

GREATER HOPE
CHRISTIAN ACADEMY

PARENT TOOL KIT



2023-2024
SCHOOL YEAR



WELCOME TO 2023-24!



As we plan for a new beginning our focus will still be to ensure that:

every child, every day is finding a way to feel **connected**, every child, every day is being **challenged** by new learnings and experiences, and every child, every day knows they have a **winner** they can turn to. We are returning back to a new normal.

What is new or on the horizon for the Greater Hope? For 23-24 our school day will go back to 8-2:30 pm. Our additional programming will include music programs, art programming, and some great after school programming.

We look forward to this school year. We are hiring additional staff to meet all of our needs. Get ready Winners. We win.

We love and appreciate you. Thanks for choosing us.

Sincerely,

Dr. Marilyn Miles

Greater Hope Christian Academy

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COHORT SCHEDULE OVERVIEW



Students no longer have an option to participate in virtual learning however if needed virtual learning should resemble the classroom.

Students must wear uniform, they must have a quiet space to study and there should be no animal or adult interruption during class time.

If the child does not have on uniform, he or she cannot attend class. Disruptions will not be tolerated.

Pre-K

Monday through Friday
8:00 a.m. to 3:00 p.m.

KINDERGARTEN thru TWELTH

8:00 am-2:30

Chapel or assembly will be virtual on Fridays. Bible and praise and worship is daily.

2023-24 SCHOOL HOURS

Before care 6:30 a.m.
After Care 3-6:00 pm
Evening and Night Care 6:00 p.m.-6:00a.m.



Greater Hope PRACTICES, POLICIES, and PROCEDURES for CONSIDERATION:

We kindly ask for your understanding as we expect full payment during emergency closings due to ongoing Covid concerns and other emergencies. This is for Private pay, scholarships and CCW.

All Children should bring a clean pair of shoes to keep at the school for the inside, older children should wear plastic covers that will be at the door until shoes are changed.

Temperatures will be taken upon arrival and when leaving. The parent's signature both times. Anything above 100.4, the child cannot stay. Students in K-12th will sign their own names on said sheet and use sanitizer before pen usage and after.

Please adhere to signage in the drop-off arrival area: Six feet of distancing is required

Pick-up and Drop Off Policy

- a. Please try to make sure that the same parent or designated person should drop off and pick up the child every day. If possible, individuals with serious underlying medical conditions should not pick up children because they are more at risk.
- b. Hand hygiene stations at the entrance of the facility should be utilized so that children, staff, and parents can clean their hands before they enter. If a sink with soap and water is not available, provide hand sanitizer with at least 60% alcohol next to parent sign-in sheets.

(Hand sanitizer is kept out of children's reach with supervised use.) Sanitary wipes are at the table for use after utilizing pen.

Arrival and drop off times must be consistent so as to limit direct contact with parents

Consider greeting children outside as they arrive.

Designate a staff person to be the drop off/pick up volunteer to walk all children to their classroom

Screening Procedures:

The best way to prevent the spread of COVID-19 is to prevent it from getting inside the facility.



GREATER HOPE SHOULD:

- Conduct a daily health screening of any person entering the building, including children, staff, family members, and other visitors to identify symptoms, diagnosis, or exposure to COVID-19.
- Not allow staff and children to enter the child care facility if:
 - They have tested positive for or are showing Covid-19 symptom.*
 - They have recently had potential exposure with a person with COVID-19.*
- A potential exposure means being in a household or having close contact within 6 feet of an individual with a confirmed or suspected COVID-19 case for at least 15 minutes during the case's infectious period.
- Persons with COVID-19 are considered infectious from 2 days before onset of symptom until the end of isolation (discussed below in "Discontinuing at home isolation").
- Continue to monitor staff and child health throughout the day.
- Immediately isolate a child or staff member that develops fever, chills, shortness of breath, new cough, or new loss of taste or smell and send them and any family members home as soon as possible.
- While waiting for a sick child to be picked up, have a caregiver stay with the child in a place isolated from others. If the child has symptoms of COVID-19, the caregiver should remain as far away as safely possible from the child (preferably 6 feet) while maintaining supervision. The caregiver should wear a cloth face covering. If the child is over the age of 2 and can tolerate a face covering, the child should also wear a cloth face covering.

Persons who have a fever of 100.4 degrees Fahrenheit or above, or other signs of illness should not be admitted to the facility. Encourage parents to be on the alert for signs of illness in their children and to keep them home when they are sick.

Routine disinfecting/sanitization procedures:

Child care facilities should post signs in highly visible locations (e.g., facility doors, lobby, restrooms) that promote everyday protective measures and describe how to stop the spread of COVID-19 such as by properly washing hands and properly wearing a cloth face covering.

Caring for Our Children (CFOC) provides national standards for cleaning, sanitizing and



disinfection of educational facilities for children. Toys that can be put in the mouth should be cleaned and sanitized (see below). Other hard surfaces, including diaper changing stations, doorknobs, and floors can be disinfected.

Greater Hope has Intensified cleaning and disinfection efforts:

- We have developed a schedule for cleaning and disinfecting. Steam machines have been purchased and 25% peroxide cleaner is being used to disinfect.
- Routine cleaning, sanitizing, and disinfecting surfaces and objects that are frequently touched, especially toys and games. This may also include cleaning objects/surfaces not ordinarily cleaned daily such as doorknobs, light switches, classroom sink handles, countertops, nap pads, toilet training potties, desks, chairs, cubbies, and playground structures. Use the cleaners typically used at your facility.
- All cleaning products are used according to the directions on the label. For disinfection, most common EPA-registered, fragrance-free household disinfectants should be effective.
- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- All cleaning materials are kept secure and out of reach of children per regulations.
- Cleaning products are not be used near children, and staff ensures that there is adequate ventilation when using these products to prevent children from inhaling toxic fumes.

Clean and Sanitize Toys:

- Toys that cannot be cleaned and sanitized are not used.
- Toys that children have placed in their mouths or that are otherwise contaminated by body secretions or excretions should be set aside until they are cleaned by hand by a person wearing gloves. Clean with water and detergent, rinse thoroughly, sanitize with an EPA-registered disinfectant, rinse thoroughly again, and air-dry.
- Machine washable cloth toys should be used by one individual at a time or should not be used at all. These toys are laundered before being used by another child.
- All toys that need to be cleaned are set aside. We try to have enough toys so that the toys can be rotated through cleanings.



Clean and Disinfect Bedding:

- Send bedding that can be washed. Each child's bedding is separate, and consider storing in individually labeled bins, cubbies, or bags. Cots and mats should be labeled for each child. Bedding that touches a child's skin should be cleaned weekly.

SOCIAL DISTANCING IN THE CHILD CARE SETTING:

If possible, Pre-K classes will include the same group each day, and the same child care providers will remain with the same group each day. Special events such as festivals, holiday events, and special performances are cancelled or postponed until further notice.

- Keep each group of children in a separate room.
- Limit the mixing of children, such as staggering playground times and keeping groups separate for special activities such as art, music, and exercising.
- At nap time, the children's naptime mats are spaced out as much as possible, ideally 6 feet apart. Children will be placed head to toe in order to further reduce the potential for viral spread.





ENSURING STUDENT SAFETY

In order to provide a safe atmosphere for students and faculty while on campus, Greater Hope Christian Academy will implement the following safety protocols if there is a serious case of covid in the school.

FACEMASKS
SOCIAL DISTANCING
SCHEDULED CLEANING
HAND SANITIZERS

RULES FOR VISITING CAMPUS

To further ensure safety and limit exposure, our campus visitation rules will be updated for the 2023-24 school year:

- Only students, staff, and authorized vendors are permitted in campus buildings.
- Should you need to visit your child on campus, please notify the office ahead of time.
- Please limit on-campus visitations to early pick-ups and emergencies only.



PRE-KINDERGARTEN-KINDERGARTEN

YOU NEED TO PROVIDE:

- 3 Large containers of baby wipes
- Headphones (over-the-head model, labeled in a Ziploc bag)
- 2 Bottles of hand sanitizer
- Bottle of hand soap
- 3 Clorox wipes
- 4 Boxes of tissues
- Change of clothes in ziplock bag (Please label everything)
- 1½" 3-Ring Binder
- 2 Three-prong folders
- 9 x 12" Dry erase white board
- Pack of dry-erase pens
- Facemasks
- Pencil box
- 2 Glue sticks
- Large box of crayons
- 5 #2 pencils
- 2 Pocket folders
- 2 Big erasers
- 2 Large pencils (chunky)
- Book bag

FIRST GRADE

YOU NEED TO PROVIDE:

- 4 Primary Copybooks
- 3 Plain folders (labeled with name)
- Headphones (labeled and placed in a Ziploc bag)
- 5 Large book covers
- 3 Clorox wipes
- 3 Rolls paper towels
- 2 Large containers-baby wipes
- 3 Large boxes of tissues
- 2 Bottles of hand sanitizer
- Can of Lysol spray
- Change of clothing & plastic shoe box
- 9 x 12" Dry erase white board
- Pack of dry-erase pens
- Facemasks

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- Pencil box
- Box of crayons (16 count)
- 5 #2 pencils
- 5 Two-pocket folders
- 2 Big erasers
- Book bag

SECOND GRADE

YOU NEED TO PROVIDE:

- 6 Primary Copybooks
- Webster's Dictionary for Students
- 4 Composition Books
- Headphones (labeled and placed in a Ziploc bag)
- 4 Large book covers
- 20 #2 Pencils
- 4 x 6" Index cards
- 3 Clorox wipes
- 3 Rolls paper towels
- 6 Large boxes of tissues
- 2 Bottles of hand sanitizer
- 4 Large boxes of baby wipes
- Change of clothing w/ plastic shoe box
- 2 Cans of Lysol spray
- Notebook for music
- 9 x 12" Dry erase white board
- Pack of dry-erase pens
- Facemasks
- Pencil box
- Box of crayons (16 count)
- 5 #2 pencils
- 5 Two-pocket folders
- 2 Big erasers
- Book bag

THIRD GRADE

YOU NEED TO PROVIDE:

- 3 Primary Copybooks
- Webster's Dictionary for Students

- 5 Composition Books
-

- Multiplication flash cards
- Headphones (labeled and placed in a Ziploc bag)
- 4 Large book covers
- Notebook for music
- 20 #2 Pencils
- 3 x 5" Index cards
- 3 Clorox wipes
- 2 Rolls paper towels
- 4 Large boxes of tissues
- 2 Bottles of hand sanitizer
- 9 x 12" Dry erase white board
- Pack of dry-erase pens
- Facemasks
- Pencil box
- Crayons
- 5 #2 pencils
- 7 Two-pocket folders
- 2 Erasers
- 2 Glue sticks
- Book bag

FOURTH and FIFTH GRADE

YOU NEED TO PROVIDE:

- Webster's Dictionary for students
- 8 Composition Books
- 2 Packages of loose-leaf paper
- Multiplication flashcards
- Headphones (labeled and placed in a Ziploc bag)
- 5 Large book covers
- Manual pencil sharpener
- 2 Three-prong folders with pockets
- Colored folders (5 pack)
- NIV Bible
- Standard calculator
- Pack of playing cards
- Red pen
- Highlighter
- Pack of Crayola markers
- 20 #2 pencils



SUPPLY LIST

- 3 x 5" Index cards (4 packs)
- Notebook for music
- 3 Containers of Clorox wipes
- 2 Rolls paper towels
- 4 Large boxes of tissues
- 2 Bottles of hand sanitizer
- 9 x 12" Dry erase white board
- Pack of dry-erase pens
- Facemasks
- Pencil box
- Crayons
- 5 #2 pencils
- 7 Two-pocket folders
- 2 Erasers
- 2 Glue sticks
- Book bag

MIDDLE SCHOOL (6TH - 12TH GRADE)

YOU NEED TO PROVIDE:

- 3 Boxes of tissues
- Pack of paper towels
- 2 Containers of Clorox Wipes
- Markers
- #2 Pencils (please purchase enough for the school year)
- Pens (please purchase enough for the school year)
- Pencil sharpener with a cover for the shavings
- 6 Highlighters (2 Yellow; 2 Green; 2 Orange)
- Pocket Dictionary (Webster's New World Dictionary)
- Combination lock (Please practice opening)
- Big erasers
- 9 x 12" Dry erase white board
- Pack of dry-erase pens
- Facemasks

Language Arts/Reading:

- 5 Two-pocket, three-prong folders
- Note pads
- Paint (poster or water color)

Math:

- 4 Yellow marble composition book (5th grade)
- 4 Blue marble composition books (6th grade)
- 4 Green marble composition books (7th grade)
- 4 Red marble composition books (8th grade)
- TI-34 Plus Multiview Scientific Calculator (6th-8th)
- Basic Calculator (5th grade)
- 2 packs of post-it graph pads
- Foldable ruler with US customary and metric unit system

Science/Social Studies:

- 8 Black composition books (100 pages or more)
- White t-shirt (oversized for Science labs)
- Hand wipes/alcohol wipes

Spanish:

- Spanish Dictionary

Music:

- Notebook
- Box of tissues
- Container of Clorox wipes
- Bottle of hand sanitizer
- Gallon size Ziploc bag with the student's name
- Any type of headphones/earbuds
- Pencil box
- 5 #2 pencils
- 5 Two-pocket folders
- Protractor
- 2 Glue sticks
- Ruler
- Colored pencils
- 2 Blue pens
- 2 Black pens
- Book bag

UNIFORM INFORMATION

STUDENT DRESS CODE

ELEMENTARY BOYS

- Khaki pants (no Dickie or cargo pants permitted)
- Button-down green shirt
- OR - green polo shirt with
- Black “non-marking” shoes (black sneakers are acceptable)
- Hunter Green sweater (button down)

ELEMENTARY GIRLS

- Uniform skirt (Khaki pleated) or pant
- Green polo shirt
- Green sweater
- White or green socks or tights (not leggings)
- Flat shoe (Brown or Black) or black sneakers (No heel or wedge shoes)

MIDDLE SCHOOL BOYS

- Khaki pants (no Dickie or cargo pants permitted)
- Button down white shirt
- Green ties.
- Black “non-marking” shoes (black sneakers are acceptable)
- Green blazer

MIDDLE SCHOOL GIRLS

- Khaki uniform skirt or pants
- White shirt
- Green blazer
- Ties (green)
- White, or Green socks, tights, or stockings (not leggings)
- Flat shoe (Brown or Black) or black sneakers (No heel or wedge shoes)

High School Students uniform is the same.

GYM UNIFORM

- All students must wear a Greater Hope Christian Academy branded t-shirt (available for purchase at the school)
 - Green or black sweatpants
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COLD WEATHER

During the winter, students are permitted to wear hoodies, pull over sweaters, pants under skirts, and boots (black or brown only) as a protection against the cold. These articles of clothing must be removed upon arrival at school.

HAIR/HEAD COVERING

Neat head raps are permitted. Bandannas are not permitted. Hats must be removed upon entrance to school facilities.

Girls are required to have neatly groomed hair. They are permitted to wear natural colored hair or extensions. Scarves tied around heads or hats are not permitted. Only small post earrings are permitted (no hoops, we will not be responsible if lost).

UNIFORM RESOURCES:

Forman Mills
Walmart
K-Mart
Old Navy
The Children's Place
Amazon
JCPenny.com

AT-HOME REMOTE LEARNING UNIFORM POLICY:

*All students must be fully dressed for Remote Learning Uniforms
Students must wear their school uniform for remote learning.
Students are expected to be neatly groomed*



IMPORTANT DATES

ORIENTATION INFORMATION



To secure the computers and sign the release form, send time and date via email after August 14th. Greaterhope@aol.com



GOOGLE CLASSROOM TUTORIAL

Tutorial: In preparation for the coming school year, please view our helpful tutorial by clicking below <https://youtu.be/2lowi-gmbys>

Google Classroom has become an essential technology for Remote Learning. We have had success implementing this learning tool for our evening classes. We will be using this in the classroom and for those who will be in remote learning. And if we have to go to virtual classroom for any reason, all children will be able to utilize.

Gotomeeting will only be used for virtual meetings. You can also attend church and Sunday school @ 11:00 on Sundays and Bible study on Tuesday night @ 6:30 using this number and access code.

Gotomeeting access code is 8982445633 ...The phone number is 1-872-240-3212



TRANSPORTATION

PHILADELPHIA SCHOOL BUSES:

- Buses are available for 1st - 6th grade students.
- Students must live 1.5+ miles away.
- Social distancing will be enforced on all city busses.

COUNTIES SERVED:

- Upper Darby
- William Penn* - Note: William Penn buses will not pick up students from school on half-days.
- Southeast Delco*
- *William Penn and Southeast Delco buses will be available for Kindergarten through 8th grades. Confirmation pending.

TRANSPASS PROGRAM:

- Students must live 1.5+ miles away to be eligible.
- TransPasses will be distributed through Greater Hope Christian Academy. TransPasses available by August 14th

Finally, respond to the receipt of this tool kit by emailing GreaterHopeServices@gmail.com





NAPS

National Association of Private Schools

RECOGNIZING EDUCATIONAL EXCELLENCE

NAPSSCHOOLS.ORG

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