



2020-2021 RETURN TO SCHOOL PLAN

REVISION 8/7/2020

Approach

Scripture teaches us that there is both a place for trusting God while putting aside fear and a place for planning for the safety of people. The story of Nehemiah courageously rebuilding the walls of Jerusalem for the protection of its people incorporate both of these ideas. It does not have to be one or the other. Our school scripture and theme for the past several years and again this year is Matthew 22:36–37, which says that the greatest commandment is to love the Lord our God and to love our neighbor, in essence to Love God and Love People. We hope that the plans to reopen school for the 2020–2021 school year take into account both actively planning for the safety of our Providence community and trusting God to act on our behalf.

For the past few months, the School Board, Administration, Teachers, Staff, and various Task Forces have met to determine the best practices to reopen the school. Those groups have included not only school personnel, but various officials, experts, and stakeholders on the question of how to reopen the school. As you can imagine, there is no consensus on many details. However, we do believe that a reasonable and safe approach is contained in this plan that will allow us to begin school on the regularly scheduled date of August 12 with students on campus full time. In addition to this plan, we will still follow the [Reopening Plan](#) that was communicated on June 22, 2020 with these additions to protocol and more specific guidelines. This plan has taken into account the best interest of our students while balancing the best interest of the broader community, including their families and our faculty and staff.

We know that the majority of our students are not at high risk if they are exposed to the coronavirus, however, some of our students, faculty, and staff are high risk or have an immediate family member who is high risk. It is our desire to provide a safe environment for them.

With these principles in mind, the following plan represents the mitigation strategies that Providence School will have in place when students return to school. **This plan is not exhaustive and does not address every aspect of the school day. Additionally, this plan may change as we evaluate positive or negative changes to the outbreak; this is a fluid situation.** While the school will be extremely vigilant on enforcement and ask for the cooperation of all students and families, there can be no guarantees that complete mitigation of risk will take place. We ask that parents partner with us to help their children, no matter the age or grade, understand these policies and procedures to help us in preparing for the school year. The virus

is not going away any time soon, so this is Providence School's plan to continue the vital work of Christian education in an environment that recognizes the real need for precautions. This work needs to take place in a world desperate for the Gospel. While this plan is akin to Nehemiah acknowledging the need for a wall and plans for rebuilding it, we also trust as Nehemiah did that, "The God of heaven will give us success."

Health Screening

All students, faculty, and staff must self-screen, with the help of parents or a caregiver, when appropriate, before leaving home each day, for the following symptoms. A person should not come to school under any circumstances if he/she displays any one of the following:

- ❖ A body temperature of 100.4° or higher any time in the previous 24 hours
- ❖ Persistent cough
- ❖ Congestion, Shortness of breath or difficulty breathing
- ❖ Nausea, vomiting, or diarrhea
- ❖ Chills
- ❖ Loss of taste or smell

Or, have any two of the following:

- ❖ Body ache
- ❖ Headache
- ❖ Sore throat
- ❖ Runny nose or congestion

Any students determined by a staff member or the school nurse to meet these criteria at any point during the school day will be immediately isolated and sent home. It is required that parents partner with us to ensure an immediate pickup of the child presenting these symptoms.

A student must be free of symptoms for 48 hours without any fever-reducing medications to return to school. As you collaborate with us in our efforts to keep everyone healthy and safe, this is a non-negotiable aspect of your partnership with Providence School. This is always best practice, but it is especially critical to follow during a pandemic.

Precautions to Ensure Student Safety

- ❖ School Nurse
 - In order to ensure a safe school community, the Providence School Board has approved the hiring two school nurses for the 2020-2021 school year. This will allow us to have one on campus at all times while students are in school. The school nurses will provide school nursing services, collaborate with school administration on health and safety policies and procedures, and provide nursing services to students on campus.
 - The School Nurses will be the main point of contact for student illnesses, both COVID-19 related and otherwise.
 - Our school nurses are:
 - Janice Batsch, BSN, RN
 - Cassandra Ray, BSN, RNC-NICU

❖ Hand Hygiene

- Hand washing and sanitizing are among the most effective ways to control viral spread. Students will have regular access to soap and water and alcohol-based hand sanitizers.
- All classrooms and common spaces have been equipped with hand sanitizer stations.
- Students will be expected to wash their hands or sanitize before and after lunch, before and after recess, and after using the restroom.
- Proper hand washing procedures and reminders will be provided by the staff. Signs will be posted around the buildings to encourage hand hygiene.

❖ Mask/gaiter

As a school, we are continuously reviewing information from local, state, and federal officials, along with our accrediting bodies, and we fully recognize that there are multiple recommendations. The following will be implemented in accordance with our intention to balance the best possible educational environment with the safest working environment:

- Providence School will follow City of Jacksonville mandates and CDC recommendations regarding masks/gaiters. At this time, students will wear masks/gaiters in K-12. After reviewing the up to date [CDC guidelines](#) regarding face coverings, face shields will not be acceptable in lieu of a mask/gaiter. We are asking for our Providence Community to abide by these guidelines
 - In grades K-2, students will wear a mask/gaiter in the school building. We will provide face shields for students in K-2 to wear during designated instructional times. During lunch, students may take off their mask/gaiter while eating or drinking. Students will continue to stay in cohorting groups in all areas of the school.
 - In grades 3-5, students will wear mask/gaiter at all times. There will be mask/gaiter breaks built into the schedule. During lunch, students may take off their mask/gaiter while eating or drinking. They will remain in cohorting groups with the exception of fifth grade music and band.
 - In grades 6-12, students will wear mask/gaiter at all times. There will be mask breaks allowed per teacher discretion or instruction. During snack, middle school and high school will go outside to eat snack. During lunch, students may take off their mask while eating and drinking.
- If a student enters the school without a mask/gaiter, one will be provided.
- All visitors to the school will be required to wear mask/gaiters when entering and exiting the building.
- We recommend that each student bring a fresh, clean mask/gaiter to school each day. Mask/gaiters may have designs, but cannot have any offensive pictures, offensive words and must be Providence friendly. There may be no political statements on masks/gaiters. Providence School has the ability to deem a mask inappropriate.
- Appropriate instruction will be given to students regarding the wearing of mask/gaiters. If/when mandates change, students will be encouraged to honor the decisions of others regarding the choice of wearing mask/gaiters.

- This is a fluid situation and we will communicate with our families as the local mandates are updated and as requirements change.
- ❖ **Visitors to Campus**
 - At this time, no visitors will be allowed in the building without an appointment.
 - Parents, wearing a mask, may only come in to the business office to check their child out of school.
- ❖ **Food Deliveries**
 - There will be no food deliveries allowed.
- ❖ **Water Fountains**
 - Last year, our generous PTP raised money to add water filling stations. Students will be able to use these to refill water bottles, but not drink directly from water fountains. We will be adding more water filling stations soon to retrofit fountains that do not have them.
 - Therefore, students will need to bring water bottles daily to drink anything not purchased in the dining hall during lunch times or to drink water from snack time/concessions. Please label their water bottles.

Lower School Classes and Transitions

- ❖ Lower School classes have additional tables and students will not be seated in pods. For the start of school, students will be in rows, in classrooms where there are individual desks.
- ❖ In Fourth and Fifth Grade, the students will transition to each classroom with a very structured routine and wear mask/gaiters. Additionally, the desk surfaces will be sanitized between classes.

Lower School Recess/PE Courses

- ❖ Play is an essential component of children's physical, social, and emotional development. It is also reported that the risk of viral spread is significantly lower outside as students have more space to play. Therefore, recess will be taken with the following interventions in place:
 - The number of classes on the playground will be reduced.
 - Students will follow hand hygiene protocols before and after recess.
 - Other classes may be provided recess on other outdoor spaces.
 - Teachers/Staff will supervise and apply common sense when encouraging play time.
- ❖ Students in PE courses will maximize outdoor spaces when weather allows and will only attend PE one class at a time.

Upper School Transitions and Classrooms

- ❖ Students will transition in the hallways with mask/gaiters.
- ❖ Classroom desks/surfaces will be sanitized each class period.

Upper School PE Courses

- ❖ Students in PE courses will maximize outdoor spaces when weather allows, and group sizes for team sports will be reduced.

- ❖ For the beginning of the year, students in middle school PE will not dress out. Students should bring athletic shoes to wear and they will be outside a majority of the time. PE lessons will be modified to accommodate not changing.
- ❖ The weight room and equipment will be sanitized between student workouts.
- ❖ The number of students in the locker rooms will be limited.

Choir/Band

- ❖ Performing Arts are an integral part of the Providence School community. We will make every effort to provide performing arts instruction and eventually, performances. We are currently awaiting research to be released in late July that will give the best science behind the risks of mitigation of viral spread in performing arts. Once we review the findings of the research, this section will be updated.
- ❖ Lower School Performing Arts will continue to follow the related arts schedule. Music is taught in self-contained classrooms, limiting exposure to different cohorts of students.

Media Center

- ❖ Media Center resources will be available for checkout.
- ❖ The Media Center staff will limit the number of students in the room at a time.
- ❖ Additional sanitation procedures will be implemented.

Chapels/Assemblies

- ❖ Upper School students will be socially distanced while seated in the church sanctuary by using the entire space.
- ❖ Additionally, Upper School Chapel is recorded and posted online for viewing by families.
- ❖ During Lower School Chapel, students will sit in homeroom/classroom groups and the groups will be better spread throughout the sanctuary for social distancing.
- ❖ Currently, we are limiting chapel to students and faculty only, until there is a special invitation for parents and guests to rejoin us.
- ❖ Assemblies/Pep Rallies will be held in socially distanced groups, outdoors, or virtually until further notice.

Transportation

- ❖ Current recommendations will be reviewed, and transportation will be planned for field trips and athletic events. When feasible, we may ask for parents to transport their students to the athletic events.

Arrival and Dismissal of Students

- ❖ While we understand that the first day of school can be a transition for our lower school students, we ask that, if at all possible, they are dropped off in the car line. We will have staff to help them get to class. If they are new to Providence, you may walk them into the building for day one. Only kindergarten parents will be allowed in the hallways. After day one, only kindergarten parents will be allowed to walk in for the first four days.
- ❖ Since kindergarten is a big transition, parents wearing mask/gaiters may walk their student to the classroom for the **FIRST FOUR DAYS** of school. **On Tuesday, August 18, we ask that kindergarten families begin utilizing the car line.** We will have staff to help transition your children.

- ❖ Students will report to first period classes/homerooms upon arrival, not staying in large groups until 7:50 am as we previously have done. This time can be used to study, continue working on assignments, enrichment, and/or independent reading time.
- ❖ All families must utilize the car line for arrival and dismissal. Car line procedures can be found in the Back to School Guide on the website.
- ❖ Due to the need for increased supervision in the classrooms and inside the building (because of social distancing protocols), during arrival, parents will not be allowed to park and let their child out of the car in any of the parking lots.
- ❖ At dismissal, lower school parents must utilize car line and follow the procedures given before the start of school, including displaying car line tag in a visible manner.
- ❖ We will not have supervision for your child to cross the car line anywhere other than designated crossing areas that are manned by staff members. **Everyone** must utilize the car line.
- ❖ Multiple points of entry will be open and staffed for student entry each morning.
- ❖ One of the wonderful aspects of the Providence School community is the opportunity to fellowship with one another, which often occurs during arrival and dismissal. However, due to the coronavirus outbreak, and to limit the number of interactions, we are asking that parents and students move expeditiously, but safely, to enter/exit the campus.

Field Trips

- ❖ Field trips enrich the school curriculum and build community with our students. As available, we will continue to offer field trips following current social distancing guidelines and recommendations.
- ❖ As each trip is planned, current recommendations will be reviewed, and transportation will be planned appropriately.
- ❖ If students are transported on buses, we will follow recommendations at the time of the trip regarding social distancing and mask/gaiters.

Extended Day

- ❖ Extended day will be organized by grade level groups. We will utilize outdoor spaces as often as possible and follow procedures outlined in this document.
- ❖ Students should bring their own snack.

Cleaning and Sanitizing Practices

- ❖ Although the primary method of coronavirus transmission is through respiratory means, clean surfaces and environments play an important role as well.
 - Daily cleaning and sanitizing by the school's housekeeping staff will take place with safe disinfectants labeled for use against SARS-CoV-2, cleaning high-touch surfaces like door handles, desks, and shared materials.
 - All classrooms and common spaces will have access to cleaning supplies. Classroom desks will be disinfected between each cohort of students.
 - Interior doors will be propped open during class changes, and whenever else it is practical to avoid significant touching by multiple people.
 - The HVAC systems in each building are set to draw in fresh outside air rather than only using recirculated air.

Athletics

- ❖ As a member of the Florida High School Athletic Association (FHSAA), Providence School is required to abide by the direction of the FHSAA. FHSAA has not provided guidance on interscholastic athletics for the fall season. Once we receive information, this document will be updated and the affected sports teams will be notified.

Dining Services

- ❖ Lower school students will eat in the dining hall or lower school dining hall with their homeroom cohort. New dining areas will be added, and the classes will be spread out more than normal.
- ❖ The schedule has been staggered to limit the number of students transitioning to the dining hall at a given time.
- ❖ Chairs have been disbursed to limit the number of students at each table. Additional tables have been added in the school foyer to accommodate the distancing, and additional tables will be added for outdoor dining.
- ❖ Sage Dining has been trained in additional food safety procedures to ensure safe food handling. They will continue to follow local and state health department safety precautions.
- ❖ Food will not be self-service. Students will be served by the Sage dining staff.

HEALTH PROTOCOLS FOR STUDENTS		
Exposure	COVID +, No Symptoms	COVID + or Symptomatic
Student shares they were exposed to someone with COVID-19 within 48 hours before or after the person tested positive	Student is diagnosed with COVID-19 less than 10 days ago, but is NOT symptomatic	Student is presenting at least one of the following COVID-19 symptoms: headache, fever, congestion, chills, shortness of breath or difficulty breathing, new persistent cough, new loss of taste or smell
At School		
<ul style="list-style-type: none"> Separate student with a supervised adult wearing an N95 mask, proper PPE, and standing at least 6 feet away Send student to clinic where student will be supervised by a nurse Student should wear a mask/gaiter Enact plan to safely send student home as quickly as possible 	<ul style="list-style-type: none"> Isolate student with a supervised adult wearing an N95 mask, proper PPE, and standing at least 6 feet away Send student to clinic where student will be supervised by a nurse Student will be given a medical grade mask. Clean and disinfect the exposed areas Enact plan to safely send student home as quickly as possible 	<ul style="list-style-type: none"> Isolate student with a supervised adult wearing an N95 mask, proper PPE, and standing at least 6 feet away Send student to clinic where student will be supervised by a nurse Student will be given a medical grade mask. Clean and disinfect the exposed areas Enact plan to safely send student home as quickly as possible Seek emergency medical treatment if necessary.
RETURN TO SCHOOL		
Return to school after 14 full calendar days since last close	Return to school once it has been 10 days since first	If a student is diagnosed with COVID-19 based on a test, their symptoms, or

<p>contact and if symptoms do not develop (on 15th day)</p> <ul style="list-style-type: none"> • If symptoms develop, follow guidelines under Symptoms section • Student does not need to be tested unless symptomatic • Participate in Synchronous Virtual Learning • Notify the school nurse and/or principal for school to determine if it is necessary to quarantine any additional faculty, staff, or students 	<p>positive COVID-19 test, AND if no symptoms develop since positive test</p> <ul style="list-style-type: none"> • Participate in Synchronous Virtual Learning while at home, if possible • Notify the school nurse and/or principal for school to determine if it is necessary to quarantine any additional teacher faculty or students 	<p>does not get a test but has had symptoms, they can return to school when:</p> <ol style="list-style-type: none"> 1. At least 10 days have passed since first symptoms appeared, AND 2. At least 48 hours have passed since recovery as defined by resolution of fever without fever-reducing medication, AND 3. Symptoms have improved <p>OR</p> <ul style="list-style-type: none"> • If a student is symptomatic, it is recommended they get tested. If they receive a negative COVID-19 test, they can return to school once there is no fever without the use of fever-reducing medication, and they have felt well for 48 hours • Participate in Synchronous Virtual Learning while at home, if possible • Notify the school nurse and/or principal for school to determine if it is necessary to quarantine any additional faculty or students
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if you have questions about our health protocol, please contact our school nurses at (904) 223-5270.

HEALTH PROTOCOLS FOR EMPLOYEES		
Exposure, No Symptoms	COVID +, No Symptoms	COVID + or Symptomatic
Employee shares they were exposed to someone with COVID-19 within 48 hours before or after the person tested positive	Employee shares they were diagnosed with COVID-19 less than 10 days ago, but is NOT symptomatic	Employee is presenting at least one of the following COVID-19 symptoms: fever, chills, congestion, shortness of breath or difficulty breathing, new persistent cough, new loss of taste or smell
At School		
<ul style="list-style-type: none"> • Separate employee • Immediately go home 	<ul style="list-style-type: none"> • Employee should wear a mask/gaiter • Immediately go home • Clean and disinfect the exposed areas 	<ul style="list-style-type: none"> • If well enough, go home immediately • Clean and disinfect the exposed areas • If not well enough, isolate employee in the clinic and provide support to get employee home or to medical care
RETURN TO SCHOOL		
<ul style="list-style-type: none"> • Return to school after 14 calendar days since last close contact and if symptoms do not develop • If symptoms develop, follow guidelines under Symptoms section 	<ul style="list-style-type: none"> • Return to school once it has been 10 days since first positive COVID-19 test, AND if no symptoms develop since positive test • Teach Synchronous Virtual Learning from home if 	<ul style="list-style-type: none"> • If an employee is diagnosed with COVID-19 based on a test, their symptoms, or does not get a test but has had symptoms, they can return to school when: <ol style="list-style-type: none"> 1. At least 10 days have passed since first symptoms appeared, AND

<ul style="list-style-type: none"> • Teach Synchronous Virtual Learning from Home if deemed feasible by employee and supervisor • Notify your immediate supervisor of your condition 	<p>deemed feasible by employee and supervisor</p> <ul style="list-style-type: none"> • Notify your immediate supervisor for school to determine if it is necessary to quarantine any additional faculty or students 	<ol style="list-style-type: none"> 2. At least 48 hours have passed since recovery as defined by resolution of fever without fever-reducing medication, AND 3. Symptoms have improved <p>OR</p> <ul style="list-style-type: none"> • If a student is symptomatic, it is recommended they get tested. If they receive a negative COVID-19 test, they can return to school once there is no fever without the use of fever-reducing medication, and they have felt well for 48 hours • Teach Synchronous Virtual Learning from home if deemed feasible by employee and supervisor • Notify your school supervisor for school to determine if it is necessary to quarantine any additional faculty or students
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Instructional Provisions for those out of school

- ❖ Students in grades K-12 will have their courses loaded into Canvas so that students have access to course content. Course content will be organized in modules for access by students. Students and Parents should use Canvas to monitor and complete assignments as provided by the school.
- ❖ Grades 6-12 will have synchronous learning available if students are out due to self-quarantine, illness, or other absences.
- ❖ Grades K-5 will work with assigned teachers to stay current with their assignments, lessons, etc. in the event of an extended absence due to self-quarantine, illness or other absences.

Virtual Learning Option Grades K-5

- ❖ Beginning in 2020-2021, Providence School will offer virtual learning for students in K-5. Families will pay full tuition for this option. Students who choose this option will be fully virtual with an assigned virtual teacher.
- ❖ If a family wants to return to school as a brick and mortar student, this must be done through re-enrollment for the following school year. If a family would like to return to school during the current year, they may do so pending seat availability in that specific grade level at the beginning of a grading period.

Remote Learning Option Grades 6-12

- ❖ Students in Grades 6-12 may participate in remote learning, but are still considered a brick and mortar student, having a “seat” in the classroom and grade level. **If you are planning to select the remote learning option for your student for LONG TERM, especially beginning with the start of the school year, please email your principal.**

Upper School Prep Day- Grades 6-12

- ❖ Traditionally, Upper School Prep Day is held on the same day for grades 6-12. Due to social distancing, we are splitting middle and high school over two days. If you have children in both areas and would like to come at one time, please come during your youngest child's set time. ALL PERSONS ENTERING THE BUILDING WILL NEED TO WEAR A MASK/GAITER DURING PREP DAY. This is a time for students to bring their supplies, set up lockers, get ID badge made and scanned into our systems, get help with technology (bring device to set up any student logins), and receive any other assistance prior to school. This will not be a time to meet with teachers.

Grade Level	Date	Time
6	Thursday, August 6	8:30-10:15
7	Thursday, August 6	10:30- 12:15
8	Thursday, August 6	1:30-3:15
9	Friday, August 7	8:30-10:00
10	Friday, August 7	10:00-11:30
11	Friday, August 7	12:30-2:00
12	Friday, August 7	2:00-3:30

Lower School Supply Drop-Off

- ❖ Lower school families can drop off supplies based on the schedule below. If you have children in both areas and would like to come at one time, please come during your youngest child's set time. ALL PERSONS ENTERING THE BUILDING WILL NEED TO WEAR A MASK/GAITER DURING PREP DAY.

Grade	Date	Time
K, 2, 4	Monday, August 10	8:00-9:30
1, 3, 5	Monday, August 10	9:30-11:00

Virtual Orientation

- ❖ All grade levels will participate in virtual orientation, instead of our traditional lower school back to school orientation and upper school curriculum night. This allows us to limit the amount of people in classrooms and on campus and do a final cleaning before school begins. The teachers will film orientation videos and this information will be sent to you. More information will be forthcoming as how you will receive these videos for your student(s). These will include important information about each class and the expectations for the school year.

For general questions, please email reopening@prov.org

Head of School	Dr. Tim Anderson	tanderson@prov.org
Lower School Principal	Mrs. DeShuan Mills	dmills@prov.org
Middle School Principal	Dr. Amy McGlohorn	amcglohorn@prov.org
K-8 Assistant Principal	Dr. Vicki Albritton	valbritton@prov.org
High School Principal	Mr. Michael Gray	mgray@prov.org

References

[Florida Department of Health School Guidance for COVID-19](#)

[American Academy of Pediatrics Guidance for School Re-entry](#)

[CDC Coronavirus Fact Page](#)

[Florida Department of Education](#)

[University of Toronto Pediatric Hospital School Opening Recommendations](#)