

KDO Opening Plan: (Subject to change; updated 9/3/21)

The KDO Academy board has worked very hard to create a plan that we hope takes into account all the viewpoints' people have during these trying times. We've tried to come up with a plan to keep everyone safe, as we really don't know what is going on right now; so much information and mis-information. We are asking that there be grace for all as we come together. We will continue to keep as up to date with the information coming out, and adjust our plans as necessary.

This program is for our students, and we ask that you please leave Covid discussions outside to keep a peaceful atmosphere for learning. There are concessions that all sides will have to make in order for this to work for everyone. Until we have a better understanding, we are only allowing staff and students in the building. No parents of elementary or high school students will be allowed.

We will begin following this plan:

❖ **HEALTHY ENVIRONMENT:**

- High touch surfaces, such as door handles, handrails, and tables will be wiped down during the day.
- Hand sanitizer will be available for staff and students throughout the building. Please wash hands when possible, and especially after using the restroom.
- Please distance as much as it is possible in our environment.
- Please be sure your sneezes are protected by using your elbow, inside your shirt, or a tissue if available.
- Please do not touch your face. If you do, please wash your hands or use hand sanitizer.
- Extra tables will be added as we have need or ability.

❖ **PARENTAL ACCESS:**

- Only students, teachers and staff are allowed in the building. See 'Payments' below on how to make payments.
- Presentations: Teachers will arrange with parents how this will be handled this year. It will be limited.

❖ **ILLNESS of ANY KIND:**

- If any students or family member has runny noses, cough, fever of 99.5 or over, or has any flu like symptoms, you may NOT attend KDO until better.
- We understand we are in allergy season. If you *KNOW* your student is having allergies, please make us aware ahead by e-mailing: <mailto:updates@kdoacademy.org>

❖ **NO LEAVING** the building once students are in. *NO Rutters this year.* Students caught outside the building will not get admitted back in. Parents WILL BE CALLED!

Genesis has a refrigerated case with miscellaneous lunch items & drinks available for sale.

❖ **ELEMENTARY DROP OFF: (Same as last year)**

- Parents of elementary students are asked to take the MAIN entrance (*not the Office entrance*) closest to Rutters. Elementary ONLY will access the main front doors.
- You may park in lot D, to walk students up to the doors if you want to hug and send off.
- OR, parents may line up in cars by the main front doors. Please have students ready to disembark. Once the students have gotten safely away from the cars, the next set of cars may pull up so those students can safely disembark. (If you feel your student won't cooperate with the process, please walk up with them. We don't want this stressful.)

- Teachers will be in T-Shirts with the grades they teach on their shirts for easy spotting. Students will go to the teacher with their corresponding grade.
 - Teachers will guide the kids into the building; aides will put them in their proper lines and mark them present.
- If you have a Bridge/HS student and elementary, please drop the older students first, and then drop off the younger.

❖ **ELEMENTARY PICK UP:**

- Each family will receive a laminated paper with their last name on it. (For families with same last names, the eldest child's name will appear on the paper.)
- The laminated names will be placed on the passenger side of the dash. (For those walking up, please have your paper out and showing the name.) This allows us to expedite the process of getting kids to parents.
- We will use walkie-talkies to call up the kids by families, using the eldest child's name as necessary. Families come to the door, and are marked out by the door person.
- Parents will need to utilize Jupiter or e-mail to speak with teachers about any issues. There will not be time for teachers to speak with parents at drop off or pick up.

❖ **BRIDGE/HS:**

- Students will continue to enter the same student center door.
- Students will sign in and out as they have in the past.
- Sanitized pens will be provided for sign in.

MASKS and VACCINE must know:

- Masks for students are voluntary and solely the parent's/guardian's decision.
- Please make your wishes known to your student if you want them to wear a mask or not in the building.
- There will be ZERO tolerance for those making comments one way or the other about those wearing, or not wearing, a mask or those who have or have not gotten the vaccine.
Derogatory comments are considered bullying.
- We will do all we can to honor parent's safe wishes, but know we can't police it, as we don't have the staff.
- Please notify the teacher if your student is high risk and needs to be at a distance from other students. We will make whatever accommodations that are possible.
- If your student is high risk and you prefer them to be in an empty hall, *the parent must notify the teacher* that the student may need to slip out two minutes early to get to the next class. (NO students without parental notification may leave early!)
- Masks must be plain with no pictures or wording.
- Just like masks are a personal choice, so are vaccines. Please do not ask others about their choice. Just know that we are all deciphering the information and making the best choices for our families.

❖ **STUDY HALL for 1st and 5th period:**

- Bridge/HS students that are waiting on a sibling during first period or fifth period will need to check in at the front desk.
- There will be a designated table to wait for the sibling.
- They MUST stay at the table and have something to do. No wandering!
- Parents must pre-request this service. (If there is a large request for this, and we need to hire someone to cover the time, there may be a charge. We need to see what the need is for this time.)

- Parents may not wait in the building with students.

❖ **LUNCH:**

- Kindergarten and Adventurers will be eating in their room.
- All other students will be in the lunch room. We ask that you do your best to stay in your seat. We will make sure younger ones have plenty of other opportunities to burn energy!
- Tables will be wiped down between lunches.
- Bridge/HS: Keep your hands to yourself, and do not cluster in small circles. Please be kind and give space as you socialize!

❖ **BATHROOM TIMES:**

- Elementary will have designated times opposite the Bridge/HS students for using the restrooms or being in the hallways. This will alleviate congestion in the restrooms and hallways.

❖ **PAYMENTS:**

- As the virus is spreading more readily, we are going back to no parents/guardians in the building. Thank you for understanding!
 - Mail to: KDO Academy, 2536 Eastern Blvd, Unit 131, York, PA 17402
 - Paypal (**A 4% fee to be added to cover cost.**)
 - Place in an envelope with your name on it and have your student place in the drop box.

❖ **HUGS and HANDSHAKES:**

- Please be considerate and *ASK* before you touch anyone. You may not find this to be a big deal, but someone else may. We should always err on the side of being considerate of others feelings. (*Any derogatory comments will be considered bullying. Love each other well!!*)
- Gentle elbow bumps are the safest way to go!