June 16, 2020

All Faculty and Staff

South Columbia Family School

Warren OR 97053

Hello, Everyone.

For the past three months we have been using distance learning to meet the needs of our students. Thank you all for your diligence and dedication to continue to provide a quality educational experience for the students at our school.

Now, we are just weeks away from our reentry into school with new requirements of safety for students and staff set forth by guidelines from the Oregon Department of Education and the Oregon Health Authority. Most assuredly, we will follow those guidelines since they are critical to limit the spread of COVID-19 at our school. The two key components are hygiene and social distancing.

Since COVID-19 is spread primarily through water droplets from a carrier, we need to be especially cognizant of this. Therefore, each classroom will have a screening station where you will visually screen each student and require them to use hand sanitizer. As per our Communicable Disease plan, we will monitor children washing their hands frequently to prevent contamination. We will, also, need to sanitize any shared equipment and classrooms at the end of the day. Doorknobs, bathroom facilities, and other common surfaces will be sanitized three times per day. Facial coverings (masks or face shields) will be required for all staff and other adults entering the school. Anyone entering the classroom will be required to use hand sanitizer.

Social distancing must also occur. Each classroom must have 35 square feet of space per person in the classroom, including the teacher. Six feet distance should be between students. No common areas to hang clothes or put school supplies, including lunches can be used to prevent contamination. Cubbies for each student are permitted.

Virtual conferences are recommended, but not always possible due to age, ability, or testing necessities. If direct conferencing is needed, parents will enter your classroom through your exterior door. Physical distancing is required, and adults must wear masks. Children may wear masks if parents require it. The office will be locked on conference days to limit access to other areas. Contact tracing will be required on these days, too, for anyone who has entered the classroom.

Staff who are exhibiting symptoms must notify the principal and not come to school. If you know the symptoms are not related to COVID (such as allergies), you are welcome. Vulnerable staff may work at home if your job permits it. Teachers who are vulnerable can do distance learning if necessary.

In the event of a case of someone at our school, we will revert to distance learning per the guidance of the Columbia County Public Health Department.

Please look at the new webpage on COVID-19 at <https://www.scfamilyschool.net/emergency-plan-response-to-covid-19>

As you might expect, changes may occur between now and the opening of schools. I will continue to keep you notified.

# If you have questions, feel free to call or text me.

Sincerely,

Ray Brown, Principal

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