

WINDWARD SCHOOL ATHLETICS

OUTDOOR SPORTS CONDITIONING



HEALTH, WELLNESS, AND SAFETY ARE OUR PRIORITY

We are committed to providing our community an environment where dynamic, engaging learning thrives and health, wellness, and safety are a priority.

Our Task Force has been meeting regularly to develop plans for reopening school while keeping our faculty and students safe. Throughout this planning process, we have relied on guidelines from state and local public health officials, CDC recommendations and medical experts. We have utilized these guidelines to implement several strategies and modifications to support a healthy and safe on-campus environment.

At this time, LA County has only authorized **outdoor** athletic conditioning in small groups.



CONSULTING YOUR MEDICAL PROFESSIONAL

We recognize that any in-person model has some degree of risk, and we also recognize the need to accommodate students with medical concerns. We encourage all community members to consult with their medical provider regarding the safety of returning to a campus setting. Individuals with underlying medical conditions should discuss the potential risks and decide if it is something they are comfortable with.

NAVIGATING CAMPUS

We want all community members to be comfortable with the new protocols and procedures before coming onto campus. Included in this booklet you will find detailed information and guidance on how to navigate campus protocols. Our team is dedicated to supporting each community member on these new practices and will continually provide updates and reminders to encourage their implementation. If you have any questions, please reach out to Lindsay Flacks, Director of Infrastructure and Risk Management, lflacks@windwardschool.org.



SCREENING PROCESS

BEFORE ARRIVING TO CAMPUS

- All students returning to campus will require proof of a negative PCR test for COVID-19 (NOT a rapid antigen test). This test must be taken within five days prior to their first day back to campus, and they need to be submitted as a pdf, with name and date, via email to: AthleticMedicine@windwardschool.org. (Note: proof of a negative PCR test is required regardless of vaccination status.)
- All families will be asked to self-screen their students at home by checking their temperature and observing for other symptoms associated with COVID-19 before leaving the house.
- Complete the Titan HST questionnaire. The Titan HST “green” screen is required to enter campus. [Detailed instructions on how to download and use the app can be found [here](#)]
- Dress in proper athletic attire. There will be no access to locker rooms or changing areas at this time.

NOTIFY ATHLETIC MEDICINE

Anyone exhibiting symptoms should notify the Athletic Medicine Team at AthleticMedicine@windwardschool.org. Parents and students are obligated to report the following information and remain at home as recommended by the CDC:

- If they have traveled outside the state or country, they may not return to campus for 10 days after they return, no matter domestic or international travel.
- If they had close contact with someone who was ill with confirmed COVID-19, they may not return to campus until 10 days after the exposure and exhibiting no symptoms. Please note – According to the CDC: “Close contact” means being within six (6) feet of an individual for at least 15 minutes.
- If a member of their household is ill with confirmed or suspected COVID-19, they may not return to campus until 10 days after the last exposure and exhibiting no symptoms.

ITEMS TO BRING TO CAMPUS

Since athletics will be performed outdoors, we encourage each student to bring the following items with them:



SUNSCREEN



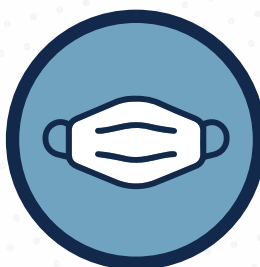
TOWELS



VISOR OR HAT



WATER BOTTLE
*(hands-free refillable water
stations available on campus
beginning October 16)*



PROPER FACE COVERING
(required)



**GOGGLES, FACE SHIELD
OR SUNGLASSES**
*(not required but
recommended)*

CAMPUS ARRIVALS AND DEPARTURES

Enter the Sawtelle Lot. This is the only lot available for entry to campus for students. The lot will be staffed by Chief Security and additional School personnel to help direct and monitor pedestrian traffic, exiting vehicles, entry onto campus, and proper physical distancing as community members enter. Parents/guardians will be instructed to drop off students. Only students with specified activities, faculty, and necessary adults for the operations of the School will be allowed to enter campus.

All students must be wearing the appropriate face covering before being screened. Each person entering campus will be required to wear a face covering that visibly covers both their nose and mouth at all times. The World Health Organization (WHO) recommends a 3-ply face covering. The School will provide face coverings to any individual that may need one.

Please note—

- The following face coverings are not acceptable while on campus:
 - Gaiters
 - Bandanas
 - Face coverings with a one-way valve
 - Face coverings that are torn or have defects
- A face shield is not an acceptable substitute for a face covering; however, a shield may be worn in addition to a face mask.

Pull up to the security tent and remain in your vehicle. Chief Security will check the temperature of each student while in the vehicle and will verify their “green” Titan HST screen (with the correct time stamp) for entry. No student with a temperature over the designated threshold (100.4) or visually screened to be experiencing COVID-19 symptoms will be permitted on campus.

After screening, students will be allowed to exit vehicles at designated locations and enter campus. School personnel will be on site to direct students to the appropriate workout locations and reinforce students are following social distancing protocols.

Hand Sanitization. All students will be asked to sanitize their hands before proceeding to specified workout locations.

ONE-WAY FLOW OF TRAFFIC

A one-way flow of traffic has been designed to support physical distancing as students, faculty and staff navigate campus. Walkways are clearly marked with arrows and stanchions where needed. This design will allow the community to navigate campus while following recommended physical distancing. Upon arrival to campus all students will go directly to their assigned class.

As students enter campus, they should go directly to their assigned training location (Foley Field, etc.). Once they arrive at the specified training location, they will be instructed where to place their water bottle and any personal belongings they may have brought with them.



RESTROOMS

Restroom spaces have been reconfigured to accommodate the 6' social distancing guidelines and support the health of all users.

- Anyone entering the restroom should wash or sanitize their hands before doing so.
- All restrooms have maximum occupancies that must be followed. Signage is clearly displayed noting which stalls and sinks should not be used.
- After using the facilities, the toilet seat cover should be closed before flushing. This will help mitigate aerosols in the indoor spaces.
- Everyone should thoroughly wash their hands before leaving the restroom.

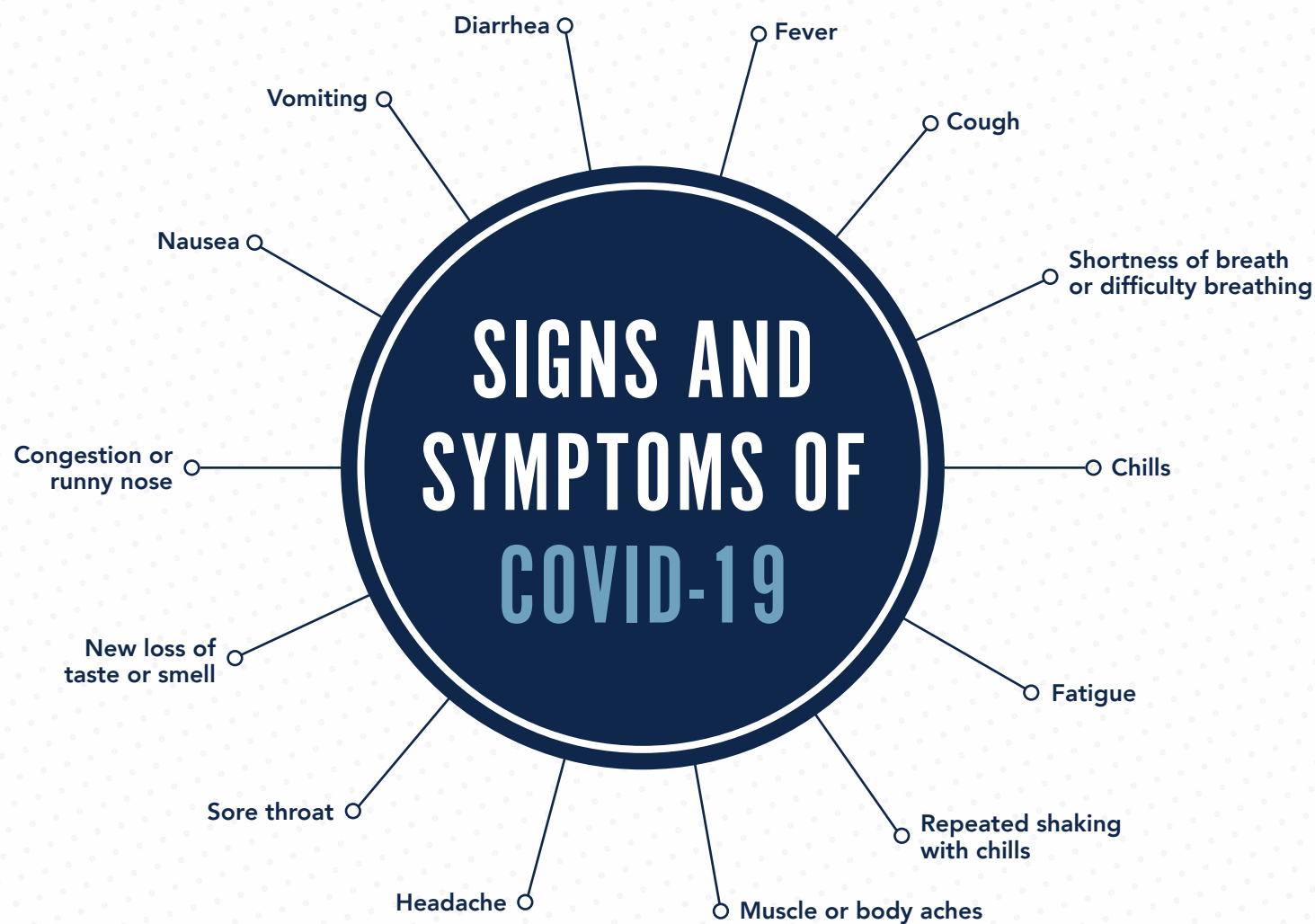
ATHLETIC MEDICINE AND PEAK PERFORMANCE CENTER

Both the Peak Performance Center and Athletic Medicine will be closed at this time due to LA County requirements that do not allow the use of indoor spaces. The Athletic Medicine Team will be available for video and phone evaluations. Ice and first aid will be made available on an as needed basis.

CAMPUS DEPARTURE

As soon as the training session is completed, all students will be accompanied back to the Sawtelle Parking Lot for prompt departure. Students are to follow the directions provided by Chief Security, ensuring social distancing is maintained at all times.

People with COVID-19 have reported a wide range of symptoms, ranging from mild to severe. Signs and symptoms include the following:



TITAN HST STUDENT DAILY SCREENING PROCESS

WHAT IS TITAN HST?

Titan HST is Windward School's Mass Communication Platform. Windward School is using Titan HST to pre-screen for COVID-19 and related symptoms. Users will be notified daily to complete the survey before entering campus. If cleared, a green screen will appear. Please display this screen to the security team in order to enter.

STEP 1: DOWNLOAD / INSTALL THE APP

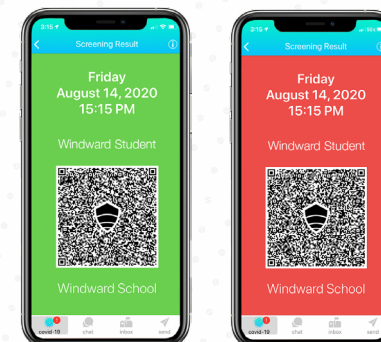
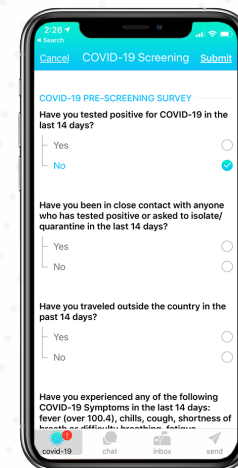
- Visit your device's App Store and search for "Titan HST." Alternatively, click the links below for your specific device:
 - Apple: <https://apps.apple.com/us/app/titan-hst/id855732889>
 - Android: https://play.google.com/store/apps/details?id=swipe.android.titanHst&hl=en_US
- Click the Install button to download and install the Titan HST app.

STEP 2: LOGIN

- Launch the App.
- Click the Google icon at the bottom to login with your Windward Google credentials.
- Enter your full Windward email address as the username (ex: jdoe@windwardschool.org) and Windward password when prompted.

STEP 3: COVID-19 PRE-SCREENING

- All students will receive an app notification to complete a pre-screening survey. If you will be on campus that day, please be sure to complete the survey (the survey resets each day).
- Click on the **COVID-19 tab** at the bottom of the screen, if not already on that page.
- Select the **COVID-19 Pre-Screening Survey**.
- Answer the questions and click the Submit button.
- If you receive a **green screen**, proceed to campus and display the green screen to the security team. Security will deny your entrance if you do not have the green screen clearly visible as you enter campus.
- If you receive a **red screen**, please remain at home and do not proceed to campus.
- For questions, contact the Athletic Medicine team at athleticmedicine@windwardschool.org.

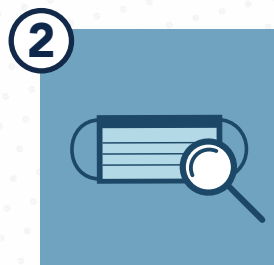


HOW TO PROPERLY WEAR YOUR FACE COVERING

How to Put the Mask On



Wash your hands with soap and water for at least 20 seconds. Dry your hands with a clean paper towel and throw the paper towel away.



Check the mask for any defects such as a tear or missing tie or ear loop. Throw away any that are defective.



Make sure the exterior side of the mask is facing out, away from your face.



Place the mask on your face with the blue side facing out and the stiff, bendable edge at the top by your nose.



If the mask has ear loops, put one loop around each ear.



If the mask has ties, pick up the mask by the ties and tie the upper ties behind your head with a bow.



Once the mask is in place, use your index finger and thumb to pinch the bendable top edge of the mask around the bridge of your nose.



If the mask has a lower tie, then once the mask is fitted to the bridge of your nose, tie the lower ties behind your head with a bow.



Make sure the mask is completely secure. Make sure it covers your nose and mouth so that the bottom edge is under your chin.



Wash your hands.

Removing the Mask



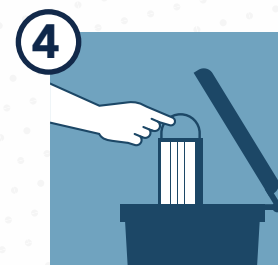
Wash your hands before removing the mask.



Don't touch the inside of the mask (the part over nose and mouth). It may be contaminated from breathing, coughing or sneezing.



Untie or remove the ear loops and remove the mask by the straps.



Throw the mask in the trash.



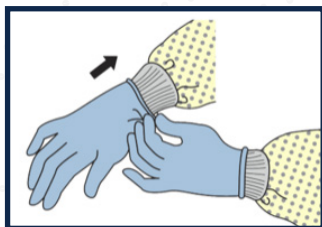
Wash your hands.

**Reusable face coverings should be washed after each use. Always check for tears and/or defects before wearing a reusable face covering.*

PROPER USE OF OTHER RELEVANT PPE (PROTECTIVE PERSONAL EQUIPMENT)

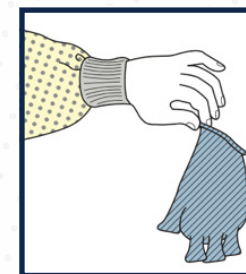
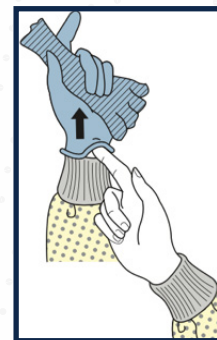
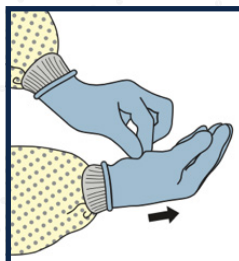
How to Properly Wear Gloves: There may be some instances that require faculty and students to wear gloves during classes. Gloves will be provided for those instances.

PUTTING ON GLOVES



- Thoroughly wash hands before putting on new gloves.
- Carefully place gloves on hands.

REMOVING GLOVES



- Using a gloved hand, grasp the palm area of the other gloved hand and peel off first glove.
- Hold removed glove in gloved hand.
- Slide fingers of ungloved hand under remaining glove at wrist and peel off second glove over the first.
- Discard gloves in a waste container.
- Immediately wash your hands or use an alcohol-based hand sanitizer.

PROPER USE OF OTHER RELEVANT PPE (CONTINUED)

How to Properly Wear Goggles or Face Shields:



PUTTING ON GOGGLES OR FACE SHIELDS

- *Please note—face shields cannot replace face coverings but can be used in conjunction with face coverings for added protection!*
- Place over face or eyes and adjust the fit.

REMOVING GOGGLES OR FACE SHIELDS

- Remove goggles or face shield from the back by lifting head band or ear pieces.
- If the item is reusable, place in designated receptacle for reprocessing. Otherwise, discard in a waste container.

HAND WASHING TECHNIQUE AND EXPECTATIONS

Hand Washing and sanitizing is a cornerstone of infection prevention, and all community members will be encouraged to practice widely while on campus. Students will be regularly instructed to wash their hands (upon entering campus, before and after using the restrooms, etc.). Signage will be prominently displayed on how to do so properly. We encourage each student to bring a pocket size hand sanitizer to use as needed. Hand sanitizer and/or soap will be available throughout campus in the following locations:

- Restrooms
- Outdoor hand washing stations at Foley Field
- Freestanding no-touch hand sanitizer stations throughout campus



PROPER HAND WASHING TECHNIQUE

1.

Wet your hands with clean, running water (warm or cold), turn off the tap, and apply soap.



2.

Lather your hands by rubbing them together with the soap. Lather the backs of your hands, between your fingers, and under your nails.



3.

Scrub your hands for at least 20 seconds. Need a timer? Hum the "Happy Birthday" song from beginning to end twice.



4.

Rinse your hands well under clean, running water.



5.

Dry your hands using a clean towel or air dry them.



If soap and water are not readily available, use an alcohol-based hand sanitizer with at least 60% alcohol. Always wash hands with soap and water if your hands are visibly dirty.

FAQ - ATHLETICS RETURN TO CAMPUS

What happens when you receive a red screen in Titan HST?

- Students and parents/guardians should contact Athletic Medicine with questions. They will provide specific information regarding the School's policy and direction.
- COVID-19 test results cannot be submitted as a means to "clear" the student to return to campus. Student's health care providers must provide the School with a note certifying that they are free from COVID-19.
- If a student makes a mistake by answering "yes" to a question(s) on Titan HST, Chief Security may ask said individual the questions verbally. Once all questions have been completed, this will be noted on the COVID-19 screening log to be cross checked with the Titan HST log if needed.

What happens if during the screening process you register a temperature of 100.4 or above?

- If a temperature of 100.4 or above is registered during the screening process, a second temperature reading will be taken. If that second reading confirms the original reading, you will be asked to return home and follow CDC guidelines.
- If you are in a carpool with other students when this occurs, all students in the carpool will be asked to return home.

When exhibiting symptoms associated with COVID-19, at what point can a student discontinue isolation and return to campus?

- At least 10 days have passed since symptom onset, AND at least 24 hours have passed since resolution of fever without the use of fever-reducing medications, AND other symptoms have improved.
- Their health care provider provides the school with a note certifying that the Student is free from COVID-19; or
- The person is otherwise safe to be around others per CDC criteria for discontinuing home isolation, found at: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html>, as it may be amended from time to time.

What is needed to return to campus after exposure or international travel?

- Return to School Certification (exposure)
- Certification for Student Returning to School After International Travel (travel)

PROTECT WINDWARD PLEDGE

Being a part of the Windward community means that each of us must take extraordinary steps to stay well and protect each other, both on campus and in the community. Accountable together, we as a community pledge to take responsibility for our health, the protection of others and help to keep the Windward community safe from the spread of COVID-19 and other infections.

We Pledge To:

PROTECT OUR COMMUNITY

- Monitor for the symptoms of COVID-19 and report to a medical professional if experiencing a fever of 100.4 or higher, dry cough, difficulty breathing, chills, repeated shaking, muscle pain, headache, sore throat, or loss of taste or smell.
- Wash hands often with soap and water or use hand sanitizer.
- Carefully observe instructional signs and follow directions.

PROTECT OTHERS

- Maintain appropriate social distancing, especially in the classroom setting or the presence of members of the community.
- Stay home if feeling ill or after an exposure to someone who is ill or has tested positive for COVID-19.
- Wear an appropriate face covering (over both mouth and nose) .
- Be positive, attentive and helpful to anyone around who may be in need of support.