



2020-2021 School Reopening Plan

Contactless Enrollment and Payments

Parents can enroll students and make tuition and fee payments online via TADS (Tuition and Data Services).

Daily Schedule

School will operate on a modified split schedule in order to maintain a maximum school/classroom capacity of 50%.

- The student body will be divided into two groups, Group A and Group B.
- Group A students will report to campus on Mondays and Wednesdays.
- Group B students will report to campus on Tuesdays and Thursdays.
- Students will participate in virtual learning when they are scheduled to be at home.
- Teachers will conduct classes via a videoconferencing platform on Fridays.
- Elementary school students will have elective classes on Fridays.
- Chapel will be held via a videoconferencing platform on Fridays for all grade levels.
- Coursework will be available on paper for students who do not have access to the Internet and/or Internet-enabled devices.
- All education and collaboration platforms will be cloud-based and accessible by any Internet-enabled device, including cellular phones.
- Assistance/guidance with online platforms and virtual learning procedures will be provided for both students and parents.

A full-time (100%) at-home learning option is also available for students.

Social Distancing

- Only staff and students will be allowed in the building. *Parents will not be allowed in the building.*
- Separate building entrances and exits will be designated for upper and lower school students.
- Separate parking lots will be assigned for drop off and pick up of upper and lower school students.
- Social distancing markers will be prominently displayed on floors, classroom furniture, walls, and in pick-up/drop-off areas.
- Classroom capacity will be limited to 50%.
- Assigned seating will be implemented in each classroom, with students seated 3 to 6-feet apart. Students seated 3-feet apart will be separated by plastic panels.
- Staff and student desks will be equipped with plastic panels.



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General Procedures

- Temperature checks will be performed upon arrival to campus (staff and students).
- Daily logs of student temperatures will be maintained.
- Anyone having a temperature of 100.4° or higher will not be permitted to attend school that day.
- Staff and students must apply hand sanitizer before entering the building.
- Staff and students will wear face masks or face shields throughout the schoolday. Gloves may also be worn.
- Sanitizing (hand hygiene) stations will be set up at the entrance of the facility, in the hallways, and in each classroom. The hand sanitizer will contain at least 60% alcohol.
- Students will report to their homerooms upon arrival. All classes will be taught in that classroom. Students will remain stationary. Teachers will rotate from classroom to classroom.
- Students will not be allowed to share face shields, books, and supplies.
- Students will eat lunch in their classroom.
 - Hot lunch may be purchased from the cafeteria.
 - Microwaves will not be available for student use.
 - Students may not share food and beverages.
- Drinking fountains will be clearly labeled as off limits. Staff/students will need to bring bottled water, if desired.
- Classrooms will have scheduled bathroom breaks with no more than two students allowed in the bathroom at the same time.
- Students will not participate in large group in-person activities (i.e., field trips, Chapel, extra-curricular activities).
- Elementary school students will participate in organized recess; social distancing guidelines will be enforced.

Early Exit Area and Procedure

- A designated waiting area/lobby will be available for students who begin to exhibit symptoms of illness during the school day.
- Any student who screens positive for or develops fever, chills, shortness of breath, new cough, or new loss of taste or smell will be immediately isolated and sent home as soon as possible.
- In the event of illness, the sick student will be separated from the class and taken to a different location to wait for the parent to pick him/her up. If students are not picked up in 30 minutes, EMS will be called and the parent will have to meet the child at the hospital.
- Any staff member who screens positive for or develops fever, chills, shortness of breath, new cough, or new loss of taste or smell will be immediately isolated and sent home.