



Atlanta Jewish Academy
Flexible Learning Playbook

2020-2021
5780-5781

**Academic Plan /
Policies & Procedures**

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This playbook has been developed from a compilation of federal, state, and local guidelines for social gathering, recommendations for schools, and in consultation with health experts, Atlanta area Heads of School, state, regional, and national private school organizations including: American Academy of Pediatrics, Center for Disease Control, Georgia Department of Public Health, Georgia Department of Education, AJA Health & Safety Committee*, World Health Organization.



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Introduction

**We are together.
We are connected.
The AJA flame still burns bright.**

**In August, when we finally return to campus and will be
under one roof again, we will Reunite and Reignite!**

Dear AJA Families,

Take a look at our Reunite & Reignite Playbook. Here we have carefully mapped out the options and specifics to respond to an ever changing, uncertain public health scenario upon our return to campus. The first part of this book address the Academic Plan and the second part focuses on Health and Safety policies and procedures.

As the American Academy of Pediatrics (AAP) guides us, the Social-Emotional well-being of children is greatly impacted when they are not socializing with peers. Observational studies have shown that children have a very low rate of disease transmission. The AAP recommends that children can and should be kept in school. Everything possible needs to be done to keep students on campus, especially the ECD and Lower School provided there are safety measures in place to protect our children and staff.

Regardless of how the school year looks, there are some constants that I can guarantee. Our passion and commitment to academic excellence for your students, our love of AJA and our community and our commitment to the school and its long-term viability in Atlanta - these will not change.

As always, I am grateful for your partnership. Together, we have faced these challenging times and I know we can handle whatever comes our way with this pandemic.

I hope you are ready to reunite on campus in August - I know that I am!

L'shalom,

Rabbi Ari Leubitz
Head of School

We Believe...



...we are each created in the image of G-d, with unique potential.

...our diversity of practice and thought shapes our Jewish identities.

...a personal and ongoing relationship with Israel is integral to our Jewish identity.

...learning can happen independent of the school building.

...our flexible learning plan will help students continue on their learning paths and attain academic growth.

...in teaching to each student's developmental and academic needs in addition to the curriculum.

...adaptability/flexibility are key Habits of Mind that build resilience.

...creating a positive learning community is paramount to the process.

...timely and ongoing feedback is integral to the success of remote learning.

...this plan will be successful through the partnership of students, teachers, and parents.

...THE
HEALTH &
SAFETY
AND SOCIAL
EMOTIONAL
WELL-BEING
OF OUR
STUDENTS,
FACULTY
AND
FAMILIES
IS
PARAMOUNT.

Teaching/Learning Models

The plan is to **Reunite and Reignite** in August! We recognize that we do not have the luxury of time to wait to see how this pandemic shifts. We need to be ready to launch the right model at the right moment. As such, we have created two different teaching/learning models to be ready for both on campus and remote learning.

Adaptive Learning (on campus)



Students are on campus, with proper safety and distancing modifications. Divisions will be relocated throughout the building for safety, hallway traffic flows will change, schedules will be staggered, updated and enhanced cleaning procedures will be implemented and the number of students per room will be modified.

During Adaptive Learning, we will:

- Continue teaching to each student's developmental and academic needs.
- Limit length of time in the building with careful modifications of daily schedules.
- Control traffic patterns and division movement in the building.
- Establish rigorous cleaning protocols to maintain safe & clean facilities for our students and staff.
- Incorporate social distancing norms from our Safety Committee recommendations.
- Maximize facility spaces to reduce density of students and teachers.

Remote Learning



Using what we learned from our Spring Remote Learning months along with valuable feedback from parents and students in our RLP survey, we have made necessary changes for an optimal and safe learning environment for the students. As remote learning is more efficient in smaller groups, and there are diminishing returns the longer students are on Zoom - this model will have a shorter school day.

During Remote Learning, we will:

- Use remote learning (a blend of synchronous and asynchronous/online opportunities) to help students continue on their learning paths and attain academic growth.
- Continue providing learning experiences that are developmentally appropriate, and include non-screen based activities.
- Create a positive learning community outside of the classrooms.

Our Three Pillars



OUR FLEXIBLE LEARNING PLAN REFLECTS OUR THREE PILLARS:

SAFETY & WELL-BEING ACADEMIC GROWTH COMMUNITY

Safety & Well-being

- Whether in the classroom or remotely, we remain committed to providing a safe and healthy environment for our faculty, staff and students while still helping our students continue on their learning paths and maintain academic growth.

Academic Growth

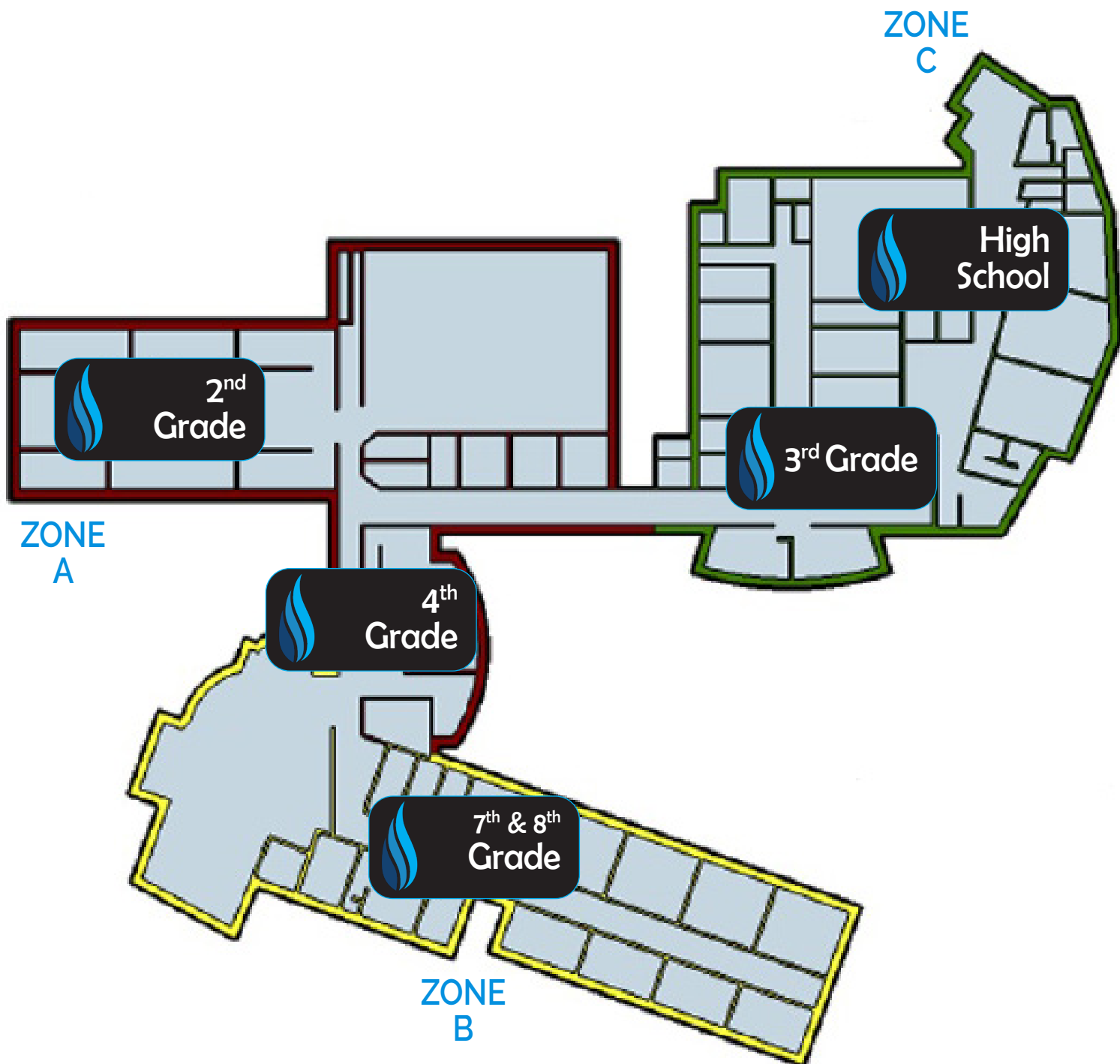
- Creation of multiple teaching and learning models.
- Identify student learning gaps & adjust practices to address needs.
- Plan various student schedules for each division.
- Continued focus on social & emotional well-being of students.
- These models have been created to offer instant flexibility to shift between them as quickly as needed.

Community

- Balance best practices related to health, safety & well-being of faculty & staff.
- Ensure continued support of the AJA mission and values.
- Increase professional development related to COVID-19 related topics.
- Continued Town Hall or Group Sessions to check in with families in our community
- School counselor led sessions during the school year, whether in person or virtual.

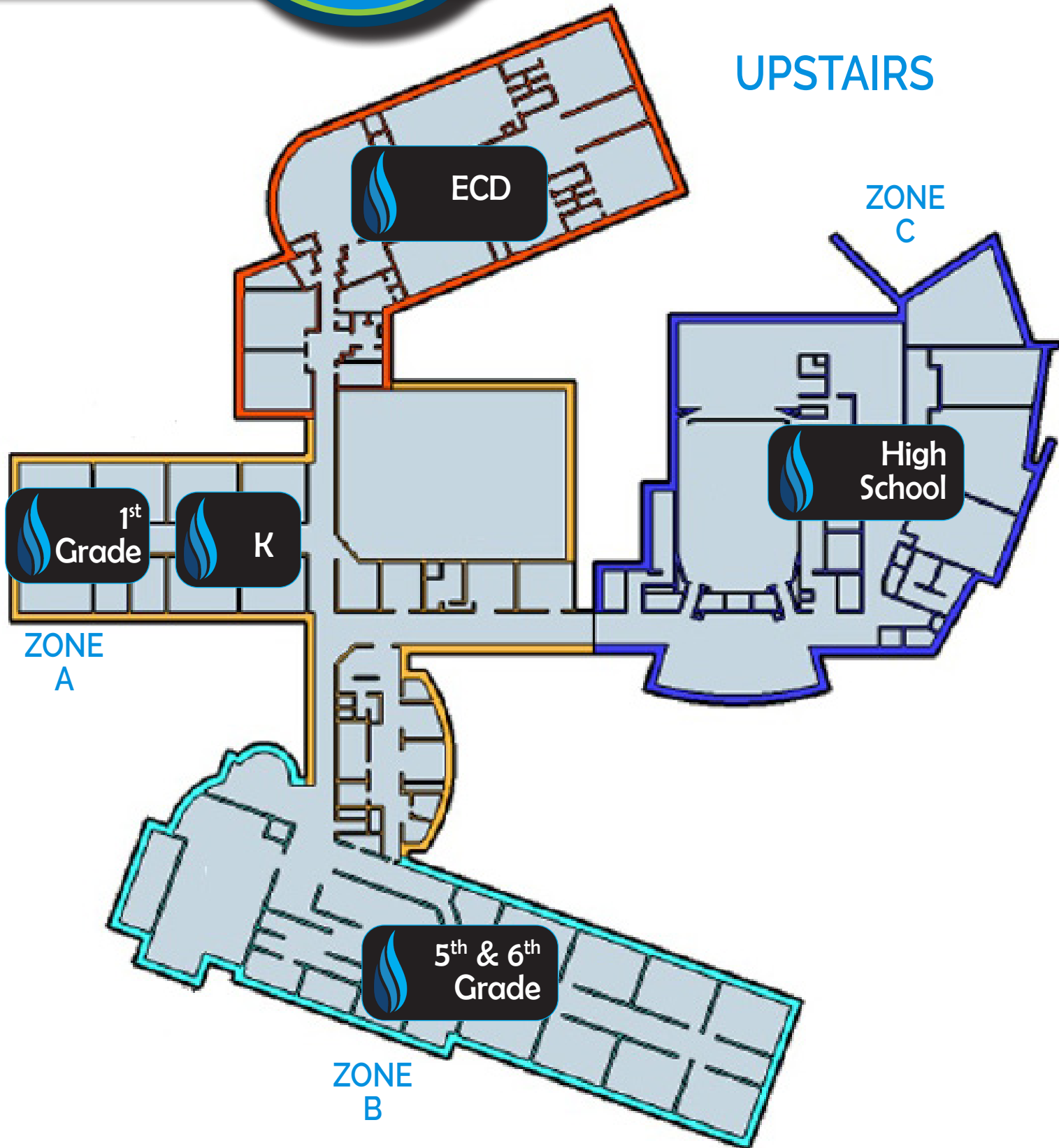
Grade & Division L

DOWNSTAIRS





UPSTAIRS



Adaptive Learning (on campus learning)



Morning Drop off for ECD

8:00 am Gate C opens / **8:15 - 8:45 am** Faculty get children from carpool

Afternoon Pick up for ECD

MON - THURS

3:00 pm Gate C opens / **3:15 pm** Faculty brings out children / **3:45 pm** Carpool ends
FRIDAY

1:30 pm Gate C opens / **2:00 pm** Faculty brings out children / **2:30 pm** Carpool ends

For the health and safety of all, parents or caregivers will NOT be allowed to walk their children into the building.

- » **ECD Drop off** / parents (wearing a mask) must get out to unbuckle students.
- » **ECD Pick up** / parents (wearing a mask) must get out to buckle students into seats.
- Formal learning and programming begins at 9:00 am.
- In addition to recess, the schedule will include daily outdoor learning periods.
- As we are keeping the students in specific small groups, we are unable to provide before and after care, for safety and health reasons.

Location:

- The current ECD will remain and expand into the current 1st and 2nd Grade as the **new self-contained ECD**. We are not planning to use the Kikar at this time.
- ONLY ECD students, and specific faculty and staff will be allowed in the ECD wing.
- Expanding into this space will minimize the number of children and staff per room.

Safety Protocols:

- The ECD has a very specific set of guidelines (toys will be sanitized and rotated daily, each child will have their own bag with supplies and their own bin for sensory experiences).
- No masks for children in K'far Alef and K'far Bet.
- K'far Gimel and K'tantanin children require masks when moving outside of the classroom or when entering/exiting the building.
- Ganon and Gan children need a mask at all times, with frequent mask breaks.
- ECD staff will wear clear masks and wipeable smocks.
- Students will have increased opportunities for thorough hand washing.

Snacks & Lunch:

- All snacks and lunches must be brought from home.
- Food can be sent in disposable bags or a reusable container that will need to be sanitized at home daily. Water bottles must be sanitized by parents nightly.
- All students will have lunch in the classroom.



Remote Learning (all remote classes)

School Hours

9:30 am - 1:45 pm

9:30 am - 12:00 pm

Monday -Thursday

Friday



Formal learning and programming begins at 9:30 am.

We acknowledge that Remote Learning is challenging for young children and their parents. Based on our parent survey, experience and research, we know that we need to provide:

- Weekly class meetings that allow children to see and interact with each other.
- Teacher-created instructional videos that parents can continually show at times that are convenient for them.
- Frequent, short, small-group instructional meetings.
- Scheduled time with specialists.

Special Additions:

- We are exploring ways for small-group face to face encounters between the children and teachers, and be social and connected at a distance.
- A virtual "Parents' Place" will be available.
- Each teaching team will send at least one weekly teacher-created instructional video, in addition to synchronous (in person) classes. Parents can play them when and as often as they want. We know the children love seeing their teachers!
- Prior to the start of school, all students will receive "AJA in a Bag." This will be a box of activities and supplies to be used only if we transfer to Remote Learning. This allows teachers to prepare for Remote Learning before school starts and to make sure each child has the necessary supplies, if needed. It will also be exciting for the child to open the box and see what is inside!

Extra ECD Connection Time:

- **Various evenings** - we will offer a fun evening Campfire storytime.
- **Fridays** - in celebration of Shabbat, we will hold a Shabbat Cooking class and ECD Oneg on Friday mornings.

Adaptive Learning (on campus learning)

School Hours

8:30 am - 3:35 pm

8:30 am - 2:15 pm

Monday -Thursday

Friday



- Gates open at 8:15 am for drop off and 30 minutes before dismissal daily.
- The day begins with Morning Meeting and Tefillah.
- Students alternate starting their day in General or Judaic Studies. They follow one schedule M-W-F and the other on T-Th. This is a carefully balanced schedule. M'silot students follow a modified version of this schedule.
- There will be one break in the morning and one in the afternoon. Breaks will be included in the schedule.
- Specialists are on a rotation. Each week, students will see the same specialist every day. Specialties include: Art, Drama, Science, PE/Recess, Technology.
- Students will not have lockers, to avoid group gathering in the hallways.

Location:

- 1st, 3rd and 4th Grade will relocate to the current 7th & 8th Hallway downstairs.
- 2nd Grade will relocate to the current 3rd & 4th Hallway near Glass Commons.
- The Library Learning Commons (LLC) will be used for small group learning.

Class Sizes:

1st Grade / 4 sections

2nd Grade / 5 sections including one M'silot class

3rd Grade / 4 sections

4th Grade / 2 sections

Academic support and enrichment continued to be offered at each grade level.
They are built into student's schedules as needed.

- Each section will have between 7-13 students with one teacher at a time. Smaller class sizes allow teachers to differentiate for all learners.
- Students will remain mostly in their classrooms, the teachers will rotate. Support and enrichment classes may take place in designated classrooms.
- Daily, students will go outside for Recess/PE and teachers will utilize outdoor spaces as often as possible.
- While still maintaining our program of Academic Excellence, students will interact with the fewest number of teachers possible.

Lunch: All LS students will have supervised lunch in the in the classrooms, and outdoors when available.



Remote Learning (all remote classes)

School Hours

8:30 am - 2:40 pm
8:30 am - 12:30 pm

Monday - Thursday
Friday



The school day begins at 8:30 am with Morning Meeting and Tefillah.

- Students will be supplied with a Chromebook for use at home.
- The remote day is shorter as it is developmentally appropriate for less screen time for younger students. Also, it does not include transition times usually in a school day.
- Synchronous sessions will be designed in 25 minute blocks throughout the school day.
- There will be a 10 minute break between sessions.
- Students alternate starting their day in General or Judaic Studies. They follow one schedule M-W-F and the other on T-Th. This is a carefully balanced schedule. M'silot students follow a modified version of this schedule.
- Specialties include: Art, Drama, PE, Technology. Specialists are on a rotation.
- Synchronous sessions will be paired with independent work time.
 - » During these times, Lower School specialists will be on screen live to offer assistance to students as they work independently on academic tasks.
 - » Students can engage with specialists to get academic assistance OR can take a screen time break if needed.
 - » Parents are encouraged to review daily schedules to know when this option is available to their student and make determinations of what is best.
- Students will submit work electronically and teachers will provide feedback through comments and student conferences.

Class Sizes:

1st Grade / 4 sections
2nd Grade / 5 sections including one M'silot class
3rd Grade / 4 sections
4th Grade / 2 sections

- Each section will be divided into half, with one teacher at a time.
 - » One section will be in synchronous session, the other will be with specialists.
 - » Specialists will provide guidance on academics AND teach a specialty 2x a week.
 - » Academic support and enrichment instruction will be built into students' schedules.

Lunch:

- All LS students will have a one hour lunch break.
- There will be designated lunch bunch groups integrated into the schedule.

Adaptive Learning (on campus learning)



School Hours

8:30 am - 3:35 pm

Monday - Thursday

8:30 am - 2:15 pm

Friday

Starting the Day:

- Gates open at 8:15 am for drop off and 30 minutes before dismissal daily.
- The day begins with Office Hours and Tefillah.
 - » The goal of the Office Hours is for students to set their intentions for the day, plan for their assignments, and connect with teachers.

Classes:

- Each Grade level is divided into three different groups in order to limit class sizes to 15.
 - » The exceptions to this are PE and lunch, where students will be in a large outdoor space (weather permitting) where students will be able to physically distance themselves from each other during the period.
- Math will meet 5x a week. Math classes are 40 minutes each, except on Fridays, when the math class is 55 minutes. We will continue to offer three courses in each grade level to support our math trajectory.
- Other academic courses (TOSHBA, Language Arts, Chumash, Hebrew language, Social Studies, and Science) will meet 3x a week. Blocks are 55 minutes per class. Navi will be asynchronous, and there will be time dedicated each week to work on that core content.
- Each grade level has one elective period each week.
- Keshet time will be during the school day, 1x a week for a 55 minute block. (including Counselor Corner, Read Time and Themed Programming).

Locations / Building Use:

- Grades 5 & 6
 - » will remain in their current hallway - upstairs past the Homburger.
 - » science will move upstairs to be on the same hallway.
- Grades 7 & 8
 - » will relocate to the 400's hallway in the High School.
 - » science will move to a High School science lab.
- No lockers at this time.
- Class times, including lunch, will be staggered to minimize hall traffic.



Remote Learning (all remote classes)

School Hours

- 9:30 am - 3:15 pm Monday - Thursday
- 9:30 am - 1:45 pm Friday (Grades 5 and 6)
- 9:30 am - 2:45 pm Friday (Grades 7 and 8)



Starting the Day:

Students are encouraged to daven at home or shul (if possible to attend safely), prior to the 9:30 am start time.

Remote Learning Overview:

- The goal of Remote Learning for 2020-2021 is to be able to pivot quickly and effectively if a grade level(s) needs to quarantine for an extended period of time.
- From research and the Parent Remote Learning survey in the spring, we learned:
 - » students needed to meet more frequently
 - » consistency of schedule was valuable
 - » synchronous time should be work time
- Our model offers limited disruption from the Adaptive plan, and one that provides an easy transition from home and school learning.

Classes:

- Grades 5 & 6
 - » Each class will meet 2x a week
 - » 4 daily synchronous classes, Monday - Thursday / 3 classes on Friday
 - » Navi and Writing will be synchronous
 - » Every Friday the Writers Workshop will be synchronous
 - » Daily office hours will be mandatory
- Grades 7 & 8
 - » Each class will meet 3x a week as a group
 - » break out rooms will be available
 - » 4 daily synchronous classes, Monday - Thursday / 5 classes on Friday
- We provide enrichment opportunities based on students' emotional and academic needs
- Electives will be asynchronous
- Keshet will meet 1x a day for 15 minutes
- Every day ends with open office hours (Monday- Thursday)
- All students can meet with any specific teacher they need

Adaptive Learning

School Hours

9:45 am - 3:55 pm
9:00 am - 2:15 pm

Monday - Thursday (on campus)
Friday (off campus)



Starting the Day:

Tefillah - Families should choose the option from those listed below that best fits their needs and their comfort level for Shacharit. The High School will daven Mincha daily Monday - Thursday. Please contact us if neither option works for your family.

- » **OPTION 1 (PREFERRED) / 8:30 am Minyan @ AJA**, following safety protocols including: requiring masks, adhering to distancing protocols, requiring advance sign-up for safety and so we can accommodate all students' Tefillah needs. NOTE: Tefillah groups may exceed typical COVID cap for class size.
- » **OPTION 2** / Attend minyan at your local shul (there is a cap on group size and may be held outside).

Optional Office Hours - Opportunity to meet with teachers before classes

8:30 - 9:00 am

Zoom Office Hours

9:05 - 9:35 am

On campus office hours or study hall

Locations / Building Use:

- Classes will be held in the divided Beit Midrash, the 400 classrooms and STEM labs.
- No lockers at this time.
- Pass time between classes will be 10 minutes for students to sanitize their desks and be "social at a distance".

Classes:

- Advisory - Small group Social Emotional well-being check in every Monday.
- NEW Skills Lab / focus on academic and social emotional skills, every Tuesday.
- Core classes meet 4x week.
 - » 3x a week synchronous face to face with teacher (on campus or Zoom)
 - » 1x a week asynchronous
 - ♦ Students will "attend" asynchronous classes and complete accompanying work during a given timeframe.
 - ♦ Examples of asynchronous classes include: watching an assigned video with an accompanying assignment, learning together (chavrutah) with classmates. online, conducting peer review of their papers, and working on a group project.
- AP Science Lab time, Night Seder and GS Electives will be offered via Zoom after school.



Remote Learning (all remote classes)

We intentionally created our Remote Learning schedule to allow for a seamless transition to or from our Adaptive Learning plan at any time.



School Hours

9:45 am - 3:20 pm

9:00 am - 2:40 pm

Monday - Thursday

Friday

Optional Office Hours (Monday - Thursday)

9:00 - 9:30 am

3:30 - 4:00 pm

The Remote schedule maintains the same number of instructional minutes and is almost identical to the Adaptive schedule.

The minor changes include:

- Advisory Period / Social Emotional well-being checks will now be **2x a week** on Mondays and Wednesdays.
- There will be one extra period every Friday.
- No Tefillah will be held over Zoom.
- Open Office Hours will be available at both the start and the end of the day, Monday - Thursday.

ECD

Carpool Procedures 2020-21

- **Zone A Gate will not be accessible for entry into the school during drop off and pick up.**

AM DROP OFF*

Gates open @ 8:15 am

- Enter Zone C Gate / Northland Drive.
- Before the black gates, move over to the left side.
- Follow the driveway to the turning circle.
- Continue on your left hand side - pull as far forward as you can.
- Exit with caution onto Northland Drive.

* If you also have a LS, MS or HS student, drop them off by entering through Zone B.

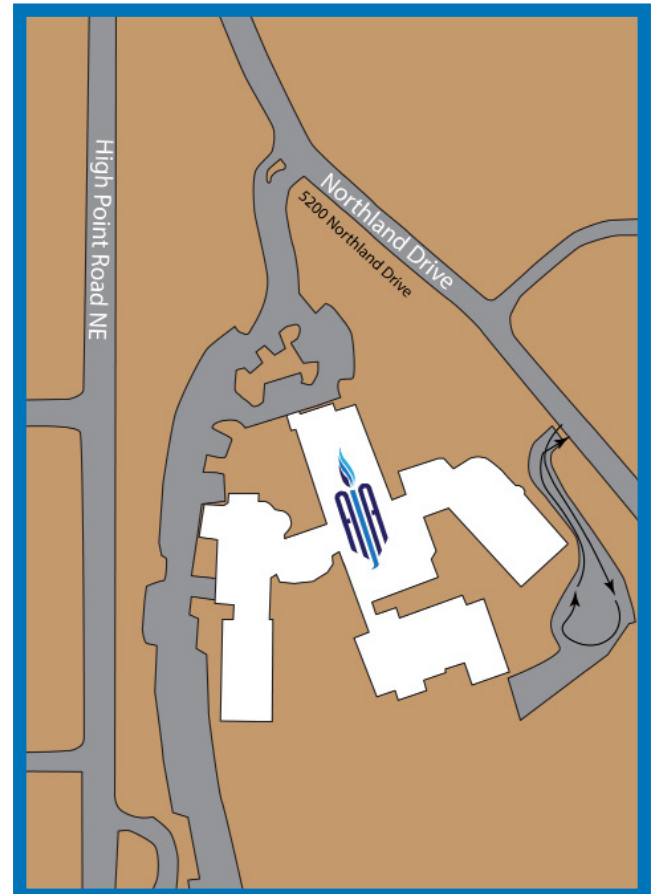
PM PICK UP

Gates open 30 mins before carpool

- Enter Zone C Gate / Northland Drive.
- Before the black gates, move over to the left side.
- Follow the driveway to the turning circle.
- Continue on your left hand side - pull as far forward as you can.
- Exit with caution onto Northland Drive.

* If you also have a LS, MS or HS student, pick them up after by entering through Zone B.

- » Email the office with any changes to your carpool: office@atljewishacademy.org
- » Drivers without a visible AJA carpool tag will be asked to park and wait till the end of carpool. No tag, no students.
- » Do not roll down your windows in order to minimize communication between carpools and staff.
- » You must wear a mask while in the carpool lane.
- » No cell phone use in the carpool lane!
- » Students cannot be checked out after 2:45 pm (M-TH) and after 1:30 pm (F). This will be strictly enforced.
- » We appreciate your cooperation for the safety of all our students!



QUESTIONS? PLEASE CONTACT
Felice Lefkove - office@atljewishacademy.org



LS, MS & HS

Carpool Procedures 2020-21

- **Zone A Gate will not be accessible for entry into the school during drop off and pick up.**

AM DROP OFF

Gates open @ 8:15 am

- Enter Zone B Gate / High Point Road.
- Drop off MS student(s) first at the MS doors.
- Continue to the front of the school / Main Entrance doors to drop off any LS & HS students.
- Do not move out of the lane at any time.
- ALL cars will exit through the Zone A gate / Northland Drive.
- Exit with caution.

PM PICK UP

Gates open 30 mins. before carpool*

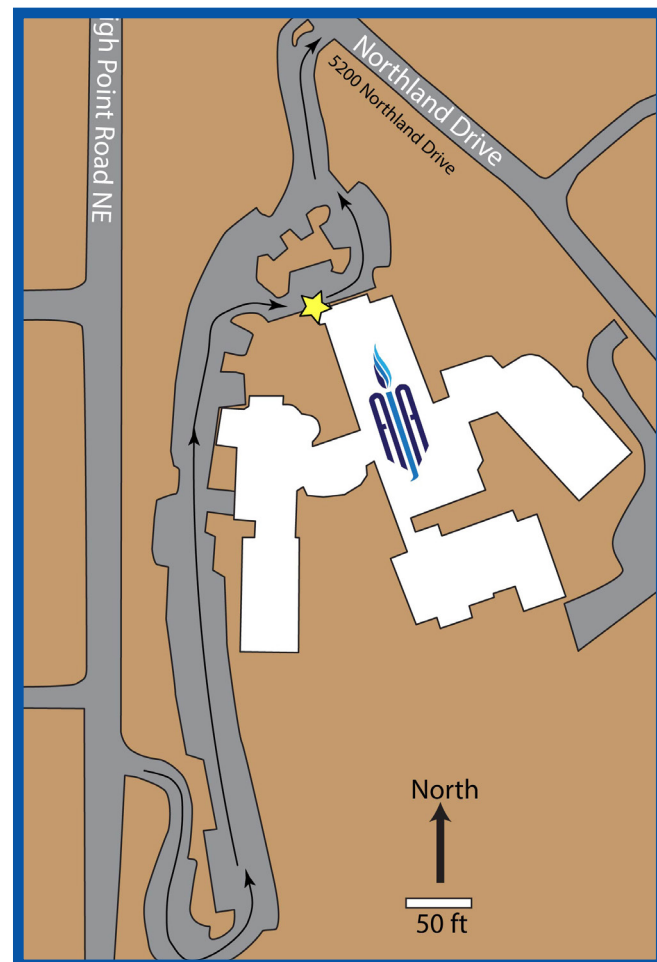
- Enter Zone B Gate / High Point Road.
- Follow the driveway to the front of the school.
- Wait for staff to direct you into the designated spots.
- ALL cars will exit through the Zone A gate / Northland Drive.
- Exit with caution.

* HS Dismissal begins at 3:55 pm.

- » Email the office with any changes to your carpool: office@atljewishacademy.org
- » Drivers without a visible AJA carpool tag will be asked to park and wait till the end of carpool. No tag, no students.
- » Do not roll down your windows in order to minimize communication between carpools and staff.
- » You must wear a mask while in the carpool lane.
- » No cell phone use in the carpool lane!
- » Students cannot be checked out after 2:45 pm (M-TH) and after 1:30 pm (F). This will be strictly enforced.
- » We appreciate your cooperation for the safety of all our students!



QUESTIONS? PLEASE CONTACT
Felice Lefkove - office@atljewishacademy.org





Health & Safety Committee

SAFETY POLICIES & PROCEDURES

Members of our Health & Safety Committee were methodically chosen to represent fields important to creating a safe and healthy school environment. (including medical, legal, mental health).

- **Eli Ebrams, RN**
- **Joshua Guttman, MD**
- **Alyson Lembeck, Esq.**
- **Sylvia Miller, MSW**
- **Eve Wexler, MD, IBCLC, FAAP**
- **Amy Wolkin, DrPH, MSPH**

We acknowledge that COVID-19 policies are intended to mitigate, not eliminate risk. No single action or set of actions will completely eliminate the risk of transmission, but implementation of several coordinated interventions can greatly reduce that risk.

Our goal is to offer as many days for in-person learning as we can, while keeping our students, faculty and staff as safe as possible.

The American Academy of Pediatrics (AAP) strongly advocates that all policy considerations for the coming school year should start with a goal of having students physically present in school.

The importance of in-person learning is well-documented, and there is already evidence of the negative impacts on children because of school closures in the spring of 2020.

Lengthy time away from school and associated interruption of supportive services often results in social isolation, making it difficult for schools to identify and address important learning deficits and social-emotional challenges.



**What can you do to help us keep
our students, families, faculty
and staff as safe as possible?**

**PARENTS
WE
NEED
YOUR
PARTNERSHIP
FOR
SAFETY**



LET US KNOW* IF:

- your student has a fever
- your student has any symptoms
- your student has had any exposure or contact with anyone ill.
- anyone in your household has COVID or has been tested.
- anyone your student is in contact with is waiting COVID test results.

WE NEED YOUR:

- honesty and caution as we navigate through this new school year.
- student(s) to stay home if they are ill or have been exposed to COVID.
 - » If your student will be missing class for illness or quarantine, please contact the Instructional Team Leader to make arrangements for your child to livestream their classes.
- Partnership for (all of our) Safety!

* Please email office@atljewishacademy.org

Access to the Building

- We are limiting entry into the building to students, faculty and staff only.
- Parents will not be allowed to enter the building. There will be protocols in place for carpool, dropping off late or picking up early, dropping off forgotten belongings, and more.
- All parent/teacher conferences will take place by Zoom.
- Until further notice, there will not be in-person attendance of parents at assemblies, Onegs, sporting events, theatrical productions, birthday parties, or any other event.
- There will not be any large group gatherings, including assemblies, school wide onegs, school plays, etc.
- We will not be allowing any speech, physical, or occupational therapist to have sessions on campus.

Barriers in Key Locations

- Physical partitions have been placed in select locations such as the Front Office.
- An isolation room and other school clinic partitions have been added.

Cleaning / Sanitizing Plan / Custodial Team

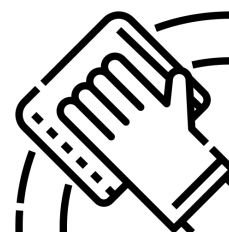
- In addition to the routine custodial cleaning, we have implemented an enhanced frequency to clean and disinfect common areas and commonly touched surfaces in classroom.
- Touchpoints such as entrance handles, stairwell handrails, elevator buttons, tables, restroom stall handles/doors, and faucet handles will be cleaned and disinfected multiple times during the day and again in the evening, using EPA-registered disinfectants.
- Each classroom will have a supply of microfiber cloths, EPA-registered disinfectants, and wipes to clean and disinfect surfaces throughout the day.
- Every evening, desk and chair surfaces in each classroom will be cleaned and disinfected, with an EPA-registered disinfectant.





Cleaning Procedures for Areas Exposed to COVID-19

- For any building or area exposed to COVID-19, facilities will:
 - » Lock the affected classroom and place appropriate signage on the door to prevent unauthorized access.
 - » Make appropriate changes to HVAC system/schedule to maximize fresh air delivery to the affected classroom.
 - » Clean and disinfect the room and furniture with EPA approved disinfectant.
 - » Change the air filter in the HVAC system that services the space.
 - » Thoroughly disinfect the area.

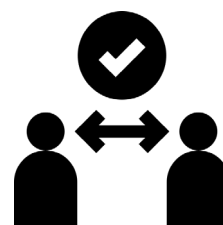


Food (Snacks and Lunch)

- Creating outdoor lunch areas.
- No sharing of lunch or snacks will be allowed.

Halls / Classroom

- Consistent with recommendations from public health officials, we will implement social distancing recommendations.
- Space desks and tables 6' apart in classrooms.
- Stagger class changes.
- No school lockers.
- Modified traffic flow in hallways to separate the students.
- Mezuzah cases will be wiped down daily - students will be encouraged not to touch.



HVAC System

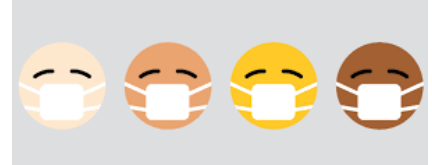
- Upgraded the HVAC systems, and installed Merv 13 Hospital Grade Air Filters to capture airborne viruses and bacteria from coughs and sneezes.

Hygiene

- Hand Sanitizers / Stations multiple locations throughout the building.
- Water fountains will NOT be used.
 - » All students must bring a clean water bottle daily

FACE COVERINGS / PPE (PERSONAL PROTECTIVE EQUIPMENT)

- Masks **MUST** be worn by students (more than 2 years old) and staff.
- The masks must be worn in the classrooms (with specific mask breaks).
- Signage will be displayed in the hallways reminding students and staff to wear their masks and socially-distance.
- Along with our Health and Safety Committee, we will continue to update and adjust this policy as the health guidelines change.



Students:

In line with the Department of Health guidelines, wearing masks has shown to lower the risk of spreading COVID-19, especially when distancing 6 feet apart is challenging. Proper wearing of masks can potentially prevent a student from needing to quarantine if a classmate has a confirmed case of COVID-19.

- Students 2 years old and younger do not need to wear masks.
- Students 3 years old must wear a mask to enter/exit the building and in halls.
- Pre K and K students must wear a mask to enter/exit the building, in the classroom and halls, They will have mask breaks indoors and during outdoor time.
- Students in the LS, MS, and HS will also be required to wear masks in the following locations:
 - » In the classroom; students will be given a “mask break” at least once per hour
 - » Until seated at lunch
 - » When going to the restroom
 - » In any class that is movement based (Art, Labs, STEM classes, etc.)
- Students will not be required to wear masks during outdoor recess or when eating & drinking.
- Students will need at least 5 masks so that each day they use a clean mask.
 - » All students should come prepared with 5 masks every week, and put on a clean/fresh mask each morning.
 - » Children in the ECD and LS (Grades 1-4) should leave 3 extra masks in their classroom, in a Ziploc bag marked with the student's name; all children should have extra masks in case they lose one during the day
 - ♦ If a mask gets dirty during the day, students will need to put on a clean mask.
 - » Parents are responsible for washing the used masks and sending back a clean set each Monday.



- » All masks MUST be labeled with the child's name. And "found" masks without a name will be discarded.
- Acceptable face coverings for students include:
 - » Cloth masks that cover both the nose & mouth and are in contact with the child's cheeks and chin
 - » Surgical masks that fit appropriately
 - » Neck gaiters that remain in place, covering the nose and mouth
 - » Masks with exhalation valves are NOT allowed

Parents:

All parents are required to wear a mask at all times, in the carpool line, or at the bus stop.

Staff:

All staff will be instructed to wear a mask unless they are alone at their desk or in their office.

Teachers:

All teachers and staff are required to wear a mask at all times, unless they are alone in a break room, for short breaks in their classroom/office when more than 6 ft from any other person, or when outdoors and more than 6 ft from any other person. Additional Personal Protective Equipment (PPE) will be worn by staff in ECD.

SOCIAL - EMOTIONAL / MENTAL HEALTH

We are working in partnership with outside resources to help the faculty grow their tool boxes and strategies as students transition back into a school setting and a school day that will look and feel differently.



- Prior to returning to school our youngest students (ECD-4th Grade) and families will be receiving an online book created by ECD-8 School Counselor, Sylvia Miller, that will give the children and parents language around transitioning back to school and how to "talk" about their feelings.
- We will offer Town Hall meetings for parents in all divisions to discuss ways to help children reacclimate and for High School students to address academics and safety.
- Our school counselors will be continuing to provide individual and group support during the school day using Morning Meetings, Kesher and Advisory times to promote social emotional health and well being among all of our students.
- We also know that more outdoor time provides more than a break for children and teenagers. It is important for their physical and mental health and development.

STUDENT PERSONAL PROTOCOLS (HAND WASHING, CLEANING, SANITIZING)

- Masks cannot be shared. If a student is without a mask one day, they may get one from the front office.
- Students must carry personal hand sanitizer to be applied when they enter a classroom and at other times as desired or when instructed by a teacher.
- Grades 1-12 will be required to wipe down their desk and sanitize their hands before they leave their classroom whenever changing classes or at the end of the day.
- Students will be instructed to wash their hands (or use hand sanitizer) upon entering the school, before and after snacks or lunch, before and after using the playground or gym, after using the bathroom, and at various other regularly scheduled intervals throughout the day.
 - » Younger students will be monitored for proper hand-washing techniques.
- Lost & Found: Items that are not labeled and not immediately recognized will be discarded. AJA will not maintain a Lost & Found bin throughout the year.



SUBSTITUTE TEACHERS

- It is not possible to keep the school open without having substitute teachers.
- We will try to utilize the same pool of subs whenever possible.
- Masks will be required indoors at all times, and AJA will have back up supplies if a substitute does not have one.
- Temperature checks will be required at check in.
- Passing a screening test will be required:
 - » Have you experienced any of the following symptoms in the past 48 hours?
Fever or chills • Cough • Shortness of breath or difficulty breathing • Fatigue • Muscle or body aches • Headache • New loss of taste or smell • Sore throat • Congestion or runny nose • Nausea or vomiting • Diarrhea
 - ♦ If yes, they are unable to teach
 - » Within the past 14 days, have you been in close physical contact (6 feet or closer for at least 15 minutes) with a person who is known to have laboratory-confirmed COVID-19 or with anyone who has any symptoms consistent with COVID-19?
 - ♦ If yes, they are unable to teach
 - » Within the past 14 days, has a public health or medical professional told you to self-monitor, self-isolate, or self-quarantine because of concerns about COVID-19 infection? (This includes if you are waiting on the results of a COVID-19 test that was recommended by a medical professional.)
 - ♦ If yes, they are unable to teach
- If a teacher has to leave school for any reason, we will make every effort to find a substitute.






If we cannot, we will combine cohorts (same grade) for that day. When cohorts combine - we will move the class to a larger space to allow for social-distancing (ie. Homburger Commons, gym, atrium, auditorium along with utilizing outdoor spaces (weather permitting)).

TEMPERATURE CHECK / SCREENING PROTOCOLS

When school reopens, the staff will monitor for symptoms and fevers throughout the day. There will be random temperature checks of asymptomatic students.

- During the day, we are taking random temperature checks of the students. Anyone with a temperature greater than 100.4 F or who displays the symptoms on pg. 26 (Health Protocol) will be placed in isolation and parents will be contacted to come and pick up their student immediately to minimize exposure on campus.
 - » Please note, only the student with those symptoms will be sent home, but others in the same family or carpool with no symptoms will be allowed to remain in the building.
 - » If a temperature is found to be 99.5 F or higher, the student will be sent to the school nurse and be rechecked in 15-30 minutes. If the fever rises or other symptoms have developed, the student will be sent home. If not, they will be allowed to return to class.
 - » A child who develops any of the following during the school day will be sent home:
 - ♦ A fever of 100.4 F or higher.
 - ♦ One of the following even without fever: worsening cough, shortness of breath, new loss of smell or taste.
 - ♦ TWO of the following without fever: chills/shivering, diarrhea, muscle aches, headache, runny nose, sore throat, cough.

A child who stays home for any of the above symptoms must follow protocols for returning to school (see below).

- Nebulizer treatments will NOT be given in school this year.
 - » Any child with a history of asthma must have a NEW asthma action plan on file with specifics for inhaler/spacer use in lieu of a nebulizer treatment.
 - » Children should be instructed on self-administering whenever possible and will be allowed to keep their inhaler/spacer with them, as per their asthma action plan.
 - » Inhaler use alone will not cause a child to be sent home, but any worsening symptoms or symptoms in combination with any of the other symptoms listed above will prompt a student to be sent home from school.

Parents should monitor their children daily and keep their children home for any of the following:

- Fever 100.4 F or higher
- ONE of the following even without fever: worsening cough, shortness of breath, new loss of taste or smell
- TWO of the following without fever: chills/shivering, diarrhea, muscle aches, headache, runny nose, sore throat, cough

A student who stays home for any of the above symptoms must follow protocols for returning to school (see below).

If your student will be missing class for illness or quarantine, please contact the Instructional Team Leader to make arrangements for your child to continue with remote learning if they are well enough to do so.



Fever



Cough



Shortness of breath

IMPORTANT DEFINITIONS

- **Cohort:** small group of students within a grade who are together all day (for ECD/LS).
- **Grade:** the entirety of that grade (ie.: all 3rd Grade).
- **Class:** group of students who share a space/teacher at one time together.
- **Exposure:** spending more than 15 minutes with the case patient, less than 6 feet apart, without masks, in the 48 hrs preceding the onset of symptoms.

IF AJA HAS A CASE OF COVID-19

If a teacher becomes symptomatic:

The students in the cohort or class(es) will not have to quarantine because the teacher has worn a face mask/proper PPE and kept socially distant from students.



- The teacher's family members will need to quarantine, as per guidelines below.
- The teacher may return to work per guidelines below.
- The teacher will need to notify the families of their students along with any person they may have exposed, as per definition above.
- If a student or another teacher within that cohort or grade also becomes symptomatic within two weeks, then AJA may take precaution and elect to quarantine that group of students.

If a student shows symptoms and:

- **Tests positive for COVID:** students must stay home for a minimum of 14 days from symptom onset, without fever for at least 3 days (without medications) and improved symptoms.
 - » The non-positive students and teachers in that cohort/class may not need to quarantine, as determined by the Head of School, unless anyone meets the definition for exposure as above.
 - ♦ Parents will be notified of the positive result in their child's grade, but AJA will not release the name(s) of students per HIPAA guidelines.
 - ♦ If a teacher feels that another student had close contact without a mask with the sick child, they will notify the school nurse who will decide whether that student needs to quarantine.
 - ♦ If there is a second positive test in that cohort/class, within the two week period of the first positive test, then AJA may take precaution and elect to quarantine that class.
 - » If the infected student has siblings or a parent at AJA, they will have to quarantine for 14 days from their last exposure to the sick student.
 - » The family should notify other members of their carpool immediately. Those students can choose to self-quarantine, but it is not required as long as their masks were on for the duration of carpool in the 48 hrs prior to symptoms developing.
- **Tests negative for COVID:** students must stay home until they are fever-free for 72 hours (if fever present) with improved respiratory symptoms, per the guidelines below.
- **Waiting for test results:** child will need to stay home pending test results.
- **Is determined to have an alternative cause for symptoms:** students must send in the AJA Return to School form signed by their physician to office@atljewishacademy.org with RETURN TO SCHOOL in the subject line.
- **Is not tested for COVID:** students must stay home for a minimum of 14 days from symptom

Health Protocol



onset, without fever (if present) for at least 3 days AND improved respiratory symptoms.

If a student or teacher does NOT show symptoms and:

- **Has been exposed to someone with a positive test:** they must isolate for a minimum of 7 days from last exposure, if they remain asymptomatic, and provide a negative COVID test taken on day 7 or after.
- **2nd Degree exposures do NOT require quarantine**
 - » ie. if a teacher is instructed to quarantine due to exposure in his/her class, his/her children only need to quarantine if she develops symptoms or if he/she has a positive test.
 - » Siblings of quarantined students who had an exposure but they do not have COVID also do NOT need to quarantine. BUT they should limit exposures.
 - ♦ If a quarantined student develops symptoms, the siblings (and parents) must then quarantine for 14 days from last exposure
- **These guidelines apply even to non-AJA related exposures**
 - » If a parent is exposed at work, the parent should quarantine but their kids do not need to quarantine unless the parent develops symptoms.
 - » If a parent or other family member becomes sick, the children must then quarantine for 14 days from last exposure.
 - » We very strongly encourage all families to continue following social distancing protocols at home and work to limit any potential exposure at school. This includes, but is not limited to:
 - ♦ Wearing masks
 - ♦ Maintaining a distance of more than 6 ft from anyone not in your household
 - ♦ Limiting travel to or visitors from high-risk areas
 - ♦ Continuing to practice good hand hygiene

If a child is sent home from school, or kept home from school per above guidelines, they cannot return until fever-free for 72 hours (without the use of medications) and other symptoms have improved. Families must send in the AJA Return to School form.

The COVID-19 positive individual does NOT need a repeat COVID test or a doctor's note in order to return to the center.

Anyone waiting for test results: any child whose household member is sick and waiting test results will need to stay home 14 days or pending test results.

Policy Updates



ATTENDANCE

- Please email office@atljewishacademy.org if:
 - » Your student is coming late to school or leaving early
 - » Your student will be missing school for NON medical reasons
 - » Your student is staying home for ANY medical concern



CARPOOL (More details in FAQs)

- **We strongly suggest that families avoid carpooling.** If carpooling must occur, all members of a carpool, including the driver and children more than 2 years old, **MUST** wear masks during their entire trip to and from school.
- Carpool/Pick Up/Drop off will operate differently than in previous years, and we will share those plans with you as we get closer to school starting.
- For safety, stay in your current carpool - other than emergencies, you are not allowed to switch carpools.
- Any person who is ill or is waiting for test results must not drive a carpool or be outside at the bus stop.
- All carpool drivers must wear masks.
- For items your students forgets, a table will be set up outside the door at Zone A.



LIVESTREAMING CLASSES

Livestreaming will be available if a student is ill, or needs to quarantine. When a family requests for their students to livestream their classes for other reasons, it must be approved by Rabbi Leubitz.

SCHOOL BUS

There will not be a school bus option for the 2020-21 school year.

Shmirat HaGuf Expectations



Shmirat HaGuf means guarding the body and is an important Jewish directive. School and community safety is paramount to keep our students and families protected. These are safety steps for students whether they are at home or elsewhere. Our work together can help contain the spread, sustain our learning experience, and do our part to protect those most vulnerable to COVID-19. We ask that all families new and returning to AJA commit to these responsibilities. AJA faculty and staff will be asked to make the same commitment.

This involves following social distancing guidelines in those situations mentioned above and every day, wearing face coverings, limiting gatherings to smaller groups, taking care if traveling and staying home if you or a family member are sick or waiting for test results. Each one of us wants our students safely back in the building as soon as possible. Helping to "guard your body" and others' bodies will certainly help make this a reality soon and support keeping our students in school.

Families must accept responsibility for their actions and do their best to prevent the spread of COVID-19 which can help keep AJA and our community safe. Families voluntarily assume the inherent risk of COVID-19 by their child/ren attending AJA.

Families must understand that AJA has put in place new safety rules and precautions in order to attempt to mitigate the spread of COVID-19 and completely release and absolve **AJA, its employees, volunteers, board members and trustees**, from any and all legal or financial responsibility arising out of or related to exposure to COVID-19. We ask families to uphold the following commitments on a daily basis to do your part to keep our community in good health:

- **Inform the school if our student(s) or someone in your household is symptomatic.**
- Understand you have a role in the fight against COVID-19 and pledge to take responsible actions when among fellow members of our AJA community.
- Demonstrate personal integrity, respect for others, and support the health and safety of all members and affiliates of the AJA community.
- Have your student(s) and family wear face coverings, particularly when 6' social distancing is not possible.
- Self-screen and monitor any symptoms of members of your family.
- Follow public health guidelines in place to better protect yourself and others.
- Protect yourself and others in high-traffic areas or settings where physical distancing isn't possible to help limit the spread of COVID-19.
- Keep your hands clean and sanitized when out in the community.
- Comply with the federally mandated non-essential travel restrictions.
- Conduct a daily morning temperature and symptom check before your student arrives at AJA.
- If the temperature reads 100.4 or above, you will keep your student at home for the day.
- Keep your student home when sick or exhibiting symptoms of general illness.
- Abstain from providing fever reducing medicines for the purpose of sending your student to school.
- Adhere to and support the guidelines outlined in AJA's Playbook.
- Notify the school of any potential exposures, symptoms, or positive COVID-19 test results.

הוּא הִיָּה אֲוִיָּר, אִם אֵין אֲנִי לִי, מִי לִי. וְכִשְׁאֲנִי לְעַצְמִי, מֶה אֲנִי. וְאִם לֹא עַכְשָׁיו, אֵימָתִי:
"If I am not for me, who will be for me? And when I am for myself alone, what am I?
And if not now, then when?" (Pirkei Avot 1:14)



AJA Parents and staff must notify the Head of school immediately if:

- » Anyone in the household (adults or children) has had a potential exposure.
- » Has had COVID-19 testing, or is scheduled for testing.

Families must obtain clearance from the Head of School to:

- » Enroll in the AJA streaming option (1-12 Grade).
- » Return to campus after any quarantine or waiting period.

- - -

PARENTS WE NEED YOUR PARTNERSHIP FOR SAFETY



Protocol for ill students or staff

- There is a long list of signs and symptoms that are associated with COVID-19 including:
 - » High-risk symptoms (are common and relatively specific for COVID) include:
 - ♦ fever (defined as greater than or equal to 100.4F)
 - ♦ cough
 - ♦ shortness of breath/increased work of breathing
 - ♦ loss of sense of taste or smell
 - » Low-risk symptoms (are common yet alone do not necessarily indicate COVID) include:
 - ♦ sore throat
 - ♦ nasal congestion/nasal discharge
 - ♦ nausea/vomiting/diarrhea
 - ♦ myalgias (muscle aches)
 - ♦ headache
 - ♦ fatigue
- **Any child or adult with one high-risk or two low-risk** criteria (any one of the first group or any two of the second group of symptoms) will be considered to have a "COVID-like illness" and be isolated in a sick room until he or she can leave the building. He or she must have a mask on at all times and anyone entering the isolation room will wear full personal protective equipment (PPE) – i.e. a mask and face shield, as well as a gown and gloves.
- **Any child or adult with only one low-risk symptom** is considered less likely to have COVID and will be sent home. These students or staff will be able to return after 24 hours if they are feeling better and no further symptoms develop. One exception to this is young children with nasal discharge, which is very

common in the young school-aged child -- runny nose alone in young children does not require being sent home.

- Any sibling of a child identified as having a COVID-like illness may be required to leave the school as well and isolate at home until it is determined if the ill child has COVID.
- Parents with children who have chronic allergies or other chronic conditions that are covid-compatible symptoms should speak with the school nurse proactively for protocol guidance.
- Any child or adult (including all family members) with a known or possible COVID contact (as defined in the playbook) and with any one symptom in the high category - or two in the low-risk category should be seen by a physician and should have a COVID test if possible; however, when testing is not easily available, it is reasonable to assume an ill individual with a known contact has COVID and notify Rabbi Leubitz immediately.

Protocol for COVID cases at AJA

- AJA COVID cases will be reported to the local Health Department.
- Names of COVID cases and contacts **will only be** released to the Health Department. AJA Families will be informed about the presence of the COVID case(s) in the school. AJA will allow individual families to share the specifics on their own terms.
- AJA is prepared and will perform contact tracing when there is a COVID case in the school. While the Health Department may also perform this function, AJA is in the best position to determine which individuals had significant contact with the infected individual and require isolation.
- AJA staff and students who are identified as contacts of a possible case will not be allowed on the campus until the suspected case is confirmed positive or negative. If negative, contacts may be cleared to return to AJA on a case by case basis.
- If a cluster of cases (**two or more cases sharing a common source**) occurs at AJA, or a widespread exposure as a result of an infected teacher or staff member who spent time in multiple locations in the school, then a partial or full school closure may need to occur to allow for contact tracing and cleaning. This will be done in consultation with the Health Department and our AJA medical team.
- AJA students from Grade 1 to 12 who are required to stay at home because of illness or quarantine will have access to streaming online learning during school absences, after contacting the Head of School for approval.

Protocol for isolation and return to AJA for COVID cases and contacts

Symptomatic children and adults

- Anyone with an illness that is unlikely to be COVID (single low-risk symptom resolving in 24-48 hours or non-infectious diagnosis ie. migraine, allergies) may return to school when symptoms have improved.



- » Students with a KNOWN history of allergies, asthma, or migraine may return in 24 hours, if their usual treatment has resolved their symptoms.
 - » Students with a NEW non-infectious diagnosis may return when symptoms have improved, with a doctor's note.
 - » If single low-risk symptoms do not resolve within 48 hours, the individual should be assessed by a physician and considered for testing.
 - » If a student has had a known exposure to COVID, then they should be considered for testing and must remain home for 10 days from the onset of their symptoms AND symptom and fever free (without fever-reducing medications). A COVID test is recommended, but not required.
- Anyone with a COVID-like illness (one high-risk or two or more low-risk symptoms) should be assessed by a physician.
 - If the test is negative or not performed, AND an alternate cause is identified by the physician, AND the person is not a known contact of a COVID case, then he or she may return to AJA with a doctor's note when symptoms have improved, there is no fever for at least 24 hours.
 - If the test is negative and there is not another source identified, or a negative test with a known exposure to COVID, he or she must stay home for 10 days from onset of symptoms and be fever free for 24 hours.
 - If the test is positive, or no test is done but there was a known exposure to COVID, this person must stay home for a minimum of 10 days and be without fever and improved symptoms for ≥ 24 hours.

Asymptomatic children and adults

- Anyone who is a contact of a known case of COVID must be quarantined at home for 14 days from the date of the last potential exposure to the COVID case. If there is ongoing exposure to the case in the household, then the date of the last potential exposure is 10 days after the onset of symptoms (or positive test) of the COVID case (For a total of 24 possible days of isolation).
 - » If this person develops symptoms during this 14-day period, he or she must continue isolation for 10 days beyond the day of onset of symptoms, and no longer have symptoms for ≥ 24 hours and no fever, before returning to school.
- If anyone in the household develops symptoms of COVID during the 14-day isolation period, then the start date of the isolation period resets to the first day of symptoms for that contact and must continue for 10 days after that exposure (see the section on symptomatic with likely COVID).
- If this person remains asymptomatic during this 14-day period, testing for COVID is not recommended as the best timing for such a test is unknown and a negative test would not shorten the period of isolation.
- "Ongoing exposure" is defined as being less than 6' apart from the contact case without wearing masks.
 - » Anyone who has not been exposed to a COVID case and is asymptomatic should not be tested.

Partnership for Safety



1. Use the School Safety App* Daily

- Parents must screen their children no later than 8:00 am each morning to determine whether they can attend school.
- Any child who does not have a response will not be permitted into school that day.
- The school nurse will review the data and follow up as needed.
- AJA Faculty & Staff will be required to follow the same protocol.

**Information about downloading the app will be shared separately*



2. Keep your student home if they have:

- Cough
- Sore Throat
- Chills
- Fever of 100.4 F +
- Shortness of breath
- New loss of taste or smell
- Headache
- Vomiting/Diarrhea
- Body Aches



3. Every day, students must bring:

- 20 oz. clean, filled reusable water bottle
- 2 clean masks / school-approved face coverings
One to be worn, one kept in the backpack
- Snack / lunch
We recommend items that are easy for younger children to open themselves.
- Napkins/utensils (reusable eco-friendly, if possible)
- Personal hand sanitizer

All items must be clearly labeled with the student's name & grade



4. Always practice safety measures:

- Wash/sanitize your hands regularly.
- Practice social distancing.
- Cover your coughs & sneezes with your elbow.
- Do NOT share your mask with others.



5. Check your email regularly for school updates & notify us of any carpool changes - office@atljewishacademy.org.

Keep AJA Safe!



ACADEMICS

How will you handle the different levels per grade, especially when a student works at different grade levels in different subjects? Our ECD and LS students will remain in their grades or divisions throughout the entire school day, except in certain support situations. Teachers will take students out of their room to a nearby sanitized room for support or enrichment if it cannot be done in the classroom.

What is the plan for the beginning of the year in terms of catching students up from what they missed or may not have grasped during Remote Learning? We will incorporate a plan for assessing students, including MAP testing, and will be designing lessons geared toward meeting the needs of students where they are.

Will outside professionals hired by parents (occupational therapists, speech-language pathologists, tutors, etc.) be allowed to come into the building during the school day? At this time, for the safety and health of all, outside professionals will not be allowed in our building.

BACK TO SCHOOL

Is AJA planning to welcome students on campus in August? Yes. We will welcome students back on August 13. The scenario where the school is unable to open its physical campus would be if the State, County, or the Department of Health mandates a campus shutdown. Rabbi Leubitz will remain in communication with our designated AJA Health & Safety Committee - which is composed of carefully selected members of the medical, legal, educational and mental health community.

If everyone has to quarantine, do we automatically transition to distance learning? Yes. Should the entire school or just a grade need to be quarantined, Remote Learning will begin that next day for the quarantined group. NOTE, the specifics are outlined in our Health & Safety Plan.

DOES AJA FOLLOW FULTON COUNTY SCHOOLS?

If Fulton County closes schools, will AJA follow suit? AJA follows Fulton County closures for the first day of Inclement Weather closures, and then we make our own determinations based upon our community. In the same way, we will look to Fulton as a

guide, but AJA will continue to make decisions based upon research and advice from the AJA leaders and Health & Safety Committee. We will monitor local data on COVID-19 and make an independent decision if we need to shift to a Remote Learning plan.

EXTRACURRICULARS

What are the school's plans for Jaguar Athletics? We are working closely with the Georgia High School Association (GHSA) for AJA Athletics guidelines and safety protocols. We will be introducing a Preparedness and Response Plan soon for all AJA athletes, which will provide accurate information on training protocols for all coaches, athletes, and parents.

When the school opens, will it go back to "normal" with all the extracurriculars and specials? Our plans are to continue to provide specials with the students remaining in their room and the teachers visiting the classroom. We will utilize, as much as possible, the outdoor spaces.

Will there be Club Kef after care? There will not be Club Kef aftercare in the Fall.

Will the playground still be a part of the school day? Yes and it will be sanitized daily.

FINANCIAL

What is the 2020-2021 AJA Refund Policy? The policy for 2020-2021 will remain unchanged from prior years, as there will not be any tuition refunds or credits granted during the 2020-2021 academic year. This policy applies to all grade levels and includes a scenario where the school transitions to remote learning, for an extended period.

AJA plans to start the school year with on campus classes, with modifications for the COVID-19 pandemic. However, due to the ongoing pandemic the potential of shifting to a partial or full remote learning schedule remains possible.

What about School Trips for 2020-21?

We are indefinitely suspending trips and refunds will be reflected in your next statement. [For more information on refunds, please email Helen Haney \(hhaney@atljewishacademy.org\) in the AJA business office.](mailto:hhaney@atljewishacademy.org)



LUNCH

What plans are being made for lunch? Lunch will be eaten in the classrooms or in rotating locations outdoors or around the school. Students are not allowed to share lunch, snacks or water.

What if my students forgets their lunch? If you cannot drop off a replacement, call the office ASAP that day and we will make arrangements to bring the student lunch items. We will also have a table at the front entrance where you can leave items for your students.

MASKS / FACE COVERINGS / PPE FAQs

Will the teacher's masks be clear so students can see their mouths? Teachers can wear a clear mask or a shield with a drape instead of a cloth mask.

Will you seriously enforce the mask-wearing for students? Yes. We will have to in order to help ensure school will be able to remain open. The goal is to keep as many children in school, in person, for as long as possible. Teachers will provide "mask breaks" at appropriate times and locations throughout the day.

We encourage parents to start practicing mask wearing with their children now. Start out with small increments and gradually increase it. Encourage them to NOT touch the mask, and to put it on and off by only using the ear loops or head strap. Teach them that the mask should cover the mouth AND nose.

Our teachers and staff will continue educating the students about proper mask-wearing and the importance behind why they need to be worn. Wearing the mask helps them protect others, not just themselves. We can use this to teach the importance and implementation of Jewish values such as Pikuach Nefesh (Saving a Life) and Kol Yisrael Areivim Zeh B'Zeh (All Jews Are Responsible for One Another).

If you are concerned that your child cannot wear a mask at school, we encourage you to reach out to Pam Mason or Sylvia Miller for further guidance.

How will masks work for ECD? Masks will be worn in ECD by children more than 2 years old when moving about outside of the classroom. Staff will wear face coverings all day. In the classrooms, staff will aim to minimize too much direct playing and sharing of toys

to the best of their ability, but will not be strictly enforced. While the youngest children seem to be the lowest at risk for severe COVID-19, it will be impossible to ensure proper distancing.

What measures will be taken during snack/lunch/breaks when masks are off? Students will not be allowed to share food or snacks. When masks are taken off, children will be encouraged to only keep them off while eating. Students will either have lunch at their desks (more 6 ft apart), in designated open spaces around the school or in specific outside areas.

SAFETY SUPPLIES

What do I need to provide for my student(s)? Each student will need the following supplies to follow our Health and Safety protocol:

- face coverings / masks (more than 2 years old)
 - » we suggest at least 5 so that students have a new, clean mask daily
- personal hand sanitizer
- washable water bottle
- rain jacket and boots to keep at school (varies by grade)

SOCIAL-EMOTIONAL WELL-BEING

What is being done about the mental health of the students who have been under such strict restrictions? How can we educate the students and make sure they are not afraid of this virus? This is a high priority for our leadership team along with school counselors as we develop our academic program for the upcoming year. We will be incorporating regular mindfulness breaks throughout the day for students, and our school counselors will be consistently visiting classrooms to provide guidance, support, and engaging lessons to promote well-being. They will also lead age-appropriate lessons to help students process and navigate this new normal.

We pride ourselves on the Social Emotional well-being of our students. We will continue to share resources and guidance for parents and students throughout the year.

Will outside professionals hired by parents (occupational therapists, speech-language pathologists, tutors, etc.) be allowed to come into the building during the school day? As we have limited space in the building, and no proper way to test and screen visitors to the school, we are unable to allow parents or therapists into the school.



TRANSPORTATION

CARPOOL

Will carpooling be discouraged? Choosing to carpool is up to each individual family. However, please keep in mind that the more people in the car, the more people each person will have close contact with should a positive test take place. We strongly suggest that families avoid carpooling. If carpooling must occur, it is recommended that all members of a carpool, including the driver and children more than 2 years old, wear masks during their entire trip to and from school.

How will carpool/pick up/drop off operate? Will parents be allowed to go into the building with their child(ren)? Faculty in the carpool line will stand 6' from each car. Parents will not be allowed into the building. Carpool/Pick Up/Drop off will operate differently than in previous years, and we will share those plans with you as we get closer to school starting. ECD and LS parents must buckle their own children into their car seats at pick up, and must wear a mask when exiting their car.

Are carpool changes allowed? For safety, stay in your current carpool - you are not allowed to switch carpools. You can only change your student's carpool in case of emergency, and you must email the front office: office@atljewishacademy.org.

What are recommended safety precautions for carpool: Any person who is ill or is waiting for test results must not drive a carpool or be outside at the bus stop. It is recommended that all carpool drivers must wear masks.

What if my student forgets something at home? A table will be set up outside the door at Zone A. Please place the item for your student on the table, add their name and grade to the sign in sheet, and buzz the front office. Parents cannot enter the school. If your student forgot their lunch and you are unable to drop off a replacement, please call the office ASAP that day and we will make arrangements to bring the student some lunch items.

SCHOOL BUS

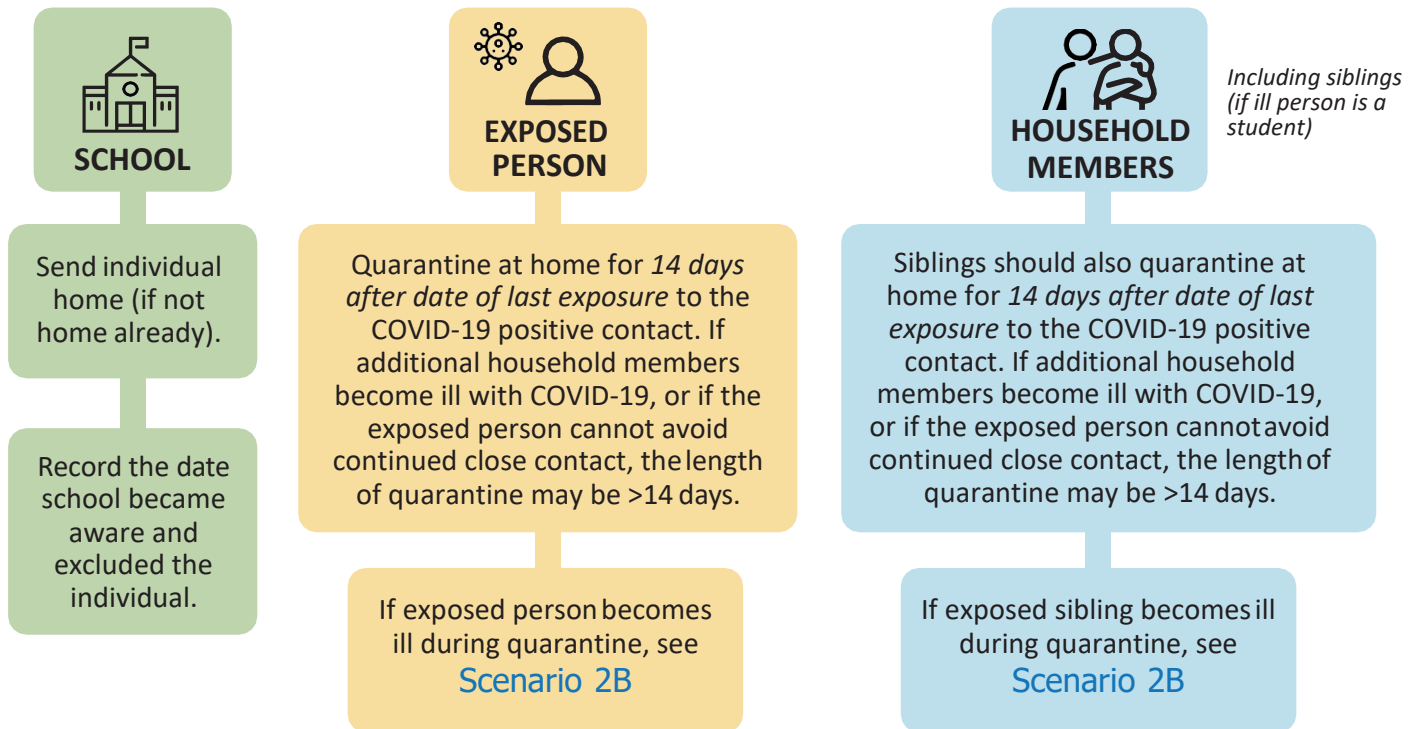
Will there be a bus? There will not be a school bus for the 2020-21 school year at this point in time. We will reevaluate at a later date.

1. SCHOOL SCENARIOS

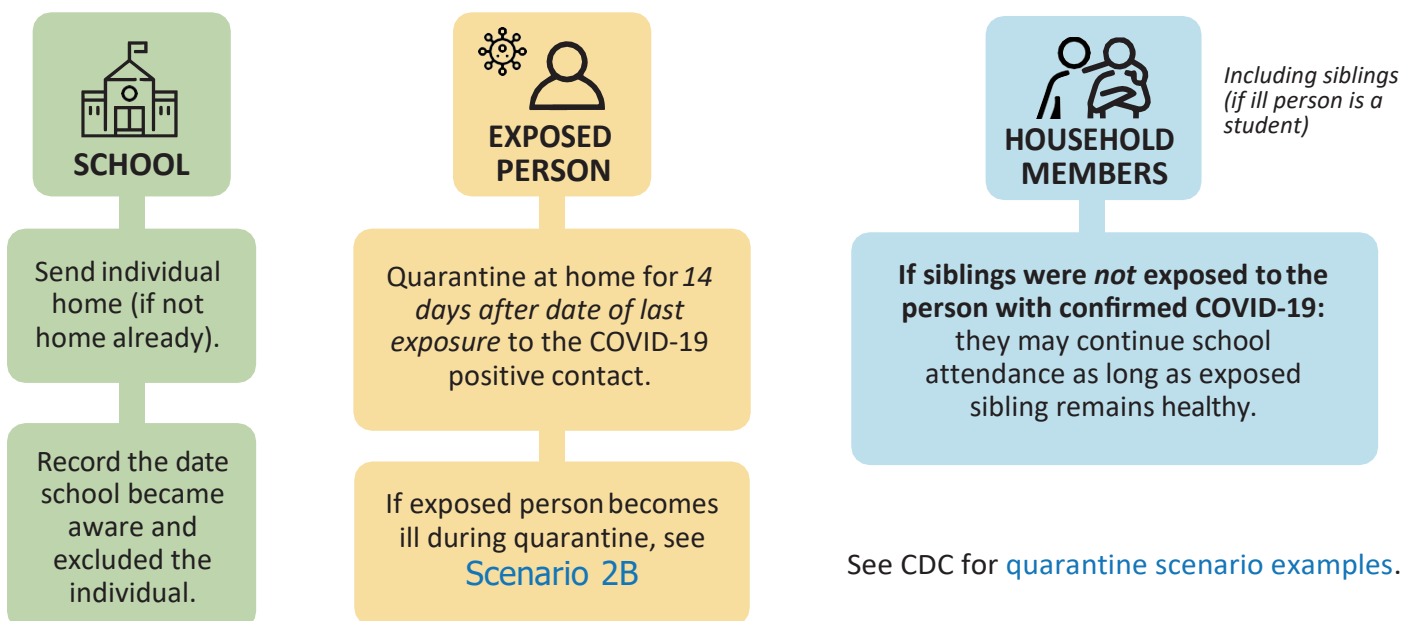
HOW TO HANDLE exposure to COVID-19



Scenario 1a. A healthy student or staff member has been exposed to a person with confirmed COVID-19 within their household



Scenario 1B. A healthy student or staff member has been exposed to a person with confirmed COVID-19 outside of their household



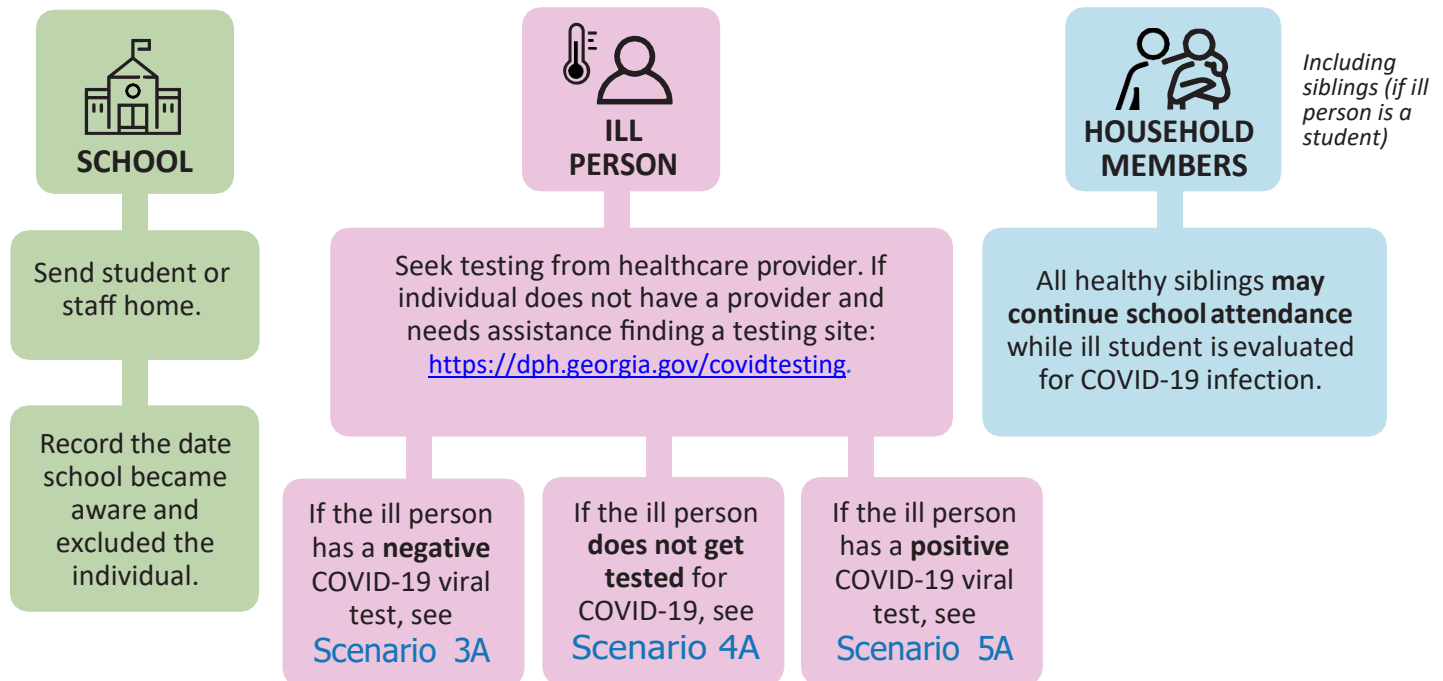
See CDC for [quarantine scenario examples](#).

2. SCHOOL SCENARIOS

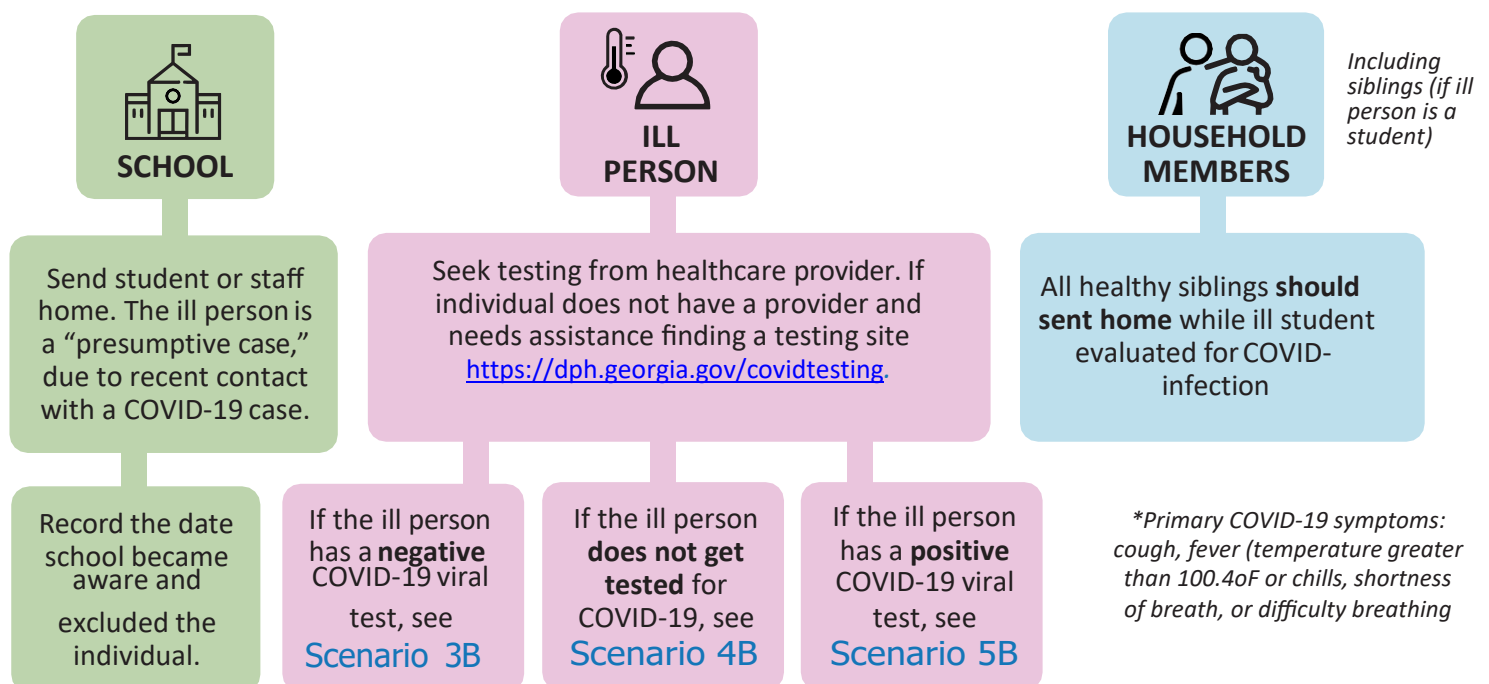
HOW TO HANDLE COVID-19 illness



Scenario 2A. A student or staff member becomes **ill** with COVID-19 symptoms*. **Ill person has no known COVID-19 contacts in past 14 days.**



Scenario 2B. A student or staff member becomes **ill** with COVID-19 symptoms*. **Ill person was in close contact with someone who has COVID-19 in past 14 days.**



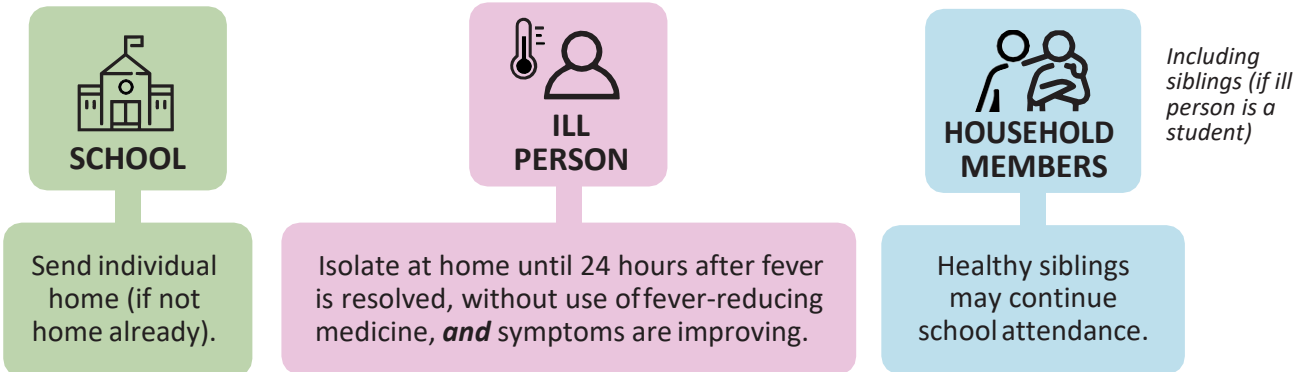
**Primary COVID-19 symptoms: cough, fever (temperature greater than 100.4°F or chills, shortness of breath, or difficulty breathing)*

3A. SCHOOL SCENARIOS

HOW TO HANDLE a negative COVID-19 viral test



Scenario 3a. An **ill** student or **staff** member has a **negative** COVID-19 viral test. **Ill** person has **no known** COVID-19 contacts in past 14 days.

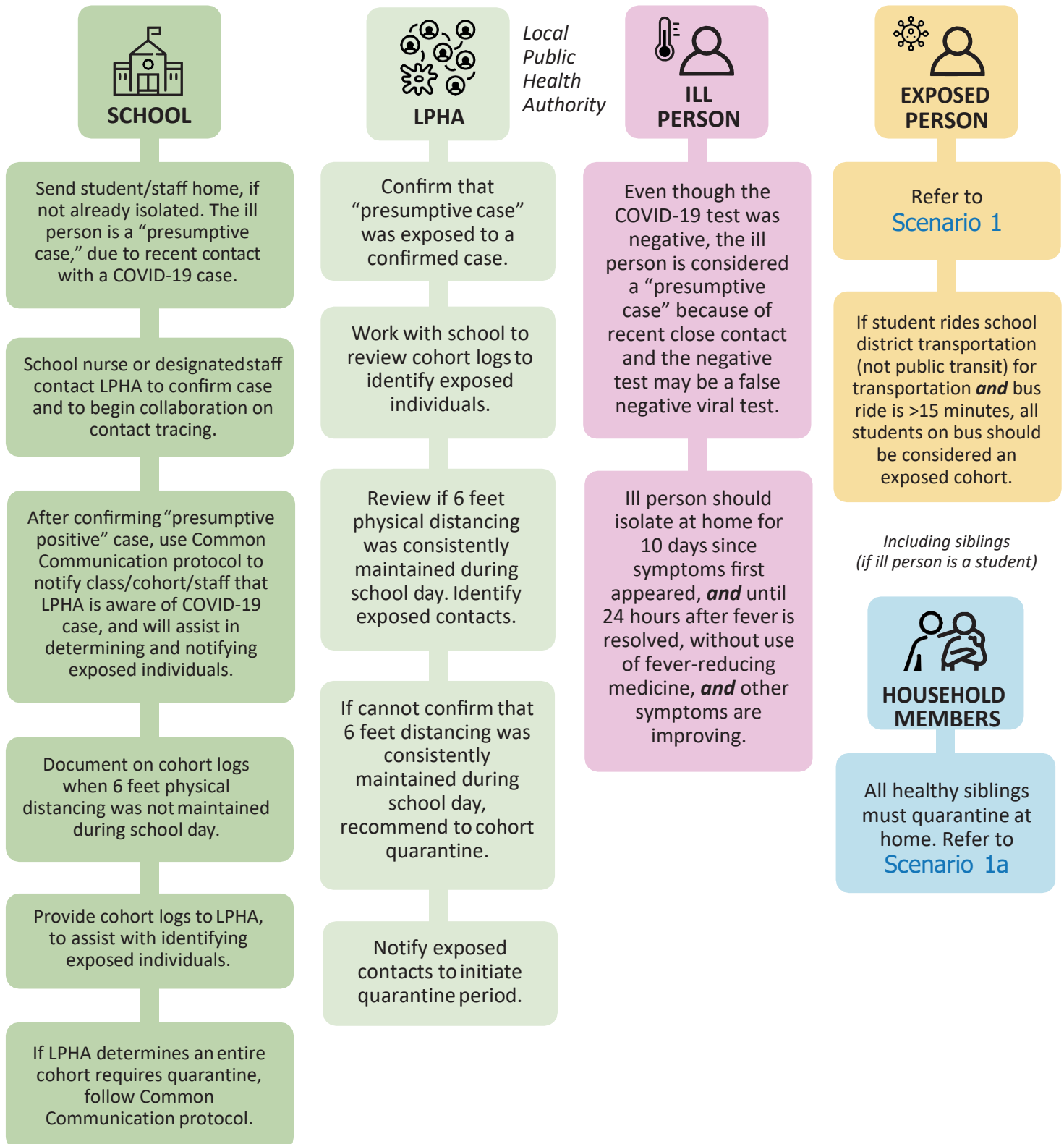


3B. SCHOOL SCENARIOS

HOW TO HANDLE a positive COVID-19 viral test



Scenario 3B. An **ill** student or staff member has a **negative** COVID-19 viral test
Ill person was in close contact with someone who has COVID-19 in past 14 days.

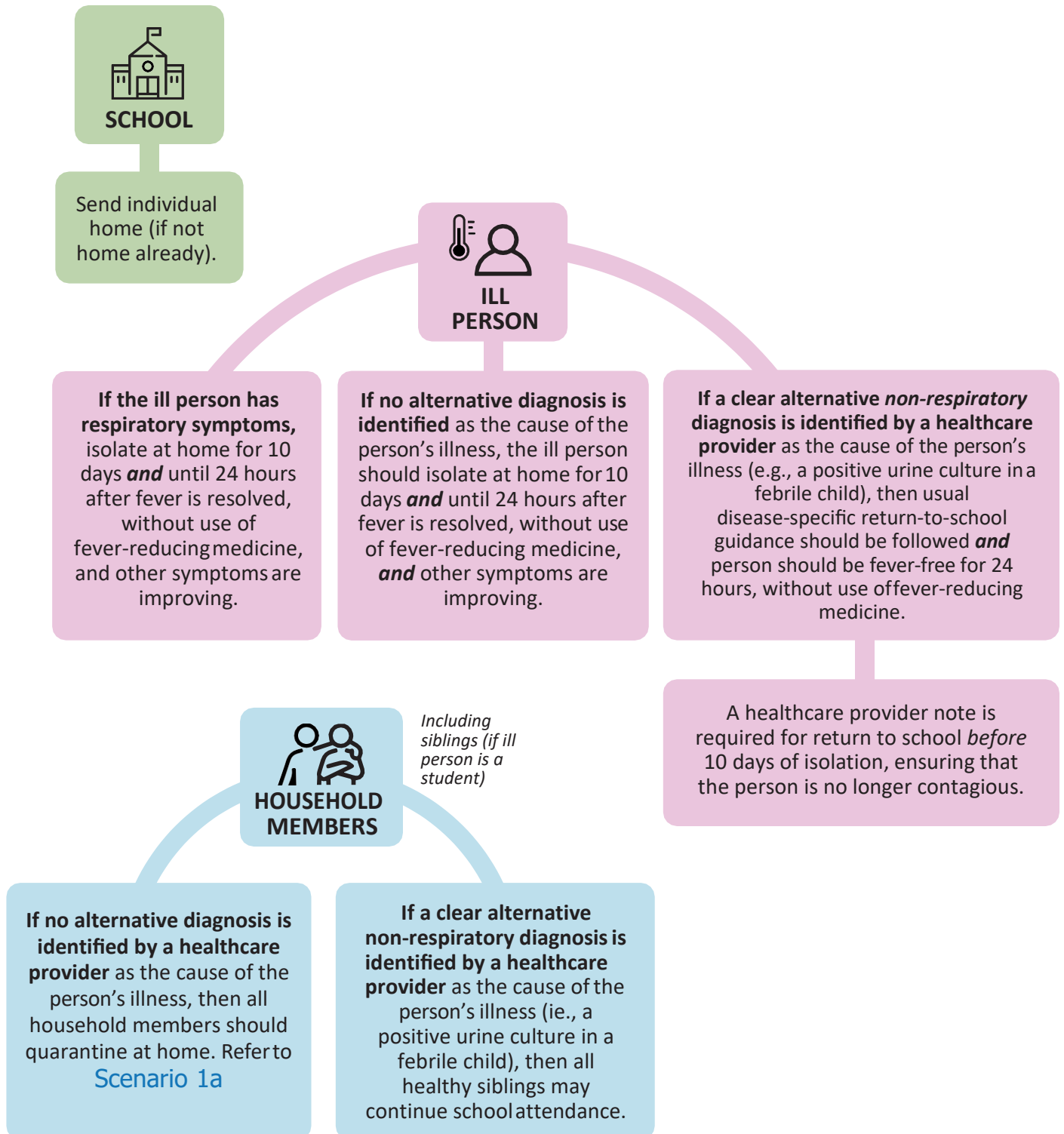


4A. SCHOOL SCENARIOS

HOW TO HANDLE when a person does not get tested



Scenario 4A. An **ill** student or **staff** member does not get tested with a COVID-19 viral test. **Ill** person has no known COVID-19 contacts in past 14 days.

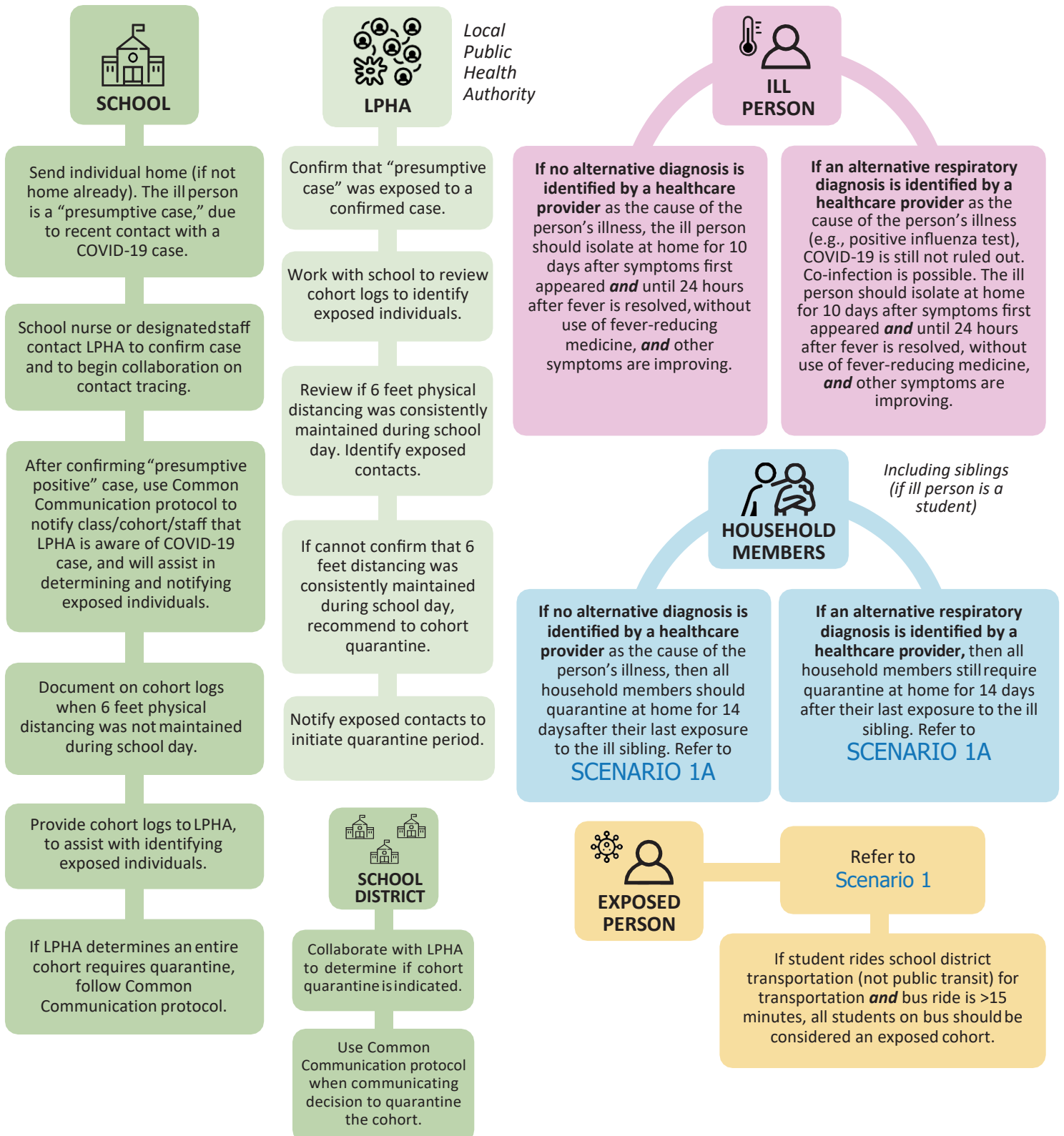


4B. SCHOOL SCENARIOS

HOW TO HANDLE when a person does not get tested



Scenario 4B. An ill student or staff member does not get tested with a COVID-19 viral test, and a clear alternative non-respiratory diagnosis is not identified. Ill person was in close contact with someone who had COVID-19 in past 14 days.



4c. SCHOOL SCENARIOS

HOW TO HANDLE when a person does not get tested



Scenario 4c. An **ill** student or staff member **does not get tested** with a COVID-19 viral test, and a clear non-respiratory diagnosis is **identified** as cause of illness. Ill person **was in close contact** with someone who had COVID-19 in past 14 days.



SCHOOL

Send individual home (if not home already). The ill person is not considered a “presumptive case,” due to alternative diagnosis.



ILL PERSON

If a clear alternative non-respiratory diagnosis is identified by a healthcare provider as the cause of the person’s illness (e.g., a positive urine culture in a febrile child), then usual disease-specific return-to-school guidance should be followed. However, this student also requires quarantine, due to recent exposure to COVID-19 case. Person must quarantine at home for *14 days after date of last exposure* to the COVID-19 positive contact (refer to [Scenario 1](#)), **and** meet usual return-to-school guidance for diagnosis.

If person develops new COVID-19 symptoms during quarantine, refer to [Scenario 2b](#).



HOUSEHOLD MEMBERS

Including siblings (if ill person is a student)

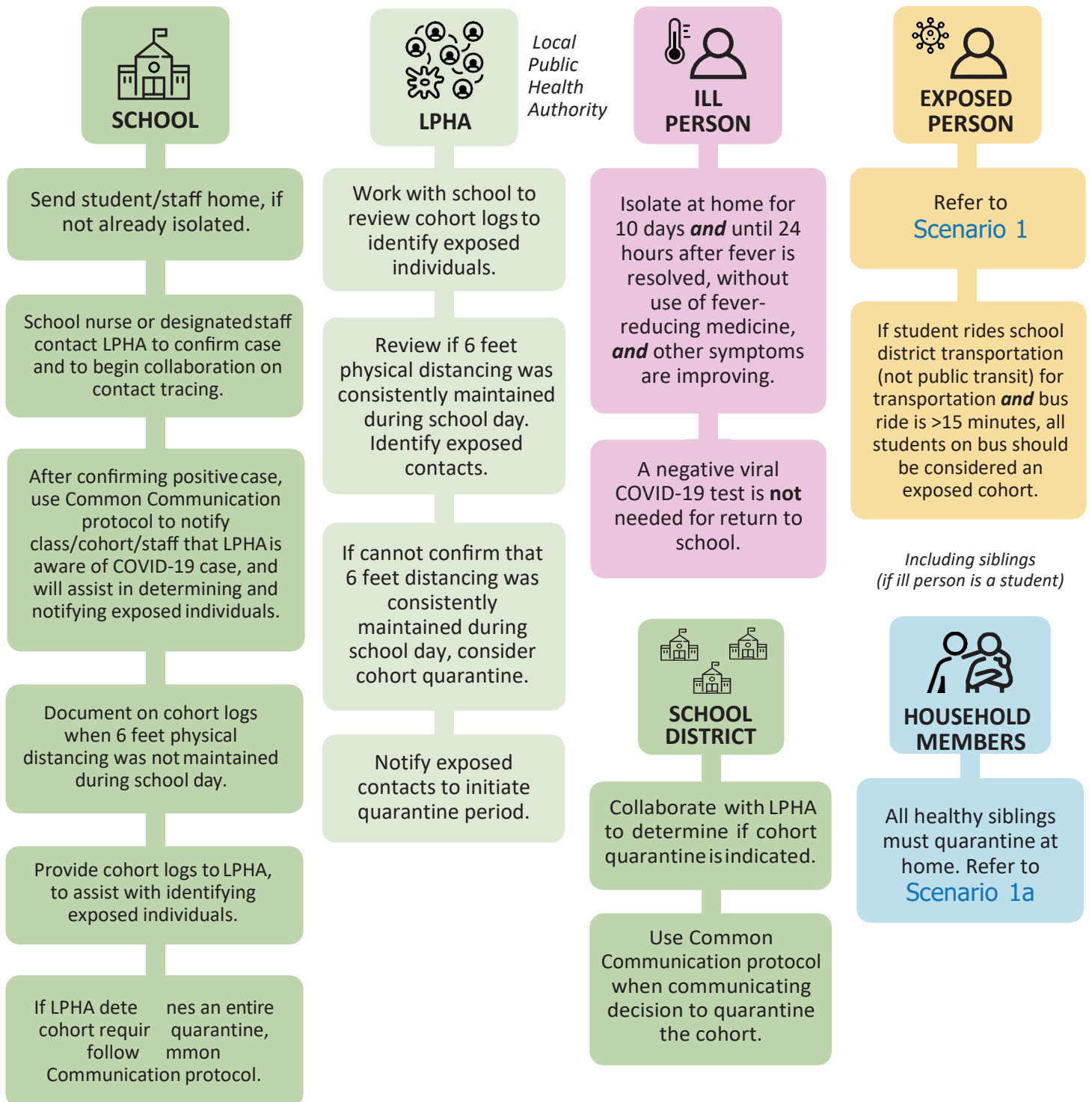
If a clear alternative non-respiratory diagnosis is identified by a healthcare provider as the cause of the person’s illness (e.g., a positive urine culture in a febrile child), then all household members may continue school attendance, as long as the family member develops no COVID-19 symptoms during quarantine.

5. SCHOOL SCENARIOS

HOW TO HANDLE a positive COVID-19 viral test



Scenario 5. One student or staff member has a **positive** COVID-19 viral test

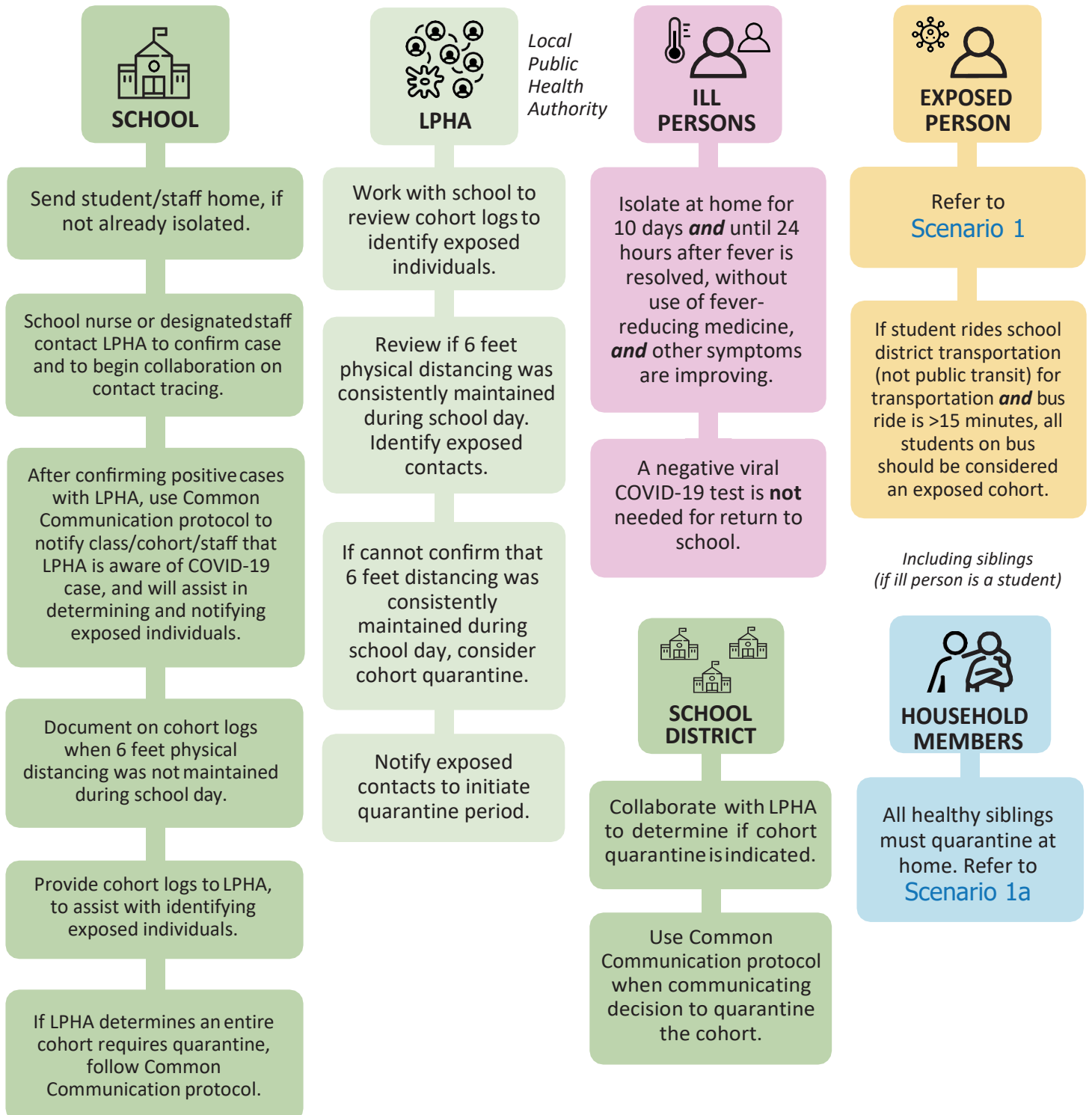


6. SCHOOL SCENARIOS

HOW TO HANDLE MULTIPLE positive COVID-19 viral tests



Scenario 6. Two or more people within same cohort have a positive COVID-19 viral test within 14 days

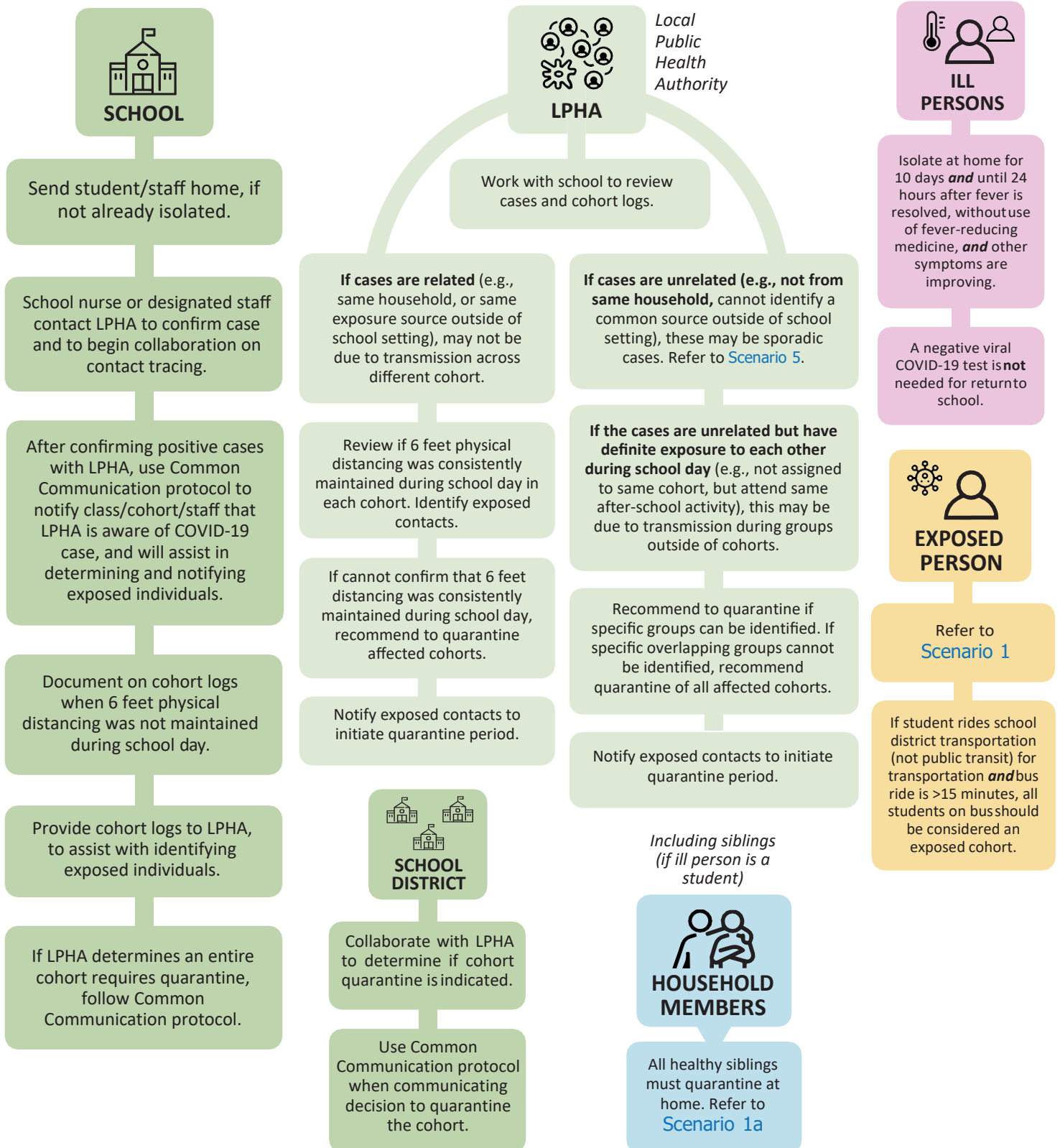


7. SCHOOL SCENARIOS

HOW TO HANDLE MULTIPLE positive COVID-19 viral tests



Scenario 7. Two or more people within **DIFFERENT** cohortS have a positive COVID-19 viral test within 14 days





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