

**P.A.S.S. ACADEMY/ ARC
COVID-19 REOPENING SCHOOL PLAN
2020-2021**

Attendance

Teachers will submit student attendance to the secretary using a Google Doc daily.

Cafeteria and Meal Periods

Breakfast: Students will pick up packaged breakfast meals in the hallway and eat meals in the classroom. A small bucket for liquids and bag for garbage will be provided. Liquids and garbage should be placed in the hallway outside the classroom for pickup by custodial and/or child Nutrition Program (CNP) staff.

Lunch: Students will be served lunch in the cafeteria while practicing social distancing and proper sanitation between meal groups. The numbers for cafeteria feeding will be based on 25% occupancy of the current seating capacity. Administrators will monitor student numbers. As student enrollment increases, students may revert to using the same methods utilized for breakfast. All packaging will be disposable including utensils. Students will wash hands or use hand sanitizer before and after eating. Flooring and seating will be marked to encourage social distancing.

Classrooms

Student desks will be arranged to satisfy social distancing requirements (3 to 6 feet apart) if feasible. All teachers and students are expected to limit visits to another classroom outside of their team of grad level. Employees are expected to disinfect their own personal workspace throughout the day, giving special attention to commonly touched surfaces. (See page 11 of Dothan City Schools Roadmap to Reopening Plan). Any inside door that can be propped open to eliminate cross-contamination will be opened. This will include (restrooms, cafeteria, and classrooms). Teachers will rotate from class to class. Students will not change classes. Block Scheduling will be implemented to minimize transitions.

Dismissal

Students will be dismissed at 3:00 pm daily. Students will be dismissed by small group utilizing the PA system by class. Students will be required to practice social distancing procedures during dismissal. Staff will monitor dismissal and discourage small group gatherings out the building.

Employee Screenings and Protocols

(See page 7 of Dothan City Schools Roadmap to Reopening Plan).

Exceptional Student Services

(See pages 18-23 of Dothan City Schools Roadmap to Reopening Plan).

Face Coverings and Personal Protective Equipment (PPE)

(See pages 9 and 10 of Dothan City Schools Roadmap to Reopening Plan).

Faculty/Staff Meetings

Will take place virtually or individually when necessary. Most communication will take place via email.

Guidance if Exposed

(See page 8 of Dothan City Schools Roadmap to Reopening Plan).

Hand Hygiene

Teachers and students will use hand sanitizer upon entering the building. Hand washing/sanitizing will be increased and encouraged throughout the day.

Health Protocol for Employees and Students

(See page 9 of Dothan City Schools Reopening Plan.)

Intake Process

Before a student attends P.A.S.S. Academy, an intake is required. Due to Covid-19 intakes will be flexible and consist of phone intakes, Zoom intakes, or completion of intake packets mailed to the parent/guardian and returned by the student.

Isolation Room

(See page 8 of Dothan City Schools Reopening Plan). The isolation room will be located in Conference Room B at the front of the Main Hall.

Main Office

Plexiglass partitions will be installed in the main office to assist with social distancing from staff, parents, and students who must enter the main office.

Manifestation and Readmit Hearings

All Manifestation and Readmit Hearings will be scheduled and conducted on an individual basis. Hearings may be conducted using phone conferences, Zoom meetings, or mail. Manifestation Hearings will be conducted based on guidance from Exceptional Student Services. Social distance guidelines will be adhered to during all hearings by all individuals if face-to-face hearing are necessary.

Nurse James

Nurse James will be the nurse assigned to PASS. Ms. Weatherington will be the first COVID -19 point of contact for this building. She will contact Nurse James for any COVID-19 related concerns.

Operations and Facilities

(See page 11 and 12 of Dothan City Schools Roadmap Reopening Plan).

Physical Education

P.E. will be conducted outside and students will spread out as weather permits. The gym will be sanitized daily by the teacher. Students will maintain social distancing guidelines and no contact activities will be allowed.

Restroom Breaks

Will be monitored by teachers following a designated restroom schedule.

Sanitizing/Cleaning/Disinfection

(See page 11 and 12 of Dothan City Schools Roadmap to Reopening Plan).

Shared Workspaces/Offices

(See page 11 of Dothan City Schools Roadmap to Reopening Plan). Teachers will be encouraged to use the copy room and teacher's lounge one individual at a time. Teachers will also be encouraged to refrain from gathering in the Main Office and practice social distancing at all times.

Social/Physical Distancing

(See page 9 of Dothan City Schools Roadmap to Reopening Plan).

Social-Emotional Wellbeing of Students and Staff

(See page 10 of Dothan City Schools Roadmap to Reopening Plan). The school counselor will meet with individual students on an as needed basis while maintaining social distancing guidelines.

Student Early Check-Out

A check-out log will be placed outside the building near the front office. Parents/guardians will show the secretary their I.D. through the office glass or front door and complete the check-out log. Students will be called for check-out utilizing the P.A. system and exit through the front door.

Student Late Check-In

A check-in log will be placed outside the building near the front entrance. Parents/guardians may complete check-in information outside. The secretary may utilize the front door speaker to answer any questions a parent may have. A box for any doctors or parent notes will be placed outside the main office. Parents will only be allowed entrance to deliver medication or other essential information/documentation.

Student Masks

Students are not required to wear a mask; however, we do recommend this practice for all students. Social distancing will still be practiced even with the use of gloves and masks. All students will be strongly encouraged to wear a mask or face shield at all times.

Student Movement/Hallways and Transitions

Students will be permitted on campus at 7:30 am. Due to COVID-19 concerns, students will proceed through the metal detectors, but will not be touched by employees. After being checked for items not allowed in the building, students will proceed to their assigned classrooms. Social distancing protocol will be adhered to by students and staff.

Hallways: The hallway will be marked to encourage 6ft social distancing guidelines. Students will enter classes walking down the right side of the hallway and exit classes walking down the left side of the hallway, in single-file lines, at all times.

Transitions: Teachers will transition from class to class. Students will only transition to P.E. and lunch following social distancing guidelines.

Physical guides: Tape or other markings will be used on floors and sidewalks to create one-way routes

Student Phone Usage

Students will not be allowed to use the office phone. The administration will determine if a parent call is necessary and place the call for the student. Students may be required to complete a questionnaire related to the nature of the call before the call will be made. Any emergency call will be made by administration, counselor, or the secretary.

Student Screening and Protocols

(See page 7 of Dothan City Schools Roadmap Reopening Plan).

Suspected COVID-19

(See page 8 of Dothan City Schools Roadmap to Reopening Plan).

Teacher/Staff Screening and Protocols

(See page 7 and 8 of Dothan City Schools roadmap to Reopening Plan). All employees will complete a temperature check and complete a questionnaire upon entry to the facility each day.

Technology and Instruction

(See pages 15-18 of Dothan City Schools Roadmap to Reopening Plan).

Visitor Restrictions

(See page 7 of Dothan City Schools Roadmap to Reopening Plan). Only essential visitors will be allowed in the building. Essential visitors will be required to wear a mask. Visitors who enter the building will be required to receive a temperature check and complete a simple screening questionnaire. Parents will be discouraged from entering the school building unless absolutely unavoidable.

Visual Aids

Visual aids will be placed on entrances, exits, classrooms, bulletin boards, the cafeteria, and hallways to illustrate traffic flow, provide social distancing reminders, and support frequently hand hygiene.

Water Fountains

Students will be allowed to bring water bottles and take teacher scheduled water breaks to decrease the use of water fountains. Water fountains will be disinfected frequently by the custodian.