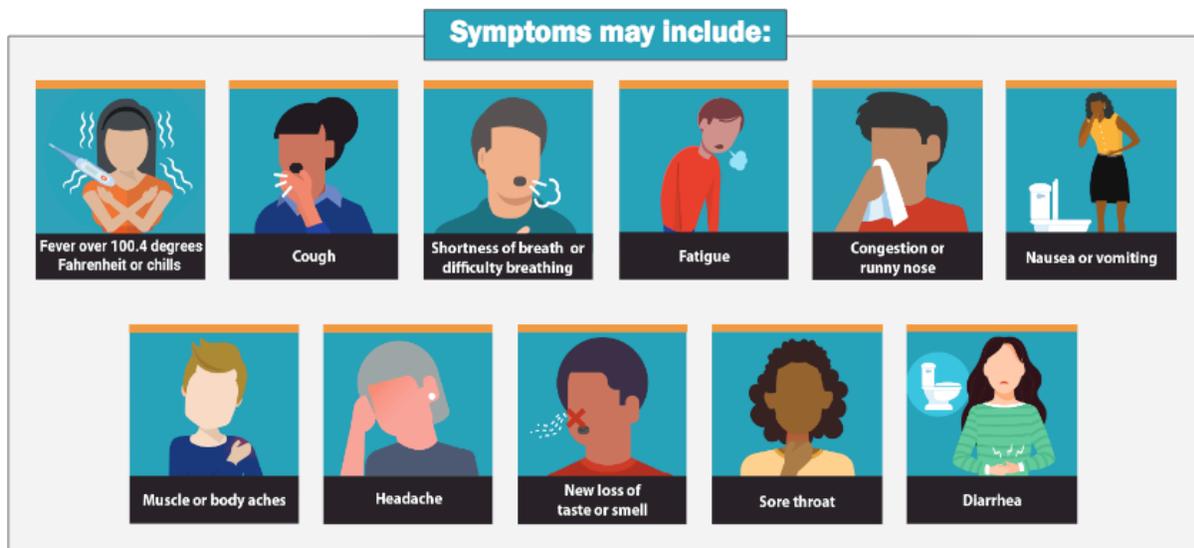


Procedures for Evangel Academy 2020-21

We will revisit our plans and procedures daily and make changes as deemed necessary for the health and safety of our students, staff and academy families.

1. Daily Self-Monitoring

- a. Students and staff should self-monitor symptoms and temperature in the morning **BEFORE** arriving at school. If a student or staff member is experiencing symptoms, please **STAY** home and report by phone call or text to a school staff member!!



We will be taking temperatures of all STAFF & STUDENTS upon arrival and at lunch time

- b. Any student or staff member having a temperature 100.3 or above will not be permitted to attend school.



2. Cleaning and Sanitizing:

- a) Classrooms will be cleaned after lunch and before students are dismissed at the end of the day. Students and staff will clean their office areas and materials like pencils, scissors, etc. Common areas will be cleaned by each staff or user (testing or scoring tables).
- b) The Main Office area will be cleaned before school, midday and at the end of each day. The Main Office copier will only be accessible to staff members.
- c) Lunchroom assigned seats at the tables will be cleaned by each student after each use at lunch and break time.
- d) We are suggesting that we CANCEL HOT LUNCHESES that are prepared at school until we deem it appropriate to continue. This would eliminate another area of cleaning and sanitizing. We could still have 'Take Out days'.
- e) Shack Shop will be cleaned after each class use.
- f) Classroom & outside doors will be cleaned before school and throughout the day.
- g) Recess procedures will be re-evaluted since we need to "limit student access to certain pieces of playground equipment and restrict activities that are 'high touch' and difficult to clean or maintain social distancing." We need to discuss the use of our playground equipment because of the necessity to sanitize the equipment multiple times a day.
- h) Students must sanitize or wash their hands after recess.
- i) Due to the extreme need for constant cleaning, it will be necessary to include cleaning and personal hygiene supplies in our supply list this school year. Please know that all supplies will be used by your student only! Those school supplies, cleaning supplies, personal hygiene items, etc. supplies WILL NOT be shared with others!
- j) Please check the supply list for your students.

3. Classroom arrangement:

- a) Based on projected enrollment, Omega will use the entirety of the Omega classroom. The Delta would use the former Math/Science room. Alpha would stay in the current room. This would allow us to accommodate our enrollment.
- b) Classrooms will be set up to utilize the large room size. We will give each student an office made up of the entire desk which as designed for three students. We will keep the sides up at the end of the desk. Students will use their flags to signal their need for help. This will include all 3 classes.
- c) Students will be able to remove their masks while seated in their offices. Anytime a student gets up from their office, they will wear their mask (grades 3 and up according to the state and county guidelines.) There will be exceptions based on student health needs on an individual basis.
- d) Restroom visits will be held to only 1 person at a time while wearing their masks.
- e) To handle small group instruction:
 - a. Plexiglass shields will be used where applicable to provide separation in different locations within the school.
 - b. Computer class will consist of small groups separated by barriers to provide the appropriate distancing.
 - c. Video monitors will be used to assist in the instruction small groups
- f) Staff members will wear masks or face shields while in their classrooms, hallways, lunchroom, etc. Face shields will help to protect staff and students as well as provide better communication with students.
- g) We will emphasize social distancing, etc. that we are currently doing for our church services.

