

Hope Academy COVID-19 Policies and Procedures

Hope Academy of Northwest Arkansas is committed to providing a safe and adaptable learning environment for all students, families, and staff members. The Hope Academy team has outlined and put in place policies and procedures, in response to the COVID-19 outbreak, that uphold the guidelines set forth by the Arkansas Department of Health. These policies and procedures are designed to promote safe and healthy practices to combat a potential COVID-19 outbreak within the school. As the situation with the virus continues to develop, Hope Academy, at the discretion of the leadership team, may change these policies and procedures in order to meet the demands of student, family, and faculty health and safety needs.

Facility Procedures

Before the start of the school year, Hope Academy will have all facilities prepared and in compliance with the CDC and ADH health guidelines. The buildings will be inspected for any safety deficiencies and all areas will be properly sanitized. During the school day regular deep cleaning will be conducted by Hope Academy staff and all areas will be designed to adhere to social distancing recommendations. **A comprehensive list of the CDC guidelines for COVID-19 can be found at:**

<https://www.cdc.gov/coronavirus/2019-ncov/php/building-water-system.html>

The Arkansas department of Health's COVID-19 guidelines can be found at:

<https://www.healthy.arkansas.gov/programs-services/topics/covid-19-guidance-for-educators>

Health Screening Protocol

Parents will be expected to screen their children using current screening guidelines from the Arkansas Department of Health prior to entering any school bus or building. Please reference the screening form at the end of this document.

All visitors, parents, and staff members will also be screened prior to entering any school bus or building.

School Bus Procedures

Before entering the bus, each child will be required to have a mask and will be encouraged to wear it for the duration of the bus route. At each designated pickup point, every child will have their temperature taken. If a child has a fever, parents/legal

guardians will be required to take them back home. Students who have to stay home due to illness will be able to participate in virtual learning.

Bus seating, when possible, will adhere to social distancing guidelines. Students with siblings on the bus will have the option to sit next to them. If social distancing is not a viable option for bus transportation, all individuals within the bus will be asked to wear a mask. Buses will be sanitized each day; once after the AM route and once after the PM route.

Parents have the option to transport their child to Hope Academy if they have safety concerns regarding bus transportation.

Cleaning Protocol

Hope Academy has developed a daily, weekly and monthly cleaning schedule that will be followed throughout the school year. This schedule is available on our website hopeacademywa.org

The following additional measures will be taken from the first day of school:

- Every classroom will be equipped with a spray bottle of virucidal disinfectant, cleaning gloves and a cleaning cloth to be used by the teacher and/or paraprofessional.
- Hand sanitizing stations will be set up throughout the school and students, staff, and visitors will be encouraged to use them often.
- Social distancing measures will be prepared in each classroom and common area (i.e lunchroom seating, student desk spacing).

The following measures will be taken in the event of a positive COVID-19 case:

- Current CDC guidelines for cleaning and disinfecting when someone is sick will be applied.
- ADH will be contacted with details about the level of exposure at the school site and a request for guidance will be made.
- If ADH guidance allows, the CDC recommended wait period before cleaning will be waived, cleaning and disinfection will begin immediately.
- School closure may be necessary for the purpose of cleaning and disinfection.
- The Hope Academy leadership team, in collaboration with guidance from the ADH, will determine if long term school closure is necessary.

Water Fountains

Hope Academy recognizes that hydration and providing safe access to clean water are essential to every child's academic success.

- Hope Academy is equipped with a touchless bottle filler.
- Stand push bar water fountains will remain on but can only be used to fill water bottles.
- Students may bring a water bottle from home and can refill it at:
 - Touchless bottle filler
 - Classroom sink
 - Push bar water fountain
- Hope Academy can provide brand new water bottles to students if needed.
- Teachers and paraprofessionals will be expected to assist students in filling their water bottles in a safe and healthy manner.

Playground Equipment

- Playground equipment will frequently be disinfected with a virucidal spray

Large Group Gatherings

- Professional Development for educators and staff will follow Department of Elementary and Secondary Education guidelines found here:
<https://docs.google.com/document/d/1ja00hXfoAHuAwmwZmZr3U4Hni4ZvXNWq2Xy2ur4zPz0/edit>
- All other large group gatherings will either follow current ADH guidelines, be modified, or cancelled. The guidelines can be found here:
https://www.healthy.arkansas.gov/images/uploads/pdf/directive_Large_Indoor_Venues.pdf
 - Decisions regarding the structure or cancellation of large group gatherings will be decided by the superintendent and the principal. The school board may be consulted when necessary.

Building Visitors

Persons must be prohibited from entering the school except:

1. School or district staff
2. Students enrolled at the school
3. Parents/legal guardians
4. Professionals providing necessary services to children.

All visitors will have their temperature taken and asked to wear a protective face mask.

Building-Specific Operations

- Modifications for Physical Distancing
 - Classroom furniture will be arranged to maximize distance between student seating.
 - Whenever possible, Hope Academy will repurpose unused space or modify existing spaces for maximum distancing.
- Hallway Traffic
 - Class dismissals and transitions will be staggered to prevent overcrowded hallways. Students will be encouraged to stand at appropriate distances from others while walking down hallways.
- Bathroom Breaks
 - Outside of emergencies, students will follow a strict bathroom break schedule that minimizes the amount of students using the restrooms at any given time.
 - Restrooms will be disinfected and cleaned regularly.
- Drop-off/Pickup
 - Parents will be asked to remain outside for drop off and pick up except under extenuating circumstances, such as an ill or injured child.

Date: _____

Visitor Screening Tool

Visitor's Name: _____

Student being visited: _____

Please let us know if you have had any of the following:

Fever of 100.4°F within the last 14 days

- Yes
- No

Cough/Shortness of Breath

- Yes
- No

Pneumonia/flu - recent

- Yes
- No

Have you traveled out of the country in the last 14 days to a level 2 or 3 county as determined by the Centers for Disease Control and Prevention. A list of countries can be found at:

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/after-travel-precautions.html>

- Yes
- No

Have you had contact with anyone who has lab confirmed Novel Coronavirus within 14 days of symptom onset?

- Yes
- No

Please do not write below this line. Official Use Only.

Temperature: _____

Staff signature: _____

Date: _____

Staff Screening Tool

Staff member's name Name: _____

Please let us know if you have had any of the following:

Fever of 100.4°F within the last 14 days

- Yes
- No

Cough/Shortness of Breath

- Yes
- No

Pneumonia/flu - recent

- Yes
- No

Have you traveled out of the country in the last 14 days to a level 2 or 3 country as determined by the Centers for Disease Control and Prevention. A list of countries can be found at:

<https://www.cdc.gov/coronavirus/2019-ncov/travelers/after-travel-precautions.html>

- Yes
- No

Have you had contact with anyone who has lab confirmed Novel Coronavirus within 14 days of symptom onset?

- Yes
- No

Please do not write below this line. Official Use Only.

Temperature: _____

Staff signature: _____

Hope Academy Family,

As we prepare to open our doors to the community of Northwest Arkansas, Hope Academy is developing policies and procedures that will address the COVID-19 pandemic. We plan to open our doors for in person learning, but we ask parents and students to be prepared for the possibility of virtual--at home--learning. Our facility and student population is quite small, which makes following the CDC and Arkansas Department of Health guidelines a much more manageable task. We are committed to providing a safe and adaptable learning environment for all students, family members, and faculty. Hope Academy's detailed COVID-19 policies and procedures will be sent out to all family members and faculty later this month and will also be posted online at hopeacademyinwa.org.

At the beginning of the school year Hope Academy will offer families two different methods for academic instruction; blended learning and virtual learning. Blended learning includes at-school instruction that can be modified to virtual learning if the ADH/CDC guidelines change or if a parent/legal guardian decides to pull their child out of in-school learning for their health and safety. Hope Academy is prepared to offer all students virtual learning if the state so requires. For the present moment, all students are eligible for in-school, blended learning.

Virtual learning is strictly an in-home instructional method conducted through student assigned chromebooks and other instructional materials. This option is designed for families that may have at-risk individuals living at home or feel more comfortable keeping their children in an environment that lowers their potential possibility of exposure.

At any time parents/legal guardians can change which method of instruction they wish for their child/children to receive. Rest assured, Hope Academy is committed to making the 2020-2021 school year as beneficial and enriching as possible for all students and their families, while making sure that the health and safety of everyone is top priority.

If you have any questions regarding Hope Academy's COVID-19 policies and procedures please feel free to call us at (479) 326-7268 or email jgibbs@hopeacademyinwa.org. Thank you for your cooperation, we look forward to serving you and your family.

Sincerely,

The Hope Academy team

Hope Academy
Consent Form



Instructional Method

Please read the above letter before completing this form.

Please check one of the following

- I would like for my child/children to receive “blended learning” which involves an in-school academic experience.

- I DO NOT** want my child/children to receive “blended learning” which involves an in-school academic experience. I would like for my child to receive “virtual learning” that will be conducted in the home.

Please note, at any time you can change the method of instruction for your child/children. If state policy changes please be prepared for the possibility of all students participating in virtual--in home--learning. **Please complete and return this form by Friday, July 10th.**

Name of child/children

Parent/legal guardian name (Print)

Parent/legal guardian signature

(Date)