



Indiana Academy Re-Entry Plan

Dear Friends and Families of Indiana Academy,

It is hard to believe that we are already nearly midway through July! We have been busy on campus getting ready for the coming school year and we are excited to be prayerfully going forward with plans to provide face-to-face, in-person instruction for the 2020-2021 school year with the first day of school being Monday, August 17 as had been previously planned. Of course, COVID-19 is impacting just about every facet of our lives and it will have an impact on how we will be doing things here on campus as well.

There seems to be general consensus that three essential elements of a safe reopening involve: 1) intentional social distancing, 2) face coverings, and 3) increased sanitation practices. Many of our adopted protocols have been designed with these components in mind as best fits our Adventist school community as determined by school administration. As you enroll your student at Indiana Academy, we want to make you aware of the steps and protocols we are putting in place to provide for your student's education, but it is important to recognize that:

While Indiana Academy will make every reasonable effort to provide a safe environment, including specific measures to guard against the spread of a contagion such as COVID-19, no matter the precautions taken, there is no way to fully assure that such measures will be successful in preventing injury, exposure to contagion (including, but not limited to, COVID-19), or illness.

In order for us to move forward with in-person, on-campus instruction this academic year, it will be essential for all of our students **and families** to do their part in taking appropriate safety measures while both on- and off-campus, including while students are at home. With that in mind, we are asking that families of dorm students limit the frequency with which they are taking their students "off campus" during times other than scheduled home leaves. Additionally, if a student or family member becomes aware that they have been in close contact with someone suspected of having COVID-19, we ask that they immediately inform school administration and not return to campus until further notice.

That said, the following steps and protocols are being prayerfully implemented for the 2020-2021 school year at Indiana Academy with hopes that we will be able to have a safe and successful school year.

Promote Personal Healthy Hygiene Practices

- Instruction will be provided with posted reminders regarding the importance and procedure for properly washing hands, coughing or sneezing into the elbow, not sharing personal items, etc.
- When feasible, increased physical distance (ideally 6-feet) will be required between individuals in public indoor spaces and occupied outdoor spaces

Increased Sanitation & Cleaning

- Every room and office will have hand sanitizing dispensers
- Teachers and staff will be trained on sanitizing protocols using EPA approved products specific to their rooms
- "Common touch" surfaces (entryways, door handles, fingerprint readers) will be sanitized using EPA approved products frequently throughout the day and their use minimized as much as possible
- Classrooms and individual equipment will be cleaned and disinfected with approved EPA products after each use
- School vehicles will be cleaned and disinfected with approved EPA products after each use

Face Coverings

- Students and staff will be required to wear face coverings in classrooms and common areas (student center, lobbies, hallways, dorm lobbies, etc.) when adequate social distancing is not possible
- Teachers will be required to wear face masks while teaching if they are not able to maintain adequate social distancing from their students while teaching
- Students will be asked to wear masks while working if they are unable to maintain adequate social distancing
- Students engaging in vigorous physical activity (exercising, gymnastics, PE, intramurals, etc.) will be permitted to not wear a face mask per Indiana's INCLASS guidelines, though they may opt to do so if doing so will not cause a health risk
- Facial coverings may be homemade, cloth or disposable – cloth coverings must be washed after a day's use and disposable coverings must be properly disposed following a day's use
 - Students will be expected to provide enough masks to allow for regular cleaning of masks after each day's use; all masks should be appropriately fitted to adequately cover the nose and mouth as recommended by the CDC
 - Any images, graphics, or text on facial coverings should be in keeping with Indiana Academy's general policy regarding "appropriate" school attire
- Students with medically documented reasons for not being able to wear a cloth facial covering may opt to wear a clear face shield instead

Water Fountains/Facilities

- Water fountains on campus have been equipped with "touchless" bottle filling capabilities; drinking directly from the spout is prohibited
 - Students will need to provide their own personal, reusable water bottles and will need to adequately clean their water bottles daily

Meal Service/Cafeteria

- Self-serve food will no longer be provided; all food will either be distributed by individuals wearing appropriate PPE (masks, gloves, hairnets, etc.) or will be pre-packaged for pick-up
- Hand sanitizing will be required prior to going through the meal line
- Seating capacities will be limited at each table to help facilitate better social distancing
- Students will be asked to space themselves 6' apart while waiting in line to access the cafeteria
- Common touch items (microwave, toaster, etc.) will no longer be available for student use

Access to Campus

- Visiting campus will be restricted to necessary personnel or pre-arranged visits only
- Parents will be asked to wait in the parking lot when picking up or dropping off their students
- Individuals needing to meet with specific school personnel will need to make an appointment in advance, will be asked a series of screening questions, will be asked to wash/sanitize their hands, and will be asked to wear a facial covering

Dorm Residences

- Students will be expected to wear face coverings when in common areas of the dorm
- Roommates will not be expected to wear facial coverings while in their rooms
- Sleepovers will not be allowed at this time
- Village students will not be allowed to congregate in the dorms unless expressly invited by the Dean

Daily Screening

- Daily temperature checks will be required (temps above 100.4 will necessitate additional safety measures)
 - Village students will be screened by a staff member upon arriving to the Ad Building
 - Dorm students will be screened by the Deans prior to leaving the dorm
 - Staff will be self-checking each day prior to leaving home

Protocol for Individuals Exhibiting Positive Symptoms

- In the event a student or staff member exhibits 2+ COVID symptoms, or tests positive for COVID-19, the Hamilton County Health Department will be notified for further immediate action
- Village Students & Staff members exhibiting 2+ COVID symptoms (or who have come into close contact with someone positive/suspected of having COVID) are asked to stay home pending further screening
- Dorm students (and students who develop 2+ positive symptoms after arriving to campus) will be placed in an isolation room in the dormitories with private access to restroom facilities. Meals will be provided via touch-free drop-off until the student is able to be picked-up by a guardian
- **Students and Staff who demonstrate COVID symptoms, or who test positive, must adhere to CDC and/or Indiana State guidelines for returning to school**
- All teachers will have plans in place to ensure that all students will have access to instruction while out of class in the event of a prolonged absence due to medical issues; however, we are unable to provide elective remote instruction

Programming Adjustments

- Off-site trips will be individually evaluated and approved only if it is determined that individual student safety can be reasonably expected
- On-campus events that would normally be considered “open invitation” will be closed to guests with efforts made to stream these events remotely
- Performing groups (including all music groups & gymnastics) will continue to meet with increased safety measures appropriate to their areas following suggested guidelines and best practices
- Spiritual Programming Considerations:
 - In consultation with our local pastors, joint church services will still be attended with students wearing masks and practicing reasonable social distancing
 - Sabbath School will be hosted in the IA Chapel to allow for better social distancing
 - Daily Chapels will continue to meet with increased spacing between seats and facial coverings being required

Our faculty, staff, and Conference are committed to providing a high quality, Seventh-day Adventist education to our students and that includes making sure that we are providing that education in a way that helps protect our student’s personal safety as well. We are committed to upholding these safety practices and protocols so that we are able to deliver the face-to-face, in-person instruction we believe to be vastly preferred to remote, digital instruction.

These protocols have been developed through reference and consultation with the Indiana Conference of Seventh-day Adventists, the Indiana Non-Public Education Association (INPEA), the Indiana Department of Education’s document “Indiana’s Considerations for Learning and Safe Schools” (IN-CLASS), guidelines from the CDC, and the Hamilton County Health Department. These protocols are subject to change as circumstances and recommendations understandably adjust throughout the school year. Any changes will be promptly communicated.

If there are any questions or concerns regarding these guidelines, please contact Mr. Baughman (principal@iasda.org / (317) 984-6585) for further clarification.