



CHRIST CLASSICAL ACADEMY

2020-21 RE-OPENING GUIDE

LETTER FROM THE HEAD OF SCHOOL

By the waters of Babylon, there we sat down and wept, when we remembered Zion.
On the willows there we hung up our lyres.
For there our captors required of us songs, and our tormentors, mirth, saying,
"Sing us one of the songs of Zion!"
How shall we sing the Lord's song in a foreign land?
If I forget you, O Jerusalem, let my right hand forget its skill!
Let my tongue stick to the roof of my mouth, if I do not remember you,
if I do not set Jerusalem above my highest joy!

Psalm 137 is one of the most heart-wrenching passages in Scripture. After the inhabitants of Jerusalem have suffered at the hands of Babylonians the loss of their temple, city, and homeland, they wish to be left alone in grief. But their captors turn tormentors, multiply their grief, and demand of them "songs of Zion." The memory of Jerusalem is too much to bear, and now they face this! But their memory of Jerusalem is also their only hope and their greatest joy.

Psalm 137 may help us articulate our own sense of loss in 2020. Though we are grieved by a glance backward at the past several months, it may be true our injury's insult still lies ahead.

The Biblical story doesn't end with Babylonian captivity, however. We know that such loss and grief are part of God's plan which eventually leads to Jesus, the one who restores the lost and raises the grieving. Thus, we are a hopeful people. We know that loss and grief are not final but rather give way to God's good. Hope in God sustains us in 2020 and illuminates our path forward.

This guide sets forth policies and procedures for this unique school year. They have been developed with the counsel of a group of faithful, thoughtful members of the CCA community representing a variety of interests and points of view. They are intended to reduce the risk and spread of COVID-19 to permit high levels of participation in on-campus learning, and to support at-home learning until all students are able to return to campus. These policies will be temporary and will likely change periodically as conditions change.

I'd like to share a few of the many interests the Re-opening Advisory Panel has considered. Because children are adaptable, we expect new safety practices to become part of our normal rhythms. Our school's focus remains cultivating wisdom and virtue in our students and delighting in the beauty and glory of God. COVID-19 does not affect everyone the same way. Almost half the families responding to a survey indicated their children, family members, or close contacts are persons at higher risk of medical complications. Asymptomatic and pre-symptomatic spread of the virus is common. Transmission rates in Leon County and our surrounding area are currently low compared to other regions of our state. However, they are likely to change. Many families may experience some safety measures as burdensome, and others will find at-home learning a hardship. Our school's space, staff, and resources are not limitless. To face these and other challenges, the Re-opening Advisory Panel has relied on [CDC Guidance to K-12 schools](#) and [Risk Reduction Strategies from Harvard's T.H. Chan School of Public Health](#), among other sources. We also found helpful a letter written by protestant reformer Martin Luther entitled "Whether One May Flee from a Deadly Plague" during a public health crisis in his day. We invite you to explore these resources for yourself in order to know what has guided our decisions.

We believe that God is sovereign and that His works are good. We therefore recognize that we are called to this place for this time to face this challenge. We will continue to recognize God's hand at work through these times, and we will continue to pursue His will for our school.

Warm Regards,
Justin Hughes
Head of School



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Guide Highlights

We have three primary goals:

1

to reduce the risk and spread of the virus,

2

to facilitate high levels of participation in on-campus learning, and

3

to provide an option for students to learn at home while remaining engaged with CCA's curriculum and culture.

CCA's re-opening plan includes:

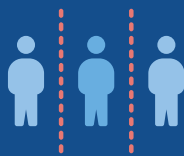
Incorporating sanitation and hygiene practices into the daily rhythms of the school day



Wearing face coverings when distancing is not possible



Daily health screening and temperature checks



Grouping grade levels together into four cohorts (PreK-K, 1st-3rd, 4th-5th, and 6th-8th)

Suspension of, or modifications to, large-group gatherings, such as assembly, drop-off, and pick-up



Daily sanitation by professional cleaning staff and periodic cleaning throughout the day by school staff

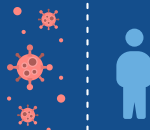


Providing an at-home learning option



Making all possible modifications to the school facility (e.g., updates to bathrooms, additional sanitation stations, air quality improvements)

Tracking cases within our school community and taking appropriate measures for quarantine and sanitation



Staying updated on local transmission rates and guidance from state/local government and health officials





Essential Questions

What are CCA's goal in returning to school for the 2020-21 school year?

Our first goal is to provide an experience as nearly **normal** as possible for as many students as possible. Considering CCA's uniquely classical and Christ-centered education, our second goal must be to prioritize **on-campus learning**. In order to do that responsibly and safely, our third goal, therefore, must be to take the **measures necessary** to reduce the spread of the virus and to gain the confidence of the community. We understand that some families will be uncomfortable with returning to campus, and others will have circumstances that simply won't allow it. We will provide students **learning at home** with lesson plans and materials that will keep them engaged with CCA's culture and content until circumstances permit their return to on-campus learning.



Under what conditions does CCA plan to re-open campus?

The CCA administration and Re-opening Advisory Panel have researched guidance provided by the CDC and other public health sources. They have developed policies and protocols that reduce the risk of spreading the virus at school. They have also established contingency plans to account for a variety of situations during the school year. This guide is a high-level overview of these policies and plans.

Under what conditions would CCA close campus and pivot to at-home learning for all students?

CCA would pivot to at-home learning for all students if mandated by the state/local government or public health officials. CCA would also move all learning off campus if the absentee rate among on-campus learners rose above 40 percent. There may be scenarios that require one grade level or cohort to move temporarily to at-home learning while campus remains open for other grade levels.

What happens when there is a confirmed COVID-19 case within the school community?

According to local officials, the Leon County Health Department will notify our school if they become aware of a case of COVID-19 within our school community (faculty, staff, students, or members of their households). Families enrolled at CCA are required to inform school administration of a case of COVID-19 in their household. CCA will subsequently pursue direction from the Leon County Health Department and follow CDC protocols to sanitize or close affected areas of campus.

If a student or teacher tests positive for COVID-19, all CCA families will be notified. The administration will make all efforts to maintain the privacy of the affected individual. Both teachers and students in that cohort will be required to either test negative for COVID-19 or to quarantine for 14 days.

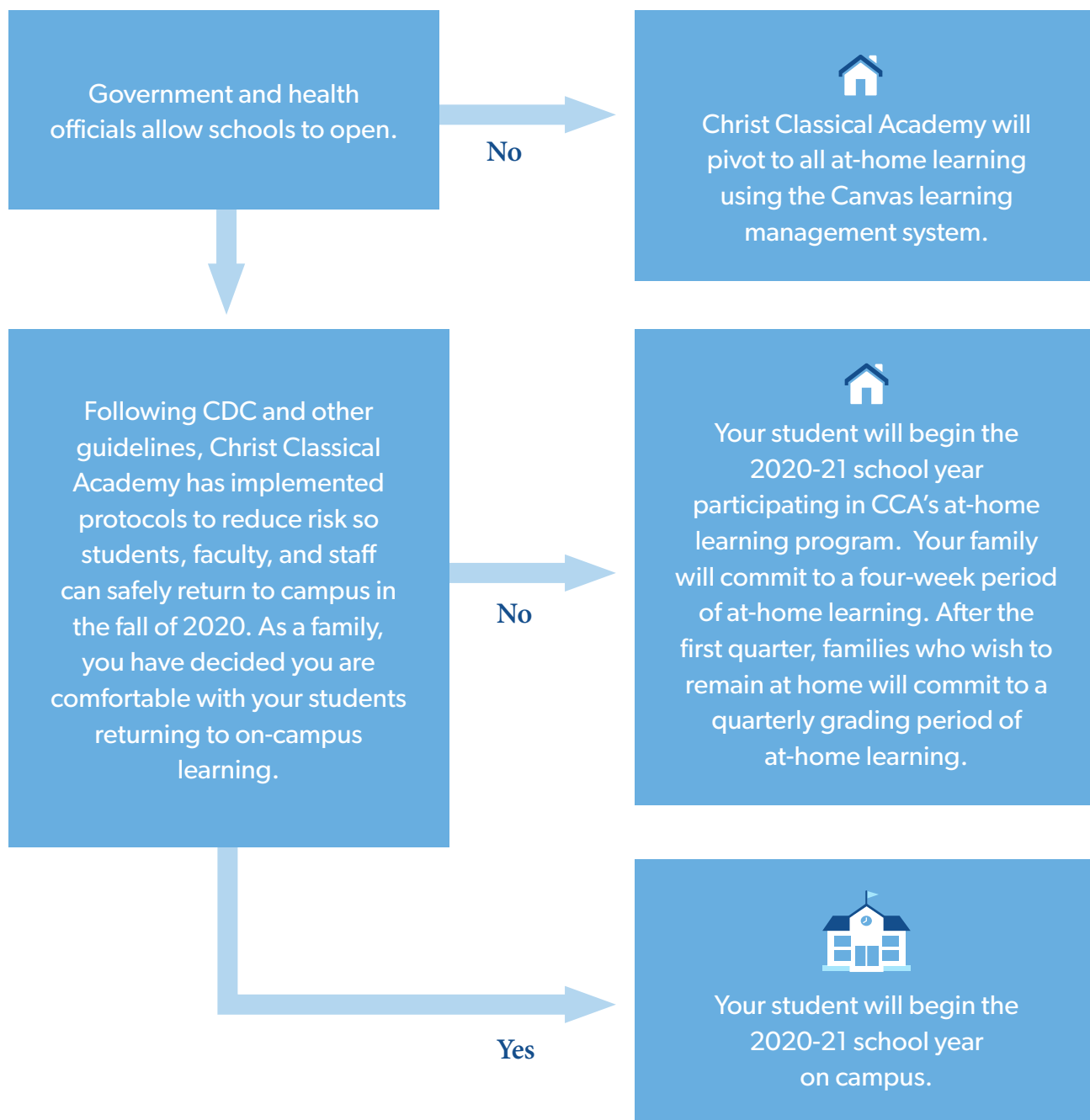




Re-Entry Planning

RE-OPENING DAY IS
MONDAY, 24 AUGUST

Selecting a learning option:





At-Home Learning

We recognize that critical components of classical education and Christian formation can happen only in person. Yet with lesson plans and curricular materials provided by CCA teachers, students at home can continue learning and stand ready to return to the CCA classroom when circumstances allow.

Scenarios we anticipate for the 2020-21 academic year:

- Some families will choose to keep their children at home for a designated period of time but wish to remain enrolled at CCA.
- Some students or faculty will remain off campus for a definite amount of time because of illness. This may be one day or several weeks, and it may happen several times during the school year.
- Government or public health officials may require schools to suspend all on-campus learning.

Based on these scenarios, CCA is planning to implement the following at-home learning plan. The CCA administration, advisory panel, and faculty will continue to pursue resources and practices to provide more robust support for at-home learners.

- Teachers will post assignments, due dates, materials, and lesson plans on Canvas for students at home to access.
- While teachers teach full-time, on-campus classes, they will **not** be able to produce instructional videos or participate in video conferencing.
- Students at home will find lesson plans and assignments on Canvas. They will submit most assignments, and receive graded work back from their teachers, through Canvas.
- Teachers will be available to answer students' and parents' questions via message boards on the Canvas platform.
- Students will receive attendance credit on the basis of their completion of assignments.
- Recognizing that many families are experiencing extraordinary hardship and that no family's at-

home learning situation is ideal, CCA teachers will exercise **flexibility** and **grace**.

- CCA plans to offer training about using Canvas to parents who expect to rely heavily on at-home learning.
- Materials like literature or math books will be available for parents to pick up from the school office.
- The degree to which teachers are able to deliver content to at-home learners will vary by grade level and content.

CCA families will be asked to declare by 17 August their intentions to participate in on-campus or at-home learning. Consistency and predictability, as much as they are possible, will be best for both students and teachers. We will therefore ask families to commit to either at-home or on-campus learning for one quarterly (nine-week) grading period at a time. Recognizing that this is a new situation for everyone, families who opt for at-home learning during the first quarter will have the opportunity to opt in to on-campus learning at the beginning of the fifth week of school. The opportunity to opt in to on-campus learning during week five of the quarter will only be available for the first quarter of the school year.

CCA families must declare their intention to participate in on-campus or at-home learning by 17 August.





Health & Safety

To reduce the risk of spreading the virus on our campus, the Re-opening Advisory Panel has recommended modified daily procedures, physical changes to the campus, and training for faculty, students, and families.

Many of these protocols will call on families to share responsibility or to alter some of their habits. No single protocol promises to arrest the spread of the virus. However, we are confident that as the whole community participates in a variety of measures, the risk of spreading the virus can be reduced, vulnerable members of our community can be kept safer than otherwise, and we can do our part in bringing an end to the pandemic. Policies will be altered according to new public health guidelines and information.

We prioritize providing a safe and healthy place for the CCA community.



The guidelines on the following pages have been carefully considered to address and promote the health, safety, and well-being of our entire school community.

The community health guidelines and policies are subject to change as new information becomes available or as conditions change.

Family Responsibilities

It is the family’s responsibility to monitor symptoms and illness.

Parents are asked to check children’s temperature daily before coming to school. No child should attend school with a temperature above 100.4°F taken by any method (oral, ear, temporal, etc.) except axillary (under the arm), or above 99.4°F if taken axillary.

By bringing a child to school, a parent confirms that **neither the child nor anyone in the household** has the following symptoms:


- Fever
- Cough
- Trouble breathing
- Headache
- Sore throat
- Nausea/vomiting
- Diarrhea
- Sudden loss of taste or smell
- Unusual fatigue
- Muscle aches
- Chills or shaking chills
- Congestion or runny nose

CCA staff will conduct temperature checks at drop-off each morning. Parents are asked to remain in their cars on campus until offered confirmation that the child is fever-free. At afternoon pickup, parents are asked to remain in their cars while children walk to them.

If a student develops any of the symptoms above while at school, a parent will be contacted immediately, and the student will be isolated until a parent arrives. Parents of a sick child are encouraged to contact the child’s physician and/or have the child tested for COVID-19.

Everyone in a household will stay home and follow the aforementioned CDC-recommended public health guidelines if any household member has symptoms of COVID-19 or a positive test. Exposure to someone with symptoms or a confirmed case of COVID-19 outside of the household will be evaluated on a case-by-case basis as public health officials follow contact-tracing protocols.

All faculty, staff, volunteers, and students are expected to follow the ordinary sick policy and stay home if they are exhibiting signs of illness. **If symptoms arise during the school day, the individual will be isolated until he or she can go home. Symptoms of illness include, but are not limited to, those listed on this page.**



Students who have had symptoms may return to school:

1. After physician clearance OR
2. 14 days or self-quarantine OR
3. Negative COVID test and at least 24 hours since last symptom and 24 hours without fever-reducing medication



School Responsibilities

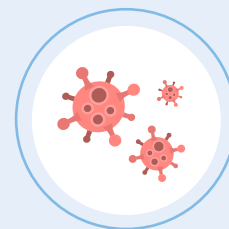
- Students will not gather indoors for all-school assemblies, chapel, or dismissal. Rather, these traditions will be carried out in individual classrooms or outdoors.
- Grade levels will be grouped into cohorts: Preschool – Kindergarten, Grades 1 – 3, Grades 4 – 5, Grades 6 – 8. Students will encounter only students from within their cohorts at recess, lunch, and bathroom breaks.
- After-school care will be held mostly outside. When students are inside at after-school care, they will remain six feet apart whenever possible.
- In an attempt to reduce exposure of the entire community, parents and volunteers will be limited on campus.
- Only volunteers who help outdoors with drop-off, lunch, and pickup will be allowed on campus at this time.
- Access to the office will be limited due to the small space.
- Communication among faculty and staff during the school day will rely heavily on phones and the Echo Dots positioned in each classroom for use as an intercom system to reduce face-to-face interactions with those outside of their cohort.
- Faculty, staff, substitutes, volunteers, and vendors will all follow the same guidelines (including sick policy, temperature checks, masks, etc.).
- No one will be penalized for absences. CCA is no longer awarding perfect attendance.
- CCA will install hand sanitizing stations on playgrounds and additional sanitation and handwashing stations in heavily trafficked areas of campus.

The Re-opening Advisory Panel and administration will regularly evaluate our procedures and infrastructures in order to make improvements in keeping with new guidelines and changing circumstances.

COVID-19 Testing Sites

- FAMU Bragg Stadium
- TMH Physician Partners locations as well as TMH Urgent Care
- Home Depot - Northwest Tallahassee
- TCPA affiliated clinics
- CVS Minute Clinic (18 yrs. and older)
- Jefferson County Health Department
- Online through LabCorps Pixel ([LabCorps](#))

TMH is also maintaining an online database of community and at-home testing options, which can be viewed by clicking [here](#). These sites are current as of 7 August 2020. Contact the testing location before visiting.



Face Coverings

As followers of Christ, we are called to love our neighbors as ourselves (Mark 12:31). We trust that God is our refuge and we will not fear as the Earth gives way (Psalm 46:1-3). We know that we are responsible to the rules and laws created by our leaders (Romans 13:1-13). It is in this spirit that CCA has developed a balanced approach for wearing face coverings for students, teachers, and volunteers on our campus. It is not driven by fear, but by an interest in keeping our students, staff, and community as safe as possible and reducing the risk of the spread of COVID-19.

Understanding that wearing masks is uncomfortable and inconvenient, the administration and teachers will create additional opportunities for students to spend time outside without face coverings.

Our plans and policies will change according to public health guidelines and local ordinances. We hope circumstances allow us to revise these policies and procedures soon.

Face Coverings on Campus

In accordance with the mask [ordinance](#) adopted by the Leon County Commission effective 25 June 2020, along with [guidelines](#) for schools by the Center for Disease Control (CDC), masks will be required for all students in 1st grade and older, and for all adults on campus while indoors. While outdoors, students who maintain distance or are physically active or eating will not be required to wear masks.

Permitted Types of Masks

Fabric masks or buff/gaiter masks that meet the following criteria are acceptable:

- double-layered cotton (or other tightly woven fabric),
- washable,
- cover the entire nose and mouth, and
- fit snugly.



Disposable, medical-grade masks are also permitted for single use.

All face coverings should be labeled with a child's name.

Masks should align with CCA's uniform policy. When purchasing or making masks, parents should select ones that are similar in hue to the school's uniform shirts (red, navy blue, or dark/hunter green) with no characters or patterns.

We ask that parents send their students to school with a clean mask each day and suggest that a clean, backup mask be stored in a plastic bag at school. Students will be provided a clean and secure place to stow their masks when not in use.

Students will be exempt from face-covering requirements with a note from their doctor indicating a medical exemption.



Hygiene & Sanitation

Faculty and staff will clean and disinfect all high-touch areas of campus during the day.

- Students will receive training in handwashing during the first week of school, and their teachers will review handwashing as appropriate for each grade level.
- At minimum, all students and faculty shall wash their hands with soap and water or use hand sanitizer before and after recess, before and after lunch, after using the bathrooms, and at least one other scheduled time during the school day as appropriate.
- Classroom and common surfaces—door handles, desks, pencil sharpeners, shared materials—shall be disinfected by faculty and staff periodically during the school day and by professional custodial staff after school's dismissal each day.
- Students will be instructed in respiratory etiquette, including covering the mouth and nose when coughing or sneezing, using tissues and throwing them away after one use, and washing hands or using sanitizer.
- Students will be coached/taught to keep their hands away from their faces.
- Students will be taught how to care for their masks when not in use.
- Staff will sanitize the school office and teacher workroom periodically during the school day.





Frequently Asked Questions

What is the daily health screening and when will it take place?

Parents are asked to verify that students are free of the symptoms listed on page 9 before dropping students off at school. Staff or a volunteer will take the temperature of each student upon arrival. Parents are asked to remain in their cars and on campus until offered confirmation that the student is fever-free.

Will COVID-19 testing be required prior to the start of school for staff and/or students?

No. Testing is not required.

What will happen if a student presents symptoms at school?

If a student presents any of the symptoms listed on page 9, he or she will be isolated in a safe area. School staff will call the parents to pick up the student. See page 9 regarding returning to school after illness.

What do I do if my child has a fever?

A child must stay home until he or she has been fever-free without the use of fever-reducing medication for 24 hours before returning to school. Watch for the development of other symptoms listed on page 9.

What if someone tests positive for COVID-19?

All members of a household in which someone tests positive for COVID-19 will self-quarantine for 14 days or until they receive negative test results. Parents are asked to report a positive COVID-19 test result to CCA administration. CCA administration will inform all CCA families of a positive test and which cohort it is in.

Will I be notified if another student tests positive for COVID-19 in my child's class?

Yes. CCA will inform families of any positive test(s). The identity of the person will not be shared by the school.

Can I volunteer on campus?

Yes. Volunteers are subject to the same health screenings, temperature checks, face coverings, and sanitation guidelines as teachers and students.

How often will my child's classroom be cleaned?

Staff will clean commonly touched surfaces in the classroom and throughout the school periodically throughout the day. Professional custodial staff will clean the campus daily.

Will special areas still be offered?

Yes. Students will continue to learn music, art, and PE.



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