

In preparation of the 2020 2021 academic year a number of changes and adaptations will need to be implemented for Choice Services LLC and Choice Academies Inc. to REOPEN OUR CAMPUS.

CHOICE
ACADEMIES
INC



The Campus

Signs reminding of proper handwashing procedures will be posted in all bathrooms

Signs reminding the proper way to sneeze or cough into a Kleenex and then proceed to wash hands with soap and water.

Hand sanitizer at each office and lobby desk

Routine schedule of facilities workers cleaning and disinfecting bathrooms in both buildings

Additional attention with disinfecting of lunch tables

Change out air filters from a level 8 to a level 13 Hepa air filters in both buildings

All staff will wear face masks except when necessary for teaching instruction to visually view teacher's mouths or when consuming food or drinks.

Plexi-glass will be installed at all three reception desks

All visitors will be limited to the lobby of the school unless an appointment has been made or parents are picking up sick children in designated areas.

Facilities workers will be wiping down and disinfecting areas that are frequently used/touched including door handles, sinks, tables in the MPR's

Classrooms will continue to have cleaning wipes and hand sanitizer. Students will be encouraged to carry sanitizer if preferred.

Students (6 years and older) will be required to wear face masks while in school unless they are eating, drinking or reciting within their classroom cohorts.

Lunch will be served in the MPR's. Side salad will be added to the student's plate instead of the actual salad bar

School bus service will be provided for both schools. Waivers will be signed by each family who choose to use the bus services.

Bus drivers will wear masks and maintain social distance between them and the students.

Students must wear their masks while on the bus.

Students who appear to be ill will be not be permitted on the bus, they will be left with their parent. The school will be notified.

Busses will be wiped down with cleaner and disinfectant prior to students beginning to board the bus.

No field trips will be scheduled during the first quarter of the year

Distance learning will take place with the Microsoft Teams platform.

Based on anticipated grant funding, a number of Chromebooks will be purchased for those students in need of the device to complete their distance learning.

Students who exhibit possible signs of COVID-19 will notify the nurse's office. The student will then be transported to the designated room to be examined by the health aide for a temperature check. Parents will be notified to pick up or arrange for pick up of the student.

Once student is picked up the area will be cleaned and disinfected.

Upon report by parents to the school of a child's positive test for COVID-19, a notice will be sent home to the students in their classroom/cohort. Similar to the notice that is sent home for Strep throat, head lice etc.

Parents will decide whether to quarantine their child due to possible exposure and continue with distance learning for two weeks or continue with in-person learning free of symptoms.



Adams Traditional Beginnings

Summer camp will continue to offer care for families at the summer camp price ending Friday, August 7th.

Preschool classes will begin on Monday, August 10th, three days later than the original start date of August 5th.

Parents will be required to sign a waiver before students begin the preschool program acknowledging the possible exposure to illness while their students attends the program.

Six classes will begin with a maximum of twelve students in each class. class sizes are small enough for teacher to manage without an aide assigned to each class.

Three classes are full day classes from 8:15-3:15pm

Three classes are half days morning only from 8:15-11:15am

Hand washing and toileting practices will be scheduled and in order to schedule facilities to assist in maintaining the cleaning and disinfecting

Play on the playgrounds will be with teacher cohorts using both play areas to control the combining of classes/cohorts together.

Parents will not walk students to classrooms, students will be escorted to their teacher/classroom by staff to reduce movement of non staff within the classroom areas.

Students who show signs of illness will be separated from peers, parents will be called to pick them up. The area will then be cleaned and sanitized.

A notice will go home to peers if possible exposure is suspected in the classroom. Parents will decide whether they choose to quarantine their child for two weeks or to have them continue as long as they do not present with symptoms.



Adams Traditional Academy

Hand washing schedules have been developed for each cohort of classes.

Classes will remain in their cohort for the entire day.

Students will follow a rainy day schedule during morning drop off upon returning to in person classes. Children will go directly to their classes in the morning, not congregate on the playground.

Lunch will be served in the MPR's by food service staff. Classes/tables will be spread out to maintain class cohorts. Students will dismiss for recess and remain in an assigned recess area.

Recesses mandated by the state will continue to be practiced at assigned times with their specific cohorts.

Specials teachers (Physical Education, Music, Technology and Art) will teach within the student's classroom cohort for the first quarter. Students will use art supplies predominately found in their desks. Music, technology and physical education will be teaching fundamentals of music and health. No singing or instruments will be played in group settings for the first quarter.

Technology will have covers placed over keyboards to allow for quicker disinfecting between classes.

Students will not share communal pens, pencils crayons etc.

No Fall sports will be offered for the first quarter.

No after school clubs will be offered for the first quarter

Eagles Nest (after care) will be offered but limited. Students will be in cohorts and will remain in their cohort for the period of time.

Other services required for students that cannot be provided online will be made available through scheduling with family and designated staff during the school day.



ATA Distance Learning

Classes will be created by the number of students choosing distance learning for the quarter.

Teachers in the distance learning will be expected to teach in their classroom on the campus, and not in their homes.

Teachers in grades kindergarten through 4th will be assigned to distance learning provided online instruction with the required hours for the appropriate grade levels. State standards will be taught during the quarter.

Live class time will be required for each class to provide live instruction with students and their distance learning teacher. Expectations and necessary materials will be emailed to families prior to the beginning of class

Textbooks that are required will be arranged to be picked up and signed out for the quarter

Once students return to in-person instruction, they may be assigned to another grade level teacher based on class sizes.

Teachers in grades 5 through 8 will follow a schedule similar to the in-person classes. The classes will be recorded. Students will remain in their homeroom classes, teachers will rotate between their classrooms. Students will attend their classes as scheduled and be present live with their teacher and peers.

Email, phone and chats will be utilized to communicate students and teachers.



Jefferson Preparatory

Class sizes are small enough to allow for social distancing in each room with desks or tables

Computer labs will have covers on keyboards to allow faster spraying and disinfecting of the keyboards

Wipes, bleach water in spray bottles will be in each classroom. Hand sanitizer will be located on the desk of each instructor.

Lab and art materials that can be not shared but purchased for each individual will be done. Other materials and instruments that must be shared will be cleaned/disinfected between classes

Music will be "music appreciation" for the first quarter to limit singing or playing of wind instruments within the class

P.E. will be a combination of health classes and activities that allow for social distancing amongst students.

Cross Country and Volleyball is planned to be offered for the fall. A sports waiver will be required of all participants prior to the start of the season.

No field trips will be planned for the first quarter



JP Distance Learning:

Classes will be recorded daily. Instructors will provide instruction to students in-person as well as those online at the same time. Recordings will be kept for each class sessions.

Students will maintain their class schedules with teachers as if they are in-person.

Emails, live chats will help facilitate the instruction between the teacher and their students.

Assignments will be modified as needed for the distance learner. Work to be submitted will be discussed within each class when reviewing the syllabus.

Textbooks will be scheduled to be picked up by families prior to the beginning of classes. Textbooks will be signed out for each student.

Attendance will be maintained for both in-person and distance learning students.

Services needed by students that cannot be offered online will be scheduled for the main campus.

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Employees

All will have their temperature taken upon arrival to the campus before reporting to work.

SmartPass Management platform is being used to take temperatures of all staff and visitors upon entering the buildings.

Anyone exhibiting a temperature will be set aside for five minutes and temperature retaken. If the temperature is 100.4 or higher they will be sent home. Their supervisor will be notified.

All are required to wear a mask covering while at work. Any exception to this will be discussed with HR only. Employees provide their own masks.

Gloves will be provided for all in-person teaching classrooms

Teachers and staff offering services or instruction that require a verbal and mouth visual will be permitted to remove their masks only to provide such services or instruction.

All staff with computers have webcams for virtual meetings. When sensible, meetings will be conducted through Microsoft Teams among staff members and not in person.

Staff rooms, common areas and restrooms will be on a cleaning schedule to be attended to by facilities daily.

Electrostatic sprayer will be used by facilities to disinfect the building throughout the day. Classrooms, balls for recess, bathrooms and other surfaces will be sprayed daily in addition to the scheduled cleaning.

Staff who exhibit symptoms related to COVID-19 are advised to remain home, contact HR and schedule to be tested. Once results have been made

available, contact HR to ensure compensation is made for employees while they are out. Remain in contact with HR while absent from work.

Supervisors will be notified that employee is out but not the exact nature for their absence.

Depending upon who the staff member, a notice will be given to employees who have been possibly exposed will be notified.

Teachers who suspect or test positive for COVID-19, their class will be notified of possible exposure. A substitute will be called to assume the class until the teacher's return.

The office space or classroom will need to be cleaned and disinfected without additional occupancy for at least 24 hours. The class will need to be relocated to another room temporarily for the next day.

Staff who are able to continue to do their work remotely will be permitted to do so as they are able.

With little understanding of COVID-19 and how it affects others differently, accommodations may need to be given to staff who continue to experience side effects of the virus beyond the 14 days.