Dear Voyage Families,

Together with guidelines from local Health Department officials, Utah State Department of Education, and Davis School District we are planning to open our school on August 17th, 2020 following a Green Level Precautionary model.

A Green-Level Precautionary model includes regular, in-person instruction with the option for teacher-delivered online learning. At school, precautionary measures will be used to create a safe and healthy environment. We will be surveying families in the next few weeks to determine technology needed to support student learning at home.

The following is Voyage Academy’s current plan for reopening. This plan is subject to change depending on state and local Health Department requirements and the risk level determined by the state. This plan lays out both our at-home learning option as well as our in-person learning model. Please read through the plan carefully and start considering which option will work best for your family. We will have more information about reopening coming soon as well as a survey to indicate your plan for the fall (at-home or in-person learning). If you are considering the in-person learning option, please start preparing your student now to wear a mask in the fall.

1. At home learning:
   - Available to any family who feels this is the best option. The at-home learning program will be grade-level lessons that students can access remotely as well as a digital platform for resources and assignments.
   - With our at-home learning option, you will remain enrolled at Voyage Academy and have the option to return to in-person learning at certain points during the year.
   - **One teacher per grade will be designated as that grade’s online instructor:**
     - This teacher will work with the grade-level’s co-teacher to record live lessons of daily instruction. Online learning will align with the in-person learning curriculum.
     - These lessons will be posted to Google Classroom the following day along with any assignments or other materials necessary to complete the daily activities.
     - Google Classroom will be monitored throughout the day to ensure any questions from at-home students are answered and feedback is given on assignments turned in digitally.
   - **Students will be responsible to:**
     - Log on to Google Classroom daily.
     - Watch the lessons posted daily (students will be able to post questions and the online teacher or co-teacher will monitor and respond to these questions).
Be responsible for completing daily assignments and submitting them on Google Classroom. They will have the opportunity to check in with the online teacher or co-teacher at designated times throughout the week to get any support needed.

6 Week At-home learning re-evaluation cycles:
- If a family opts for at-home learning, they will be placed in the online learning track and will have the option to rejoin the in-person learning environment only at term and midterm points. *Term/Mid-term dates: September 28th, November 9th, January 4th, February 22nd, April 12th*
- If a student is placed in quarantine, they will be transitioned to at-home learning and will have the option to rejoin in-person learning at the term or midterm point if they are released from active quarantine. If active quarantine ends before term or midterm points, families will have the option to meet with school representatives and discuss returning to in-person instruction. This will be under the direction of local Health Department recommendations and will require a doctor’s note clearing student to return to school.
- Families opting for at-home learning will meet virtually with a school representative at term and midterm points to determine the plan for the next six weeks. This team (parents and school representative) will discuss the students’ situation and decide if the student will remain at home or join in-person learning. The team will discuss any support needed for students to be successful in either of these learning environments.
  - Students who have active IEPs will receive additional support from Special Education Teachers and Co-Teachers. The IEP team will meet at each term/midterm point to develop specialized supports and instruction for students in both at home and in person learning environments.

2. At School Learning:
- Available to any family who feels this is the best option. The in-person learning program will be grade-level lessons taught in the school with regular classroom teachers.
  - Parents will be responsible to complete a symptom checklist with their students before sending them to school. [Symptom Checklist](#) If students present with any symptoms, they will be required to stay home.
  - Students will have their temperature taken by their classroom teacher upon arrival. If students have an elevated temperature, they will have their temperature taken a second time in the health room by a trained staff member. If the second measurement remains elevated, students will call home and will be required to be picked up by a parent/guardian. Please ensure that Voyage has an up to date Emergency Contact List.
The school will follow staggered pick-up and drop-off procedures with breakfast drop off starting at 7:45 am and ending at 8:00 am. Families not coming for breakfast will be assigned one of the following drop-off and pick up times:

<table>
<thead>
<tr>
<th>Group</th>
<th>Drop-Off</th>
<th>Pick-Up</th>
</tr>
</thead>
<tbody>
<tr>
<td>Group 1</td>
<td>8:00</td>
<td>2:00</td>
</tr>
<tr>
<td>Group 2</td>
<td>8:10</td>
<td>2:10</td>
</tr>
<tr>
<td>Group 3</td>
<td>8:20</td>
<td>2:20</td>
</tr>
</tbody>
</table>

Students will have a staggered dismissal between 2:00-2:20 (depending on group assignment). Early dismissal will allow for students to spend time engaging in Excursion activities in the home setting. Engaging excursion lessons will be accessible on Google Classroom. These lessons can be done at home from 2:20-3:05 or whatever time fits in the family’s schedule.

Parents will be responsible to update their emergency contact list and have contacts available to pick up students if they demonstrate symptoms once they are at school.

Parents will be responsible for sending their students to school with a mask. The school will provide each student with one mask. Parents will be responsible to clean and sanitize their child’s face mask on a regular basis.

- **Backpacks will be allowed** in the school, but can only contain essential school items.
- **Lockers will not** be available for student use.
- Large gatherings will be suspended until cleared by the Health Department. Some events that were traditionally in-person may be offered virtually such as Back to School Night, Community Circle, Celebrations of Learning, etc.

- **Health and Sanitation Measures:**
  - **Hygiene Etiquette:**
    - Hygiene etiquette training will be provided for parents, staff and students
    - Increased handwashing, instruction and monitoring of proper handwashing techniques
    - Hand sanitizer stations will be located in every classroom; used upon entering and exiting classrooms
    - Hand sanitizer in all other areas of the school (office, lunchroom, sick room, etc); used upon entering and exiting school areas
    - Physical distancing (minimize physical contact)
Hygiene and social distancing signage will be posted throughout the building
Transitions will be staggered to limit exposure

○ Health Room:
  - The boardroom will be designated as the school Health Room. It will be used only for this purpose and sanitized regularly.
  - Students or staff who are symptomatic should not come to school. If a student begins exhibiting symptoms after arriving at school, they will be directed to the Health Room where they will wait until they can be picked up by a parent or guardian.
  - Students waiting in the Health Room will be required to wear a facial mask and maintain physical distancing while waiting to be picked up by parent or emergency contact.

○ Face Masks:
  - Voyage will follow the state requirements for wearing masks. If students come to school without a face mask, one will be provided.
  - Students will be allowed to wear masks of their own choosing. These do not need to reflect Voyage’s uniform colors, but any patterns or designs must be school appropriate.
  - Each student will be provided with one reusable face mask.
  - Employees will be required to wear face masks when physical distancing of 6 feet is not possible.
  - Face shields may be used by staff in specific instances and additional distancing strategies should be employed when using face shields.
  - Visitors and non-regular staff or volunteers will have limited access to the building. When in the building, they will be required to have a temperature check, complete a symptom checklist, and wear a mask.

3. General Guidelines-
   - Stay home when sick
     ○ Stay home if experiencing any of the following symptoms:
       - Shortness of breath
       - Persistent cough
       - Sore throat, congestion, or runny nose
       - Temperature higher than 100 degrees
       - Vomiting or diarrhea
       - Loss of taste or smell
Abdominal pain
Rash with fever
Strep throat
Any other illness that prevents a student from participating comfortably in school activities
  Students with symptoms or diagnosis of COVID-19 will be moved to at-home learning until cleared by a medical professional; follow procedures for re-entering from at home learning.
  Students with an active IEP will continue at-home learning with additional support from Special Education Teachers and Co-Teachers.

- Staff and parents of students must notify school officials of any COVID-19 symptoms, positive tests for COVID-19, exposure to someone with COVID-19 symptoms or a confirmed or suspected case. Staff and students who are sick or who have recently had close contact with a person with COVID-19 should stay home.
- Students who feel ill once they are at school will be sent to the Health Room to wait for a parent or guardian to pick them up. Parents and guardians will be required to pick students up as quickly as possible. They will need to make sure their emergency contact information is up to date.

Thank you so much for your support and patience as we navigate this pandemic. In the event that our precautionary level changes, we will update you on additional information.

Sincerely,

Voyage Academy Administrative Team

Voyage Academy Administrative Team

Attached: Voyage Academy’s COVID-19 Cleaning, Disinfecting, and Safety Plan