



RETURN TO SCHOOL 2020-21
DRAFT



ST. JOHN'S
EPISCOPAL SCHOOL

WHAT CONSTITUTES SUCCESS AT ST. JOHN'S?

- Creating and maintaining an on-campus learning environment in which all constituents adhere to health and safety protocols.
- Caring for colleagues, students, and families while accepting that we are not here to be right, but to get it right, and that right will be a moving target that requires patience, determination, adaptation, and humility.
- Delivering flexible learning models that provide students with a St. John's education and experience irrespective of whether they learn at School or at home; respecting families' decisions regarding the choices they make for their children.
- Creating consistency for students to balance the inconsistency in the world around them and to help them transition between learning models in ways that are safe and predictable.
- Deepening our understanding of and abilities to use technology to fulfill our individual responsibilities.
- Adapting curriculum by identifying key skills and content areas and focusing instruction on those.
- Communicating clearly, regularly, and positively to share progress, provide feedback and ask for assistance.



Please visit St. John's COVID-19 online for the latest information at <https://www.stjohnsschool.org>

RETURN TO SCHOOL PLAN

As we anticipate returning to School this fall, St. John's remains committed to a program of academic excellence designed to train the mind, strengthen the character, and enrich the spirit of each student in a Christian environment.

Our top priority is the health and well-being of our students and employees when we return to School for the 2020–21 school year. We have continued to monitor local, state, and national directives related to COVID-19, and that guidance informs our operating procedures. Our goal is to mitigate risk while conducting school in person and on campus, and the sections that follow provide information about that approach, as well as about the alternative solutions we will be prepared to activate. As new health guidelines and safety protocols are published, we will continue to update this plan to best serve the needs of our community.

To acclimate students to our new school procedures, we are adjusting our first day of school plans. The first day of School will be Tuesday, September 8. Lower School students will attend in person according to the schedule on page 13. Middle School students will attend remotely on Tuesday, September 8, and attend in person beginning Wednesday, September 9. This will help us provide appropriate oversight as we welcome our Lower School children back to campus. Please note that all students will have a full day of classes on Tuesday, September 8. If this planned schedule changes, we will communicate any updates by email.



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LEARNING MODELS



ST JOHN'S ON CAMPUS

In this model, St. John's will deliver instruction on campus with students present while using all available on-campus spaces to maximize physical distancing during the school day and creating cohorts of students to limit contact chains and minimize transmission. Employees and students will follow additional health and safety protocols as recommended by the Centers for Disease Control and Prevention (CDC), Texas Education Agency (TEA), and Dallas County Health and Human Services (DCHHS).

ST. JOHN'S AT HOME

We also recognize that when operating in an on-campus state, there may be (a) students whose families choose for them to remain off campus for the first nine weeks (mid-semester) due to health concerns or (b) individuals or cohorts who are required to quarantine at home for a specified period of time. Those students will participate in St. John's At Home. In this model, our physical campus remains open for the majority of students, and specified students continue their learning at home. We will deliver instruction in a hybrid model, with a faculty member assigned to students to facilitate learning through synchronous assistance and asynchronous lessons. Parents will support students as a "learning coach" and ensure they have access to a device, a place to work, and are engaged in virtual learning activities.

ST. JOHN'S REMOTE CAMPUS

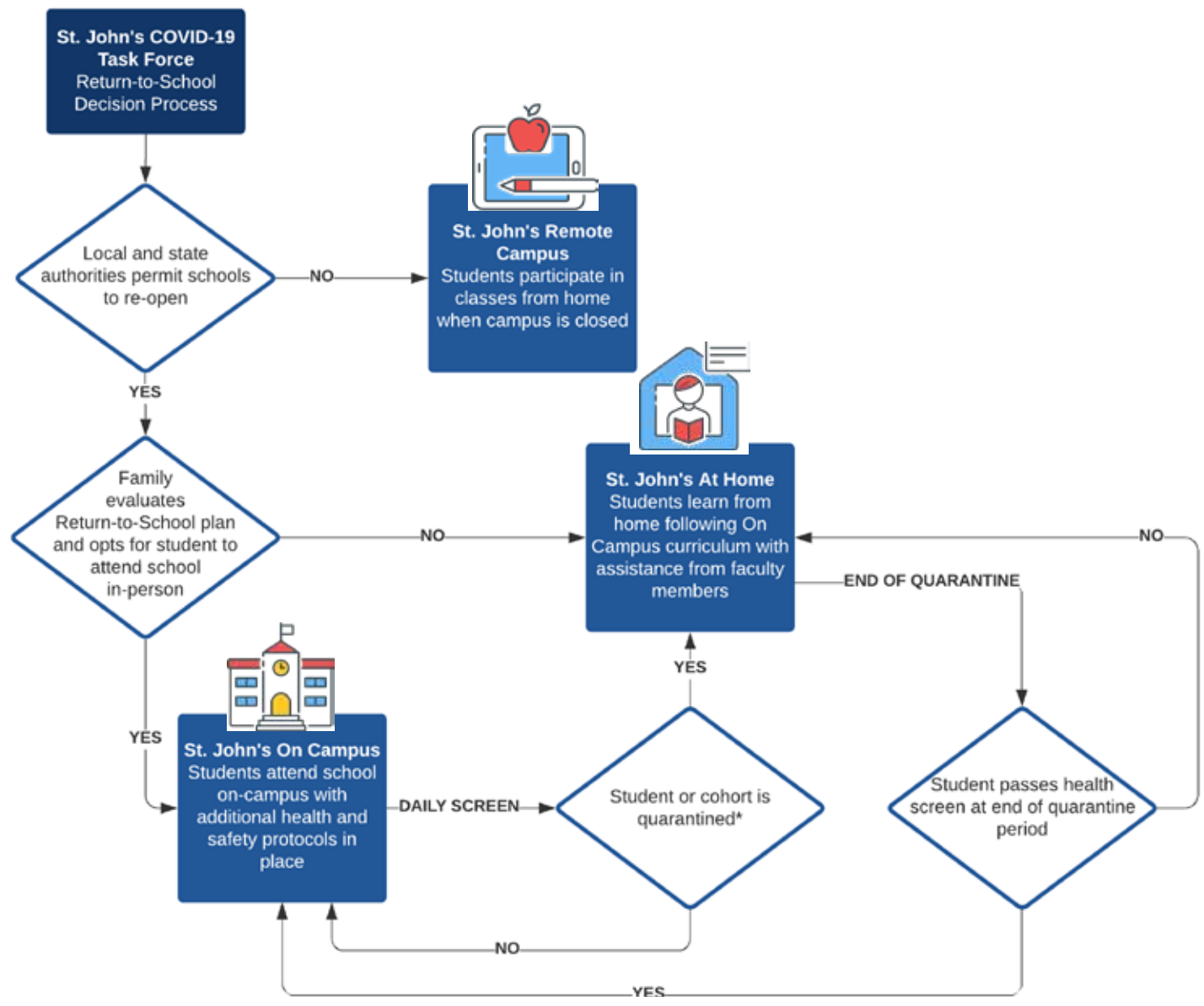
Should St. John's be directed to close the physical campus for health or safety reasons, we will activate remote learning, in which all learning will take place virtually. Using the feedback about spring virtual learning received from faculty, parents and students, we have adjusted our approach to provide a more integrated experience for students when they are learning remotely.

St. John's Remote Campus differs from the Spring 2020 Virtual Learning Program in that it provides an academic program that more seamlessly transitions between on-campus and remote learning.

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DECISION PROCESS

We plan to begin the 2020–21 school year with on-campus classes, and the St. John’s COVID-19 Task Force continues to regularly monitor government regulations to inform our decision-making process. We understand that families may choose for their children to remain at home and participate in St. John’s At Home, and that option does exist. We will continually evaluate and adapt, as necessary, the learning models we offer.



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* Details will be provided in subsequent communication.

HEALTH AND SAFETY PROTOCOLS

Our health and safety protocols will be updated as local, state, and CDC recommendations and guidance evolve.

HEALTH SCREENINGS

- The evening before a school day, parents must take students' temperatures and complete the health screening questionnaire in SchoolPass, a new student management platform we will introduce to St. John's parents for the upcoming school year. Students will not be allowed to disembark from cars without having completed this screening. Details regarding the use of SchoolPass for daily health screenings and carpool will be provided in back-to-school communications.
- Employees will complete the same screening steps each school day.

HYGIENE

- Throughout the day, students will wash their hands with soap and water for 20 seconds.
- Hand sanitizer will also be available in each classroom and common area, and its use encouraged when necessary.

FACE COVERINGS

We have been closely evaluating guidance from the American Academy of Pediatrics regarding face coverings and PPE, as well as that provided by government entities. Under the current county order and following CDC guidance, all employees and students will be required to wear approved face coverings while on campus. We will continue monitoring guidance from the AAP, CDC, and local and state governments, and we will provide families with the minimum standards for face coverings in back-to-school communications.

IN CASE OF ILLNESS

- To ensure the well-being of everyone, the following protocols will be implemented. Families and employees must adhere to these to help protect the health of our community:
 - Daily at-home health screenings
 - Adherence to hygiene protocols
 - Wear face coverings and observe physical distancing protocols
 - Respond to any health concerns by contacting your health care provider.

As we receive additional guidance from health and government officials, we will update the community with new protocols.

- If a person identifies symptoms of COVID-19 during a home screening, he or she must contact their health care provider.
 - new onset cough or shortness of breath by themselves OR at least two of the following:
 - fever (100°F or higher)
 - chills, muscle pain
 - sore throat
 - loss of sense of smell or taste
 - gastrointestinal symptoms of diarrhea, vomiting, or nausea
- If a student or employee has a new symptom (e.g., new loss of smell only) with no other diagnosis to explain the symptom, he or she must remain home and talk to a health care provider about testing for COVID-19, even if it is the only symptom he or she is experiencing.
- If a student or employee exhibits COVID-19 symptom(s) while at School, the School Nurses will isolate ill students from routine clinic visitors who are in designated well and sick rooms in the clinic. Clinic staff will contact parents to pick up the student, and the family must follow directions provided by the staff.

Students and employees should not come to School if they become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case. If a student or employee tests positive for COVID-19, and the case is confirmed by DCHHS, the School will notify our community and will follow DCHHS direction.

SCHOOL- WIDE PROCEDURES

Our approach to risk reduction is a layered defense in which we take many individual steps to contribute to a healthier on-campus environment.

ENHANCED CLEANING PROTOCOLS

- In addition to following evening cleaning protocols, we will have a day porter on campus to sanitize surfaces throughout the day, including playground equipment.
- Employees will complete *Special Considerations for Infection Control in Child Care Settings during COVID-19*, a course offered by Texas A&M AgriLife Extension.

REDUCING CONTACTS

Throughout the school day, everyone on campus will practice physical distancing and adhere to the following guidelines to reduce contact with others.

- Student arrival and dismissal times will be staggered.
- SchoolPass will allow for contactless management of student arrival, dismissal, and carpool. Parents will receive instructions about setting up a family account and managing their children's attendance.
- School employees, rather than Middle School students, will assist with morning carpool while avoiding physical contact with arriving students.
- Everyone will practice physical distancing in classrooms.
- To begin the school year, faculty will rotate between classrooms for most classes, and students will remain in their classrooms throughout the day.
- Supplies and resources will not be shared between students.
- Locker rooms will be closed, and students will not dress out for P.E.
- No tutors, therapists, or third-party program providers will be permitted on campus. We will provide parents with guidelines for requesting tutoring room reservations for eligible children to meet virtually with these providers.
- Campus visitors will not be permitted except for business purposes.
- Items may not be dropped off for students with the receptionist.

SCHOOL- WIDE PROCEDURES

REDUCE GROUP SIZES

Our efforts to reduce group sizes to support the health and well-being of the community while on campus include:

- Students will be assigned one of six entry doors and will be welcomed individually into the building to maintain physical distance.
- Signage will indicate indoor walking paths as one-way.
- Students and teachers will eat lunch in classrooms.
- Fall day and overnight trips will be eliminated.
- Students will be permitted to use the restrooms in limited numbers.
- Students will be allowed to have their backpacks in classrooms.
- Recess groupings will be reduced, and students will rotate between play areas.



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STUDENT LIFE ON CAMPUS

We are creating multiple scenarios for our return to school. On the following pages for Lower School and Middle School, we describe the most restrictive version, which places students in cohorts. Cohorts are groups of students that remain as intact as possible throughout the day to limit student cross-over. Students will see teachers every day for live instruction when on campus.



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LOWER SCHOOL

PRE-KINDERGARTEN, TRANSITIONAL KINDERGARTEN, AND KINDERGARTEN (EARLY CHILDHOOD)

ARRIVAL/DISMISSAL

- Early Childhood students will enter at the Lower School carpool deck doors. A School employee will open and close the car door for the student.
- Lower School students will remain in classrooms until notified by SchoolPass that their cars have arrived, at which time they will exit through the Lower School carpool deck doors.

SCHEDULE

- Students arrive between 7:45 – 8:15 a.m. and depart at 2:30 p.m.
- Academic instruction begins at 8:15 a.m.
- Students will eat lunch in classrooms with their cohort. Weather permitting, classes will use outdoor recess areas.

COHORTS

Early Childhood students will be in a cohort with their homeroom teacher and classroom assistant. Students will remain with their cohort for all classes, recess times, and lunch.



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FIRST AND SECOND GRADES

ARRIVAL/DISMISSAL

- Students in first and second grades will be dropped off near the flagpoles and will enter from the door near the Early Childhood playground. Students will be required to independently open and close the car doors.
- Lower School students will remain in classrooms until notified by SchoolPass that their cars have arrived, at which time they will exit through the Lower School carpool deck doors.

SCHEDULE

- Students arrive between 7:45 – 8:15 a.m. and depart at 2:45 p.m.
- Academic instruction begins at 8:15 a.m.
- Students will eat lunch in classrooms with their cohorts. Weather permitting, cohorts will rotate through outdoor recess areas (e.g., field, playground, green space, Middle School donut) throughout the week.

COHORTS

Students will be in a cohort with their homeroom teacher. Students will remain with their cohort for all classes, recess times, and lunch. If we find it to be in students' best interest, we will revise cohort groupings when we return to school in January.



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LOWER SCHOOL

THIRD AND FOURTH GRADES

ARRIVAL/DISMISSAL

- Students in third and fourth grades will be dropped off by Parish Hall, proceed down the steps, enter through the front doors, and walk up the steps near the front desk. An alternate route will be planned for inclement weather.
- All Lower School students will remain in classrooms until notified by SchoolPass that their cars have arrived, at which time they will exit through the Lower School carpool deck doors.

SCHEDULE

- Students arrive between 7:45 – 8:15 a.m. and depart at 3:15 p.m.
- Academic instruction begins at 8:15 a.m.
- Students will eat lunch in classrooms with their cohorts. Weather permitting, cohorts will rotate through outdoor recess areas (e.g., field, playground, green space, Middle School donut) throughout the week.

COHORTS

Students will be in a cohort with their homeroom class. Students will remain with their cohort for all classes, recess times, and lunch. Teachers will rotate to provide instruction. If we find it to be in students' best interest, we will revise cohort groupings in January.



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MIDDLE SCHOOL

ARRIVAL/DISMISSAL

Middle School students will enter through assigned Middle School, cafeteria, and Main Gym doors. For dismissal, all Middle School students will remain in classrooms until notified by SchoolPass that their cars have arrived, at which time they will exit through the Middle School carpool doors.

SCHEDULE

- Students arrive between 7:30 – 8:00 a.m. and depart at 3:30 p.m. Academic instruction begins at 8:00 a.m.
- Students will follow an A-B day block schedule with longer class periods to leverage in-person time with teachers and to reduce the number of transitions in a school day. Learning will be structured as weekly modules, meaning assigned work will take place over the course of a week rather than only on days when a class meets. Students' schedules will be in effect regardless of where learning takes place – on campus or at home.
- Students will eat lunch in classrooms with their advisories. Weather permitting, advisories will rotate through outdoor recess areas (e.g., field, playground) throughout the week.

COHORTS

There will be four advisories per grade level; to begin the school year, we plan for students to attend most of their classes with the advisory. Two advisories per grade level will form a cohort to enable the re-grouping of students for instruction in classes such as world language. If we find it to be in students' best interest, we will revise cohort groupings in January.



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STUDENTS' SOCIAL AND EMOTIONAL WELL-BEING

Creating and maintaining a healthy campus environment is an essential responsibility, and attending to our students' social and emotional well-being is a key part of that charge. We are mindful that current circumstances have introduced uncertainty and a lack of control into children's lives, and children are responding to their environments in myriad ways. To meet students' and families' needs, we have restructured and expanded our student support services, a move that gives us ready access to more in-depth resources as we care for students' social and emotional health. As you prepare your family to return to School, please visit the resources on www.stjohnsschool.org.

STUDENT SUPPORT SERVICES

STUDENT FORMATION

To provide a more robust student-support program, we welcome Jane Hensley, LPC, to the St. John's team as Interim Director of Student Formation. She will guide the Student Formation Team's work in the areas of counseling, learning support, service learning, worship and pastoral care, social and emotional learning, and nursing. In this role, Mrs. Hensley will also serve as counselor, providing immediate on-site counseling. In addition, she will assist families with referrals for clinical care through the School's new partnership with The Housson Center and other local mental health professionals.

NURSING

As described in the Health and Safety section, we will meet significant health and safety standards when we return to campus. To do so, our clinic footprint will expand to include separate well and sick entrances and rooms, as well as two isolation rooms. We are also hiring additional clinic staff.

LEARNING SUPPORT

Our learning support team remains committed to assisting students who have diagnosed learning differences. Whether learning takes place on campus or remotely, the learning support team will be available to families. For risk mitigation purposes, tutors, therapists, and third-party program providers will not be permitted on campus. Mrs. Fulmer will provide families with guidelines for requesting tutoring room reservations for eligible children to meet virtually with these providers.

STUDENTS' SOCIAL AND EMOTIONAL WELL-BEING

SOCIAL AND EMOTIONAL LEARNING

Through our new partnerships with The Housson Center and the Institute for Social and Emotional Learning (IFSEL), we will continue nurturing the growth of an inclusive community where the dignity of every human being is respected through social and emotional learning and advisory programming. Our work with The Housson Center and IFSEL will help prepare us to meet students where they are when they return to School – whether on campus or at home. Parenting for the Present, a Housson Center partnership, will also provide educational programming for St. John's parents.

CHAPEL

The chapel experience is foundational to a St. John's education and will remain so. Our chaplain, Mr. Porcheddu, and early childhood chaplain, Mrs. Newsom, will create chapel experiences that adhere to health and safety protocols while attending to the spiritual enrichment of our students. We continue to monitor directives about in-person worship from the Episcopal Diocese of Dallas, the National Association of Episcopal Schools, and the Southwestern Association of Episcopal Schools, and we will evaluate our plans as we receive new information.



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ATHLETICS

St. John's Athletics will follow health guidelines for student-athletes and coaches this fall. We are working in collaboration with fellow ISAS schools and with guidance from athletics associations to develop a thorough approach to protect the health and well-being of our student athletes and coaches when they engage in sport and physical education activities. Our decisions will be informed by CDC guidelines for schools and youth sports, and they may change based on current trends, data, and needs.



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St. John's is committed to providing the best possible learning experience both on campus and when students are learning remotely. Our digital platforms will keep students and teachers connected when students participate in St. John's At Home and when the physical campus must close so that students may continue to learn, grow, and thrive.

SEESAW

For students in Lower School, Seesaw is the platform for student academic engagement, submission of student work, and parent communication.

MICROSOFT TEAMS

Middle School uses Microsoft Teams as the platform for presentation of learning modules, including class assignments. Teams also facilitates collaborative classrooms and lets students and teachers connect synchronously in a secure learning environment. This is the school-wide platform we will use to support our At Home and Remote Campus learning models by providing a live (synchronous) learning environment. Through live engagement between faculty and students via Teams, we will increase student participation and learning retention in remote circumstances.

FACTS

The school's web portal for grades and school information.

PREPARING FOR TRANSITIONS

At times, circumstances beyond our control will affect our ability to hold in-person learning on campus. Based on predictions from the CDC, we anticipate possible outbreaks of COVID-19 which could potentially impact on-campus programming in the future. In the event we are notified by government or health officials of the need to close the campus, school programming will continue remotely.

OUR COMMITMENT

If we are required to limit or restrict access to campus or parts of campus (for example, to restrict access for just one division), St. John's will transition to our Remote Learning Campus learning model. During any period of temporary remote learning, we remain committed to:

- Delivering on our mission
- Providing students with an exceptional learning experience
- Communicating clearly and consistently with our community



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LEADERSHIP TEAM

St. John's is committed to delivering our mission through an excellent educational experience primarily rooted in on-campus programming while also providing learning options for those who are unable to be on campus due to health risks of the student or a family member. To safely and effectively return to School, St. John's is assessing health protocols, acting decisively, and developing guidelines and procedures to effectively and efficiently serve our community. The following are our principles for returning to campus:

- Protect the health and safety of students and employees
- Be compliant with protocols established by local, state, and national health officials
- Use guidelines from the AAP, CDC and DCHHS
- Set clear expectations for the St. John's community
- Establish effective use of spaces and places to support physical distancing
- Provide students with familiarity of school routines for learning

MEMBERS

- Aaron Wallace, Director of Technology
- Chris Patterson, Chief of Staff
- Jayme Johnson, Head of Lower School
- John Walker, Dean of Students and Director of Athletics
- Karla Wigley, Director of Advancement
- Linda Wilson, Director of Finance
- Lynn Granello, Director of Auxiliary Programs
- Meshea Matthews, Head of School
- Michael Via, Chief Enrollment Management Officer
- Pam Jordan, Head of Middle School
- Sue Trumbo, Director of Operations and Human Resources
- Susan Brower, Chief Culture, Strategy, and Communications Officer

HELPFUL RESOURCES

- Centers for Disease Control and Prevention, Coronavirus Disease 2019 (COVID-19)
<https://www.cdc.gov/coronavirus/2019-ncov/about/transmission.html>
- Centers for Disease Control and Prevention Considerations for Schools:
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>
- Return to Work/School after COVID-19 diagnosis with/without test and/or symptoms:
<https://www.cdc.gov/coronavirus/2019-ncov/hcp/disposition-in-home-patients.html>
- World Health Organization: <https://www.who.int/publications-detail/considerations-for-school-related-public-health-measures-in-the-context-of-covid-19>
- American Academy of Pediatrics COVID-19 Planning Considerations for Return to In-Person Education in Schools: <https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/covid-19-planning-considerations-return-to-in-person-education-in-schools/>
- Parenting in Place Masterclasses, August 5: A Conversation about Back-to-School
<https://www.parentinginplacemasterclass.com/>
- Mood-Boosting Tips for Families During the COVID-19 Pandemic
<https://www.healthychildren.org/English/health-issues/conditions/COVID-19/Pages/Mood-Boosting-Tips-for-Families-COVID-19.aspx>
- 8 tips for managing children’s anxiety about COVID-19:
<https://www.childrens.com/health-wellness/8-tips-for-managing-childrens-anxiety-about-covid-19>
- 7 tips to help your child wear a face mask:
<https://www.childrens.com/health-wellness/7-tips-to-help-your-child-wear-a-face-mask>
- Helping Kids Get Used to Masks: <https://kidshealth.org/en/parents/coronavirus-masks.html>

GLOSSARY OF TERMS

ASYMPTOMATIC

Showing no symptoms of disease. A person infected with the virus can be asymptomatic because they are in an early stage of infection and symptoms have not yet developed (“pre-symptomatic”), or they may not develop any symptoms at all during their infection.

COVID-19

The name of the disease caused by the novel coronavirus, SARS-CoV-2, and is short for “Coronavirus Disease 2019.”

COMMUNITY TRANSMISSION/SPREAD

Infections identified in a given geographic area without a history of travel elsewhere and no connection to a known case.

CONTACT TRACING

The process of identifying, assessing, and managing people who have been exposed to a contagious disease to prevent onward transmission.

CORONAVIRUS

A family of viruses that cause illness ranging from the common cold to more severe diseases, such as Middle East Respiratory Syndrome (MERS-CoV) and Severe Acute Respiratory Syndrome (SARS-CoV). The novel coronavirus recently discovered has been named SARS-CoV-2 and it causes COVID-19.

DRIVE THROUGH TESTING

Individuals remain in their vehicles, and medical staff in protective gear come to administer the swab test and the swabs are sent to a laboratory for testing.

DROPLET TRANSMISSION/SPREAD

A mode of transmission for a contagious disease that involves relatively large, short-range (less than 6 feet) respiratory droplets produced by sneezing, coughing, or talking.

FLATTENING THE CURVE

Slowing a virus’ spread to reduce the peak number of cases and related demands on hospitals and infrastructure.

GLOSSARY OF TERMS

HOME ISOLATION

Persons with COVID-19 who have symptoms or laboratory-confirmed COVID-19 who have been directed to stay at home until they are recovered.

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

ISOLATION

Separating sick people with a contagious disease from those who are not sick.

MASK/FACE COVERING

A protective covering made of fiber or gauze and fitting over the nose and mouth to protect against dust or air pollutants, or made of sterile gauze and worn to prevent infection of the wearer.

PANDEMIC

An epidemic that has spread over several countries/continents, usually affecting a large number of people.

PHYSICAL DISTANCING

Measures taken to reduce person-to-person contact in a given community, with a goal to stop or slow down the spread of a contagious disease. Measures can include working from home, closing offices and schools, canceling events, and avoiding public transportation.

QUARANTINE

Separating and restricting the movement of people exposed (or potentially exposed) to a contagious disease.

SELF-QUARANTINE

Staying home and away from other people as much as possible after exposure.

SHELTER IN PLACE

All residents must remain at their place of residence, except to conduct essential activities, essential businesses, and essential government functions.

SYMPTOMATIC

Showing symptoms of disease. The most common symptoms of COVID-19 include: cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, new loss of taste or smell, and gastrointestinal symptoms of diarrhea, vomiting, or nausea.