



Back to School 2020/21

We are excited to welcome you back to St. Andrew's School as we prepare to resume classes on **Thursday, August 13**. Plans to return to campus have been developed with a great deal of thought, and our health and safety protocols have been reviewed by public health officials. Above all, we value the health and well-being of our community and have created this comprehensive plan to bring students and faculty back to campus as safely as possible.



Welcome New Faculty & Position Changes

Michelle Babcock • Nurse Substitute
Candi Chandler • After Care Director
Jordan Clarke • Grade 7/8 Spanish
Sharon Davis • US Biology
Caroline Fonseca • MS/US Theatre
Stefanie Johnson • Learning Resource Coordinator
Stephanie Karian • Grade 3 Language Arts
Allison Konter • US Psychology
Ryan Martin • US Head & Assistant Head for Academic Affairs

Kristen Peney • Grade 7/8 Science
Alejandro del Razo • LS Spanish
Greg Scordato • US Math, Grade 5/6 Design & Tech
Teri Scott • MS Athletic Director, Volleyball Coach, Grade 5/6 PE
Brigitte VanBaelen • Director of Development
Paige Wells • St. Joseph's/Candler Athletic Trainer
Nichole Wong • Grade 4 Math, Science, Social Studies
Tricia Yates • Pre-K 4

Orientation Schedule

For all grades, orientation for the fall is a drop-in format set for **Tuesday, August 11** at the times listed below by the first letter of the student's last name. Students and families may drop off supplies, set up lockers, and say hello to teachers and advisors in a socially-distanced way. While on campus, families should practice the same health protocols as required during school days, outlined later in this publication. Prior to August 11, you will also receive a video message and overview from your Division Head addressing all the basics for returning to campus.

August 11 • All School Drop-In

9 - 10 a.m. • Session 1 • Last Name A - F
10:30 - 11:30 a.m. • Session 2 • Last Name G - L
1 - 2 p.m. • Session 3 • Last Name M - R
2:30 - 3:30 p.m. • Session 4 • Last Name S - Z

Q&A Sessions

Please take advantage of two opportunities to connect with the leadership team before school begins. Both Q & A sessions will be virtual using a Zoom format. You should receive the link to each session in advance through your email.

Health & Safety Sessions by Division

Host: Nurse Dee Gattis and Dr. Kelley Waldron

Pre-K & K • Tuesday, July 21 • 4 - 5 p.m.

Grades 1 - 4 • Tuesday, July 21 • 5 - 6 p.m.

Grades 5 - 8 • Thursday, July 23 • 4 - 5 p.m.

Grades 9 - 12 • Thursday, July 23 • 5 - 6 p.m.

Division Specific Sessions & Back to School Information

Lower School Info Sessions

Host: Anne Weisel

Pre-K & K • Wednesday, July 29 • 4 p.m.

Grades 1 - 4 • Wednesday, July 29 • 5 p.m.

Middle School Info Sessions

Host: Jesse Lazzuri

Grade 5 • Monday, July 27 • 5:30 p.m.

Grade 6 • Monday, July 27 • 6:30 p.m.

Grade 7 • Tuesday, July 28 • 5:30 p.m.

Grade 8 • Tuesday, July 28 • 6:30 p.m.

Upper School Info Sessions

Host: Ryan Martin

Grades 9 & 10 • Tuesday, July 28 • 5:30 p.m.

Grades 11 & 12 • Tuesday, July 28 • 6:30 p.m.

Division Heads will address what the day will look like on campus. If you would like to discuss hybrid learning options for students who may not be able to attend on-campus classes, please schedule an appointment with your Division Head.

Forms & Permissions

All forms, available online through the Learning Management System (LMS), must be completed by the first day of school, Thursday, August 13. The LMS can be found at sasliions.myschoolapp.com. There is also a direct link from the school's website to the LMS.



Health & Safety

Every member of the St. Andrew's community has a shared responsibility to prevent the spread of illness. In addition, every community member has a responsibility to stay home if they are aware of or suspect that they have a communicable illness or have been in close contact with someone who has COVID-19. It is important that all community members adhere to the guidance here, with the understanding that guidelines and protocols may change as there are updated public health and disease control guidelines and recommendations, and as there are variations in the public health of our local community.

Specifically, all community members must commit to staying home and not attending school if **any** of the following conditions are applicable:

- The individual has had a fever above 99.7 or taken fever-reducing medicine in order to not run a fever in the last 72 hours
- The individual has had any signs or symptoms of COVID-19 as defined by the Center for Disease Control in the last 72 hours without written clearance from a physician as okay to resume attending school
- The individual has anyone in their household that has a confirmed positive or presumptive positive diagnosis of COVID-19
- The individual has a confirmed positive or presumptive positive diagnosis of COVID-19
- The individual has been in close contact with anyone that has a confirmed positive or presumptive positive diagnosis of COVID-19, or been asked to self-quarantine by the Department of Public Health or a medical professional

Students should only report to school each day if the questions below can be answered with a NO.

- Has your child had a fever above 99.7 or had to take medicine to reduce a fever in the last 72 hours?
- Has your child or anyone in your family displayed any signs or symptoms associated with COVID-19 in the last 72 hours?
- Has your child, or anyone in your household, been tested for, or is confirmed positive or been diagnosed presumptive positive for COVID-19?
- Has your child been in close contact with anyone who has tested positive or been diagnosed presumptive positive for COVID-19?

If you can answer NO to all of the above for your student, he/she is ready to come to school!

Infrastructure Updates

The school has made the following infrastructure upgrades for the health and well-being of our community:

- Touchless faucets for hand washing in all restrooms
- Ionization units in all HVAC systems for cleaning of viruses, bacteria, and allergens as air circulates
- Increased hand sanitizer dispensers by all entrances to buildings and communal spaces
- Closure of mouthpieces to water fountains
- Investment in sanitation and disinfecting supplies and protocols
- Investment in shaded areas for increased outdoor learning spaces
- Investments in classroom technology to facilitate hybrid and remote learning improvements

Masks/Face Coverings

All students should obtain at least two face coverings for school. Students should bring one face-covering with their name on it in a marked Ziploc bag to be left in the classroom with their homeroom teacher / advisor. Students should keep another face covering in their book bag with their name on it for use during the day as needed.

Given the current levels of community spread, and a commitment to open school as safely as possible, we will start the year with the following expectations:

Wear a face covering at morning carpool / dismissal; as you travel throughout the building; in confined spaces, such as workrooms, bathrooms, and break rooms; in all common areas and gathering spaces, hallways, and in indoor classrooms. Developmental appropriateness will be a consideration and appropriate breaks will be allowable within different divisions (Pre-K, Lower, Middle, and Upper School) based on types of classroom engagement and activities.

We recommend each family finds comfortable masks, face coverings, or face shields that fit well for their child(ren) and begin using them periodically to acclimate to the coverings before the start of school. The school store will have some masks available for order beginning Monday, July 20.

**This expectation may change as community public health changes and/or guidelines and recommendations evolve from the Centers of Disease Control, Department of Public Health, and American Academy of Pediatrics.*

Check-in & Check-out Procedures

Please call ahead to the office for late arrivals and early pick-ups. We will have students ready, and admin assistants will sign them in and out.

Restriction of Visitors

To reduce the potential for unintentional exposure or spread, we are asking for meetings and inquiries that can occur by phone or video conferencing to be held in that way. If a parent needs to come to campus, they should wear a face covering when entering a building, clean hands upon entering the building, and report to the front office. The same attendance criteria that applies to students applies to adults in our community, and we ask that you do not come to campus if any of the restrictions apply.

Sick Students

If it is determined that someone has COVID-19 symptoms while at school, the nurse will be contacted via phone. The student or staff member will be sent to the clinic and isolated in the designated isolation space, wearing a face covering until he or she can be sent home. They must maintain 6 feet of distance between themselves and others and not touch any surfaces. Other guidelines include:

- Students must enter and leave through the side door of the field house on the right side of the building
- Parents will be called immediately if a student has active symptoms
- After each visitor to the clinic, the nurse will disinfect all surfaces and properly dispose of cleaning supplies and PPE, waiting an appropriate amount of time to clean the isolation room
- Students will wash hands thoroughly and reapply a clean set of PPE
- All clinic visits will be recorded in the Nurse's charting system as well as keeping separate records of possible COVID-19 symptoms and test results

COVID Exposure

The School has a plan to work with public health officials if a community member tests positive for COVID-19. The School Nurse and /or local public health officials will work with the infected person to identify close contacts and will notify community members who may be close contacts and those who may have potential exposure. Instructions that follow current CDC and Georgia DPH guidance will be provided to the infected person and all close contacts regarding isolation and quarantine. If you have any questions about the plan, please contact Nurse Dee Gattis.

A Typical Day on Campus

Lower School

Before School Care (free of charge):

7 - 7:40 a.m. • Johnson Gym
Temp check upon arrival.

Morning Drop-off:

Begins at 7:45 a.m.
Temp check taken in the car.

Learning, Enrichments & Play:

Upon arrival, Lower School students will report to their homeroom classroom and will stay with their peer group by homeroom throughout the day. To minimize potential exposure, students will have enrichments embedded in their homeroom classroom. Use of outdoor learning spaces and rotations of recreational spaces will provide the breaks, play time, and socialization opportunities that are so important outside of the classroom.

Lunch:

Pre-K & K • Family style, delivered to classrooms, included in tuition (masks and gloves worn when serving).
Grades 1 - 4 • Bring lunch from home or pre-order lunch from 601 Cafe delivered to the classroom, not included in tuition.

Dismissal:

Pre-K & K • 2:55 p.m.
Grades 1 - 4 • 3:10 p.m.
Students will be dismissed with modifications for health & safety protocols. Details will be shared by Division.

After School Care (fees apply):

Available from dismissal until 6 p.m.



Middle School

Before School Care (free of charge):

7 - 7:40 a.m. • Johnson Gym • Middle School students will walk or ride a bus to Bell Hall at 7:40 a.m.
Temp check upon arrival.

Morning Drop-off:

Begins at 7:45 a.m.
Students should wear masks from the car to the temperature screening until they get to their advisory classroom.

Students should enter through the following doors for temperature checks:

Grades 5 - 6 • 5/6th grade hallway from Bell Hall courtyard

Grades 7 - 8 • 7/8th grade hallway from Bell Hall courtyard

Students will report to their advisor's classroom upon arrival.

Lunch & Recess Breaks:

11:30 a.m. - 12:30 p.m. by grade level

Grades 5-8 • Bring lunch from home or pre-order (preferred) lunch from 601 Cafe. If pre-ordered, pick up meal in cafeteria in small, socially distanced cohorts and bring to-go box back to the classroom, not included in tuition.

Dismissal:

Grades 5 - 8 • 3:25 p.m.
Dismissal will be done with modifications for health & safety protocols. Details will be shared by Division.

After School Care (fees apply):

Available from dismissal until 6 p.m.



Upper School

Morning Drop-off:

Begins at 7:45 a.m.

Students should wear masks from the car to the temperature screening until they get to their first period classroom.

Students should enter through the following doors for temperature checks:

Grades 9 - 10 • right side of Skinner Hall entrance

Grades 11 - 12 • left side of Skinner Hall entrance

Lunch:

Two Rotations from 12:25 - 1:45 p.m.

Grades 9 - 12 • Bring lunch from home or pre-order (preferred) lunch from 601 Cafe. If pre-ordered, pick up meal in cafeteria in small, socially distanced cohorts and bring to-go box back to the classroom, not included in tuition.

Dismissal:

Grades 9 - 12 • 3:25 p.m.

Dismissal will be done with modifications for health & safety protocols. Details will be shared by Division.

Dress Code for 2020-2021

For the 2020/21 school year, we are making a one-year modification to the school dress code to support families and students for flexibility on and off campus in a year where we will be using our spaces and campus differently.

Students may wear casual clothing, athletic wear, spirit wear, and denim as long as it maintains the standards listed below.

Students must wear each day:

- A shirt with straps or sleeves that fully covers a students' front, back, sides, and midsection areas, even when arms are raised
- Pants or equivalent (for example: shorts, a skirt/skort, leggings, a dress) that are worn above the hips and extend at least to the mid-thigh - pajama pants may not be worn
- For Lower and Middle School students close-toed shoes are the acceptable footwear
- For Upper School students close or open-toed shoes with low heels (3" or less), including tennis shoes, are the acceptable footwear - no athletic slides, croc-style clogs, or flip-flops allowed
- Clothing that fully covers all undergarments
- Clothing that is in good repair

Students may not wear clothing that includes:

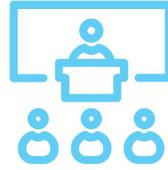
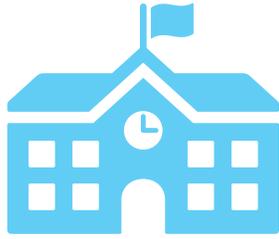
- Profanity
- Vulgar language
- Hateful language or symbols
- Political language or statements
- Symbols or words that promote the use of or refer to alcohol, drugs, and/or tobacco
- Symbols or words that promote the use of or refer to weapons and/or violence

Personal Care

In support of the purposes of the dress code, the following expectations apply to standards of personal care, except with the express permission from the school for religious, medical, or other like considerations.

- Students may wear their hair at a length that is comfortable and acceptable to them, but it should be clean and well-kept
- Hair should not cover the eyes and should be styled such that students' faces are fully visible during the school day
- Hair may not be dyed a non-natural hair color, nor may students maintain an extreme hairstyle
- Faces should be clean shaven
- Students may have pierced ears - if a student has other piercings, they should not be worn to school
- Students may not have visible tattoos
- Hats and hoods should not be worn in the building

See division specific Handbooks on the LMS for answers to specific questions you may have.



BACK TO SCHOOL

Checklist for the First Day of School • Thursday, August 13

- Attend All School Drop-In on Tuesday, August 11 (see cover of this document for times)
- Complete all Summer Assignments (see LMS “Resources” Tab)
- Check Supply List (see LMS “Resources” Tab)
- Set up a Lunch Account for Students in Grades 1 - 12 (see LMS “Resources” Tab)
- Complete all Health Forms (see LMS “Resources” Tab)
- Have 2 Masks or Face Coverings Ready To Go



FAQ's

How was this plan developed?

A task force made up of leadership and the board have been meeting weekly since April to review guidance and research, develop protocols and procedures, and lead implementation. Plan components have been shared with public health officials for feedback and guidance. We have worked to align our on-campus practice with the guidelines and requirements of the CDC and DPH.

What if I don't feel comfortable with my child being on campus now or at some point in the future?

Our hybrid learning option was developed knowing that we would need to be ready to accommodate a wide variety of comfort levels, as well as ability to remain plugged in if there was a need for an extended absence from school.

Does the Mask/Face Covering requirement mean my child will have to wear a mask 8 hours a day?

No, students will take appropriate breaks and recess time from the classroom, and developmental appropriateness and types of activity and engagement in the classroom will allow for periodic breaks during class.



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