



OFFICE OF THE PRESIDENT
RANDAL L. MARTIN

July 24, 2020

Dear TKA Family:

If you are anything like me, I know you cannot wait to be back together again and are continually praying for a day when we are no longer talking about COVID-19. **Our plan for the fall remains to open on August 13th** as normal. That normal will include more cleaning and sanitizing, extra precautions from our food service provider, ongoing monitoring, strategic containment, and contingency plans. We are prepared to be flexible and will pivot plans as necessary to provide the best education for our students. Our commitment and mission remain unchanged and we value your trust as we face complicated days. We hope this communication is helpful to you in your planning for the start of school, and we are determined to provide guidance and relevant updates throughout the process.

Preparing for the 2020-2021 School Year

Health Protocols

- School personnel will undergo training on best practices related to preventing the spread of sickness and following established safety protocols.
- All employees will have their temperature taken and will not be permitted to work if their temperature is over 100.4 degrees, in accordance with CDC guidelines.
- Students will have their temperatures taken upon campus arrival. Those who present with a temperature of 100.4 degrees or higher or COVID-19 symptoms will be sent home to self-isolate, recover, and recuperate.
- Upon arrival, visitors will have their temperature taken and complete screening questions.
- Students who develop a temperature or other concerning symptoms during the day will be sent to an isolated area, under the supervision of the school nurse, until a parent arrives.
- Hand sanitizer stations will be located throughout the campus and students and employees will clean hands multiple times throughout the day.
- Please see our COVID-19 Management Plan for additional details.

Social Distancing

- Classroom furniture will be organized in a manner that will allow students to maintain proper social distancing as they learn.
- Campus signage will be used to encourage proper social distancing.
- Redesigned Café seating and single use containers will be utilized.
- We will forego field trips, and parent visits to campus during the first quarter will be limited.

- Assemblies, chapels, events, and performances will be adjusted and hosted in various small group formats.
- Class sizes have been adjusted as much as possible.
- Athletics will follow FHSAA guidelines and government and public health regulations.

Cleaning and Sanitizing

- We have added hand sanitizer stations in every classroom, all entrances, and common areas.
- High touch point areas (door handles, desks, etc.) are scheduled for more frequent disinfecting throughout the day.
- Electrostatic handheld machines and pump sprayers will be frequently used.
- Each evening, the entire campus is cleaned, sanitized, and disinfected by a professional team. This cleaning contract includes each classroom desk.
- We have installed UV light bars in all air conditioning units. Additionally, all air filters are inspected and changed on a scheduled basis.

Personal Accountability

- The Parent-Student handbook provides guidelines for parents regarding sick children and staying home. We will continue to ask parents to monitor their children's health and make decisions about school attendance, accordingly.
- Faculty and staff are required to wear a protective face covering.
- Students are required to wear face coverings on school buses and during the school day.
- Training and processes will be in place for self-monitoring, self-reporting, and self-isolation.

Frequently Asked Questions

When should I keep my child home from school?

- If your child has been exposed to someone with a positive COVID-19 test or your child has a diagnosis of Coronavirus
- If your child has a fever of 100.4 degrees or greater
- If your child has an unexplained cough
- If your child has shortness of breath
- If your child has an unexplained rash
- If your child has muscle aches
- If your child has diarrhea

When can my child return to school after being absent for a COVID-19 illness?

- At least 24 hours have passed since recovery, defined as resolution of fever without the use of fever-reducing medications and improvement of respiratory symptoms and
- At least 10 days have passed since the beginning of symptoms
- The student must be able to energetically participate in classroom activities, without the use of fever reducing medication
- The student does not exhibit an uncontrollable cough
- The student is able to take care of his/her own nasal secretions by using a tissue and washing hands

What if a student or staff member is presumed ill with COVID-19?

- The student will be isolated within the sick room by the nurse and must be picked up immediately
- The staff member will be sent home immediately
- The parent or teacher will be instructed to contact their physician for further care and instructions

What if a student or staff member has a member of their household with a positive diagnosis of COVID-19?

The student or staff member will be required to self-isolate at home for 10 days.

How will you notify those who may have been exposed to a staff member or student with COVID-19? Will you require them to be tested before returning to campus?

- The parents will be contacted either by the School or the Department of Health
- Testing will be decided by the physician/parent and the Department of Health
- Confidentiality of the student and/or staff member will be protected to the best of the School's ability
- The school will continue to provide pertinent updates through regular updates and via our website

Will students be required to wear face coverings?

Until further notice, students will be required to wear face coverings. Face coverings must be school appropriate and should be worn in accordance with CDC guidelines (cover mouth as well as nose).

How will the school enforce physical distancing and face coverings?

Employees will enforce physical distancing through a combination of visual reminders (signage and friendly reminders posted about the campus) in conjunction with school-wide and in-class reminders. The school will have discussions about the nature of healthy responsibility and following guidelines.

What is acceptable face covering?

Masks and/or face shields that cover the mouth and nose are allowed. The mask can be looped around the ears or a UV-type gaiter may be worn around the neck. Face coverings will be available through the school store but may be sourced from anywhere. For face coverings sourced from places other than the school store, they should be solid, free of any designs, graphics, patterns, words, or large logos. For those students with medical exemptions for wearing a mask, you will still need to wear a face shield.

Will COVID-19 tests be available on campus?

No. All COVID-19 testing will be referred to a local health care provider.

If I don't feel comfortable with my child attending in-person classes, are there alternative options?

We believe the best option for most students is provided through an on-campus experience. However, there are other TKA options to consider for at-home learning. One of those options include remote learning with the student's TKA teacher(s) in grades K through 12 at full tuition. This option will require a minimum of a quarter/nine-weeks commitment. The alternative would be to enroll in TKA Online with contracted teachers in grades 6-12 for a minimum of one semester. **If you are interested in either of these options you must inform your child's principal no later than Friday, July 31. Please utilize the attached form for any students you wish to enroll in remote learning.**

If I choose the remote learning program, will there be an "on-campus" spot available for my child later?

Parents choosing to learn remotely will be able to return to on-campus learning at quarterly re-entry points after communicating with the appropriate division administration.

If King's needed to return to online learning exclusively, will the remote learning program be the same as it was in the Spring?

Remote (online) learning would continue to be based off Google Classroom (elementary) and Moodle (middle and high school) platforms. The daily schedule would most likely expand slightly from that employed over the spring semester; however, the expectations for the online program (attendance, screen etiquette, behavior, testing, etc.) would be very much the same.

Will there be a tuition adjustment if all students are required to learn from home?

We understand that learning looks very different when students are not in a normal class situation. However, when remote learning is in place, teachers and staff work very hard to deliver quality distance education, with many putting in more hours a week to serve students through remote learning than they would have to put in during normal in-class instruction.

We do have a board-approved plan to implement a tuition discount based on the number of full quarters the entire school must be online. This discount will likely range from 5 to 15 percent of annual tuition depending on the number of complete quarters that the school is exclusively online. (This plan would only be implemented if mandated by the county or state to hold classes online for a period of time until it is deemed safe for students and staff to physically return to campus.)

How will safety and emergency drills, etc. be handled in a physically distanced format?

We will follow the existing safety and emergency protocols found in the Employee and Parent-Student handbooks. As a result of physical distancing and until we can run drills, all students will receive verbal and written instructions on lockdowns, shelter in place warnings, fires, bomb threats, evacuations, and tornado warning protocols. Faculty will go through these drills, as they do each year, during the August faculty orientation meetings in order to prepare themselves and their students.

Thank you for your ongoing support and understanding as we navigate these uncertain days together. It is our hope and prayer that The King's Academy will continue to be a beacon of light in our community and beyond.

Sincerely,

A handwritten signature in blue ink, appearing to read "Randal L. Martin".

Randal L. Martin
President