

Providence Classical School

COVID-19 Guidelines

Providence Classical School is committed to making our campus as safe as possible amidst the COVID-19 pandemic. Providence will continue to follow local, state, and national guidance and adhere to related regulations, laws, and executive orders. Providence classes will remain on site unless a shelter in place or school closure is mandated by the government. Distance Learning will only be offered under the above circumstances. To create an environment that reduces risk to our Providence community, the following policies and procedures will be implemented regarding student procedures during the COVID-19 pandemic. These policies will remain in place until further notice while following guidance from the Centers for Disease Control and other local, state, and national public health authorities.

Students /Staff will be expected to follow these policies while on campus and will be encouraged to follow these policies when off campus.

Everyday Prevention:

- Installation of UV lights in the airducts of every classroom that clean and sanitize the air and surfaces exposed to the light.
- Nano-septic films placed on all door handles, counters, and high touchpoints that self-clean the area and keeps it free of germs.
- Small individualized student bags for personal sanitizer, tissues, gloves, and mask. (These will remain at school. Students should also provide their own mask)
- Providence teachers and staff will self-screen for COVID-19 symptoms before coming to campus each day.
- Wash hands and/or use hand sanitizer upon arrival on campus.
- Students should wash hands and/or use hand sanitizer upon entering and leaving any PCS building or classroom.
- Water fountains will not be used, only water bottles are allowed on campus. All students must come each day with their own water bottle. Students may not share bottles. Students may refill water bottles, as needed, from the water bottle dispenser.
- Student desks will be spaced apart.
- Student desks will be cleaned daily.
- Wash hands and/or use hand sanitizer before and after lunch.
- Wash hands and/or use hand sanitizer, including after coughing, blowing one's nose, or sneezing.
- Cough or sneeze into a tissue. If a tissue is not readily available, sneeze into the elbow.
- Used tissues should be thrown away immediately, hands washed for 20 seconds or hand sanitizer used.

- Every PCS student will be issued a personal desk partition that provides a three-sided desk shield for their personal protection.
- Students may wear face coverings during school; however, they will only be required under the following circumstances:
- Grades: K-5 must wear a face covering:
 - during chapel
 - during carpool drop-off and pick-up.
- Grades: 6-12 must wear a face covering:
 - when traveling in the hallway while moving to and from any location
 - In group activities when 6-foot distancing is not possible
 - During chapel
 - During carpool drop-off and pick-up.
 - While the intent behind sharing school supplies, food, and other personal items may be considered a positive action, students may not share these items.
- Staff will be expected to wear a mask or neck buff when less than six feet from students.
- Practice social distancing, staying at least 6 feet away from others whenever possible and avoiding physical contact with others.
- On the first day students attend school on campus, Providence will provide instruction to students on appropriate hygiene practices and other mitigation practices. Practices will be reinforced frequently.

Morning Drop Off Procedure:

Students can be dropped off between 8:00 a.m. and 8:15 a.m.

- Reminder: There is no supervision of students before 8:00 a.m. Students must never be left unattended. If you arrive early, please stay in your car until a staff member opens the door and is available to supervise your child.
- Help keep our students safe and do not pass in line.
- Please do not park and leave your car unattended in the carpool line.
- Students must have their temperatures checked when getting out of their cars.
- Once students enter the building, they will go immediately to their class (JK-5) or to their homeroom (6-12).

Memory Period Procedure:

Providence will continue to have “memory period” for JK-5 graders.

- Memory period will be held in the classroom, and at times in the Chapel.
- Students will be adequately spaced when they are in the chapel.
- At memory period, students will recite the Pledge of Allegiance and open the day in song recitation, and prayer. This provides a smooth beginning to the school day.
- Students arriving after 8:15 must check in with the receptionist before going to class.

- Tardy students will have their temperatures checked, so parents may not leave before they are given a “thumbs up” by the receptionist.

Lunch Procedures:

- Parents wishing to bring lunch to a student should deliver the lunch before the student’s scheduled lunch period.
- The parent should leave the lunch in the container outside the front door and call the school receptionist that the lunch has been dropped off. The student’s name should be on the lunch. The school will make sure the student gets the lunch.
- Unfortunately, during the COVID -19 pandemic, no family members or visitors will be allowed to eat lunch with Providence students.
- All students will still enjoy recess each day, however for grades JK-5, recess will be enjoyed with just members of their class and mingling with other classes will not take place until restrictions are lifted.

Visitor Policy during COVID-19:

- All nonessential visitors, volunteers, and activities involving other groups will not be permitted on campus unless otherwise noted.
- Any meetings between faculty and staff and parents must be pre-arranged.
- Pop-ins are not permitted.
- Parents/guardians are not permitted in the building.
- Parents/guardians must remain in cars to pick up and drop off students for appointments. Parents/guardians must call the school ahead of time and upon arrival to pick up their children.

Guidelines for reporting COVID-19 and symptoms:

Families and students should report COVID-19 symptoms as soon as possible to the school main office or any administrative personnel.

COVID-19 symptoms include, but are not limited to:

- Fever or chills
- Loss of taste or smell
- Recent Cough
- Difficulty breathing
- Shortness of breath
- Headache
- Chills
- Sore throat
- Shaking or exaggerated shivering
- Significant muscle pain or ache
- Diarrhea

- Parents must not send students to school with COVID-19 symptoms or lab-confirmed test results.
- Students who have symptoms or test positive, must stay home until the 14-day incubation period has passed.
- Anyone who experiences COVID-19 symptoms or are lab-confirmed must stay home during the infection period and may only return to school when all 3 of the following criteria are met:
 1. At least 72 hours have passed since the resolution of a fever without fever reducing medications
 2. The individual has improved symptoms
 3. At least 10 days has passed since the first symptom appeared
- If an individual is suspected of COVID-19, the school must immediately separate the student until a parent or guardian can come pick them up. Faculty or staff, who are suspected of COVID-19, should leave the school immediately.
- Any areas used by the individual should be thoroughly cleaned and disinfected appropriately.
- If an individual, who has been at school, is lab-confirmed, the school must:
 1. Notify the James City County Health Department, tel:757-253-4813
 2. Close off the area that has been heavily used by the individual until the area can be disinfected.
 3. Notify all staff and families.

Close Contact

Any faculty, staff, or student who has been in close contact must self-quarantine at home for 14 days. This document refers to “close contact” with an individual who is lab-confirmed to have COVID-19. For clarity, close contact is defined as:

- Being directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask or face shield)
- Being within 6 feet for a cumulative duration of 15 minutes, while not wearing a mask or face shield
- If either of the above occurred at any time in the last 14 days at the same time the infected individual was infectious
- Individuals are presumed infectious at least two days prior to symptom onset or, in the case of asymptomatic individuals who are lab-confirmed with COVID-19, two days prior to the confirming lab test

COVID-19 Risks:

By allowing your child to attend the Providence Classical School campus, you are assuming all risks associated with contracting COVID-19. COVID-19 could originate from another child or adult or by participating in activities being held at Providence. These risks are not limited to contraction from persons mentioned above but could also include persons from the public and/or transmission from active germs inside and/or outside buildings on the campus.