

RETURN TO SCHOOL PLAN 2020-2021

*Updated on 8/10/20

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INTRODUCTION

Randolph School is responding to COVID-19 and its impact on our academic experience with an emphasis on safety, flexibility, and understanding. *The health and well-being of students, faculty, staff, and families remain our highest priority.*

We want to ensure that all members of our school community feel safe and engaged. *Please note that current guidelines are subject to change and will be updated as needed*.

Important Dates to Know:

July 1	Initial Return to School Plan Announced	
July 8	Return to School Update	
July 15	Weekly Head of School Video Update	
July 22	Weekly Head of School Update	
July 29	Welcome Back to School Video	
August 5	Weekly Return to School Update	
August 12	Weekly Return to School Update	
August 13	Division Offices Become Primary Points of Contact for Information & Correspondence	
August 20	First Day of School	
August 23	Weekly Bulletin Begins	



ABOUT OUR APPROACH

The ideal teaching and learning environment is one in which students and teachers are able to interact with one another faceto-face. We are committed to creating a campus environment that addresses the health and safety concerns of our students, faculty, and staff. Our Return to School Plan seeks to balance our fundamental belief in the need for relational learning with the ongoing health and safety concerns of our current environment.

This plan represents the thoughtful work of our Summer Planning Teams, a series of small working groups composed of faculty, staff, board, and community partners, working in close collaboration with School administration. It is a plan that invests heavily in the critical components of a safe return to campus, including a robust set of stringent health and safety measures. It is also a plan that is designed to allow the School to adapt to the changing conditions of the pandemic and still provide for the continuous education of our students.



ABOUT OUR APPROACH Continued

<u>At all times, we will calibrate our school operations and teaching to public health conditions.</u>

While it is difficult to predict the ways in which our current health context might change in the future, one thing is constant – our steadfast commitment to the ongoing growth and learning of our students. Across the School, our dedicated faculty and staff are redoubling their efforts to prepare for the new school year. We cannot wait to see your children again, and we look forward to a healthy and successful year ahead!

COMMUNITY EXPECTATIONS

The greatest opportunity for a successful school year lies in the commitment of every family to exhibit care for all members of our school community.

All members of the Randolph School community have a shared responsibility to prevent the spread of illness when they are aware or suspect that they have contracted or had exposure to a communicable disease. It is imperative that all members of our school community remain committed to the safety policies and procedures listed in this and future communications to help keep students, staff, and faculty safe.

»Follow Federal, State, and Local Orders. All families are expected to adhere to the directives of applicable federal, state, and local government health departments, including the CDC, regarding physical distancing and face coverings in public and other measures to reduce the spread of COVID-19.

»COVID-19 Testing and Notification. If your child or someone in your household tests positive for COVID-19, you must notify <u>a school nurse</u> as soon as possible.

»Stay Home if Sick. If your child is sick, has a temperature of 100.4 F or above, or exhibits symptoms of COVID-19, you are expected to keep them home from school and notify <u>a school nurse</u>. (More information provided on page 15.)

Continued

COMMUNITY EXPECTATIONS *Continued*

»Stay Home if Exposed. If anyone in your household has been notified by the State Health Department or knows otherwise that they were in contact with an individual infected with COVID-19, you are asked to notify a <u>school</u> <u>nurse</u>. Based on the circumstance, you may be asked to keep your child home from school for a period of time. During this time, your child will be able to continue classes via virtual learning.

»Temperature Checking. If your child presents with a temperature that is higher than 100.4 F, parents/guardians will be contacted to arrange immediate pickup or departure.

»Face Coverings. Send your child to school with a face covering every day he or she is attending on-campus classes. Teach your child how to properly use and remove a face covering. If using fabric coverings, ensure that your child's mask is cleaned regularly. (Additional guidelines regarding face coverings may be found on page 17.)

»Hygiene. Practice and reinforce good hygiene at home, in particular, the importance of frequent handwashing and appropriate coverings of coughing and sneezing.

COVID-19 MONITORING

Members of the Pandemic Response Committee* will convene daily to monitor regional and state health indicators, as well as the health of our School community. In these daily meetings, the team will track:

- COVID-19 data for the county and state;
- the number of students and employees on campus who report illnesses;
- attendance and a host of other data points that will factor into our community's daily health status to inform any actions our School will take.

We will monitor and analyze these indicators for predictive trends and anomalies. Any changes to our health protocols will be shared with our community.

*The Pandemic Response Committee includes a school nurse, administrators, and health care professionals.

LEARNING LEVELS AND COMMUNICATIONS

Our overall goal will be to calibrate our school operations and instruction to the public health conditions present at the time. Based on daily monitoring, Randolph will use a four-tiered level system to help define the learning environment for our students. These tiers provide general guidelines for activities on and off campus.



The learning level will be shared on the Randolph School website and in MyRandolph Portals, and any changes in status will be communicated to families via email. To support the need for families to have as much information as possible, we will also send out a weekly email with important updates and information that parents need.

At all times, we will strive to provide families with as much preparation time as possible for any potential changes to our learning environment.

LEVELS OF OPERATION

Learning Level	General Conditions (statistical benchmarks will be determined by the Pandemic Response Committee)	Learning Environment
Level 1	 » Infections remain low in Madison County » No known cases currently at school » Confidence in pandemic control measures 	 » Campus is open » All students on campus » Open all days » Limited cohort mixing
Level 2	 » Infections low but starting to increase in Madison County » Possible cases in school community » Uncertainty in pandemic control measures 	 » Campus is open » All students on campus » Open all days » Elevated safety measures and PPE » Further reductions in cohort mixing
Level 3	 » New infections increasing in Madison County » Several possible cases in school community » Diminishing pandemic control measures 	» Blend of on-campus and virtual teaching and learning » Reduced number of students on campus at a given time
Level 4	 » Poorly controlled community transmission in Madison County » Multiple new infections in the school community » Local or state government has issued stay-at- home orders or otherwise closed all schools 	 » Campus is closed except for essential faculty and staff » Virtual learning for all students

HEALTH AND SAFETY MEASURES

The health and safety of our community is our highest priority. The following is a list of safety measures that we are planning to put in place at the start of the school year.

Face Coverings	Students and employees will wear face coverings throughout the school day. Breaks from wearing face coverings will be implemented throughout the day following safe distancing guidelines. (Additional guidelines regarding face coverings may be found on page 17.)
B - B Physical Distancing	Movement on campus will be controlled and directed to reduce the mixing of students. In classrooms, students will be seated with spacing to minimize transmission risk with additional safety measures and greater supervision in place.
Cohorts and decreased mixing of students	Academic schedules and classroom use will be designed to keep students in smaller, consistent groups during the day. This will reduce the risk of viral transmission and allow for discrete cohorts to quarantine in the event of infection without requiring that the entire campus close and shift to virtual learning.
Health Screenings	Families will be asked to check for COVID-19 symptoms (see page 14) each morning, and students and employees should not proceed to campus if they exhibit symptoms. Daily temperature checks will be conducted for all students upon arrival to campus. School employees will observe students throughout the day, and students with symptoms will be monitored in isolation rooms while parents/guardians are contacted to arrange immediate pick-up or departure.
Visitors on Campus	Visitors and volunteers will be limited to essential activities only. For the safety of students and employees, all visitors to campus, including parents, tutors, technicians, and service providers, must have permission and make an appointment to come onto campus. Those with an approved appointment will be screened upon arrival to include temperature checks. (These provisions will not apply to parents who remain in cars while dropping-off or picking-up students.)

HEALTH AND SAFETY MEASURES Continued

Kand Hygiene	Students and faculty will follow a regular schedule of hand washing or use of hand sanitizer throughout the day. Hand sanitizer dispensers will be available throughout the facilities and at each entrance to ensure convenient access.
Quarantine and Positive Cases	If a student has a positive test for COVID-19 <i>or</i> is required to stay home for the purposes of quarantine, provisions will be made to support continuity of learning from home during quarantine periods. The Pandemic Response Committee, comprised of healthcare professionals and school administrators, has developed, in conjunction with CDC and ADPH guidelines, specific protocols for returning to school. (More information provided on page 15.)
Clinic Adjustments	Each campus has been outfitted with an isolation room that is separate from the Nurse's Clinic and is on a separate HVAC system.
Self-Care and Well-Being	Pedagogy and classroom practices will provide greater attention to student mental health and well-being to build resilience and cope with the stress or anxiety students may experience in this pandemic context. Additional counseling personnel will be added for the school year.
Other Safe Classroom Practices	Teaching methods will be adjusted to minimize shared equipment or learning materials between students. Classroom practices will reduce transfer of objects between home and school and touching of other students' personal belongings. Classroom furnishings will be minimized to ensure effective cleaning.

HEALTH AND SAFETY MEASURES Continued

Facility Updates	All HVAC units have been adjusted to bring in the maximum amount of outside air and filters have been upgraded to the highest possible level for each unit.
Enhanced Cleaning	Daily cleaning practices will be compliant with CDC recommendations, including the types of cleaning products used and the frequency of cleaning. Additional cleaning personnel will be added for each campus. Special attention will be paid to the cleaning of high touch surfaces throughout the day.
Community Time, Assemblies, and Other Large Group Gatherings	The School will continue to monitor guidance from health officials regarding gathering sizes. Large group gatherings will be minimized and follow guidelines regarding physical distancing and/or health official guidance.
Cafeteria and Food Services	Food service options will be reduced in the fall. Food options will be provided to students in designated spaces (observing distancing guidelines) and self-serve options will not be available. Detailed information for division-specific dining will be provided prior to the start of school. As always, students will be able to bring home lunches to school as well.
Off-Campus Trips	All grade-level overnight trips and multi-day off-campus experiences will be suspended. Decisions regarding local field trips will be determined at a later date.

COVID-19 SCREENING

As part of the School's safety and health efforts during the COVID-19 pandemic, parents or guardians will screen students each morning prior to the beginning of the school day.

Parents should not send their child to school and should contact the school nurse if their child exhibits any of the symptoms listed in section 1 or has tested positive or had potential exposure, as defined in section 2, below.

The School will conduct daily temperature checks and parents will be contacted to arrange for immediate pick-up or departure for their child if he or she exhibits any symptoms or indications as noted below*.

Section 1: Symptoms

- Temperature 100.4^oF or higher
- Sore throat
- New uncontrolled cough that causes difficulty breathing
- Diarrhea, vomiting or abdominal pain
- New onset of severe headache
- New loss of taste or smell
- Unusual or unexplained muscle or body aches or fatigue

Section 2: Confirmed Case / Close Contact / Potential Exposure

- Tested positive for COVID-19 in the past 14 days
- Close contact (within 6' for at least 15 minutes) with a person with confirmed COVID-19
- Close contact with person under quarantine for possible exposure to COVID-19

*Screening list will be updated as necessary to follow CDC, ADPH, and local community health and safety guidelines and will be shared with parents.

Additional Athletics Screenings: Students who are participating in after-school athletic practices or competitions will be re-checked for fever prior to practice /14 competition.

SCHOOL PARTICIPATION

<u>Click here to view a detailed flowchart</u> providing the most current guidelines for students or employees on the progression back to school after illness, based on recommendations from the CDC and ADPH, will be provided to families prior to the opening of school.

The school nurse will work directly with individual cases, to include a consultation prior to the return to school. Current guidelines for school participation follow and will be updated and communicated as needed.

Screening Section 1	Screening Section 2	School Participation
(symptoms)	(exposure / positive)	
No	No	Eligible to participate immediately
Yes	No	Fever-free without fever reducing medication for 24+ hours AND symptoms have improved
Yes	Yes	10 days from onset of symptoms OR 14 days from last exposure (whichever is longest) AND 24 hours fever-free without fever reducing medication AND symptoms have improved
No	Yes, tested positive	10 days since positive test AND symptoms have improved, AND 24 hours fever-free without fever reducing medication
No	Yes, possible or confirmed exposure	14 days since exposure

SCHOOL RESPONSE TO POTENTIAL/CONFIRMED CASES

- The school will have specific protocols for responding to potential or confirmed cases of COVID-19 in students or employees. **In all cases**, individuals who present with symptoms or exposures defined in sections one or two of the screening noted previously will be isolated under the supervision of a school nurse, will leave campus immediately, and will be referred to their healthcare provider. School participation protocols will then guide the return to school.
- **In all instances**, the school nurse, and Human Resources in the event of an employee, will follow up with the individual / family.
- When a student or employee develops or reports symptoms, with no known exposure, the school will follow cleaning and sanitation protocols, after which the activity (class, practice, office work) may continue.
- When a student or employee develops or reports symptoms and has a known close-contact exposure, or when the school receives a report that an individual has tested positive for COVID-19, the school will follow cleaning and sanitation protocols for all areas occupied by the individual. The school nurse will notify families of individuals who have been in class, practice, or otherwise had contact with that individual of the situation. Should there have been a known closecontact exposure (within 6' for at least 15 minutes without a face covering), the notification will indicate that and the individuals in close-contact will follow school participation protocols. If there has been no known close-contact exposure, the class / team / office may continue following cleaning protocols. 16

FACE COVERINGS



Face coverings are a practical piece of personal protective equipment as we deal with the pandemic, which is why they are to be worn by all students, employees, and visitors on campus. Randolph School requires that face coverings:

- Cover the nose and mouth
- Be a minimum of two layers of fabric
- Be sized appropriately for your child
- Loop over the ears or head (so that they need not be tied)
- Be appropriate for an educational setting and not cause a distraction to the classroom environment or learning process.
- Be free of large print text or large logos (Randolph/Raider logos and educational graphics are acceptable)

Additionally:

- Solid colors and patterns are best, with no limits on colors.
- Label your child's face covering with his or her name.
- Face shields may be worn in addition to masks, not as a substitute.
- Neck gaiters/buffs are only allowed to be used by students engaged in exercise during athletic practices.
- Although you may purchase face coverings anywhere, Dennis Uniform, our uniform partner, and Randolph Athletics makes masks that are available for purchase or preorder.
- To ensure appropriateness for the educational setting, any designs outside of the listed requirements above must receive advance approval from the division offices prior to students wearing them to class and school-related events.



ACCOMMODATIONS AND SUPPORT

Raider Relief Fund

The Raider Relief Fund provides direct support to our students in the upcoming school year whose families have been impacted by COVID-19 and are finding it difficult to provide tuition, school supplies, uniforms, and other direct educational expenses. If you have questions, contact us at raiderrelief@randolphschool.net.

Health Services

We are aware that feelings of anxiety can be heightened in situations such as this. Our Health Services team is here to support you. If your student has any social, emotional, academic or health concerns, please reach out to school counselors <u>Vanessa Robinson</u>, <u>Leslie</u> <u>Shelor</u>, or nurses <u>Deb Smith</u> or <u>Kim Dunar</u>. 18



Lower School (K-4) Schedule Overview

- Students split into two groups and remain with their homeroom teacher for focused academic work and social/emotional curriculum.
- Half of the day is on campus and the other half includes supplemental work and elective offerings to be completed daily.
- Full classes meet for scheduled, virtual lessons on Wednesdays.



On Campus M, T, Th, & F 8:00 – 11:00am or 12:30 - 3:30pm



Daily Recess One Class at a Time



World Language, Music, Art, & Science Lab Weekly



Middle School (5-8) Schedule Overview

- Students split into two groups, morning and afternoon.
- Half of the day is on campus and the other half includes independent work to be completed at home daily.
- All classes meet for scheduled, virtual instruction on Wednesdays.



On Campus M, T, Th, & F 8:00 – 11:00am or 12:30 – 3:30pm



Approximately 8-10 Students in Class at a Time



Regular Faculty Interactions to Promote Connections & Student Support



Greengate School (1-8) Schedule Overview

- Students with dyslexia need 35% more exposure to concepts than neurotypical learners.
- Prioritizes the need for consistent, academic instruction four days a week with virtual lessons on Wednesdays.
- Emphasis on language arts, math, science, social studies, and Orton-Gillingham tutorials.



On Campus M, T, Th, & F 8:00am – 12:00pm



Daily Tutorials with Added Safety Measures



Practice New Routines, Procedures & Technology Platforms



Upper School (9-12) Schedule Overview

- Maintains direct, synchronous instruction four days a week.
- Students spend two days on campus from 8:20am 3:40pm and attend class virtually two days from 8:20am 1:30pm.
- Wednesdays designated for independent work and one-onone consultation time with teachers.
- Students and schedules divided by grade level.



9th & 10th Grades On Campus: T, F Virtual: M, Th



11th & 12th Grades On Campus: M, Th Virtual: T, F



Full Course Offering, Advisory, & Community Time Included



Randolph Athletics Program Overview

- Collaborating with each division to offer physical education at all levels of operation.
- RAP (K-6) programming based on student registration and parent volunteers.
- Fall season underway for 7th 12th grade athletics.
- Schedules shared on randolphathletics.net.



Emphasis on Screening & Safety Protocols



Strength & Conditioning Will Be Offered



First Home Football Game on 8/28



Visual & Performing Arts Overview

- Opportunities to engage virtually and in-person safely.
- Use of personal protective equipment and emerging technology to enhance classroom and virtual instruction.
- Projects and assignments designed for transferrable learning.
- Modified rehearsal strategies to prepare band, choir, and theater for safe, high-quality performances.



Individual Supply and Tool Kits



Use of Large Spaces & Plexiglass Shields



Arts in Education Week Returns on 9/14 – 9/18



Virtual Learning Schedule Overview

- Each division will have a coordinator or primary teacher to work with students, teachers, and families to organize scheduling and facilitate the distance learning experience.
- Focus on the appropriate balance between synchronous online, asynchronous online, and offline learning at each grade level.



Virtual & Independent Work Aligned with In-Person Classes



Opportunities for Social Interactions



Regular Participation in Group Learning