

# Success Unlimited Academy



## RETURN TO CAMPUS INFORMATION

Success Start Smart - COVID-19 Ready

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# **SUCCESS UNLIMITED ACADEMY**

## **Return to Campus Information**

### **Success Start Smart - COVID-19 Ready**

*Our reopening plan will continue to be refined throughout the next several weeks as more information becomes available.*

*We will provide updates as needed and will share updated information with families.*

#### **Goals of Success Unlimited Academy**

##### **Stakeholder Input**

##### **Success Smart Start**

##### **Risk Reduction Strategies**

###### **Healthy Classrooms**

###### **Healthy Buildings**

###### **Healthy Policies**

###### **Healthy Schedules**

###### **Healthy Activities**

##### **How You Can Help**

##### **Assumptions and Commitments**

##### **Who to Contact?**

## **Goals of Success Unlimited Academy**

We believe in having students in school as much as possible, and that we are therefore working toward the goal of reopening campus.

SUA has three intentions behind opening school:

- Being back together as a community.
- Keeping students, faculty, and staff safe.
- Optimizing our learning environment to deliver our curriculum.

## **Stakeholder Input**

- **Task Force** - Faculty, staff, board members, parents, and medical experts using CDC/ADPH recommendation to create a framework for school re-opening.
- **Surveys** - Parent and teacher surveys to gain input for school reopening and reflect on best practices in varying instructional scenarios.
- **Data Review** - Administrators reviewed data collected from task force input and surveys to develop a draft of protocols and continue to revise based on updated information.

## **Success Start Smart**

We will provide all students with a “Success Start Smart” training on the first day of school. We will train students in procedures and expectations that are designed to promote health and safety on campus.

Training topics include:

- Arrival and dismissal procedures
- Traffic flow through the buildings

- Materials use
- Snack routines
- Recess and outdoor break protocols
- Healthy hygiene practices
- Signage

## **Risk Reduction Strategies**

### **Healthy Classrooms**

- Classroom arrangements
- Physical Distancing
- Masks/Facial Coverings

### **Healthy Buildings**

- Building Health
- Cleaning

### **Healthy Policies**

- Attendance
- Online Learning
- Infrastructure
- Professional Development
- Learning Standards
- Lower School Grading
- Upper School Grading
- Assessments
- Symptoms of COVID - Return to School

### **Healthy Schedules**

- Calendar
- Emotional Wellness
- Enrichments and Activities
- Arrival
  - Parent's Responsibility
  - Student Responsibility
- Checkout

### **Healthy Activities**

- Recess Grade K-8
- Gatherings

## **Healthy Classrooms**

### Safe Practices in the Classroom

#### **Classroom Arrangements:**

- Classrooms will be set up to allow for greater physical distancing.
- Between classes, desks and any shared materials will be sanitized and disinfected.
- Shared materials will be limited.
- Classrooms will be provided hand sanitizers for frequent use.
- Students will be provided opportunities to wash hands frequently.
- Opportunities for outdoor classroom experience will be provided.

#### **Physical Distancing:**

- Teachers will monitor physical distancing for students through classroom arrangement and supervision of students.
- Careful planning will assist in student safety in the classroom setting.
- Grades K-6 students will remain in self-contained rooms daily.
- Students in 7-9 will change classes one time per day.
- 10-12 students will change classes practicing social distancing while walking in one direction in hallways.
- Traditional large group activities, including assemblies, pep rallies, programs, etc. will be modified to meet current guidelines.
- Students in grades 9-12 will not have lockers for the 1st nine weeks.

#### **Masks and Facial Coverings:**

- SUA recommends that students wear masks when in hallways, bathrooms, or near other students when physical distancing is not possible.
- Teachers and administrators will be provided face shields to utilize when appropriate.

## **Healthy Buildings**

Clean and safer school buildings

### **Building Health**

- Hand sanitizer stations have been set up in common areas.
- Increase fresh outside air intake.
- Cleaning will be completed daily.
- Maintain and change HVAC filters based on manufacturer's recommendations
- Installed plexiglass shielding in selected areas.

### **Cleaning**

- Cleaning has been completed for in-depth cleaning throughout campus
- Daily cleaning and sanitizing
- Provided custodial staff with professional development to enhance cleaning protocols
- Enhanced cleaning schedules for high traffic areas daily

For increased student, faculty and staff safety, we have

- Electrostatic disinfectant sanitizing wands
- Air purifier filters for major HVAC units
- Quarantine area for students who become ill at school.
- Safe "Clean Rooms" for classrooms to occupy in the event a student test positive for Covid-19. The class will move to a clean, disinfected space for the following day to allow for proper disinfection of the affected classroom.
- High traffic contact areas disinfected daily.

## **Healthy Policies**

Culture of health, safety, and shared responsibility

## **Attendance**

- Attendance will be taken with flexibility in special circumstances, whether on-campus or in a remote setting.

## **Remote Learning**

- Our focus at the beginning of the year will be to prepare students for remote learning procedures.
- The data from surveys will allow teachers and administrators to work together on systematic protocols to seamlessly meet student and family needs.
- All faculty and students will use RenWeb Homework Drop for turning in classwork and communication.
- All students will be taught procedures of how to connect with Zoom for future classroom settings if necessary.
- Friday Day School ( Grades 7-12) students will turn in homework through RenWeb Homework Drop (or as otherwise stated by teacher.)

## **Infrastructure**

- Increased internet bandwidth.

## **Professional Development**

- Teacher surveys indicate a desire for professional development to further their knowledge and skill in the use of digital platforms.
- This professional development is taking place in July.

## **Learning Standards**

- We will continue to use the Alabama Courses of Study to drive instruction.
- Teachers will adjust instruction to provide differentiation when needed.



- Some students may receive support through PLPs and Director of Academic Support or may need additional work provided by the teacher to increase rigor.

## **Upper School/Lower School Grading**

- On-Campus Learning: Customary grading procedure
- Remote Learning:
  - Based on data from parent and teacher surveys, a grading system resembling on-campus learning is desired.
  - Grading would include classwork and homework assignments, quizzes, projects, and assessments to measure students' mastery of essential standards.
  - Information on specific grading procedures will be communicated to students and parents by individual classroom teachers.
- **Assessments**
  - SUA will implement its formal standardized assessment plan as scheduled if we are in an on-campus setting.
  - If we have transitioned to an on-line setting, assessments will be administered if the assessment has an on-line platform.

## **Symptoms of COVID - Return to School**

- If a student experiences COVID symptoms during the school day, the student will be placed in a protective environment.
- Parent of student will be contacted to pick up the student within the hour.
- So long as a student does not experience Covid-19 symptoms,
- SUA will continue to follow the existing sick policy.
- The student must be fever free and symptom free for a minimum of 24 hours without the aid of any medication.

- Students who are positive for COVID must be quarantined for 10 days.
- The student, following 10 days quarantine, must be fever free for 24 hours prior to their return to school.
- The student may return to school after being quarantined 10 days or in possession of a negative COVID-19 test

### **Healthy Schedules**

Transition between rooms and locations safely

### **Calendar**

- Provided that there are no governmental restrictions in place, Success Unlimited Academy will hold the **first day of school** as regularly scheduled on campus on Wednesday, August 12, **2020**.
- We plan to follow our originally published school calendar. While priority is to be on campus as much as possible, we are also preparing for potential interruptions and may need to adjust accordingly.
- As always, we will communicate proactively and provide you with more information if and when needed.

### **Emotional Wellness**

- Administrators and the Director of Academic Support will be available to students and parents for specific services related to their educational needs.
- Devotional opportunities will be provided to our students to help support their continued spiritual growth.

## **Activities**

- Activities, athletics, and fine arts may be modified due to COVID-19.
- Students will travel to each activity while physically distancing with their own materials when possible.
- Desks, materials and equipment will be sanitized between activities
- Students, grades K-12 may purchase a prepackaged snack.
- Students in grades K-8 may bring their own prepackaged snacks.
- Students are encouraged to bring their own bottled water daily.
- Students will be allowed to purchase water daily.
- Students will not be allowed to use the microwave or refrigerator for snacks, drinks, or lunch items.
- Students involved in after school activities may bring their lunch to school.
- Outside food from restaurant delivery services is highly discouraged at SUA due to limited space and disruption of classrooms or activities.

## **Arrival/Dismissal**

- Grades K-8/Vaughn Road Achiever's will arrive beginning at 7:45 with school starting at 8:15.
- Grades K-5 will enter through the doors of the drive thru breezeway.
- Grades K-5 will be dismissed from the right side door (under the breezeway – turn left)
- Grades 6-8 / Achievers will enter the main door on the left hand side.
- Grades 6-8/Achiever's will exit through the main doors.

- Grades 9-12 /Achievers will arrive beginning at 8:00 with school starting at 8:30. (Achiever's will begin at 8:15)
- Students with homerooms on the front hall will enter through the front doors.
- Students with homerooms on the back hall enter through the backdoor.
- Students on the back hall for 3<sup>rd</sup> period will be dismissed through the backdoor.
- Students on the front hall for 3<sup>rd</sup> period will be dismissed through the front door.
- Achiever's enter and be dismissed through the backdoor.
- **Parent Responsibility/Symptom Check-**  
Wellness starts at home with parents screening:
  - Temperature Check - less than 100.4 especially first thing in the morning
  - New cough
  - Congestion or runny nose
  - Shortness of breath or difficulty breathing
  - Muscle or body aches
  - New loss of taste or smell
  - Diarrhea or vomiting
- When students arrive, temperature will be taken.
- Students will be asked "Did you do a symptom check at home?"

### **Check Out**

- Grades K-8/Achiever's parents will come to the school office for check out
- Parents will stand at the door under the breezeway until the receptionist allows you to enter.

- Grades 9-12/Achiever's students will continue to check out through the receptionist office.
- Students will be called from class and checked out prior to leaving campus.
- Any student who checks out and returns to school the same day will need to follow the symptom checklist. Temperature will be checked before returning to class.

### **Healthy Activities**

Enjoy modified activities

#### **Recess:**

- VR will continue to have recess.
- Students will wash or sanitize hands before or after recess, or using high-touch equipment
- Teachers will modify activities to limit the amount of shared equipment.
- Teachers will choose activities that limit close contact.

#### **Gatherings**

- Chapel, Classroom Parties, Pep Rallies, Assemblies, Programs, Homecoming Activities, Dances, Concerts, etc. will be modified.
- Celebrations
  - Celebrations will no longer be accessible for parents to attend due to limiting exposure.
  - Only prepackaged food items are allowed at celebrations.
  - First Day of School

- To keep the students' and staff's exposure risk to a minimum, parents are asked to leave their children at the door.

### **How You Can Help**

#### **Hygiene and Proactive Health Practices**

- Practice frequent hand washing and use of hand sanitizer.
- Practice coughing and sneezing into elbows.
- Daily temperature checks at home before arriving at school.
- Continue regular doctor visits and well-child appointments.
- Encourage plenty of physical activity and time outside.

#### **Emotional Wellness**

- Ask how your children are feeling and give them space to ask questions.
- Provide stability by maintaining home routines.
- Reassure them that the adults in their lives are there to support their emotional and physical well-being.

### **Assumptions and Commitment**

#### **We are assuming...**

- School campus will reopen in the fall.
- Every aspect of our school will require modifications.
- We will not be returning to a pre-COVID "normal" for some time.

#### **We are committed to...**

- Protecting the health and safety of students and employees.
- Upholding our Christian mission and values.
- Maintaining compliance with government orders.

- Establishing effective use of space and places to support physical distancing.
- Providing students with some familiarity of school routines and learning.

## **Who to Contact?**

### **General School Information**

Susan Alred, Headmaster  
principal@suacademy.com

### **Lower School Information Upper School Information**

Lauren Morgan  
Lmorgan@suacademy.com

### **Vaughn Road Receptionist**

Vickie Parrish  
parrish@suacademy.com

### **Fairlane Receptionist**

Brenda Rambo  
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### **Administrative Assistant**

Samantha Wright  
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### **Athletics Director**

Chris Jennings  
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### **Activities Director**

Julie Beard  
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### **Director of School Development**

Butch Speed  
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### **Director of Finance**

Pam Johnson  
directoroffinance@suacademy.com

### **Business Manager**

Bethany Odle  
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