



PROVIDENCE DAY  
SCHOOL



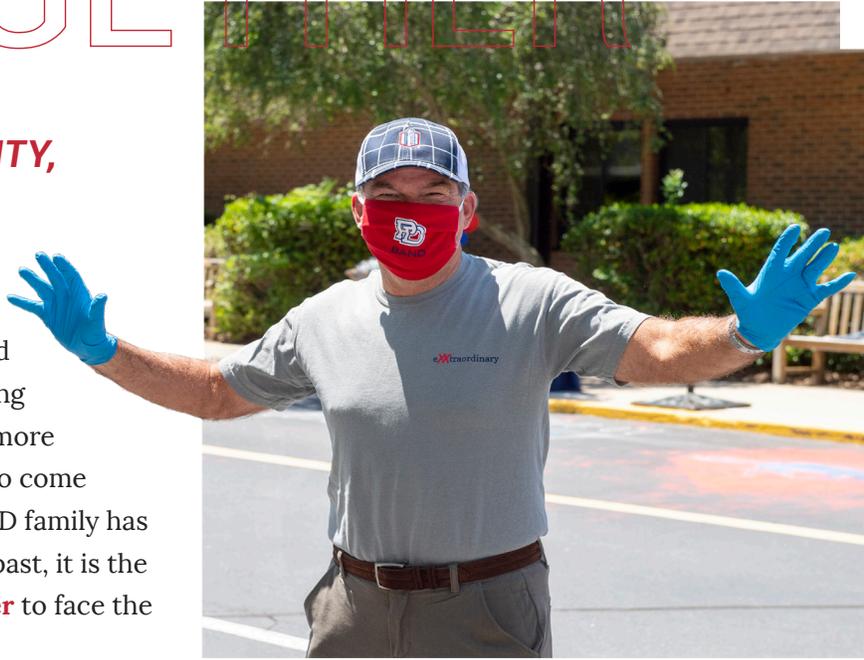
# PD TOGETHER

Back to Campus August 18, 2020

# PDTOGETHER

## DEAR CHARGER COMMUNITY,

First and foremost thank you for your continued support, patience, and outreach during these extraordinary times. While our community and world continue to face challenges surrounding both COVID-19 and racial equity, it is more important than ever that we are able to come **together** as a community. When our PD family has faced hardship and heartbreak in the past, it is the family ties that keep us bound **together** to face the uncertainties of the future.



**UPDATED** We are excited, and committed, to bring students back to Providence Day this August. Our top priority in returning **together** is the health and safety of students, faculty, staff, and parents. To be sure, school will look different this fall. But while we have made our plans based on the global view that for the health and wellbeing of our students we should be **together** on campus when possible, we are planning to offer a remote learning option to anyone who requests it. All of us share the common goal of ensuring that Providence Day remains the vibrant school and caring community we value.

PD quickly responded to the global pandemic by addressing immediate challenges while building an operating plan for the next school year. Throughout the last months we have sought advice from experts in the fields of public health, medicine, and education. We have conferred closely with local medical experts in order to design reopening plans that reflect what is happening in our Charlotte community. These conversations and research have shaped our thinking for the coming year as we respond to evolving guidelines and best practices. More details are forthcoming as our plans continue to develop and evolve; please monitor our website at [www.providenceday.org/coronavirusinfo](http://www.providenceday.org/coronavirusinfo) for the latest news and updates.

Our **PDTogether** plan will allow us to return safely to campus, stay on campus, and continue to inspire. Together we will endure, and **together** we will thrive. If you have any questions, please feel free to contact me.

Cheers,

Handwritten signature of Glyn Cowlshaw

Dr. Glyn Cowlshaw

# HEALTH & WELL-BEING

When we are back **together** in August, the entire PD community will have a role to play in reducing the risk of exposure to COVID-19 and slowing its spread by adhering to the evolving health guidelines established by public health experts, state and local governmental agencies, medical experts, and the PD school nurses. Our day-to-day life on campus will be different.

The following guiding principles are reflected in our current **PDTogether** procedures and protocols:

- 1 **Protect Student and Employee Health and Well-Being**
- 2 **Prioritize Care of Campus**
- 3 **Optimize Campus Space**

## Protect Student and Employee Health and Well-Being

**Screening and reporting** within our community will be one of the most important tools we will implement in order to assist us with preventing the spread of COVID-19. This new procedure will include daily health screenings of students, faculty/staff, and anyone entering our campus.

**Mask-wearing** is another essential component of this plan. When we are masked, it reduces the exposure to and spread of the virus. The school will be providing masks for all students, faculty, staff, and visitors.

The school has already implemented both of these protocols for our year-round campus employees, Summer Programs, returning student-athletes and vendors.

Full compliance by students, employees and parents with both of these measures is essential in order **FOR OUR CAMPUS TO REMAIN OPEN AND FOR US TO REMAIN TOGETHER and SAFE.**

Additionally, we are making two major policy changes to reduce the chances of our students or employees experiencing an exposure that would require them to miss time on campus.

1. **No gatherings:** There will be no gatherings or special events on campus through at least December 31, 2020. This applies to Parents' Association meetings and socials; new-parent events; grandparent

events; alumni events; and any other gathering that is not considered part of the core teaching and learning experience. The school will make every effort to support alternative or virtual ways of delivering experiences until we can safely host visitors in person again.

2. **No field trips or travel:** Through December 31, 2020 there will be no field trips and overnight travel. There will be no travel for professional development or other school business through December 31, 2020. The school will leverage innovations in technology to continue our global connections and provide virtual or alternative experiences wherever available.

We are committed to ensuring our performing arts, athletics program, Extended Day, Clubhouse, and extracurricular activities maintain their excellence, while ensuring the health and safety of our students. More information on these programs will be forthcoming.

**NEW** We have determined in light of the continually updating health and safety information to offer voluntary remote learning as an option for **all PD families**. Parents will be contacted via a survey by early August outlining their options. The policies and procedures described on these pages will continue to govern **all time spent on campus** by students, faculty, and staff under any possible learning model.



## HEALTH AND SAFETY POLICIES\*



- Face coverings will be provided to all faculty/staff, students, and guests, and wearing them will be mandatory while in any campus area where two or more people are present.
- Daily health screenings of each student, employee, parents and guests will be required. We are exploring tools that will allow parents to complete these screenings remotely before arriving on campus. More details will be provided.
- Age-appropriate signage is being installed throughout campus to promote hygiene practices and appropriate physical distancing.
- Students will be required to use hand sanitizing gel when entering and exiting every classroom.
- Every classroom, office, and public space will have hand sanitizer, tissues, gloves, and other cleaning materials available.
- New plexiglass dividers are being installed in high traffic areas.
- In partnership with FLIK, there will be a new health screening and PPE protocol for all FLIK employees along with enhanced cleaning and disinfection of the kitchen area, cooking utensils, and equipment.
- There will be no self service of food or beverage and dining will take place in small groups across the entire campus.
- Drinking fountains will be replaced with hydration stations to allow for hands-free water refilling.
- A new transportation protocol includes hand sanitizer on every bus, wearing masks, and frequent cleaning and disinfection. Family sign-ups for transportation service will begin after July 15.
- The sick policies for both employees and students are being revised to discourage anyone from coming to campus while ill or symptomatic.
- **Access to campus by parents and visitors will be by appointment only.**
- **NEW** We are providing each student with a clip-on hand sanitizer that can be refilled during the day.

*\*Policies subject to changes based on updated guidelines from public health experts, federal and state agencies and local medical experts.*

# IF A STUDENT OR FACULTY/STAFF MEMBER OR A VISITOR

on our campus is COVID-19 symptomatic, the school and the Health Room nurses will follow the health and communication protocols below based on CDC and local public health guidelines.



Isolate the person and make sure he or she is wearing a mask.



Contact the parent or emergency contact so the student can return home as soon as possible.



Ventilate the spaces where the person was present and follow with cleaning and disinfection.



If the person tests positive for COVID-19, the school and its nurses will follow the guidance of the local health department and CDC protocols for their safe return to campus.

**It will be the responsibility of the parent to report positive COVID-19 test results to a Health Room nurse, who will observe full privacy and confidentiality.**

The School's four nurses, Anne Smyth, RN; Donna Roupas, MSN, RN, NCSN; Smita Sawyer, RN; and Lisa O'Neal, MSN, MS, BSN, BA, ACNP-BC, ANP-BC, will assist our efforts in keeping our community healthy and safe. We have expanded and renovated the Health Room to include an isolation room and better use of space.

## Prioritize Care of Campus

We are tripling our day-time custodial presence on campus during school hours. We have expanded our internal custodial team with subcontracted professionals, to provide additional expertise and support in cleaning and disinfection practices. In addition, we have taken the following measures:

- Purchased new specialty equipment for our custodial team to enable regular deep-cleaning.
- Enhanced cleaning and disinfection of all ductwork, vents, grates, classrooms and hallways.
- More frequent cleaning during the day of high touch areas.
- **NEW** Expanding existing UV lights in HVAC ductwork to improve air purification.
- **NEW** Replacing ceiling tiles and lighting in Lower School.
- **NEW** Adding portable air filtration units with HEPA filters and fans in order to improve air circulation.

## Optimize Campus Space

Physical distancing\* is another recommendation that we will use to help keep our community healthy and safe. When possible, the recommended six feet of physical distancing will be maintained. Our required mask protocol will provide additional protection in the event of prolonged time or cases where distance cannot be maintained.

This has allowed us to be innovative in how we maximize space on our 46-acre campus. We have imagined new spaces that can be used for classrooms. We will encourage more classes to spend time outside.

- New dining spaces across campus are being created in order to allow for physical distancing during dining, decrease time/increase space for picking up prepackaged food and beverage options.
- We have invested in outdoor furniture and shade to encourage more outdoor learning and dining.
- The “ferry boat” inner loop will be closed after morning drop-off until afternoon pick-up. This will allow more space for our students to move between buildings and provide additional outdoor learning space.
- Age-appropriate signage is creating areas for one-way traffic in hallways and stairwells.
- Distancing is being enforced in faculty and staff work areas.
- Usage of common areas such as the dining hall, theater, lecture hall, and foyer is being reimagined. **NEW** We will utilize large spaces such as the Ridenhour, MAC, King Room, and The Curve for teaching and learning.
- Modifications to morning and afternoon carpool, including slight variations in arrival/departure times if needed. Details will be provided in early August.

*\*Policies subject to changes based on updated guidelines from public health experts, federal and state agencies and local medical experts.*

# TEACHING & LEARNING

We are more confident than ever that the **PD Passport** continues to be the most descriptive and aspirational framework for teaching and learning at Providence Day School. The PD Passport outlines the competencies necessary to become an effective and responsible member of the community.

## Our Guiding Principles:

- Designing a community-focused learning experience that prioritizes community vitality, equity, student social-emotional well being, and academic success.
- We are more excited than ever to double down on our investment in supporting the people we know to be the fundamental elements of our community: Students, Parents, and our Faculty.
- All faculty are undergoing professional development this summer in order to prepare for the school year ahead. Lessons will be designed to optimize fluid teaching that can transition between different school models.
- Materials, furniture, and technology have been purchased in order to provide students with an educational experience that keeps them safe, and provides a consistent teaching and learning environment.
- Innovative solutions for large classes will be implemented, such as Performing Arts and PE. The performing arts classes will be modified using resources from the National Association for Music Education and emerging health guidelines.
- Due to the increase in outdoor learning spaces, outdoor dining options, and redesign of our PE classes and protocol, **all students are welcome to dress in PD Spirit Wear daily** for the 2020-21 school year. Our PD Spirit Store will soon be announcing an online store to help families who wish to purchase PD gear.
- **NEW** Remote learning is an option for any family who requests it.

The precautions outlined in the preceding sections will enable us to remain on campus. However, we are working continuously to enable a nimble and flexible response to any changing conditions in our public health. If mandated, we are prepared to move to a **hybrid model** that blends a modified campus presence with remote learning; as well as enhancing our **remote learning** procedures should government mandates force a return to that model.

## DIGITAL PLATFORMS

*Seesaw*

All teachers in TK-3rd grades will be using the SEESAW application in order to provide a consistent model of communication.



Google  
Classroom

All teachers in 4th-12th grades will be using the Google Classroom feature as a consistent learning management tool.

The back-to-school orientation process is being redesigned to introduce all new protocols to students, faculty/staff, and parents. There will be clear expectations for student learning outlined in all possible scenarios.

In all scenarios, we are committed to continuing programming that provides students with community, connecting, and belonging.

## Student Services

**Social and emotional well-being of our community** is just as important as our physical well-being. As the academic leaders came **together** across the school to evaluate our teaching and learning plans, improvements were made to allow more time for social and emotional connections. Providence Day School counselors have taken the lead in providing social and emotional support as determined by best practices and the latest research.

Our goal is to help our children feel safe and connected during and after this crisis. The Student Services Department stands ready to assist our community, students, parents, and employees in providing resources and support.

## PD Learning Specialists

**UPDATED** Our Learning Specialists are committed to providing students and families with the care and support needed throughout the school year. Students who are ill, have underlying health concerns, or have opted for remote learning will be partnered with our learning specialists. The divisional learning specialist will be the case manager and will help with the overall coordination of assignments/communication with students, teachers, and parents.

## Further News & Updates

Please continue to monitor [www.providenceday.org/coronavirusinfo](http://www.providenceday.org/coronavirusinfo) for updated information. More information and details about each aspect of this plan will be sent to parents by early August. Additionally, the school has created a dedicated email address for questions and concerns related to the return to campus. Please contact [pdtogether@providenceday.org](mailto:pdtogether@providenceday.org).

# **NEW** FREQUENTLY ASKED QUESTIONS

As always, we have been guided by what we can do to keep our students, faculty and PD community safe. At times, these decisions are difficult as we have seen the scientists, medical experts and public health agencies do not always agree. We are optimistic based on the schools that have successfully opened globally and at the same time cautious due to the increase in Covid cases in North Carolina.

There are a number of known steps we can take to help keep our community safe and healthy but it will be impossible to eliminate all risks associated with the virus. We will all have to make decisions about how we choose to be **together** and work **together** as a PD family in order to stay safe and healthy.

## **My child or family member does not have an underlying health condition but our family would like to continue with remote learning, is that an option?**

Yes, we have enhanced our Remote Learning option based on what we learned last spring when all schools were required to teach remotely. Our new remote learning model was designed for the possibility of another government mandate that required our students to remain at home. This learning model can be used at any time and will be made available to families that choose not to come to campus under our campus-based or hybrid learning models.

## **Will my child need to wear a mask all day?**

At this time, everyone on campus (TK-12) will be required to wear a mask. Wearing masks has been proven to slow the spread of the virus and will help protect everyone in our PD community. Based on several meetings with our medical experts and CDC recommendations, children as young as two years old can wear masks.

The school will be providing masks to every student and employee. Students are welcome to wear their own masks just so long the mask covers both the nose and mouth.

## **How will daily health screenings work?**

The required daily health screening requires a partnership with you. We will be adopting an easy-to-use app that will ask a series of health questions every morning. The daily health screening will not provide protection if you or your student(s) are asymptomatic. That is why everyone on our campus will wear a mask.

All the scientists and medical experts agree that wearing masks can help stop the spread of the virus. This is very important if you or your child is on campus and is asymptomatic.

## How much physical distancing will be maintained between students?

There is no agreement among the medical experts on the appropriate physical distance that should be maintained between children in a school setting. Currently the recommended distance ranges from 3 to 6 feet+. We have designed our **together on-campus plan** to allow for 3 to 6 feet depending on the activity. Higher risk activities, such as eating, will require at least 6 feet of distance. Low risk activities, such as class transition, will not require 6 feet as students and faculty will be wearing masks and not gathering.

## How are positive Covid tests being relayed to the community?

We are under no illusion that there will not be a positive Covid case(s) on campus. We have had six positive Covid cases after completing **2500+ student-athlete daily health screenings** since they returned to campus in early June. Our partnership with parents allowed us to complete contact tracing and determine who in our community may have been exposed and where. The student athletes that tested positive remained away from campus for at least 14 days and did not return until symptom free.

Once we are back on campus, whether full time or in a hybrid model, when we become aware of a positive Covid case on our campus we will inform the entire Providence Day community. The name of the individual will not be released. The individual will remain off campus until safe to return per local health department guidelines.

## How many people will need to be quarantined once we determine a positive test has occurred?

The existence of a positive test does not mean we need to close school, a division, or even quarantine a full class. We will determine if the individual (student, faculty, staff, campus guest etc.) was in close contact (exposure) with other individuals on campus. The definition of close contact (exposure) also differs among the scientists and medical experts. We are defining close contact as within 6 feet, for longer than 15 minutes, and not wearing a mask. This definition has been confirmed by our infectious disease medical expert. With the assistance of our nurses and the local health department, you will be notified if you or your child has been exposed and next steps.

If your child is quarantined, but feels well, or has opted into remote learning, he or she will work with a Learning Specialist to develop a teaching and learning plan. This plan may include remote learning.

## Will you be taking daily temperature checks on campus?

No, at this time we are relying on our families and employees to accurately complete the health screening which requires a daily temperature check along with symptom and exposure review. As shared earlier, every family and employee will be signing a Health and Wellness Pledge that they will complete the daily health screening fully and honestly. Keeping our community safe and healthy is a shared responsibility. We do have thermometers available campus wide if needed.

## Will families that travel overseas or out of state be required to quarantine before returning to campus?

We will follow all CDC and state mandated quarantine guidelines.

**Note:** *Our website is being redesigned. Expect a new design by early August which makes this information more easily navigable.*

# 2020-2021 ACADEMIC CALENDAR

## School Calendar 2020-21

|          |                     |   |
|----------|---------------------|---|
| Aug      | 17                  | Lower School Meet the Teacher Day (TK-5)<br>Middle School Orientation for 6 <sup>th</sup> Grade and New Students                                |
|          | 18                  | <b>FIRST DAY OF CLASSES</b>   |
|          | 21                  | Freshman Orientation  |
|          | 27                  | Lower School Back to School Night (Virtual)   |
| Sept     | 3                   | Middle School Back to School Night (Virtual)  |
|          | 7                   | Labor Day Holiday: No Classes, Offices Closed   |
|          | 10                  | Upper School Back to School Night (Virtual)   |
|          | 28                  | No Classes, Offices Closed  |
| 29-Oct 3 | Homecoming Week     |   |
| Oct      | 2-3                 | Homecoming week   |
|          | 9                   | Fall Break: Faculty Work Day<br>No Classes, Offices Open  |
|          | 12                  | Fall Break, No Classes, Offices Closed  |
|          | 14                  | PSAT (Grades 10-11) and PRE-ACT (Grade 9) Testing   |
| Nov      | 5-6                 | Lower School Parent/Teacher Conferences (Virtual)<br>No Lower School Classes  |
|          | 23-27               | Thanksgiving Holiday: Offices Closed  |
| Dec      | 14                  | First Semester Exams Begin (Grades 9-12)<br>MS Capstones/Exams (Grades 6-8)   |
|          | 18                  | Last Day of Exams (Grades 9-12)<br>Lower School Dismissal at Noon (TK-5)<br>Holiday Break for Students and Faculty/Staff Begins: Offices Closed |
|          |                     |   |
| Jan      | 4                   | Classes Resume  |
|          | 5                   | First Semester Ends   |
|          | 6                   | <b>Second Semester Begins</b>   |
|          | 18                  | Martin Luther King, Jr. Day: No Classes, Offices Closed   |
| Feb      | 12                  | Faculty Work Day<br>No Classes, Offices Open  |
|          | 15                  | Winter Break: No Classes, Offices Closed  |
|          | 25-26               | Lower School Parent/Teacher Conferences (Virtual)<br>No Lower School Classes  |
| Mar      | 12                  | Spring Break Begins After Last Class  |
|          | 15-19               | Spring Break: No Classes, Offices Closed  |
| Apr      | 2-5                 | No Classes, Offices Closed  |
|          | 26-29               | ERB CTP-5 Testing (Grades 3-8)  |
|          | 30                  | No Classes, Faculty Work Day/Professional Development Day   |
| May      | 3-14                | AP Exams  |
|          | 17                  | Upper School Closing Ceremony (Grades 9-12)   |
|          | 17                  | PDSpys Ceremony (Grades 6-12)   |
|          | 17                  | Middle School Closing Ceremony (Grade 8)  |
|          | 18                  | Last Day of Classes for MS/US   |
|          | 19                  | Final Exams Begin (Grades 9-12)   |
|          | 19-21               | MS Capstones/Exams (Grades 6-8)   |
|          | 20                  | Lower School Closing Ceremony (Grade 5)   |
|          | 21                  | Lower School Field Day: Noon Dismissal (TK-5)<br>Last Day for Grades TK-8   |
|          | 25                  | Last Day of Exams (Grades 9-12)   |
|          | 27                  | Senior Convocation  |
| 28       | <b>COMMENCEMENT</b> |   |
| June     | 7                   | Summer Programs Begin   |

## 2020-2021 STANDARDIZED TESTING DATES

### ACT

September 12  
October 24  
December 12  
February 6  
April 10  
June 12  
July 17

**PSAT (Grades 10-11) and PRE-ACT (Grade 9)**  
October 14

### SAT & Subject Tests

August 29\*  
October 3  
November 7\*  
December 5\*  
March 13\*  
May 8  
June 5

\*Note: PDS Test Center dates

**ERB CTP-5 Testing (Grades 3-8)**  
April 26-29

**AP Exams**  
May 3 - 14

## 2020-2021 GRADE REPORTING SCHEDULE

### Lower School (Grades TK-5)

Nov 2 Report Cards Issued  
Feb 22 Report Cards Issued  
June 4 Report Cards Issued

### Middle/Upper School (Grades 6-12)

Oct 19 Progress Reports Issued  
Jan 12 First Semester Report Cards  
Feb 23 Progress Reports Issued  
June 4 Second Semester/Final Report Cards Issued

Version 7/02/2020

Note: Subject to change-most current always posted at the bottom of <http://www.providenceday.org/>