



# ATHENS ACADEMY

## SCHOOL PREPARATION PLAN 2020-2021

July 20, 2020

### Introduction

As always, Athens Academy is committed to our mission of “excellence with honor in the educational and personal experience of each student.” This focus on *each* student has always been at the core of what we do, and during uncertain times, it will prove to be even more essential for our students and their families. While we have no way to know what the coming months will hold, we have worked to create a plan that will allow us to keep our students engaged and learning under a variety of circumstances and situations.

The novel coronavirus pandemic and its global spread has forced Athens Academy, like other schools around the world, to reevaluate nearly every aspect of its educational practices. Our faculty, staff, parents and students have partnered well and shown extraordinary resilience in adapting to new and challenging conditions. **We understand that this transition back to school may come with concerns and questions, and we, as a school, are committed to reorienting our community to the new school year in the safest and most supportive way possible.** Everyone’s health and well being is a priority for our community.

Important dates to know:

- July 20 - School Preparation Plan (this document) shared
- July 24 - Survey sent to parents for important feedback and remote learning requests
- July 30 - Back-to-school emails from each division to families
- August 7 - Pre-planning for all faculty and staff, and updated information to be shared with the community
- August 13 - First day of school, half-day (returning students)

The Centers for Disease Control and Prevention (CDC) and American Academy of Pediatrics have shared guidance on opening schools and at the heart of this guidance are the following: staying home when sick, washing hands, physical distancing, wearing face coverings, and following health protocols. More than ever, our partnership with our families is critical to our success. We have instituted many protocols and changes to our campus, and with each and every family's help in protecting the health and safety of our community, it will be much easier. **This begins with responding to the health screening questions each day on our new PikMyKid app.**

**If you leave home,  
know your Ws!**



**WEAR** a cloth face covering.



**WAIT** 6 feet apart. Avoid close contact.



**WASH** your hands often or use hand sanitizer.

Athens Academy recognizes that the ideal teaching and learning environment is one in which students and teachers are able to interact with each other face to face. We also recognize the vital importance of creating a campus environment that addresses the health and safety concerns of our students, faculty and staff. Our Preparation Plan provides a roadmap for our community to follow in the months ahead. This plan represents the thoughtful work of the leadership team and others. It is a plan that

includes stringent health and safety measures and the importance of our partnership with one another. The plan is designed to allow us to adapt to the changing conditions of the pandemic and still provide for the continuous education of our students, whether on campus or remotely. At all times, we will track our school situation and be mindful of the public health conditions in our community. Our number one priority is to maintain a safe environment for all of our students and teachers, so we may continue growing and learning with one another. Across all four of our divisions, our dedicated faculty and staff are working overtime to prepare for the year ahead. We cannot wait to welcome our children back to campus, and we are excited to have a positive experience for all of us on Spartan Lane.

### **Family-School Partnership**

**We are all in this together.** We are depending on you to help us keep our campus open by following health and safety best practices and keeping your child at home as needed. Your assistance and cooperation makes a huge difference in our ability to keep our campus open to best serve all our Academy families day in and day out. We do have students, parents, teachers and family members with underlying health issues, so we need to do our part to care for the greater community's well being. Now more than ever, we appreciate your commitment to our community and one another's health. Remember, we wear masks not just to protect ourselves but to protect those around us, and in turn, to those they return home to. This Preparation Plan is a fluid document and may change based on the guidance from healthcare professionals. We will alert you to significant changes and any protocols, which may change in the future. Please consider this as an addendum to our Student Handbook, which can be found on the SpartanNet Resource Board.

Athens Academy's commitment:

- Our first priority is to protect the health and safety of students and faculty/staff.
- We will deliver the highest quality educational services to our students, whether it takes place on-campus or off-campus.
- We will use the Georgia Department of Public Health, Georgia Department of Early Care and Learning (DECAL), American Association of Pediatrics, and CDC guidelines as our plans.
- We will provide clear expectations for staff, students, and families, many of which are outlined in this document.
- We will communicate often to share updates on our protocols and also any trends which we may be experiencing in our community.

Families' commitment:

- Athens Academy will request that each family read this Preparation Plan and follow the protocols and safety measures as outlined, as our partnership is more important than ever.
- Parents will be asked to complete a survey to ensure we better understand each family's concerns and can respond to any request for remote learning in Lower, Middle, and Upper School.
- Parents will be asked to complete health screening questions each day for each child enrolled, so we can safely monitor the health of our community using the PikMyKid app.
- Parents will be asked to adhere to school guidelines concerning health measures and communication with the school's leadership.

## [Operating Modes Overview \(click here\)](#)

We anticipate spending the majority of our time this school year in the Yellow and Orange operating modes. Most of the policies and procedures listed in this document will apply to Blue, Yellow, and Orange operating modes. We do not anticipate that schools in the United States will operate in the Green mode until 2021-2022 at the earliest. We will be in the Red operating mode if we are mandated to close, our area is designated as a hot zone, and/or as guided by local health professionals. We will be in the Orange operating mode (with Middle and Upper Schools in distance learning and Pre-/Lower School spread out across campus) if our own community is showing a higher positivity rate than we are comfortable with or if we see a higher risk of community transmission.

### **Learning Formats**

- Traditional On-Campus Learning (Green and Blue)
- On-Campus with At-Home Option (Blue and Yellow: LS, MS & US; Orange: LS)
- Distance Learning (Red)

### **On-Campus Learning with At-Home Option Blue & Yellow (LS, MS & US) or Orange (LS)**

During Yellow and Orange modes, Athens Academy is committed to maintaining a regular, full-day school schedule for students, including lunch service and after-school programming. If a family chooses to keep their Lower, Middle, or Upper School child at home for any reason while On-Campus Learning is occurring, the student can continue learning through our At-Home Access option. As outlined in more detail below, our At-Home Access option will closely resemble On-Campus Learning.

At-Home Access option: Each family will share their request for this option through our upcoming survey. The school leadership will approve this on a case-by-case basis, so that everyone is on the same page and understands that this is not a day-to-day decision, but one that needs to be communicated in advance for better preparation and planning. We have acquired 85 cameras for our classrooms and teaching spaces. Remote students will be able to join live instruction via Google Meet and participate in class. Teachers will check in with students at least twice a week to answer any questions and provide necessary support about weekly lessons. If a student wishes to resume in-person classes, then parents are asked to contact the division director and share these plans and a timeline before returning.

### **Morning Arrival & Screening**

Using the PikMyKid app, families and faculty/staff will answer daily questions including students' exposure, temperature, and symptoms before arriving at school. If a student or faculty/staff member is not cleared for attendance by PikMyKid, please contact the division office and refer to the COVID-19 Protocols section of this document if necessary.

Daily questions on the PikMyKid app will include:

- Does your child have a temperature of 100.0° Fahrenheit or above?
- Has your child been exposed to someone with symptoms of COVID-19 in the last 72 hours?
- Has your child been exposed to someone diagnosed with COVID-19 in the last 72 hours?
- Does your child have any of the following symptoms: new and persistent cough, shortness of breath, difficulty breathing, respiratory symptoms, diarrhea, or vomiting?

- Does your child have any two of the following symptoms: chills, repeated shaking with chills, muscle pain, headache, lethargy, new skin rash, or sore throat?

Students in Preschool will have their temperature checked in the drop-off car line by staff members, as directed by DECAL. Anyone with a temperature of 100.0° Fahrenheit or higher must immediately leave campus. Late arrivals will be screened in the lobby areas of the division offices before reporting to class. Random temperature checks will be conducted as well.

Anyone who is experiencing symptoms of COVID-19 should isolate at home. Families and faculty/staff should communicate with the school if anyone in their home tests positive for COVID-19, experiences symptoms, or is exposed to someone who is positive or symptomatic. We will share positive cases with the Department of Public Health, as mandated, but we will not share names with the community. For more details, see the COVID-19 Protocols section of this document.

## Face Coverings

All faculty/staff, visitors, and students in grades 1-12 will be required to wear masks/face coverings during the school day when social distancing of six feet cannot be maintained. (Please note that Preschool students will not be required to wear face coverings at this time, based on DECAL guidelines.) Face coverings will be provided to faculty and staff prior to the start of school. **Students will need to provide their own face covering each day.** We recommend that each student have cloth coverings, which can be washed and worn repeatedly.

Exceptions to the face covering policy will be made with consideration for medical reasons and age, and to accommodate eating and drinking, outdoor activities, PE, and independent work in personal office spaces where physical distancing can be maintained. Face coverings are utilized to protect the well being of the individual and also everyone in their presence. This is vital to share with students: we wear masks to protect the health of everyone around us.

Acceptable face coverings include cloth or disposable masks or gaiters in solid colors or simple designs. No wording or messages should appear on the face coverings. A variety of face coverings will be available for purchase in the school store, or families may provide their own. If a student forgets or loses their face covering during the day, the teacher or division office will provide a disposable mask for student use.

## Handwashing

Students and faculty/staff will follow a regular schedule of hand washing or use of hand sanitizer throughout the day. Extra time will be built into the students' daily schedule to allow for periodic handwashing throughout the school day. The school will provide and maintain appropriate hand soap and hand sanitizer supplies throughout campus, including additional hand sanitizer dispensers and eight new outdoor sinks. Hand sanitizer dispensers will be available throughout our buildings to ensure regular access.

## Cleaning & Sanitation Practices

Daily cleaning practices are compliant with CDC recommendations, including the types of cleaning products used and the frequency of cleaning. Special attention will be paid to the cleaning of high-touch surfaces throughout the day. Chemicals used in daily cleaning of high-touch surfaces are all EPA-

approved, non-toxic, and hospital grade, including a botanical disinfectant. All are safe for food preparation/eating surfaces. In addition to rigorous hygiene, sanitation, and disinfection procedures already in place, special attention will be paid to the following:

- Surfaces and objects that are frequently touched will be sanitized regularly, including but not limited to toys, games, and objects or surfaces not ordinarily cleaned daily. Toys and games that cannot be cleaned and sanitized will not be used. Stuffed animals and other soft cloth toys will no longer be used in the classrooms.
- Materials used by a group of children will be washed and sanitized before they will be used by children in a different group or classroom.
- Classrooms will be wiped down by faculty/staff and students at the end of each class period.
- An additional custodian will be added to the facilities staff to oversee and conduct regular cleaning throughout each school day.
- Plexiglass shields are being installed in division offices and other high-traffic areas where staff members work.
- The school has purchased three electrostatic aerosolizers, dozens of thermometers, over 4,000 masks and 500 face shields for use by students, faculty/staff, and visitors.
- A detailed list of all chemical products are available in the facilities office.

### **Classroom Spaces, Physical Distancing & Group Gatherings**

- All students and faculty/staff will maintain safe physical distances of six feet as feasible.
- Group sizes will be limited. Division meetings, assemblies, and large group gatherings will be split into smaller groups or held virtually most of the time.
- Class group size will be determined by the ability to maintain physical distancing in the designated classroom space, which could be indoor or outdoors.
- Students will remain in the same groups as much as possible throughout the day. Assigned seating will help to reduce excess exposure. 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 distance learning.
- Mixing of student groups should be limited with the possible exception of the Stay and Play and Extended Day programs. It is important to note that it will be very difficult for us to maintain small cohorts after school hours. We request that families who do not need to utilize Extended Day services please pick up their children at the end of the school day whenever possible.
- All large events such as student assemblies, special performances, parent nights, and school-wide events will be modified to allow for social distancing or will be held virtually.
- All individuals should maintain six feet of distance from others in common areas, are discouraged from gathering in groups in confined areas, and should maintain at least six feet of space on staircases.
- Signage throughout the school will reinforce physical distancing. In some buildings, directional signage will inform the flow of traffic.
- 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 but allowed to interact more closely for limited periods with additional safety measures and greater supervision in place.
- During student drop-off and pickup, faculty/staff will wear face coverings and maintain six feet of physical distance from others as much as possible.

- Lockers will not be assigned in the Upper School to minimize congestion and mingling. We understand this is a burden but we ask that students do their best to plan accordingly. Lockers may be available for storage during the school day, but we ask that they be used only when necessary. The Middle School will orchestrate locker assignments in an organized fashion to avoid congestion.

### **Shared Materials**

- 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.
- Infrastructure will be put in place to minimize surfaces which cannot easily be disinfected.
- All classroom supplies, materials, and manipulatives will remain in their designated classroom.
- Each student should use pens, pencils, scissors, and other supplies designated for their sole use. In short, no sharing.
- Faculty/staff will sanitize classroom materials as needed.
- Chromebooks and laptops will not be shared and should be sanitized before and after use.
- SMARTboards, whiteboards, and markers will be wiped down between classes and at the end of the day.
- Only manipulatives that can be easily disinfected will be used.
- Library books will be placed in a decontamination box for 72 hours after return and before being entered into recirculation.

### **Lunch/Snacks**

- Athens Academy will offer a limited lunch service to students in grades 1-12. Meals will be pre-packaged by food service staff (no salad bar in the Tillman Center). Condiments, beverages, and disposable utensils will also be pre-packaged.
- Students will need to provide their own snacks when permitted during the school day.
- As always, students will be able to bring home lunches to school.
- Lunch deliveries will be strongly discouraged and only permitted in designated areas outside Barrett Hall and the Tillman Center.
- During lunch, social distancing will be required in the Harrison Activity Center, Barrett Hall, and the Tillman Center. Overflow seating for Middle and Upper School students will be available on the patio and other common areas, where social distancing guidelines will also be observed.
- All students and staff must wash their hands before and after eating snacks or lunch.
- Faculty/staff and students will use provided gloves, disinfectant, and paper towels to thoroughly clean tables after students have eaten.
- Water fountains will not be available for use except to refill water bottles. Water bottle refilling stations will remain available for use.
- Hand sanitizing stations will be provided in dining areas.

### **Extended Day**

Extended Day services will be offered, and masks will be required for all students and staff. We request that families who do not need to utilize Extended Day services please pick up their children at the end of the school day whenever possible. Because of the nature of the after school program, class cohorts

will not be able to be observed and parents should understand that there may be an increased risk of exposure for students who participate in Extended Day. To better protect our students who participate in our Extended Day Programs as well as the rest of our community, we will implement the following practices:

- Students will need to provide their own snacks.
- Outside activities will be held as often as weather permits.
- Social distancing will be implemented.
- Students will wear face masks when necessary.
- Students will wash hands before entering and leaving Extended Day Programs.
- Temperature screenings will be conducted before students enter Stay and Play/Extended Day Programs, regardless of whether their temperature has been taken prior in the day.

### **Extra-curriculars & Athletics**

Athletic, fine arts, and other extracurricular activities changes will be announced depending upon the operating mode. The school will follow guidelines from GHSA in determining activity.

In the past, the athletic department has encouraged coaches to create team-building exercises, team meals in the evenings, pre- and post-contest meals, etc. Unfortunately, many of these activities will be put on hold, or modified, until they can be considered safe for all involved. Below is a list of steps fall sports should follow under the current guidelines for everyone's health and well being:

- No off-campus, non-school sport specific activities may take place.
- No "team dinners" on or off campus.
- Pre- and post-game meals may take place, but should be pre-packaged and not served buffet style nor should unpackaged food be left out for later consumption. Examples:  
If drinks are provided from a cooler, an individual must hand them out while wearing a face covering and gloves. Athletes/coaches may not individually reach into the cooler to retrieve a drink.

### **Field Trips**

All off-campus class- and grade-level field trips have been canceled through January 2021.

### **Bus Service**

Athens Academy will continue to offer bus service. Most bus routes operate with a small number of riders, allowing for ease in social distancing. Students will wear masks and be asked to socially distance while on the bus. Each bus will be disinfected after each route. For more information on a particular bus route, please contact the facilities department at 706.433.2542.

### **Updated Sick Policy & Enforcement**

Rules regarding sick policies for students and employees will be enhanced and enforced to minimize the number of sick people on campus, as well as to allow continuity of learning from home for mildly ill or asymptomatic students. More details about our COVID-19 protocols, including what symptoms to check for and whom to notify if sick, can be found in this document.

## **Illness at School**

If a student should present with symptoms during the school day, the school will contact the parents to pick the child up as soon as possible. If the student is not exhibiting symptoms of COVID-19, regular sick policy guidelines should be followed. If the child has been exposed to COVID-19 or is symptomatic, please see the COVID-19 Protocols section of this document for steps on following up after an illness. Honest and confidential communication is hugely important during these difficult times, so we can better protect everyone from transmission.

## **Mental Health & Social Emotional Learning**

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. Our new partnership with The Social Institute will be a tremendous benefit for our students in grades 5-12, and we very much look forward to working with them. As always, we have professional counselors available in each division to also help students and families who may be struggling or need extra support. This is a priority for our school community, as we return to Spartan Lane.

## **Visitors**

All visitors to campus, including parents, will be screened upon arrival and are asked to wear a face covering while on campus. In elevated states of alert, visitors may be required to make an appointment prior to arrival. These provisions will not apply to parents simply picking up children and not exiting their vehicles.

## **COVID-19 Protocols (as of July 20, 2020)**

**If a parent/student or faculty/staff member completes the screening on the PikMyKid app and is NOT cleared to come to campus due to exposure, symptoms, or a positive test:**

The parent/student or faculty/staff member would get an immediate alert that they may not come to campus, and the school would be able to see on the dashboard that they aren't cleared to come to campus. They should also contact the division office to report symptoms or exposure. They should also contact their primary care provider or the health department to consider testing for COVID (nasal PCR test).

### **Protocol for Symptomatic Students/Employees (as of July 20, 2020):**

1. Anyone who has the following symptoms of illness should refrain from coming to campus until they are no longer symptomatic without medication or are cleared by a medical provider:
  - Fever of 100.0 F (38 C) or above or symptoms of fever like alternating chills and sweating
  - New and persistent cough
  - Trouble breathing, shortness of breath or severe wheezing
  - Body aches
  - Sore throat
  - Loss of smell or taste, or change in taste
  - Nausea, vomiting, or diarrhea
  - Headache unrelated to a previous condition
2. The parent/student or faculty/staff member should notify the division office of symptoms. They should also notify the division office of COVID test (nasal PCR) results if tested.
3. The parent/student or faculty/staff member should contact their physician or the health department to consider COVID testing (nasal PCR).

4. The student or faculty/staff member may not return to campus until they are cleared by a medical provider or have a negative COVID PCR test with improvement of symptoms.
5. If the student or faculty/staff member with symptoms has a **POSITIVE** COVID test:
  - They should isolate and not return to campus until 10 days have passed since the onset of symptoms, they are fever free for at least 3 days, and symptoms are improving.
  - They may be allowed to return sooner if they have 2 negative COVID PCR tests separated by at least 24 hours and symptoms have resolved.
6. If the student or faculty/staff member with symptoms has a **NEGATIVE** COVID test, they may return to campus if fever-free (without medication) for at least 24 hours and symptoms have improved.

#### **Protocol for Asymptomatic Students/Employees with Exposure to COVID:**

1. **Exposure** is defined as being within 6 feet of someone with COVID or presumed COVID for over 15 minutes within 2 days of the onset of that person's symptoms or positive test (if asymptomatic).
2. The exposed student/faculty member cannot come to campus and should notify the school of their exposure.
3. The student/faculty member should contact their physician or the health department to consider testing for COVID (nasal PCR).
4. If the student/faculty member has a **POSITIVE** COVID PCR test:
  - They should isolate and may not return to campus until 10 days after the positive test. If they develop symptoms during the period of isolation, they must also be fever-free (without medication) for at least 3 days with resolution of symptoms to return to campus.
  - They may be allowed to return to campus sooner if they have 2 negative COVID PCR tests separated by at least 24 hours.
5. If the student/faculty member has a **NEGATIVE** COVID PCR test but **high risk of exposure** (someone in the home with COVID or presumed COVID), they must quarantine for 14 days after exposure and not come to campus during that 14 days. They should be retested for COVID if they develop symptoms of COVID during the 14-day quarantine period.
6. If the student/faculty member has a **NEGATIVE** COVID PCR test, low risk of exposure, and is asymptomatic, they may return to campus but practice social distancing, wear a mask, and monitor for symptoms of COVID for 14 days past exposure.

#### **Reporting:**

1. Families and faculty/staff should communicate with the division office if anyone in their home tests positive for COVID-19, experiences symptoms, or is exposed to someone who is positive for COVID or is symptomatic.
2. Any student/faculty member must report the following:
  - Illness consistent with COVID-19
  - Contact with a COVID-19 positive (tested or presumed) patient
3. Students/faculty members will be referred to their physician or the health department for testing.

#### **Contact Tracing:**

The school will work with the Department of Public Health on contact tracing within our community for those reporting illness or exposure. Typically, this would include any close contact (less than 6 feet for greater than 15 minutes within 2 days of symptoms or a positive test (if asymptomatic). Students/faculty members will be asked to document any close contacts over the previous two days prior to symptom development or positive test (if asymptomatic).

### **Students/Employees who become sick at school or have a fever during a random temperature check:**

1. Faculty/staff who become sick or experience symptoms while on campus should notify their directors and leave campus immediately or report to a designated isolation room until able to leave campus.
2. Students who become sick while on campus will be escorted to the division office for care in isolation.
3. The isolation room should be cleaned with a cleaning product that is proven to be effective against coronaviruses. The room should be allowed to sit for at least 5-10 minutes until the cleaning product has dried before reusing the isolation room.

### **Travel Policy**

Students should avoid all unnecessary travel. If a student travels outside our surrounding area, we ask that families please notify the child's division office and if the student or an immediate family member has been in a hot zone, the student may need to self-quarantine upon their return for 10 days. Provisions will be made to support continuity of learning from home during quarantine periods.

### **Distance Learning (Red/All Grades)**

Athens Academy is prepared for potential interruptions to On-Campus Learning. Decisions on campus modalities will be made by school leadership. Should conditions relative to the pandemic change and it becomes necessary to suspend On-Campus Learning, we will transition to Distance Learning. \*Please note: we will operate in the Red operating mode if we are mandated to close, our area is designated as a hot zone, and/or as guided by local health professionals. We will operate in the Orange operating mode (with Middle and Upper Schools in distance learning and Pre-/Lower School spread out across campus) if our own community is showing a higher positivity rate than we are comfortable with or if we see a higher risk of community transmission.

Distance Learning will be different from the Virtual Learning we implemented last spring. We are investing in software and hardware solutions to make the Distance Learning experience as close to our On-Campus Learning experience as possible. Through Distance Learning, students will follow a developmentally-appropriate schedule and will interact with teachers and classmates through a mix of live and recorded content. We will continue to educate the whole child, encourage the pursuit of individual passions, promote well being, build confidence, encourage play as a foundation of learning, and provide multi-sensory learning experiences.

### **Technology**

**Google Meet** will now enable our teachers and students to securely connect for class over high-quality video.

**Google Classroom** is a free web service developed by Google for schools that aims to simplify creating, distributing, and grading assignments. The primary purpose of Google Classroom is to streamline the process of sharing files between teachers and students.

**PikMyKid** is the app we will be using for student screenings prior to arrival at school each morning.

**Seesaw** is a platform for student engagement that enables students to use creative tools to take pictures, draw, record videos and more to capture learning in a portfolio.

**Screencastify** is a free screen-recording app and can be easily used with Chromebooks.

**SpartanNet**, the school's intranet, is where announcements, assignments, schedules, and other information can be found for students, faculty/staff, and parents. If you have questions about SpartanNet or are unable to log in, please contact your child's division office directly.

**Vimeo** and **YouTube** may be used by some teachers for making and storing videos. Safety/privacy settings will be in place so that videos are not available for viewing by the public.

**Zoom**, which most students and families are familiar with from last year, may be used by teachers to conduct classes during Distance Learning.

*\*Technologies will be implemented according to need, and in alignment with developmental and age-level appropriateness for the children we serve.*

## **FAQ's**

### **What are the different operating modes and how will we know if/when the mode changes?**

Operating modes can be found on page 3 of this document. When school leadership determines the need to upgrade or downgrade the current mode, families will be notified by email, SpartanNet, and through the PikMyKid app. Please note that we will operate in the Red operating mode if we are mandated to close, our area is designated as a hot zone, and/or as guided by local health professionals. We will operate in the Orange operating mode (with Middle and Upper Schools in distance learning and Pre-/Lower School spread out across campus) if our own community is showing a higher positivity rate than we are comfortable with or if we see a higher risk of community transmission.

### **What should I do if my child has a fever? What happens if my child gets sick while at school?**

If a child is running a fever or not feeling well in the morning, parents are asked to complete the PikMyKid questionnaire and also contact the division office by phone or email. Students should NOT come to school when they have a fever over 100.0 degrees or are feeling unwell. If a student should present with symptoms during the school day, the school will contact the parents to pick the child up as soon as possible.

### **When can my child return to school after a non-COVID-19 illness?**

As long as the student has been fever-free (less than 100.0 degrees Fahrenheit without medication) for 24 hours and is not experiencing any other symptoms of illness, they may return to school. Please recognize this is for non-COVID-19 related illness.

### **How will the school handle a positive (student or teacher) COVID-19 test? What is the policy for contact tracing?**

Information on these guidelines and requirements can be found in the COVID-19 Protocols section of this document.

**Will the school still offer lunch service? Where will students eat lunch?**

Athens Academy will offer a limited lunch service to students in grades 1-12. Meals will be pre-packaged by food service staff (no salad bar in the Tillman Center). Lunch deliveries will be strongly discouraged and only permitted in designated areas outside Barrett Hall and the Tillman Center. Social distancing will be required in the Harrison Activity Center, Barrett Hall, and the Tillman Center. Overflow seating for Middle and Upper School students will be available on the patio and other common areas, where social distancing guidelines will also be observed.

**Will the school still offer an extended day program?**

Extended Day services will be offered, and masks will be required for all students and staff. Because of the nature of the after school program, class cohorts will not be able to be observed and parents should understand that there may be an increased risk of exposure for students who participate in Stay and Play and Extended Day programs. We request that families who do not need to utilize Extended Day services please pick up their children at the end of the school day whenever possible.

**Will the school still offer bus service?**

Athens Academy will continue to offer bus service. Most bus routes operate with a small number of riders, allowing for ease in social distancing. Students will wear masks and be asked to physically distance while on the bus. Each bus will be disinfected after each route. For more information on a particular bus route, please contact the facilities department at 706.433.2542.

**How often will classrooms and common spaces be cleaned?**

Classrooms will be wiped down between classes, at the end of the day, and as necessary. An additional custodian will be added to the staff to ensure that daily cleaning protocols are followed.

**Will students be required to wear a mask/face covering throughout the entire school day? Will Preschool students be required to wear masks?**

Students in grades 1-12 will be required to wear masks during the school day when physical distancing of six feet cannot be maintained, which means most of the time students are inside buildings. Preschool students will not be required to wear face coverings, as directed by Bright from the Start.

**What types of masks are permitted?**

Students can wear cloth or disposable masks or gaiters in solid colors or simple designs. No wording or messages should appear on the face coverings. A variety of face coverings will be available for purchase in the school store, or families can provide their own. If a student forgets or loses their face covering during the day, the teacher or division office will provide a disposable mask for student use.

**Will visitors be allowed on campus?**

Parents are asked to keep campus visits to a minimum. When on campus, all visitors will be required to check in at the main reception area (Chambers Center) or one of the division offices, where they will have their temperature screened. All visitors will be required to wear a face covering while on campus. Calling the offices will be preferred.

**Will extra-curricular and after school activities continue as normal?**

Athletic, fine arts, and other extracurricular activities changes will be announced depending upon the operating mode. The school will follow guidelines from the GHSA in determining practices, etc.

**What chemicals are being used in the cleaning of classrooms, materials, shared spaces, etc.?**

Chemicals used in daily cleaning of high-touch surfaces are all EPA-approved, non-toxic, and hospital grade, including a botanical disinfectant. All are safe for food preparation/eating surfaces. For more details, please see the Cleaning & Sanitation Procedures section of this document. A detailed list of all chemical products is available in the facilities office in the Chambers Center.

This Preparation Plan will be posted on the School Policies and Handbook tile on the SpartanNet Resource Board. It may be updated based on new guidance from healthcare professionals (CDC, AAP, DPH, DECAL, and others) and best practices, so please check back often. At the same time, please know that we will alert our families to any material changes, especially related to health protocols and required responses to symptoms or testing. Please consider this Preparation Plan as an addendum to our Student Handbook for the 2020-2021 school year. Thank you for your ongoing support of our school community.