

Classical Preparatory School

Early Academy

Reopening Plan for Fall Semester 2020 (Updated July 16, 2020)



For the purposes of this document, face masks, face coverings, and face shields may be used interchangeably. Please be advised that the information in this document is current as of the date above. Circumstances surrounding the Coronavirus (COVID-19) are rapidly changing, and the accuracy of the information may change moving forward. Early Academy is developing guidelines for face coverings in the event that these are determined to be mandatory by the Early Learning Coalition (ELC).

***All information is subject to change as deemed necessary.**



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Traditional Education. Transformational Learning.



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Guiding Tenets for Decision Making

- Social distancing will be enforced wherever possible.
- The wearing of masks and/or face shields may be declared mandatory for all staff and scholars if COVID-19 infections remain high. Classical Prep, at this time, will require all scholars to wear a mask to and from their classroom, at arrival and dismissal, moving about the campus when not in an exterior hallway, and on the bus. Secondary scholars and staff will be strongly encouraged to wear masks at all times, unless social distancing is possible. Every scholar must have a mask with them at all times. **All masks must be solid navy, grey, brown, black or white.**
- To the extent possible, cohorts of scholars will be created, and not physically interact with other classes of scholars in the building.
- School buildings will be cleaned thoroughly after school and during the day. Ongoing cleaning protocols will be implemented. Buses will be sanitized after all morning drop offs and at the end of the day.
- Sick employees and scholars will be required to remain at home.
- Large gatherings will be limited to numbers that allow for social distancing.

MOST IMPORTANTLY...DO NOT SEND SCHOLARS TO SCHOOL IF THEY HAVE EXPERIENCED SYMPTOMS

- **Fever (>100.4)**
- **Cough**
- **Shortness of breath or difficulty breathing**
- **Sore throat**
- **Chills**
- **Muscle pain or body aches**
- **Headache**
- **Loss of taste or smell**

The New School Day

Health and Wellness

What you can expect to see at Early Academy regarding Health and Wellness

- Signage posted describing signs/symptoms, proper handwashing, social distancing, and when to stay home.
- Staff training on COVID-19 (including transmission, prevention and use of mask).
- Daily staff screening will be implemented.
- Frequent promotion of daily hygiene and social distancing measures throughout the school building.
- Staff will wear masks, when social distancing is not possible.
- In conjunction with the Department of Health and the Pasco County School District, we have established expectations and procedures for notification of illness.

What you can do to support the health and wellness of your child(ren), their peers, and school staff

- Be informed about the district's plan for reopening and ask questions to clarify procedures. Early Academy will follow the district's reopening plan, which can be viewed at <https://www.pasco.k12.fl.us/reopening/parent-information-guide>.
- Be patient and understanding when plans and procedures need to change to keep scholars and staff safe.
- Inform the school as soon as a positive COVID test result occurs with any members of your family.
- Follow health care provider or health department directives regarding the need for quarantine or isolation for you or your family.
- Screen your child(ren) daily prior to coming to school and report illness concerns immediately. If your child(ren) exhibits any of the following symptoms, fever (>100.4), cough, shortness of breath or difficulty breathing, sore throat, chills, muscle pain or body aches, headache, or a loss of taste/smell, your child(ren) should remain at home.
- Adhere to the school's procedures regarding scholar's exclusion from school and return to class after illness.
- Avoid any after school face-to-face social interactions between your child and their peers unless CDC guidelines are followed.
- Speak with your provider regarding the importance of flu vaccination this season to avoid absences.
- Reinforce/educate your child(ren) on proper handwashing, covering your cough or coughing into a Kleenex, when to wear a mask, and how to social distance.
- Provide Early Academy with current contact numbers to assist in open communication between school and home.
- Encourage your child(ren) to eat healthy, exercise, and develop good sleeping habits.
- Provide your child(ren) with an age appropriate explanation of COVID-19 and ask what questions they may have to ensure they have accurate information and to relieve their fears.
- Practice ways your child(ren) can greet/interact with peers that does not involve contact.
- Provide a personal mask in solid navy, grey, brown, black or white and hand sanitizer for your child(ren).

- Encourage your child(ren) to wear a face covering when needed. Wash hands frequently, and follow good general hygiene practices. The Early Academy Staff will help educate your child(ren) to consistently self-regulate their behaviors in following CDC and school guidelines for the safety of themselves, other scholars, and staff. Educate them about hand washing, social distancing, refraining from touching others, and refraining from touching their faces.

Mental Health and Wellness

- It's important to understand that we are all in this pandemic together, just as your family has been impacted by COVID: your child(ren)'s classmates, teachers, administrators and all school staff have been impacted as well.
- The safety and well-being of our community is extremely important as we begin to prepare to reopen our schools. New procedures and ways of work will be established to ensure safety in our schools, as the on-going support of our families is important.

What you can expect to see at Early Academy

- Early Academy is aware that all of our scholars and families have been impacted in some way by COVID, and we are prepared to continue to support them when they return in the fall regardless of which of the two-options is selected.
- Resources are available to assist your child(ren) with mental health needs, ranging from direct support from your dean of students, student support services, front office staff and clinic assistants, as well as linking your child(ren) with community resources if needed.
- There will be more frequent scholar check-ins occurring in the fall to ensure scholars aren't missed who may need additional emotional or mental health support.

Facility and Safety

What you can expect to see at Early Academy

- Social distancing will be maintained where possible. One-way traffic flow for inside buildings may be created where feasible to improve social distancing of scholars and staff.
- Scheduling designed to keep scholars in cohorts as much as possible to reduce exposure.
- Everybody will be collectively responsible for cleaning and sanitizing as appropriate by age.
- Enhanced daily and weekly cleaning activities, including disinfecting touch points around the campus, will occur throughout the day.
- Various signage will be posted around campus regarding facility safety.
- Increased frequency of AC cleaning and maintenance.
- Spray bottles of disinfectant cleaner and paper towels, as well as hand sanitizer will be kept in each classroom and restocked as needed.
- Hand sanitizing stations have been installed outside each classroom and in high-traffic locations where

hand washing is not available.

- Air purifiers to eliminate risks by reducing odors, air pollutants, bacteria and cold and virus causing germs in all classrooms and common areas have been installed.
- Drinking fountains will not be in use.
- Lost and Found items will only be saved if they are labeled and will immediately be returned to the scholar. Items without any names will be discarded. Please be sure to label **ALL** of your child(ren)'s belongings.

Snack and Lunch Expectations

- Lunch and snack will be eaten in your child's classroom.
- Please make sure an ice pack is in the lunch box as we will not be refrigerating the lunch boxes.
- If you would like your child to have a "hot lunch" please put food items in a thermos as we will not be heating any meals.
- Each child will need a water bottle, drink for lunch, and a drink for snack.
- Staff will maintain social distancing guidelines during lunch and snack time.

Naptime/Recess

- Children that attend the full-day program will have rest time included in their daily schedule. Daily sanitation procedures will be required by the staff.
- At this time only **small** blankets will be allowed. We will not allow pillows or "snuggle items." The cot sheet and blanket will need to fit in your child's cubby.
- Children will be spread out as much as possible, using "learning centers" as barriers. Children will rest "head to toe" fashion.
- Recess equipment will be cleaned and sanitized between class use.
- Locations will vary in outdoor locations as much as possible.
- Scholars will be kept in their cohort group while on the playground.

Carline

- All Scholars will enter the building from carline. Designated staff will take the temperature of your child before they get out of the vehicle. If your child has a temperature of 100.4 degrees or higher, they will not be able to attend the Academy that day and will follow our sick policy which will be strictly enforced.

Uniforms

- Early Academy uniforms are required with the addition of a mask. **All masks must be solid navy, grey, brown, black or white.**
- All scholars will be required to wear a mask during arrival and dismissal.

Instruction

- Teachers can communicate with you regarding the curriculum, planning support for your child, and how your child is developing.
- Parent/Teacher communications will be accessible during the day through brightwheel.
- Supplies will not be shared in the classrooms. More specific information about what classroom supplies should and should not be brought will be supplied by teachers at a later date.
- Classroom utilities (pencil sharpeners, hole punches) will be sanitized between classes and throughout the day.

Visitors and Volunteers On Campus

Visitors

- Visitors are required to set appointments in advance. Please call 813-388-6482 or contact the person you would like to make an appointment with via email. This includes notifying the school if you need to pick up your child(ren) early **for any reason**.
- Visitors and family members will not be able to eat lunch with scholars during semester 1 (and will be revisited for semester 2).
- Meetings involving visitors (PSC, SAC, IEP, LEP, 504, parent conferences) should follow the current guidelines from the Governor's office or be held virtually.

Volunteers

- Volunteers will need prior authorization before arriving on campus and will receive clear guidance on scope of work.
- Volunteers will need an appointment to be on campus.
- Volunteers will be allowed only in designated areas, away from scholar interaction.

Scholar Illness Procedures

Scholars who develop COVID-19 symptoms outside of school:

- Notify Early Academy and keep your child (and possibly siblings) home.
- Contact your child's primary care provider for guidance regarding next steps for testing.

Scholars who experience symptoms when they arrive at school or become sick during the school day

- Scholars should notify a staff member as soon as they feel symptoms commonly associated with COVID-19.
- A temperature will be obtained for every scholar who arrives at the isolation room/clinic with symptoms of illness.
- Scholars with a fever will be immediately directed to the COVID-19 clinic.
- A disposable mask will be placed on any scholar with any COVID-19 like symptoms.
- Parents will be notified for immediate pick up of their child(ren) with the suggestion to call FDOH COVID-19 Hotline at 866-779-6121 or the scholar's primary provider for guidance regarding presenting symptoms if testing for COVID-19 is warranted.

Frequently Asked Questions

Health and Wellness

Will scholars wear masks in classrooms?

The wearing of masks and/or face shields may be declared mandatory for all staff and scholars if COVID-19 infections remain high. Early Academy, at this time, will require all scholars to wear a mask to and from their classroom, at arrival and dismissal, moving about the campus when not in an exterior hallway, and on the bus. Secondary scholars and staff will be strongly encouraged to wear masks at all times, unless social distancing is possible. Every scholar must have a mask with them at all times. All masks must be solid navy, grey, brown, black or white. Grammar scholars and staff will be required to wear a mask to and from their classroom, at arrival and dismissal, moving about the campus **when not in an exterior hallway**, and may remove them once they get to class.

Will scholars be expected to socially distance?

Scholars will be socially distanced to the extent possible. At Early Academy, where social distancing will be extremely difficult, scholars will spend most of the school day interacting only with scholars in their class. By limiting their exposure to a small number of scholars, we reduce the chance of infection. And if a scholar becomes ill, the immediate class is affected, not the entire school.

What steps will be taken to ensure that surfaces are clean in classrooms?

School custodians will clean frequently touched surfaces throughout the day and conduct overall cleanings at the conclusion of every day. Other non-custodial staff members will be expected to do their part, keeping surfaces clean with provided cleaning supplies. Teachers will have access to cleaning supplies for their classroom.

What other steps are being taken to ensure a healthy environment?

The Early Academy will partner with parents in educating scholars on the importance of hand washing, hygiene, and social distancing. Hand sanitizer will be made available in classrooms and workplaces. The schedule for

cleaning air conditioning units and/or changing filters has been increased. Air purifiers to eliminate risks by reducing odors, air pollutants, bacteria and cold and virus causing germs in all classrooms and common areas have been installed.

What will my scholar's school do if a classmate or staff member exhibits symptoms of COVID-19?

We will send a clear message to parents and staff that if they are exhibiting any symptoms, they should not come to school or report to work. If a scholar exhibits symptoms at school, they will be taken to The Isolation Room set aside for possible COVID-19 cases and their parent or guardian will be notified to take them home or to visit a medical professional.

What if a scholar or staff member tests positive for COVID-19?

We will notify families, while not specifically identifying the scholar or staff member. We will cooperate with the Health Department as they conduct the appropriate notifications of individuals who have been in contact with the person infected.

My scholar has health issues that make wearing a mask impossible. Will he/she have to still wear a mask?

Accommodations will be considered relative to this expectation. Please communicate concerns with school staff for further direction.

Mental Health

If my child(ren) is anxious or concerned about returning to school, what can I do to help?

Talk to your child(ren) and find out the reason for their concern. Provide them reassurance and answer their questions, share information pertaining to their concern and seek answers if you are unaware. For more information, please visit <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/talking-with-children.html>

Food and Nutrition

Will classroom celebrations with food still be permitted?

At this time we will not allow celebrations in the classroom. We will revisit this at a later date.

General Questions

Will scholars still have recess?

Recess will continue to be an important part of the Early Academy scholars' day, but will be adjusted to limit access to equipment. Scholars will remain in cohorts to the extent possible.