.m. (only if selected at enrollment)
- As per the Parent Handbook, late pick up fees will be billed at \$5 per minute.
- Please limit your child's belongings to a minimum. All children are invited to bring a reusable water bottle clearly labeled with their name. The following are also approved items - one small blanket and lovey for younger children that are napping, diapers and wipes for toddlers who are not yet potty trained, extra change of clothes to be kept in the cubby, a book for silent reading time for Elementary students, a lunchbox with nut free snacks and lunches for those children bringing their own food from home. Extra clothes and nap items should be brought to school in a sealed ziplock bag.
- Children eat in their respective classrooms.

➤ Drop Off and Pick Up Procedures:

- Drop off and pick up is done outside the school building. **If entering the building at any time, parents are required to wear masks.**
- When arriving for drop off or pick up, please pull all the way up to the flagpole to avoid the car line backing up. Likewise, please limit conversations during drop off and pick up as this can cause delays for families that are waiting.
- **Children and staff may not enter the building if they have a temperature of 99.6 degrees or above.**
- Pick up will be done outside the building, "curbside." When you arrive at school, **text the number for your child's campus with your child's name and let us know that you are here to pick up.** Please allow time for your child to clean up and gather their things, we will then bring them out to your car when they are ready. You must ensure your child is safely buckled in before leaving, SitH staff are not allowed to buckle children into their carseats.
 - **River Place - 512.693.8553**
 - **Steiner Ranch - 512.766.8610**

These numbers are reserved for receiving text messages related to pick up only, all other inquiries should be emailed to the appropriate person or phone calls can be made to the regular phone number at your campus.

➤ Masks and Face Coverings:

- Masks are optional for children and staff, except in the case of a known exposure within a classroom group.
- All parents or visitors entering the building are also required to wear masks regardless of vaccination status.

➤ **Illness Policy**

- If your child becomes ill while at school, we will call you to come pick them up. We ask that a parent or other authorized pick up person arrive as quickly as possible, and within 30 minutes.
- If your child is showing signs or symptoms of COVID-19, or has a temperature of 99.6 degrees or above, they must stay home. Children and staff with fever or other COVID-19 symptoms are required to stay home until they are free of these symptoms or fever, without the use of medication, for 24 hours, or they provide a doctor's note clearing them for return.
- Children presenting with two or more symptoms of COVID-19 will be required to get a note from a doctor clearing them before returning to school.