



BACK TO SCHOOL

Bright Horizon Academy

REOPENING PLAN 2020-2021



Bright Horizon Academy

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Overview

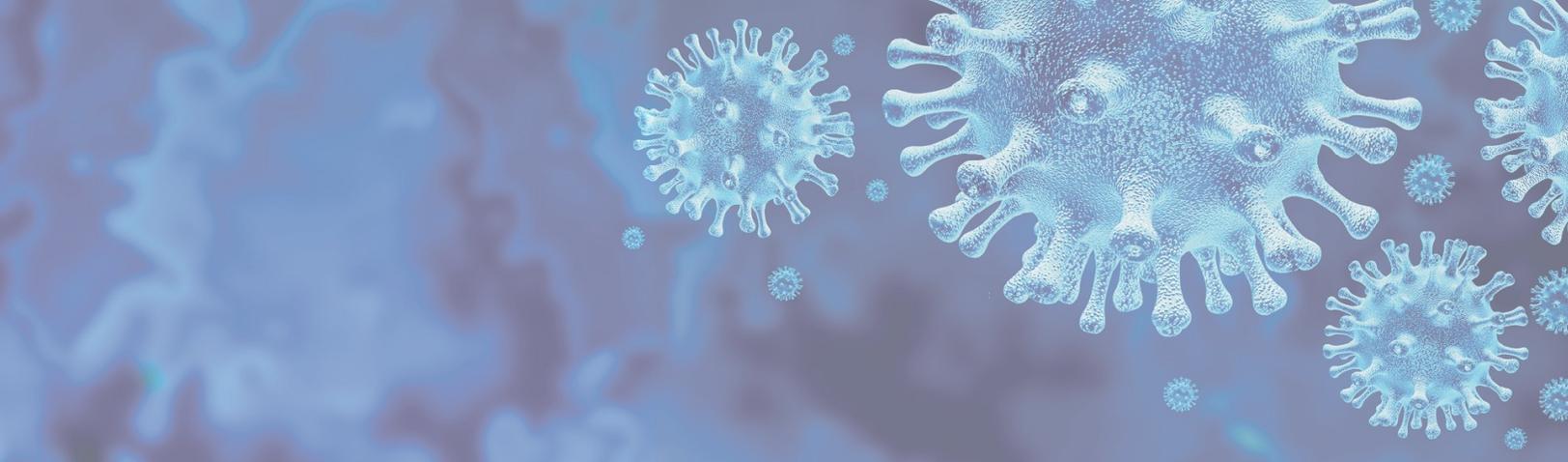
In response to the COVID-19 pandemic sweeping the nation and per the order of the governor, BHA closed both school campuses in mid-March 2020. Ever since, there has been continuous uncertainty as school districts struggle with the challenges of schools reopening in the fall. Recent guidance from the California Department of Education provides some structure for school districts, but the guidance relies on communities to make the best decisions for their students. The guidance is provisional and subject to change. The guidelines and considerations we are taking into account are based on the best available public health data at this time, currently employed international best practices, and the practicalities of managing school operations as new data and practices emerge.

This initial plan will provide specific guidance taking into consideration the health and safety of our students and staff and a description of the various approaches BHA may use to provide the best possible educational experience for our students.

Introduction

This past week, Governor Newsom announced that schools located in counties on the state monitoring list for rising coronavirus infections, which includes San Diego, would not be allowed to physically reopen and would be required to start the school year with a virtual-only learning model. As such, we are planning to begin the school year with a Virtual Academy. Our dedication to the students and their education is our top priority in whatever form we provide that experience.

“Know that victory comes with patience, relief with affliction, and ease with hardship.” Prophet Muhammad (SAS) (Tirmidhi)



1. Health & Safety Measures

- Establish and continue communication with local and state authorities to determine current disease levels and control measures in our community. For example:
 - Consult with local county health officers, or designated personnel, who are best qualified to monitor and provide action on local conditions.
 - Collaborate with other schools in our region including the County Office of Education.
- BHA will continue to update safety guidelines for students and staff that enter the school premises. Although we will have our guidelines and safety measures in place, there is no absolute assurance that school premises are free from contagious viruses like coronavirus. In the absence of a vaccine or other health remedies, we will follow our best practices to mitigate the risk of spreading contagious viruses. BHA will use the guidelines issued by the Centers for Disease Control (CDC) and the local state and health officials for reopening our school.
 - **Health Screening:** Parents are required to verify that their children and family members at home are symptom-free each day; otherwise, the child must remain home to protect the health of the community. BHA staff is required to be in compliance with the same health safety procedures. Upon entry, a staff member will conduct a screening of each child and parent before entering the facility including, but not limited to, taking each child and parent's temperature with a contactless forehead thermometer. Children will not be allowed entry to the premises if their temperature or parent's temperature is over 100.4 degrees Fahrenheit.
 - **Physical Distancing:** Maintaining appropriate physical distancing (social), (as determined by the health and safety guidelines), has proven an effective strategy for stopping the spread of coronavirus. Bright Horizon Academy is making every effort to efficiently restructure and increase the usable space in all its facilities and establish schedules and procedures that enable limited movement in common areas. BHA is aware that the need for movement and proper air ventilation is necessary for our students during the course of the day.

- **Face Coverings:** Face coverings must comply with [CDPH guidelines](#)** unless the individual is exempt as explained in the guidelines.

Age	Face Covering Requirement
Under 2 years old	No
2 years old - 2nd grade	**Strongly encouraged
3rd grade - high school and staff	Yes, unless exempt

****In order to comply with these guidelines, BHA must exclude students from campus if they are not exempt from wearing a face covering under the CDPH guidelines and refuse to wear one provided by the school. BHA will have a protocol in place to provide a face covering to any student who inadvertently failed to bring one to school to prevent unnecessary exclusions.**



- **Intensified Cleaning and Disinfection:**

BHA will take measures to consider suspending and modifying the use of site resources that necessitate sharing or touching items. For example, suspending the use of public drinking fountains and encouraging the use of reusable water bottles and suspending the use of shared elements to one set per child.

- Every day, our staff and trained facility custodians will frequently clean and disinfect frequently touched surfaces at school and on the school bus. Frequently touched surfaces throughout the school include, but are not limited to, the light switches, door handles, sink handles, bathroom surfaces, tables, student desks, and chairs.
- BHA plans to limit the use of sharing items and equipment as much as possible. When shared use is permissible, staff will clean and disinfect between each use.

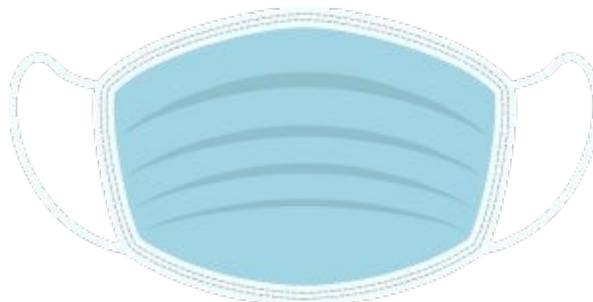


- **Implementation of Physical Distancing Inside and Outside the Classroom Plans:**

- Maximize space amongst students and students and the driver on the school bus and open windows for proper air ventilation to the greatest extent possible.
- Increase air ventilation inside classrooms to the best extent possible.
- Minimize contact throughout the day between staff, students, and the community at all times.



- Designate entry and exit points, using as many routes as possible. Set in place other protocols to limit direct contact with others as much as possible.
- Perform temperature and health screenings of all staff and students upon entry on school premises.
- Have students remain in the same small consistent cohorts as much as possible, including P.E.
- Prioritize the use and maximization of outdoor space for activities, where practicable.
- Minimize the movement of students and teachers or staff as practicably as possible.
- Maximize distancing between student seating.
- Distance the teacher and other staff desks at least six feet away from student desks.
- Establish physical distancing of students through other means if practicable, such as, maintaining six feet distance between desks (where possible), partitions between desks, markings on classroom floors to promote distancing, or arranging desks in a way that minimizes face-to-face contact.
- Redesign activities for smaller groups and rearrange furniture and play spaces to maintain distancing.
- Implement procedures for turning in assignments to minimize contact.
- Plan on using privacy boards or clear screens to increase and enforce separation between staff and students.
- Limit nonessential visitors, volunteers, and activities involving other groups at the same time.
- Consider the use of non-classroom space for instruction, including regular use of outdoor space, weather permitting. For example, considering part-day instruction to be held outdoors.
- Hold P.E. activities in separate areas designated by class (CC campus).
- Adjust dismissal and activity times to avoid large gatherings such as lunch, prayer, AG campus PE.





2. Trainings

- **Training of Staff and Providing Educational Materials to Families for Following Safety Protocols:**
 - Enhanced sanitation practices.
 - Physical distancing guidelines and their importance.
 - Proper use, removal, and washing of face coverings.
 - How COVID-19 is spread.
 - COVID-19 specific symptom identification.
 - Preventing the spread of COVID-19 if sick, including the importance of not coming to work if staff members have symptoms, or if they or someone they live with has been diagnosed with COVID-19.
 - For workers, COVID-19 specific symptom identification and when to seek medical attention.
 - The employer's plan and procedures to follow when children or adults become sick at school.
 - The employer's plan and procedures to protect workers from the COVID-19 illness.
 - Conducting training and education virtually, or, if in-person, ensure a minimum of six-foot distance is maintained.



- **Check for Signs and Symptoms:**
 - Make available and encourage use of hand-washing stations or hand sanitizers.
 - Implement screening and other procedures for all staff and students entering the facility
 - Communicate with the parent/caregiver and refer to the student's health history form and/or emergency card if a student is exhibiting symptoms of COVID-19.
 - Immediately require any students or staff exhibiting symptoms to wear a face covering and to wait in an isolation area until they can be transported home or to a healthcare facility, as soon as possible.





3. Educational Programs

Bright Horizon Academy has taken measures for parents, students, and employees to ensure that our school will continue to deliver high-quality educational programs and strive to operate an in-person instructional model for all students. Circumstances thus far have compelled us to shift to full-time virtual learning, but educational models are in place to provide a seamless shift to in-person learning when permitted. Depending on the current conditions and state guidelines, we are planning for three teaching modalities: virtual learning, blended learning, and in-person learning. Here are some of the considerations BHA will use to determine which modality is appropriate:

Virtual Learning Academy:

This is the modality in which we ended the 2019-2020 school year. Reasons for beginning our fall 2020 with virtual learning or for possibly transitioning back into virtual learning will occur for one or more of the following reasons:

- The risk level of COVID-19 transmission is high due to a spike in cases locally and in the state.
- The State and Public Health Department mandate schools in San Diego to close.
- There is evidence of active transmission of COVID-19 within the BHA community.

Virtual Learning Platforms:

The following online platforms and procedures support both virtual learning and faculty/student/family collaboration to ensure a quality student learning experience when planning and delivering remotely:

- Jupiter ED is the communication tool to contact and communicate with BHA families, Pre-K - 11.
- Google Suite, Google Classroom, and Zoom are the main virtual learning platforms used in Pre-K – 11.
- ZOOM platform is the online collaboration platform for synchronous lessons.
- Google Classroom and/or individual class websites to be streamlined as much as possible.
- A weekly assignment schedule will be sent every Sunday to communicate weekly lesson materials and assignments for Pre-K - 11. The goal is to maintain a smooth transition and curriculum progression when student attendance at school is not possible due to circumstances beyond our control.
- Tailored instruction, small groups, and 1:1 support and guidance will be offered to meet the academic, social, and emotional needs of our world-class learners.

Blended/Hybrid Learning:

A cohort of students based on classroom size (maximum 15 students per classroom) will come to campus for in-person instruction while other cohort(s) learn through a distance learning model live at the same time. Each cohort will attend in-person sessions twice a week. This model will accommodate families with health or other concerns to continue with the distance learning model we started last quarter. blended learning includes:

- The risk level of COVID-19 transmission is moderate. This could be due to evidence of community spread locally, but no known cases within the BHA's community.
- We will adhere to strict physical distancing requirements such as placing desks 6 feet apart, from classmates and teachers, and facing in the same direction.
- Screening, cleaning, PPE and hygiene policies are in place.
- Staff will be trained on implementing the guidelines set by the state and health department as well as getting certified in virtual learning.
- Transportation services, with appropriate physical distancing, are in place for a reduced population of students who use BHA transportation.
- The school day will be shortened as Lunch will be eliminated on campus to allow for a thorough disinfection of the school.
- Number of entry points for both campuses will be reduced and access will be restricted to those who need to be on campus (students and employees). Everyone coming onto campus will go through a screening and will need to wear a face mask.
- We will ask everyone on campus to wash their hands or use hand sanitizer after and before every class.

Students will be required to regularly attend each of their classes according to the schedule we will publish. There will be daily roll call taken for every class and expectations for students to engage in their classes just as if on campus.

In-Person Learning:

This is what we imagine when we think of a normal day at BHA. All students are invited to campus for teaching and learning. In order to be in this modality, the following would need to be in place:

- The risk level for COVID-19 transmission is low. There may be evidence of some controlled transmission locally, but no known cases within the BHA community.
- Physical distancing requirements have been relaxed to allow for the full population of students on campus.
- Traffic flow considerations are in place for entrances to campus and buildings, and one-way hallways are established.
- Screening, cleaning, PPE and hygiene policies are in place.
- Staffing levels and training allow for implementation of new policies and procedures.
- Transportation services, with appropriate physical distancing, are in place for all students who use BHA transportation.



4. Commitments

Teacher Commitments:

- Teachers will teach courses via remote learning online sessions, adhering to the same curriculum and standards as that of on-site learning.
- Teachers will post plans and assignments to the Assignment Chart, which will be shared with parents and students every Sunday.
- Teachers will have face to face online instructional and classwork sessions for each course, on average 5 times per week; they will also give specific instructions about expectations for assignments and assessments.
- Teachers will be available to address parent/student questions via school email and/or Google Classroom from 8:30 AM to 3 PM, Monday through Friday. Teachers will aim to respond to messages by the end of the same day or no later than 24 hours after the question is received.
- Teachers will post grades on Jupiter within three days of the assignment due date; in case of missing work, an incomplete mark (/) will be posted. After three days, this will usually change to a mark of 0.
- Teachers may grant extensions for up to two days for assignments if contacted by parents with an acceptable excuse.

Parent Commitments:

- Teachers will teach courses via remote learning online sessions, adhering to the same
- Parents will provide a suitable place and time for students to complete their schoolwork.
- Parents will ensure that students have sufficient school supplies to complete assignments at home: paper, pencils, erasers, scissors, glue, etc. Parents will provide technology for online learning. If technology is needed, they may request a laptop from BHA for use until school reopens.
- Parents will pick up and later return all school learning materials such as textbooks and workbooks, journals, etc.
- Parents will have access to and regularly review Jupiter Ed and Google Classroom for teacher announcements and assignments.
- Parents will contact teachers via email or Jupiter Ed promptly if there are questions or concerns. Parents will communicate with the teacher if there is an acceptable reason for students not turning in work by the due date. Illnesses or other excused absences should be communicated ASAP to the teachers directly with the school office copied.
- Parents will reinforce academic integrity standards, facilitating students doing their own and best work at all times. Parents will supervise students' social and recreational use of technology so that it doesn't interfere with the completion and /or quality of schoolwork.

Student Commitments:

- Students will give their best effort towards participation in online sessions and completion of assignments, communicating any questions to teachers as soon as possible.
- Students will access the weekly Assignment Chart to learn about their live sessions and assignments.
- Students will use their textbooks and online resources to complete assignments.
- Students will submit work to Google Classroom, as directed by the teacher; assignments may include written assignments, voice memo uploads, and/or video uploads.
- Students will manage their time, attending online sessions and turning in assignments by the due date; late assignments will earn fewer points.
- Students will contact teachers via email or during online sessions to seek assistance or clarification.
- Students will do their own and best work, following standards of academic integrity.



If there is one thing that we can definitely say about COVID-19, it is that conditions will change between now and the time that our school year is scheduled to begin. With that said, it is important to understand that planning and addressing this unique situation is a challenge. Our dedication to the students and their education is our top priority in whatever form we provide the experience. Our expectations for August may need to be adjusted as the pandemic progresses and further guidelines emerge. BHA is prepared to make appropriate changes throughout the year if necessary. We will continue to keep you updated on our planning and how it will affect our students. In the meantime, we hope that you and your family are safe and healthy. We thank you for your support.



**BRIGHT
HORIZON
ACADEMY**

LEARNING TODAY FOR A BRIGHTER FUTURE



Top 12 Advantages of Enrolling in BHA

Look for these qualities as school reopens in August:

1. Teachers with Virtual Learning Certification
2. Islamic environment maintained in speech, actions, and content
3. Muslim teachers know students personally
4. Islamic character taught and fostered
5. Rigorous and complete curriculum delivered despite COVID 19
6. Irreplaceable Islamic Studies and Quran memorization emphasized
7. Live sessions provided daily for both instruction and classwork
8. Social and emotional needs considered
9. One on one student/teacher sessions can be scheduled
10. Smaller classroom sizes reach all students
11. Implementation of a special Friday program for elementary
12. Middle and high school extra curricular activities such as robotics and science fair to continue