



Subject: PCS Campus Reopening Update - July 7, 2020

Dear PCS Community,

We know that many of you are anticipating our plans for the start of the school year, so we wanted to share some of the early decisions made by the COVID-19 Reopening Task Force. Led by our site Pandemic Coordinator Lindsay Jung, the Task Force includes school administrators, faculty, parents, trustees, consultants from Joffe Emergency Services, and community members with expertise in medicine and facilities.

As of today, we plan to open our physical campus on Thursday, September 3 following strict adherence to safety guidelines from the CDC, California Department of Public Health, Los Angeles County Health Department, and recommendations from the California Department of Education. We check the CDC and health organizations daily for updates, and while it is our current plan to provide in-person learning on campus, it is important for community members to understand **this plan may change** as we receive new information over the summer. The reopening of campus may include a hybrid learning environment with part time at Park Century and part time remote learning if we feel that will more safely serve our purposes. We will follow every guideline available to mitigate risk to our students, staff, and community, which is our number one priority.

Preparations for Fall

In coordination with Joffe Emergency Services and our local health department, the school has already taken the following actions:

- Deep cleaning of the entire campus with health department recommended hospital-grade disinfectants
- Regular cleaning and disinfecting of all surfaces, doorknobs, light switches, sinks, tables, desks, chairs, etc. with hospital-grade cleaning products to be continued daily throughout the school year

- Reviewing our HVAC and ventilation systems
- Surveying and reviewing spatial preparation in classrooms to adhere to social distance guidelines
- Holding regular meetings of the COVID-19 Reopening Task Force and smaller committees within the Task Force
- Surveying parents and staff to gauge health issues, preferences, and concerns
- Identifying and ordering health and safety equipment, including masks, disinfectant supplies, and hospital-grade cleaners
- Creating a Remote Learning Task Force and ordering virtual classroom technology to provide an enhanced remote learning program should that become necessary

To continue preparation, our COVID-19 Reopening Task Force has formed smaller group committees: Health & Safety, Instruction & Scheduling, Community Engagement & Social Emotional Support, and Operations. Our Instruction & Scheduling group will prepare comprehensive contingency educational models, including a full reopening of our physical campus, hybrid models of different scheduling options for both remote learning and in-person learning, and a full remote program. Concurrently with our COVID-19 Reopening Task Force, faculty and staff members are serving on a Remote Learning Committee to enhance our remote student experience and curriculum should LA County issue another stay-at-home mandate.

New Campus Safety Measures

When and if we convene on campus, we will be enacting the following safety measures with the goal of creating the least restrictive environment that still prioritizes the health and safety of everyone within it. Please note, this list is not exhaustive, and community members will receive a full rundown of safety measures later this summer.

- **Face masks will be required for all students and employees.**
- **Carefully crafted schedules for frequent hand washing by all students and employees will be required.** Hand washing schedules will follow social distancing guidelines and minimize interactions between students in our hallway. We will also make additional hand washing stations available on campus.
- **All classrooms will be arranged to allow for six feet of separation between students.**
- **All assemblies and large gatherings will be either offered virtually, modified to meet health and safety guidelines, or canceled.**

- **All students and employees will be required to complete a daily health screening before coming to campus.** More details to follow about that process.
- **We will greatly restrict parent and visitor access to our building** in order to maintain a more controlled environment.

What You Can Do

While we continue to develop our plans for reopening, we ask that our community members adhere to the following safety measures throughout the summer and into the fall:

- **Follow California's requirement to wear masks in all public spaces.** Using this time to make the practice routine will help ease children into mask wearing when they arrive on campus.
- **Continue to practice physical distancing and frequent hand washing.** While we understand that our children are having a difficult time with reduced social interactions, we ask that you avoid scheduling group play dates and summer gatherings. Practicing these safety guidelines in the household keeps everyone in our community safe when we return in the fall.
- **Monitor conditions of destinations during family travels.** If there is a spike in cases or an outbreak in a visited location, your child(ren) will be required to self-quarantine for 14 days before returning to campus.
- **Monitor health daily and stay at home at the first sign of any cold or flu-like symptoms.** It is critical for all members of our community to understand that they will be required to stay at home should they experience any [symptoms, as outlined by the CDC](#).
- **Contact us if you have reason to believe that you or someone in your household has had exposure to the coronavirus.**

Communications Going Forward

Our priority is for students to be on campus with in-person learning for the maximum time possible. We realize that it is not only the physical health but also the social impact on our students we must consider when planning for the fall. The social emotional component of our curriculum is more important now than ever, and we are actively incorporating time for our students to be kids, share fun activities, and socialize with their peers in every learning scenario. We will update you bi-weekly on the work of the Task Force throughout the summer, though we

may reach out more frequently if updates are urgent. More specific details, PCS health and safety guidelines, and an updated school calendar will be sent out later this summer.

Thank you to all the parents who completed the Campus Reopening Parent Survey we sent last week. We are currently assessing your responses and questions submitted during this process. Please look for a correspondence next week with a detailed list of these questions and answers from the Task Force leadership. If you have not yet filled out this survey and would like to, you can still access it until Friday, July 10 by clicking on the link below.

[Parent Survey - Campus Reopening 2020](#)

We will also be sending more surveys asking for community feedback throughout the summer. Additionally, we will be holding community virtual town hall meetings on the following dates to answer your questions about our policies or any COVID-related matters:

- **Tuesday, August 11 @ 1:30 p.m.** - Lower School Town Hall (for parents of students in grades 2-5)
- **Thursday, August 13 @ 1:30 p.m.** - Upper School Town Hall (for parents of students in grades 6-8)
- **Wednesday, August 19 @ 2:30 p.m.** - All School Town Hall

Thank you for your continued patience and flexibility as we navigate this difficult time. Please take care of yourselves. We look forward to seeing you at our town hall meetings.

Sincerely,



Judith Fuller
Head of School



Jennifer Palmer
Chief Operating Officer

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