



Southeastern Academy's Safe Reopening Plan

This SeA (Southeastern Academy Charter) Safe Reopening Plan outlines how we will safely operate school during the upcoming 2020-2021 school year. The SeA Safe Reopening Plan provides SeA families with many details regarding health and safety, social and emotional concerns, how SeA will implement blended learning and virtual learning, as well as information about transportation and more.

Since the health, safety and well-being of our students and staff is our primary concern, our Health and Safety Protocols and social-emotional support appear first in this document, followed by our approach for implementing the plans.

If, after reading this plan, you have any unanswered questions, please check our SeA FAQs.

Safe School Reopening

Table of Contents

Health & Safety Protocols

- Proactive Measures to Prevent a Case of COVID-19.....pg 3
- SeA and Parent Actions in the Event of a COVID-19 Case.....pg 5

Student, Family and Staff Support.....pg 7

Blended Learning Plan.....pg 8

Remote Learning Plan.....pg10

Additional Information.....pg 11

- Transportation
- Volunteering

If, after reading this plan, you have any unanswered questions, please check our [SeA FAQs](#).

Health & Safety Protocols

SeA has developed health and safety protocols to support a safe and healthy school environment for the upcoming school year using guidelines set by government officials. The ability to open our school and keep it open will rely on SeA family effort to support and adhere to each. We recognize that these protocols will not always be convenient for our students, staff, and/or parents. These protocols will greatly reduce risk to our community stakeholders, but no protocols can completely eliminate risk. We must all work together to do our very best in keeping each other safe while supporting student learning to the best of our ability during this uncharted course.

Proactive Measures to Prevent a Case of COVID-19

Masks & Face Coverings

- All staff and students will wear masks/face coverings while at school with opportunities to remove them for different activities such as while eating lunch, at recess or PE, or for short learning activities that require teachers and students to see lips to help learn (as long as social distancing is possible).
- Consideration is given for our youngest students as they may struggle with extended use, but mask use has to be followed as much as reasonably possible, especially in transition times or in distances less than 6 ft.
- Please note, that in accordance with the governor's guidelines, face shields are not a substitute for masks.

Social Distancing (at least 6 feet between people)

- Provide social distancing markers on floor and seating to remind everyone of social distancing and help monitor that it takes place.
- Teachers will choose physical education activities that limit the use of shared equipment, and any close contact between students during those activities will be limited and brief.
- Students will be assigned a desk and there will be 6 feet between each student in the classroom.
- Students will go directly to their assigned classroom when entering the building each day.
- Students will go directly to their car or the bus when they leave each afternoon, while maintaining social distancing.

Daily Health Screening

- SeA will conduct a health screening of any person entering the school building, including students, staff, family members and any other essential visitors.
- Screenings include temperature checks using a touchless thermometer, as well as screening questions provided by the state.

**Fever is determined by a measured temperature of 100.4 *F

- Screenings will occur at the school before the student gets out of the car. It will occur on the bus, before the students enter the bus. Parents must stay at the bus stop with their child until they get screened.
- Staff, parents, and students are expected to truthfully report symptoms and/or exposure to an individual who is positive for the virus.
- Students and staff should stay home if they have tested positive for, or are showing COVID-19 symptoms, until they meet [requirements](#) for return. Please see the [Reference Guide for Suspected, Presumptive, or Confirmed Cases of COVID-19 \(K-12\)](#)
- If a teacher has to stay home for any reason, a substitute will be provided and will follow the teacher's lesson plans. If a teacher is able, they will provide instruction via Zoom while at home. A monitor will be placed in the classroom for supervision.

Cleaning & Sanitation Practices

- The staff will teach/reinforce healthy hygiene habits, including handwashing with soap and water for at least 20 seconds and safe use of hand sanitizer with at least 60% alcohol content. We ask that you create a similar and common practice at home.
- Incorporate frequent handwashing and sanitation breaks into classroom activity, including before and after bathroom breaks, lunch, and recess.
- SeA will provide adequate supplies to support healthy hygiene behaviors (e.g., soap, hand sanitizer, paper towels and toilet paper).
- Water bottles should be brought from home to ensure no contamination from the water fountains.
- COVID-19 safety training will be provided for staff and students.

Clean & Safe Facilities

SeA will:

- Clean each classroom throughout the day, when students are out of the room.
- Operate an electrostatic fogging machine that will sanitize classroom surfaces, the air in the classroom and the individual classroom HVAC systems each evening and during the day as occupancy allows. Classrooms must be empty for 15 minutes to use the machine.
- Establish a regular schedule for performing ongoing and routine environmental cleaning and disinfection of high-touch areas (e.g., door handles, rails, faucet handles, toilet handles, light switches, desks, tables, chairs and service tables, carts, and desks) with an EPA approved disinfectant for COVID-19.

Practices & Habits in the Classroom

SeA will:

- Limit student sharing of personal items and supplies such as writing utensils, glue, crayons, paper, etc.
- Limit student use of classroom materials to small groups and disinfect between uses or provide adequate supplies to assign to students.
- Keep students' personal items separate and individually labeled containers.

- Remove soft surface items such as rugs, cloth beanbags, stuffed animals, etc. which are harder to sanitize.

Health Personnel

SeA does not employ a school nurse. All school staff who provide direct staff/student care and assessment are required to wear appropriate Personal Protective Equipment (PPE) and perform hand hygiene after removing PPE.

SeA and Parent Actions in the Event of a COVID-19 Case

*All protocols followed are from the North Carolina Department of Health and Human Services Guidelines. Please reference these [guidelines](#) if you have any questions about the procedures that we are using. We are attaching the guide with this document.

Handling a Case of COVID-19 at SeA

- If a student is suspected/presumed positive, whether during the daily screening process or throughout the course of the school day, they will be transported to a safe, supervised, and private area where they will be monitored until a parent can pick them up.

Communication:

- If a positive case of COVID-19 is found, Southeastern Academy and Robeson County Health Department will notify families of the exposure due to having close contact with the infected person. "Close Contact" is defined as being less than 6 feet apart for more than a 15 minute period. Students and staff who have been exposed will need to quarantine for 14 days. People who have been exposed may opt to be tested for COVID-19, but are not required to do so. The 14 day quarantine will still be in effect even if a negative test is presented.
- SeA will also notify families of those students who were in the same classroom as the infected person, but were not exposed as defined by the NCDHHS. These students will not need to quarantine; the notice is for informational purposes only. The infected person's privacy will be upheld according to HIPPA Laws. Please understand that it is against the law for the school to share any information about the infected person.
- Through a [link](#) at the end of the SeA Reopening FAQs, SeA will keep record of any positive cases at the school. Only the date of the positive case will be reported.

Handling a Case of COVID-19 outside of SeA

- If your child has had an exposure, is exhibiting symptoms or has been diagnosed with COVID-19 outside of school, we ask that you contact the following people:
**Kristen Stone, school administrator via email kstone@southeasternacademy.org

Safely Returning to School:

- If a student or staff member exhibited COVID-like symptoms (fever, chills, new cough), but had a negative COVID-19 test, they can return to school once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours.
- If a student or staff member has been diagnosed with COVID-19, but does not have symptoms, they must remain out of school until 10 days have passed since the date of their first positive COVID-19 diagnostic test, assuming they have not subsequently developed symptoms since their positive test.
- If a student/staff member has been diagnosed with COVID-19 by a medical professional based on a test or their symptoms, OR does not get a COVID-19 test but has had COVID-19 symptoms, they should not be at school and should stay home until they (or a family member if younger child) can answer YES to the following three questions:
 1. Has it been at least 10 days since the child first had symptoms?
 2. Has it been at least 3 days since the child had a fever (without using fever-reducing medicine)?
 3. Has it been at least 3 days since the child's symptoms have improved, including cough and shortness of breath?
- If a student/staff member has been diagnosed with COVID-19 or has been presumed positive by a medical professional due to symptoms, they are not required to have documentation of a negative test in order to return to school.
- If a student/employee has been determined to have been in close contact with someone diagnosed with COVID-19, they must remain out of school for 14 days since the last date of exposure unless they test positive, in which case, exclusion criteria above would apply. They must complete the full 14 days of quarantine, even if they have tested negative.
- If a student is unable to attend in-person school due to illness or exposure, SeA will provide remote learning.

If after reading this plan, you have any unanswered questions, please check our SeA Reopening FAQs or the [Reference Guide](#) provided by the state.

Student, Family and Staff Support

While COVID-19 is an infectious virus with potential implications to one's physical well-being, we also understand that it has potential implications from a social and emotional standpoint. Our teachers and staff will offer as much emotional support as we can. This still may not be enough. If you have a greater concern than we can provide support, our community has access to Eastpointe.

Eastpointe offers Behavioral Healthcare for the Citizens of Bladen, Duplin, Edgecombe, Greene, Lenoir, Robeson, Sampson, Scotland, Wayne and Wilson Counties.

Here are links to their brochure and website:

<https://mco.eastpointe.net/DocumentBrowser/Media-Library/EastpointeBrochure-English.pdf>

<https://www.eastpointe.net/>

Blended Learning Plan

At School Learning on Assigned Week

- All health and safety protocols followed, as outlined beginning on page 3 of this document.
- To limit the density of the school population to 50%, an altered schedule is implemented with students separated into Week A and Week B students. See [Calendar](#) for scheduled days. Your child will get their week assignment in the near future.
- SeA will keep families together for their assigned weeks, but cannot make promises when it comes to carpool.
- Wearing a cloth face covering is required for all students K-8, and for all teachers and school staff, unless a stated exception applies, or the individual is eating, drinking, or strenuously exercising. There will be time throughout the day when students, teachers, and staff can take breaks from wearing cloth face coverings and in settings where risk for transmission is lower (e.g., outside and all people are consistently 6 ft. apart).
- Social Distancing (6 feet between people) required in all areas of the school, including all “common areas” (hallways, reception areas, cafeteria, restrooms, etc.) and classrooms.
- No large group assemblies.
- Students in grades K-8 will stay within their same homeroom to limit exposure with other groups of students. Teachers will move classrooms to teach their subjects.
- Teachers will wear a shield when teaching phonics in the lower grades. Otherwise teachers will be wearing a cloth mask.
- Students will bring their own water bottles as water fountains will be closed.
- Lunches eaten in the classroom (No masks worn during this time).
- Recess will only have one class at a time. Teachers will ensure students maintain social distancing while having organized play. (No masks worn during this time.)
- You may choose to switch to Remote Learning Only at any point during the school year, however, you cannot choose to go back and forth throughout the year. For example, if “Suzie” wakes up and doesn’t feel like coming to school for any reason other than being sick, she can NOT decide to stay home and do remote to count being present. This will cause too much chaos for our teachers who are already doing double duty.
- Volunteering limited to only essential needs, following all Health & Safety Protocols.
- Classrooms will be cleaned throughout the day. A thorough cleaning will be done each day after school.
- Social Distancing will be practiced during carpool in the morning and the afternoon. Students will be called to come out for their car when the car arrives. In the morning, students will go directly to their assigned classroom.

Remote Learning on Assigned Week

- Students will be expected to sign in to either SeeSaw (K-2) or Google Classroom (3-8) by 8:05 each morning. They will view the classroom live via Zoom.
- On bathroom breaks, lunch, and recess in the classroom, the students working remotely will have a break. The teacher will prompt the child as to what time they are expected to be back online.
- Every classroom teacher will have a Bluetooth microphone device so that students working remotely can hear clearly and have 2-way communication with the teacher.
- The teacher will let the students know when assignments are due. If the assignment is due by the end of the day, that means due by midnight of the same day.
- If your child is sick, and unable to work, the Zoom classes will be recorded for your convenience. There will still be an assigned time for those students to turn in late assignments.
- We will have a [Help Ticket](#) to fill out if you have technology problems at home. This [ticket](#) will be answered as soon as possible.

****If your question has not been answered please fill out this [form](#)**

Remote ONLY Learning Plan

- Remote learning occurs Monday through Friday. Remote Learning ONLY students will check in on Monday, August 10 by 8:05 a.m. via SeeSaw for K-2 students and Google Classrooms for 3-8 students. The student will not report on Tuesday, August 11 and will report again on Wednesday, August 12 through the remainder of the year. Teachers will be sending you more information in the weeks to come. There are also tutoring videos available on our [website](#).
- On bathroom breaks, lunch, and recess in the classroom, the students working remotely will have a break. The teacher will prompt the child as to what time they are expected to be back online.
- Every classroom teacher will have a Bluetooth microphone device so that students working remotely can hear clearly and have 2-way communication with the teacher.
- The teacher will let the students know when assignments are due. If the assignment is due by the end of the day, that means due by midnight of the same day.
- If your child is sick, and unable to work, the Zoom classes will be recorded for your convenience. There will still be an assigned time for those students to turn in late assignments.
- We will have a [Help Ticket](#) to fill out if you have technology problems at home. This [ticket](#) will be answered as soon as possible.
- If you decide you want to go to blended learning at some point during the year, you may NOT choose to return to school. The reason for this is due to the amount of students we have to have in the classroom for blended learning. If the governor decides students may come back under Plan A with minimal social distancing, then you may choose to bring your child back to school.
- Remote Learners will NOT lose your seat in the classroom at any time. Once you are a student at SeA, you will remain a student, regardless of which plan you chose.
- For students with an IEP, service delivery time will be provided by the EC classroom teacher and/or assistant. All accommodations will be made during the year for students with an IEP and a 504.

Bus Transportation

- Buses will run. Students assigned to the bus last year will be on the bus again this year. The siblings of the students are automatically put on the bus.
- After the year has started, we will see if there is any available space and conduct a lottery for those needing bus transportation.
- The bus will be cleaned every morning and afternoon, after the students get off of the bus. The students' temperature will be taken before the student is allowed to get on the bus. Parents must accompany their child to the bus in the mornings to make sure their child does not have a temperature.
- Cloth masks must be worn on the bus.
- Students on the bus will be socially distanced. Siblings will be seated together as much as possible.

Volunteering/Visiting School

- Visitors and volunteers will be restricted from coming to campus to prevent any outside exposure of the virus.
- If a visitor's presence is essential, SeA will follow all Health and Safety protocol before entering the school (screening) and while in the building (masks, social distancing).
- Student safe sign in/sign out procedures:
 - Ring the bell at the door. Only two people will be allowed in the building at one time with social distancing strictly enforced.
 - The receptionist will sign your child in and out. You will need to present your photo ID but please do not exchange any personal items with the receptionist.
 - Parents will then wait outside of the door for their child to join them.