

BACK TO THE HAWK'S NEST

Sumner Academy's Return to School Plan 2020-2021

When faced with great challenges, sometimes we find it difficult to maintain a balanced perspective. In order to do so, we have continuously reached out and listened to diverse feedback. We are extremely grateful that we have a staff that is devoted to promoting the safety of our community to the best of their ability.

In the following pages, you will find our thoughts and plans going into the 2020-2021 school year. Our plans must continue to be adaptable in the case of increasing illness in our area. We are extremely lucky to be in the position where we have the ability to stay agile and still provide our students with an excellent education.



In order to efficiently, effectively, and, most importantly, safely reopen our campus, Sumner Academy is actively gathering information while continuously developing new procedures and guidelines to help us best serve our community.



We understand that some members of our community are at higher risk for COVID-19 and many of our community members go home to others who are at high risk. Our students, for the most part, may not develop the most severe symptoms, but our employees and families are at a greater risk.

Sumner Academy is meant to be an on-campus program, and while we cannot completely eliminate the risks of COVID-19 while it is still a threat, we will strive to minimize any risk as much as possible to protect our students, families, and staff.

A Flexible Plan for Uncertain Times

Our plan is to begin the school year on July 30 with all students being on campus. There are two basic assumptions that are guiding our planning of the 2020-2021 school year:

- * COVID-19 will continue to impact schools until a vaccine is widely available.
- * Our school must be prepared for future waves of infection.



FLEXIBILITY PLANS

Sumner Academy's plan is to begin school on campus. As long as Sumner Academy remains at **low or moderate risk**, we will remain on campus. We will shift to remote learning as we are instructed or if we are put into a situation where our community is at **high risk**.

1. **On-campus school:** on-campus learning with any necessary accommodations made to provide a safe environment for our students, staff, and families for **low or moderate risk**.

- Health department protocols and CDC regulations implemented.
- Hand washing, hand sanitizer, masks, thermometers, sanitizing areas, social distancing as necessary.
- Planning daily schedule changes to increase social distancing.
Cafeteria schedules, class transitions, visitor protocols.
- Planning instructional changes
Reducing transitions, distancing in the classroom, digital learning

2. **Remote School:** Distance learning program for **high risk**.

- Establishing schedules for classes to be held daily for all students.
- Digitizing curriculum for minimum in-person contact while planning to engage students without internet access.
- Continual support to ensure all students' academic success.

Low to Moderate Risk:

Low to moderate number of cases with most cases from known source.

High Risk:

Widespread cases, numbers growing quickly with many undetected cases likely.

SPECIAL CONSIDERATIONS

We are certain that our community will help us by following necessary requirements from the local, state, and federal levels. Specific decisions and plans regarding on-campus modifications will be an ongoing process that will be finalized in the next few weeks. There are certain considerations and strategies that we will be taking as school begins.

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| <ul style="list-style-type: none">• We do not plan on making calendar changes for the 2020-2021 school year.• Athletic offerings will be determined with our administration team and TNCAA administration.• Extracurricular activities, afterschool, and before-school care are under current consideration. | <p>The following are strategies Sumner Academy will use, but is not limited to:</p> <ul style="list-style-type: none">• Distancing students in classrooms and altering traffic patterns to promote distancing.• Temperature screening of student, faculty, and staff as needed. | <ul style="list-style-type: none">• Campus access for parents and visitors is under review.• Ventilation system filters have been replaced and outdoor air will be circulated.• Students and faculty will be educated on proper hygiene.• Students and faculty must have a cloth face covering with them at school but will not be required to wear unless an emergency arises. |
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For the protection of our community members, students and faculty will need to bring cloth face coverings to school each day. The use of cloth face coverings is part of an overall strategy to reduce risk. Cloth face coverings allow for additional scheduling flexibility and reduce the restrictions on students' interactions with faculty and other students. The degree to which they will be required and circumstances when they will be required will depend upon the scenario. Sumner Academy will continue to review the guidelines for cloth face coverings as additional guidance from medical professionals is provided.

Sumner Academy is first and foremost a community of learners. Our faculty and staff share the same love of learning and problem-solving that they work each day to cultivate in their students. We promise to keep learning about COVID-19 as long as it impacts the health and safety of our community and to revisit our mitigation strategies and safety enhancements as the medical community provides updated research and guidance.



INFORMATION FOR RE - OPENING 2020 - 2021

Sumner Academy still plans on opening on campus as scheduled on July 30, 2020.

New Illness Policy

Sumner Academy has updated our illness policy, which can be found attached to this guide and is included in our student handbooks.

Attendance

Sumner Academy's attendance policy will remain the same. However, students missing time due to COVID-19 or quarantining due to COVID-19 will not be counted as absent from school.

Faculty and staff will also not be penalized sick/personal days from the possibility of quarantining or illness from COVID-19.

Attendance will be taken daily if Sumner Academy has to shift to remote learning.

Lunch

There will only be one Learning Community in the cafetorium at a time, and our students will not be traveling through the lunch line. There will be no "self-serve" products offered in the cafetorium. Our tables will be set up in a way that allows for students to properly distance themselves while eating.

- Middle school students will eat in their homeroom classes. Trays and garbage will be collected in the room.
- Learning Community 1, 2, and 3 will eat lunch at separate times.

Movement

Throughout the day, students will only be in contact with students within their own Learning Community. Hallway traffic will be kept at a minimum, and movement from one place to another will take place from the outside doors in our classrooms.

Visitors

Visitor access to campus will be restricted throughout the school year to only those that are essential, and all will be required to wear a mask. For any possible meetings, making an appointment will be necessary. Any visitors may be required to sign a Waiver of Liability form upon entering campus.

Classroom Flexibility

Most of our classrooms have the ability to allow our students to be spread out in order to maintain physical distancing. In the classrooms that do not offer that space, there is ongoing work to have dividers to help protect our students.

We are also encouraging our staff to take advantage of the times when the weather is nice and have classes outside when possible.

Masks/Shields/Dividers

We view the use of face coverings as an important way that we can help protect each other. Students and staff will be required to bring a face covering to school with them each day. The use of face coverings will be determined based on social distancing.

We understand that the prolonged use of face coverings could be difficult or inappropriate for some of our students (especially younger students), and we hope to provide flexibility based on meeting physical distancing criteria. We also know that we will have students who will wear face coverings for a longer period of time, including students who have been instructed to do so by their healthcare providers.

Important for students:

- Bring a face covering with you to school each day.
- Students will be asked to wear a face covering when physical distancing is not possible.
- Many students will choose (or need) to wear their face covering all day.

For places where students are unable to physically distance, there is ongoing work to create see-through barriers/dividers that will be used.

Cleaning

Our teachers will be sanitizing their classrooms prior to each class, and our custodians will be working additional hours in order to continue sanitizing throughout the day, as well as after school.

Field Studies and Adventure Education

All field studies for the fall semester have been canceled. We are attempting to reschedule the Adventure Education trips (overnight trips like Washington, D.C.) for the spring semester.

Events

We will be notifying our community about events on an event-by-event basis. In the event that we are unable to have an event, we will attempt to hold that event at a later date before canceling.

Shifting to Remote Learning

The decision to shift to remote learning will be made in one of two ways:

1. Officials mandate schools/businesses to close.
2. It is determined that the benefit of having students on campus no longer outweighs the risk.

While the local guidelines for school are good guides, we have the ability to make the decision to close school on our own.

Virtual Option for Grades 1-8

While we believe strongly that Sumner Academy is at its best as an on-campus program, for the fall semester, we will be offering a virtual option for our curriculum in grades 1-8. Our faculty and staff will be utilizing Zoom and Google Meet platforms in order to make this option possible. This virtual option will place students in class in live time with their classmates on a daily basis. Attendance will be taken daily and is required. More information about our virtual classroom option is attached and will be updated soon.

Before and After Care

Before and After Care are a vital service for many families, and will be provided. Protective measures will follow those of the school day.

Virtual School Option
Grades 1-8
First Semester 2020
July 30, 2020 - December 18, 2020

While we firmly believe that Sumner Academy best prepares our students academically, emotionally, and socially with our on-campus program, Sumner Academy will be offering a virtual school option for the first semester of the 2020-2021 school year for students in grades 1-8. Families wishing to enroll their students in the virtual option should e-mail Hannah Martin (hmartin@sumneracademy.org). The deadline to enroll students in the virtual school option is Wednesday, July 22, 2020 by 3:00 p.m. Families requesting to enroll in virtual school will then be issued a contract regarding this option.

Students enrolled in this program will be required to remain in the online program throughout the first quarter. At the end of the first 9 weeks, families will have the opportunity to decide to bring students back onto campus. Sumner Academy will consider offering virtual school for the second semester, but this will be dependent on the current state of affairs in our area during the winter months. The decision about whether to extend this option through second semester will be decided by the school.

Sumner Academy's virtual program will seek to provide students with the same curriculum that has made our students so successful in the past. Our virtual program will be held on a daily basis, and students will be required to attend classes live during the day. This is the most effective way for our teachers to provide students with our curriculum. This also allows for all students to have live interactions with other students and teachers on a regular basis. Students will be able to ask questions and communicate with their classroom teachers during lessons.

Sumner Academy's virtual school option will utilize the Google Classroom platform. Daily attendance will be required and recorded for live classes via Google Meets.

Required classes that students must attend are Math, Reading/Literature, English, Science, and Social Studies for Lower School and Early Middle School students. Upper Middle school students (Grades 7-8) will attend the listed classes, plus Spanish each day. Students will be attending Related Arts (Art, Music, Computer, and Library) daily.

Daily work will be turned in through Google Classroom so that teachers have one location for assignments. They may not be texted, e-mailed, or sent via other means of communication. Due dates assigned by teachers remain consistent for both in-class and virtual participants. Virtual students will not be given additional days to complete assignments.

Teachers will be available during regular school office hours only. Teachers at Sumner Academy are required to be at school from 7:45 a.m. until 3:25 p.m. Please keep in mind that teachers will be actively attending to the needs of in-person students, supervising daily activities, and instructing during the school day along with running the virtual program.

Communicable Disease Policy

Purpose

The purpose of our Communicable Disease Policy is to outline the ways that we will strive to protect our community and school against any communicable diseases.

Reporting

Please do not send your child to school if he/she is ill. Notify the office if your child is diagnosed with any contagious or infectious illness.

If a student is absent due to illness, the parent must send a signed and dated doctor's note to the school stating the reason for the absence. Without a signed note, the absence will be unexcused. The student is to bring the note to the office the day he/she returns.

Tennessee State Regulation 1200-13-01-.02 states: "All healthcare providers and other persons knowing of or suspecting a case, culture, or specimen of a reportable disease or event shall report that occurrence to the Department of Health in the time and manner set forth by the Commissioner in the List." Diseases on this list include but are not limited to: influenza, measles, meningitis, mumps, coronavirus, COVID, smallpox, salmonellosis, and T.B.

Exclusion from School

Sumner Academy's guidelines for students being excluded from school due to a communicable disease has been updated. These regulations are in compliance with the requirements of the local health department.

- Students who have tested positive for Covid-19, OR who have been exposed to a confirmed case of Covid-19, including positive members of their household, must quarantine at home for 14 days. The school must be informed immediately.
- Any student with one or more of the following symptoms will be excluded from school until the student is free of any symptoms, has been treated satisfactorily, or submits a signed physician's statement that he/she is no longer contagious.
 - A temperature of 100 degrees or more. Students must be fever free for 24 hours, without medication, before coming back to campus.
 - A deep, barking, unusually persistent cough/fits of coughing.
 - Productive cough of colored mucus.
 - Undetermined rash, blisters, or scaly patches on any part of the body.
 - Nausea, vomiting, or diarrhea. Students must be symptom-free for 24 hours before returning to campus without the use of medicine to control symptoms.
 - Red, draining eyes.
 - Pain and/or swelling at the angle of the jaw.
- The school will segregate any student with symptoms from well children at school until he/she can go home.
- Parents of children possibly exposed to infectious diseases, as well as staff, will be notified.

Prevention Strategies for Communicable Diseases

- School Environment
 - Cleaning and disinfecting surfaces to reduce the risk of spreading infection.
 - Staff will thoroughly clean and disinfect any common areas such as desks, tables, drinking fountains, as well as doorknobs and handles.
 - Kleenex and gloves will be kept available.

- Universal Precautions
 - Hand washing is one of the best ways to avoid the spread of infectious diseases. Hands should be washed for 15-20 seconds with soap and running water and should be done before and after eating, using the restroom, and after playing sports/outside.
 - Immunization: The state health regulations require students to be up to date on all immunizations. Sumner Academy will keep documentation of the immunization status of all students on file.