



OAK MOUNTAIN

A C A D E M Y

Oak Mountain Academy provides a challenging college-preparatory education in a safe family environment. The school nurtures the ethical, spiritual, and physical development of students as they become confident leaders inspired to serve.

July 2020

Dear Oak Mountain Academy Community,

I hope this message finds you all enjoying these summer months. With only a few weeks away from our on-time re-opening, I wanted to give you an update on our progress with logistical and scenario planning. OMA's Leadership Team and Re-Opening Task Force Team have been hard at work collaborating with other Independent Schools and looking at all possible scenarios so we are prepared to pivot as new information comes to light on our re-opening plans. As stated previously, below are details of the modifications we are planning for the start of the new academic year based on the CDC recommendations. If any major changes were to occur before the start of school, we will be sure to inform you of those changes and communicate as timely as possible. So, here is what we are planning as of today:

- **The first day of classes will start as planned on August 7, 2020.** Please refer to the school calendar on the website for a full listing of important dates. We are not planning any changes to those important dates. However, we will potentially modify the execution of some of those calendar items.
- **COVID-19 Informed Consent Forms will be required.** Each student must have a guardian signed informed consent form on file prior to August 7th. This form will be distributed electronically through the Admissions Office in the coming days. It is also important that in the event any student, or any member of any student's household, tests positive for or exhibits symptoms of COVID-19, that legal guardian contact the school's administration immediately. No person who has exhibited symptoms or tested positive for COVID-19 may return to campus until after the appropriate quarantine period expires or the person receives a negative COVID-19 test result. Please refer to the section below titled "Symptomatic Student or Diagnosis of COVID-19" for additional details.
- **Instructional cameras for remote learning will be installed in classrooms.** There are some families who may not feel comfortable having their students seated in a classroom at the start of the academic year; therefore, we have purchased and are in the process of installing instructional cameras in each classroom with a view of the instructional area. Each teacher will have rights to grant permission to each individual student for remote access into the classroom. In order for a student to have access to remote learning, parents will need to make prior arrangements with the division level Dean. The attendance policy outlined in the student handbook will still apply for all families.

When a parent selects the remote learning option for their student, the plan will be in place for a one-week period and will be re-evaluated each Friday for the coming week unless special circumstances present. This will be necessary for the teachers to adequately prepare and supply the students with the necessary resources in advance of the instructional periods.

- **Classroom arrangements and size will be adjusted.** Once we finalize the enrollment class schedule and know the numbers enrolled in each class/grade, we will make necessary adjustments to the physical arrangements of our classrooms to allow for as much physical distancing as possible.
- **Student and Staff temperature readings.** The temperatures of all students and staff members will be checked daily upon arrival with a non-touch infrared digital scanning thermometer and logged in as pass/fail at each division. Page 12 of the Student Handbook states, "Parents should not send a child to school with a temperature of 100 degrees or greater, or with nausea, vomiting, diarrhea, a productive

cough, or excessive nasal secretions. If a child develops any of these symptoms while at school, parents, guardians, or emergency contacts will be notified to pick up the child. Students should not return to school until they are free of fever and/or vomiting and diarrhea for no less than twenty-four (24) hours. If a student becomes ill while at school, he or she should notify the teacher of the illness. When leaving, the students, parents, and guardians should follow the sign in/sign out procedure.” Checking the temperatures of all individuals upon arrival will help us minimize the exposure of any potential illness within our community.

- **Additional cleaning practices will be implemented.** Teachers will be asked to wipe down door handles, light switches, and desks in between each class change throughout the day with a disinfectant product. Newly purchased dry foggers will be utilized by the cleaning crew each evening to assist with daily disinfecting of the facility.
- **Protective face coverings will be worn at certain times throughout the day.** Although we are only requiring protective face covering at certain times throughout the day, any member of our community is welcome to wear a protective face covering at any and all times they feel it necessary. Staff and visitors will be required to wear protective face coverings on campus during close engagement with individuals. Students in grades 1st through 12th will be required to wear protective face coverings on campus during close proximity activities such as entering/exiting the buildings at the start/end of each school day, science labs, class transitions, convocations, advisory assemblies, etc... Students in grades PreK3 through Kindergarten will be required to wear protective face coverings on campus when entering/exiting the buildings at the start/end of each school day. Students will be required to provide their own protective face coverings.
- **Visitors will be limited and screened before entry into a building.** We will be limiting the number of visitors on campus at the start of the new academic year. We will require a temperature reading of visitors and protective face coverings to be worn while in the buildings. To minimize the number of visitors in the buildings, a drop off table will be placed outside the front doors of each division.
- **School lockers will be closed.** Students will not have access to their lockers in the middle and upper divisions at the start of the year. This is due largely to the close proximity of the lockers which prevents our ability to distance properly. Teachers will engage in a pre-planning discussion on how to limit the number of textbooks a student will need to carry throughout the academic day until lockers are reopened. Students in the lower division will have access to their in-class cubbies and desks for storage.
- **Lunch service and locations will be restricted.** Students will still have the option to purchase lunches from Campus Cuisine or bring their own. Designated eating areas in each division will be identified in an effort to place as much distance between the students as possible. In the Lower Division, students will eat in their classrooms as usual. In the Middle Division, students will have an opportunity to select from the following: solarium, gym, or outdoor picnic tables. In the Upper Division, students will have an opportunity to select from the following: senior lounge (seniors only on a rotating schedule), patio, solarium, English room, or the drama room.
- **Additional bus transportation protocols.** Students opting to ride the morning bus will be required to have their temperature checked at boarding, distance seating while riding, and wear protective face coverings. The bus will be cleaned daily with disinfectant products.
- **Lower Division recess will be modified.** The schedule of recess will continue as planned, but the playground equipment will be closed at the start of the new academic year. This is largely due to the inability to distance properly and maintain the desired level of cleanliness of the equipment in between each student’s contact. Teachers will plan organized recess time in the field traditionally used for Kite Day and other areas of the campus.
- **Fall fieldtrips will be postponed.** All fieldtrips originally scheduled for August and September will be postponed and rescheduled at a later time.

We are unsure of how long the above-mentioned practices will be in place, but we will continue to monitor the recommendations from the medical professionals throughout the beginning months of school. Our team will continue to provide you with updates as we work our way through designing the implementation plan for the start of the 2020-2021 academic year. Many recent discussions have revolved around protocol planning in the event a student or staff member has suspicion of or is diagnosed with COVID-19. Please refer to the information outlined below for the following four protocols.

Symptomatic Student or Diagnosis of COVID-19

This is defined as any OMA student who has received an official diagnosis of COVID-19 or has any symptoms as outlined by the CDC that could be associated with a diagnosis of COVID-19. In the event that a student is symptomatic or diagnosed with COVID-19, the legal guardian should follow the following protocols.

- Contact the Division Level Dean and Headmaster in writing as soon as possible.
- The student should remain in a home quarantined environment for a minimum of three days symptom free and return to school with a physician's note stating the student is able to return to school or the person receives a negative COVID-19 test result.
- If the student is sent home with a fever from school and the legal guardian suspects COVID-19, the student should remain in a home quarantined environment for a minimum of three days symptom free and return to school with a physician's note stating the student is able to return to school.
- If the student has a fever for more than one 24-hour period, the student should seek medical assistance from a physician.
- In the event that a student is diagnosed with COVID-19, the Headmaster will notify the community and parents will have the option to transition to remote learning at that time, if desired. When a parent selects the remote learning option for their student, the plan will be re-evaluated each Friday for the coming week unless special circumstances present. This will be necessary for the teachers to adequately prepare and supply the students with the necessary resources in advance of the instructional periods. However, if a student becomes ill during the week, the remote learning plan will be as long as needed and evaluated every Friday.

Primary Exposure (Direct Contact within 3 days)

This is defined as any OMA student who comes in direct contact or has had direct contact with someone outside of OMA who has been diagnosed with COVID-19 within a three-day period of that direct contact. In the event a student has primary exposure, the legal guardian should follow the following protocols.

- Monitor the student for potential signs and symptoms. If the student or parent has a concern about the level of exposure, they are encouraged to actively participate in remote learning for a three-day period.
- If the student begins to present signs or symptoms the student should seek medical assistance from a physician and return to school with a physician's note stating the student is able to return to school.

Secondary Exposure

This is defined as any OMA student who has had contact with a Primary Exposure as defined above. In the event a student has secondary exposure, the legal guardian should follow the following protocols.

- Monitor the student for potential signs and symptoms of infection. If signs and symptoms begin to present the student should follow the protocol for primary exposure.
- If the student begins to present signs or symptoms at any time, the student should seek medical assistance from a physician and return to school with a physician's note stating the student is able to return to school.

Teacher/Staff Diagnosis

In the event a teacher/staff member is diagnosed with COVID-19, the school will follow the following protocols.

- The Headmaster or Division Dean will contact the families of the students who have been in direct contact with the teacher/staff member.

- The teacher/staff member will remain in a home quarantined environment for a minimum of three days symptom free and return to school with a physician’s note stating the teacher/staff member is able to return to school.
- During this three-day symptom free quarantine period, the teacher/staff member will continue to perform teaching and other duties remotely, if feeling well enough to do so. In the event that the teacher/staff member is not well enough to perform his/her duties remotely, the school will implement the emergency instructional backup plan.

I know this is a time of great uncertainty, which can be especially trying on students and parents. While we want students and families to be present on The Mountain in the most normal environment possible, we have put these protocols in place to provide a choice for our families. Everyone involved – from state officials to our county/city health partners to the leaders within our school building – is working intently and diligently to prepare for a safe re-opening for the new academic year. We want and need your feedback on our re-opening plan. Therefore, we will host three virtual town hall meetings via Zoom – Lower School, Middle/Upper School, and Make up.

Lower School Virtual Town Hall Meeting – Tuesday, July 28th at 12:00 pm

<https://zoom.us/j/94256865366?pwd=Q2I1NHF6Q25vZFRQd2dtVTBpcWdvdz09>

Meeting ID: 942 5686 5366

Password: OMALOWER

Middle/Upper School Virtual Town Hall Meeting – Tuesday, July 28th at 1:30 pm

<https://zoom.us/j/99837955743?pwd=djYrOXQyVWlDQk5vdVRxejREUUFdZ09>

Meeting ID: 998 3795 5743

Password: MiddlUpper

Make Up Virtual Town Hall Meeting – Tuesday, July 28th at 6:00 pm

<https://zoom.us/j/92181480048?pwd=UnpOSnpWWFFZWhXdzZ3QWVGWtk0QT09>

Meeting ID: 921 8148 0048

Password: OMA-MakeUp

There are no easy decisions, only decisions that we believe will be made with the safety and health of our school community in mind. Thank you for putting your trust in the leadership, faculty, and staff of Oak Mountain Academy to continue to educate your children during these times. If you have any questions or would like to discuss this plan further, please feel free to reach out – my door is always open. Together, we are Warriors!

Sincerely,

Patrick J. Yuran

Patrick J. Yuran

Headmaster

“We Are Ready When You Are...”