



**Ross Corners Christian Academy
NYSED School Office of Religious and Independent Schools
Reopening Plan 2020-2021**

RCCA Reopening Task Force Committee Members:

In order to build a Reopening plan that addresses the necessary issues related to instruction, teaching, and learning; health and safety; communication; and other associated needs, the following committee was assembled to provide input, draft, and finalize the plan.

Faculty, Staff, School Board, Alumni, Parents and Community Stakeholders:

- Jennifer Chase, MSW, RCCA School Administrator
- Alyssa Leonard, MEd, RCCA Alumni, RCCA Parent, Secretary-RCCA School Board of Directors
- Teri Sanders, RCCA Volunteer, RCCA Parent, Member-RCCA School Board of Directors
- Kevin Besser, MEd, RCCA Parent, Treasurer-RCCA School Board of Directors
- Alan Briggs, RCCA Alumni, Member-RCCA School Board of Directors
- Larry Griffis, RCCA Alumni, RCCA Parent, Chairman-RCCA School Board of Directors
- Ashlynn Jennings, RN, Vestal Central School District Nurse
- Kersten Robbins, RN, RCCA Volunteer, RCCA Parent
- Leslie Meyers, MS, MEd, RCCA High School Teacher, RCCA School Guidance Counselor
- Denise Maassen, MEd, RCCA High School Teacher
- Robyn Estrella, MEd, RCCA Special Education Teacher, RCCA 6th Grade Teacher, RCCA Alumni, RCCA Parent
- Stacy Ernst, BS, RCCA Department Head of Lower Elementary and RCCA 3rd Grade Teacher, RCCA K-12 Music Teacher, RCCA Parent
- Kathleen White, BS, RCCA Department Head of Upper Elementary and RCCA 5th Grade Teacher, Member-RCCA School Board of Directors
- Sandra Rising, BS, RCCA Kindergarten Teacher
- Tammy Buck, RCCA Executive Assistant, RCCA Parent

Purpose

This plan for in-person instruction has been established in accordance with guidance produced by the NYS Department of Health (NYSDOH), the NYS Department of Education (NYSED), and the State Office of Religious and Independent Schools (SORIS). The principles, protocols, and

practices delineated in this plan are an effort to help protect the students, families, employees, and guests of Ross Corners Christian Academy (RCCA) against the spread of COVID-19 as we provide instruction to our students in the 2020-2021 school year. School officials at RCCA acknowledge that no school activities can operate without meeting minimum State guidance. Yet more than the desire to meet a minimum set of standards, the desire of RCCA officials is to provide our students and families with an education that is physically safe, emotionally supportive, socially enriching, and spiritually challenging.

In accordance with direction from government officials and the department of health, this plan will cover the following four components:

- 1) Reentry (reopening) of RCCA facilities for in-person instruction,
- 2) Monitoring of health conditions,
- 3) Containment of potential transmission of COVID-19, and
- 4) Closure of school facilities and in-person instruction, if necessary, by widespread virus transmission.

Each of the four components will be incorporated in and organized around six (6) categories: people, places, processes, communication, social/emotional care, and equity.

Safety Principles and Definitions:

- **COVID-19 Coordinator:** The COVID-19 coordinator (hereafter referred to simply as the coordinator) is the individual responsible to both the RCCA school community and to state and local authorities that we, at RCCA, will adhere to the guidance from the NYSDOH. Our School Administrator, Mrs. Jennifer Chase, is the school's coordinator whose responsibilities include continuous compliance with all aspects of the school's reopening plan, as well as any phased-in reopening activities necessary to allow for operational issues to be resolved before activities return to normal or "new normal" levels
- **Face Coverings:** The coordinator must maintain protocols and procedures to ensure that all individuals - students, employees, and guests - use appropriate personal protective equipment (PPE). Specifically, appropriate PPE means, at least, an acceptable face covering which is required to be worn any time or place that individuals cannot maintain appropriate physical distancing. Acceptable face coverings include but are not limited cloth-based face coverings (homemade, sewn, bandana, etc.) and surgical masks that cover both the mouth and the nose.
- **Physical Distancing:** Some may refer to this as social distancing, yet we are social individuals, and we want to encourage socializing. Therefore, socializing can take place as long as there exists six (6) feet of space (physical distance) in all directions between individuals. When physical distancing is not likely to be maintained, all individuals must wear face coverings.
- **Hygiene, Cleaning, and Disinfection:** All students, employees, and guests at RCCA must follow proper hand and respiratory hygiene. All should wash hands regularly and apply hand sanitizer often. The staff of RCCA will clean and disinfect the facility daily, and high-touch areas will be cleaned and disinfected multiple times during the day.

- **Transportation:** Consistent with state-issued guidance, all students must always wear face coverings on school buses. Students are expected to follow directions from district personnel when boarding, riding, and exiting the school bus.

I. PEOPLE

- A. Students are to report to the opening day of school on September 9, 2020. With current and projected capped/limited enrollment, the RCCA building is large enough to accommodate all students and to do so while we follow the guidance from NYSDOH and NYSED.
- B. In-person instruction
 1. As much as we are allowed to by law, RCCA plans to host in-person instruction five (5) days a week. As we do, it is incumbent upon us all to follow the guidance from NYSDOH, NYSED and that which is laid out in this plan document.
 2. Students are to arrive at school with a personal supply of all the necessary school supplies. The sharing of supplies will be limited. In the event, supplies need to be shared, and all parties will perform hand hygiene before and after the use of shared supplies.
 3. Cohorts: Elementary students (PreK-6th) will be kept together as “cohorts.” K-6th grades will be in self-contained classrooms, with limited classroom changes throughout the day. Specials will come to their classrooms (Music, Art, Library)
 4. 7th -12th grades will stay in smaller groups (cohorts) whenever possible and attend consecutive classes in certain “wings” of the school facility.
 5. When 7th -12th grades change classes and wings, they will maintain physical distance in hallways whenever possible AND wear a face covering.
 6. 7th -12th groups will be based on grade level of students, with accommodations for single students needing a particular class subject/level.
- C. Physical distancing:
 1. A minimum of six (6) feet of distance must remain between any two individuals while in the school or on school grounds unless the individuals reside in the same household.
 2. With current and projected enrollment for PreK-12 students, RCCA is able to provide physical distancing in all classrooms and indoor spaces with 100% student attendance on Monday-Friday. Due to an implemented enrollment cap per class for the 2020-2021 school year, a hybrid approach will not be used.
 3. The distance between individuals can be reduced if there is an impermeable barrier between individuals.

4. Physical distancing requirements do not apply if safety or the core activity (e.g., instruction, moving equipment, traveling in common areas) require a shorter distance.
5. For activities that require projecting the voice (e.g., singing) or that result in heavy breathing (e.g., participation in gym class), a physical distance of twelve feet (12) is to be maintained.
6. Classroom seating and repurposed indoor and outdoor spaces have been arranged to ensure appropriate physical distancing.
7. Signage and distance markers will be placed denoting spaces of six feet in the cafeteria, as well as any space where a line would be formed

D. Face coverings:

1. Any time or place that individuals cannot reasonably guarantee appropriate physical distancing, individuals must wear acceptable face coverings.
2. When physically distanced (e.g., while seated in a classroom, seated at lunch, located at a stationary position), face coverings can be removed.
3. All individuals must be prepared to put on a face covering if another person unexpectedly cannot be physically distanced.
4. Students and staff who cannot medically tolerate a face covering are not subject to the required use of face coverings. *A note from a health care provider to clarify the medical condition must be on file in the school office.*
5. RCCA will provide cloth or disposable face masks for all students and staff (at no cost).
6. Individuals can also supply their own face coverings.
7. If an individual is without a face covering, school personnel will supply a disposable face mask (at no cost).
8. PPE for nurse/triage room staff will be provided (gloves, masks, aprons, gowns, face shields).
9. Visitors in the building will be required to wear a facemask while in the building (limited volunteers, UPS/FedEx deliveries, maintenance workers, etc).
10. If an individual chooses to wear a face-covering more than is required (i.e., all of the time), RCCA will support that person in their choice.
11. Funds for PPE are allocated in the RCCA 2020-2021 school budget and local school districts are providing some supplies to RCCA.

E. Drop-off and pick-up locations:

1. Student drop-off:
 - a) Prior to the start of the school day (8:00 am), all bused students will enter through the double doors at the North end of the

gymnasium. Parent driven students will enter through the double doors at the East end of the gymnasium.

- b) Students can begin arriving as early as 7:45 am (for those who come via car/parent/guardian). Bus drop-off times are not yet determined.
 - c) Should it become apparent that a staggered drop-off time is necessary to manage students' arrival and the screening process, RCCA will inform school families of a new schedule.
 - d) After a short health screening (explained below), students will be directed to their first-period class.
 - e) Students who arrive after 8:10 am must enter the school office doors. After a short health screening, students will be directed to the appropriate location.
2. Student pick-up (2:30pm):
- a) 4th-12th students will remain in their last period class at the end of the day until dismissed by bus group (e.g., Vestal, Union-Endicott, Johnson City) or by name via the intercom.
 - b) PreK-3rd grade students will sit in their "cohorts" in the gymnasium at least twelve (12) feet from other "cohort" groups. They will also be dismissed by bus group or by name.
 - c) Parent drivers will utilize the upper parking spots nearest the school office entrance. Families will have a clear sign that displays the family name. Dismissal Coordinator will dismiss the students as parent vehicles arrive, and students will go to their family vehicle.
 - d) Parents who wish to exit their vehicles and wait outside the East doors for their students will be required to physically distance in the parking lot within clearly marked areas.
 - e) Once dismissed, students will immediately exit the building through the North doors (bused) or East Doors (parent drivers) and go directly to their bus, parent, or parent vehicle.
 - f) If students are to stay for after school activities (e.g., sports practice, meeting with a teacher, etc.), they should remain in the classroom until dismissed via the RCCA intercom (approximately at 2:40 pm).
3. Staff Meetings – In person meetings are preferable. All parties will maintain appropriate physical distance and/or wear a face covering if unable to physically distance. Staff meetings during the 2020-21 school year will be held in an open, well-ventilated space and individuals who attend will maintain appropriate physical distance.

F. Movement in the Facility

1. Class/work hours may be adjusted and/or staggered where appropriate and possible to decrease density in our school facility.

2. Class schedules have been modified to reduce congestion in the hallways and building.
3. To minimize congestion in common areas and when moving in the hallways, all individuals are to walk to the right-hand side of the hall.
4. One-way traffic: Gym doors/stairs to the lockers and school office are ONE WAY (into the gym only). Gym doors/lower foyer are ONE WAY (out of gym only). Both will be clearly marked with signage to designate one-way traffic. *** The stairway nearest the school office is used to go down into the gym. The stairway nearest the lower hallway is used to go out of the gym.*
 - a) To minimize congestion around 7th-12th grade school lockers, students will be assigned specific times that they can go to their lockers. The assignments will typically be according to the student's grade level. Lockers will be spaced out with several empty lockers in between each student.
 - b) 7th-12th students will have opportunities to go to their lockers immediately after they arrive at school.
 - c) 7th-12th students will be provided with opportunities to go to their lockers at least once before and once after lunch. These will be staggered times with other grades.
5. Teachers and staff will monitor, remind and correct students as needed during passing periods and other times when students are in common areas.

G. Lunch

1. PreK, K and 1st grades will eat with their peers in their classroom. Any student with food allergies will be provided protective safety measures within the classroom (e.g. designated meal plan, seating, etc)
2. 2nd-12th students will eat with their peers in the gymnasium.
3. Three (3) Gymnasium lunch periods are scheduled during the day:
 - a) Grades 2nd- 4th
 - b) Grades 5th & 6th
 - c) Grades 7th -12th
4. Seating is arranged to promote social interaction but to ensure physical distancing.
5. Surface areas in the lunchroom will be disinfected before the next lunch period begins.
6. Students who have pre-purchased food will follow one direction of flow to the lunchroom counter. While waiting in line, students will be physically distanced.
7. Individuals must not share food or beverages with one another unless from the same household.

H. Recess: This will be staggered to reduce student interaction and reduce potential exposure from student to student. The outdoor spaces will be on a rotation for “cohorts” to use (soccer field, gated playground, new playground, blacktop).

I. Common Areas and Restrooms

1. Common areas, such as the copy room, staff room, and office, will have hand sanitizer and disinfecting wipes available to clean hard surfaces in between staff use. In these areas, signage will be added to restrict occupancy and encourage physical distancing.
2. Break/lunch schedules for staff will be staggered to reduce density and allow for physical distancing in our staff room.
3. Restrooms that would typically allow for multiple users will be limited to ensure physical distancing. If the posted number of occupants is maximized, those who desire to use the restroom will wait until sufficient occupancy is reached.
4. Changing facilities (e.g., gym class): To reduce the potential congestion in restrooms, all elementary (K-6th) students should come to school on days they have gym wearing their gym clothes. The middle and high school students (7th-12th) will have multiple locker rooms in which to change to allow for physical distancing, and they will remain in their PE clothes after PE class for the remainder of the school day.

J. Guests coming to RCCA

1. All potential visitors must attest that they are healthy and do not have COVID-like symptoms.
2. All guests - parents, visitors, vendors, contractors, etc. - must enter the school via the school office secured entrance.
3. All guests must complete a short health screening questionnaire (explained below) before being admitted beyond the school office.

II. PLACES

A. Hygiene, cleaning, and disinfection

1. Signage will be displayed throughout the RCCA facility to remind everyone that precautions will be taken to limit exposure to harmful pathogens.
2. All students, employees, and guests should be careful to practice good respiratory hygiene.
 - a) Wash hands with soap and water often and especially before snack, lunch, after lunch, and whenever they are soiled.
 - b) To reduce cross-contamination, touch-free paper towel dispensers are installed in all restrooms.
 - c) Students and staff should use hand sanitizer often and especially if handwashing is not readily available. Note: hands should be free of dirt for the sanitizer to be most effective.

- d) Individuals are to cover a cough or sneeze with a tissue or use the bend of their arm.
 - 3. Hand sanitizer
 - a) Hand sanitizer with at least 60% alcohol is provided by RCCA in all classrooms, hallways, gymnasium, kitchen, lobbies, and school office.
 - b) All classrooms will be equipped with permanent wall hand sanitizer stations.
 - c) If parents do not want their child to use the sanitizer supplied, RCCA requires a written note to the school office, and the student will need or provide their own hand sanitizer.
 - 4. Water fountains.
 - a) To reduce the potential of cross-contamination, three (3) hands-free water-bottle filling stations will be installed. Initially, the RCCA water fountains will be turned off.
 - b) Students are encouraged to bring their own water bottles to refill in the filling station. If a student does not have a bottle, one can be purchased from the school for 25 cents.
 - c) If a student does not wish to purchase a water bottle, paper cups will be provided at the school office.
 - 5. Cleaning and disinfection
 - a) RCCA School Custodian, Ms. Jody Stephens, will oversee the regular, daily cleaning of the school facilities.
 - b) Cleaning and disinfecting supplies will be provided for faculty and staff to use in their classrooms on frequently touched surfaces.
 - c) Cafeteria tables will be cleaned and sanitized in between student use.
 - d) Restrooms will be cleaned more frequently during the day, depending upon use.
 - e) Napping materials for preschool students will be sanitized daily and assigned to specific students for the school year.
 - 6. Ventilation: RCCA will increase ventilation with outdoor air to the greatest extend possible (opening doors and windows) while maintaining health and safety protocols, particularly for younger students.
- B. Cleaning following suspected or confirmed COVID-19 case
- 1. As soon as we learn of a suspected or confirmed case of COVID-19, RCCA will notify the Broome County Health Department.
 - 2. Per the guidance of NYSDOH, we do not need to close down operations even if there is a confirmed case of COVID-19. We will follow the direction we are given after we contact Broome County Department of Health.
 - 3. RCCA staff will close off the area used by the person suspected or confirmed to have COVID-19 and then wait 24 hours, if possible, before cleaning and disinfecting that area.

4. Custodial staff will clean and disinfect with products approved by the [CDC for that purpose](#).
5. Once the area has been cleaned and disinfected, it will be reopened for use.

C. Communications plan

1. RCCA has engaged with school stakeholders and community members in developing this plan. Key stakeholders include, but are not limited to: our administrator, staff, students, parents/legal guardians of students, RCCA alumae, Broome County Health Department, local health care providers, and local leaders/government officials.
2. RCCA has developed a communication plan for students, parents or legal guardians of students, staff, and visitors that includes applicable instructions, training, signage, and a consistent means to provide individuals with information. Modes of communication include, but are not limited to, parent/staff emails, our school website (www.rccarams.org), our school's Facebook page, our internal parent/staff online portal (RenWeb/FACTS), REMIND (text messaging system), and weekly newsletter "The Ram-O-Gram."
3. RCCA students will be educated by staff on how to follow new COVID-19 protocols safely and correctly, including hand hygiene, proper face covering wearing, physical distancing, and respiratory hygiene.
4. RCCA will encourage all students, staff, and visitors through verbal and written communication to adhere to CDC and DOH guidance regarding the use of PPE, specifically acceptable face coverings, when physical distancing cannot be maintained.
5. RCCA School Administrator, Mrs. Jeni Chase, is the main point of contact upon the identification of a positive COVID-19 case, and Mrs. Chase will be the one to initiate communication.
6. Mrs. Chase will answer questions from students, employees, and school families regarding the COVID-19 health emergency and this plan implemented by RCCA.
7. RCCA will use verbal means (e.g., with school intercom) and written communication (e.g., signage, emails, website postings) to remind all students, employees, guests, and families of our responsibility to help protect the health of our school community as we follow the guidance provided by the CDC and NYSDOH.
8. Internal and external communication will be critical. RCCA desires to communicate the most accurate information related to school operations, health and safety, and other pertinent health and safety information to families, students, and staff on a regular basis.
9. RCCA teachers will be communicating regularly with parents regarding classroom activities, social distancing, cough and sneeze protections, and any other issues that arise within the classroom through their regular weekly newsletters.

III. PROCESSES

A. Temperature screening

1. An elevated temperature is just one symptom of many potential illnesses. Per NYDOH guidance, RCCA is required to check the temperature of all individuals - employees, students, and guests - prior to allowing admittance to the school.
2. It is ideal for parents/guardians to check their students' temperature before departing to school each day.
3. If an individual's temperature is greater than 99.5° F, he/she will be denied entrance past the check point (school lobby, entrance, etc).
4. If, when first checked, a student's temperature is greater than 99.5° F, he/she will be directed to a safe and isolated area to wait for a recheck of the temperature after five minutes. If the recheck reveals a temperature within acceptable levels, it will be determined that the initial temperature was due to environmental conditions, and the student will be allowed to proceed with school.
5. If a student were to fail the second temperature screening, he/she will be escorted by school personnel to an isolation room (nurse office) to wait for a parent/guardian who will be contacted. We ask that a student be picked up within 30 minutes of the parent/guardian contact.

B. Health screening

1. All faculty and staff must complete a daily temperature check and health screening questionnaire (i.e., health survey).
2. The health survey will be available remotely so that employees can complete the survey prior to arriving at the school.
3. [CDC does not currently](#) recommend universal symptom screenings (screening all students grades K-12) be conducted by schools. Therefore, RCCA may not ask students to complete a daily health survey unless a student presents with potential COVID-like symptoms, but RCCA reserves the right to do so.
4. RCCA reserves the right to conduct on-site screenings of any adults, guests, parents, and vendors who wish to be provided entrance to the school office and school facility.
5. Parents are asked to periodically review the health survey questions with their students as part of an at-home health screening process.
6. The health survey will ask individuals the following: Have you.....
 - a) Knowingly been in [close or proximate contact](#) in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had [symptoms of COVID-19](#)?
 - b) Tested positive through a [diagnostic test](#) for COVID-19 in the past 14 days?
 - c) Experienced any [symptoms of COVID-19](#), including a temperature of greater than 100.0° F, in the past 14 days?

- d) Traveled internationally or from a state with widespread community transmission of COVID-19 per the [NYS Travel Advisory](#) in the past 14 days?
- 7. All students and employees must immediately disclose to Mrs. Chase or school office personnel if and when their responses to the aforementioned questions change, such as the onset of symptoms, whether the change is during or outside of school hours.
- 8. Pursuant to NYS [Executive Order 205](#), all families, students, and employees must follow quarantine procedures after international travel or [travel to certain states](#) with widespread community transmission of COVID-19. We ask that all school families be cognizant of the travel advisory before making plans for family trips.
- C. In-person screening
 - 1. All school personnel, including medically-trained volunteers, must wear, at a minimum, a face-covering and gloves during the temperature check and/or health screening process.
 - 2. Screeners will also have available to them aprons, gowns and face shields.
- D. Positive screening protocols
 - 1. Any individual who screens, at the school, positive for COVID-19 exposure or symptoms will be sent home with instructions to contact a health care provider for assessment.
 - 2. A student who is being sent home because of a positive screen (e.g., the onset of COVID-19 symptoms) will immediately be separated from other students, will wait in our isolation room (i.e., nurse's office) or another designated area, and will be supervised until his/her parent/guardian can retrieve him/her from school.
 - 3. RCCA (i.e., school office or Mrs. Chase) will notify the Broome County Health Department as soon as we learn of any diagnostic test result that confirms positive for COVID-19.
- E. Presentation of COVID-19 symptoms
 - 1. If any student or employee develops COVID-19 symptoms during the school day, they will be escorted by school personnel to the school nurse's office.
 - 2. The symptomatic individual who is waiting to be picked up will remain under the supervision of school personnel who are physically distant.
 - 3. Once the symptomatic individual leaves the school, the area that was occupied by the individual will be closed off. If possible, we will wait 24 hours before cleaning and disinfection of the area.
 - 4. RCCA custodial staff will follow CDC guidance for [cleaning and disinfection](#) of the area occupied by the individual.
 - 5. Once the area is cleaned and disinfected, it will be reopened for use.
- F. Tracing and tracking
 - 1. Metrics

- a) Simply having a confirmed or suspected case of COVID-19 in the school does not necessitate school-wide closure.
- b) The Broome County Health Department will be contacted as soon as RCCA personnel are aware of an individual with a confirmed case of COVID-19, whether that individual is a student, employee, or guest at the school or on school grounds. We will follow DOH guidance.
- c) All areas potentially contaminated by the affected individual(s) will be immediately closed off, cleaned, and disinfected in accordance with procedures delineated above.
- d) If the infection rate of COVID-19 among the school population becomes widespread, a temporary school-wide closure will be necessary. RCCA personnel will follow the guidance from local and state health departments if such were the case.

2. Tracking

- a) Our school health office will maintain tracking of absences and illnesses in the school community.
- b) RCCA personnel will assist the Broome County Health department with contact tracing of those who are in close or proximate contact (i.e., less than 6 feet away for longer than 10 minutes) with a person with COVID-19.
- c) In accordance with HIPAA laws, RCCA personnel cannot divulge the names of individuals diagnosed with COVID-19.

3. Quarantine, isolation, and return to school

- a) RCCA personnel will work with state and local health departments who will implement monitoring and movement restrictions of COVID-19 infected or exposed individuals. Restrictions can include isolation and quarantine of these individuals.
- b) Any individual who tested positive for COVID-19 may not return to school until after 10 days from the first onset of symptoms AND after 48 hrs. with no fever without fever-reducing medication AND after symptoms have improved. Further, documentation from a health care provider is required before return.
- c) Any individual who was exposed (i.e., less than 6 feet away for longer than 10 minutes) to an individual with a confirmed case of COVID-19 must self-quarantine at home for 14 days. Symptoms may not appear until 2-14 days after exposure.
- d) Individuals can return to school once the period of isolation or quarantine has passed, and, for those individuals who had a positive COVID-19 diagnosis, a release has been provided by a health care provider.

G. Remote Education

1. Quarantine and isolation

- a) When students must remain at home due to a quarantine or isolation order, a remote education will be provided by RCCA.
 - b) It is expected that a student who is in the recuperation phase will keep up with classwork and assignments.
 - c) Work will be provided to students through the RenWeb/FACTS Learning Management System (LMS) educational platform.
 - d) Students in grades K-12 will be loaned a school-owned device if that is necessary (i.e., do not have one at home).
 - e) Class lessons will be sent by the teacher via RCCA's RenWeb/FACTS LMS. This includes teaching videos, links for lessons, etc. When the class lesson is such that an instruction video is not necessary (e.g., an in-class workday, quiz day, classmates' presentations, etc.), other assignments will be shared with the student who is on quarantine.
2. School-wide closure
- a) The fluid nature of the coronavirus pandemic is such that RCCA students, faculty, and staff must be prepared for multiple scenarios.
 - b) If a situation arises such that a government authority (e.g., health department) issues a mandatory closure for 24 hours, students will remain at home. No remote education will take place. The day will be treated as a snow day. Students will return to school the following day.
 - c) In the event that the mandatory closure is extended beyond 24 hours, remote education will commence on the second day of the closure.
 - d) If the closure is extended for two (2) weeks or more, we will follow a 4 + 1 mode of education with 4 days of instruction and 1 day used as a teacher preparation day.
 - e) During the school closure period, all students will follow an abbreviated remote school schedule with assigned online live class times. Similar to the RCCA distance learning that took place in the spring of 2020.
 - (1) The remote learning schedule will begin with the first class of the day at 9:00 am. Daily (remote) student attendance will be kept.
 - (2) The schedule will include synchronous (live) classes, and attendance to the live classes is required.
 - (3) The schedule will also include asynchronous (not live) classes, and students will be responsible to follow the instructions shared for those classes.
 - f) Once the required period of school-wide closure has ended, on-site education will continue at RCCA.

The COVID-19 pandemic has been, and will continue to be, fluid. Due to this fact, our planning assumes that guidance and current and future regulations and safety measures may change over time. As changes occur, it is likely our plans will also need to change. This document attempts to address the most common and likely scenarios that may occur due to COVID-19; however, in the event unforeseen circumstances warrant, we will address those issues and relay information to the school community in the most timely manner possible

Updates: This plan will be updated periodically and in accordance with guidance provided by local and state health departments and by the state education department.

Last update: August 4, 2020