



UBC *Academy*

Our Goals

- To support children, K-12, as they complete their district/school provided online learning
- To provide homework help
- To create a supportive environment for children and families

Who We Serve

- Children K-12 who are enrolled in online learning courses at a public or private school

What UBC Academy Provides

- Academic support in a small group - 2 teachers per classroom, 10 students max per classroom
- Access to reliable internet
- Socialization
- Spiritual/emotional support
- Recreation
- Support for parents

What Parents Provide

- Student laptop or tablet compatible with district/school online learning platform and power supply
- Headphones
- General school supplies requested by the student's school
- Lunch for your student (nothing to be heated, please)
- A spill proof cup or bottle with a lid for water

Hours of Operation

- Monday - Friday 9:00 - 2:00

Tuition

- \$500 for the first four weeks, August 31 - September 25
- \$125 weekly, starting September 28, due each Sunday before class on Monday
- Tuition can be paid using the Brightwheel app or by check at the UBC Academy office.

Schedule

- First day of class - August 31
- The first week August 31 - September 4 will be spent setting up technology and workstations for each student, getting to know each other - including classroom procedures and rules, and playing games. The students will be active participants in this process so they will be ready to start classes on the first day of online learning.

Daily Schedule

9:00	Arrival & Devotion
9:30	Online Learning & Homework Help
11:30	Lunch
12:00	Recess
12:30	Online Learning & Homework Help
2:00	Dismissal

Registration Information - www.ubcfortworth.org/ministries/children



Drop Off Procedures

Please be on the alert for signs of illness in your children and keep them home when they are sick.

- Pull into the North parking lot, exit your car, and proceed to the North entrance of the East Lawn. If there is inclement weather drop-off will be at the North entrance to the church.
- Hand hygiene stations with hand sanitizer will be set up. Students and adults must sanitize their hands.
- A UBC Academy Teacher will screen each student upon arrival following the screening process procedure.
- Sign your student in using the Brightwheel app on your personal device. Scan the QR code on the check in iPad, answer the screening questions, and sign your signature.
- A UBC Academy Teacher will escort your student to class.
- Access to the UBC Academy will be limited to staff, volunteers, and students.
- Families will not have access to the UBC Academy.
- Visitors must be approved by the UBC Academy Director or Assistant Director and screened before entry.

Pick Up Procedures

- Park in the North parking lot and pick up your child at the North entrance to the East Lawn.
- A UBC Academy Teacher will sign your child out.

Food Preparation

- Snacks will be provided by the UBC Academy and will be available to students as needed.
- Snacks for children with allergies will be provided by the family.
- Lunch will be provided by families

Personal Items

Please bring the following items for your child:

- Laptop or tablet and power supply
- Headphones
- School supplies needed for the day
- Lunch
- A spill proof cup or bottle with a lid for water

Please do NOT bring the following items:

- Toys
- Electronic devices not needed for school

Screening Process

Volunteers & Staff

- Upon arrival all teachers will be screened and will wash their hands. Teachers will wear masks while indoors and when they are unable to maintain appropriate social distance (6 feet or more).

Students

- A UBC Academy Teacher wearing a mask, a pair of disposable gloves, will screen students as they arrive.

The screener will:

- Make a visual inspection of the student for signs of illness, which could include:
 - flushed cheeks
 - rapid breathing or difficulty breathing (without recent physical activity)
 - fatigue, or extreme fussiness
- Confirm that the student is not experiencing coughing or shortness of breath.
- Use a non-contact thermometer to take the student's temperature and document the temperature in Brightwheel.
- Clean the thermometer with an alcohol wipe between each screening reusing the same wipe as long as it remains wet.
- Change gloves before the next check if they had physical contact with an individual during the previous screening.

Social Distancing

- We will limit direct contact between parents, teachers, and volunteers and adhere to social distancing recommendations.
- We will limit the number of people each individual has contact with by doing the following:
 - Each group of children will be 10 children or less.
 - Students will remain with the same group of teachers and students throughout the day.
 - Groups of children will not mix for playground time or other special activities.

Cleaning, Sanitizing, & Disinfecting

- The preschool will be cleaned during care after each use by UBC Academy Teachers and UBC staff following the Cleaning, Sanitizing, and Disinfecting Schedule. This schedule is available upon request.