

## COVID-19 PROCEDURES

Effective September 19, 2020

The Ukrainian School of Chicago, Inc.

*The purpose of this document is to serve as a resource to families during the COVID-19 pandemic. COVID-19 procedures have been developed to meet the recommended guidelines and regulations of licensing and government agencies, designed to safeguard the health of our community, including children, families and staff members.*

*At this time, USOC is following the Emergency Travel Order set up by the Chicago Department of Public Health Commissioner Allison Arwady, M.D. An Emergency Travel Order directing travelers entering or returning to Chicago from states experiencing a surge in new COVID-19 cases to quarantine for a 14-day period from the time of last contact within the identified state. This includes both Chicago residents returning from travel to a designated state, and travelers arriving in Chicago from a designated state. The Order went into effect on Monday July 6, 2020, at 12:01am. At the time of this publication, the list is updated every Tuesday and will go into effect the following Friday at 12:01 am. **If your family is planning to visit one of these states please notify school at [uprava@ridnachicago.org](mailto:uprava@ridnachicago.org) and plan to quarantine for 14 days when you return.***

**Families will immediately notify school at [uprava@ridnachicago.org](mailto:uprava@ridnachicago.org) and IDPH (312-814-2793) upon testing positive for COVID-19 or being informed of exposure to COVID-19.**

### Health Checks

All Children, staff and parent volunteers are to stay at home if they answer “**Yes**” to any of the following questions:

1. Have you had a temperature over 100.4 degrees Fahrenheit or have you used a fever reducer in the previous 24 hours?
2. Do you have a new cough that you cannot attribute to another health condition?
3. Do you have a new or worsening sore throat that you cannot attribute to another health condition?
4. Do you have shortness of breath that you cannot attribute to another health condition?
5. Have you recently developed a complete loss of smell or taste?
6. Have you knowingly been exposed to an individual positive for Covid-19 in the last 14 days?

Each person entering the school will be asked the questions listed above. Additionally, each person with have their temperature checked – individuals with a temperature of 100.4 (38 degrees C) or above will not be admitted.

A log of each child’s arrival will be maintained, which includes the child's name, time of arrival, phone number and address, and temperature. This log will also include name and temperature of a caregiver that dropped off the child.

Only school staff, students and parent volunteers scheduled to help with school on a particular Saturday **will be allowed inside the building. If you would like to volunteer** any Saturday, please contact us at a **week prior** to the day when you are available to help out at school [uprava@ridnachicago.org](mailto:uprava@ridnachicago.org)

### Student Drop Off and Pick Up Procedure

1. All students being dropped off must wear a face mask. **Masks only – gators are no longer recommended.** Students without a face mask will not be permitted to enter the building.

2. The adult/caregiver dropping off must wear a face mask and maintain a **social distance of 6 feet**. Markers may be available. **Caregivers should not proceed beyond the health screening area. Ideally, only one person will drop off their child or children.**
3. Covid-screening will be conducted at the entrance to the building, one family at a time.
4. Drop off and pick up will be done from the Main Entrance of the Ukrainian Cultural Center located at 2247 W. Chicago Avenue.
  - Please arrive to drop off your students between 8:30 am - 8:50 am.
  - Please arrive to pick up your students between 12:45 pm – 1 pm.

**During the School Day**

1. Face masks are required for all individuals when entering and exiting the facility; when in the hallways; and in the classroom – except when having a snack. Students may wear cloth masks from home. **Each child should bring a spare mask.**
2. Caregivers should provide snacks and lunches in packaging that the child can open themselves.
3. Classrooms will be arranged to maintain social / physical distancing.
4. Hand sanitizing will be required before entering classrooms. Handwashing will be practiced throughout the day. Hand sanitizer will be available in every room and at the entrance.
5. All high touch surfaces will be sanitized. This will include doorknobs, light switches, faucet handles, tabletops, chairs, and toilet seats.
6. Students and staff will remain inside the building for the duration of school day.
7. Parent volunteers will be assigned at the entrance and hallways to ensure COVID-19 procedures are followed throughout the day.

**We pledge to do everything we can to provide a safe and healthy environment for your child. Your cooperation is greatly appreciated.**

If you have any questions, comments, or concerns please email the school at [uprava@ridnachicago.org](mailto:uprava@ridnachicago.org).

Please return acknowledgement of receipt and compliance with the Ukrainian School of Chicago COVID-19 Procedures by September 19, 2020.

I have read, understand and will comply with the Ukrainian School of Chicago COVID-19 Procedures.

\_\_\_\_\_  
 Printed name of parent/guardian  
 Signature of parent/guardian

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Printed name of parent/guardian  
 Signature of parent/guardian

\_\_\_\_\_  
 Date