

Tallahassee Classical School
COVID-19 Opening Plan
Phase I
July 2020

First and foremost, we want to welcome our Archer families to Tallahassee Classical School, and thank you for choosing our school among the many education options you have. The mission of Classical is to train the minds and improve the hearts of young men and women through a content-rich classical education in the liberal arts and sciences, with instruction in the principles of moral character and civic virtue. It is a high calling, and a difficult one. But it is a calling that can be realized if we are clear in our aims and joined together by a common purpose.

Student, faculty and staff health and safety is of the utmost importance to our Board and administration. Our team is hard at work to ensure proper protocols and procedures will be put in place and followed to keep our Archers and their families' safe while returning to normal as much as possible for the 2020-2021 school year.

Classical education is best conducted in a face-to-face, synchronous environment. Our methodology is built upon the Great Conversation, which is done best when teachers can guide conversations and students can engage in discussion with each other and their instructor. Something precious is lost when instruction is conducted solely through a remote, asynchronous platform. Teachers are unable to walk around the room to review student work and check for understanding easily, which makes grading and assessing student understanding more arduous. Character formation regresses when faculty are unable to interact in organic relationship with students to coach them through difficult decisions or model virtuous behavior. The education of young minds and hearts is urgent and we believe the establishment of knowledge and character cannot be delayed. Therefore, Classical will open in our brick-and-mortar facility at 4141 Artemis Way, on August 19th, 2020 (subject to Leon County School District's start date).

I. Traditional Opening Plan

School will begin at 8:00 am with supervised drop off beginning at 7:30 am for students who will be eating breakfast. For those who are not eating breakfast, supervised drop off begins at 7:40 am. There will be no before school care for the 2020-2021 school year. Students will be allowed to exit their vehicles and enter the building starting at 7:40 am and will be required to report directly to their homeroom classroom. Masks will be worn as students, faculty and staff enter and exit the building each day whereupon students, faculty, and staff will change into face shields

Guidelines will be put into place for faculty, staff, students, and parents to enter the building. Teaching and learning will be conducted in classrooms, as each student will have their own individual desk and will be socially distanced within all spaces

of the building to the maximum extent possible. Our classrooms are spacious and students will have their own classroom supplies at their desks and in their cubbies. Visible signage about hygiene and social distancing guidelines will be placed in classrooms and throughout the building. Students will be instructed in hygiene and social distancing. One-way traffic flow for inside buildings may be created where feasible to improve social distancing of scholars and staff. An in depth sanitation plan to clean the building and each individual classroom will be developed and implemented before, during and after the school day.

Upper school (middle) students will attend classes in person every day of the week, in keeping with the schedule of lower school students and in accordance with the Leon County School calendar. Classical administration will schedule upper school students to try to keep student cohort groups together as much as possible while tending to student academic needs. Upper school student lockers will be sanitized at the end of every school day and assigned lockers will be spaced as far apart as possible. Sixth grade will not have student lockers for the fall semester and potentially the entire school year.

Lower school (elementary) students will transition to and from the classroom only for co-curriculars, recess and at lunch. Off-campus field trips will be prohibited in the fall and readdressed for the spring semester. Common co-curricular materials will be sanitized regularly and materials limited to individual use as much as possible. Students will move throughout the building with appropriate social distancing applied and hands clasped in front of their bodies. Students will wear face shields at all times while indoors on campus.

Faculty and staff on campus will provide ESE/ELL/Gifted services. If deemed necessary by the Exceptional Student Coordinator, instruction and therapies may be provided online through a distance-learning platform. Meetings involving on campus visitors (IEP, 504, etc.) should follow the current guidelines from the Governor's office or be held virtually.

School will end at 3:00 pm with pick-up complete by 3:20pm. Classical will use [Visitor Aware](#) for school dismissal. The teacher will ask students to transition into their personal mask as students pack their belongings. Students will stay in their classrooms until called out to car pickup once their parent arrives close to the front of the line. Masks will be worn from the classroom until the student is secured in the vehicle.

After school care will be available on campus through i9 Sports until 6pm daily. Furthermore, other pick-up afterschool options are available. Please review our website for more information regarding after school hours and operations. We are working with i9 Sports to provide their safety processes and procedures for the after school program. i9 Sports will be following the Center for Disease Control (CDC) guidelines for COVID-19 and will implement all safety measures. They will continue to monitor government and CDC guidelines and adjust as needed.

Please contact after school vendors who will be picking up your child and bringing them to their off campus programs directly for their COVID-19 opening plans.

II. Additional Safety Accommodations

A. Air Ventilation

- Classical has purchased and installed the [iWave](#) infrared in-duct, whole-facility air purification system. The iWave system reduces both airborne and surface contaminants and pollutants through bi-polar ionization technology in every cubic inch of air-conditioned space. This reduces surface and airborne bacteria, mold, odors, viruses and volatile organic compounds (VOCs). It has been proven to greatly reduce major airborne illness such as SARS, MRSA and the flu, and reduces symptoms for individuals suffering from environmental allergies. The iWave family of products has been proven through independent lab testing to significantly reduce a wide variety of pathogens in the breathing zone, including COVID-19, and on hard non-porous surfaces. Handouts on this system will be available to parents in the front office and in digital format.
 - In regard to eliminating COVID-19, according to iWave, “Based on viral titrations, it was determined that at 10 minutes, 84.2% of the virus was inactivated. At 15 minutes, 92.6% of the virus was inactivated, and at 30 minutes, 99.4% of the virus was inactivated.”
- Sneeze guards will be installed on our reception desk, in our speech pathologist's office and other areas of the building as deemed necessary.

B. Hand Washing

- Classical is replacing and upgrading all student sinks with automatic, touchless sinks and dryers. Teachers will instruct students on proper hand washing practices.
- Automatic hand sanitizing stations will be installed in all classrooms and large gathering rooms (i.e. co-curricular rooms, lunch rooms, lobby, etc.) throughout the facility. Teachers will take advantage of transition periods to have all students wash and sanitize their hands.
- Hands will be washed before snack and lunch times, and student desks will be wiped down regularly with Lysol disinfectant. (For more information about the EPA approved use of Lysol for killing COVID-19 on non-porous surfaces, visit <https://www.epa.gov/newsreleases/epa-approves-first-surface-disinfectant-products-tested-sars-cov-2-virus>.)
- Signage describing signs/symptoms, proper hand washing instructions, and when to stay home will be posted throughout campus.

C. Water Fountains

- All students will be required to bring a water bottle with a leak resistant top to school daily. Water bottles will be placed in student cubbies or at student desks and students will be permitted to refill their bottles throughout the school day and during recess/physical education. Water bottles should be labeled with each student's first and last name.
- Classical is upgrading all water fountains to touchless water bottle filling stations. Filling stations will be sanitized regularly as a part of our sanitation process and protocol.

D. Temperature Checks

- Classical requires all parents to complete temperature checks for their children before bringing them to school each day. We ask parents to refrain from giving their children temperature-reducing medications before sending them to school. If in doubt about your child's wellness, please err on the side of caution and keep your child home.
- We will conduct temperature checks of students, faculty, staff and all volunteers who enter the facility. Students will be checked twice a day; once at the start of the school day and once at lunch. All teachers will have a noncontact, infrared forehead thermometer in the classroom and any student who shows signs and symptoms of being unwell will have their temperature rechecked and sent to the clinic for further evaluation.
- i9 Sports after school program will also conduct a temperature check before students are permitted to stay on campus. Students with a fever or other signs of illness will be required to be picked up **within 30 minutes** of contacting a parent. The student will be quarantined until the parent's arrival and the student may not be permitted to return to school the following day. If COVID-19 illness is suspected, the school's protocols for testing and absences apply.

E. Masks and Face Shields

- Classical is monitoring the Leon County Commission and the Leon County School District's discussions on masks.
- Students, faculty and staff will not be required to wear masks as it impedes a student's ability to see the instructor's mouth during phonemic instruction. Language learning is a multimodal process and instructors need to see the child's mouth when creating sounds. Students who have compromised immune systems or whose parents would prefer masks be worn inside can opt into wearing masks at school.
 - Students, faculty and staff will wear masks to and from their classrooms at the beginning and end of each school day. Masks must be solid in color or medical masks. White cloth masks can be supplied by Classical if families are unable to acquire one themselves. Please

- inquire at the front desk.
- Students, faculty and staff will be required to wear a [face shield](#), which will be disinfected daily. The face shield will be attached to a green, Classical baseball cap and will be stored in the student's cubby or locker at the end of each school day.
 - Classical has opted to utilize face shields as opposed to face masks as it mitigates contagious particulates from entering the eyes, nose and mouth as the shield extends around the face and below the chin. Face shields come in child and adult sizes.
 - Children will be able to breathe more regularly and wear a face shield more comfortably without the need for mask breaks. Students who wear glasses can do so without them fogging or slipping down the nose. Sneeze guards on desks also become unnecessary.
 - Masks will not be worn outside or during physical education as it could restrict a child's ability to breathe appropriately during exercise. Students will be socially distanced and have the opportunity to participate in various outdoor activities. Sporting equipment and playground equipment will be cleaned and sanitized regularly.
 - Face shields will be worn to the cafeteria and removed once students obtain their food and begin eating. Shields will be put on before a student stands up to dispose of trash and leave the room.
 - The wearing of masks may be declared mandatory for all staff and scholars if COVID-19 infections remain high.
 - If masks become necessary, they must be solid navy, dark green, brown, black or white. These can be purchased through Lands End or if needed, provided by Classical. Please inquire at the front desk as needed.

F. Vendors, Visitors and Volunteers

- As of July 2020, Classical is requiring the use of masks for all vendors, visitors and vendors on campus at all times. Vendors are required to set appointments in advance.
- Visitor Aware will be used to screen all incoming volunteers, vendors, visitors, and parents using CDC guidelines for COVID-19 screening. For a demonstration of this Visitor Aware screening feature, visit <https://youtu.be/E6tvARA4iB8>. Visitors and campus tours will be prohibited during the fall semester, etc. will be held via the Zoom conferencing platform. Volunteers will need to be screened through the Leon County District volunteer process and be assigned dates and duties to be permitted on campus.
- Visitors and family members will not be able to eat lunch with scholars during fall semester (and will be revisited for spring semester).

- Meetings involving visitors (PSC, SAC, IEP, LEP, 504, parent conferences) should follow the current guidelines from the Governor’s office or be held virtually.

G. Food Service

- Staff temperatures will be taken daily when they arrive at work. All cafeteria staff will wear facemasks, gloves and disposable aprons. The staff will practice social distancing in the cafeteria and kitchen by working 6 feet apart.
- Cafeteria staff will clean and sanitize all high touch areas after each meal service with Lysol disinfectant.
- Hand sanitizer will be available after the point of sale in the cafeteria.
- An enter/exit flow will be established in the cafeteria.
- All condiments will be placed in pre-portioned packages and not in self-serve dispensers.
- Students will not handle cash and/or check for the payment of their meal, instead parents will place money on their accounts.
- All students will be able to purchase a hot meal and eat lunch in the cafeteria. Classes will have a staggered lunch time and be spaced a table apart at all times. Students will be seated with a seat left empty in between to ensure social distancing.
 - If two unrelated COVID-19 positive cases occur in two separate classrooms, lunch may be moved to individual classrooms for two weeks.
 - Kindergarten and 1st grade cafeteria lunches would be delivered via cart to the classroom.
 - 2nd – 8th grade students would pick up their lunches from the cafeteria and bring them back to their assigned classrooms.

H. Transportation

Due to the risk of COVID-19 in close proximity spaces, Classical is unable to provide bussing services for the 2020-2021 school year. Our Board and administration will evaluate bussing again for the 2021-2022 school year.

Classical will not be organizing car pools for drop off/pick up at the school facility. Parents may arrange carpools at their own discretion. Classical will determine if the school will be able to assist in carpool organization for the spring semester.

Students will be asked to wear masks from drop off to their classrooms and during dismissal procedures until they have entered their vehicle and the door has closed.

I. Facility Cleaning and Sanitization

- Classical will be allocating additional funds to the hire of an additional custodial position to support the increased cleaning and sanitization processes and protocols enacted at the school. Our campus will have a total of three full time and two part time custodial staff members.
- Frequently touched surfaces such as doorknobs, light switches, desks and tabletops, and keyboards will be cleaned and disinfected with Lysol disinfectant at least daily.
 - Lysol disinfectant is included on the EPA's [List N](#).
- Each classroom and office will be equipped with cleaning and sanitation supplies.
- Classical is committed to a daily deep cleaning of all classrooms and common area spaces throughout campus.
- Classical will be purchasing [Victory Electrostatic Sprayers](#) in order to effectively prevent the spread of infectious diseases. Coupled with the [Clorox Total 360 System](#), these treatments kill 99% of most bacteria and viruses within two minutes of application.
 - Please review EPA [List N](#) to review Classical's selection of the Clorox Total 360 System disinfectant in comparison to others approved and it's efficacy against Coronavirus.
 - Handouts on this system will be available to parents in the front office and in digital format.

III. Distance Learning Plan

Due to the benefits of in-classroom instruction, along with the additional safety measures Classical has put into place; we highly encourage Archer families to attend school in person in the fall.

For families with students, siblings or immediate relatives who are immunocompromised, Classical will be offering a distance learning option for the fall semester. Space for this option is limited and documentation of medical necessity will be strongly encouraged in order to select this plan. If additional spots are available, Classical will add additional students to the distance learning option on a first come, first serve basis. If we do not have enough students to complete a full grade level class, an instructor may be assigned to multiple grade levels. If we have enough students interested in opening an additional distance learning class, we will do so and notify interested parents.

Please note we will do everything we can to meet the requests of our families; however, the availability of the online option is based on interest and staff resources. As a small school, we simply do not have the resources to offer one-on-one instruction. Should we be unable to meet your requests, a member of the school administration will contact you directly to discuss.

The Florida Department of Education has mandated that instruction provided in this manner must be equivalent in workload and content to face-to-face instruction. Please note this will not be the same as virtual instruction experienced during the end of the 2019-2020 school year at other schools; instead it will be more rigorous to meet state requirements.

Due to progress monitoring requirements put forth by the state, students participating in the online option may be required to come into the school on weekday afternoons after dismissal for assessment or progress monitoring purposes. These will be one-on-one or very small group meetings.

Families that determine distance learning is the best fit for their student(s) will need to commit to this option for the entire semester as well as sign and return the Distance Learning Family Contract. We will determine if a distance learning option for spring is necessary as it approaches.

Students who engage in the distance learning option will **not** be able to attend i9 Sports after school program, athletics or extracurricular offerings on campus in the fall.

A. Technology

Students who are without a digital device for home use may check out a school Google Chromebook to participate in distance learning. Chromebooks are available one per family and will be returned once distance learning is no longer necessary. Chromebooks will be provided on a first come, first serve basis. Given the global shortage of laptops, Classical has multiple laptops on order, but cannot guarantee an arrival date; therefore, we strongly encourage students who choose this option to have reliable Internet and device access already in place if possible.

B. Lower School

Students will be assigned to a Distance Learning Instructor (DLI), who will establish and maintain a Google Classroom where all announcements, schedules, assessments and videos will be housed. Students who are at home for the duration of the school day will be required to attend all scheduled synchronous virtual meetings, complete all assigned work and stay in daily communication with their instructor. Students will be provided with class texts, novels and workbooks to utilize at home. Students will be in uniform for synchronous instruction, which will be conducted via a secured Zoom classroom account. DLI's will be on campus during the day and therefore one-on-one in person conferences may be scheduled at the teacher's discretion and phone calls will be returned using Classical's school phone line.

Emails and phone calls to the DLI will be returned within 24 hours, except on the weekends and holidays. Calls at that time will be returned the following business day. DLI's will host multiple office hours via Zoom weekly outside of direct

instruction time and will be available during regular school hours. Parents, students and the DLI will host a required weekly touch base meeting: a) check for student understanding through discussion based assessments, b) determine areas of remediation or acceleration, and c) inform parents and students about additional resources which will assist in the student's understanding and mastery of the content.

The DLI will assign work that the parent will review to ensure completion. Assigned work will be completed by Friday at 3:00 pm each week and may be submitted virtually to the DLI and/or delivered to campus as a packet. Assignments will be graded by the DLI and returned the following week. The next week's schedule and assignments will be posted every Monday morning by 8:00 am.

C. Upper School

Upper school students will participate in Remote Live Instruction (RLI) during the school day by attending each of their classes live through Zoom conferencing. Attendance will be taken and students will be expected to be present for the duration of the class period. Instruction will take place primarily online with live, real-time instruction ("synchronous instruction"). Students will access their actual classroom online through a digital platform and be able to take part in the educational day with their teacher and peers. Students will join their classes every day in uniform and turn in assignments via the same system through which they attend classes. A large flat-screen television in the classroom will allow the teacher and classmates to interact with their peers who attend on-line. This platform has been used by a number of schools during the spring semester, and the synchronous delivery approach allowed students to increase learning gains individually for assessments and targeted instruction. Students will also be assigned class texts, novels and workbooks to utilize at home.

Emails and phone calls to subject area instructors will be returned within 24 hours, except on weekends and holidays. Calls at that time will be returned on the following business day. Each subject area teacher will host one office-hour session a week via Zoom after 3:00 pm or during their planning period. Parents, students and the DLI will host a required weekly touch base meeting: a) to check for student understanding through discussion based assessments, b) to determine areas of remediation or acceleration, and c) to inform parents and students about additional resources which will assist in student's understanding and mastery of the content. This can be done via in person conference, Zoom conference, phone call or email.

Assigned student work will be completed and turned in by the following Monday at 3:00pm each week and may be submitted virtually to each subject area instructor. Assignments will be graded by the instructor and returned the following week.

IV. Illness

We request that parents complete a wellness check for each student every morning before bringing their child to campus. Classical requests that you do NOT bring your child to school if they are experiencing any of the following symptoms now or within the last **72 hours**:

- Temperature over 100.4
- Fever or chills
- Deep or consistent cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Severe headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

A. Student Illness Developed Outside School

- Notify Classical and keep your child (and possibly siblings) home.
- Contact your child's primary care provider for guidance regarding next steps for testing.

B. Student Illness Developed Inside School

Students who show signs or symptoms of COVID-19 will be quarantined in a room set aside as a COVID-19 clinic and will await pick up. Any child who is ill and unable to return to class will be required to be picked up **within an hour** of a parent/guardian being contacted.

- Students should notify a staff member as soon as they feel symptoms commonly associated with COVID-19.
- The clinic must be called before sending any scholar to the clinic.
- A temperature will be obtained for every scholar who arrives at the clinic with symptoms of illness.
- Scholars with a fever will be immediately directed to the COVID-19 clinic.
- A mask will be placed on any scholar with any COVID-19 like symptoms.
- Parents will be notified for immediate pick up of their child(ren) with the suggestion to call FDOH COVID-19 Hotline at 866-779-6121 or the student's primary provider for guidance regarding presenting symptoms if testing for COVID-19 is warranted.

The student will need to remain home until fever free for 72 hours and can then return to school. If there is no improvement or if new symptoms appear, the student may see a physician who may advise a COVID-19 test. (Illness may be from another

ailment and a COVID-19 test would not be needed). Once a COVID-19 test is administered, the physician must provide a release to return to school for a positive test. If the student tests negative, the student should follow regular illness protocol.

Students whose absences are due to determining a diagnosis, or due to confirming a case of COVID-19 will be considered excused with appropriate documentation. Teachers will provide makeup work through each grade level within Google Classroom and students will receive additional tutoring as need to get them caught up after they have recovered. Students who fall ill with COVID-19 and fail to continue communication with Classical faculty and administration are considered truant and will be withdrawn to their home zoned school.

C. COVID-19 Response Protocol **

Families will be notified within 24 hours of potential exposure if a child or teacher in their student’s classroom falls ill with COVID-19. We will not specifically identify the student or staff member. We will cooperate with the local Health Department as they conduct the appropriate notifications of individuals who have been in contact with the person infected.

Additional protocols for sanitization will be put into place and recommended guidance will be offered to ensure safety of all children and staff in the affected class and on campus at that time.

Scenario	Response
1-3 unrelated cases, separate classrooms	<ul style="list-style-type: none"> • Deep cleaning /disinfecting of classroom, co-curriculars, hallways, bathrooms. • Complete contact tracing will be conducted for close contacts to confirmed case; exposed asymptomatic students monitored for any symptoms. Symptomatic students immediately quarantined for fourteen days.
4+ unrelated cases, 4 or more classrooms	<ul style="list-style-type: none"> • Deep cleaning /disinfecting of classroom, co-curriculars, hallways, bathrooms. • Students eat inside classrooms for lunch and/or outside if weather permits. • Complete contact tracing will be conducted for close contacts to confirmed case; exposed asymptomatic students monitored for any symptoms. Symptomatic students immediately quarantined for fourteen. • Consider classroom closure for up to fourteen days.

**** This plan is subject to change as updated recommendations from the CDC, Florida Department of Health, and American Academy of Pediatrics are issued****

D. Teacher Illness

If your child's teacher tests positive for COVID-19, the Dean of Curriculum and Instruction will contact the local Health Department. The Dean of Curriculum and Instruction will work with a substitute teacher to implement in person learning for all students in that class. A contact trace will be performed on all faculty and staff with those who have regular contact with the instructor who tested positive per the CDC Guidelines. Asymptomatic students will be closely monitored for any new symptoms and symptomatic students will be immediately quarantined for fourteen days.

E. Home Distance Learning (HDL) Plan for Unexpected Closures

If there is a need, Classical will transition impacted classrooms to the Home Distance Learning (HDL) Plan. Each grade will have a Google Classroom where all announcements, schedules, assessments and videos will be housed. Students who are at home for the duration of the school day and not ill will be required to attend all scheduled synchronous virtual meetings, complete all assigned work and stay in daily communication with their instructor. Students will be assigned class texts, novels and workbooks to utilize at home. Students will be in uniform for synchronous instruction, which will be conducted via a secured Zoom classroom account.

V. Athletics and Extra Curricular Activities

As a new school, the demand for specific athletics and extracurricular activities will depend greatly on the interest of our students and talent of our families and faculty. Individual fall sports should be able to return to play as normal if: a) students keep social distance; b) equipment is cleaned after each use; and c) students wash hands frequently. Fall team sports will require more Return to Play (RTP) guidelines if fall team sports are allowed to be played by the FHSAA, then we will follow the FHSAA guidelines.

Parents and spectators at sporting events will be required to wear masks and social distance throughout the duration of the event.

After school extracurricular activities and clubs have a smaller, more select crowd, and therefore offer less exposure. Virtual options will also be considered when appropriate.

VI. Tutoring

The parent survey indicated the desire for additional tutoring options for students returning to school. We will work with faculty and staff to create an online distance-tutoring plan to offer for the fall semester. We will determine if a distance tutoring option for spring is necessary as it approaches.

VII. Potential Amendments

The plan set forth was developed using health and safety information provided by the Florida Department of Health, Florida Department of Education, American Academy of Pediatrics, the Centers for Disease Control and Prevention and Archer parent and teacher survey input data. Classical anticipates amendments to this plan as more data becomes available and new needs arise to keep our families and Archer community safe.

Potential amendments to the school day could include but are not limited to:

- lunch and recess conducted in the classroom
- co-curriculars conducted in the classroom or outside the school building
- extended long-term home and distance learning options

We ask that Archer families remain flexible and know that we will need to make adjustments to this plan. Please read all email and text communication from the school and add info@tlhclassical.org to your contacts. Finally, be a place of encouragement for your student and the community. Our faculty and staff are here to help you and your student receive a quality classical education in the most effective way possible given these circumstances.

A. Tips to Support Your Scholar

- Maintain a positive and cooperative attitude. We are in this together!
- Be informed about the school's plan for reopening and ask questions to clarify procedures.
- Email questions to info@tlhclassical.org and add the address to your contacts.
- Be patient and understanding when plans and procedures need to change to keep students and staff safe.
- Follow your health care provider or health department directives regarding the need for quarantine or isolation for you or your family.
- Adhere to the school's procedures regarding your student's exclusion from school and return to class after illness.
- Avoid any after school face-to-face social interactions between your child and their peers unless CDC guidelines are followed.
- Speak with your provider regarding the importance of flu vaccination this season to avoid absences.

- Reinforce/educate your child(ren) on proper hand washing, covering your cough or coughing into a tissue, when to wear a mask, refraining touching their face and how to social distance.
- Practice ways your child(ren) can greet/interact with peers that does not involve contact.
- Encourage your child(ren) to eat healthy, exercise, and develop good sleeping habits.
- Provide your child(ren) with an age appropriate explanation of COVID-19 and ask what questions they may have to ensure they have accurate information and to relieve their fears. For more information, please visit <https://www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/talking-with-children.html>
- Lost and found items will only be saved if they are labeled and will immediately be returned to the scholar. Items without any names will be immediately washed and/or discarded. Please be sure to label ALL of your child(ren)'s belongings.

VIII. Next Steps

A. Points of Contact

If Archer students or parents are concerned about returning to school this fall, we encourage them to speak with administration and/or the Governing Board's parent liaison. We desire families to feel safe and comfortable about attending Classical and to be assured that our team will continue to monitor health and safety data to make ongoing informed decisions regarding school operation at all times.

Point of Contact	Name	Contact Information
COVID-19	Mr. Diman	RDiman@tlhclassical.org
Attendance Tracking/Verification	Mr. Chambers	DChambers@tlhclassical.org
Academics	Mrs. Caylor	JCaylor@tlhclassical.org
Board Parent Liaison	Dr. Scott-Weideman	JWeideman@tlhclassical.org

B. Return to School Intent Survey

Please complete the **Return to School Intent Survey** for EACH CHILD in your family that will attend Classical. **The deadline for this survey is July 31, 2020 at 6 p.m.** The survey responses should include your child(s) name, date of birth, technology needs if applicable, and reason(s) for desiring to pursue the learning option selected and to commit your family to that learning option for the fall semester.

Reach out to Mr. Diman at Registrar@tlhclassical.org with any questions you may have regarding registration at Classical for the fall.

Classical faculty and staff are looking forward to a wonderful school year full of wonder through the classical learning tradition!