



HOLY INNOCENTS' EPISCOPAL SCHOOL

2020 - 2021 Primary School Back-to-School Plan

The purpose of this Back-to-School plan is to provide information as to how Primary School faculty, staff, and students will return to the school beginning August 13. All information contained within this document will be adapted as the most up-to-date information is disseminated along the way from the school administration.

For questions regarding this plan, please contact the Primary School Principal Greg Kaiser, at (404) 705-4560 or greg.kaiser@hies.org, or Primary School Nurse Kaki Scroggins at (404) 705-2757 or kaki.scroggins@hies.org

Safety Protocols

Temperature Checks

All Primary students will have their temperature checked during morning carpool, before exiting the vehicle. If your child has a temperature over 100 you will be asked to forego school until the temperature is below 100 for a minimum of 48 hours, without medication.

We have installed a state-of-the-art thermal imaging system at the front door of the Primary School. This system will automatically gauge the temperature of every student and adult entering the building. Any student or faculty member with a temperature exceeding 100 will not be able to attend for the day, or until he or she is fever-free (without medication) for 48 hours.

Masks

Face coverings will be required of anyone arriving on the HIES campus. To offer the most optimal protection, face coverings should cover a person's nose and mouth and fit securely around the ears or behind the head. Face coverings should be at least two-ply. Gaiter face-coverings are allowed. Masks should NOT have gaskets.

Patterns, art and graphics such as team logos, characters (i.e. Disney, gaming, etc.) are allowed but are subject to review/approval by Mr. Kaiser.

HIES has a limited supply of face coverings for those who do not have them. These masks should only be requested when students have forgotten or lost their masks.

Masks will be mandatory in hallways, common areas, and in classrooms when social distancing is not feasible.

The teachers will monitor the students closely when masks are being worn, and will offer a "mask break" in a safe-space to any child who might need it.

Classrooms and Commons Areas

Every classroom will be stocked with sanitizing materials so that all tables and chairs can be wiped down several times throughout the day. Classroom configurations will be physically distanced as best as possible in an effort to remain within the recommendations provided by the health organizations.

HIES uses medical-grade, EPA-registered disinfectants that are approved for use against SARS-CoV-2 (the virus that causes COVID-19) and has enhanced cleaning, disinfection and ventilation practices in preparation for return to school.

HIES's HVAC system has also been updated to include a new filtration package that allows for the maximum amount of incoming fresh air supply and ventilation across campus. A team of porters will clean and sanitize often-touched surface areas throughout the day.

Personal Hygiene

A teacher will be stationed in the lobby each morning to ensure proper masking, and to give hand sanitizer to each child.

Hand sanitizer will be available in every classroom to promote an appropriately clean and disinfected environment for all students and faculty. Students will wash their hands frequently throughout the day, under the supervision of the teachers. Hand sanitizer will be used whenever exiting the classroom; upon return to the classroom, the students will wash their hands using the classroom or restroom sinks.

Primary School Nurse Kaki Scroggins will teach hygiene and hand-washing classes to all classrooms during the first week of school. These will be followed with “refresher” classes in the following months.

Water Fountains

Water fountains will not be operable in the Primary School. All students should bring a large water bottle with them each day.

Visitors

HIES would like to limit visitors to campus as much as possible. In most circumstances, visitors should arrive by appointment only. Call the Primary School's main line at (404) 705-2757 to schedule a visit.

Only students, faculty and staff will enter the Primary School building during the school day, without prior authorization from the principal.

Primary School Carpool

All Primary School carpools will enter through the Alumni Hall entrance (Alumni Hall is the large, stone building right behind the Primary School). You will follow the “one-way” road through the Gold student parking lot, and then make a right turn into the Primary School lot, where you will pull up to the curb just as we have done in past years. Primary School carpool will exit the campus through the Main Entrance.

Arrival Time

Students should not arrive on campus before 7:40am. Primary School carpool will begin at 7:45am.

Information Regarding COVID-19

For information about school-wide policies about student and faculty health regarding COVID-19, please refer to the [HIES Back-to-School Guide 2.0 website](#).