



New England Classical Academy

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Dear Parents,

The Reopen Planning Committee has been meeting weekly throughout July. We appreciate all who provided additional feedback by completing the survey. Responses made it clear that we cannot create a plan that will satisfy everyone. Therefore, we must make the best decisions we can for the school (based on the wide range of factors informing those decisions) and respect each family in making the best decisions for them.

Please review the following plans and expectations that the NECA administration has determined for the start of the 2020-2021 school year. These plans are subject to change as the school year progresses and the situation regarding the pandemic evolves. The Reopen Planning Committee will stay active as long as necessary.

Goals

- Provide high-quality classical education to K-12 students in-person.
- Take all reasonable precautions for maintaining health and safety for all members of the school community.
- Keep the school environment and routines as normal as possible in order to limit stress and anxiety within the school community.
- Work together to maintain the health and wellness of our community members and limit the spread of illness.

General Guidelines

- Maintaining a clean and healthy environment is our first line of defense. (details below)
- Screening will be a daily expectation for all faculty, staff, and students. (details below)
- Anyone (teacher/student) who develops symptoms while at school will be isolated and need to leave the school as soon as possible. Parents will be expected to give contact information for during the school day and have a plan in place for coming to get their child(ren) in a timely manner.
- Social distancing will be practiced in the school building. Classrooms will be arranged to allow for at least 3' of distance between everyone. Classes will be held outside as much as possible. Movement throughout the school will be limited. There will be no restrictions on outdoor play.
- Masks will be optional. If worn, they must be worn effectively. Students must refrain from touching their masks and will be expected to sanitize hands if they do. Masks cannot be reused

throughout the day; if they come off, then a clean one must replace it. Disposable masks must be placed in the trash anytime they are removed. Reusable masks must be placed in a designated backpack pocket once removed and cleaned before coming back to school. Students using masks should be sent with at least 3 clean masks per day. NECA will try to have a supply of masks available, but the expectation is that families will provide them. All masks must be latex-free. Masks should be solid color or simple designs that match the school uniform in accordance with the school dress code, which states; “Everything that is worn, and the manner in which it is worn, should complement the overall appearance of the uniform, not compete with or detract from it.”

- Handwashing will be mandatory on entering the building, as well as before and after eating, recess, and removing a mask. Additional handwashing and sanitizing will be encouraged. Students will be educated in good personal hygiene practices.
- Families are expected to report to the school if any member of the household has a confirmed case of COVID-19, has come in contact with a confirmed case of COVID-19, or has traveled outside of the New England states. All of this information will be kept confidential and will be used to reevaluate plans, especially for determining a need to shift to remote learning for a classroom or the whole school.
- Mrs. Sandy Carlson will serve as our COVID-19 Coordinator for the upcoming school year. She will be responsible for following updated information as it becomes available, monitoring case numbers in our local area, communicating with local and state health officials, answering questions from within the school community, etc.
- Any records of student health will be kept in individualized record files in order to ensure confidentiality.

Maintaining a Clean and Healthy Environment

- Daily sanitation of common spaces, per CDC guidelines. We will be updating our cleaning products/supplies and schedule – the committee is working on this and details will be communicated as soon as they are finalized.
- Disinfecting high-touch surfaces between activities/classes.
- Handwashing, proper mask usage, and personal hygiene (as stated above).
- Air purification and ventilation. We have new air purifiers for each classroom in addition to the building’s HVAC system.
- Students may not share food, beverages, utensils, school supplies, etc.

Screening

- Parents will be expected to screen their children for symptoms on a daily basis.
- Instructions and tracking forms for screening will be provided by the school.
- A second screening at the school will be implemented only if the at-home screening process is not being done properly throughout the community or if local cases increase.
- Teachers will be held to the same screening expectations as students. We are working on plans for covering teachers who have to stay home, but you should know that certain scenarios may

require that we cancel school that day (for the whole or for a particular classroom). If possible, we will do our best to offer a remote learning day in such situations.

- Visitors to the building will be limited and screened on arrival.
- Travel outside of New England requires a 14-day quarantine upon return.
- Any absences need to be reported to the school before the school day begins by calling the school. If a student is absent for more than 2 consecutive school days due to the screening process, then the school will require a notice from a medical professional before the student can return to school.

Arrival/Dismissal/Entry

- Students will enter and exit through the same door each day based on their grade level. Specifics will be provided closer to the start of school.
- Parents may walk children to the door but may not enter the building except through the office door to ensure screening occurs first.
- The only entry door outside of arrival/dismissal times (8:15a – 8:30a, 3:00p – 3:15p) will be the main office door (with the exception of before/after care drop off and pick up).
- We ask that any parents interacting on school grounds maintain social distancing.

Remote Learning

- We will be prepared to shift to remote learning temporarily if local cases of COVID-19 increase or if a suspected/confirmed case arises within the school community. NECA will be utilizing an online learning tool called Canvas that is being provided by the NH DOE to all NH schools for the next 3 years.
- We cannot offer a hybrid model or a partial (some students in-school, some students remote) model without putting undue burden on the faculty and/or parents.
- Students who need to stay home in light of the screening process will be sent assignments and expected to make up missed school work in accordance with the already existing attendance policy.
- Because we cannot effectively provide remote learning for individual students, any recreational travel that causes students to miss school will be not be accommodated.

Lunch

- All students are encouraged to bring their own lunch to school.
- Students should be able to open their own containers to avoid their teacher touching their food/beverage containers.
- We would like to keep pizza day as an option. Anyone serving will wear gloves and a mask, and will deliver the lunch to the classroom for the student (no lunch line).

Transport

- All families are encouraged to plan their own transportation to school.

- Families who need assistance transporting to/from school can make arrangements with the school administration.
- Transportation of students will be avoided as much as possible (field trips, etc.), but if the van is used to transport students short distances (i.e. to a gym across town for PE) then all passengers will wear masks.
- The van will be disinfected between uses.

We hope this communication answers most of your questions about what school at NECA will look like in the 2020-2021 school year. The Reopen Planning Committee will continue to meet weekly in preparation for the opening of school. Don't hesitate to send any questions for me to bring to the committee. In order to allow some extra time to prepare, ***the first day of school will be Wednesday, September 2*** (one week later than originally planned). I will be reviewing the full Academic Calendar and sending an updated version soon. The attendance and sick policies will also be updated in light of all of this before the school year begins.

Sincerely,

Liz Wilber, Executive Director