

May 22, 2020

Dear Parents, Caregivers, and Agency Staff:

When the Achievement Center of Texas decided to close our doors on March 13, 2020 we had no idea that the COVID-19 virus would have such a lasting effects on the center, students, and families. As you know we are scheduled to reopen on June 1, 2020, however, there will be new rules and procedures that must be adhered to by all families, group homes and providers for the safety of our staff and students.

The center will look a little different when you return we will have removed all items that cannot be disinfected and cleaned daily. We will dispose of all cloth covered chairs, bean bags, and other items that will hold and collect germs. We have hired someone to be a bathroom monitor to ensure that students are washing their hands after use and maintaining cleaner bathrooms. Staff will be required to wear a facemask throughout the day along with their normal PPE, as well as, when disinfecting and sanitizing. The building will be cleaned and sanitized every 4 hours by staff. We will also have the bathrooms cleaned and sanitized by a professional company each month. As we learn more about this virus and more strategies to keep a safe environment our policies will change and evolve. We will strive to make the center as normal for our students as possible.

NEW POLICIES FOR STUDENTS AND FAMILIES

1. Anyone entering the building will have their temperature checked each day. If a student arrives with a temp higher than 100.4, we will refuse the student and contact the family immediately. If the student arrives on a taxi or bus with a fever the other students who were riding with them will also be turned away. Since the virus can be passed from asymptomatic individuals we have to err on the side of caution and assume that the students were in close contact in the Taxi or bus. Please make sure you have updated us with the best contact number as there will be no flexibility to this policy.
2. Students who arrive sick of other illnesses will also be refused at the door and the same protocol will be followed.
3. If we send your student home due to illness and instruct you of a 24-hour waiting period before return, it must be followed. Failure to comply with this policy will result in the loss of your students' slot.



4. Students will need to provide their own facemask. They can use either disposable or a reusable mask. Students who cannot wear a mask or refuse to wear a mask will be worked with on an individual basis.
5. Students may no longer bring excessive bags, totes, or vinyl lunchboxes. Students will need to bring lunch items that may be disposed of after eating. Students will also need to bring 1 Ziplock bag with a full set of clothes, labeled with their name. We will no longer be able to provide clothes for changes. Students will need to have their own set of clothes or we will need the student to have clothes dropped off or the student picked up within 30 minutes.
6. Students may not bring ANYTHING that cannot be disinfected. Students may not bring cloth items such as blankets or wraps. These items must be left home. If a student legitimately needs a blanket for a medical necessity we will provide one at the center that will be left and washed daily.
7. Drop off and Pick up- For the time being we are asking that no one come in to do pickup or drop off, unless they have a verifiable reason to come in. Our staff will be outside waiting to either escort your student in or out of the building. **Please do not call ahead we will bring students out in the order in which their rides arrive.**
8. For the foreseeable future we will not be allowing therapists in the building for therapy. They may provide it via zoom with the student or at home. The same goes for case managers and MRA's. Once HHSC has lifted this restriction we will reevaluate.
9. Students with behaviors that cause them to steal food, drinks, invade personal space, bite, and more will be considered on a case by case basis for services. Some students' behaviors don't allow for social distancing and we must consider all of our students' health and well-being.

We understand our students and their needs and are trying to create viable options for students who will not wear a face mask while at the center. We suggest that while you all are still at home to get your student used to wearing the mask, we will require all students to have some sort of face covering in order to attend dayhab. In some cases' and with the cooperation of the student we will find alternatives to wearing the facemask for students who can't or refuse. As rules are relaxed by the state and CDC we will adjust our policies accordingly.

Lastly, we serve over 140 students each day and the social distancing guidelines will make it very difficult for us to serve every student we were serving before. We will be



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looking at classroom sizes and ratios to determine what is safe for each room. Once we have determined the number of slot's we will then fill those slots through a lottery system. We unfortunately will not be able to serve every student that we served before the pandemic. You will be contacted on or before May 29, 2020 in regards to attending dayhab on Monday, June 1, 2020. If you do not receive a call by then please do not come to dayhab or send them via taxi. We will refuse them and have to send them back home.

Should you have any questions or concerns please email me at ed@achievementcenteroftexas.org and I will try to answer your questions and concerns.

Optimistically,

Andrew Mlcak
Executive Director