



WELCOME HOME

We are excited to welcome our students back for the 2020-2021 school year!

OVERVIEW

Our Welcome Home Plan outlines procedures and policies for a safe return to school. The document has been created utilizing the latest information available and the focus has been on the health and well-being of our community. This plan has been designed to be flexible enough to allow modifications should new information be received, or government or Diocesan mandates change. What will not change is our commitment to our students, the mission of our school, and the belief that strong relationships are paramount.

The COVID-19 virus stretched us all to the limit, however, we learned how strong our community is. While there were many challenges we also found silver linings along the way. What we learned is that together we can weather anything and come out stronger and more connected than ever. We will continue to build on our strengths, work together #TheSanJoseWay, and meet the needs of our students and families.

DAILY DROP-OFF/CARLINE PROCEDURES

- ❖ Early Arrival/Morning Carline/Parent Drop-off
 - For the safety of our community, at present, parents will not be permitted to walk their students to the classrooms. We will continuously reevaluate this as circumstances change.
 - All students must be dropped off each day through the carline.
 - Carline will begin at 7:30 a.m.
 - The temperature of each student will be checked upon entrance to ensure it is under 100.4 degrees.
 - Students will be escorted by a school employee to their classrooms in small groups upon arrival on campus.
 - Student safety patrols will be required to wear face coverings.
 - Students arriving late need to check-in through the School Office. They will have their temperature checked, and a school employee will escort them to their classroom.
- ❖ Afternoon Carline

- All students must be picked up in the carline unless staying for Extended Day or afterschool activities.
- Students will wait in multiple designated areas to maintain small groups, socially-distanced.
- At present, parents will not be permitted to pick their students up from the designated areas.
- Students that are not picked up through the carline will go to Extended Day. See the Extended Day section below for procedures.

USAGE OF FACE COVERINGS

- ❖ All adults, including employees, parents, and vendors, must wear a face covering while on campus.
- ❖ Disposable masks are available in the School Office if needed as a courtesy.
- ❖ Face masks, including face shields, have been provided to all employees.
- ❖ We will follow the most current government mandate in place as it relates to the use of student face coverings.

LEARNING ENVIRONMENT

- ❖ The physical distance between students will be maximized.
- ❖ Desks, tables, and frequently touched surfaces will be cleaned regularly.
- ❖ Students will be taught how to socially distance during the school day.
- ❖ Through the use of videos and other methods, students will be shown handwashing techniques and will be required to wash hands or use hand sanitizer prior to snack and eating lunch. Hand sanitizer will be used throughout the day.
- ❖ Where possible, students will remain in the classroom during the day to reduce hallway travel. **We will begin a phased-in approach of going to resource classrooms. Rooms will be sanitized after each group leaves and classes will remain separate.**
- ❖ Outdoor spaces will be utilized as much as possible throughout the day and schedules will be created to minimize the number of groups using those spaces at the same time.
- ❖ Recess is a very important part of your child's day and they will continue to have free play. **We will begin a phased-in approach of combining grade level classes outside for recess and PE.**
- ❖ A virtual learning option will be offered to families that are not yet comfortable sending their child(ren) physically to our campus.

SANITATION AND HYGIENE

- ❖ Frequent cleaning of facilities and equipment will occur throughout the day.
- ❖ Hand washing signs have been posted in all school restrooms.
- ❖ In addition to hand sanitizer and cleaning products in each room, sanitation stations will be placed around the school campus.
- ❖ Water filling stations will be sanitized throughout the day. Please send your student with a reusable water bottle each day. The water fountain drinking component will not be available for use.
- ❖ Lunchroom tables will be disinfected following every use.

- ❖ Cleaning supplies, including disinfecting wipes and gloves, have been placed in each classroom and throughout the entire campus.

LUNCH

- ❖ Lunch sessions have been modified to allow for social distancing and sanitation between lunch periods in the Parish Center.
- ❖ Each classroom group (students and teacher) will remain together during lunch. Classes will not commingle.
- ❖ Lunchroom tables have been set up to allow for social-distancing and the keeping of classrooms together.
- ❖ Classes will also utilize our many outdoor areas that are available, when possible.
- ❖ At this time, in an effort to keep the same groups together, parents will not be able to attend lunch with their child(ren).

FIELD TRIPS

- ❖ Field trips have not been scheduled through December 2020.
- ❖ The feasibility of field trips following the Christmas Break will be evaluated at a later date based on availability at that time and the most current advisories on travel.

CHAPEL

- ❖ We will follow the current state government, local government and Diocesan regulations.
- ❖ Chapel groups will be minimized.
- ❖ Music will be limited to instrumental only. There will be no singing until Diocesan mandates change.
- ❖ *Early Explorers:* Classes are attending on a rotating basis. The service is recorded and sent to all Early Explorer classes for viewing.
- ❖ *Lower and Upper School:* Grade-levels will attend chapel in person on an alternating schedule with only one grade physically present, socially distanced and wearing masks. When not physically in the church the service will be live-streamed in the classrooms. Chapel will only consist of Father Britt's Chapel Chat at this time. At this time there will be no Eucharist, including communion or physical exchanging of the Peace.

ATHLETICS

- ❖ Details regarding fall and spring athletics have not been determined at this time, pending decisions made by the North Florida Independent School Athletic Conference (NFISAC) league.
- ❖ Athletics will be scheduled with COVID-19 precautions as determined by the NFISAC league.

AFTERSCHOOL ACTIVITIES

- ❖ All non-SJEDS instructors will check-in at the School Office to have their temperature taken.
- ❖ Parents that pick up their child(ren) directly from afterschool activities must wear a mask.
- ❖ Some afterschool activities participants may be required to wear masks due to the number of participants and the space that is utilized.

- ❖ All health and safety policies and procedures followed in school will also be observed.

EXTENDED DAY

- ❖ Groups will be kept together in their designated area.
- ❖ Each group will have a separately designated playground time.
- ❖ Handwashing or use of hand sanitizer will occur prior to snack time and between transitions.
- ❖ Extended Day staff will utilize disinfecting products on surfaces following each use.

COVID Illness Policy:

- ❖ Students must be fever-free (less than 100.4°) for 24 hours without the use of medication before returning to school. Also, if a child has two of the following COVID symptoms (fever, sore throat, chills, muscle aches, decrease in smell or taste) or a cough, difficulty breathing or shortness of breath, the student will not be permitted back to school unless a note from a doctor is submitted with an alternative diagnosis (i.e. strep throat, ear infection, allergies, etc) OR documentation of a negative COVID-19 test. If the child is not seen by a doctor, the student will need to stay home for at least ten days and not return until 24 hours fever-free with no medications.

MANAGEMENT IF TESTED POSITIVE FOR COVID-19

- ❖ Should a person in our school community test positive for COVID-19, the school will immediately contact the Duval County Health Department (DCHD). DCHD will handle all aspects of the investigation, including tracing and, if necessary, the need to quarantine a group of individuals. Please note that SJEDS will keep all aspects of the investigation confidential as it will be entirely executed by the DCHD.

RESOURCES USED IN PREPARING THIS DOCUMENT

Our plan is based on research and recommendations which include the following sources:

- ❖ American Academy of Pediatrics
- ❖ Center for Disease Control (CDC)
- ❖ Episcopal Diocese of Florida
- ❖ Florida Council of Independent Schools (FCIS)
- ❖ Florida Department of Education
- ❖ Florida Department of Health
- ❖ Governor Ron DeSantis, State of Florida
- ❖ Harvard Healthy Buildings Program Schools for Health
- ❖ Independent School Management (ISM)
- ❖ Mayor Lenny Curry, City of Jacksonville
- ❖ National Association of Episcopal Schools (NAES)
- ❖ National Association of Independent Schools (NAIS)
- ❖ National Business Officers Association (NBOA)