



# Covid-19 Operation Plan

Members of our administration and teaching staffs have developed the following plan for school operations for the 2020-21 school year. All indications suggest that we will be dealing with COVID-19 and its impact for quite some time. Consequently, we must remain flexible in our response to the situation. It goes without saying that we will remain alert to updates and guidelines from responsible agencies such as the Centers for Disease Control and Prevention, the World Health Organization, the Georgia Independent Schools Association, the State of Georgia, and local boards of health.

Our excellent student-to-teacher ratio (5-to-1) and multiple programs enable us to provide our students with a safe, comfortable, and productive learning environment, whether in person or online. In all our programs, we strive to address the needs of the individual student. Our classroom size, curriculum, and excellent staff enable us to pivot quickly to meet the changing circumstances and guidelines that may materialize throughout the year.

## **In-person Learning for Fall 2020**

As matters currently stand, Eaton Academy is open for in-person learning for the 2020-21 school year. To offer the greatest level of health, hygiene, and protection, these steps will be followed:

### **1. At Home**

- Parents are expected to closely monitor the health of their children. Individuals who are not feeling well or who are running a temperature need to stay home.
- Similarly, teachers will conduct self-health checks and stay home if appropriate.

### **2. Upon Arrival at School**

- There can be no “drop-off” of students. We do not want to create a situation in which students are milling around in front of school prior to the start of the day. Students must remain in their cars until the school is open.
- Once the school doors have been opened, students must line up using designated, socially-distanced spots to have their temperatures taken by staff members with instant read thermometers. Students who show an above normal temperature (currently 100+) will be sent back to their cars and will need to go home. Parents should not leave until they see their child enter the school.
- Students are required to wear masks (staff, too).

### **3. In School**

- Students will proceed directly to their first period classes. Loitering in the halls or at lockers will not be allowed. Every effort will be made to promote social distancing. When social distancing cannot be maintained, everyone will be wearing face masks.
- Individual teachers with specific health concerns may require students to wear masks during their classes even when socially distant.
- After students have settled into their seats, teachers will give them hand sanitizer to clean their hands.
- There will be no sharing of materials.
- In class, students will sit in a socially-distant arrangement.

- Students will be individually dismissed from class, and teachers will sanitize desks before the next class starts.
  - At the end of the day, students will remain in their last period class and be dismissed when parents arrive.
- 4. Use of Common Areas and Lunch**
- To avoid points of congregation, students will not be permitted to use school refrigerators, water coolers, and microwaves.
  - Individuals will need to bring insulated lunch boxes and personal water bottles to school. Families are welcome to sign-up for the school's lunch program, which will offer contact-less delivery to students.
- 5. Throughout the School Day**
- Students and staff will employ appropriate health and hygiene protocols such as frequent hand washing, covering their mouths with their arms/elbows when sneezing or coughing, and using masks/face shields as appropriate.
  - Students who become ill and/or develop a temperature during the day will be sent home immediately.
  - Bathrooms and common areas will be sanitized throughout the day.
  - A thorough wipe-down of all desks and tables will occur after school daily.
- 6. Enrichment Activities**
- After school activities that can maintain health protocols and social distancing will be offered.

### **Responses to New Circumstances with COVID-19**

1. If directives from the state require the resumption of online learning, Eaton Academy is well-positioned to make that adjustment and pivot back to our highly successful virtual learning environment. Teachers' syllabi will have the flexibility to switch to the face-to-face online approach whenever the need arises.
2. If a confirmed case of the coronavirus arises within our school community, we will follow a detailed process which may include some or all of the following:
  - Notifying families of the presence of the confirmed case of COVID-19
  - Dismissing students and staff for a specific length of time
  - Transitioning to the online platform for an appropriate period
  - Contacting local health officials for specific guidance
  - Carrying out a thorough cleaning of all impacted areas of the school
3. If a student or someone in a student's household tests positive for the virus, the family will need to:
  - Notify the school
  - Keep the student home in a self-quarantine situation for two weeks
  - Submit a negative COVID-19 test result before having the student return to school

It is our sincere hope that by adhering to this plan, and with the support of our families, we will be able to provide our students with the high quality, in-person education we have offered for more than 25 years. A true "it-takes-a-village" approach to addressing the circumstances of COVID-19 hopefully can bring a return to the normal, everyday world we knew pre-virus. Let's work together to get there!