



Divine Savior Academy

SANTA RITA RANCH

# CAMPUS OPENING PLAN

PHASE 1  
AUGUST 2020

\*Updated August 10, 2020



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# Overview - Santa Rita Ranch

*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 24, 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 and will be revised as needed.**

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.
- Parents or visitors must check in at the main office and will be screened upon entering the building. (Please note that such visits will be limited during Phase 1.)
- Face shields will be provided to all students and staff members. Students will wear face shields on campus during arrival, departure, and in the hallway. DSA is required to comply with Governor Abbott's executive order regarding the wearing of masks, therefore students 10 years or older will be required to wear a face covering indoors during Phase 1.
- Hand washing and 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-3 - Kindergarten:**

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

**1st - 5th Grade:**

**8:15 am - 3:15 pm**

Classroom doors will open at 8:00 am for 1st - 5th and 8:15 am for PreK-3 - Kindergarten. Students who arrive early with an older sibling will go directly to their classrooms or other designated areas. Should you need earlier accommodations, please email Mr. Hurley [patrick.hurley@divinesavioracademy.com](mailto:patrick.hurley@divinesavioracademy.com).



# What are the school entry and exit procedures?

- The following are procedures for dropping off students:
  - Parents of students in PreK-3, PreK-4, and Kindergarten will be able to walk their child to the building entrance. Plans are being developed on the details of this procedure with the goal in mind of allowing parents the ability to escort the child to the classroom.
  - Students in 1st - 5th grade can be dropped off at a designated door or parents can walk with them to the building entrance..
- We will have our staff monitor all student arrivals, and staff members will assist students into their classrooms as needed.
- 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 to enter.
- 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 5th grade will remain in one 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.
- 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 a single file line 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 eat snacks and lunches from home.
- Students need to bring a water bottle from home since water fountains will only be used for refilling bottles.



# What is the impact on extracurricular activities?

## **The following protocols are preliminary and will be revised as needed:**

- Extra-curricular activities for students in PreK-3 through 5th grade will not take place during Phase 1 of our reopening.
- Large group gatherings will be suspended during the entirety of our Phase 1 reopening plan. Assemblies and chapel services will take place in the classroom.



# 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 an online platform. 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 (door handles, bathrooms, etc.) 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 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 application 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.
  - The exact locations will be shared at a later date.



# 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**

- Students 10 years or older will be required to wear a face covering (per Governor Abbott's executive order).
- Social distancing will be practiced as much as possible.
- All students and staff will sanitize their hands upon 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 2:**

### **PLAYGROUND**

- Face coverings will not be required.
- Hand sanitizer will be distributed to all children upon returning from the playground.
- A revised recess schedule will be used to limit the number of students playing in a given area.

## **ZONE 3:**

### **HALLWAYS/BATHROOMS**

- Face coverings will be worn by all students and staff upon entering the hallway and hallway bathrooms.
- 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.
- Hallway bathroom usage will be limited to two students at a time.

## **ZONE 4:**

### **PARKING LOT**

- Face coverings are required.
- Dismissal procedures for each classroom will be communicated by Mr. Hurley.



# Will there be online learning?

- In the event that the school would need to close temporarily, all students would receive “live” online instruction from a teacher in real time.
- If you have any questions about this, please reach out to Mr. Hurley.

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.

