

THE EARLY COLLEGE OF ARVADA

Learning plan
2020-21 School
year



A MESSAGE TO PARENTS & FAMILIES

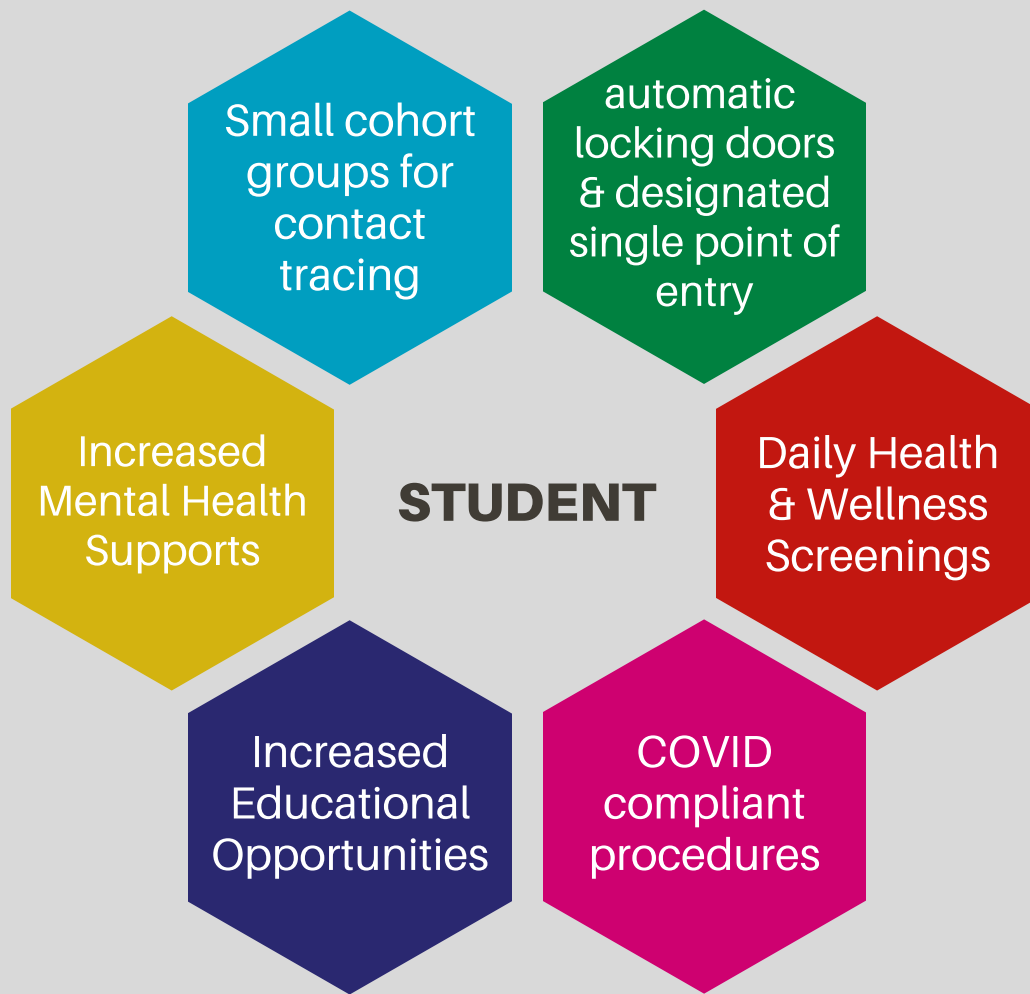
ECA will be implementing guidelines to ensure its readiness for students to return for the fall. These will also be followed throughout the first term and into the second term if necessary to guarantee the safety of staff and students throughout the year.

Changes in guidelines related to special populations, assessment, and health and safety may happen suddenly. ECA will make sure to provide communication regarding these adjustments in a timely manner to our families and community. It is crucial that everyone remain flexible and nimble during these times and work hard to do their part to ensure the safety and well being of our students, families and staff.

In the event that we must move back to full time online learning, ECA's school week will be adjusted to accommodate the needs of our students and staff. It will become a 4 day work week rather than 5 days. School days will be Monday, Tuesday, Thursday and Friday. Wednesday will be an off day for teachers to plan, grade and support special populations for the following school days.





******Some of our guidelines may differ from those at our partner schools, it is important for our students to check in with the Colleges and Universities they may have classes with to remain in compliance with their guidelines as well as ECA's.***



Safety 4 all




The Early College of Arvada understands that now, more than ever, the safety of our students must come first in order for them to receive a safe and high quality education.

ecarvada.org



Many of the following protocols and provisions are mandated by the State and County government. Failure to comply with these rules jeopardizes the health and safety of staff and students at ECA as well as the Arvada Community. We ask that families do their part to prevent the spread of COVID-19 within our school. ECA can only stop the spread as well as our parents, it is up to us all to work as a team. Prevention of the spread of COVID-19 begins in the home.

DO NOT SEND YOUR CHILD TO SCHOOL IF THEY ARE EXPERIENCING THE FOLLOWING:

- COUGH
 - SHORTNESS OF BREATH OR DIFFICULTY BREATHING
 - CHILLS, MUSCLE ACHES
 - SORE THROAT
 - NEW LOSS OF TASTE OR SMELL
 - HAVE A TEMPERATURE OF 100.4 DEGREES OR HIGHER.
 - HAVE BEEN EXPOSED TO SOMEONE WITH COVID OR WITH SYMPTOMS.
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BEFORE STUDENTS & STAFF RETURN WE WILL HAVE:

- Cleaned and sanitized the building and all furniture within the building.
- Created floor markings as needed to help students and staff maintain a safe distance.
 - School start times will be staggered to allow for state mandated health checks.
 - Students will be grouped into academic cohorts to minimize large scale gatherings and interactions.
- Placed hand sanitizer stations throughout the building.
- Prominently displayed signs of COVID-19 symptoms and steps for preventing the spread of the virus.
- Reconfigured shared spaces to encourage social distancing practices.
- Developed new protocols for school guests and visitors to minimize potential exposure.
- Limited the number of shared items in the classroom.
- Planned for Middle School to eat lunch in their classrooms and to split High School lunch into two sessions to minimize large groupings.
- Continued our contract with the Children's Hospital in order to maintain appropriate State Health guidelines.

IN THE EVENT OF AN EMERGENCY:

- We have developed plans for rapid response to a student or staff member with fever who is in the school to ensure minimal possibility of spread.
 - Designated a specific enclosed room and protocol to isolate any person exhibiting COVID-19 symptoms.
 - Developed a communication plan for notifying staff, parents and community officials in the event that a student or staff member tests positive for COVID-19.
 - ECA is not able to communicate specifics of who tests positive and will send immediate alerts to families if their student comes in contact with someone who may be COVID positive.
 - Developed guidelines for when the school should close due to any confirmed cases of students or staff.
 - Students who test positive for COVID-19 will NOT be permitted back in the building until said student receives a negative test for COVID-19.

BEFORE STUDENTS & STAFF RETURN WE WILL HAVE:

- Followed school immunization requirements as mandated by the State.
- Identified crisis support teams and response protocols to assist with medical and mental health events.
- Created platforms to regularly release communication via email, phone, Infinite Campus, school website and social media (Facebook/Instagram).
- Implemented an autodialer system to call parents and families with important information.
- Prepped Teachers to train students in our new online learning platform at the beginning of the school year.

GUIDELINES TO FOLLOW THROUGHOUT THE SCHOOL YEAR:

- Students and staff will be required to wear a mask or face shield at all times.
 - Students, for different reasons, may struggle with wearing a mask. We are planning with providers on how to support students' needs while maintaining health and safety protocols.
- Students and staff must work diligently to maintain a 6-foot distance between themselves and those around them.
- Continually taking steps to reduce fear and increase self-care.
- Take measures to provide ongoing communication of guidelines and pandemic information.
 - When teaching students school routines at the beginning of the school year, include routines for washing hands and keeping shared spaces clean.
- Frequently cleaning shared spaces such as bathrooms, classrooms, hallways, and the front of the building with electrostatic tech.

In the event of moving to full remote teaching, teachers will have set office hours for students and parents to contact them if necessary.

Re-engagement protocols will be in place for students that do not log on during remote learning.

ONGOING GUIDELINES TO ENSURE STUDENTS AND STAFF REMAIN SAFE AND FOLLOW STATE AND NATIONAL GUIDELINES & MANDATES:

- Classes will be limited to 25, including the teacher.
- Prohibit large groupings of students or staff.
- Ensure the school is stocked with personal hygiene equipment.
- Educate students and their families on proper personal hygiene and sanitation practices.
- Develop the practice of having teachers and students clean their personal workspace and tools often.
- Provide students with the opportunity to wash, or sanitize their hands throughout the day.
- Ensure school staff is trained to recognize signs that an individual is ill and on how to care for them safely.
- Utilize contact tracing to prevent the spread of the virus.
- Provide access to counseling services for students and staff who may be struggling with the effects of the COVID-19 pandemic.
- Carefully monitor national, state, and local COVID-19 guidelines.
- Ensure ventilation systems work properly.
- Conduct Evening sanitization of classrooms and building interior.



CAFETERIA:

- Limit unnecessary staff in food service areas.
- Sanitize table surfaces between eating shifts.
- Grid off sections for common spaces and lunch areas to help with social distancing.
- Providing lunch inside classrooms for our Middle School students instead of the cafeteria.
- Individualized pre-packaged lunches with disposable utensils.

CLASSROOMS:

- Only students and staff will be allowed in the building.
- Keep each child's belongings separated.
- Use signage and markings to establish social distancing.
- Remind students not to pass personal supplies to each other, as this is a way to spread illness.

DROP OFF/ ARRIVAL OF STUDENTS:

- Stagger arrival and drop-off times and locations.
- Individualized contact less health screenings as required by State orders.
 - Record screening daily and track on Infinite Campus.
 - Designated drop off areas to ease entrance congestion.
- Use signage and markings to establish safe distancing.

HALLWAYS:

- Middle School Students will remain in classrooms and teachers will rotate.
- Staggered passing periods by cohorts in High School.

LOCKERS:

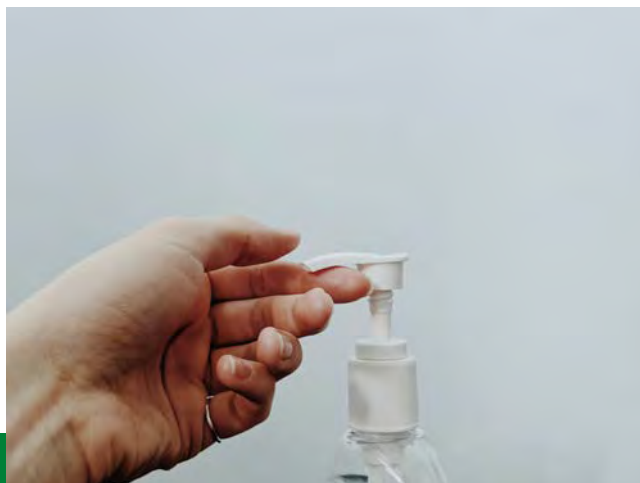
- Students will not be permitted to use lockers until further notice, they must keep all school supplies with them.

RESTROOMS:

- Designated restroom for each cohort.
- Display signage in the restrooms illustrating proper hand washing and hygiene.
- Ensure adequate soap is available.
- increasing cleaning and disinfecting high touch areas, such as door handles, faucets, and hand dryers.

VISITORS:

- Restrict nonessential visitors, volunteers, and activities involving other groups in order to minimize interaction with additional individuals.



THROUGHOUT THE SCHOOL YEAR:

- ECA is taking measures to take mental health very seriously. We have staff members here to assist with students who may be struggling during this time.
 - Academic Interventionist
 - School counselors
 - An at-risk interventionist

GIFTED AND TALENTED STUDENTS:

- Our GT Coordinator will continually reach out to teachers to make sure that these students are continuing to get the support and challenges that they need.

STUDENTS WITH IEP'S:

- The continued use of an Accommodation Tracker is still being used by Staff to communicate with the Special Education Teacher as to what supports are being used for each individual.
- Teachers will be Meeting with students in small groups and individually to support their learning in their classes.
- IEP meetings will be held virtually or using phone calls pending parent preferences.

ESL STUDENTS:

- ECA recognizes the possible need for additional academic supports for sustained academic success.
- Our EL Coordinator will continually reach out to both students and families to let them know about her availability and supports.
- Communication will be maintained to make sure that any Social and Emotional supports needed can be addressed using our School Counselors.

FAMILY SUPPORT:

ECA has access to numerous community partnerships. Families struggling during this time of crisis may reach out to ECA for help and support.

SURVEY PARTICIPATION IS MANDATORY

Please keep in mind that when selecting in person learning, students and staff may need to shift to full time remote learning in case of emergencies.

**Full time
in- person**

Full time remote

PLEASE CHECK EMAILS REGULARLY.

FILL OUT THIS SURVEY BY JULY 31ST

Your participation in this preference form is crucial and mandatory in the safe and successful implementation of our learning plan for the coming school year.

ECA needs to know how many students will be in the building in order to meet safety guidelines and go beyond the government's requirements where necessary.

Your selection will be permanent until the end of the 1st semester. ECA will consider any possibly changes for the spring term under guidance of the state and county government. Changes will be communicated by December.