



Divine Savior Academy

DELRAY BEACH

CAMPUS OPENING PLAN

PHASE 1
AUGUST 2020

*Updated August 10, 2020



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Overview - Delray Beach

Dear Parents,

We recognize the COVID-19 situation has been quite unique. It has affected the way we live, work, and go to school. We have appreciated your feedback and support throughout this pandemic, and we are excited to share our reopening plans with you. The priority of our Phase 1 Plan is to have our students back on campus for live instruction. Extra-curricular activities and on-campus events will only be added when it is safe to do so.

Divine Savior Academy's mission is to provide college prep academics and supportive teachers in a Christian environment. We will continue to fulfill this mission while considering the safety and well-being of our students and staff as we prepare to return to school in August. With that in mind, we are planning to do the following:

- **We will open on August 19, 2020.**
- **All students will attend school every day. (There will be an online support option for those who need it, and that plan is outlined later in this document.)**
- **We have a detailed plan in place to screen students and staff on a daily basis.**
- **We also have a plan in place to practice social distancing when possible, while limiting the number of people that our students will come in contact with each day.**
- **This document details our Phase 1 Plan for reopening.**

We are committed to our mission, even during these unprecedented times. We are blessed to know that we have a loving and powerful God who is in control of all things. Our trust and confidence remains in Him, and we will continue to plan and prepare to make our return to school as safe as possible. We appreciate the efforts and flexibility of our teachers and staff, and we remain grateful for the Christian partnership we have with our students and families. God's blessings to all of you this coming year.

Serving in Christ,

The DSA Administration



What steps is the school taking to ensure safety?

Divine Savior will observe the following general safety guidelines:

- No students or staff may enter the building if they have traveled internationally in the past 14 days. All students and staff will be screened through a questionnaire approximately three weeks prior to school opening.
- No students or staff may enter the building if they have a temperature higher than 100.4 degrees Fahrenheit or 38 degrees Celsius.
- No parents or visitors may enter the building without prior approval from the school office. (Please note that such visits will be extremely limited at the beginning of the year.)
- Face coverings will be provided to all students and staff members. During Phase 1, students will be required to wear face coverings on campus, keeping in mind that expectations will be developmentally appropriate.
- Hand sanitizing stations are being installed in all of our classrooms. (Our classrooms with younger students will have hand sanitizing products under the supervision of the child's teacher.)
- Common touch points (sinks, faucets, drinking fountains, door handles, etc.) will be sanitized regularly throughout the day.
- Classrooms will be fully sanitized each evening at the conclusion of the school day.



What is the daily schedule?

Divine Savior Academy will operate on a daily schedule with staggered starting times by level. The following list includes each level's start and end time for each day of the week:

Early Childhood (PreK-3, PreK-4, Kindergarten):

8:30 am - 2:45 pm

Elementary (1st Grade and up):

8:05 am - 3:05 pm

Classroom doors will open at 7:45 am. Students who arrive early with an older sibling will go directly to their classrooms.

- Our facility has capacity for more than our current enrollment so we can accommodate physical distancing within the school without holding school on alternate days.



What are the school entry and exit procedures?

- Parents, please watch for any signs or symptoms of illness, and keep children who are sick at home.
- Parents will drop children off at the main entrance, and students will be escorted to their rooms by a staff member. Parents will not be able to enter the school hallway at this time.
- Parents will conduct a daily wellness check before leaving home.
- Temperature screening will take place prior to entry.
- In the event a student is not cleared to enter the classroom, we will move the student to an isolated area until the student is picked up by a parent or approved adult.
- At pick-up, arriving cars will pull-up to the entrance. Students will be escorted by a staff member to the car.
- If a parent needs to enter the building, he/she will need to undergo the same screening as students and be cleared by the office (prior approval) to enter.



What are the procedures to ensure safety in classroom spaces?

The following classroom procedures are preliminary and will be revised as needed based on local government and health guidelines:

- Students in PreK-3 through 4th grade will remain in their respective classroom for the majority of the day.
- Student groups will be maintained to the greatest extent possible, rather than mixing students.
- Teachers will enforce frequent hand-washing and have hand sanitizer available to all students.
- Students and staff will be constantly reviewing and practicing good hygiene and sanitation practices.
- A staff member will take the temperature of each student during the day as needed.
- Electronic devices will not be shared by multiple students without disinfecting.
- Classroom manipulatives and toys will be cleaned and disinfected regularly and between uses by different groups. Soft items that are not easy to disinfect will be removed from classrooms at this time.
- Students' personal items shall be placed inside cubbies in the classroom.
- Classroom doors are closed during use. Only teachers may open doors (except in emergency).
- Students will move through hallways in single columns with appropriate spacing.



What will snack time and lunch look like?

The following protocols are in place for snacks and lunch:

- Students will eat in their classrooms at this time.
- Students will bring and only eat snacks and lunches from home.
- Students need to bring a water bottle from home since classroom water fountains will not be used by students at this time.



What is the impact on extra-curricular activities?

The following protocols are preliminary and will be revised based on forthcoming official guidance:

- Extra-curricular activities for students in PreK-3 through 4th grade will not take place during Phase 1 of our reopening.
- Assemblies, chapel services, and other large group gatherings will be suspended during the entirety of our Phase 1 reopening plan.
- Virtual options may be utilized for some of these events and activities.



What happens if a community member tests positive for COVID 19?

- If a student or staff member (who has been present on campus) tests positive for COVID-19, that information will be reported to the appropriate local government and health agencies. The student or staff member cannot return to campus until they receive a negative test result and are cleared by a doctor.
- In the event of positive COVID-19 tests, the school will consider any government or public health recommendations with respect to suspending or re-opening its operations. The school may also use its own judgment about closing in the event closure is not required by a public agency.
- In the event of a positive COVID-19 test of a student or staff member (who was present on campus), the school will allow time for extra cleaning and sanitation, as well as information gathering to assist in contact tracing efforts.
 - The school will be sanitized each night (with professional equipment) to help in our cleaning efforts.
- The school community will be informed by email in the event of any positive COVID-19 test (of anyone who was present on campus), although the name will be withheld for privacy purposes.
- Divine Savior Academy will comply with any contact tracing protocols from local government and health agencies to identify all persons who may have had direct contact with the individual who tested positive. Those individuals will be also notified.
- In the event of a temporary closure, the instruction would shift to the same online platform used in the spring of 2020 (Microsoft Teams). Live instruction would be offered to students at every level.



How will the school be cleaned?

Each campus will follow recommendations from government and public health agencies with respect to cleaning and sanitation. Divine Savior Academy's general practices will include:

- Cleaning and disinfection of high traffic areas (toilets, door and faucet handles) and frequently-touched surfaces multiple times per day.
- Thorough daily cleaning and disinfection of all occupied rooms.
- Cleaners shall use EPA-approved disinfectants.
- Additional professional equipment is being purchased and used in our disinfecting and cleaning practices.



Will there be aftercare? What happens at the end of the day?

- Aftercare will only be allowed for students who have applied and have been accepted due to circumstances where the student cannot be picked up at the normal dismissal time.
 - The sign up process for this will take place two weeks before the start of the school year.
- Details for signing students out of aftercare will be shared closer to the start of the school year.
 - Aftercare will take place in a separate classroom space.



How will DSA utilize zones in helping to ensure safety?

Divine Savior will utilize the following zones, and safety procedures and precautions will be different in each zone.

ZONE 1:

CLASSROOMS

- Face coverings will be worn. (except when eating, drinking or during rest time.)
- Limit sharing of materials and clean between uses.
- No water fountain use - individual water bottles instead.
- Not mixed with other classes/groups.
- Belongings stay in individualized cubbies.
- Classroom doors kept closed.
- Spread out desks, seating at tables and on carpet, and rest time mats as much as possible.
- Frequent handwashing of staff and students; frequent sanitizing of common touch points and restrooms.

ZONE 2:

HALLWAY

- Face coverings will be worn.
- Classes use at staggered times (remain 6 ft from any others who may be in hallway.)
- Travel will be limited in the hallways as much as possible.
- Classroom doors kept closed.

ZONE 3:

MOVEMENT ROOM

- Face coverings will be worn.
- Staggered use/used on different days.
- Clean movement materials between uses.

ZONE 4:

PLAYGROUND

- Staggered use/one class at a time.
- Face coverings not needed, if maintaining distancing as much as feasible.
- Play equipment cleaned and sanitized regularly.

ZONE 5:

AUDITORIUM

- Face coverings will be worn.
- Will not be used for gathering in Phase 1 of reopening.

ZONE 6:

PARKING LOT

- Face coverings will be worn.
- Physically distance.
- Parents stay in vehicles as much as possible.



How will online learning be for families who choose this support option?

In the event a family chooses online learning, it will be offered in one of the following ways:

OPTION 1:

- Students will be able to login and watch lessons in real time as they are delivered by the teacher.
- Students will benefit by hearing the lesson, as well as discussion and questions that take place in the classroom.
- Students will have a set time at the end of the day to be able to ask questions and receive support as needed.

OPTION 2:

- A teacher is dedicated to online learning for a class or grade level.
- Students will be able to login and receive live instruction from the teacher.
- Students will benefit by being able to hear the lesson and ask questions as needed.

Please note that the option used will vary by grade level and class. In addition, the option used may depend on the number of students requesting the online support option. Parents will sign up for this option in four week increments.

In the event that the school would need to close temporarily, all students would receive "live" online instruction from a teacher in real time.

Please do not hesitate to reach out to a member of the administration with any questions you might have regarding our Phase 1 Campus Opening Plan. May God continue to be your source of strength and hope in the days, weeks, and months ahead. The words of Philippians 4:7 provide a comforting message from God's Word: "And the peace of God, which transcends all understanding, will guard your hearts and your minds in Christ Jesus." Our prayer is that all of you are filled with the peace and love of our Savior each day. God's continued blessings to all of you.

