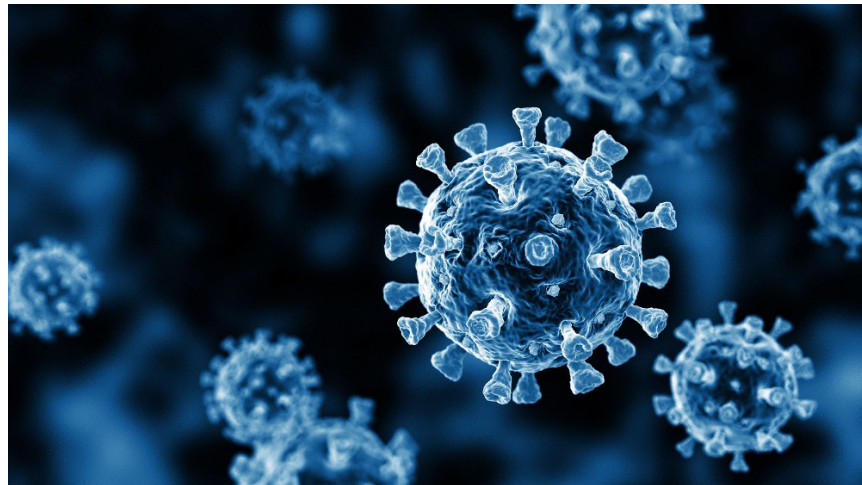




VIRTUAL CHARTER ACADEMY  
**E-SCHOOL**

**Plan For Safe Return To In-Person Instruction**  
**School Year 2021-2022**



## **E-school Virtual Charter Academy Plan for Safe Return To In-Person Activities**

### **Mission Statement**

*The mission of eSchool Virtual Charter Academy is to educate k-12 students seeking a non-traditional brick and mortar educational setting through on-line individualized instruction. eSchool Virtual Charter Academy will provide a rigorous college preparatory learning format for students that will assist them in becoming productive, creative, responsible, ethical, and engaged citizens.*

While E-school seeks to educate students and prepare them to be college and career ready upon graduation, our number one priority has been and will continue to be the safety of our students and staff. E-school understands the opportunities and flexibility it provides students on a daily basis that offers a positive alternative learning process that traditional settings may not be able to provide. However, E-school also understands the importance of educating the whole child. Daily progress in the social and emotional well being of a child are just as important as closing achievement gaps. We realize the need for in-person activities as it pertains to the academic, social, and emotional growth of our student population. While 100% of the daily expectations can be completed virtually, there will be situations and opportunities that require in-person involvement. Student field trips, special services testing, gifted and talented classroom extension activities, and state mandated testing are examples of situations that will require students and staff to be in-person. E-school Virtual Charter Academy has developed this plan to ensure the safety of our student and staff through the careful consideration of best practices outlined by local health officials and in conjunction with CDC guidelines.

E-school produced some changes for the 2020-2021 school year that we intend to continue for the 2021-2022 school year. One of the most significant changes made was in reference to in-person visits to the principal office located at 2403 South Division St. Suite B, Guthrie, OK 73044. We will continue to encourage the wearing of masks and the maintaining of appropriate social distancing. Please see the attached documents for guidance as to expectations at the E-school office in regards to informing yourself, wearing of masks, social distancing, and cleaning expectations. Along with the changes at the principal office, E-school was limited to in-person activities it was able to provide. We feel the 2021-2022 will provide more opportunities for planned in-person activities as well as those that are mandated. This plan will outline procedures that will serve as a guide to ensure the safety of our students and staff through best practices.

## **Academics**

E-school Virtual Charter Academy is a tuition free online public school that serves students in grades Kindergarten through 12<sup>th</sup>. Students complete 100% of their coursework online with the assistance of certified teachers credentialed through the Oklahoma State Department of Education. Students in grades K-5 will receive instruction virtually from Elementary Education teachers assigned to specific grade levels. Students 6-12 will receive instruction virtually from certified teachers highly qualified in specific subjects. In addition to primary instruction from certified staff, students will access FLVS curriculum that incorporates reading material, formative assessments, and summative assessments as it relates to Oklahoma Academic Standards. Students will engage with teachers through ZOOM videoconferencing for primary instruction, practice, remediation, and extension activities. ZOOM meetings will be conducted as whole groups, small groups, and individualized intervention. You can learn more about the curriculum and academic expectations at our website [eschoolacademy.org](http://eschoolacademy.org).

One of the intriguing aspects of virtual education is the flexibility and freedom to complete coursework at an appropriate pace not dictated by a traditional bell schedule. In many instances, this prevents student absences due to sickness or inability to attend a site. However, certain instances will require you to notify your teacher if you have a sickness or illness that prevents you from completing coursework. If a student contracts an illness that prevents them from completing coursework, it is vital that a doctor's note be turned into the office, [info@eschoolacademy.org](mailto:info@eschoolacademy.org), in order for your child to receive a documented absence.

## **In-Person Activities**

While the majority of school items can be completed virtually, there are a few circumstances that may require in-person commitments:

- RSA Testing
- WIDA Testing
- Special Services Testing
  - A. Gifted and Talented
  - B. Special Education
- Field Trips
- Family Orientation Night
- Gifted and Talented Classroom Extension Activities
- Office visit

When an in-person activity is required, it is important that all parties abide by the following procedures:

## **Pre-Screening**

- A. E-school asks each parent to take the initiative to screen your child prior to sending them to any in-person school function. It is the parent's responsibility to screen their child for any sickness related symptoms: fever, upset stomach, headache, muscle pain, nausea, etc. It is imperative that if a child experiences any of the mentioned symptoms or any other symptom related to sickness or illness that the child not attend the in-person function. If the decision is made to not attend, the parent should notify the child's homeroom teacher and it will be documented as an excused absence.
- B. Staff shall also screen themselves. It is the staff member's responsibility to screen themselves before attending an in-person function. If the decision is made to not attend an in-person function due to experienced symptoms, the staff member should notify the principal of an absence due to symptoms and it will be noted as such.

## **In-Person Procedures**

In the event a student or staff member begins to show signs or symptoms of a sickness while attending an in-person function, the following procedures will be followed:

- A. Parents or Staff will be immediately isolated from the rest of the group.
- B. Parents of the child or staff member experiencing symptoms will be notified of home isolation criteria determined by health officials.
- C. Child or staff member that shows symptoms will not be allowed to attend in-person functions until they have met the CDC's criteria for safe return to school or work.
- D. Any student or staff member that attended the in-person function will be notified following guidelines from local health officials and the CDC.

[Click this link for the most recently updated CDC guidelines](#)

# What you should know about COVID-19 to protect yourself and others



## Know about COVID-19

- Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person.
- The virus that causes COVID-19 is a new coronavirus that has spread throughout the world.
- COVID-19 symptoms can range from mild (or no symptoms) to severe illness.



## Know how COVID-19 is spread

- You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID-19 is primarily spread from person to person.
- You can become infected from respiratory droplets when an infected person coughs, sneezes, or talks.
- You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes.



## Protect yourself and others from COVID-19

- There is currently no vaccine to protect against COVID-19. The best way to protect yourself is to avoid being exposed to the virus that causes COVID-19.
- Stay home as much as possible and avoid close contact with others.  
Wear a mask that covers your nose and mouth in public settings.
- Clean and disinfect frequently touched surfaces.
- Wash your hands often with soap and water for at least 20 seconds, or use an alcohol-based hand sanitizer that contains at least 60% alcohol.



## Practice social distancing

- Buy groceries and medicine, go to the doctor, and complete banking activities online when possible.
- If you must go in person, stay at least 6 feet away from others and disinfect items you must touch.
- Get deliveries and takeout, and limit in-person contact as much as possible.



## Prevent the spread of COVID-19 if you are sick

- Stay home if you are sick, except to get medical care.
- Avoid public transportation, ride-sharing, or taxis.
- Separate yourself from other people and pets in your home.
- There is no specific treatment for COVID-19, but you can seek medical care to help relieve your symptoms.
- If you need medical attention, call ahead.



## Know your risk for severe illness

- Everyone is at risk of getting COVID-19.
- Older adults and people of any age who have serious underlying medical conditions may be at higher risk for more severe illness.



# Six Steps for Properly Cleaning and Disinfecting Your School

## Protect Your School Against COVID-19

Properly cleaning and disinfecting surfaces and objects can help safely and effectively reduce the spread of disease in your school or facility.

**Always wear gloves and other personal protective equipment (PPE) appropriate for the chemicals being used.** The PPE may include eye protection.

**Cleaning and disinfection products should not be used by or near students.**

**Make sure that there is adequate ventilation (air flow) when using chemical products** to prevent yourself or others from inhaling toxic vapors.



1. **Use an EPA-approved disinfectant against COVID-19.** Visit [epa.gov/listn](https://www.epa.gov/listn) or scan the QR code with your smart phone to check EPA's list of approved disinfectants.



2. **Always follow the directions on the label.** Check "use sites" and "surface types" to find out where the product can be used. Pay close attention to "precautionary statements."



3. **Clean surfaces and determine how areas will be disinfected.** Clean surfaces with soap (or detergent) and water prior to disinfection. Routinely clean and disinfect frequently touched surfaces at least daily.



4. **Follow the specified contact time.** Apply the product (e.g., spray or wipe a surface) and allow it to dry according to the specified contact time on the label.

5. **Wear gloves and wash your hands with soap and water.** Discard disposable gloves after each cleaning and disinfection. For reusable gloves, dedicate a pair to disinfecting surfaces to prevent the spread of COVID-19. After removing gloves, wash your hands with soap and water for at least 20 seconds.



6. **Store chemicals in a secure location.** Keep product lids closed tightly and store products in a location away from students' reach and sight.



[cdc.gov/coronavirus](https://www.cdc.gov/coronavirus)

# Please wear a mask.



[cdc.gov/coronavirus](https://cdc.gov/coronavirus)