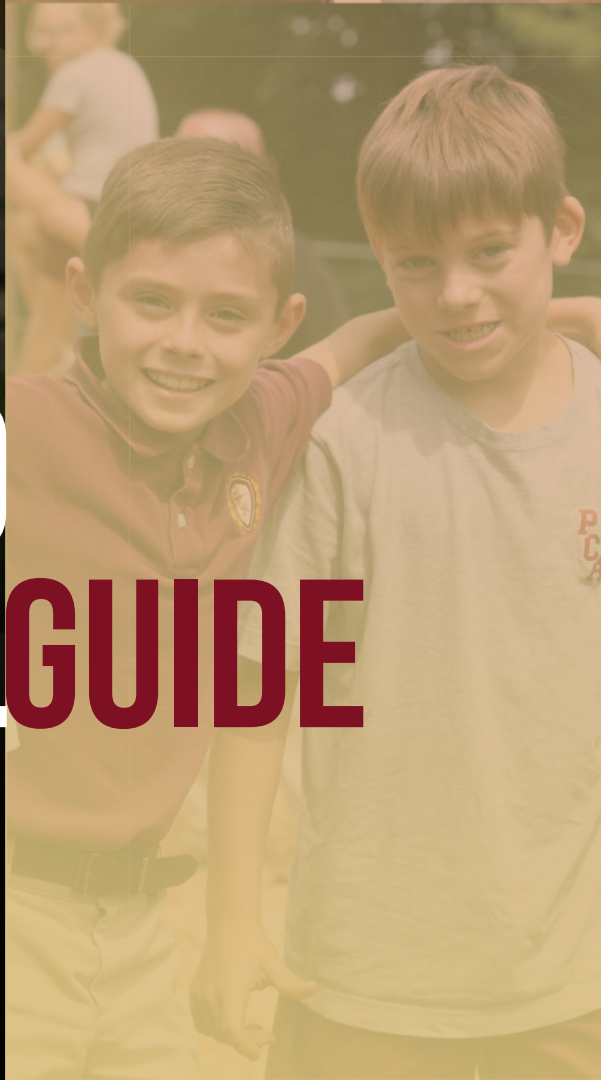


PORTSMOUTH CHRISTIAN ACADEMY

— AT DOVER —

FALL 2020

BACK TO SCHOOL GUIDE





A LETTER FROM MR. RUNEY

IMPORTANT DATES

WEDNESDAY

AUG. 12

4:30 pm
Town Hall (Online)

WEDNESDAY

AUG. 26

Final Town Hall
Before School Begins

MONDAY

AUG. 31

Students Return
to Campus

The PCA team has been preparing for our return to campus since the spring. This guide clarifies the preparations we have put in place so that we can be ready for your return on August 31. The situation over the spring and summer have left many overwhelmed. Our aim is to simplify and clarify so that you are equipped for the upcoming 2020-2021 academic year. We understand there are many questions you need answered, such as:

- *How will PCA reopen?*
- *How has PCA made it sufficiently safe to come back?*
- *How is PCA going to handle on-site and off-site education? How can our family balance that?*
- *Under what conditions will our children need to wear masks at school?*
- *How will social distancing measures impact my child in such factors as extracurricular activities and other important opportunities?*

These represent some of the open questions on our parents' minds. Although COVID-19's impact on our community continues to evolve, we have developed approaches and solutions that will enable our safe return to campus. This back-to-school guide collates these in key areas to help your family return with confidence to PCA.

On the pages ahead, you can read about our educational approach, the learning environment we are creating, how campus life will adapt, and ways you can get re-acquainted with PCA before you come back on campus. We hope you'll gain both confidence and comfort in the steps designed to guard our students' health and wellbeing which enables them to experience the joys of education and community that are key to who we are as a school!

NOTE: This guide is intended as a living document and will be periodically updated in order to ensure the most current guidelines are in place.

RE-ENTRY AND OFF-SITE/ON-SITE APPROACH

There are four distinct operational levels of PCA's "Enhanced Hybrid Learning" health and safety postures. PCA exercises the ability to move between them as needed without interruption to education.

LEVEL 1



Anticipated Start
for 2020-21

Level 1 is maximized on-campus learning with baseline safety and health measures to mitigate community spread while maximizing interpersonal engagement. In this level, there is low COVID-19 transmission in the community, and all students and faculty are on-site; off-site is by exception and is coordinated ahead of time. Screening continues before arrival. Masks are available and used by students based on prolonged exposure (more than 15 minutes) inside of six feet or when directed by faculty/staff for limited circumstances.

LEVEL 2



Level 2 is defined as primarily on-campus learning with increased COVID-19 safety practices. In this level, there is low but increasing transmission of COVID-19 in the community. Most students are on-site, although some will be off-site based on exposure or awaiting test results. Those on-site maintain health and safety by emphasizing social distancing, the wearing of masks as appropriate, personal/facility hygiene, and rapid isolation of any potential COVID-19 cases from the rest of the school population. Physical changes to the school, procedures, and training provide a safe, secure, and positive learning environment for students, parents, faculty, and administrators.

LEVEL 3



Level 3 is a model where PCA is still conducting education primarily on-site, but assembly is restricted to fewer students per faculty/staff as outbreaks occur. In this level, our community is seeing moderate to significant COVID-19 transmission. PCA adapts with more dispersion and safeguards on-campus and increased use of real time off-site learning as the situation dictates.

LEVEL 4



Level 4 is 100% real time off-site learning. In this phase, the community is experiencing rapid and widespread COVID-19 transmission. On-site learning is suspended temporarily pending re-assessment of return criteria with the goal of returning to on-site learning as soon as possible: as little as four days and as much as three weeks.

This level-based approach is designed to enable PCA to continue to educate your children while also keeping them as healthy and safe as possible. It allows us to adapt quickly, and to work with you to meet your children's needs. This level-based approach also enables PCA to be agile within the school. Because we are partitioning the school, certain grades and sections within the school may be in different levels at different times.

PCA remains agile by exercising protective measures within operational levels and even within segments of the school to continue educating your children safely, while also maximizing the opportunity to be on campus and, when necessary, have a plan to return to campus when we are off-site for limited periods. The figure below is a working draft of our approach. It provides clarity quickly and keeps us—faculty, parents, students—aligned on where we are and the steps we are taking to sustain health while we continue to grow through education.

ENHANCED PROTECTIVE MEASURES

Anticipated Starting
Step for 2020-21

	READY	STEP 1	STEP 2	STEP 3	STEP 4
SCREENING	Encourage community reporting	Daily reporting	Daily reporting + temperature check	Daily reporting + temperature check	Monitor for return
CLEANING	High-quality cleaning (H&F)*	Extra cleaning (H), hi-qual. (F)	Extra cleaning (H&F)	Extra cleaning (H&F)	Extra + cleaning (H&F)
PROTECTING	Masks available within 1 day	Masks on-hand, not worn	Masks on within 6 ft.	Masks on at all times	PPE
DISTANCING	Normal interaction	Normal interaction	6 ft. inside	6 ft. inside & outside	Off-site learning only
ROTATING	Normal rotation	Normal rotation	Staggered inside transitions	Staggered Arr. / Dep.	Drive-thru

* H – Hygiene; F – Facilities

PORTSMOUTH
CHRISTIAN
ACADEMY
— AT DOVER —

LIFE ON CAMPUS — WHAT STAYS THE SAME?

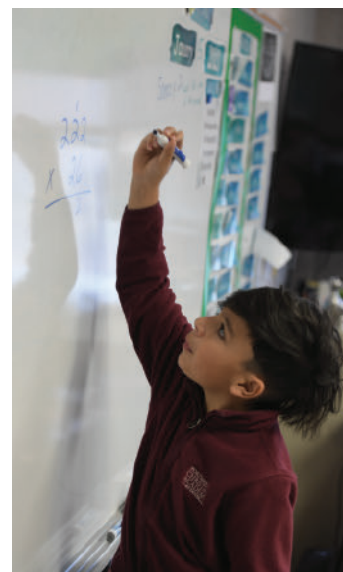
PCA's mission, vision, and core values remain relevant and guide our actions: We inspire students to maximize their God-given potential, enabling them to center on Christ and impact the world for good. Students will come to campus each day for meaningful learning experiences, inspiring community, and enriching activities that benefit them, your families, and others in our community.

Even with COVID-19, PCA protects and enables the key elements that make our school a unique and thriving learning community:

- *Community spirit: compassion for one another*
- *Biblical integration: in words, thoughts, and actions*
- *Personalized learning*
- *Academic excellence*

We will also focus on a core value. Last year's focus was Compassionate Community; clearly this idea remains relevant! This year we look at Curiosity. How timely! We believe God provided this, as in the midst of the challenges we are facing we can come to God, and each other, and with curious expectation look for solutions, growth, and ways forward that bless your children, your family, and our community.

Despite COVID-19, the majority of great things about PCA are the same. When you come back to campus, you will recognize many at our school and its strengths: the relationships, the welcoming, the learning, the growing. Yes, we will adapt to COVID-19 in our environment. This guide focuses on the adaptations we are making. The adaptations enable us to keep our focus on the important, consistent things you value as a family—the things you LOVE about PCA.



LIFE ON CAMPUS — HEALTH & SAFETY

SCREENING



- For all students: Daily pre-screening at home with secondary screening confirmation upon arrival. On-site temperature checks will be performed as needed.
- All employees and visitors must have temperature and symptom screening upon arrival to campus.
- Nurse will monitor all students and employees for COVID-19 symptoms daily.

SCREEN *for* COVID-19

Travel Risk factors: Please monitor travel risk factors using guidelines presented on the New Hampshire State website while communicating with PCA.

NO FLAGS

Proceed to school



EXPOSURE to COVID-19, NO SYMPTOMS

Cannot come to campus; student remains home for 14 days since exposure and participates in off-site learning until able to return.

If student takes COVID-19 test: Can return to campus with Negative results, AND no fever for 24 hours (without the use of fever reducing medicine), AND student has felt well for 24 hours



DIAGNOSED with COVID-19, NO SYMPTOMS

Cannot return to campus for 10 days (assuming student remains asymptomatic).

If symptoms occur, students will remain off-campus until (1.) At least 10 days have passed since symptoms first appeared, AND (2.) At least 24 hours have passed since last fever (off fever-reducing meds), AND (3.) Symptoms have improved.



AT LEAST ONE SYMPTOM *(see below for list)*

What's Needed for Symptomatic Student/Staff to Return to School?

- Negative test results and student/staff feeling better (general return to school rules apply)
- Explainable symptoms (e.g. strep throat, allergies), student/staff feeling better, and cleared for return by medical professional (general return to school rules apply).
- Positive test result or No test results: allow back once student has met CDC's symptom-based criteria for removal from isolation

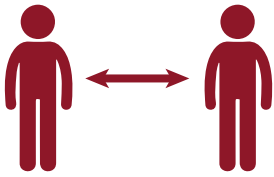


Symptoms of COVID-19 may include:

- Fever (100.0 or higher) or chills (including subjective fever)
- Cough
- Shortness of breath or difficulty breathing
- Sore throat
- Nasal congestion or runny nose
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Nausea or vomiting
- Diarrhea

<https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>

DISTANCING



- Classroom seating and arrangements will be reconfigured to maximize distancing. Flex classroom spaces for the Lower School will allow for more movement and learning stations.
- Upper School students will move throughout their buildings in a 1-directional flow pattern.
- PCAP and Lower School students will use a “house” model to maintain consistent groupings of students and to minimize exposure to other houses.
- Gatherings and assemblies will be modified, to include Chapel and Upper School lunchtime.
- Recess and PE Class will continue to happen in their normal locations, with adjustments to both group size and activity selection.

PROTECTING



- Students in Grades Kindergarten-12 will wear cloth facial coverings under certain conditions:
 - When moving through the halls or transitioning between classes;
 - When entering and exiting the building during arrival or dismissal;
 - When social distancing cannot be maintained within the classroom (e.g. Science lab assignment; small group discussion; teacher/student conference)
- PCAP students will not be required to wear cloth facial coverings; PCAP faculty and staff will wear cloth facial coverings.
- All employees and visitors will wear cloth facial coverings when social distancing cannot be maintained.
- Classroom seating and instructional design will afford students daily opportunities to learn without the need to wear a cloth facial covering.
- Hand-sanitizing stations are available in all classrooms and throughout the buildings.
- Touchless bottle-filling stations will be available for fresh water; water fountains will be closed.

CLEANING *and* ENHANCEMENTS



- Signage on hygiene practices and distancing will be posted in classrooms, hallways, and entrances.
- Nightly cleaning of all buildings by our facilities service.
- High-touch surfaces and bathrooms disinfected throughout the day.
- Fresh air is a priority, and steps are being taken to enable fresh air exchange throughout the school day.

FOOD CONSIDERATIONS



- Lunch at the Lower School will continue within the homeroom classrooms; Upper School students will have new opportunities to eat in designated areas throughout the buildings.
- The hot lunch program and milk purchase will remain an option for students.
- Students in the Lower School will no longer have snack options for purchase, and there will be no microwave access for students in the Lower School. Both Upper School and Lower School parents are encouraged to send in non-microwavable foods or a hot Thermos instead.



ADDITIONAL DEPARTMENT-SPECIFIC GUIDELINES

ATHLETICS



Our Athletic department will maximize opportunities for our student-athletes at every level to train, play, and compete. We will continue to monitor and follow the State guidelines for practice and play. We have been doing this since May, and PCA has a proven and established phased approach (similar to those listed above) that includes all the safety measures appropriate to the presence of COVID at any given time. As for competitions, we are working with the New Hampshire Interscholastic Athletic Association (NHIAA) to provide competitive opportunities at the Upper School level. Our plan for Lower School athletes is to form teams and, as other schools are willing to play, to similarly compete. All practices and games will have health protocols in place to add levels of safety.

FINE ARTS



Fine Arts classes will continue for all grade levels! Music classes and ensembles will be held in larger spaces to accommodate social distancing and additional cleaning and sanitation. Technology will also be used to enhance student learning and engagement. We will have winter and spring dramatic performances.

KALEIDOSCOPE PROGRAMS



Before and After Care will be provided with quarterly registration required. Limited emergency "drop-in" service will be an additional charge.

After-school workshops, fine arts lessons, and academic tutoring will all be offered for students in modified locations and within Lower School "houses."

BUS TRANSPORTATION AND FIELD TRIPS



Field trips will be limited to those that can safely provide educational enrichment. On-campus learning alternatives will be provided to those students who do not want to attend the field trip. Field trips may be replaced with virtual tours, engaging activities, or remote guest speakers.

Bus service will continue if there is enough interest from current families. Required PPE for drivers and students and enhanced cleaning between pick-up and return are part of the new protocols to provide this service. A reduced passenger load will increase social distancing on the bus.

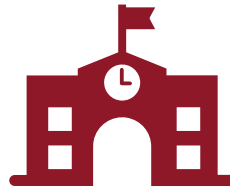
ENHANCED HYBRID LEARNING

Hybrid Learning has a broad range of definitions. PCA's approach is unique in three ways.

PCA's Enhanced Hybrid Learning (EHL):

1

Is a **5 day-a-week, full day** program (except for PCAP, which varies).



2

Includes both **on-site** and **off-site** learners at the same time. Each classroom will have streaming capabilities allowing for live instruction. Lessons will be recorded for viewing at a later time for students who cannot watch the live-stream or who simply want to review a key part of the instruction.

How we are doing this: *Each classroom will be outfitted with an identical "teaching station." Each teaching station will have a webcam, document camera, and large display monitor. Depending on the grade level or activity, faculty will have additional devices they can use.*

3

Combines **offline** and **online** instruction. Previously, we have explained this difference as "analog" and "digital." The addition of technology in the classroom allows for more student-driven activities, personalized learning, and overall flexibility regarding how content is both delivered and learned.

How we are doing this: *Each grade level is taking a developmentally appropriate approach to the technology that is integrated into the classroom. Students will now have access to computers throughout the day providing a robust opportunity for exploration.*

PCA's Enhanced Hybrid Learning IS NOT:

...a scheduled rotation of some days on campus and some days at home. This is not a sustainable solution for the vast majority of our families.

...everyone on a screen the entire time students are at school. This approach is not appropriate for developing minds.

PCA has crafted a plan that allows your children to be on campus while incorporating technology to enhance their learning, both on campus and off. We believe that EHL and the elements in this guide enables PCA to educate your children in a way that remains agile, emphasizes relationships, inspires students and faculty to "do what we CAN do," reinforces safety and health at every level, and engages your children's minds, bodies, and souls. Combined, we are praying for wisdom as we take confident action to accomplish our educational vision: to impact the world for good.