THE ROAD BACK
A GUIDE TO CAMPUS REOPENING

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**Mission**

Whether in person or remotely, Augusta Prep will always aim to live our mission to **develop the intellect, talents, and character of our well-rounded, engaged students who embrace personal responsibility, global perspective, and service to others.**

Augusta Prep is committed to delivering our mission through on-campus, in-person programming within Centers for Disease Control, Georgia Department of Education guidelines, local Health Department guidelines. And in these uncertain times, we recognize and respect each student and family’s needs, desires, and comfort level. With that in mind, we have done significant work to ensure that we are prepared and flexible to support students off campus via technology.

**Guiding Principles**

To bring all members of our community back to campus safely, we are working within what we know to be:

- Permitted - Adhering to CDC Guidelines, executive orders, etc.
- Possible - Re-imagining space, time, and instructional methods.
- Prudent - Establishing safety, sanitization, and spacing protocols.

**Orientation and First Days**

In order to bring all our students back to school with time to train and adjust to new safety procedures.

The Toddler Two program for the 2020-2021 School Year will begin on Monday, August 3rd.

Lower School students PS-2nd grade will have some socially distanced class gatherings on Thursday, August 6:

- Playdate PS 9:00 am - 10:00 am
- Playdate PK 10:30 am - 11:30 am
- Playdate/Yearbook signing for 2nd grade 10:30 am - 11:30 am

Lower School students in K-4th grade will have some socially distanced class gatherings on Friday, August 7:

- Playdate/Yearbook signing for K and 1st 10:00 am - 11:00 am
- Yearbook signing for 3rd and 4th grade 10:00 am - 11:00 am

All students in grades 5-12 will attend our safety procedures training on Thursday, August 6 or Friday, August 7.

Students in grades PS-4th grade will attend a virtual school meeting on Monday, August 10th.

Classes begin Monday, August 10 for Middle School and Upper School.

Classes begin Tuesday, August 11 for students in PS-4th grade with staggered start (tba).
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## STUDENT SAFETY PROCEDURES
### TRAINING AND ORIENTATION

<table>
<thead>
<tr>
<th>Grade Level</th>
<th>Date</th>
<th>Time</th>
<th>Location</th>
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<tbody>
<tr>
<td>5th and 6th</td>
<td>Friday, August 7</td>
<td>9 am - 11 am Students new to Prep arrive at 8:30</td>
<td>Middle School</td>
</tr>
<tr>
<td>7th and 8th</td>
<td>Friday, August 7</td>
<td>Noon - 2 pm Students new to Prep arrive at 11:30</td>
<td>Middle School</td>
</tr>
<tr>
<td>9th and 10th</td>
<td>Thursday, August 6</td>
<td>10 am - Noon</td>
<td>HFAC</td>
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<tr>
<td>11th and 12th</td>
<td>Thursday, August 6</td>
<td>Noon - 2 pm</td>
<td>HFAC</td>
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Lower School students will receive training on Monday, August 10th via a virtual orientation:
- New Parents Orientation - 9:00 am
- Welcome Back Assembly for All Families - 10:00 am
- Classroom orientations with teachers starting at 10:30 am

*Invites will be sent out early August for these virtual events.*
With careful and deliberate oversight by Augusta Prep’s Safety Committee (see page 16 for members), the school has made a number of adaptations both to campus, daily operations, and community norms to increase safety and wellness in our community. These include (but are not limited to):

- De-densification of classrooms to allow for appropriate social distancing
- Implementation of health screening protocols
- Addition of outdoor classroom spaces
- Re-configuration of large indoor spaces to accommodate classes
- Addition of plexiglass dividers for spaces where social distancing is challenging (Commons)
- Redistribution of lockers to allow for distancing
- Floor markings to reinforce social distancing
- New signage to educate students on proper hygiene and actions to limit spread of COVID-19
- Face covering requirement and usage guidelines
- Limiting parent and visitor access to classroom buildings
- Minimizing large group gatherings
- Updated health standards
- Updated social norms (no sharing of equipment, food, etc.)
Academics:
Augusta Prep will continue to provide a top-quality academic experience that meets the needs of each individual learner, whether working on campus or remotely. We are opening in person and will be flexible to work with families that may need a student to learn from home via “live feed” or other technologies.

Athletics:
Currently, athletic teams are meeting for socially distanced training sessions that follow strict guidelines and procedures established by Prep’s Safety Committee, in compliance with GISA and GHSA guidance. We are still awaiting additional information regarding formal competition for 2020-21. Look for our Athletic Director to communicate more details when we know more.

Arts:
Visual arts studios have been reconfigured to allow for regular student use. Our performing arts faculty are revamping programs and facilities to increase safety for students while maintaining a high-quality and highly enjoyable experience for all. We recognize the risk associated with choral events and live performances and are taking steps to reduce those risks.

Clubs & Organizations:
We anticipate that clubs and organizations will be able to comply with guidelines and protocols, and that these offerings will remain a robust component of the Prep experience both online and in person.

After School Programming:
We have learned a lot from conducting our Camp Cavalier summer programs over the last few weeks. We are committed to ensuring our Conservatory, Extended Day, and Enrichment Programs maintain their quality while prioritizing the health and safety of our students and staff. As classroom protocols are finalized, these guidelines will also apply to after school programs. Offerings will be updated and published in the coming weeks.
Guiding Philosophy:
While Augusta Prep knows that students and teachers work best together in person and on campus, we recognize and respect that individual student and family circumstances may result in an inability to attend classes on campus for short or extended periods.

Ensuring Access:
Augusta Prep has taken steps to ensure that all students will have access to their academic program, regardless of ability to be physically present on a given school day. Augusta Prep will use technology to extend the reach of the classroom beyond the physical space on campus to provide access to a student working remotely (via live stream or other technologies) and ensure their ability to remain up-to-date with their studies.

Communication & Planning:
Each student, family, and circumstance is unique. Division Heads and teachers will liaise with each family as needed to ensure the success of students working remotely. We welcome your outreach (see page 12 for contact information).
Maintaining a healthy environment for our students, employees, families, and community is a shared responsibility. Augusta Prep respectfully requests and expects student and parent partnership in the following efforts:

**Cavalier COVID Community Commitment**

All employees and families are asked to read, acknowledge, and sign the community pledge at the end of this document. This document will be provided electronically via the My Augusta Prep portal.

**Employee Testing**

All employees will be asked to be mindful of travel and visits to certain establishments the two weeks prior to students arriving on campus and be tested for COVID-19 the week before students arrive on campus.

**Daily Screenings**

Students are encouraged to self-screen at home (temperature check, review of key symptoms), and all students will have a temperature check upon arrival.

**Visitor Control**

Parents and visitors are asked to not enter the school buildings, rather call first to make arrangements for any needs.

**Healthy Spaces**

Each division has created a separate and private space where students experiencing symptoms can meet with our full time school nurse for symptom assessment. Students will receive division-specific training and reminders on how best to access the nurse when needed.
Face Covering (Mask) Usage

Face coverings are an important way we, as a community, can slow the spread of the virus and protect each other. Students are required to bring two face coverings to school with them each day. Face coverings will be worn by faculty and students when social distancing cannot be guaranteed.

We understand that prolonged use of cloth face coverings could be difficult and even inappropriate for some students, and we hope to provide flexibility based on meeting physical distancing criteria. We also know there will be students on campus who will wear face coverings for longer periods of time, including students who are directed to do so by their health care providers.

Increased Sanitization

Regular and thorough hand washing will be encouraged, and additional hand sanitizing stations have been installed. High-use surfaces will be sanitized throughout the day.

Minimizing Transmission & Required Departures

If a student is found to be experiencing significant symptoms (including but not limited to running a fever, coughing or experiencing shortness of breath), they will not be permitted to return to class. Appropriate arrangements will be made for the student to depart campus, and the student will remain in isolation until departure. Detailed health procedures regarding COVID-19 will be provided in each Division Student-Parent Handbook.

Social-Emotional Support

Our faculty understands that the wellness of our students is important. We are aware that each child may be experiencing complex thoughts, feelings, and perceptions regarding COVID-19 depending on stages of development. We strive to attend to the unique experiences of each student in order for them to better adapt and meaningfully cope with the new normal. Therefore, our faculty continues to work closely with our counselors in order to attend to the diverse social and emotional needs of children and families during this time.
Should My Student Come to Campus or Not?

Has the student been in close contact with someone who has tested positive for COVID-19?

- Yes: Student should remain home. Inform appropriate school division. In accordance with CDC recommendation, student should quarantine for 14 days.

Has the student tested positive for COVID-19?

- Yes: Student should remain home, follow advice from the doctor, rest and recover. Inform the appropriate school division. A doctor’s note of clearance is required before return, which is 10 days after positive test at the earliest for asymptomatic students. For symptomatic students, a doctor’s clearance, being fever-free without medication for 72 hours and symptoms have improved and it’s been 10 days since symptoms first appeared.

Does the student present symptoms of COVID-19?

- Yes: Student should remain home. Contact their doctor. Rest and recover.

Does the student feel ill or present symptoms of illness?

- Yes: Student should remain home, monitor symptoms, rest and recover. Inform the appropriate school division.

Has the student been fever-free without medication for 72 hours and symptoms have improved and it’s been 10 days since symptoms first appeared?

- Yes: Call the nurse the day before returning to school.
While Augusta Prep will make every effort to remain open and operational for in-person learning, there may be circumstances or governmental directives that result in a need to shift to virtual learning. We have taken proactive steps to ensure instructional continuity and student success should any such shift be required.

Our Plans & Preparations

Our updated Instructional Continuity Plans (ICPs) have been informed by feedback from students, parents, and faculty based on their lived experience in the spring of 2020. This feedback has also guided the professional development, faculty training, and technology enhancements that are ongoing this summer. Families can rest assured that during any period of temporary virtual learning, Augusta Prep remains committed to:

- Living and fulfilling our mission
- Providing a supportive and challenging student-centered experience
- Partnering with parents through clear and consistent communication

Tuition & Fees

If your family has experienced an economic impact due to the COVID-19 pandemic, please contact Doreen Layug, Director of Admissions and financial aid, at 706-434-2504 to learn how Prep might assist your family. Augusta Prep partners with DEWAR to provide tuition insurance for students who are in attendance for 14 consecutive calendar days. For families on monthly payments, insurance is required and included in your payment. Families who pay in full in August have the option to purchase insurance. If interested please contact Laura Fuller at 706-434-2506. The Augusta Prep Board of Trustees continues to evaluate options for families should Augusta Prep not be able to deliver the full in-person program for a large portion of the 2020-2021 school year. Note that Prep is an independent school, can exercise that right, and parts or all of the school may stay open even if public schools are ordered to close.
Augusta Prep’s faculty pivoted quickly to deliver instructional continuity online this past spring, and we have continued to develop our skills, abilities, and methods through robust and intentional professional education efforts. This investment of faculty hours and effort to be *even better* at our craft will result in returns in the form of student engagement and success if individuals, classes or the schools need to learn online.

**Professional development pursuits have included:**

- Global Online Academy (GOA) Bootcamp
- NCAIS *Reimagining Schools* Program
- Google Certifications
- Advanced Placement Course Institutes
- NAIS and SAIS Virtual Seminars focused on community health & wellness
- Benchmarking & best practices research focused on safe operation of extra curriculars (athletics & arts)
- Training for the Seesaw learning platform for teachers in grades PS-2nd
This document was intended to answer the most common questions about our return to school this fall. Further details will be provided in the school division handbooks. Should you have questions, do not hesitate to reach out to the respective contact below:

- Head of Lower School: Julianne Ingram julianne.ingram@augustaprep.org
- Head of Middle School: Monica Messner monica.messner@augustaprep.org
- Head of Upper School: Andy Gyves andrew.gyves@augustaprep.org
- Director of Extracurricular Activities: Kenietha McRae kenietha.mcrae@augustaprep.org
- Athletic Director: Harry Bacheller harry.bacheller@augustaprep.org
- Director of Admissions and Financial Aid: Doreen Layug doreen.layug@augustaprep.org
- Director of Student Support: Dr. Kara Deaner kara.deaner@augustaprep.org

We can’t wait to see you!

NOTE: This is a “living document” and may change as medical professionals, public health practitioners, and government guidelines update their knowledge and practices regarding a novel virus.
All employees and families are asked to read, acknowledge, and sign the community pledge at the end of this document. This document will be provided electronically via the My Augusta Prep portal.

Augusta Preparatory Day School is committed to implementing health and safety precautions to mitigate the spread of COVID-19 in our school community while prioritizing the safety of our teachers, parents, and students, as well. Our school staff will be following the recommendations of the CDC and Health Department at school and in our personal lives. We are committed to balancing the need to provide a safe school environment with students’ developmental needs to socialize and develop a love of learning so that the predominant climate of our school remains positive and stress-free. But on any given day we represent only 20% of the on-campus community.

Students comprise the other 80% of the Cavalier Community so, parents, we need your help! Because we are such a close-knit community, we can’t do it without your support. To that end, we are asking Prep Families to voluntarily enter into this **Cavalier COVID Community Commitment** so we are all working as a team to keep each other healthy. We have the great fortune of being a responsive, dedicated, and caring community. By following these precautions together, we can decrease the chance of transmission and keep school open to serve your family.

**Prep On Campus Safety Measures**

Out of great respect for each employee and their personal assumption of risk, we commit to the following precautionary measures:

- Daily temperature checks
- Close monitoring of symptoms and isolation of symptomatic individuals
- Increased use of outdoor classroom spaces
- Social distancing (6 feet when feasible)
- Increased hygiene signage and hand cleaning supplies
- Teaching good hygiene techniques - especially proper hand washing routines
- Enhanced sanitation routines
- Face coverings (when appropriate and necessary)
- Non-essential visitors not permitted
- All off-campus field trips, including retreats and the 8th grade trip to Washington, D.C., are cancelled until the spring or when conditions allow
- Use of video or video conferencing for large group meetings
Family At Home Safety Measures

The following guidance is strongly recommended for each family to the greatest extent possible. Please read and provide your consent and support.

I acknowledge and understand that participation in school activities or programs at Prep during the COVID-19 pandemic presents certain risks beyond Prep’s control, and which may exist regardless of whether Prep controls or attempts to control such risks and even if Prep exercises the utmost care in trying to prevent anyone from getting injured or sick. To show my support and help the school community reduce the chance of transmission, my family and I commit to the following precautionary measures:

In public spaces, all members of my household commit to the following:

• Increased social distancing
• Minimizing close contact conversations to less than 10-15 minutes
• Wearing face coverings when social distancing measures are not available
• Monitoring for symptoms, or self-quarantine if chance of exposure, after international travel or domestic travel to an area experiencing widespread community transmission
• Hand sanitation after contact with high touch surfaces
• Hand washing during or after public activities

At home, all members of my household commit to the following:

• Monitor daily for symptoms of COVID-19: such as fever, runny nose cough, vomiting and diarrhea, temperature, loss of taste/smell, shortness of breath and refrain from sending a child to school if anyone in the household has these symptoms
• Reporting to the school nurse when there is a confirmed COVID-19 case in our family
• Disclosure and self-quarantine when known direct contact with a confirmed COVID-19 case
• Being mindful of travel choices over the next three weeks before returning to school
Acknowledgement of Risk & Personal Responsibility

“I acknowledge that I have freely chosen to enroll my child at Augusta Preparatory Day School ("Prep") for the 2020-21 school year. I understand that the school has taken reasonable precautions to protect parents, students, and staff from exposure to COVID-19. I further understand that despite those precautions there is still some risk of exposure.

I am permitting my child to participate in school activities and programs at Prep with this understanding and hereby knowingly and voluntarily assume all risks of injury, illness, death or damage related to COVID-19 which may arise as a result of my child’s voluntary participation and attendance of Prep. I understand Prep has no insurance that will pay or reimburse me for illness or injury expenses incurred as a result of my child participating in any programs while at school. Therefore, I accept full responsibility for all medical expenses for any injuries or exposure my family might receive by reason of my child’s attendance.

I further acknowledge that my child’s attendance may expose my family to COVID-19, and I assume any such risk, thus releasing Prep and all its agents from liability. I may discontinue my child’s on-campus attendance at any time in light of the risks I am assuming hereunder, while acknowledging that this attendance in no way impacts or releases me from my contractual enrollment agreement.

I also agree that by attending Prep, my family will fully comply with all such measures out of respect for the safety and health of the teachers and larger school community. I agree to take all reasonable safety precautions when in public spaces outside of school.”

Responsible Party Signature

Parent or legal guardian to __________________________________________

Printed Name _____________________________________________________

Signed _____________________________________________________________

Date ________________________________________________________________
• Charlotte Ealick, Committee Chair and Director of Technology
• Derrick Willard, Head of School
• Andy Gyves, Head of Upper School
• Monica Messner, Head of Middle School
• Julianne Ingram, Head of Lower School
• Kenietha McRae, Director of Extracurricular Programs
• Jennifer Blanchard, School Nurse
• Harry Bacheller, Athletic Director
• VJ Naples, Business Manager/CFO
• Oliver Spratt, Facilities Manager
• Chris Gay, Director of Communications
• Moe Bailey, Physical Education Department Chair

Additional Consultation Provided By:
• Dr. Varsha Kulkarni, MD - Pulmonologist (parent)
• Dr. Lauren M. Post, MD - Emergency Medicine (parent)
• Dr. Jennifer M. Willard, MD - Pediatrician