



PARKWAY

CHRISTIAN ACADEMY

DETAILED REOPENING PLAN

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We are looking forward to our campus brimming with excited teachers and students very soon! It will be amazing to welcome students back to campus and to see our wonderful faculty return to their calling of providing education from a biblical world view. **Classes for grades K5-12th will begin on Monday, August 24. Our VPK/K4 classes will begin Thursday, August 27.** In the next few weeks we will be busy installing new technology in our classrooms as well as training our faculty and staff on some of the new protocols being implemented to provide a safe setting for everyone. We have implemented changes to both our campus and to our expectations of the community including accommodations for more spacing, the use of masks, changes to gathering sizes and class scheduling to minimize the impact of COVID on our community. This document details these changes as well as our contingency plans for COVID exposure within our community.

We recognize that we have several families who are not comfortable with sending their students back to campus. We respect this decision and will be providing the opportunity for students to receive a live video feed at home from their regular classes so that they can remain part of PCA and receive instruction in real time along with their classmates. They will follow their normal class schedule throughout the day, turn in work like students who are on campus and be expected to maintain normal academic progress. **PCA Live students will be required to meet normal attendance requirements and be engaged in their classes each school day.** This provision will also serve those students who may have to quarantine as we manage the realities of the ongoing COVID situation.

We are taking care to implement several mitigation strategies to reduce the likelihood of students or staff becoming infected with COVID and the common illnesses that can cause infections through a typical school year. No matter how effectively we execute on our plans, the reality is that we will have infections and illnesses throughout the year. It is obvious that in this current environment there is a risk in being with large groups of people. We will do everything we can to encourage and maintain social distancing between our classes of students. **Considering the continuing COVID pandemic, we will be implementing a waiver for parents to sign before students return to campus.** This will be made available through your child's homeroom teacher on orientation day.

PCA LIVE

We understand that at this time there is uncertainty concerning the virus and there may be concerns or apprehension as to whether to return to campus for instruction. PCA Live is an option that you may choose as a parent if, for any reason, you are not comfortable with your child returning to campus. It is also available for situations in which a student may need to be quarantined. We want to continue to partner with you and offer an excellent, flexible option. **You may choose for your child to attend school in person or sign up for the PCA Live option.** We are praying with you as you pray about which option may be best. We are here for you no matter which option you choose: in school or PCA Live.

A form has been emailed to all of our parents which will need to be filled signed and returned by Friday, August 7, indicating which form of schooling your child will participate in. Our expectation is for families to choose an option and stay with that choice for a quarter (nine weeks) at a time. We do not intend for students to go back and forth between on campus and PCA Live formats within each quarter. As you know, the school year has four quarters; therefore a new form will be sent at the end of each quarter allowing parents to choose a different option of schooling or to stay with the same option.

We have made every effort to design a well-balanced, developmentally appropriate option for our students. Your child will now be able to join in on live sessions of class. It is important for your child to participate on a regular basis so that when they transition back to campus they will transition well. Currently we intend to use a variety of software programs including Zoom, Spelling City, Kahoot, and Google Classroom in our instruction depending on your child's grade level. Schedules may vary from day to day and from grade level to grade level. Your child's homeroom teacher will release finalized schedules to PCA Live participants on Friday, August 21.

It is important that your child is ready to participate at the times listed on the grade level specific schedule. It is always a good idea to be logged in a couple of minutes early in case the teacher is ready to begin before the scheduled time. Please understand that schedules are flexible in the classroom as teachers are paying close attention to the needs of all students. Lessons may start a couple of minutes early or a few minutes late.

IMPORTANT NOTES ABOUT PCA LIVE (ELEMENTARY):

- Please make sure that your child has a device (computer, tablet, or phone) with which to watch classes.
- Students will use Zoom, Spelling City, Kahoot, and Google Classroom to facilitate online learning.
- Students will be expected to get dressed each morning. (Pajamas are not acceptable.)
- Create a quiet space for your child to work away from distractions.
- We request that students sit at a desk or a table.
- Please make sure your child is ready to listen to their teacher at the scheduled times and then encourage them to complete their work as independently as possible. Teachers will text you if your child needs assistance.
- Attendance will be taken during the Zoom sessions.
- Teachers may ask your child to log off during independent work times.
- During independent work times, please encourage your child to use their time wisely.
- Specials will not be live. This includes P.E., art, chorus, band, elementary Spanish, library, computer, and STEM classes.
- Students are expected to be well-mannered, attentive, and non-distracting.
- Work is due at the same time that it is due for the children that are on campus. Most student work will be uploaded to Class Dojo portfolios or emailed.
- Teachers will text the PCA Live student groups if there is a change in the schedule.
- Please do not record live sessions.
- Please make sure students mute their Zoom sessions when they are not speaking.

PCA LIVE FOR MIDDLE AND HIGH SCHOOL

- Please make sure that your child has a device (computer, tablet, or phone) with which to watch and participate in live classes. (6-8th all classes) (9-12th Bible only)
- Students will use Zoom, Class Dojo and Google Classroom to facilitate online learning.
- Students will be expected to attend class on time and will be marked absent if not in attendance. Specials will not be live.
- Students will be expected to have their camera on and be engaged in the class.
- Please do not record live sessions.
- Tests and quizzes will be taken at the same time as students who are on campus. High school students may test at home with the guidance and supervision of Mrs. Abbott and Mrs. Siasoyco.
- Students will be expected to complete all assignments by given deadlines just as if they were on campus.
- Each teacher will provide times and opportunities for answering questions that could not be answered during class.

RETURN TO SCHOOL HEALTH AND SAFETY PLAN

Mode Three Implementation

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| Academic Classes | K4-3 students will remain with their class and teacher. 4-12 students will follow their individualized schedules and rotate with homeroom classmates only. |
| After School Supervision | Students will be separated by grade level. |
| Benchmark Conferences & IEP/504 Meetings | Zoom conferences will be offered. |
| Campus Visitors | All visitors will complete a health screening questionnaire and will be temperature checked. Limited to essential visitors only. |
| Chapel | Classes will sit by homeroom and be socially distanced from other students. |
| Desks | Students will be spaced between 3' and 6' apart. Desks and chairs will be disinfected at the end of each rotating class and in specials classes. |
| Dismissal | K4-K5 students: Parents will park in the assigned parking lot, personally show ID and pick up their child from their homeroom class. 1-12 students: Students will remain in homerooms and will be called out to carline on an individual basis. 1-5 students will be escorted to their vehicles by carline personnel. |
| Face Coverings | Staff will be required to wear face coverings when social distancing is not possible. Teaching faculty will be required to wear face coverings when social distancing is not possible, when facilitating groups of students from place to place on campus and when outside of their classrooms or teacher's lounge. Students in grades K4-3 will not be required to wear face coverings but are permitted to do so. Students in grades 4-12 will be required to wear face coverings when social distancing is not possible. Students should have face coverings on when exiting vehicles after arriving on campus. Students will wear face coverings as they move about campus transferring from class to class. Any student may receive a medical exemption from wearing a mask with a doctors' note. |
| Large Groups | Inside groups will be limited to 50% of room capacity. This adjustment will include chapel and lunch. |
| Library | Every class will have a scheduled time to visit the library. There will be a limited number of students allowed in the library at one time. |

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| | Hands must be washed with soap and water before entering the library. Books will be cleaned before being re-shelved. |
| Lunch | All food will be served in individual containers, plates, or trays. Students will wash their hands with soap and water before eating lunch. If you choose to send your child's lunch in a lunchbox, please make sure it is washable and that it is cleaned daily. We are unable to facilitate parents eating lunch with their students at this time. |
| Lockers | Custom shelving and cubby storage will be placed in each homeroom class to facilitate individual student storage in place of hallway lockers. |
| Morning Drop Off | 4-12 students should wear masks as they exit their vehicles. They will continue to wear masks until they arrive in their homeroom class. Temperatures will be taken at the morning drop off point. |
| Recess | Students will be able to enjoy time outside with their homeroom class. Equipment such as balls and jump ropes and high traffic areas on playground equipment will be disinfected between groups. |
| School Supplies | We will not use "community" items. All school supplies need to be labeled with your child's name and placed in a container or Ziploc bag. Homeroom teachers will communicate the specific supply plan for each class. |
| Technology | iPads and computer keyboard/mouse will be disinfected between individual uses. |
| Temperature checks | All faculty and staff will have temperatures checked daily. They will do a health assessment health check each day before arriving on campus. Before 7:30 am: Temperatures will be checked by morning care personnel at the door of the cafeteria. After 7:30 am: Temperatures will be checked at the morning care drop off point. Temperatures of 100.5 or greater will necessitate that a student return home and remain fever free for three days. |
| Visitors and Volunteers | Only essential visitors will be permitted on campus. They will fill out a health screening questionnaire and have their temperature taken. Essential visitors include but are not limited to speech therapists, title 1 tutors, and social workers. |
| Water Bottles | Please make sure your child brings a refillable water bottle with their name on it. Water fountains will be turned off for public use. Students will be able to refill their water bottles at lunch. Please make sure that water bottles are washed and disinfected each evening. |