



ICC ELEMENTARY SCHOOL

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August 24, 2021

Dear Students and families,

Assalamalaikum!

We are grateful to begin this school year with you! We have persevered together and will draw upon that resilience to start another school year as the ICC family. This letter is to provide details of our plan for the upcoming 2021-22 school year. Please keep in mind the following dates for the upcoming start of the academic year:

- September 07th – Open House (10.00 am – 2.00pm)
- September 08th – First Day of School (8:30 am – 12:30 pm)
- September 09th – First Full Day for Students (8:30 – 3:30 pm)

The COVID-19 pandemic has improved but there are lingering effects that must still be considered to maintain the health and safety of our school community, and address the needs of students, staff, and families. Accordingly, ICC Elementary School will operate fully in-person and will continue to implement health and safety mitigation efforts in the Fall. Therefore, there will be no virtual instructional option for this school year except in the event of a COVID outbreak.

Now that some parts of our lives are making their way back to a new “normal” we want you to be prepared for some of the changes that you and your child will experience when you return. It is important that we take precautions, as symptoms may not be same for every person. To make sure this illness does not continue to spread, we intend to take all reasonable precautions, such as:

- **FACE MASKS-** All individuals must always wear a face mask while at ICC Elementary School unless they are younger than 2 years of age; have trouble breathing or are unconscious, incapacitated, or otherwise unable to remove the cover without assistance. Students will be able to remove their masks while eating or taking an outside mask break. ICC administration will continue to evaluate the safety of removing masks during certain situations outdoors when observing physical distancing. For the time being, masks will be worn as much as possible, including outdoor activities.
 - Everyone must wear a clean mask to school and have two clean masks available as back-ups.
 - Families are expected to provide their own supply of masks that fully cover the mouth and nose and fit snugly against the sides of the face with no gaps.
 - Masks with exhalation valves, vents, ports or voice boxes are not permitted.
 - Gaiters and bandanas are not permitted.
- **PARENT DROP-OFF** – There will hand sanitizing stations at the entrance. **Only parents of Pre-k and KG are allowed inside** to reduce traffic in the building. Parents of Grades 1-8

are asked to wait outside, and a staff member will escort the child to and from their classroom. Pickup will be a similar process, and children will be brought out to their parents. We ask the same person to drop off and pick up your child each day if possible. Please practice patience as we work to make this process efficient throughout the year.

- **DO NOT PARK IN THE NEIGHBOR'S DRIVEWAY.** Not only is this inconvenient for our neighbors, the Chicago Police Department has received numerous complaints about this in the past. Hollywood Park across the street has **free parking** available at all times. Additionally, the parking lot in the **back is reserved exclusively for teachers and staff.**

- **DAILY HEALTH CHECK-** Upon drop off, we will ask if you or anyone in your household has been ill. We will also take your child's temperature before entering their class. If the child's temperature is above 100 degrees they will not be allowed to attend school. Children should be fever free without medication for 24 hours prior to returning to the school.

If a case of COVID-19 arises, the staff or the child with COVID -19 will be isolated, and cannot be allowed back to school without a negative COVID test for a minimum of 7 days after symptom onset, and 72 hours after their fever resolves without fever-reducing medicines.

- **PHYSICAL DISTANCING** – Children will be divided into small groups during class activities. This may mean that class activities will be completed in separate groups, or class sizes will be reduced. Classroom furniture will be arranged to provide more space for children to play in Pre-k & KG. Windows may be open to provide more air circulation. In addition every room will have HEPA air purifiers. The use of masks will be implemented when physical distancing is not possible. Children will be spaced apart during mealtimes as well, in order to limit the number of children in proximity to each other. Current school guidelines state that individuals must maintain a minimum of 3-6 feet of physical distance between each other when masked and 6 feet of physical distance when unmasked.
- **SANITIZING AND DISINFECTING** – To keep everyone as safe as possible, we will intensify our efforts to keep our facility disinfected. Staff will increase their frequency of cleaning surfaces and classroom materials. Surfaces such as doorknobs, sink handles, washrooms, and side walls in the hallways will be disinfected regularly. Touch free hand sanitizers will be placed in all the hallways and lunch areas.
- **HAND WASHING** – Children and staff will be encouraged to wash hands more frequently throughout the day to reduce the transmission of germs.
- **SICK POLICY** – ICC's sick policy is intended to demonstrate extra precautions to protect the health and safety of the community.
 - If a student is experiencing any COVID symptoms, ICC requires a negative diagnostic PCR COVID-19 test before they can return to the building or a note from a medical professional that states the child is negative for COVID-19, or discloses an alternative diagnosis, and specifies a date upon which the child is cleared to return. Anyone with COVID-19 symptoms that has not undergone a

clinical evaluation or testing will need to stay home for at least 10 calendar days from onset of symptoms. If you have questions regarding testing and/or if a specific type of COVID-19 test is accepted for return to campus, please contact the administration.

- COVID-19 like symptoms include:
 - Fever
 - Body or muscles aches from unknown cause
 - Moderate to severe headaches (new onset)
 - Cough
 - Shortness of breath
 - Sore throat
 - Vomiting / diarrhea
 - Loss of taste or smell
 - Fatigue from unknown cause

We are committed to protecting the health of our children, staff and families by taking the everyday preventative measures listed above, however, it is also important for families to monitor their own health for any symptoms. We will continue to follow these guidelines diligently to stop the spread of Covid-19. The CDC website will continue to be monitored closely for any additional guidelines and precautions.

In addition, we must ensure that all students have up to date health forms prior to the first day of school. For returning and new parent's, the following documentation should be submitting by September 07th, 2021:

- REGISTRATION FORM
- EMERGENCY FORM
- HEALTH FORM
 - PHYSICAL
 - DENTAL
 - VISION
 - IMMUNIZATION
- PARENT'S PHOTO ID
- COPY OF BIRTH CERTIFICATE
- (FOR NEW STUDENTS) PREVIOUS SCHOOL'S REPORT CARD

NOTE: Forms can be downloaded from our website at iccelementaryschool.com. The supply list will be available at the school Monday-Friday between 9:30 am to 2 pm for the month of August.

Tuition fee for the month of September is due by 09/08/2021.

The school calendar will be posted on iGrade, and a copy will be provided during the Open House. Additionally, you can find the calendar on our website shortly.

Should you have any questions, please feel free to reach out to us. We thank you for your partnership during this time and will continue to update you as we receive new information.

Warm Regards,

Ather Sultana

Principal
ICC Elementary School