



WE ARE CREW,  
WE ROW  
TOGETHER

Parent Handbook

ENTHEOS ACADEMY

Safely opening our schools in  
the fall during the COVID-19  
pandemic

2020-21

Hello Entheos families,

We have spent the past couple of months gathering feedback from our families through surveys, focus groups, and many conversations. We have also spent countless hours working with our educators, the Utah State Board of Education, the Utah State Charter School Board, and the health department to develop our reopening plans for this fall. We are so fortunate to have an amazing Crew of parents, students, educators, and lots of support from other stakeholders. We understand that educating children during a pandemic is serious, however it has also reminded us how strong we are as a community!

**Entheos Academy: We are Crew- We Row Together** is Entheos Academy's plan to mitigate the educational consequences of COVID-19, modeled on Governor Herbert's "Utah Leads Together" plan and the Utah State Board of Education's reopening guidelines and requirements. Every Entheos stakeholder including school board members, administration, educators, parents, and students play a role in this response; we row together! This plan requires the Crew of Entheos to continue to demonstrate our 3 pillars:

1. **Service:** We serve each other through being patient, kind, and taking measures to keep our crew members safe! We reach outside of ourselves to look at our school community, neighbors, and wider community for opportunities to make things better.
2. **Excellence:** We individually and collectively strive to learn, problem solve, and adapt to ensure an excellent education for our Entheos students, no matter the challenges.
3. **Leadership:** We each demonstrate that we have the power to make a difference within the Entheos Crew and in the wider community during these difficult times. We step forward and lead when needs present themselves.

The information that follows will provide you details regarding how things will look different this year. Please read it thoroughly and know that we are making every effort to keep your children safe while providing the best possible educational experience.

Thank you for your support,

*Esther Blackwell*

Executive Director

## Parent Communication

During the pandemic, having quick and effective communication with our families is critical. This year we will be using a tool that may be new to many of you called **BLOOMZ**. We will provide information so that all our families can sign up for free and select their preferred method of receiving communications from the school. By signing up for BLOOMZ, which is paid for by the school, you will be able to receive texts, emails, auto-calls, and you will be able to communicate back to the school or your child's teachers. This will allow for far more effective communication of things like assignment due dates, how to get help from a teacher when you have questions, daily schedules etc., and emergency notifications regarding COVID-19.

In addition to using the BLOOMZ app, we will continue to post information on Facebook, the school website, send information out in hard-copy form, and make personal phone calls whenever necessary. Please make sure that your phone information and emergency contact information stays current throughout the year. If you ever need to make updates, contact the front office.

## Stay Home When Sick

It is extremely important that you do symptom checks each morning before bringing your child to school. Think of it as an additional part of your morning routine, like brushing teeth. As part of this routine, you will need to check your child's temperature. If you do not have the means to secure a thermometer, please contact the school so we can assist you. When you do your morning symptom check, here are the symptoms you should watch for:



• Shortness of breath, sore throat or persistent cough



• Temperature higher than 100.4 degrees



• Congestion or runny nose



• Vomiting or diarrhea



• New loss of taste or smell

If your child is feeling unwell, they need to stay home except to get medical care. If your child has any of these symptoms, they may not physically return to school unless their symptoms are not due to a communicable disease as confirmed by a medical provider (such as a note confirming symptoms are due to allergies), or they are no longer sick/contagious as confirmed by a medical provider (such as a negative COVID-19 test result).

It is highly encouraged that if you or your child are symptomatic, that you get a COVID-19 test. Please notify the school immediately if your child has a COVID-19 positive test, or is presumed positive.

### **Absences**

The school will be lenient with absence policies this year. If your child is going to be absent from school, please contact the front office to notify them of the situation.

### **Temperature Checks**

Upon arriving at school each day, we will be conducting temperature checks. If you drive your child to school, please don't drive away until your child has had their temperature checked. If your child has a temperature of 100.4 or greater, we will ask you to park, and we will retake their temperature in 5 minutes to make sure the reading is accurate. If your child has a fever, you will need to take them home.

If your child walks to school, we will also do a temperature check, and contact you to come pick them up if they have a fever.

### **High Risk Individuals**

According to the CDC, children who may be considered at higher risk for severe illness from COVID-19 include those who have the following conditions:

- Chronic kidney disease
- COPD (chronic obstructive pulmonary disease)
- Immunocompromised state from solid organ transplant
- Obesity
- Serious heart conditions
- Sickle cell disease
- Type 2 diabetes mellitus
- Children who are medically complex, who have a neurologic, genetic, metabolic condition

For more information regarding individuals at high risk, please see the following link:

[https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html?CDC\\_AA\\_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fneed-extra-precautions%2Fgroups-at-higher-risk.html](https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/people-with-medical-conditions.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fneed-extra-precautions%2Fgroups-at-higher-risk.html)

If you or your child are at high risk or serious illness from COVID-19, please consider the following section regarding accommodations.

### **Accommodating Individual Circumstances for Students and Families**

#### **Distance Learning Program**

If for any reason, you would like your child to attend Entheos in a Distance Learning format this year, you may sign your child up through the following link:

<https://forms.gle/ehHPxZurEyiqx7Zg8>

If your family chooses the Entheos Distance Learning option, your child will have free access to the following:

- iReady and other high quality online learning curriculum
- An online instructor during school hours for live support
- An at home Discovery Program
- Service Learning program participation
- Social interaction and character education through Virtual Crew
- English Learner and Special Education services
- Free and reduced breakfast and lunch options for those who qualify
- Option to transition back to on-campus learning at trimester breaks
- Guaranteed continued enrollment at Entheos when your child is ready to return to in-person learning
- Remain part of the Entheos Community

You will have the opportunity to change back to in-person learning at the beginning of each new trimester if you choose.

If you have questions or would like to discuss this option to determine if it is the right fit for your family, please contact:

[Mat.edvik@entheosacademy.org](mailto:Mat.edvik@entheosacademy.org)

### **Students Temporarily at Home Due to Sickness or Quarantine**

Students who are temporarily at home due to COVID-19, should also continue to learn at home by following a daily schedule of fixed, live, and asynchronous learning provided by the school.

### **Healthcare Plans, IEP's, and 504's**

All Individual Healthcare plans, IEPs and 504 plans for accommodating students with special healthcare needs are being systematically reviewed and updated as needed, to decrease risk of exposure to COVID-19. If you have updates from your medical provider regarding your child's healthcare plan, please share them with the school as soon as possible. If you would like to speak with someone regarding your child's IEP or 504 and COVID implications, please reach out.

## **Hygiene and Safety**

### **Cleaning and Sanitizing the Building**

Entheos will implement a rigorous cleaning routine that will include frequent sanitizing of high touch surfaces such as doorknobs, sinks, toilets, and desks. All unavoidably shared supplies such as computers, sporting equipment etc., will be sanitized between uses. If we have had a sick individual or positive case of COVID-19 at school, we will immediately clean all impacted areas of the school.

### **Handwashing and Hand Sanitizing**

Students will be taught proper hand-washing techniques, including lathering hands with soap, scrubbing between fingers, washing the backside of each hand, scrubbing each wrist, washing underneath fingernails and rinsing with water. The process should take 20 seconds. Please practice and reinforce handwashing with your children at home.

All individuals on campus will be expected to employ frequent use of handwashing/hand sanitizer throughout the day. Hand sanitizer and disinfecting wipes will be readily available to staff, students, and visitors in controlled environments to ensure safe use.

### **Face Masks**

During the pandemic, face masks are an important part of respiratory hygiene and have been proven to reduce the risk of spread. In accordance with the state mandate, face masks will be required of everyone entering the school building. This includes:

Faculty and staff will be wearing face masks.

Visitors and volunteers must wear face masks when on campus.

Students face masks are required for all students above 1st grade, and encouraged for students in kindergarten and 1st grade. If you do not have the means to provide a face mask for your child, please contact the school so we can assist you. Face masks can be any pattern and design, as long as they don't have any inappropriate words or images. Let your children see face masks as something fun instead of scary.

Remember, face masks should be washed frequently!

### **Physical Distancing**

One of the best ways to reduce the spread of COVID-19, is to try to stay physically distanced from one another. This is really difficult at school, but there are things that can help!

### **Breakfast and Lunch Service**

Students will go to the cafeteria to pick up their food (where we will have floor markings to maintain physical distance), but will take their food back to classrooms to eat. That way we won't have large numbers of students crowded together in the cafeteria.

Crews will also have staggered recess scheduled with designated play areas for individual Crews, to allow students to have fun while maintaining physical distance between cohorts of students.

### **Large Gatherings**

To avoid the possible spread of COVID-19 at large events, things such as Community Circle, Celebrations of Learning, and assemblies will be re-formatted this year and will be held in a virtual manner if possible.

In middle school, transition times are longer so that teachers can guide the process and ensure that students do not gather up in large numbers between classes. Instead of using lockers, which is a typical spot where students bunch together, middle school students will keep their belongings with them in their backpacks.

### **Crew Groupings**

Since we can't feasibly maintain 6 feet of distance between all students, we can "bubble" Crews, meaning that Crews will stay together for the whole day instead of mixing up for different classes. This means that each Crew is physically distanced from other Crews. This prevents spread and also facilitates contact tracing in the event of an outbreak.

### **School Schedules**

Because of the great difficulty of maintaining physical distance at school, we need to be nimble to mitigate the level of COVID-19 risk that we are experiencing in the Salt Lake valley. We will be ready to move between the following phases as necessary:

- **Green Phase Schedule:**
  - If Entheos Academy is on a "Green" status, all students (unless they are participating in the Distance Learning program) will attend school, Monday-Thursday, 8:25-3:20. No on-campus school will be held on Fridays unless students are invited to a special Adventure or Discovery activity. However, on Fridays students should continue home learning according to a provided, suggested schedule.
- **Yellow Phase Schedule:**
  - If Entheos Academy is on a "Yellow" status, the school will operate a split schedule, meaning students will be designated to attend on campus learning either on:
    - **Monday and Wednesdays**
    - or

### ■ Tuesday and Thursdays

- This split schedule is intended to increase physical distancing and possible exposure by reducing the number of students on-campus. No on-campus school will be held on Fridays unless students are invited to a special Adventure or Discovery activity. However, on Fridays students should continue home learning according to a provided guidance.
- **You will be notified at the beginning of the school year if your child will be on the Monday-Wednesday or Tuesday-Thursday schedule during the Yellow phase.** Children in the same family will be kept on the same schedule!
- **Orange or Red Phase Schedule:**
  - If Entheos Academy is on a “Orange” or “Red” status, students will stay at home and participate in learning at home under the guidance of the school. Families and students will receive their daily schedules of classes that are held at a fixed time during the day, and also suggested daily schedules that include both the fixed classes and asynchronous learning that needs to occur.

## Carpool

During the pandemic, we discourage you from carpooling with students from different households, to minimize outbreak probability. We understand that this may be a real difficulty, and if families have no other choice but to carpool, face coverings in the vehicle are highly recommended. It is also highly recommended that regular cleaning and disinfecting of your vehicle occurs.

Entheos will implement an end of day dismissal process with staggered release times. Walking students will be released first at 3:15pm and will be required to immediately leave campus unless participating in an afterschool program. Following this, only, students whose ride has arrived will be allowed out of the classroom to immediately go to their ride. Parents, please stay in your car during drop off and pick up. If you need assistance, call the front office and we will help. We will be providing more information to families on this new process!

Parents/guardians arriving at school to pick up their walking children, must stand 6 feet apart while waiting, and must wear face coverings while on campus due to Salt Lake County face covering requirements.

## Late check-in, Early Check-out

If you arrive at the school outside of typical times to check-in or check-out your child, please stay in your vehicle or outside the building and call the front office for assistance. There is no need to come into the building. Our front office staff will assist you by coming outside as needed. This will help us reduce possible exposure to COVID-19 within the building. If you do need to come into the building, please remember your mask.

## **What Happens if There is an COVID-19 Outbreak at School?**

### **Health Rooms**

If a child becomes sick while at school, they will be placed in the Health Room where they can wait separately until they are able to go home. The room will immediately be sanitized after use to prevent possible spread.

### **Contact Tracing and Notification**

If an individual in the school community is diagnosed with COVID-19, the school will immediately begin work with the health department to conduct contact tracing. The identity of the individual who has tested COVID-19 positive will be protected as much as possible and all privacy laws will be observed. If your child has been directly exposed, you will be notified as soon as possible.

### **Quarantine**

If you are notified by the school that your child has been directly exposed to a positive case of COVID-19, your child will then begin a 2-week quarantine at home. During their quarantine they will participate in learning at home using a suggested daily schedule

If your child has been directly exposed to COVID-19 outside of school and needs to go on quarantine, please call the office to inform them of the situation. During quarantine, your child should continue to learn at home by following a daily schedule of fixed, live, and asynchronous learning provided by the school.

### **Temporarily Reclosing**

The school will immediately consult with the health department upon an outbreak of COVID-19 to determine if:

- A class dismissal is warranted
- A school dismissal is warranted

If there needs to be a temporary re-closure, families will be notified immediately and we will initiate guidance for parents on Distance Learning, trigger our distribution process for supplies needed for Distance Learning, and provide information on continued breakfast and lunch programs.

## **Special Programs at Entheos**

### **Discovery Program**

Entheos believes that our Discovery Program is a critical part of the educational experience that we provide. As such, we have made plans to continue the program in a modified format that will allow continued Discovery experiences while maintaining health and safety measures. This year, students will receive Discovery as a special class on a regular basis, instead of intensive cycles through the year. Students on Distance Learning will receive pre-selected Discovery packets for home use. For more details, contact your school Discovery Coordinators.

### **Service Learning**

The Service Learning Program will be operating with a modified format. All students will participate in Service Learning opportunities throughout the year. 6th grade students will perform their year of service, and will be guided to select choices that will be implementable whatever the “risk phase”.

### **Adventure**

While we are unable to do overnight camping experiences this year due to the high health risks that would involve, we are planning for some engaging, fun, and educational middle school adventure experiences that will be held on Fridays. Stay tuned for details coming soon!

### **4H After School**

4H will continue to run an after-school program at Entheos with a selection of classes available. If the school is temporarily on Distance Learning, then the 4H after-school program will also be delivered virtually or through packets. More details will be provided soon!

## **Entheos Board of Directors**

Rod Eichelberger

Jaren Gibson

Deb Ivie

Corey Mecham

Adriane Olsen

Xazmin Prows

## **Entheos Administration**

Executive Director/Kearns Campus Director: Esther Blackwell

Magna Campus Director: Jason Bennion

Kearns Assistant Director/District Assessment Director: Dina Wecker

Director of Curriculum and Instruction/Distance Learning Director: Mat Edvik

Magna Assistant Director: Brett McAllister

Director of HR and Compliance: Sue Talmadge

**Updates to this plan will be available at:**

[Entheosacademy.org](http://Entheosacademy.org)