



# PRINCE AVENUE CHRISTIAN SCHOOL

## REOPENING PLAN

### 2020-2021

Dear Prince Families:

We are looking forward to welcoming your child back to school on August 10th, and our Campus Safety Committee and Administrative Leadership Team have been hard at work since early May to make sure we are ready to begin school year 2020/21. We have continuously reviewed and discussed information and recommendations from the World Health Organization, Center for Disease Control, Georgia Department of Public Health, American Academy of Pediatrics, Georgia Department of Education, National Association of Independent Schools, Southern Association of Independent Schools, Georgia Association of Independent Schools, and consulted with local healthcare providers in COVID-19 leadership positions. While the information published by these organizations is legion, we have assembled a concise plan based upon science and common sense that is consistent with Prince's culture.

The key to the success of reopening our school is the cooperation of all members of our family-school community, especially students, parents, and our faculty and staff. While it is impossible for us to foresee every conceivable scenario, the design of this reopening plan reduces the risk of exposure to COVID-19 while providing the necessary flexibility to pivot and make changes as needed. The reality is that when we return to campus next month, it is highly likely we will have positive cases of COVID-19 within our student body, given the contagious nature of this virus. The only way to guarantee that there are zero cases of COVID-19 on campus is to not return to campus. We do not believe that is best for children educationally, socially, or emotionally. However, we all need to understand that reopening our campus carries with it an inherent risk.

We will consistently review this plan as the year progresses, and when necessary, changes will be made that ensure the health and safety of our students, faculty, and staff, are placed at the forefront of our decision-making process. There is currently a great deal of discussion in Georgia about the use of face coverings; while we do not mandate the use of face coverings in our reopening plan, we do reserve the right to reconsider that decision based upon the changing environmental landscape around us. The CDC strongly encourages the use of face coverings to reduce the spread of COVID-19.

In the midst of an uncertain future, we do know one thing: our trust, faith, and confidence are not in a plan, but in Jesus Christ, who knows the future and is the same yesterday, today, and forever. Thank you for your commitment to providing your child with a Christ-centered education built upon the stable foundation of God's word, which stands in stark contrast to the rapidly changing world around them.

Seth A. Hathaway, Ed.S.  
Head of School

## **PRINCE AVENUE CHRISTIAN SCHOOL: STUDENT AND FACULTY HEALTH AND SAFETY GUIDELINES**

### **Critical Points:**

**(1) Any student who has a fever or who is showing COVID-19 symptoms should not come to school and should be taken immediately to a qualified medical professional for evaluation.**

**(2) The timely reporting (24 hours) of a positive COVID-19 test result for a member of our school community is critical to the efficiency of our contact tracing efforts. To streamline and simplify reporting of positive COVID-19 test results, we are establishing a reporting form on our existing COVID-19 webpage under “Current Families, Campus Life.” By using one central location for reporting, parents do NOT have to email the school nurse, individual teachers, or their principal.**

- Before school starts each day, all faculty and staff will be required to report they are COVID-19 symptom-free.
- Temperatures of students, faculty, and staff will be taken throughout the day by a preidentified list determined by our new full-time school nurse; select administrators will assist in this effort.
- Students with temperatures of 100.4F or above, or who show other active symptoms of COVID-19, will be immediately isolated, and their parents notified that they are to be picked up as soon as possible.
- Any student discovered at school with a fever (any fever) must be picked up as soon as possible and remain home to engage in Hybrid Learning for 72 hours, and they must also obtain a doctor’s note to return to school. Doctor’s notes clearing students to return to school must be turned into the school nurse’s office; parents can email an image of the note to [schoolnurse@princeave.org](mailto:schoolnurse@princeave.org).
- Face coverings are optional; however, we reserve the right to transition to face coverings if circumstances dictate such action is in the best health and safety interests of our students, faculty, and staff. The CDC strongly encourages the use of face coverings to reduce the spread of COVID-19.
- Disposable masks will be on hand in each classroom for every student in the event an emergency requires students to wear them due to the need to be “huddled together” for an extended period of time (viz. tornado warning, intruder drill, etcetera).
- Ample supplies of hand sanitizer will be distributed throughout all hallways, cafeteria, etcetera, and students will be "trained" to use these products as we operate in this new normal.

- Our cleaning staff has been increased to facilitate the sanitizing of common touch surfaces like door handles, push bars, bathroom fixtures, etcetera, throughout the school day.
- Signage across the campus will encourage proper health and hygiene practices, including, among other things, regular handwashing or use of hand sanitizer, coughing and sneezing into the crook of one’s forearm, and encouraging all parties to refrain from touching their face. Teachers will also remind and encourage students to regularly practice these mitigation strategies.

## **POSITIVE COVID-19 TEST REPORTING REQUIREMENTS**

- Within 24 hours of a parent receiving confirmation of a positive COVID-19 test result for their student, or a positive test result of an immediate family member who lives with their student, a report must be made to the school via the school’s COVID-19 webpage located under “Current Families, Campus Life.”
- If you or someone in your household has been exposed ("known exposure" is defined as fifteen minutes or greater at a distance of six feet or less) to an individual who has tested rpositive for COVID-19, for the safety of others at Prince, your student must stay at home and self-quarantine for 14 days. A report of this exposure should be made to the school via the school’s COVID-19 webpage located under “Current Families, Campus Life.”

## **STUDENT REENTRY TO SCHOOL FOLLOWING A COVID-19 ILLNESS OR EXPOSURE TO A SECOND PARTY WITH COVID-19**

Our protocols for students returning to campus after a confirmed case of COVID-19, or COVID-19 exposure, are based upon the Center for Disease Control (CDC) and are as follows:

- Symptomatic persons with confirmed COVID-19 (a positive test) may return to school after all of the following have occurred:
  - At least 10 days have passed since symptoms first appeared.
  - At least 3 days (72 hours) have passed since recovery, defined as resolution of fever without the use of fever-reducing medications.
  - Improvement in respiratory symptoms (viz: cough, shortness of breath)
  - Written clearance from a physician to return to a traditional school environment. Parents must upload a picture of the doctor's note to the school’s COVID-19 webpage located under “Current Families, Campus Life” BEFORE the student's return to school.
- Asymptomatic persons with confirmed COVID-19 (a positive test) may return to school after:
  - At least 10 days have passed since the positive laboratory test (and the person

remains asymptomatic).

- They produce a note from their doctor clearing them to return to a traditional school environment. Parents must upload a picture of the doctor's note to the school's COVID-19 webpage located under "Current Families, Campus Life" BEFORE the student's return to school.
- Persons with known exposure ("known exposure" is defined as fifteen minutes or greater at a distance of six feet or less) to an individual with a confirmed case of COVID-19 may return to school after a 14-day quarantine period has ended.
  - This means that if a parent or sibling has COVID-19, the student living with that parent or sibling must be quarantined for 14 days.
  - The person must produce a note from their doctor clearing them to return to a traditional school environment. Parents must upload a picture of the doctor's note to the school's COVID-19 webpage located under "Current Families, Campus Life" BEFORE the student's return to school.
- BEFORE returning to school, all students who had a positive COVID-19 test, or were "exposed" to a person with a positive COVID-19 test and quarantined for 14 days, must have a doctor's "cleared to return to school" note uploaded to the school's COVID-19 webpage located under "Current Families, Campus Life."

## CONTACT TRACING

In the event a student, faculty, or staff member is diagnosed with COVID-19, we will follow contact tracing based upon the guidelines provided by the Center for Disease Control (CDC). If the infected individual was in close contact with any other person at the school (defined as within six feet or less for a period of 15 minutes or longer), those individuals will be contacted individually and confidentially by an administrator and provided instructions for next steps.

Due to the complex nature of contact tracing as it relates to the timelines associated with COVID-19 exposure, incubation periods, testing windows in relation to exposure, and symptomatic/asymptomatic indicators, each report of a positive COVID-19 test or report of "exposure" (six feet or less for a period of fifteen minutes or longer), will be handled on a case by case basis after consulting with medical experts. The variety of COVID-19 infection scenarios requires individualized response plans to promote the health and safety of our students, faculty, and staff. A "one size fits all" approach to contact tracing as it relates to COVID-19 infections is less effective.

## VISITORS ON CAMPUS

The campus is closed to visitors; however, parents are not visitors and are welcomed on campus.

Parent entry is limited to the main office where they will be admitted after their temperature is taken and they answer a series of questions regarding potential COVID-19 exposure. At this time, parents are NOT allowed to visit students in the cafeteria. Except for the first day of school, face coverings for parents are not required.

## **ACADEMICS: THREE LEARNING MODELS**

Utilizing a school issued laptop, students in grades PreK-12 will engage in one of three learning models.

- **Traditional Learning Model**
  - This is a traditional school experience with students beginning school in person and attending five days a week on a regular Monday through Friday schedule. The use of laptops as a component of daily instruction is dependent upon each teacher/individual course of instruction.
  
- **Hybrid Learning Model**
  - In situations where students must be temporarily quarantined away from school for health and safety reasons, teachers will provide hybrid instruction that will replicate the traditional learning model to the greatest extent possible.
  - In the Hybrid Learning Model, students will learn synchronously with their class as their class is live-streamed from school. Teachers will take attendance at the beginning of each class period and record it in the school's Student Information System (SIS), students will attend their daily class schedule, and students will be required to complete all assigned work.
  - If a student's illness is so severe it prevents her or him from attending class synchronously, the class will be recorded for viewing at a later time. The purpose of the Hybrid Learning Model is to ensure students remain current with their classmates who are engaged in traditional learning. Academic content will be delivered utilizing Seesaw for Schools, Microsoft Teams, and Microsoft OneNote as appropriate.
  - Prince's leadership is examining the benefits associated with teachers' recording classroom instruction more frequently to assist students who may be absent from class due to an illnesses unrelated to COVID-19, off-campus appointments, and participation in cocurricular activities (fine arts and athletics) that sometimes require students to depart campus prior to the end of the traditional school day.
  
- **Distance Learning Model**
  - In the event state authorities direct the closing of our school due to an increased community spread of COVID-19, Distance Learning will be implemented. This

plan incorporates all the lessons learned from our Distance Learning during the fourth quarter of last school year. Teacher video interaction, teaching, and learning for all PreK-12 students will be facilitated using a school issued laptop. For families that experience unreliable internet connectivity at home, reliable internet is available 24/7 in the school's parking lot that faces the main entrance of the school.

- Students will be taught and assessed; grades will be posted throughout Distance Learning just as they were during the fourth quarter of School Year 2019/20. We have not and will not participate in "grade freezing," which is a policy that enables students to keep their grade at the time Distance Learning commences regardless if their grade declines during Distance Learning.
- Expectations for student performance and (online) distance learning etiquette will be published separately by the academic dean's office (attendance, mandatory use of cameras, etcetera).

## **MORNING ROUTINE**

- To reduce students congregating in large groups, once a student enters the building, they will report directly to their first period class and be seated.
- High and middle school teachers not outside at carline duty will be stationed throughout the school to immediately direct students to their first period classrooms. The use of high school and middle school lockers will be restricted or temporarily suspended.
- Breakfast is temporarily suspended for the first thirty days of school, after which we will reevaluate this decision.

## **CLASSROOM SAFETY STRATEGIES**

- Enrollment in the lower school has been capped to facilitate social distancing. We have waitlisted students in select grades, and we will open new class sections as enrollment allows.
- Nonessential furniture has been removed, and as practical as possible, we will practice physical distancing in terms of students' desk placement and teacher interaction.
- Disinfectants will be used by teachers to clean desks and common classroom surfaces throughout the day.
- A robust supply of hand sanitizer with an alcohol concentration of 70% or above will be available in every classroom.
- All classrooms will be disinfected each night with Bioesque Disinfectant, which is 99.9 percent effective against the human Coronavirus.

- Chapel services will be socially distanced utilizing the spacious seating in the church's worship center.
- Lower school students participating in foreign language and music (singing) will be required to wear a face shield (not a mask) as will their teachers. Face shields will be disinfected at the end of each day.
- Middle and high school choral students will wear face shields and will practice in the church to facilitate greater social distancing. Face shields will be disinfected at the end of each day. Choral selections for the year have been deliberately chosen to reduce the risk of COVID-19 transmission.
- Band students will practice in the church to promote increased social distancing.

## **FOOD SERVICE**

- **Lunch**
  - The cafeteria staff has been increased so food and drinks can be placed on students' trays by a gloved, masked, and face-shielded food service worker.
  - Flatware dispensers have been replaced by prepackaged flatware.
  - Self-service drink stations have been eliminated.
  - Lower school students will be socially distanced in the cafeteria by their teachers.
  - Middle and high school students will be socially distanced and eat on a rotating, fair share schedule between the cafeteria and outside on the pavilion, which will be equipped with high powered fans for use as needed. The need to rotate between eating in the cafeteria and on the pavilion is necessary due to the size of the middle and high school student populations relative to the capacity of the cafeteria when employing socially distanced seating. Students will be supervised by faculty/staff while outdoors.
  - Tables in the cafeteria and pavilion will be disinfected after each use by a school employee (students will NOT clean tables).
  - At this time, parents are NOT allowed to visit students during lunch either in the cafeteria or on the pavilion.
  - All lunch schedules for all grades will remain the same.
- **Breakfast and High School and Middle School Morning Break/Snack**
  - Breakfast is temporarily suspended for the first thirty days of school, after which we will reevaluate this decision.
  - To reduce student concentrations, morning breaks will be taken inside classrooms or outside the building on a rotating, fair share schedule following the last class preceding a student's break. Students will be required to bring their own snacks to school (and class). Students will be supervised by faculty/staff during break while

outdoors.

- The sale of morning snacks is temporarily suspended for the first thirty days of school, after which we will reevaluate this decision.

## **LOWER SCHOOL RECESS**

Academic performance and cognitive development depend on regular breaks from concentrated classroom work, and outdoor play is essential for lower school students. To help safeguard the health and safety of our students, we will take the following precautions during recess:

- The staggering of class recess time will be optimized to ensure the least amount of cross class exposure.
- All students will wash/sanitize their hands before and after recess.
- Equipment will be disinfected during the school day at a frequency that time and resources allow.
- Playscapes will be disinfected at the end of every school day.

## **ATHLETICS AND PHYSICAL EDUCATION**

- All high school athletic teams, practices, and competitions are governed by the Georgia High School Association (GHSA), and PACS will comply with all guidelines and requirements that are issued by the GHSA.
- All middle and lower school athletics will follow the general guidelines of the GHSA with variations implemented by PACS administration with the understanding the changes are in the best safety and health interests of our student-athletes.
- Physical education units and lesson content will be modified to reduce the risk of contracting COVID-19.
- Students taking weight training will use masks in the weight room when directed by their teacher.
- PreK-12th grade physical education classes are taught by faculty/coaches from our organized athletic program who will facilitate continuity in hygiene and sanitation standards from organized athletics into our physical education classes.

## **ADDITIONAL PROGRAMS AND SERVICES**

- **Bus Services**
  - Any student that rides a PACS bus must wear a face covering due to the close proximity of seats on buses. This includes all morning and afternoon bus routes and student-athletes traveling to and from practice/competitions. Likewise, all bus drivers will wear face coverings.
  - All buses will be disinfected at the end of each use.



- **Before Care, Extended Day, and After School Care**
  - Prior to starting Before Care, Extended Day, and After School Care, all staff members will be required to report they are COVID-19 symptom-free.
  - Cleanliness and hygienic standards for Before Care, Extended Day, and After School Care will follow the same guidelines and protocols throughout the school day.
  
- **Field Trips**
  - All field trips are canceled for the first nine weeks of school. We will reevaluate this decision after that time.
  
- **High School Multiday/Night Off Campus Spiritual Retreats**
  - Overnight high school spiritual retreats scheduled for September have been replaced by an on campus experience. Students will NOT have traditional classes during on campus retreats.
  
- **Senior International Mission Trip**
  - We are currently undecided on executing our traditional international mission trip in March of 2021, and we will continue to assess this opportunity. If international mission travel is not feasible, we will consider domestic mission work at a low infection risk location that will benefit from our seniors' acts of service.
  
- **Middle School Trip Week**
  - Middle school trip week for grades 6-8 traditionally takes place in April, and we are currently undecided about these travel opportunities.
  - Any payments made for a trip that is later canceled will be refunded in full.
  
- **Large Group Gatherings**
  - Due to state limitations on the number of people in large group gatherings, we have currently suspended several traditional events like the new family picnic, middle school back to school grade parties, etcetera. We will continue to reevaluate the feasibility of holding these types of gatherings while complying with any changes to future social distancing guidelines.
  - Our traditional back to school Wolverine Welcomes have been canceled this year. Guidance is forthcoming on our abbreviated back to school welcome process.
  
- **Water Fountains**

- All students are highly encouraged to bring bottled water from home since our water fountains will not be operational to reduce common contact surfaces.

## **LIABILITY WAIVER**

Returning to a communal environment during a global pandemic for which no vaccine exists involves a certain level of risk. As with all faculty and staff, all families will be required to sign an electronic Waiver and Release BEFORE the first day of school, agreeing to the following:

- You understand the risks associated with COVID-19.
- You understand that, despite the school's best efforts to keep everyone safe, neither PACS nor Prince Avenue Baptist Church (PABC) can guarantee that no one will contract COVID-19.
- You agree not to hold PACS or PABC, or anyone associated with the school/church, liable if your child happens to contract COVID-19.
- You agree to immediately notify PACS if your student or immediate family member who lives with your student tests positive for COVID-19. Reports must be made to the school via the school's COVID-19 webpage located under "Current Families, Campus Life."

## **FIRST DAY OF SCHOOL**

The first day of school is a special event, and parents who wish to walk their child to the door of their teacher's classroom can do so on the first day. Parents should arrive between 7:45 and 8:00 a.m., and all parents must exit the building no later than 8:05 a.m. As a courtesy to others around them, we do ask that parents wear a face covering if they plan on walking their child into school on the first day. We request that parents not walk their child into school beyond the first day of school with grace extended to our youngest learners (PreK & Kindergarten) as they adjust to leaving home and coming to school for the first time.