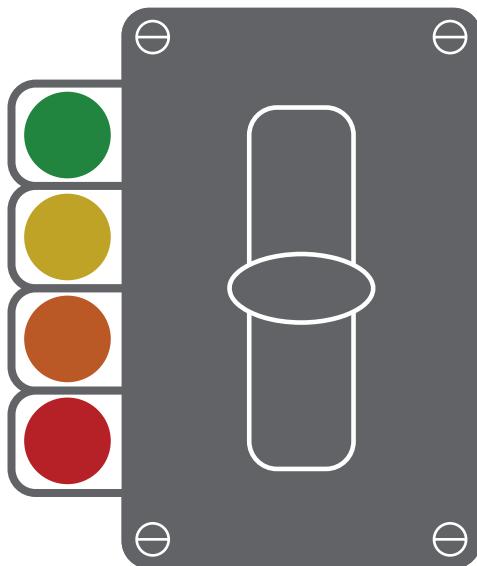


# **The Rock School**

**2020-2021**

*Campus Operations &  
Instructional Continuity Plan*



**ON CAMPUS  
OR ONLINE**  
**WE ARE THE ROCK**

## *From the Headmaster's Desk...*

TRS Community,

Our goal in formulating this plan for the 2020-2021 school year has been to mitigate the risks associated with COVID-19, while also maintaining the school's strong sense of community and belonging and creating an environment that continues to feel like a normal school.

We have monitored closely the guidance offered by the CDC, the American Academy of Pediatrics, and local health officials in designing our plan (and will continue to do so.)

We have invested in a new technology that will allow us to offer synchronous learning (i.e. learning from home alongside those in the classroom at the same time) to better serve students who are sick or who must quarantine at home. Synchronous learning will permit those online and those on campus to participate together along with the teacher.

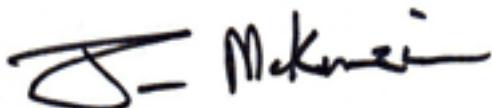
Although there is much that we cannot predict, we are confident that we have a plan that provides our students and families the greatest opportunity to enjoy a positive on-campus experience while serving those who, either by choice or by circumstance, are learning online at times.

Should it become necessary to transition to full-time remote learning, we have a proven model for continuous instruction in a virtual context.

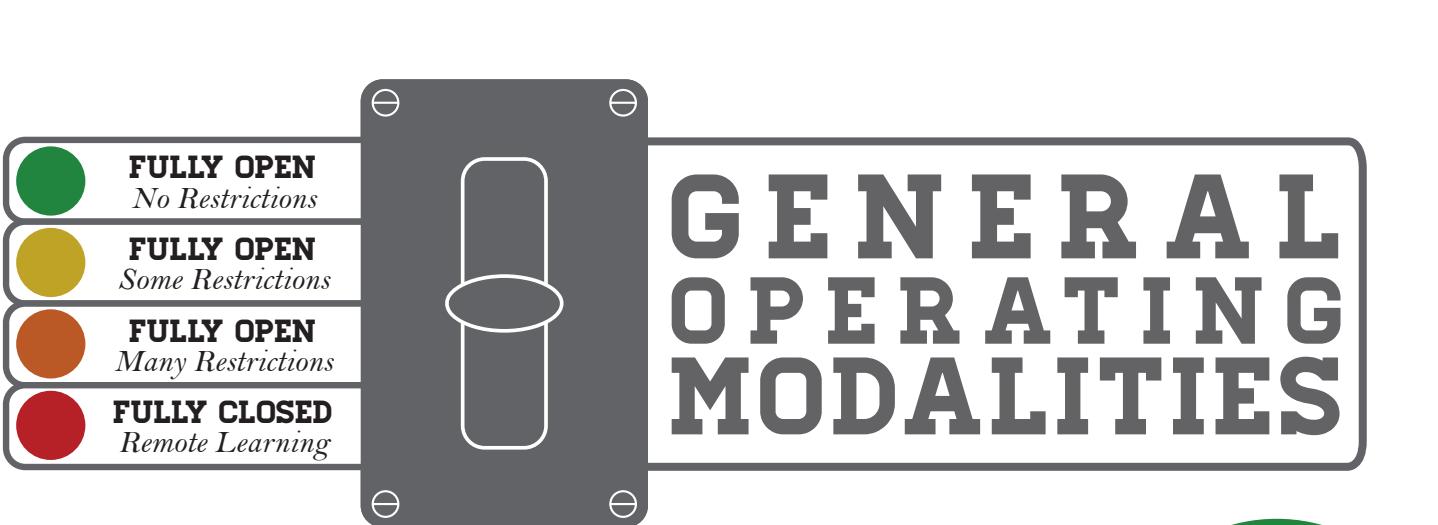
We'll continue to serve humbly as your trusted guide in this story of COVID-19.

On Campus or Online, #WeAreTheRock.

Sincerely,



Jim McKenzie, Headmaster



**GREEN**

Normal School & Class Schedules

- Large Group Gatherings Permitted
- Full Chapel Program
- Athletics, Arts, & Extracurriculars Operational
- Lunchroom Open
- Field Trips Permissible

**FULLY OPEN**  
*No Restrictions*

**YELLOW**

Normal School & Class Schedules Maintained

**Modifications:**

- Large Group Gatherings Limited
- Modified Chapel Program
- Athletics, Arts, & Extracurriculars Operational with Increased Precautions
- Lunchroom Closed
- Field Trips Canceled

**Requirements:**

- Masks for Staff & Students
- Health Screenings for Staff & Students
- Increased Cleaning
- Frequent Handwashing
- Increased Number of Sanitizer Stations

**FULLY OPEN**  
*Some  
Restrictions*

**ORANGE**

Modified School & Class Schedules Accommodated by Hybrid Scheduling & Blended Learning Options

**Modifications:**

- No Large Group Gatherings
- Alternate Chapel Program
- Athletics, Arts, & Extracurriculars Limited
- Lunchroom Closed
- Field Trips Canceled

**Requirements:**

- Masks for Staff & Students
- Health Screenings for Staff & Students
- Increased Cleaning
- Frequent Handwashing
- Increased Number of Sanitizer Stations

**FULLY OPEN**  
*Many  
Restrictions*

**RED**

Campus Closure

Transition to TRS Online (our online learning platform)

- Virtual Chapel Program
- Athletics Canceled
- Arts & Extracurriculars Moved Online

**FULLY  
CLOSED**  
*Remote  
Learning*

# ADDITIONAL INFORMATION

*for elevated  
levels of  
restriction*

## **FACILITIES & CLEANING**

- Our custodial staff has been trained and is ISSA-certified for proper cleaning to prevent the spread of COVID-19 and other infectious diseases.
- The campus and classrooms will be cleaned daily as well as between the use of spaces by different groups.
- Our HVAC system has air scrubbers installed campus-wide to reduce the transmission of bacteria and viruses. They have been proven to reduce the spread of the flu and other common airborne diseases.
- We will make use of our outdoor space for recess, breaks, lunch, and outdoor teaching.

## **COMMUNICATIONS**

- We will continue to communicate via e-mail and text with parents through our FACTS management system.
- All teachers in grades K-12 will continue to use Schoology to communicate with students (and parents) about coursework, assignments, and other daily instructions related to learning.
- In the event that we transition to remote learning, Schoology is the learning management platform that we will use to deliver all of our online instruction.

## **HEALTH & WELLNESS**

- Students & staff will be temperature-checked upon arrival each day to campus. Anyone with a temperature of 100.4 or higher will not be permitted to remain at school.
- It is imperative that students with any symptoms of illness remain at home.
- Masks will be required on campus for all staff, K-12 students, and visitors.
- A mask exemption will only be granted with a letter from a child's specialist (i.e. psychiatrist, pulmonologist, etc.) and not a general pediatrician.
- Students must provide their own mask. Surgical masks, cloth masks, and buffs are acceptable, but face shields are not.
- Students will wash hands or use hand sanitizer upon entering and exiting the classroom and before and after eating lunch.

## **COHORT MODEL**

- In grades K-8, the goal is to keep the same group of students together (cohort) to limit the potential spread of COVID from an infected student or staff member to a large number of students.
- Cohorts will be used in our Aftercare program as well.
- Due to the flexible scheduling used in our high school, the cohort model will only be partially implemented in grades 9-12.

## **LUNCHROOM & FOOD SERVICE**

- The lunchroom is closed.
- Students will eat in classrooms or outdoors.
- Online lunch orders will be prepackaged for "grab & go."
- The student kitchen area will be closed (no microwave access.)

## **RESPONDING TO A POSITIVE TEST OF COVID-19 BY A STAFF OR STUDENT**

When a staff member or student tests positive for COVID-19, we will consult with our medical advisement team and local health officials to determine the appropriate course of action. A positive test does not automatically mean that everyone in contact will be required to quarantine. We will evaluate all of the factors and make a reasonable determination on how to respond. We will maintain ongoing communication with parents, and we will provide transparency throughout the process. You will have the information you need to make informed decisions about your children's well-being.

## **MORNING SUPERVISION & DROP-OFF PROCEDURES**

- Morning Care will be supervised in the gymnasium, 7:00a - 8:10a. Students will sit by class to maintain our cohort model.
- Classrooms will open at 8:10a.
- Grades K-2 will enter at the main school entrance (covered awning).
- Grades 3-5 will enter at the modular building entrance (west doors).
- Grades 6-8 will enter at the front entrance (auditorium entry).
- Grades 9-12 will enter at the rear entrance (back staircase).
- Students will be screened and complete a temperature check using one of our touchless infrared thermometer scanners.
- Parents should drop off and not park or exit vehicles to escort children inside.
- Any person entering a school building must wear a mask.

## **AFTERSCHOOL DISMISSAL & PICK-UP PROCEDURES**

- K-2 will be picked up at the front of the building (formerly visitor parking).
- 3-5 will be picked up in front of the modular building.
- 6-8 will be picked up outside the school entrance (handicap parking area).
- 9-12 will be picked up along the sidewalk (next to the awning).
- Parents should not park or exit the vehicle to come inside to retrieve children.
- Grades K-5 can be picked up beginning at 3:00p.
- Grades 6-12 can be picked up beginning at 3:10p.
- Students not picked up by 3:20p will be escorted to Aftercare.
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## **ALL SCHOOL CHAPEL**

- Our "First Day of School" Chapel will be held outdoors for the entire school.
- Our modified Chapel protocol will limit students in the auditorium:
  - First Monday of the month: Grades K-2 in auditorium.
  - Second Monday of the month: Grades 3-5 in auditorium.
  - Third Monday of the month: Grades 6-8 in auditorium.
  - Fourth Monday of the month: Grades 9-12 in auditorium.
- The students not physically present in the auditorium each week will watch the live broadcast of Chapel together in their classrooms.

## **TRANSPORTATION & FIELD TRIPS**

- There will be no field trips scheduled for 2020-2021.
- All other vehicle use will be minimized.

