



Keene Adventist Elementary School

2020-2021 Fall Opening Plan

SUPPORT A HEALTHY SCHOOL

Keene Adventist Elementary School (Updated 7-24-2020)

Our student's safety is our number one concern as Covid-19 forces us to plan differently for the 2020/2021 school year. Our goal is to provide in-person Christian education that is safe for students, teachers and families. Creating and maintaining a healthy campus environment is essential and is going to require everyone's participation.

Classes:

In-Person Learning:

- Students will attend live in-person classes five days a week, following the school calendar.
- Social distancing will be employed throughout the school where possible.
- Students 10 years old and older **AND** in middle school will need to wear a mask when at school except when eating, physically active or when it is not feasibly possible given a situation.
- When children under 10 years of age are traveling to different parts of the school they will wear masks.
- Tables that are used as desks will be replaced by individual desks for students to sit at.

Virtual Learning/Distance Education:

- KAES will provide some form of distance education primarily in a virtual format for students that are unable to attend because of sickness or in quarantine because of possible symptoms of COVID-19 have been experienced or are experiencing.
- Instruction will be delivered synchronously with the students in-Person class.
- Attendance will be taken for each subject area.
- Any parent that feels that it is necessary to start their child's schooling virtually from home, due to Covid-19 related concerns, may do so by requesting it to the KAES administration office after completing registration. Students attending school virtually due to Covid-19 concerns may not participate in any in-person school activities such as sports, trips, and chapel. This option will end after three weeks on Sept. 7.

Sanitation at KAES:

- Each classroom will have disinfectant wipes for students to clean their area throughout each day.
- Hand sanitizing stations will be placed throughout the building.
- Hand sanitizer will be placed by the door at each classroom. Students will be trained to use sanitizer, or wash hands when going in and out of the classroom.
- Increased air filtering to prevent the circulation of airborne virus particles will be used in each classroom.
- Food area sanitizing spray bottles will be provided to each classroom for use when/if students need to eat in the classroom for social distancing.
- School will be thoroughly cleaned daily by a professional cleaning company.
- All classrooms will be electrostatically disinfected each day.

Mitigating the spread:

- Students, teachers, staff and visitors will use sanitizer when entering any room.
- Students will be expected to wash their hands each morning when they enter their classroom.
- Classroom will take time for the whole class to wash hands at least three times during the school day.
- Teachers will inform and instruct students on good handwashing techniques.
- Teachers will inform and instruct students how to cover coughs and sneezes with a tissue and if not available to cover in their elbows. Tissue should be thrown in the trash after use and hands should be washed with soap and water for 20 seconds or they may use hand sanitizer if water is not immediately available.
- Drinking fountains will only be used for filling a water bottle. You're encouraged to bring a personalized water bottle to school.
- Visitors and volunteers must have an appointment. This school year we are limiting access on campus to students, teachers and essential personnel.

Screening Protocols:

- Staff
 - Each teacher and staff member will self-screen for COVID-19 symptoms before coming onto campus each day.
 - Each teacher and staff member will take their temperature daily for fever equal to 100 degrees or above.

- Parents/Students
 - Parents must ensure they do not send a child to school if they have COVID-19 symptoms until re-entry conditions (defined below) are met.
 - Parents are to inform school if their child is diagnosed with COVID-19
 - If their child has had close contact (defined below) with an individual who is lab-confirmed with COVID-19, the child must stay off campus until re-entry conditions are met.
 - Temperature will be checked at the car during drop off each morning.
 - A screening question will be asked in a simple yes or no format at drop off each morning.

- Visitors/Volunteers
 - Must answer COVID-19 screening questions (defined below).
 - Must receive a temperature check and be below 100 degrees.
 - Must wash and sanitize hands.
 - Must wear a face mask.

Masks: We currently are expected to follow the statewide mandate to wear masks. We will review these plans when/if they change during our school year.

- Acceptable masks are, non-medical grade disposable face masks, cloth face covering (over the nose and mouth) or full-face shields that protect eyes, nose and mouth.
- All students 10 years and older and in middle school, parents, visitors, volunteers and teachers are required to wear masks per the governor's order.
- When it is impractical for students to wear masks while participating in some extracurricular activities the teacher can give permission to take off masks. Students will still be encouraged and expected to social distance in those situations.

Sick Students at school:

- When a student displays symptoms of COVID-19 the school staff will isolate the student in the sick room.
- Areas that have been used by the student will be immediately disinfected and cleaned.
- Student will be given an immediate temperature check to determine if they are symptomatic for COVID-19.
- Parents or guardians will be called and requested to come pick up the child.
- KAES will communicate to parents and guardians of students who came into contact with a student who was lab-confirmed positive with COVID-19.
- Any time a student is not able to attend classes in person, the student is expected to regularly attend and participate in virtual/distance education classes unless his symptoms prevent him from doing so.

Returning to school after sickness:

- Individuals who have been confirmed to have COVID-19. Must meet all three of the following criteria below:
 1. At least three days (72 hours) have passed since recovery without the use of fever reducing medications.
 2. Improvement in symptoms.
 3. At least ten days have passed since symptoms first appeared.
- Individuals who have symptoms that could be COVID-19 and who is not been evaluated by medical professional or tested for COVID-19
 - May not return to the campus until the individual has completed the same three -steps set of criteria listed above.
 - If the parent determines that the symptom was “normal” for their student, an official communication will be required from the parent/guardian to the KAES office.
 - The KAES administration reserves the right to make the final determination considering all factors presented, including the parent input that will be heavily weighed and considered.
 - If it’s determined to be “normal”, the student will be allowed to return to campus.

- Individual who wants to return to school before completing the above stay at home period must either;
 - Obtain a medical professional's note clearing the individual for return to school, or
 - Receive two separate confirmations at least 24 hours apart that they are free of COVID-19 via acute infection tests at an approved COVID-19 testing location.

Arrival/Drop-Off Procedures: KAES wants to provide parents with support to be able to drop off their child early before 7:50 am. However we realize this is a potential virus spreading situation.

- Do not drop off your child at KAES before 7:50 am unless it is absolutely necessary.
- Elementary students are expected to enter into the elementary building and be seated in the gymnasium by class grouping.
- Junior High students are expected to enter into the junior high building and be seated in the library by class grouping.
- At 7:50 am students will be dismissed individually to go directly to the classroom.

Dismissal/Pick-up Procedures: KAES will not have multiple classes grouping in the common porch area as previous years. Instead classes will have a staggered dismissal time, after which students will return to their classroom to allow the next classroom to dismiss.

- Preschool through 1st grade will dismiss at 2:50- 3:05 pm.
- 2nd grade through 4th will dismiss at 3:05- 3:20 pm.
- 5th - 8th grade will dismiss at 3:00 pm.
- Students not picked up will return to the classroom until 4:00 pm (M-th) and 3:00 pm (F). Regular afterschool care charges will apply. At 4:00 pm students will go to the afterschool care room in the elementary building until picked up. Students must be picked up before 6:00 pm (M-Th) and 5:00 pm (F).

Screening question for COVID-19 symptoms: This is a question that we will ask you or your child each morning.

(Yes or No): Are you or your child experiencing any symptoms consistent with COVID-19?

COVID-19 symptoms

- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees fahrenheit
- Loss of taste or smell
- Cough
- Shortness of breath
- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Diarrhea

Close Contact: If either of the following occurred at any time in the last 14 days at the same time the infected individual was infectious, individuals are presumed infectious at least two days prior to symptom onset or two days prior to the confirming lab test.

- Being directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask or face shield); or
- Being within 6 feet for a cumulative duration of 15 minutes, while not wearing a mask or face shield.