

## RTCA Coronavirus (COVID-19) Plan

RTCA is cognizant and concerned about the safety and well-being of RTCA students, staff and community. With that in mind, we are providing updates about precautions and temporary policies to be implemented at RTCA during this global crisis. We have been monitoring reports of this fast-moving viral outbreak since it first began, and we are working to prevent exposure and spread of colds and viruses at the school and among our community. The safety of our students, staff, and community is always our highest priority.

We have identified key areas of concern at RTCA and are implementing a targeted approach regarding a) steps to prevent the spread of contagious infection among our community and in the school, b) our response in case of a necessary school closure, and c) travel guidelines for school-sponsored trips and travel among staff and the larger RTCA community.

### Contagion Precautions

To help prevent the spread of colds, viruses, and the flu, we strongly encourage students, staff and parents to follow these CDC recommendations:

Wash hands frequently with soap and warm water for at least 20 seconds (the “ABC” song in its entirety). As an alternative, use an alcohol-based hand sanitizer (60 % or higher).

- All teachers will be reinforcing the handwashing rule, having students wash their hands at the beginning of the school day, after bathroom use, before and after lunch/recess, before and after physical education class, and as often as conditions require.
- RTCA will place hand sanitizer stands around the building, at the Academy entrance, at the elevators, at the fellowship halls, and at the main entrance for all to use, as appropriate.

Avoid touching the face, eyes, nose, or mouth, especially with unwashed hands.

Cough or sneeze into a flexed elbow, or catch with a tissue and immediately dispose of it in the trash.

- Classroom coordinators are asked to coordinate with the teachers to ensure there is an ample supply of tissues and hand sanitizer.

Limit contact with others as much as possible. Some everyday precautions to prevent contagion are: temporarily limit hugs and touches among students, avoid circle-time activities, and immediately wash hand or use hand sanitizer after the communal use of school supplies.

- The water fountains will be closed off, bottled water can be provided by parents.
- RTCA will suspend the use of the microphone by students in Chapel.
- If your child is sick or has contagious symptoms such as fever, cough, runny nose, eye pain, stomach symptoms, please keep them home until ALL symptoms subside and they are “48 hours” fever free without medication. The increase from 24 hours to 48 hours will be enforced until further notice.
- If your child becomes sick at school, please make arrangements to pick him or her up soon as possible with alternate plans if you are unable to get them within one hour for their comfort and to lessen exposure to others.
- RTCA request that sick parents or any sick authorized adults dropping off or picking up students avoid entering the building while they have contagious symptoms. Authorized RTCA staff will escort your child to and from your vehicle. The main office contact is: 301-860-6570.

## **School Building Precautions**

Students and staff will receive reminders in morning notifications, all-school assembly and in meetings of the importance of continuous normal preventive practices.

Student desk area will be wiped down more regularly and after each possibly contaminate event witnessed.

Cafeteria tables will be wiped down after every lunch period. Teachers and kitchen staff will take all precautions when serving food and will temporarily eliminate and self-serve options.

Our cleaning contractors will increase their cleaning routines in the bathrooms and public areas (i.e., elevator buttons, door handles, stairwell rails, etc.)

## **Travel Precautions**

RTCA is working closely with Joshua Expedition on our upcoming Mission Trip. Our plans remain the same and we will continue to evaluate in the coming days.

With the approach of spring break, we are aware that many of our students, staff, and community members will have travel plans, we ask that you carefully consider your travel plans over the upcoming weeks for your own health and safety and that of your family and community.

## **How to Prepare**

If a confirmed case in the Greater DC Metropolitan area:

- RTCA will consult with local health officials about the required next step.
- RTCA will lift the absence penalty for students whose parents decide to sequester them; they will be provided electronic assignments.

If a confirmed case in Prince George's County:

- RTCA will be closed for a minimum of 3 days while in consultation with local health officials about a date for reopening.
- The school will have a thorough professional cleaning.
- Online instruction provided.

If a confirmed case in the RTCA Greater Community:

- RTCA will be shut down for up to 21 days to allow quarantine to surpass the current identified incubation period.
- The school will have a thorough professional cleaning.
- Online instruction provided.

We encourage you to read this letter carefully and keep it handy, to adhere to CDC recommendations, and to observe our RTCA guidelines. We thank you for your consideration and adherence during this challenging time in our local and global communities.

This is a living document that will be revised as new information is available.

Please find below some helpful resource links.



# What you need to know about coronavirus disease 2019 (COVID-19)

## What is coronavirus disease 2019 (COVID-19)?

Coronavirus disease 2019 (COVID-19) is a respiratory illness that can spread from person to person. The virus that causes COVID-19 is a novel coronavirus that was first identified during an investigation into an outbreak in Wuhan, China.

## Can people in the U.S. get COVID-19?

Yes. COVID-19 is spreading from person to person in parts of the United States. Risk of infection with COVID-19 is higher for people who are close contacts of someone known to have COVID-19, for example healthcare workers, or household members. Other people at higher risk for infection are those who live in or have recently been in an area with ongoing spread of COVID-19. Learn more about places with ongoing spread at <https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html#geographic>.

## Have there been cases of COVID-19 in the U.S.?

Yes. The first case of COVID-19 in the United States was reported on January 21, 2020. The current count of cases of COVID-19 in the United States is available on CDC's webpage at <https://www.cdc.gov/coronavirus/2019-ncov/cases-in-us.html>.

## How does COVID-19 spread?

The virus that causes COVID-19 probably emerged from an animal source, but is now spreading from person to person. The virus is thought to spread mainly between people who are in close contact with one another (within about 6 feet) through respiratory droplets produced when an infected person coughs or sneezes. It also may be possible that a person can get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or possibly their eyes, but this is not thought to be the main way the virus spreads. Learn what is known about the spread of newly emerged coronaviruses at <https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>.

## What are the symptoms of COVID-19?

Patients with COVID-19 have had mild to severe respiratory illness with symptoms of

- fever
- cough
- shortness of breath

## What are severe complications from this virus?

Some patients have pneumonia in both lungs, multi-organ failure and in some cases death.

## How can I help protect myself?

People can help protect themselves from respiratory illness with everyday preventive actions.

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Wash your hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.

## If you are sick, to keep from spreading respiratory illness to others, you should

- Stay home when you are sick.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash.
- Clean and disinfect frequently touched objects and surfaces.

## What should I do if I recently traveled from an area with ongoing spread of COVID-19?

If you have traveled from an affected area, there may be restrictions on your movements for up to 2 weeks. If you develop symptoms during that period (fever, cough, trouble breathing), seek medical advice. Call the office of your health care provider before you go, and tell them about your travel and your symptoms. They will give you instructions on how to get care without exposing other people to your illness. While sick, avoid contact with people, don't go out and delay any travel to reduce the possibility of spreading illness to others.

## Is there a vaccine?

There is currently no vaccine to protect against COVID-19. The best way to prevent infection is to take everyday preventive actions, like avoiding close contact with people who are sick and washing your hands often.

## Is there a treatment?

There is no specific antiviral treatment for COVID-19. People with COVID-19 can seek medical care to help relieve symptoms.



For more information: [www.cdc.gov/COVID19](http://www.cdc.gov/COVID19)