



Divine Savior Academy  
— DORAL —

# CAMPUS OPENING PLAN

PHASE 1  
AUGUST 2020  
\*Updated August 10, 2020



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# Overview - Doral 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. 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 the following dates:**
  - **August 18, 2020 for middle and high school**
  - **August 19, 2020 for early childhood and elementary**
- **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. Additional masks will be optional.
- 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 time for each day of the week:

**PreK - Kindergarten: 8:30 am start**

**1st - 5th Grade: 8:05 am start**

**Middle School: 8:15 am start**

**High School: 8:15 am start**

Classroom doors will open at 7:45 am. (Please do not arrive before that time or leave children outside unattended.) All students, at every level from PreK-3 through 12th grade, will need to enter the building and go directly to their homeroom. Students will enter the building at the following locations:

## **EARLY CHILDHOOD**

(PreK-3 through 1st Grade)

Building 2 door closest to the business office

## **ELEMENTARY**

(2nd - 5th Grade)

Building 1 door that is between Buildings 1 and 2

## **MIDDLE SCHOOL**

Building 1 door that is the main entrance by the reception area

## **HIGH SCHOOL:**

Building 4 door that is in the back parking lot

Cell phones for students in PreK-3 through 8th grade should be taken directly to their classrooms. High school students will need to turn off their phones and keep them in their school bags when entering the school. (We strongly encourage students to leave their phones at home, if possible.)



# What are the school entry and exit procedures?

- Parents will not leave the car during drop-off. We will have our staff monitor all student arrivals, and staff members will assist students into their classrooms.
  - Students in PreK-3 through 12th grade must be dropped off at the designated drop off locations listed on the previous page.
- Parents are only allowed to enter the buildings if there is a legitimate need to do so. If this is the case, they must undergo the same screening as students and be cleared by the office (with prior approval) to enter.
- Parents will conduct a daily wellness check prior 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.



# 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 8th grade will remain in one classroom for the majority of the day.
  - Early childhood and elementary special classes will be taught in the students' homeroom classroom, except for physical education (which will be held outside as much as possible).
  - Middle school elective classes will be taught in different classrooms and students will be escorted to these rooms at the appropriate time.
  - Middle school students will not change for physical education classes. (High school students will do so only if necessary and with assigned locations for doing so.)
- 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.
- Extra space will be placed between desks in the classroom.
- Electronic devices will not be shared by multiple students without disinfecting.
- Students' personal items shall be placed in cubbies inside 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 in PreK-3 through 8th grade will eat lunch in their homerooms.
- High school students will eat lunch in assigned classrooms.
- All students, at every level from PreK-3 through 12th grade, will be required to bring their own snacks, lunches, and water bottles.
- Our hot lunch program will not be used until it is safe to do so.





# 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 5th grade will not take place during Phase 1 of our reopening.
- Extra-curricular activities for students in 6th through 8th grade will not take place during Phase 1 of our reopening, with the exception of sports' programs if they are deemed safe to operate by local government and health officials.
- Individual music lessons and tutoring will be allowed on campus since these activities are done on a one-to-one basis.
- Assemblies, chapel services, and other large group gatherings will be suspended during the entirety of our Phase 1 reopening plan.
  - Virtual options for some of these events will be utilized during Phase 1 of our reopening plan.
- If possible, the school will look for opportunities to conduct after school programs in a virtual format.



# 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, elevators) 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 will be used to assist 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.
- Students in aftercare will be watched in multiple locations.
  - The exact locations will be shared at a later date.
- High school students will need to go home immediately after dismissal.
  - There may be multiple high school dismissal times to help with students leaving in an orderly fashion.



# How will DSA utilize zones in helping to ensure safety?

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

## **ZONE 1:**

### **CLASSROOMS**

- Face coverings will be worn. (Masks will be optional.)
- Social distancing will be practiced as much as possible.
- All students and staff will sanitize their hands before entering the classrooms.
- Materials will not be shared in the classroom. (If materials must be shared at younger ages, frequent sanitizing will take place.)
- Frequent handwashing or use of sanitizer as students move between areas.

## **ZONE 3:**

### **HALLWAYS/BATHROOMS**

- Face coverings will be worn by all students and staff.
- Travel will be limited in the hallways as much as possible.
- Social distancing will be practiced.
- Grades will stagger their hallway usage to avoid contact with other classes.
- Bathroom usage will be limited to two students at a time.

## **ZONE 2:**

### **PLAYGROUND/GYMNASIUM/AUDITORIUM**

- Face coverings will be required.
- Hand sanitizer will be distributed to all children upon entering the playground/gymnasium.
- A revised recess schedule will be used to limit the number of students playing in a given area.

## **ZONE 4:**

### **PARKING LOT**

- Face coverings are required.
- Parents should remain in vehicles.
- Dismissal procedures for each classroom will be communicated by the classroom teacher.



# 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.

