



Lee's Summit Academy

COVID-19 Mitigation Protocols

Covid Symptoms

Parents and caregivers should screen children for symptoms at home, prior to coming to school. The current known symptoms of Covid-19 include the following symptoms

- Fever (100.4 and above) or chills
- Cough (High Risk Symptom)
- Headache
- Muscle aches
- Nausea, vomiting or diarrhea
- New loss of taste or smell (High Risk Symptom)
- New runny nose or congestion
- Shortness of breath or difficulty breathing (High Risk Symptom)
- Sore throat
- Close contact with a person with COVID-19 in the last 14 days
- If a staff member or student has a temperature at or above 100.4 they should stay home and be fever free for 24 hours without medication prior to returning to school.

Lee's Summit Academy staff members will screen themselves for symptoms of Covid-19 prior to arrival at school.

School

- Students will sanitize hands upon entering the classroom.
- Students and teachers will bring water bottles from home, which can be refilled from a touchless water dispenser.
- If a student has a fever or prevalent symptoms, contact will be made with the office, he/she will be sent to the isolation room, and the parent notified for pick-up.
- Staff will use caution when physical distancing cannot be maintained.
- Social distancing will be practiced as much as possible.

Hygiene

- Students and staff will be encouraged to use proper hand washing throughout the day.
- Hand sanitizer will be readily available.
- Students will be taught to cough or sneeze into a Kleenex and then immediately throw away the tissue and wash or sanitize their hands.

Classrooms/Sanitizing

- Cohorting will be practiced as much as possible.
- Classrooms will be disinfected on a regular basis.
- The elementary classrooms will be periodically disinfected when the students are not there.
- High touch surfaces will be cleaned throughout the day.
- Common areas and surfaces that are touched frequently will be cleaned throughout the day.
- After the school day, teachers will clean and disinfect their classroom. This will be done from using the top down method, i.e. desks then floors.
- Once a week our building will be cleaned and disinfected by a professional cleaning crew.

Lunch

- Plexiglas dividers will be used to separate the students during lunch.
- Students and staff will wash their hands before and after lunch.
- Students and staff will practice social distancing while waiting in line.
- There will be no self-serve options available at lunch.
- Staff will help students get milk and ice cream.
- Disposable plates and utensils will be used.

Dismissal

- Students will be dismissed from the class they have last hour.

Large Events

Large events, gatherings, assemblies are on hold for now.

Visitors

- Visitors will check in at the office and will not be allowed access to other parts of the building.

Students/Staff Presenting with Illness

Students and staff should stay home if they have symptoms and do not feel well.

Please notify the academy office if you or someone in your household is experiencing Covid-19 symptoms so contact tracing can begin.

Should a student not feel well at school, the staff member will contact the office and office staff will meet the student at the door with a temperature check. If the student or staff does not have a fever or symptoms of Covid-19, they will proceed into the office and staff will help triage the ailment. Should the student have a fever, they will be sent to the quarantine location and parents will be called to pick up their student. Staff will continue to monitor the student and staff will wear appropriate PPE. Parents will be advised to contact the student's doctor to discuss signs/symptoms.

Illness/Returning to School

Staff and students who have been excluded from school will not return to school until they have coordinated with the office to approve their return. Return will be approved if staff or students have met the following criteria:

- 10 days have passed since first symptoms appeared and they are fever free for 24 hours without the use of fever reducing medication. Symptoms should also be improving.
- They have had a negative Covid-19 test.
- Students or staff have a doctor confirmed explanation of symptoms.

Full Distance Learning Plan

Should the need arise, either by government mandate or increased cases of illness, Lee's Summit Academy will move to virtual learning.

All students would participate in the learning of new material, continued standard pacing, interactive lessons, graded assignments, and assessments. This would be enacted if the Governor's Executive Order closed schools again due to health concerns.

Kindergarten

Parents will pick up all books and school supplies from school.

1. Parents will check Sycamore each day for assignments.
2. Students will begin their day with a 40 min Zoom classroom.
3. Additional zooms could be added for the teacher to listen to the students read or individual help with math

1st grade

1. Parents will pick up all books and school supplies from school.
2. Parents will need to check Sycamore each day. Teacher will communicate on sycamore what is due and when.
3. Students will have a zoom classroom with their teacher separate from the Kindergarten.
4. Additional zooms could be added for the teacher to listen to the students read or individual help with math.
5. Spelling test will be given weekly and picture sent to the teacher to grade.
6. Pictures of student work should be sent to the teacher daily.

2nd grade

1. Parents will pick up all books and school supplies from school.
2. Parents will need to check Sycamore each day. Teacher will communicate on sycamore what is due and when.
3. Students will have a zoom classroom with their teacher separate from the third grade.
4. Additional zooms could be added for the teacher to listen to the students read or individual help with math.
5. Spelling test will be given weekly and picture sent to the teacher to grade.
6. Pictures of student work should be sent to the teacher daily.

3rd grade

1. Parents will pick up all books and school supplies from school.

2. Parents will need to check Sycamore each day. Teacher will communicate on sycamore what is due and when.
3. Students will have a zoom classroom with their teacher separate from the second grade.
4. Additional zooms could be added for the teacher to monitor test or individual help with math.
5. Spelling test will be given weekly and picture sent to the teacher to grade.
6. Pictures of student work should be sent to the teacher daily.

4th grade

1. Parents will pick up all books and school supplies from school.
2. Parents and students will check Sycamore each day. Daily assignments will be posted on this platform.
3. Students will have a zoom session with their teacher in both math and reading.
4. Students will have zoom meetings at designated time for English, social studies and science. CHECK SYCAMORE FOR INDEPENDENT LEARNING ASSIGNMENTS.
5. Test should be monitored and picture of the test sent to the teacher.
6. ALL ASSIGNMENTS WILL HAVE A DUE DATE AND WILL BE GRADED.

5th grade

1. Parents will pick up all books and school supplies from school.
2. Parents and students will check Sycamore each day. Daily assignments will be posted on this platform.
3. Students will have a zoom session with their teacher in both math and reading.
4. Students will have zoom meetings at designated time for English, social studies and science. CHECK SYCAMORE FOR INDEPENDENT LEARNING ASSIGNMENTS.
5. Test should be monitored and picture of the test sent to the teacher.
6. ALL ASSIGNMENTS WILL HAVE A DUE DATE AND WILL BE GRADED.

Middle School and High School

1. All supplies will be picked up from school.
2. Students will **first** check sycamore for their daily assignments.
3. Students will have Zoom classes **every day** in their core classes at the time they are scheduled during in person school. All cameras must be on so the teacher can monitor and attendance will be taken.
4. All assignments are due on the due date or late homework policy will go into effect.
5. Teachers will notify parents immediately if a student has a missed assignment.
6. All high school classes are for graduation credit and your GPA. If you do not understand something, you are to contact the teacher and get help.
7. Elective teachers may also zoom their classes or will have independent work for the student to do. CHECK SYCAMORE DAILY.
8. Once sycamore is checked students will go to the platform designed in the assignment (which could be part of zoom) on office 365, Ed learning or you tube.
9. Grades will be determined by teacher-graded assignments and students will be monitored on Zoom when they take a test. Grading is the same as in person school.
10. Parents will notify the teacher **immediately** if your student has technical problems, not the student, otherwise it will not be counted as an excused late assignment.

If parents have questions or need more communication regarding Lee's Summit Academy's protocols and Covid-19 then they should contact Michele Augustine at 816-399-2026 or maugustine@leessummitacademy.com.