

## Daily Reminders and Procedures

### Please Note:

The only thing your child needs to bring is a water bottle filled with water, labeled with your child's name on the bottle.

### Drop Off Procedures:

Please arrive at school no earlier than 10 minutes before your child's class start time.

**4<sup>th</sup> to 8<sup>th</sup> Grade** – 8:30 AM dressed in school uniform ready for e-learning at home

**Kindergarten to 3<sup>rd</sup> Grade** – 8:30 AM

**Jr. Kindergarten (4-year-old)** – 8:45 AM

**Preschool 3-year-old** – 9:00 AM

### Daily Health Checkpoint

Checkpoint Evaluation Questions: (parents and staff are required to do this before leaving home for school each morning, visitors are to do this on-site)

- NO  YES Have you received a confirmed diagnosis for corona-virus (COVID-19) by a corona-virus (COVID-19) test or from a diagnosis by a health care professional in the past 14 days?
- NO  YES Have you had close contact with or cared for someone diagnosed with COVID-19 within the last 14 days?
- NO  YES Have you experienced any cold or flu-like symptoms in the last 14 days (include: fever or the temperature of greater than 100.4 degrees Fahrenheit/38 degrees Celsius under no medication, cough, difficulty breathing, sore throat, pressure in the chest, extreme fatigue, earache, persistent headache, diarrhea, and persistent loss of smell or taste)?

If NO is selected: Based on your answers, the individual is WELCOME TO ENTER THE BUILDING.

If YES is selected: Based on your answers, the individual is NOT TO ENTER THE BUILDING.

Please drive your car or walk to the front of the school, please have your child wait inside of your car or stand outside of the school, each individual will have their temperature checked again and will verify they are free of symptoms. Individuals are required to answer the above questions before entering the school facilities.

1. Elementary students will not be gathering in the Impact Center foyer waiting for teachers to pick them up, students are to proceed to their classrooms right after they are scanned for attendance if they entered the building after 8:25 AM.
2. Jr. K and kindergarten students will go to their classrooms once they entered the building and scanned for attendance. Staff will assist the process in the first week of school until the 4-year-old students get used to the routines.
3. Preschool 3-year-old parents might walk their child to the front door of the building if needed for the first few days of school, otherwise, staff will assist the process.