



# PARKWAY

CHRISTIAN ACADEMY

## RETURN TO SCHOOL PLAN

2020-2021 School Year

We recognize that there are many uncertainties surrounding this coming school year. We appreciate so much the love and support of the families that make up Parkway Christian Academy. It is out of deep concern for the health, safety, and well-being of our families that we present this plan. We value our Parkway family community, centered around Christ, shaped by hope, not by fear. We have developed a plan for opening that aligns with these core values in mind.

Our expectation is that we will open traditionally in the fall with on-campus learning. In accordance with the recommendations from the Polk County School Board, Parkway Christian Academy (K5-12<sup>th</sup>) will begin the new school year on Monday, August 24 and our VPK/K4 program will begin Thursday, August 27<sup>th</sup>. While this is our expectation, our return to school plan addresses multiple scenarios that we may encounter. All plans are subject to revision to comply with local or state government mandates.

In preparing these plans we have been in consultation with the CDC, Department of Health, Department of Education, and local health experts. We have also reviewed plans from several other independent schools. The safety of our students, families and teachers is our number one priority as we consider returning to school.

Mode 1	Traditional On- Campus Learning All students are on campus with minimal mitigation strategies needed.
Mode 2	Traditional On-Campus Learning with Mitigation (LOW TO MODERATE RISK) All students are on campus with enhanced mitigation strategies and social distancing.
Mode 3	Hybrid Learning (MODERATE TO HIGH RISK) All elementary students are on campus every day. Students will remain with the same group of students with limited interaction with other student groups. Secondary students are split in half with an A/B rotation and mix of on-campus and remote instruction. Having approximately half of our secondary students on campus each day will allow for more physical distancing with fewer numbers of students in each classroom.
Mode 4	Remote Learning (EXTREME RISK) All students engage in remote learning. There are no on-campus classes. We have made adjustments based on what we have learned from our emergency long-term remote learning in the spring.

The return to school mode will be determined as we near the start date of school. Parents will be notified via Parent Alert.

## EDUCATIONAL PLAN

The mode of education will be determined by a variety of factors including, but not limited to, the reopening phase of the county as well as the risk level of contamination. We have internal escalation indicators which will guide us in our decision making to move from one mode to the next. We will communicate to all families when the mode of instruction changes. While we take into consideration the local schools' plans, we will not necessarily follow the same mode of instruction as the county.

### MODE 1: Traditional On-Campus Learning

All faculty and students are on campus in a traditional learning environment. Arrival and drop off times will stay the same. After school supervision will continue.

We have developed a plan for instances in which students are absent due to the current health situation, which will allow for the students to limit the amount of missed instruction. It is possible that certain protocols could be adjusted as city and county policies change.

### MODE 2: Traditional On-Campus Learning with Mitigation Strategies

Our academics will follow traditional teaching/learning scenarios and instructional methods.

The overall educational plan will continue the same as in mode one. Mitigation strategies are listed in the health and safety portion of the plan.

Adjustments will be made in band and choir classes for social distancing with the increase in exposure possibilities. Elementary specials classes and all PE classes may be modified for social distancing.

## MODE 3: Hybrid Learning

If it becomes necessary to follow specific social distancing requirements and/or decrease the number of people on campus at a given time, we will move to mode three. This is a hybrid learning scenario. Some calendar events may be cancelled or altered while we are in this mode.

It is not possible to maintain social distancing protocols in the secondary school while at full capacity. Therefore, it is necessary for secondary to follow the A/B day schedule in a hybrid mode. Elementary students are able to maintain the social distancing protocols due to smaller class sizes, smaller bodies and larger rooms which will allow them to continue to meet on campus during this plan.

### Schedule

- Elementary students (K4-5th grade) will be on campus each day for the normal school day.
- Secondary students (6-12th grade) will follow an alternating pattern to reduce the number of students on campus to allow for necessary health and safety protocols.
- Secondary students will follow an A/B pattern day schedule. Students in the A group (last names begin with A-L) will attend school one day, and students in the B group (last names begin with M-Z) will attend the next day.
- On the alternating days, secondary students will work remotely from home.
- Drop off and pick up times may be adjusted.

### Academics (Elementary)

- Instruction in core classes will continue.
- Specials instruction will continue, though modifications will be made to comply with social distancing and space requirements.

### Academics (Secondary)

- Students will attend on their given day (A/B) and while on campus they will follow the normal eight period schedule.
- Students will receive direct instruction when on campus and assignments will be given to work independently and complete on the remote days.
- Teachers will be on campus every day delivering instruction to the particular group meeting on campus. Therefore, they will not hold live or online class for those working remotely.

## MODE 4: Remote Learning

Remote learning will begin if it becomes necessary to close the campus for a period of time. It is possible that remote learning could be instituted for a portion of the school and not the entire campus.

The expectation of PCA is that while in remote learning we are still having school. Students are expected to attend classes online and complete assigned school work in a timely manner. Remote learning will involve a combination of live teacher instruction with the class and independent work learning.

### Elementary

- Schedules will be determined and communicated by grade level.
- Daily schedules will take into consideration the total amount of screen time by students as well as uninterrupted screen time.
- Students will continue core classes. Specials will continue as well, depending on how long the remote learning takes place.
- Students will use Class Dojo, Zoom, Spelling City, Google Classroom and Kahoot for online learning.

### Secondary

- Students will have two live classes per week per class following the schedule below. Classes will take place at the normally scheduled class time.
  - M/W: Bible, History, Math
  - T/Th: Science, English, Spanish I
  - F: Electives (Speech, Art, PE, Chorus, Band)
- No closed note tests or quizzes will be given during remote learning.
- Alternative assessments may be given.
- Grades will be updated weekly.

Workload limits and expectations have been established and will be communicated at the outset of the online learning.

## HEALTH & SAFETY PLAN

The following health and safety protocols have been implemented at PCA and are in effect through every mode.

### Cleaning Protocols

- Cleaning and disinfecting efforts will be elevated by our cleaning staff during the school day. The cleaning staff will focus on high traffic areas such as door handles, bathrooms, and stair rails. They will also be cleaning and sanitizing cafeteria tables between lunch periods.
- We are using an odor free, non-toxic cleaner, approved by the EPA to kill COVID-19.
- Protocols have been added for the cleaning and sanitizing of desks and surfaces in the classroom between class periods.

### Other Health Considerations

Health Task Force - A task force comprised of school administration, in consultation with local health officials, and the PCA school board will meet regularly to monitor local health regulations and guidelines and assess our current response to determine if any changes should be implemented.

COVID Testing (All modes)- If a student or staff member tests positive, that person will quarantine for fourteen days from the onset of the symptoms and must be symptom free for 72 hours before returning to school. Contact tracing will be conducted and appropriate families will be contacted. It may be necessary for other students to quarantine. Appropriate health protocols will determine whether it is necessary to close a portion of the school for a period of time.

Field Trips- There will be no field trips during the first quarter. This policy will be reviewed at the end of the first quarter. If we proceed into Mode 3 or Mode 4, there will be no field trips during those times.

Escalation/De-escalation Plan - We have internal indicators that will inform us of when to move from one mode to another. Indicators will include, but are not limited to, the re-opening phase of the state of Florida and the number of positive cases in a grade level, class or area of the school. It is possible that a phase could change for a portion of the campus and not the entire school.

Student Hygiene - We will teach and reinforce healthy hygiene practices (hand washing, hand sanitizing, proper coughing technique). We have increased signage reminding students of proper health/hygiene requirements.

## HEALTH & SAFETY PLAN

	Mode 1	Mode 2	Mode 3
Temperature Checks	None	All faculty and staff will have temperatures checked daily. They will do a self-assessment health check each day before arriving on campus.  Visitors will be temperature checked.	All faculty and staff will have temperatures checked daily. They will do a self-assessment health check each day before arriving on campus.  All students and visitors will have temperatures checked.
Masks (subject to revision to comply with local or state government mandates)	Students, faculty and staff will be allowed to wear masks, but masks will not be required.	Students, faculty and staff will be allowed to wear masks, but masks will not be required.  Faculty and staff will be encouraged to wear masks or shields when in areas of close student contact such as hallways and carline pickup.	Students, faculty and staff will be allowed to wear masks, but masks will not be required.  Faculty and staff will be required to wear masks or shields when in areas of close student contact such as hallways and carline pickup.
Campus Visitors	Normal check in procedures.	All visitors will complete a health screening questionnaire and will be temperature checked.	All visitors will complete a health screening questionnaire and will be temperature checked. Limited to essential visitors only.
Large Groups	No Limitation	Inside groups limited to 100 people or fewer. This adjustment will include chapel and lunch.	Inside groups limited to 50 people or fewer. This adjustment will include chapel and lunch.
Lunch	All food will be served in individual containers or disposable trays and plates.	All food will be served in individual containers or disposable trays and plates. We will provide more eating locations to account for social distancing and limited group size.	All food will be served in individual containers or disposable trays and plates. We will provide more eating locations to account for social distancing and limited group size. Some classrooms may be used for lunch.