

A photograph of a brick wall with a stone plaque. The plaque contains the text 'ALEXANDRIA COUNTRY DAY SCHOOL' in green, serif, all-caps font. The wall is made of red bricks with a light-colored stone coping on top. In the background, there are green trees under a clear blue sky. In the foreground, there are green bushes.

ALEXANDRIA
COUNTRY DAY SCHOOL

Start Smart

Hybrid Plan & Policies

Fall 2020



Hybrid Model

Kindergarten through second grade students will attend classes onsite four days per week, Monday through Thursday. Students in grades 3, 5 and 7 will attend classes onsite on Mondays and Tuesdays and participate in synchronous remote learning on Wednesdays and Thursdays. Students in grades 4, 6 and 8 will participate in synchronous remote learning on Mondays and Tuesdays and attend classes onsite on Wednesdays and Thursdays.

All students will be remote on Fridays. Fridays will be used for 1:1 conferring with teachers, extracurricular clubs and small group work in the Lower School. For Middle School students, Fridays will begin with advisory or an all Middle School meeting. Students will have tutorial options with teachers, as well as extracurricular clubs, and opportunities for 1:1 conferring.

Whether remote or onsite, the school day runs from 8:10am to 3:00pm, with most remote days ending with a flex block or Middle School teacher office hours. For onsite days, drop off is between 7:50am and 8:10am and pick up is between 3:10pm and 3:30pm. With the hybrid model, we do not believe we will need to stagger arrival times. Once students have completed their screening, they will join their cohort at a location outside and the cohort will enter the building together. For this reason, it is essential that students arrive at school on time.

Students will be placed in cohorts for the purpose of infection mitigation. Cohorts will remain together onsite and participate in their remote classes together as well.

Students will be provided with either an iPad (K-5) or MacBook Air (6-8) and other materials needed for remote work. On remote days students in grades 3-8 will see Flex noted in their schedule. This time will be used for students to work in small groups, complete assignments/projects, or work with the teacher 1:1 as they would in the typical classroom.

[Sample K-2nd Schedule](#)

[Sample 3rd & 4th Schedule](#)

[Sample 6th-8th Schedule](#)

Remote Only Learners

Parents may choose to have their child(ren) not attend classes onsite or students may need to stay home for a quarantine period. In both of these cases, the students will virtually participate in onsite classes via video conference. Teachers will routinely check-in 1:1 with remote learners.

After the school year has started, students may switch to being remote only or from remote only to onsite after a conversation with their Division Head to discuss transition planning, expectations for the duration of the change, and how the change may affect the student's learning.

Contents

Hybrid Model and Schedules.....	2
Remote Learners.....	2
AM/PM Care.....	9
Arrival & Dismissal.....	5-6
Athletics.....	8
Community Expectations	7
FAQs.....	10-11
Hygiene & Cleaning.....	7
In the event of cases or exposure.....	7
Lunch, snack & water bottles.....	4
Mask Policy.....	3
Recess.....	9
Specials.....	8
Technology	4
Transportation.....	6
Tutorial.....	6
Uniforms.....	3

Face Coverings

All students and staff will be required to wear a cloth face covering while indoors or unable to maintain sufficient distance from others while outside. The Association of Parents will be providing each family with two ACDS logo masks. Families will be required to provide masks for their children that meet the following requirements:

- Students should have at least two masks at school each day in case one is lost or soiled.
- Masks should be made of at least two layers of cloth. Additional layers or filter inserts are acceptable. Masks with valves are not permitted. Medical style disposable masks are allowed.
- Masks must be of the ear loop or around-the-head variety. Neck gaiters, bandanas, or other alternative face coverings will not be allowed. Students should not use masks that must be tied behind the head unless they are capable of tying them independently.
- Masks should fit well around the face and cover both the mouth and nose without gaps between the mask and face.
- Masks must be school-appropriate and may not include slogans or other written statements.
- Face shields may be used in addition to face coverings, but may not be used as an alternative to face coverings.
- Face coverings should be clearly labeled with the student's name. Face coverings will never be shared.

The CDC provides helpful guidance on masks and their use [here](#). [This article](#) from CNN provides some helpful advice to parents on helping children wear face coverings successfully.

There will be no exceptions to wearing a mask while at school. Students who are unable to wear a mask will be required to stay home and participate in school remotely.



Uniforms

Uniforms are a central part of ACDS's culture and set a tone for how our students engage in learning. Consequently, students will be expected to wear their uniforms whether onsite or engaging in synchronous online instruction. We believe that showing up in uniform and presenting oneself in an appropriate scholarly fashion when online will reinforce the expectations for engagement whether onsite or online.



Lunch & Snack

Students will eat lunch with their cohort in their classroom or outside, maintaining 6 feet of distance from other students. They may bring their lunch or purchase lunch through our lunch program. Students enrolled in the lunch program will have their food delivered to their classroom. Due to these changes, students will not have access to microwaves to heat up food and lunches must not contain peanuts and tree nuts.

All students should bring a snack each day that does not contain peanuts and tree nuts.

Water Bottles

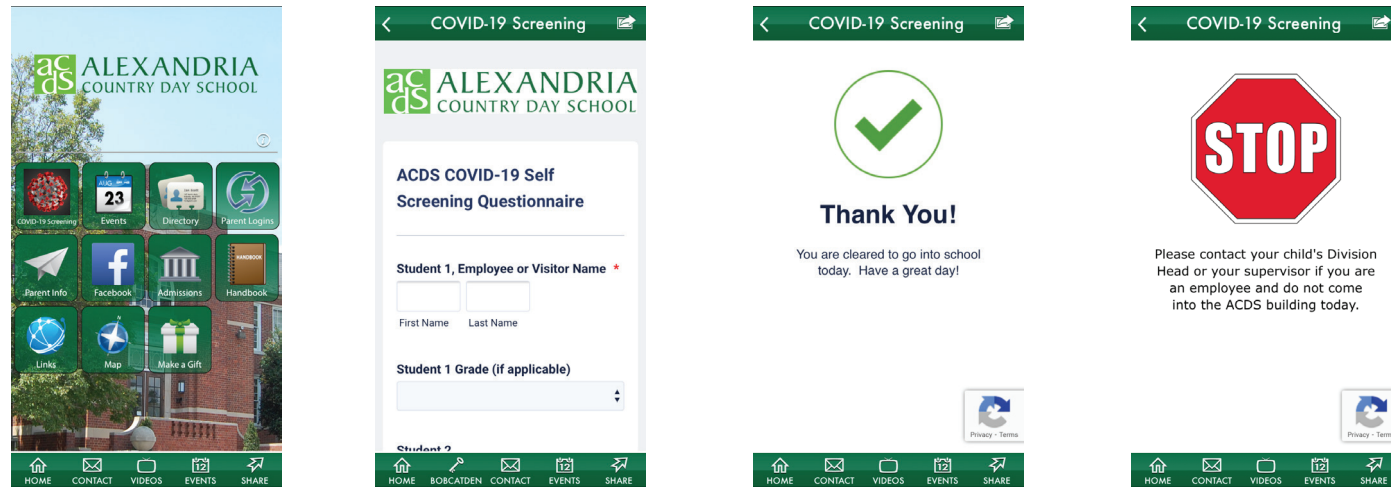
Students should bring a refillable water bottle to school to use at our bottle filling stations. Water fountains will not be available.

Technology

All students will be provided either an iPad (K-5) or MacBook Air (6-8) for the year. Each device is equipped with Securly filtering and monitoring software and will travel home with students and be used on remote days. Whether at home or at school, students will be expected to follow ACDS's [Lower School](#) or [Middle School](#) responsible use policy. Email Scott Lieberman and Evelyn Chaleki at help@acdsnet.org if your child is having trouble with his/her device on a remote learning day. Additional information about Securly and our technology can be found in the resource section of the Bobcat Den.

Arrival

On days when students are onsite, they should plan to arrive at school between 7:50 and 8:10am. Prior to arrival each morning, a parent will need to complete a family screening questionnaire located in the ACDS App (search for Alexandria County Day in the App or Google Play store to download). It will also be located under the Current Families menu in the top right corner of the school's website. If the students in your household are cleared to come to school, a green checkmark will appear when the form is submitted. Staff will be able to look up your response, but if you can show the green checkmark when dropping off your child, that will expedite things.



Students' temperatures will be checked prior to them exiting their vehicle. Any student with a temperature of 100.4 or higher will not be permitted to attend school. Students should put their mask on prior to their temperature screening.

After exiting the vehicle, students will join their cohort in a designated outdoor location from which they will all enter the building together. Parents are expected to remain in their vehicles and asked to wear a mask when interacting with ACDS staff members.

Arriving Late or Leaving Early

The ACDS parking lot will be closed after morning carpool is complete. If you need to pick up or drop off your child outside the regular pick-up and drop-off times, please pull up alongside the exit to the ACDS parking lot and call the main school number (703-548-4804) from the car and we will help you. If your child requires assistance entering or exiting the building, a staff member will help them. Parents and other caregivers are asked to refrain from entering the ACDS building during the school day.

Dismissal

Dismissal will begin at 3:10. The school parking lot will be closed until 3:10pm because some Specials classes will be taking place outdoors. You may arrive as early as 2:45, but cars will be held at the underpass until 3:10. If Charles Alexander Court is full, please utilize the church parking lot as overflow. Given the controlled exit from the building, we encourage families to stagger their arrival between 3:10-3:30 to minimize traffic backup. Students will be called from classrooms as their rides arrive.

Bus Transportation

ACDS typically offers transportation at an additional fee through St. Stephen's & St. Agnes School's bus service. Unfortunately, SSSAS is unable to offer transportation services to partner schools for at least the months of September and October due to the pandemic. As things progress or improve, it is something they are willing to revisit but the policies under which they are reopening prevent them from being able to transport ACDS students. Please contact Summer Sonner at ssonner@acdsnet.org if you are interested in transportation when it becomes available.



Community Expectations

Our ability to execute this plan successfully will require a community effort. Our expectation is that families and employees will abide by guidelines for exposure mitigation, including mask-wearing, social distancing, requirements for staying at home, and respecting the cohorts we have created. We have a high degree of control over what happens in the school building, but we have to rely on you to maintain the same level of care and consideration for everyone's safety while your children are at home.

Travel

Families or employees who travel outside the DMV to a location with a 7-day average of daily cases of 25 or more per 100,000 people (COVID Risk Level Red) are asked to stay home for 14-days. This quarantine period may be shorted if each member of the household has tested negative for COVID-19 in accordance with recommendations and advice from a healthcare provider.

Procedures For a Suspected or Confirmed Case of COVID-19

ACDS will follow CDC and Health Department guidelines for isolation, notification, cleaning, and return in the event that someone on campus presents with symptoms consistent with COVID-19 or we learn of a positive case of COVID-19 in our community. Our cohort model improves our ability to isolate groups in the event of an exposure and helps to limit the number of students and employees affected. Students or employees in households in which there has been a confirmed or suspected case of COVID-19 will stay home for 14 days or provide a negative COVID-19 test for each member of the household before returning to school.

Members of the ACDS administration are meeting with a representative from the Alexandria Health Department on August 25th to engage in tabletop exercises to examine our response plans in the event that someone on campus presents with symptoms consistent with COVID-19 or we learn of a positive case of COVID-19 in our community. These exercises will enable us to practice and finalize our plan with the guidance of experts, as well as establish a relationship with the Health Department that will help expedite a coordinated response. We will share the details of our response plan with you after we have completed this exercise and prior the first day of school.

Hygiene and Cleaning

We will monitor and enforce appropriate hand-washing and hygiene practices. Hand sanitizer dispensers will also be provided in every classroom and office space.

Our facility will be cleaned each morning prior to student and staff arrival. Bathrooms and high-touch areas will also be cleaned throughout the day.



Athletics

This fall, ACDS will offer co-ed Tennis for grades 5-8 and co-ed Cross Country to grades 4-8. Safety is of the utmost importance, and we are putting in place a number of measures to protect students and coaches.

Cross Country

Cross country practice will be on Tuesdays and Thursdays from 3:15-4:15pm. The first practice will be on September 15th. In order to line up with our hybrid learning model, runners will practice one day a week when they are on campus and will be assigned at-home workouts to do on a day or days they are learning virtually. Although we won't compete against other schools face-to-face, we'll hold "in house" competitions. We are also exploring the possibility of virtual competitions.

Tennis

Tennis practice will be held Monday through Thursday from 3:45-4:45pm at the George Mason tennis courts and 3:15-4:30pm on the ACDS turf field. The first practice will be on September 14th. After registration we'll assign which day or days of the week your student will practice based on the number of participants. Tennis practice will be a mixture of skill work and competitive matches with other students from ACDS for players that can serve, rally, and score. We will have our annual ACDS School Championship Tennis Tournament at Belle Haven Country Club on Wednesday, October 28th, from 3:30-5:30pm. As of now, we are not competing against other schools.

Specials

All specials will occur onsite in the hybrid model. Students will travel to specials outdoors or have specialists provide instruction in their classrooms.

Lower School students will continue to have Spanish, PE, Library, Art, Music and Drama. In Middle School for the first trimester, fifth grade students will participate in Drama, sixth grade will participate in Art, and seventh and eighth grade will participate in Music. Arts rotations will be reevaluated at the end of the first trimester. All Middle School grades will have Spanish and PE classes.



Recess

Students will have recess in their cohorts and, weather permitting, it will take place in one of our play spaces outdoors. Each cohort will be assigned a location for their recess, and locations will rotate daily to give students access to different play spaces. Students will be able to remove their masks during outdoor recess unless their activity does not allow for consistent physical distancing. Teachers are developing ideas for naturally distanced games and play such as hula hoops, jump ropes, four corners, and noodle tag.

AM/PM Care

We are currently determining the feasibility of offering AM/PM care for families who need it on a consistent schedule in a way that allows our student cohorts to remain separate. Drop-in PM Care will not be offered.

Tutorial

Middle School tutorial is built into the students' schedule on Fridays and will take place remotely. In addition to tutorial blocks, students will also have the opportunity to schedule time, as needed, with teachers during remote office hours. Unless they are participating in Cross Country or Tennis and have practice, Middle Schoolers should be picked up at 3pm on their onsite days.

FAQs

How will the classrooms be laid out?

In Lower School classrooms, instructional materials will be grouped together in the center of the room and student desks will be spaced around the perimeter of the classroom to provide adequate distancing.

In Middle School, due to the utilization of larger spaces, students will be able to be spaced out in accordance with social distancing guidelines. Pictures of common classroom setups will be available next week.

Will lockers & cubbies be used?

To minimize hallway congestion, students will not use lockers or cubbies at the beginning of the year. They will store their belongings inside of their classroom space. As we test our procedures and student movement through the building, we will reassess whether or not lockers and cubbies can be used.

Will students be graded differently in the hybrid or remote model?

No. Students will be graded and assessed as they would be during a typical school year.

How will TLC support be provided?

Teaching & Learning Center specialists will continue to work with students as they do during a typical school year. Most of this work will take place when students are onsite; however, for students with action plans who are entirely remote, Teaching & Learning Center specialists will provide support via video conferencing.

Can I keep my child at home rather than send them to the onsite classes?

Yes. Parents may opt to have their child be a fully remote student. These students will participate in onsite classes via video conference. Additionally, teachers will routinely check-in 1:1 with fully remote students. For grades 3-8, teachers will also be posting/sharing assignments via Google Classroom. Please contact your child's Division Head if you are interested in them being fully remote.

Can I switch my child from onsite to full remote or vice versa if I change my mind?

Yes, but please contact your child's Division Head to make arrangements to do this. We want to make sure to consider transition planning, expectations for the duration of the change, and how the change may affect the student's learning.

What will be the schedule for opening week?

Tuesday, September 8 Teacher Work Day. No Back-to-school Fair

Wednesday, September 9 K-2, 3, 5, 7 on campus 8:10am - 3:00pm
No school for grades 4, 6, 8

Thursday, September 10 K-2, 4, 6, 8 on campus 8:10am - 3:00pm
No school for grades 3, 5, 7

Friday, September 11 K-2 Screen-Free, Remote Activities (asynchronous)
Grades 3-8 Remote Activities (synchronous)

FAQs Continued

Will there be mandatory COVID testing before school starts for staff and students?

Due to the variable availability of COVID-19 tests, the length of time it is currently taking to receive results, and the limited timeframe in which they are informative, we are not requiring testing before attending onsite classes. Instead, in accordance with CDC guidelines, we are asking each family to conduct a self-screening at home each day. Upon arrival, each family and employee will have to report via an app on their phone that they have not experienced COVID-19 symptoms or knowingly been exposed to the virus. We are monitoring the development of new, rapid tests and will review their efficacy and feasibility as the school year unfolds.

Will ACDS reduce its tuition due to the changes required by the pandemic?

While the delivery of our program will be different due to the adaptations we have made to create a safe environment for our students, staff, and families, we believe that the value of our program remains. Our exceptional faculty and staff are working harder than ever to provide instruction in new and innovative ways to meet the needs of every student under these unprecedented conditions. Our adaptations have been made with the goal of providing the highest-quality educational experience available while maintaining recommended safety standards. Despite the challenges we face, we will continue to deliver a personal and responsive program that fulfills the mission of our school. While time on site for students may be less, our time engaged with students, through synchronous remote instruction, online activities, one-on-one conferring, and so on, have not diminished significantly. Meanwhile, our costs have increased substantially as we have installed new technology, adapted physical spaces, responded to increased financial aid demand, implemented safety measures, and more.

How often will ACDS re-evaluate whether we can shift to a five-day model? What metrics would allow that to happen and what metrics would shift us to fully remote?

We are monitoring conditions continually and will respond to favorable or unfavorable changes accordingly. We will reassess our model in early October, once we have a chance to acclimate to the hybrid model and see sustained changes in conditions. To move to the 5-Day Model would require at a minimum (data as of 8-19-20):

- The moving 7-day average of daily cases per 100,000 people in Alexandria has been lower than 10 for 14 days. *The number has ranged from 9.7 to 12.7 and currently stands at 12.5.*
- The moving 7-day average number of infections per 100,000 people in our region has been lower than 10 for 14 days. *The number has ranged between 9.8 and 11.1 and currently stands at 10.8.*
- There is a downward trajectory of newly identified (confirmed and suspect) COVID-19 cases over a 14-day period in our region. *The trajectory has been slightly upward in Alexandria and Arlington and slightly downward in DC, Prince George's County, and Fairfax, although these trajectories have been variable.*
- There is a downward trajectory of positive SARS-CoV-2/COVID-19 tests as a percent of total tests within a 14-day period (with stable or increasing test volume) in our region. *This trajectory has been stable or increased slightly.*
- There is a downward trajectory of hospitalizations for COVID reported over a 14-day period in Alexandria. *This number has ranged between 1 and 3 with no discernable trajectory.*

A significant decline in all of these statistics may require that we go fully remote.