



# Divine Savior Academy

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SIENNA

# CAMPUS OPENING PLAN

PHASE 1  
AUGUST 2020

\*Updated August 10, 2020



# Table of Contents

• <i>Overview</i>	<b>2</b>
• <i>What steps is the school taking to ensure safety?</i>	<b>3</b>
• <i>What is the daily schedule?</i>	<b>4</b>
• <i>What are the school entry and exit procedures?</i>	<b>5</b>
• <i>What are the procedures to ensure safety in classroom spaces?</i>	<b>6</b>
• <i>What will lunch look like?</i>	<b>7</b>
• <i>What is the impact on sports, recess &amp; school gatherings?</i>	<b>8</b>
• <i>What happens if a community member tests positive for COVID 19?</i>	<b>9</b>
• <i>How will the school be cleaned?</i>	<b>10</b>
• <i>Will there be before and after school care?</i>	<b>11</b>
• <i>How will DSA utilize zones in helping to ensure safety?</i>	<b>12</b>
• <i>What will online support look like for those who aren't able to attend school in person?</i>	<b>13</b>



# Overview - Sienna Campus

*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. Extracurricular 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 12, 2020 for all of our students.**
- **We recognize the importance of face-to-face instruction and plan for all students to attend school every day.**
- **We have a detailed plan in place to screen faculty and students daily.**
- **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.**
- **Please note: This document will be updated throughout the summer based on further guidance/requirements from the State of Texas and the Texas Education Agency (TEA) and is subject to change.**

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:**

- In following TEA recommendations, school leadership will screen all students on a regular basis to determine if:
  - They have COVID-19 symptoms or are lab-confirmed with COVID-19.
  - They have had close contact with an individual who is lab-confirmed with COVID-19.
- Screenings will be done both in person and through communication with parents.
- No staff or students may enter the building if they have a high temperature (above 100.4 degrees F or 38 degrees C).
- All parents and visitors will be screened upon entering the building and must have prior approval from the school office before visiting classrooms.
- DSA is required to comply with the governor's executive order regarding the wearing of masks. According to the TEA masks include any of the following: non-medical disposable face masks, cloth face coverings, or full-face shields.
- Face shields will be provided to all students and staff members. During Phase 1 students will be required to wear face shields on campus, keeping in mind that expectations will be developmentally appropriate. Additional masks will be optional.
- All students will be required to wear face shields on campus during specific times of the day (arrival and departure, hallways, bathrooms, morning and after care, etc.)
- Frequent hand washing and the use of hand sanitizer will be utilized and monitored multiple times each day.
- Common touch points will be sanitized 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/ending times by level.

**Preschool:**

**8:30 am - 3:00 pm**

**Elementary and Middle School:**

**8:00 am - 3:20 pm**

We are planning for all students to attend school every day. There are no plans to hold school on alternate days.

Classroom doors will open at 7:30 am. (Please do not arrive before that time or leave children outside unattended.) All students, at every level from PreK-3 through 8th grade, will need to enter the building and go directly to their homeroom.



# What are the school entry and exit procedures?

- All students are asked to wear a face shield and be screened when entering the building.
- During Phase 1, parents may walk their child to the building entrance but cannot enter the building and are asked to maintain social distancing.
- Parents are only allowed to enter the building if there is a legitimate need to do so.  
If this is the case, they must undergo the same screening as the students and be cleared by the office (with prior approval) to enter.
- All people entering the building will have their temperatures checked. Should a person be found to have a fever, they will be directed to an isolated holding area until collected by their parents or pre-designated adult. Parents are encouraged to monitor temperatures before leaving for school.
- Parents and students will not be allowed to congregate in the lobby prior to pick-up.  
As guardians arrive for pick-up, teachers will be notified to release students from their classroom. Teachers will assist students in entering their vehicles to expedite the process.



# 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:**

- Teachers will spread students out throughout the classroom to promote social distancing.
- Teachers, rather than students, will move between classrooms as much as possible.
- Student groups will be maintained to the greatest extent possible, rather than mixing students.
- Electronic devices will not be shared by multiple students without disinfecting.
- Students will be asked to bring personal water bottles rather than using drinking fountains during the day.
- Classrooms will have scheduled handwashing times during the day. Hand sanitizer will be available in all classrooms as well as the main entrance.
- Students will move through hallways in single columns with appropriate spacing.



# What will lunch look like?

- Students will eat lunch in classrooms.
- Students will be required to bring their own snacks, lunches, and water bottles.
- Unfortunately, we will not be offering a hot lunch option at the start of the school year.  
This may change over the course of the school year.



# What is the impact on sports, recess & school gatherings?

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

- We are making every preparation to plan for all sports for the year. However, there is a likelihood that sports may be canceled or postponed. A final decision will be made by our school administration following all state guidelines and in collaboration with the other teams in our athletic league.
- Recesses will be scheduled in a way that will limit the number of students gathering, especially when indoors due to weather. Students will wash their hands following all recess breaks.
- Assemblies and in-person chapel are suspended until further notice from official guidelines. School leadership is looking at alternative ways to conduct chapel and other events.



# 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
- 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 (Google Classroom, Seesaw).



# How will the school be cleaned?

**Divine Savior Academy will follow recommendations of government and public health agencies with respect to cleaning and sanitation.**  
**DSA's general practices will include:**

- Cleaning and disinfection of high traffic areas and frequently-touched surfaces multiple times during the day.
- Thorough daily cleaning and disinfection of all occupied rooms.
- Cleaners shall use EPA-approved disinfectants.



# Will there be before and after school care?

- Families will be required to pre-register for before school care (7:00-7:30 am) and after school care (3:40 - 6:00 pm) to ensure that DSA has staffing to safely accommodate families who need these services.
- Students may be required to wear masks/face shields and handwashing will be done frequently.



# 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 shields are required. Expectations will be developmentally appropriate. Additional masks are optional.
- Social distancing will be practiced as much as possible.
- All students and staff will sanitize their hands upon entering the classrooms.
- Ongoing cleaning of common touchpoints, restrooms, classroom tables and other surfaces, classroom materials/manipulatives
- Limit sharing of materials between students as much as possible.
- Frequent handwashing or use of sanitizer as students move between areas.

## ZONE 3:

### HALLWAYS/BATHROOMS

- Masks/face shields are required.
- Social distancing will be practiced.
- Lines will not come into contact with other lines.
- A maximum of 3 students will be allowed into the common restrooms at a time.

## ZONE 2:

### PLAYGROUND/GYMNASIUM

- Masks/face shields are not required.
- Hand sanitizer distributed to all children upon entering playground/gymnasium.
- Social distancing encouraged and monitored.
- Staggered recess schedule limit to number of children in the space.

## ZONE 4:

### PARKING LOT/OFFICES/ DROP-OFF & DISMISSAL

- Masks/face shields required for all students, staff, parents, and visitors.
- Temperature screening for all to enter classroom wings.



# How will online support look like for those who aren't able to attend school in person?

**In the event a student is unable to attend school or a family chooses to keep a child home, DSA will offer online support. This support will be in a different format than when we moved exclusively to online learning last spring.**

- 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 any discussions and questions that take place in the classroom.
- Students will have a set time at the end of the day in which they will be able to ask questions and receive support as needed.

In the event of a temporary closure, the instruction would shift to an online platform (Microsoft Teams, Seesaw) in a similar manner as the spring of 2020.

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.

