|  |  |  |
| --- | --- | --- |
|  |  | July 20th, 2020To: Alaka’i O Kaua’i Charter School learning communityRe: School Opening Plans 2020-2021Aloha Alaka’i O Kaua’i Charter School community,Aloha and please accept this letter to announce that after great deliberation plus consultation with our dedicated teacher facilitators, we have decided Alaka’i O Kaua’i Charter School School will be opening on campus education for the 2020-2021 school year on August 4th, 2020. We are extremely fortunate at this interesting time in history to be a small school with massive outdoor spaces in a beautiful rural setting plus large classrooms that can adapt quickly.If you personally feel you are not comfortable with having your child return to school at this time, we certainly understand and would request that you contact the school to discuss various options. We assure you we will do everything possible to first and foremost safeguard the health of our learners, staff, families, and the greater community. We feel comfortable that with strict precautions and procedures, we will be able to welcome the students back to school, but we will be depending on the cooperation of families in following our reopening guidelines and procedures. The following practices are aligned with the CDC guidelines for schools, the Hawai’ian State Teachers’ Association, the Hawai’i Department of Education, and the Hawai’ian Charter School Association, and were approved by the Alaka’i O Kaua’i Charter School Board of Directors.The guidelines of the on campus education plan come into effect during the back to school orientation half days that will begin on Tuesday, August 4th, 2020. We look forward to welcoming back our student learners for half -day education starting August 4th and concluding on Friday, August 14th. On Monday, August 17th we will then begin our full day education on campus.A friendly reminder that all federal, state, and local government regulations guide our school reopening plan and accordingly this is a living document that will change as conditions change.Any families who travel off island are expected to follow the current policies of travel and related quarantine as required by government and health officials.*Pick up and drop off procedures*-Parents must wear a mask and will not enter the building nor leave their vehicle during drop off or pick up.-Alaka’i O Kaua’i Charter School start time is 8:45am and due to legal restrictions we cannot accept student learners prior to 8:15am.-All student learners are expected to wear a mask to enter on to the campus at the start of their school day and again when they leave campus at the end of their school day as these are potentially high-density traffic areas.-A staff member will take the child’s temperature and perform a health check before the student learner enters the campus and the parent is requested to wait for the affirmative to attend school. The student learner will go directly to the washrooms located at the entrance of the school to wash their hands. After proper hand washing the student learner will go directly to their outdoor classroom or gym as directed. A copy of the Health Check Guidelines are available in the office and on our website.-Any of our student learners who ride the bus must follow the expectations of Akita Transportation that is currently two people to a seat maximum and wearing of a facemask.-Pick up times will be scheduled ahead of time and the Director will assist with vehicles coming at their designated time frame.-Families with multiple student learners at various grade levels with pick up all their family at the same time based on pickup of the student learner in the lowest grade level.-At pick up, parents will wait in their vehicles, keeping a safe distance from one another. Once your child is transferred to you, we ask you to please vacate the space quickly to help with traffic flow for all of our families.-Whenever possible, it is best if the same parent picks up and drops off. Also, we ask that older family members who are at greater risk do not drop off/pick up children if possible (such as grandparents).-We kindly ask all parents and visitors to our campus wear a mask please. The Office may be locked so please call ahead to arrange to be welcomed to our campus. *Classroom Education*- Adaptations to equipment, furniture, materials, and classroom have been made to create both indoor and outdoor classrooms for each grade level.- Student learners will have a learning space that will meet physical distancing requirements of 6 feet. - Doors and windows will remain open to the outside whenever possible to allow for open flow of air. - Student learners will wash hands between lessons and work numerous times during the day. Hand sanitizer will also be available in the classroom. -Student learners will have their own individual supplies and will not share with others. These personal supplies should be labeled for each student learner.-The student learners will be kept in their classroom groups and groups will not mix during the school day.-Aftercare will be available starting later in the school year so please let us know if you require this service by emailing or calling the office.-Wearing of masks in classrooms is left to the decision of the teacher facilitator of that grade.*Lunch and Recess*-Student learners will be eating their lunches in their outdoor and indoor classrooms.- Student learners will enjoy recess on a scheduled basis to avoid mixing with other classes and grade levels. Physical distancing safe practices will be expected.-Water fountains will not be used. Please send a water bottle and make sure it goes home for cleaning daily. *Off Campus Education*-In the event we are mandated to close, then the Off Campus Education Program will begin the following scheduled school day. -The Off Campus Education Program does require each student (or parent) to connect daily with each teacher via phone, email, or text for attendance verification.-All student learners are responsible for their work assigned in the Off Campus Education Program as it will be used for assessment purposes.-Any family that has potential issues with electronic connections or shortage of electronic devices please contact the school so we can assist with potential solutions.-Student Learner/Parent Off Campus Education Ideas: • A table or desk to sit at that is well lit and allows for a workspace.• A quiet background free from distractions. • Students must be prepared for school each day and may need parental help and encouragement.• Students are expected to attend to their schoolwork during the class day. Playing on the computer or I-Pad, distracting others with messages or inappropriate conversations is unacceptable. • Parent Responsibilities: * Provide access to individual I-pads or computers
* Ensure WIFI is reliable and can connect for all day class
* Communicate concerns and challenges to teachers directly via email or phone call, outside of Zoom class times.
* Keep background distractions to a minimum.
* Set up clear routines and responsibilities » Establish a family online agreement for computer/I-pad/internet use during and outside of school time.

*School Cleaning and Maintenance*-Door handles, desks, chairs, and frequently touched surfaces will be disinfected regularly.-Professional cleaning of school will occur each evening from the hours of 3:30pm to 7:30pm.-Bathroom touch-ups will occur during the school day.-Playground equipment hand grip areas will be wiped down daily*Enhanced Health Screening and Expectations*-Students may not attend with any fever or ailments/symptoms of any kind (runny nose, coughing, fever, headache, stomach issue as a few examples)-If a child, or a family member of a child comes in contact with someone with COVID-19, the student must quarantine for 14 days before returning to school. -If a student becomes ill or displays symptoms at school, he/she will be isolated, and the family will be immediately contacted to come and pick up the child.-Any staff member feeling ill will stay home or return home if he/she becomes ill at work.-If any staff member or student does test positive with COVID-19 then that classroom will be closed upwards of 21 days. All students and staff members in that classroom will be asked to stay home and follow the Off Campus Education Program. That classroom will start on campus again once cleared by public health officials.*Electives, Enrichment Activity, and Field Trips*-We will not be having certain activities, such as singing, that have been determined to be risky. This includes electives, enrichment activities, and field trips.-Physical education activities will not involve any physical contact between children.Alaka’i O Kaua’i Charter School is fortunate to be located in a rural setting with large windows, multiple entries and a vast playground. Thanks to these advantageous conditions of our physical space and the low population density of the school, we are already better positioned than many schools, public or private anywhere, can hope to be.In our final preparation for this transition, the school is currently undergoing a deep cleaning, inside and out. These last few weeks of summer vacation will certainly help us to prepare even further for the upcoming year, and we look forward to seeing you all again ON CAMPUS.Respectfully,DJ Adams Director- Alaka’i O Kaua’i Charter School |
| DJ AdamsDirectorAlaka’i O Kaua’i School2-4035 Kaumualii HighwayPO Box 1122Koloa, Hawai’i96756**CONTACT**PHONE:808-635-5110WEBSITE:www.alakaiokauai.orgEMAIL:david.adams@alakaiokauai.org |  |