Greetings, Cougars!

This plan is our parat, our preparation, for the year ahead. It is our detailed guide for how we can come together in-person, JK-12, as over 2,000 community members who are a part of Collegiate School.

I am so grateful for the hard work of our faculty, staff, volunteers and advisors who are making our reopening possible. Please continue to focus on your health and safety, including physical distancing, so that we can see you in-person on campus.

We are Cougar Strong, and together, we shall flourish according to our school motto: Parat. Ditat. Durat. Prepare. Enrich. Endure.

We are excited to see you soon!

Warmly,

Penny Evins
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COLLEGIATE PLANS FOR A FULL, IN-PERSON RETURN TO CAMPUS JK-12, FIVE DAYS A WEEK.

Our goal is to provide the best possible mission-driven, values aligned learning experience for each student and to keep our community healthy.

We are committed to fostering the intellectual, moral, emotional and physical development of each student through the pandemic and beyond.

As needed, remote learning is available.

We are committed to prioritizing the health and safety of every member of the Collegiate community as we reopen campus. COVID-19 is a fluid situation, and changing local or state guidance could impact some or all of this plan. We will update and adapt as necessary.

As responsible citizens, we encourage healthy habits. Especially for the two weeks prior to returning to campus, families, faculty and staff are asked to diligently follow physical distancing, face covering and hand cleaning protocols, and to make every attempt to avoid high risk situations. Virginia currently does not have any quarantine requirements upon arrival from travel within the U.S. If you think you may have been exposed to COVID-19 or are having symptoms, please self-isolate and seek medical attention as needed. Our careful planning and collective respect for safety protocols will be essential to our returning to campus, maintaining the health of our community and keeping school open in-person, so long as it is safe to do so.
Collegiate wants to provide the best experience possible for our students as we reopen under new circumstances, and we have adjusted our opening calendar accordingly.

**AUG. 17-31**

*Athletics Pre-Season Practice*

Please see page 36.

**AUG. 21**

*Handbook Acknowledgment and Assumption of Risk & Release Forms due* — signed by parents via DocuSign. These are required before students attend orientation and begin school. These will be sent on Aug. 10.

**AUG. 25-27**

*Return to Campus Visits*

Students are invited to visit campus to be introduced to the new health and safety protocols. Follow home health screening and arrival procedures on pages 14-15. Lower School parents may accompany their students.

### LOWER SCHOOL VISITS

<table>
<thead>
<tr>
<th>ALPHABETICAL BY LAST NAME</th>
<th>DATE</th>
<th>TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALL GRADES JK-4</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A-C</td>
<td>AUG. 25</td>
<td>1-1:45 P.M.</td>
</tr>
<tr>
<td>D-F</td>
<td>AUG. 25</td>
<td>2-2:45 P.M.</td>
</tr>
<tr>
<td>G-J</td>
<td>AUG. 26</td>
<td>1-1:45 P.M.</td>
</tr>
<tr>
<td>K-O</td>
<td>AUG. 26</td>
<td>2-2:45 P.M.</td>
</tr>
<tr>
<td>P-S</td>
<td>AUG. 27</td>
<td>1-1:45 P.M.</td>
</tr>
<tr>
<td>T-Z</td>
<td>AUG. 27</td>
<td>2-2:45 P.M.</td>
</tr>
</tbody>
</table>

### MIDDLE SCHOOL VISITS

<table>
<thead>
<tr>
<th>GRADE LEVEL</th>
<th>DATE</th>
<th>TIME</th>
</tr>
</thead>
<tbody>
<tr>
<td>5TH* AND 7TH GRADERS</td>
<td>AUG. 27</td>
<td>9-11 A.M.</td>
</tr>
<tr>
<td>6TH AND 8TH GRADERS</td>
<td>AUG. 27</td>
<td>1-3 P.M.</td>
</tr>
</tbody>
</table>

### UPPER SCHOOL VISITS

<table>
<thead>
<tr>
<th>GRADE LEVEL</th>
<th>DATE</th>
<th>TIME</th>
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</thead>
<tbody>
<tr>
<td>9TH* AND 10TH GRADERS</td>
<td>AUG. 26</td>
<td>10:30 A.M.-12 P.M.</td>
</tr>
<tr>
<td>11TH AND 12TH GRADERS</td>
<td>AUG. 26</td>
<td>2-3:30 P.M.</td>
</tr>
</tbody>
</table>

*Please note: All 5th and 9th Graders and all new Middle and Upper School students will also attend New Student Orientation on Monday, Aug. 31. See next page for details.*
COUGARS RETURN Updated Plan

IMPORTANT DATES TO START THE SCHOOL YEAR

AUG. 30 & 31

Orientation

<table>
<thead>
<tr>
<th>DATE</th>
<th>TIME</th>
<th>DROP-OFF LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>5TH GRADE</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MON., AUG. 31</td>
<td>8:30-10 A.M.</td>
<td>Jacobs Gym for temp check</td>
</tr>
<tr>
<td></td>
<td>Thomas, Roski,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cunningham advisories</td>
<td></td>
</tr>
<tr>
<td>MON., AUG. 31</td>
<td>10:30 A.M.-12 P.M.</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Fleming, Tetsworth,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Given advisories</td>
<td></td>
</tr>
<tr>
<td>NEW STUDENTS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>GRADERS 6-8</td>
<td>MON., AUG. 31</td>
<td>Jacobs Gym (6th) for temp check</td>
</tr>
<tr>
<td></td>
<td>1-2:15 P.M.</td>
<td>Seal Center (7th &amp; 8th) for temp check</td>
</tr>
<tr>
<td>NEW UPPER</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCHOOL STUDENTS</td>
<td>SUN., AUG. 30</td>
<td>Hershey Center lobby for temp check</td>
</tr>
<tr>
<td>ALL 9TH GRADE &amp;</td>
<td></td>
<td></td>
</tr>
<tr>
<td>NEW STUDENTS</td>
<td>MON., AUG. 31</td>
<td>Hershey Center lobby for temp check</td>
</tr>
<tr>
<td></td>
<td>11 A.M.-3:30 P.M.</td>
<td></td>
</tr>
</tbody>
</table>

SEPT. 1 & 2

FIRST TWO DAYS OF SCHOOL WILL BE HALF DAYS

Lower School 8:10-11:45 a.m.
Middle School 8:30 a.m.-12:15 p.m.
Upper School 9:00 a.m.-12:30 p.m.

In order to be responsive to what we will learn and experience during our first days, it is critical that our faculty and staff have built-in time to give feedback so that we can make minor adjustments and continue to provide a healthy and productive learning community. We have been separated since March and want to rejoin in the best way possible. We appreciate your patience and acknowledge a partial day is not convenient for all. For complete information on arrival and carpool procedures, please see pages 15-19.

SEPT. 1 & 2

JV and Varsity Athletics early practice
following the half days and a lunch break. Athletes should bring lunch from home. Practice details and adjusted times will be communicated by coaches.

SEPT. 3

Quest After School care begins
We will issue credit for the entire first week, though Quest will be open Sept. 3 & 4.

SEPT. 3

Cub Sports begin
ALL PAWS ON DECK FOR VISIONING AND PLANNING

Since last spring, eight Visioning and Planning Teams and our Board of Trustees have been bringing together COVID-19 data and insights, emerging best practices and our own creative approaches to envision the plan that is best for Collegiate.

Following our initial plan released in June, the teams – comprised of more than 80 faculty and staff members, administrators, Trustees, Parents’ Association leadership, medical professionals and experts from various fields – put in countless hours running scenarios, searching out details, monitoring changing conditions, refining approaches and developing this plan.

Our plan was created in accordance with a comprehensive review of COVID-19 public health guidance, state reopening guidelines, our campus footprint and school logistics.

We continue to follow the advice of the Centers for Disease Control (CDC) and Virginia Department of Health (VDH), as well as the National Association of Independent Schools (NAIS), regional, state and national advisors.

EXTERNAL AFFAIRS TEAM
This team explored ways in which the School will communicate with constituents, build community and encourage philanthropy throughout each of the possible scenarios.

REOPENING SCHOOL TEAM
Focused on understanding federal, state and local guidelines and requirements regarding COVID-19, this team developed the procedures and protocols for reopening our campus.

ENROLLMENT MANAGEMENT TEAM
This team was charged with ensuring that the School lives out its mission with current, new and prospective families through programming around admission, retention and financial parameters.

STAFFING TEAM
Determining staffing needs for possible scenarios as well as providing the faculty and staff the appropriate support and encouragement in a changing educational landscape was the focus of this team.

OPERATIONAL VISIONING AND PLANNING TEAMS

EDUCATIONAL VISIONING AND PLANNING TEAMS

ACADEMIC TEAM
Building on lessons learned during emergency remote learning last spring, this team was tasked with designing a comprehensive JK-12 approach to learning for the 2020-21 school year that would allow for a smooth transition from in-person on campus learning to remote learning as required.

STUDENT EXPERIENCE TEAM
This team explored ways in which Collegiate can foster a sense of community and connectedness for our students in each scenario. The team looked at strategies to promote social interactions, physical wellbeing and artistic expression under current physical distancing restrictions.

AUXILIARY PROGRAMS TEAM
This team focused on scenario planning for programs that occur outside of the school day, i.e. the Quest programs, facility rentals, music lessons and youth sports.

TECHNOLOGY TEAM
After reflecting on lessons learned during emergency remote learning, this team made recommendations to further engage, enhance and extend learning goals through the use of instructional technology.
RESPONSIBLE COUGAR PACT

I will wear my face covering, clean my hands, follow physical distancing guidelines and make every attempt to avoid high risk situations.
**COVER: FACE COVERING**

Face coverings will be worn by students, faculty and staff. Students must put on their face covering before exiting the car each morning and should bring a second covering as a back-up.

**Face covering requirements:**
- Must be 2 or 3 ply and fit securely to cover the mouth and nose.
- Must be mask style and have ear loops or ties behind the head.
- Face coverings with respirator valves are not permissible without using another surgical mask to cover the valve.
- Can be any color or pattern but may not include any words, pictures or logos, except for a Collegiate School logo for Middle and Upper School students. Lower School students may have appropriate pictures and words on theirs.
- Bandanas and scarves are not allowed.

**Please plan ahead and have plenty of masks available at home** to ensure that two clean masks are sent daily. Disposable face coverings should be discarded after use.

**Each student will receive two Collegiate face coverings.** Please make sure to label all coverings with your student’s initials or name.

Each division will have designated times and outdoor areas where face coverings may be safely removed during the school day with permission. When removed, face coverings must remain on the student (pouch, backpack, pocket, around the neck, etc.) and may not be laid on any school surfaces.

It is highly recommended that your child practice wearing a face covering at home prior to the start of school.

*For the safety of our community, if students are unable to wear a face covering, they will participate in remote learning.*

**CLEAN: HAND HYGIENE**

Hand hygiene is critical to mitigate the spread of COVID-19. Everyone will be expected to perform hand hygiene when entering and exiting the classroom; before and after eating snacks or meals; before and after handling face coverings; after using the restroom; after blowing their nose, coughing or sneezing; and after touching high-touch surfaces.

Per CDC guidelines, proper hand washing is with soap and water for at least 20 seconds. Hand sanitizer (at least 60% alcohol based) will be supplied in communal areas and classrooms. Students should avoid touching their eyes, nose and mouth, especially with unwashed hands.

**SPACE BETWEEN: PHYSICAL DISTANCING**

Collegiate’s space plan has been redesigned to allow at least six feet of physical distance between each person, and everyone is expected to follow those guidelines. During athletic activity, the space allowance will be 10 feet.
**MODIFICATIONS TO CLASSROOMS & BUILDINGS**

- Some classrooms were enlarged by removing walls. In others, partitions now divide large areas, such as cafeterias and libraries, to create multiple classrooms in adherence to CDC six-foot distancing guidelines.
- Touchless faucets installed in all bathrooms.
- Foot pulls on restroom doors added where needed for hands-free entry and exit.
- Water bottle filling stations installed throughout campus and drinking fountains disengaged.
- Hand sanitizer dispensers placed in every classroom and communal areas.
- Each division will have a “well” student clinic and a “Cougar Care” clinic location.

**SIGNAGE TO SAFELY GUIDE OUR COUGARS**

- Clearly marked interior and exterior spaces for physical distancing.
- Important health and hygiene reminders.
- Safe navigation of campus buildings, grounds and restrooms.
- Clearly marked entry and exit doors and foot traffic patterns.

**CLEANING**

- CDC recommended cleaning protocols and EPA COVID-19 approved cleaning and sanitizing products will be used.
- Frequent cleaning of high-touch and communal spaces during the school day.
- High-touch surfaces in classrooms wiped down between class changes in the Middle School and Upper School.
  Lower School students do not change classrooms.
- Electrostatic sprayers used for nightly disinfecting.

**FILTRATION**

- HVAC systems in all buildings modified to maximize fresh air and filtration.
- Upgraded all systems to the highest level MERV filters our systems will support without degrading air flow and air quality.
- In consultation with HVAC professionals, ultraviolet light (UV-C)/ionization technology is being installed in HVAC systems to inactivate airborne pathogens and microorganisms to help purify air.
- All classrooms have been equipped with HEPA Air purifiers.
Desk locations will be marked.
**CREATING FLEXIBILITY:** Collegiate has invested in technology to enhance both on-campus and remote learning, and to allow us to use campus spaces in new ways.

**NETWORK IMPROVEMENTS**
- Wireless access expanded far and wide across campus so students can spread out.
- Internet bandwidth quadrupled on-campus, buttressing anticipated demand.
- Continued cybersecurity risk mitigation through secure internet and video conferencing protocols.

**CLASSROOM TECHNOLOGY**
- Mobile displays and other audio-visual equipment for new classroom spaces.
- Classrooms equipped with microphones and camera-enabled computers, allowing teachers to broadcast and record live instruction for remote learners.
- Dedicated classroom computers for video conferencing to minimize technology time for teachers and allow for more time engaging students.

**STUDENT EQUIPMENT**
- For the first time, each JK and Kindergarten student will be provided a school-issued iPad.
- Chromebooks provided to 3rd-8th Grade students have been fully tested to confirm adequate audio and video performance.

**ONE-ON-ONE ZOOM MEETINGS**
- Based on positive feedback and flexibility, Zoom may be used for interactions such as extra help, counseling, private music lessons and parent-teacher conferences.
- One-on-one Zoom meetings may happen remotely or within Collegiate’s campus to allow for physical distancing.

**PAIRED CLASSROOMS IN MIDDLE SCHOOL AND UPPER SCHOOL**
While Collegiate is fortunate to have many large spaces converted into classrooms, we are using technology to leverage smaller spaces in Pitt Hall (Upper School) and Flippen Hall (Middle School). Those will operate as paired classrooms, with the teacher with half of the class, and the other half livestreaming with a proctor. Students will rotate being with the teacher and proctor. Most often the proctor will be a teacher from the same or a similar department.
College teachers have been participating in professional development throughout the summer to prepare for the upcoming school year. In addition, many teachers and staff have been integral to our Visioning and Planning Teams and reopening planning.

**Teachers took classes through the Global Online Academy**, an internationally recognized organization that provides access to the latest resources and research on instructional practices, including topics such as designing for online learning, assessment and developing student agency.

Many College teachers participated in additional professional development through both the **Virginia Association of Independent Schools (VAIS) and Harvard’s Project Zero**, which offers programs to enhance learning, thinking and creativity.

**All faculty and staff participated in summer reading related to diversity and inclusion** and will continue in this work supporting Collegiate’s mission to be a diverse and inclusive community of learners.

Teachers are returning early for **two weeks of on-campus professional development and safety training** in August to prepare for the new school year.

**All faculty and staff will participate in COVID-19 safety training.** A special Faculty Playbook is being created to address teacher FAQs.
Embracing Flexibility

COUGARS RETURN Updated Plan

ARRIVING TO SCHOOL HEALTHY

STOP!

SELF-CHECK HEALTH SCREENING
DO NOT ENTER CAMPUS IF

- You have tested positive for COVID-19 in last 10 days
- You have a known exposure to a person with or suspected to have COVID-19 in last 14 days
- You have had any of the following symptoms in the last 24 hours:
  - Fever of 100.0 degrees Fahrenheit or higher
  - New or worsening cough
  - Difficulty breathing or shortness of breath
  - Flu-like symptoms (headache, chills, muscle aches)
  - Loss of taste or smell
  - Sore throat
  - Gastrointestinal symptoms (nausea, vomiting or diarrhea)
  - Increased congestion or runny nose

*The School will continue to update this list based on CDC and state guidance as may be appropriate.

Students exhibiting ANY of these symptoms should:
- Stay home from school
- Notify their division office
- Contact their healthcare provider
- For more detail see pages 39-40

DAILY SYMPTOM SCREENINGS
PRIOR TO ARRIVAL USING
MAGNUS HEALTH APP

Parents must screen students for symptoms of COVID-19 prior to their arrival on campus daily. Parents and employees will complete a daily health questionnaire in the app based on home screenings. Information on how to download the app and complete the daily symptom check will be coming soon.
SCREENING LOCATIONS
Each day, upon arrival, all students and employees will have their temperature checked by proceeding by the thermal scanners at their designated arrival locations. JK students will be checked using a touchless infrared forehead thermometer instead.

- After passing the screen, students will proceed directly to their classroom.
- Temperature readings of 100 degrees Fahrenheit or higher will be rescreened using a tympanic (ear) thermometer.
- If the tympanic thermometer screening shows a reading of 100 degrees Fahrenheit or higher, the student will be escorted to the nurse and sent home.
Arrival and Dismissal Information for the First Two Weeks of School

After two weeks, these times will be reevaluated and may change.

**LOWER SCHOOL ARRIVAL**

7:45-8:10 A.M.
LOWER SCHOOL STUDENTS MAY ARRIVE.

- JK students
  - Owens/Jones--steps by the JK playground
  - Barksdale/Bruns--Watt library building (main office)
- Dooley/Trinh--in front of Luck Hall on the Green carpool side
- Turner/Reynolds--in front of Luck Hall on the Green carpool side
- Robinson/Subotic--in front of Luck Hall on the Green carpool side
- Kindergarten students dropped off at the front door of Luck Hall for temperature checks.
- 1st and 2nd Grade students dropped off at Centennial Hall for temperature checks.
- 3rd and 4th Grade students dropped off at the main Lower School entrance for temperature checks.

8:10 A.M. The Lower School day begins.

**MIDDLE SCHOOL ARRIVAL**

7:55-8:25 A.M.
MIDDLE SCHOOL STUDENTS MAY ARRIVE.

- 5th and 6th Grade students dropped off at the front entrance to Jacobs Gym for temperature checks.
- 7th and 8th Grade students dropped off at the rear entrance to Seal Athletic Center for temperature checks.
- Middle School students being dropped off with their Upper School siblings in front of Pitt Hall should go to Jacobs Gym or Seal Center for temperature checks.
- Students walking or riding a bike to school should go to Jacobs Gym or Seal Center for temperature checks.

8:30 A.M. The Middle School day begins.

**UPPER SCHOOL ARRIVAL**

7:55-8:55 A.M.
UPPER SCHOOL STUDENTS MAY ARRIVE.

- Students who are not driving themselves to school will be dropped off at Hershey Center for temperature checks.
- Students walking or riding a bike to school should use the Hershey Center entrance for temperature checks.
- Drivers (juniors and seniors only) will park in the back lot and enter the Sharp Academic Commons through the rear door by Coach Kondorossy’s office for temperature checks.
- Students who have study hall or a free period in the first period of the day may arrive as late as 15 minutes prior to their first class. Until 10 a.m., report to Hershey Center for temperature check. After 10 a.m., students should go to the Upper School front desk for temperature checks.

9 A.M. The Upper School day begins.
ARRIVAL AND DISMISSAL

LOWER SCHOOL DISMISSAL

3–3:20 P.M.  
Monday–Thursday

2:20–2:40 P.M.  
Friday

AT DISMISSAL

• All students are dismissed from their classrooms.
• Carpool numbers are unique to families and the color denotes location.
• Orange for JK.
• Gold for K and 1st Grade.
• Green for 2nd, 3rd and 4th Grades.
• Faculty children and Quest students stay in their classrooms until the end of carpool.
• For walker information, see page 19.

3:20–3:30 P.M.  
Monday–Thursday

2:40–2:50 P.M.  
Friday

• Students not picked up will come to the front office to call their parent. The students are to space out in the hallway and remain physically distanced while waiting.

MIDDLE SCHOOL DISMISSAL

3 P.M. 5th and 6th  
Monday–Thursday

2:10 P.M.  
Friday

3:10 P.M. 7th and 8th  
Monday–Thursday

2:20 P.M.  
Friday

3:20 P.M. 7th and 8th  
In Cub Sports

2:30 P.M.  
Friday

3:35 P.M.  
Monday–Thursday

2:45 P.M.  
Friday

AT DISMISSAL

• Middle School pick-up in the afternoon will be in the same location as in previous years behind the Reeves Center. Students will no longer wait for their ride outside.
• Dismissal times are staggered to help with physical distancing and density.
• Middle School students will be dismissed from their last period class.
• We will be sending a carpool sign template for you to complete with your student’s information. This sign should be placed on the dashboard of the passenger side when pulling into the carpool. Students’ names will be called as soon as their ride arrives.

• Our 5th and 6th Grade students will be dismissed at 3 p.m.
• Our 7th and 8th Grade students who are not participating in Cub Sports will be dismissed for carpool at 3:10 p.m.
• Students participating in Cub Sports will wait with their teachers in their classrooms and be dismissed at 3:20 p.m.

• Students not picked up by 3:35 p.m. will head to the front hallway to call parents.
• All Middle School Quest students will be dismissed to their designated location.
UPPER SCHOOL DISMISSAL

3:20 P.M.  Monday
Wednesday
Thursday
2:50 P.M.  Tuesday
2:30 P.M.  Friday

- Any student, regardless of grade level, with the last period free may leave early after signing out.

AT DISMISSAL:
- 11th and 12th Grade drivers will be dismissed first.
- Student-athletes will then be dismissed by sport.
- Students who walk or ride their bike to school will be dismissed next.
- Students who do not drive and do not participate in an after-school activity will stay in their last period class until their ride has arrived in front of Pitt Hall.
- We will be sending a carpool sign template for you to complete with your student’s information. This sign should be placed on the dashboard of the passenger side when pulling into the carpool. Students’ names will be called as soon as their ride arrives.
- Students not picked up 25 minutes after the end of the last period will head to the Saunders Family Library until their ride arrives.
- All students not participating in an after-school activity must be picked up by 5 p.m. so that our campus can be cleared in time to proceed with cleaning and sanitization procedures.

LATE ARRIVALS
Any students arriving to school late must proceed directly to the respective division’s front office to have their temperature checked and to receive a clearance wristband. Students should not go directly to their classroom.

ABSENCES
If a student will be absent, please be sure to call the respective division office so that we know the student will not be in school that day. Be sure to report if the student is exhibiting any of the COVID-19 symptoms.

CONTACTS
Lower School Division Office
804.741.9776
Middle School Division Office
804.741.9708
Upper School Division Office
804.741.9736
Lower School Nurse
804.741.9787
Middle/Upper School Nurse
804.741.9788

BACKPACK CHECKLIST
- BOOKS - ONLY THOSE NEEDED FOR THE DAY
- LUNCH / BEVERAGE
- SNACK
- PPE POUCH
- 2 FACE COVERINGS
- REFILLABLE WATER BOTTLE
- COMPUTER / CHROMEBOOK / IPAD
- CHARGER
- ATHLETIC EQUIPMENT
- ACCESS CARD (COMING SOON)
(See page 20 for details)
WALKERS

Due to physical distancing requirements and School arrival and dismissal procedures, the School can no longer support the arrival or dismissal of Lower School students in areas other than those designated on pages 15-17 of this Plan. Parents with students in multiple divisions will need to go through the carpool/arrival lines at each designated campus location. We know this is an inconvenience, but it is required for the safety of our students, faculty and staff. Please note that JK students are not allowed to walk and should be picked up at Orange Carpool.

FOR LOWER SCHOOL STUDENTS WALKING TO/FROM CAMPUS:

• Students should be escorted to campus by an adult who we ask to enforce appropriate physical distancing among children on the way to/from school.

• Both supervising adults and all children should wear a face covering when entering the arrival/pickup locations around the Collegiate campus.

• For arrival, all students and adults should walk to the designated drop-off location identified for their student’s grade level in order to go through the appropriate temperature check procedure. No students or adults should enter campus during drop-off/pickup other than to make their way to these designated areas.

• Even if walking, all Individual families should use a carpool number to pick up walkers and assist staff in moving children in a physically distanced manner. Carpool numbers will be distributed by the Lower School Office to classroom teachers. Parents will be able to pick them up when they visit on Aug. 25, 26 or 27.

NEIGHBORHOOD WALKERS

Adults authorized to pick up walkers will go to their designated area behind Centennial Hall or behind the Weinstein Wing, show their carpool tag to the LS staff member, then stand on a physically distanced dot on the sidewalk and wait for the children to exit the buildings. When the walkers see their carpool number on their classroom smartboard, they will go to the sidewalk behind Centennial Hall to meet their parents or authorized adult and walk home.

• Due to our continued desire to minimize large groups of parents and students and to follow physical distancing requirements, students will not be escorted to nor allowed to walk across campus after school in order to meet siblings or adults at locations other than the designated pickup areas.

• In order to promote and model appropriate physical distancing and alleviate groups of adults around the designated drop-off/pickup locations on campus, we ask that parents not congregate on or near the Collegiate campus, either before, during or after drop-off or pickup.

Middle and Upper School students walking or riding bikes to campus should go directly to their designated arrival location in order to be temperature checked. Students should not walk or ride through the middle of campus on their path to their arrival location and should wear a face covering once on school grounds.
FOOD AND BEVERAGES

In consultation with local epidemiologists and pediatricians, no food service will be provided for the 2020-21 school year.

Students will be expected to bring lunch, drinks and snacks from home on a daily basis. Deliveries of food by an outside vendor are prohibited. Microwaves and refrigerators will not be available for students. Students will eat with their classes, see A Day in the Life section for divisional information.

BEVERAGES

While beverage vending machines will continue to be available, we are dependent upon an outside vendor and despite our best efforts, cannot guarantee they will always be stocked. Thus, it is recommended that students bring beverages from home. Students are encouraged to bring a water bottle (with their name on it) and use filling stations available throughout campus.

ACCESS CARDS

The expansion of the keyless entry system concluded during winter break. Faculty, staff, Middle School and Upper School students will be issued a card in January to gain access to school buildings at the biometric readers. Our biometric readers do allow for fingerprint access; however, to eliminate the reader as a high-touch surface, access cards are being used.

Access cards allow entry into our buildings between 7:30 a.m.-4:30 p.m. Lower School students will not receive individual access cards.

FORGOTTEN LUNCHES

A cooler will be placed outside each division’s main office building to receive the occasional forgotten lunch. The lunch should be placed in a clear plastic bag with the student’s name as well as the teacher’s/advisor’s name. After the forgotten lunch is placed in the cooler, the parent should notify the division by calling the appropriate number below.

Lower School.......... 804.741.9776
Middle School.......... 804.741.9708
Upper School.......... 804.741.9736

Should a child forget his/her lunch and a lunch drop-off to the cooler is not possible, a snack bag will be provided by The Cougar Shop, delivered to the student’s classroom and charged to the student’s account. This is for emergency purposes only and should not be a regular substitute for bringing lunch from home.
MODIFIED DRESS CODE

While all garments previously permitted at school under the dress code are still permitted, the following explains the ways in which the dress code will be relaxed in the 2020-21 school year to facilitate the transition from academics to athletics. All other provisions of the usual dress code not expressly changed here remain in effect.

In all divisions, students will still be expected to dress appropriately each day of school so that it is not a distraction to the learning environment. Clothing, including face coverings, cannot contain, promote or advertise drugs, alcohol, tobacco, nudity, profanity, violence, or any inappropriate and hurtful phrases/pictures. All clothing must cover all undergarments, and midriffs must be covered. Faculty members and administrators will interpret and define appropriate dress within these guidelines.

**TOPS**
- T-shirts, long-sleeved T-shirts and sweatshirts are permitted. Any writing or images on a student’s top must be school appropriate, as defined in the introduction paragraph above.
- If sweatshirts are worn, a T-shirt should be worn underneath, as students will be permitted to take off their sweatshirts for PE and athletic practices.
- Sleeveless shirts may only be worn if issued by the School or have straps of at least one inch wide.
- Spaghetti straps, halters, and racerback tank tops are not permitted.
- Irrespective of a student’s choice of top, the cut and fit of the top, including neckline, should be appropriate for school.

**BOTTOMS**
- Athletic shorts and skirts, sweatpants, yoga pants, athletic pants and jeans are permitted. No ripped jeans.
- If athletic or yoga pants are legging style, the hem of the shirt worn with the pants must reach below the hip or lower.
- Shorts and skirts (athletic or otherwise) should be of school appropriate length. Shorts should not be a form-fitted, bike-style short.
- Pajama bottoms are not permitted.
- No sheer areas are permitted on any pants or shorts.

**FOOTWEAR**
- Sneakers are permitted and encouraged in Middle and Upper School, as students are required to wear sneakers for PE and most athletic practices.
- All Lower School students should wear athletic shoes each day for safe playground/recess play and PE days. The athletic shoes should have a lace and tie, or be secured with Velcro strap(s) and laces/elastic bands.
- In Middle School, flip-flops and athletic sandals are not permitted. All shoes must have a back strap.
- If students wear shoes other than sneakers, they must carry sneakers in their backpack so they can quickly change for PE class or athletic practices. Such changing will still not occur in locker rooms.

**LOCKERS AND LOCKER ROOMS**

To preserve physical distancing, student lockers in Middle School and Upper School, as well as Athletic locker rooms, will not be used.

All students must carry their belongings for the day in their backpacks. Students should only pack what they need for the scheduled school day.

Without the use of locker rooms, Middle and Upper School students will not be able to change clothes for PE or for after school athletics. They must be prepared to participate in all activities dressed in the clothing they wear to school.
OFF-CAMPUS EVENTS, FIELD TRIPS AND TRAVEL
Due to our inability to monitor the safety of spaces beyond our campuses, all field trips are canceled until further notice. Off-campus programs and events will be moved on campus, held virtually or canceled. Domestic and international trips for students are canceled.

ON-CAMPUS EVENTS, MEETINGS AND GATHERINGS
Due to physical distancing and density guidelines we will not gather in large groups this year. Events and programs such as divisional assemblies, performing arts events and many others may be held virtually, reimagined or canceled.

Back to school parent nights and parent-teacher conferences for the first semester will be held virtually. Divisional assemblies for students will also be virtual or livestreamed until further notice. Due to restrictions regarding singing in a group, Lower School Kindergarten Christmas Chapel, Third Grade Concert of Carols, and Lessons and Carols for Middle and Upper School boys have been canceled. Pageant for Middle and Upper School girls will be reimagined in a virtual format using music recorded at past Pageant performances.

The Upper School Fall, Winter and Spring Plays, as well as the 8th Grade Play, will take place. Modifications have been made to allow small groups of students to rehearse while maintaining safety protocols. Performances will be made available online for audiences to enjoy. For more information, please see the Arts section on page 35.

Decisions regarding other first semester programs and events, including but not limited to Brunch, Feast of Juul, Convocation and Pep Rally will be communicated at a later date.

VOLUNTEERS, TUTORS AND VISITORS
With our primary focus on the safety and well-being of our students, faculty and staff, for the time being, we will limit on-campus visitors to those with appointments and essential workers, such as service providers and other vendors. While we will miss having our wonderful parents, grandparents and alumni on campus, there are other ways you can stay involved. The Parents’ Association will be reaching out with more information.

Outside tutors will not be allowed to work on campus with students until further notice.

THE COUGAR SHOP
The Cougar Shop is available to help you by phone, and our online store is always open. In-person shopping will be by appointment only. Contact Jen Holloway at 804.741.9768 or jennifer_holloway@collegiate-va.org.
We encourage students to attend in-person to benefit from the fullness of Collegiate’s on-campus experience. However, our current classroom structure is designed to facilitate students learning remotely to participate in classes with their on-campus classmates in real time to the greatest degree possible.

REMOTE LEARNING WILL BE AVAILABLE AND APPROPRIATE FOR STUDENTS WHO:

• Need to learn remotely due to COVID-19 illness, quarantine or concern.
• Are subject to travel restrictions that prevent them from coming to campus.
• Otherwise choose to learn remotely.

With prior approval from the applicable Division Head, the School may allow students to toggle between learning options during the term (i.e., move from in-person to off-campus learning and back) and between terms on an individual basis.

• Students learning remotely will follow their schedules in real time.
• Each classroom has a Zoom equipped computer, camera and omnidirectional microphone to facilitate communication.
• Students learning remotely will be able to see the teacher at the front of the classroom, view the whiteboard and projected image, and hear their teacher and classmates.
• The teacher will be able to see those students to know when they have a question.
• The students at home will be able to talk to their teacher and classmates.
• Each division has an approach to supporting students working remotely, see A Day in the Life sections.

In-person learning for all students will be available only to the extent that the School is permitted by government authorities to provide these services and the School has determined that it can continue providing these services in a safe and effective manner. If the suspension of on-campus learning is required, all students will move to a remote learning program that allows for synchronous and asynchronous work.
ARRIVAL/DROP-OFF
• Pre-screen performed by the parent using the Magnus App.
• Arrive between 7:45 and 8:10 a.m.
• Follow carpool protocols and drop-off at temperature screening locations on page 15.
• All students should be wearing a face covering before exiting their vehicle.

ENTERING THE BUILDING
• After screening, students will walk directly to their classrooms, following floor markers.
• Teachers will be in their classrooms prepared to greet students starting at 7:45 a.m.

CLASSROOM PROCEDURES
• Lower School students will be cohorted with their class and will remain with them throughout the regular school day.
• Upon entering the classroom, students will use the hand sanitizing station.
• They will place their belongings in designated spaces (cubby, tray, etc.)
• Students will have individual electronic devices provided for their use.
• Shared equipment and materials will be limited. When items must be shared, they will be cleaned after use.
• Classrooms are set up in a physically distant manner.

TEACHING AND LEARNING
• Morning meetings will follow physical distancing guidelines.
• Small-group facilitation will follow physical distancing guidelines in the classroom and additional indoor space assigned to the class.
• When possible, teachers will use assigned outdoor zones/spaces to conduct small groups and classes.
• Teachers, associate teachers and assistants will collaborate to offer additional small groups that allow for physical distancing.

SCHEDULE
• This year Lower School will follow a six-day rotating schedule that will occur on a rotating basis Monday-Friday.
  This will allow for consistent bands of time to simplify and provide continuity in any scenario.
• We have the ability to easily transition to remote learning with minor adjustments if/when needed.
• Teachers will build in bathroom breaks and time for handwashing as students need.
LUNCH / RECESS
- To maintain physical distance, students will eat with no talking in their classrooms at their desks to maintain physical distance, or if weather permits, in their assigned outside zone.
- Students will need to bring their own lunch and beverage(s) each day. Microwaves and refrigerators will not be available.
- Sharing of food and drink is prohibited.
- Students will enjoy recess on a portion of the field space with their class following distancing guidelines.

MOVEMENT ON CAMPUS
- Hallway floor markers will help students maintain appropriate social distance, when possible.
- Students will transition to PE as usual. PE teachers will plan lessons that maximize physical distancing.
  - Students are required to wear tennis shoes daily.
- Resource teachers will visit classrooms and/or Zoom in for lessons.

ASSEMBLIES / GATHERINGS
- Lower School assemblies will be videos shared at a common time during Morning Meetings.
- Lower School parent gatherings and parent education will take place via Zoom.
- Please see page 22 for event updates currently known. Decisions regarding Lower School special events (i.e. class parties, etc.) will be made as each event approaches.

SOCIAL EMOTIONAL WELLNESS
- It is vitally important to support the needs of our students with their social emotional development.
- Morning Meeting times will be utilized across the Lower School as a time for our counselors to have important conversations with the students.
- Resources to support emotional wellbeing of students in the classroom will be provided to teachers.
- Our small group planning and offerings will adjust to the needs of students and the new protocols in place.
- Our counselors will work individually with students, families and teachers as needed.

ACADEMIC SERVICES
- Small-group facilitation will follow the recommended physical distancing guidelines in the classroom and additional indoor space assigned to the class.
- Academic Services will collaborate with teachers to offer additional student support one-to-one or in small groups as needed while allowing for physical distancing.
- When possible, teachers will use assigned outdoor zones/spaces to conduct small groups and classes.

DISMISSAL
- All Lower School children are dismissed from their classrooms between 2:50-3:20 p.m. (M-TH) and 2:10-2:50 p.m. (F).
- Follow carpool protocols and pickup locations on page 17.
REMOTE LEARNING

- Please see Remote Learning Overview on page 23.
- If a Lower School student misses more than two days of school due to any type of illness or bett, remote learning will be available on the third day of the absence. This 48 hour notice will allow Lower School teachers time to plan and prepare the materials necessary for remote learning.
- If you need this accommodation, please email your request on the first day your child is absent to Debbie Miller, Head of Lower School or Frances Coleman, the Lower School Remote Learning Coordinator fcoleman@collegiate-va.org.
- Notification of day-to-day absences should be emailed to Lower School Administrative Assistant Mary Damon at mary_damon@collegiate-va.org.
ARIVAL/DROP-OFF

- Pre-screen performed by the parent using the Magnus App.
- Arrive between 7:55 a.m. and 8:25 a.m.
- Follow carpool protocols and drop-off at temperature screening locations on page 15.
- All students should be wearing a face covering before exiting their vehicle.

ENTERING THE BUILDING

- After our temperature screenings, all students will go to their first period classes.
- Teachers will be in their classrooms ready to receive students at 7:55 a.m.
- We will not use lockers this year, so all students must carry their belongings for the day in their backpacks. Students should only pack what they need for the scheduled school day.

CLASSROOM PROCEDURES

- Upon entering classrooms, students will use the hand sanitizing station. Students will also sanitize their hands upon leaving at the end of class.
- Students will go to their seats with their backpacks. Student work spaces are configured to be six feet apart and should remain in the marked locations.
- If students have class outside, they will take their portable chairs which will be provided by the School, to their outdoor location.
- Shared equipment and materials will be limited. When items must be shared, they will be cleaned after use.
- Desks will be cleaned between classes. As part of our cleaning practices, teachers will wipe down all high-touch surfaces between classes.

TEACHING AND LEARNING

- If a class has a student learning remotely, the class will start Zoom as soon as possible. The microphone will be able to pick up voices throughout the room and the video will capture what is best for the class activities that day, whether it be the class, the front of the room or a shared screen.
- Schoology will continue to be the location for information and resources for the entire class for all grades. Conversely, email will be used for smaller group or individual communication by all grades this year.
- Teachers will monitor that students are practicing physical distancing protocols and remain masked during their activities.
- Time in every class will be spent learning through connections that promote conversations and community.
SCHEDULE

- Our revamped schedule is a universal one, meaning that all classes scheduled to meet daily during our Green and Gold Week rotations will continue to meet on those days regardless of our learning scenario: on-campus or remote.
- Daily schedules are forthcoming.
- Class times may change depending on our scenario, but the classes scheduled to meet will still do so. It is a small way to offer some level of predictability in our unpredictable year.
- We have a slight reduction in the number of classes each day. This was a small concession to make given all of the other variables including space and the number of transitions per day. This also means there will be fewer materials to bring back and forth to school each day since we will not be using lockers.
- Each of our classroom spaces were selected based on the needs of the class and classroom materials, the number of students in each section and the availability of different rooms. There will be some classes that remain all together with their teacher in a large enough space to keep six feet physically distant.
- Other classes, however, will be split into two adjacent rooms. When we have a paired classroom, there will be a teacher in each room. Teachers will mix up student groupings within the paired rooms. Description of paired classrooms on page 12.

LUNCH / RECESS

- 5th and 6th Grade students will have recess first and then lunch. 7th and 8th Grade will have lunch first and then recess.
- Lunch will happen in groups such as advisory or by class.
- There will be designated classrooms for lunch groups, but there are also enough spaces for every group to eat outside during each lunch period.
- Students will need to bring their own lunch and beverage(s) each day, and microwaves and refrigerators will not be available.
- Sharing of food and drink is prohibited.
- For the first 2 weeks, students will eat in advisory groups and take a campus walk together during recess. We will have a detailed plan for what can and cannot happen in recess once we have an opportunity to explore more options.
- Students will eat unmasked and we ask that they focus on eating and not talking while unmasked. Once they finish their lunch, there will be time in the lunch period to socialize and relax.

MOVEMENT ON CAMPUS

- Students will rotate throughout campus based on their schedule and class locations. Teachers will help to monitor travel between classes.
- In every building, where possible, we have designated certain doors as enter or exit only and one-way traffic. In other instances, we have designated certain doors as enter/exit and hallways as two-way traffic, but only for a few rooms.
- Students must wear their face coverings when traveling between classes.
ADVISORIES

- Every Middle School student will continue to be part of an advisory group by grade level.
- Advisory period will still be part of our daily schedule, which will be a mix of social emotional curriculum, community building and the epicenter of information around how our school day looks and feels.

ASSEMBLIES/GATHERINGS

- Middle School Assemblies will be re-imagined either virtually or in small group programming.
- Please see page 22 for on-campus and off-campus event updates currently known. Decisions regarding other special events and activities will be communicated as each one approaches.
- All parent events will take place through Zoom.

SOCIAL EMOTIONAL WELLNESS

- Our Middle School Administrative Team in conjunction with Grade Level Coordinators and Counselors are working together to create a curricular outline on social emotional wellness.
- Our social emotional wellness curriculum will take place in advisory and classes.
- This includes intentional and thoughtful activities around getting to know students and teachers, building trust, connecting with community values and mindfulness.

ACADEMIC SERVICES

- Academic Services will continue to support Middle School students and teachers in classes, small group meetings and through extra help time.
- Students who are scheduled to meet with Academic Services teachers will do so in classroom spaces as usual.
- There will be added support from the Academic Services to help support our new design of teaching and learning for this year through small group sessions in advisory.

DISMISSAL

- All Middle School students are dismissed from their classrooms.
- Follow carpool protocols and pickup locations on page 17.
- Middle School pickup in the afternoon will be in the same location as in previous years, behind Reeves Center. Students will no longer wait for their ride outside.
AFTER SCHOOL

- All students participating in after-school activities, such as Cub Sports, Arts Ensembles/Companies or Quest after school will report directly to their designated locations with all of their belongings, such as backpacks, coats, etc.
- Coaches and advisors will have specific directions about practice and rehearsal location and pickup time and location.
- All students must be picked up promptly at scheduled end times so that our campus can be cleared to proceed with cleaning and sanitization procedures.

REMOTE LEARNING

- Please see Remote Learning Overview on page 23.
- Students who are learning remotely will Zoom into their classes based on the schedule of students attending on campus.
- Middle School students who are learning remotely while other students are learning on campus will also work with a specific teacher to help oversee general support.
- Students who need to be remote because they are sick or have an excused absence are asked to wait 24 hours to Zoom.
- Notification of day-to-day absences should be emailed to Middle School Administrative Assistant Elisabeth Jacobs at elisabeth_jacobs@collegiate-va.org.
ARRIVAL/DROP-OFF

- Pre-screen performed by the parent at home using the Magnus App.
- Students may arrive as early as 7:55 a.m.
- Classes will begin at 9 a.m. for the first two weeks of school in order to allow for time between Middle and Upper School carpools. After two weeks, this time will be reevaluated and might change.
- All students should be wearing a face covering before exiting their vehicle.
- Follow carpool protocols and drop-off at temperature screening locations on page 15.
- In the Upper School, students who have study hall or a free period in the first period of the day may arrive as late as 15 minutes prior to the start of their next class. Those students who arrive more than 15 minutes prior to the start of their next class must go to their study hall or free period location. All students are required to pass through health screening in the Hershey Center Lobby as soon as they arrive on campus.

ENTERING THE BUILDING

- After being temperature screened, all students proceed directly to their first period classroom regardless of arrival time. (Zoom-based extra help runs from 8-8:45 a.m.)
- Students are not using lockers this year, so they should be prepared to carry what they need for the day in their backpack.

CLASSROOM PROCEDURES

- Upon entering classrooms, students will use the hand sanitizing station. Students will also sanitize their hands upon leaving at the end of class.
- Students will go to their seats with their backpacks. Student desks and other work areas are separated by six feet and desks should remain in the marked locations.
- Most of our classrooms will fit a class of 16-18 students with six feet of physical distancing. The smaller classrooms in Pitt Hall (main Upper School building) have been split in two with one half of the class livestreaming the class. As classes meet four times a week, the students will be with the teacher twice a week and livestream the class twice a week. These classrooms are adjoining so that the teacher can easily visit with each group. (We have not split any of the 9th Grade classes in this way.)
- Teachers will regularly take students to one of the many outdoor locations on the Upper School side of campus. Chairs have been provided in most of these locations. Otherwise, students will sit on the grass.
- Students in Grades 9-11 have been assigned to a study hall room whenever they have an unscheduled period. Seniors will go to McFall Hall where ample outdoor seating has been arranged with six feet of separation. The cafeteria itself will be a quiet study area.
• Shared equipment and materials will be limited. When not possible, however, all items will be cleaned after use. Students will be provided with a mini dry erase board and marker for use in each class.
• Desks will be cleaned between classes.

TEACHING AND LEARNING
• If a class has a student learning remotely, the class will start Zoom as soon as possible. The microphone will be able to pick up voices throughout the room and the video will capture what is best for the class activities that day, whether it be the class, the front of the room or a shared screen.
• Schoology will continue to be the location for information and resources for the entire class for all grades.
• Teachers will monitor that students are practicing physical distancing protocols and remain masked during their activities.
• Time in every class will be spent learning through connections that promote conversations and community.

SCHEDULE
• Our schedule for the year ahead is similar in many ways to our pre-COVID schedule in that it is a two-week rotating schedule in which students see their teacher four out of five days. With our 9 a.m. start, classes will be 45 minutes. Once every two weeks, the students will still have a block period for each class.
• Daily schedules are forthcoming.
• If we enter remote learning, the schedule format changes slightly with classes meeting three out of five days. The class periods will rotate but there will be no blocks.

LUNCH
• Upper School students will eat lunch with their advisory twice a week and with one of their other classes the remaining three days. The class with which they eat lunch will change each day and the lunch portion of the period is 30 minutes in length.
• Advisories and classes will rotate through the outdoor eating areas.
• Students will need to bring their own lunch and beverage(s) each day, and microwaves and refrigerators will not be available.
• Sharing of food and drink is prohibited.
• Students will eat unmasked at their desk and we ask that they focus on eating and not talking while unmasked. Once they finish their lunch, there will be time in the lunch period to talk with friends, use their phones, and relax.

MOVEMENT ON CAMPUS
• Students will rotate throughout campus based on their schedule and class locations. Ten minutes of passing time has been built in to give the students plenty of time to get from class to class. Teachers will help to monitor travel between classes.
• In every building we have designated certain doors as enter or exit only and in many instances planned for one-way traffic. In other instances, we have designated certain doors as enter and exit and hallways with two-way traffic in order to disperse the students. Doors are clearly marked with signs and directional arrows are on the floor.
• Students must wear their face coverings when traveling between classes.
ADVISORIES

- Advisory happens every Tuesday and Friday.
- Advisories will continue to be used as a time to check-in on student well-being, their academic progress and to build connections and community.

ASSEMBLIES/GATHERINGS

- We will not have any large gatherings in the Upper School until it is safe to do.
- Assemblies will be livestreamed from Oates Theater while students eat lunch.
- Any student wanting to make an announcement during assembly may contact Coach Kondorossy to get on the schedule.
- Seniors will continue to deliver their speeches via livestream.
- Please see page 22 for on-campus and off-campus event updates currently known. Decisions regarding other special events and activities will be communicated as each one approaches.
- All parent programming will take place through Zoom.

SOCIAL EMOTIONAL WELLNESS

- Our priorities remain unchanged from last spring, as we will continue to focus on building community, the overall wellness of the students, and fostering intellectual engagement and building important skills.
- Additional advisory time has been added to the schedule, as the students will be eating lunch with their advisory twice a week. During this time, advisors will be implementing lessons on social and emotional wellness.
- The students will also be eating with each of their classroom teachers once every two weeks. Our hope is that this will accelerate the relationship between the teacher and students and among the students themselves.
- Beth Kondorossy, our Director of Student Life, will work with the Student Cooperative Association (SCA) to create joyful moments and opportunities to build community.
- Our Upper School counselors will continue to offer counseling services to students, including offering remote meetings for students who have selected remote learning.

ACADEMIC SERVICES

- Academic Services will continue to support Upper School students individually, in small group meetings and through Zoom-based help time.
- Students who are scheduled to meet with Academic Services teachers will do so in the Saunders Family Library or Academic Services Office in the Sharp Academic Commons.
DISMISSAL

- The day ends at 3:20 p.m. on Monday, Wednesday and Thursday; 2:50 p.m. on Tuesday; and 2:30 p.m. on Friday.
- Follow carpool protocols and pickup locations on page 18.
- Any student, regardless of grade level, with the last period free may leave early after signing out.
- Students not picked up by 3:45 p.m. will head to the Saunders Family Library until their ride arrives.

AFTER SCHOOL

- All students must be picked up promptly at scheduled activity end times so that our campus can be cleared to proceed with cleaning and sanitization procedures.
- Any student on campus not participating in an after-school activity must remain in the Saunders Family Library and be picked up by 5 p.m. so that our campus can be cleared on time to proceed with cleaning and sanitization procedures.

REMOTE LEARNING

- Please see Remote Learning Overview on page 23.
- Students working remotely will follow their schedules in real time.
- Sarah Baker, the Assistant Head of the Upper School, will support those students working remotely when they have questions or problems.
- Notification of day-to-day absences should be emailed to Upper School Administrative Assistant Julie Miller at julie_miller@collegiate-va.org.

COLLEGE COUNSELING

After hosting multiple remote sessions of Application JumpStart camp and writing letters of recommendation for the Class of 2021, Zooming with individual students and families, and attending several virtual conferences at the regional and national levels, the college counselors are excited to engage with students in-person this fall. They will hit the ground running, from conducting individual meetings with seniors to hosting virtual visits from college admission reps and remote programming for parents. While they will continue to adapt nimbly and purposefully to the current landscape, their dedication to the four-year developmental model of college counseling -- and to cultivating the relationships that lie at the core of their work -- remains constant.
With such a vibrant arts community at Collegiate, we have succeeded in keeping many of our classes, ensembles and programs as part of the student experience during this time. With safety as the highest priority, our modifications will allow students to continue their pursuit of artistry in all disciplines and in the best way possible.

### LOWER SCHOOL
- All JK-4th Grade students will continue to have music and art classes as part of their weekly offerings.
- 3rd and 4th Grade Dance will continue this year in 9-week class segments after school.
- 2nd, 3rd and 4th Grade String Ensembles will be offered after school.
- 4th Grade Band will be offered will be offered after school.
- 3rd and 4th Grade Cantorion will not be offered this year.
- Private Music lessons will be offered in a virtual format with the exception of beginning piano and string students; beginning students taking piano and string lessons will be in-person, subject to space and teacher availability.

### MIDDLE SCHOOL
- Visual art classes will continue to meet with modifications to the classroom setting as needed. All students in 5th-8th Grade will continue to have their Arts rotation classes as part of their offerings.
- String and Guitar Ensembles will meet during activity period.
- Band and Chorus Ensembles will meet during activity periods with modifications to their rehearsals. Some aspects of class will be virtual while in-person learning will focus on musical concepts and skills that are safe to conduct in the classroom.
- 5th-7th Grade Dance Companies will meet either during an activity period or after school.
- 8th Grade Play rehearsals will take place in January and February. Performances will be made available online for audiences to enjoy.
- Private Music lessons will be offered in a virtual format while some piano and string lessons may be given in-person during the day or after school, provided a space is available for the student and teacher to meet with at least six feet of distancing.

### UPPER SCHOOL
- Visual art classes will continue to meet with modifications to the classroom setting as needed.
- Band and Chorus Ensembles will meet during Z period with modifications to their rehearsals. Some aspects of class will be virtual while in-person learning will focus on musical concepts and skills that are safe to conduct in the classroom.
- String Ensemble and Guitar Ensemble will meet during Z period.
- Dance companies will meet during their assigned class period.
- Private Music lessons will be offered in a virtual format, and some piano and string lessons may be given in-person during the day or after school, provided a space is available for the student and teacher to meet with at least six feet of distancing.
- The Upper School Fall, Winter and Spring Plays will take place. Modifications have been made to allow small groups of students to rehearse and perform while maintaining safety protocols. Performances will be made available online for audiences to enjoy.
Collegiate will provide a team experience for all Varsity, JV and Cub Sports for Grades 7-12. While we are aware that all sports may not have the typical opportunity to compete, we are excited that we are in a position to provide a team experience. Safety and risk mitigation will include the same protocols that will be followed during the school day:

- Physical distancing of 6 feet apart during physical activity and at all other times.
- Athletes will wear face coverings while engaged in activity (except while in the pool) and at all other times as they walk to/from the field or bus, on the bus ride, in study hall etc.
- Coaches/athletic personnel will wear face coverings before, during and after practice.
- Locker rooms will not be provided for changing clothes; students will wear the majority of practice clothing to school (must follow dress code).
- Practices may be canceled if inclement weather is predicted.
- Athletes will sanitize their hands on arrival and dismissal from practice.
- Athletes may not share personal equipment, clothing, food or water bottles.
- School sports equipment will be disinfected after each use or at the end of each practice.

We are pleased to provide the opportunity for physical activity, socialization with friends and development of sports IQ, skills, team culture, leadership and resilience. As we discover opportunities for competition in the coming weeks and months, we will remain open to reevaluating on a sport-specific basis, as decisions may occur by sport.

PRACTICE SCHEDULE:

- **PRACTICES/TRY-OUTS BEGIN:**
  - Varsity and Junior Varsity: Monday, Aug. 17
  - Cub: Thursday, Sept. 3 immediately after school.

- **V/JV PRE-SEASON PRACTICE** schedule for the weeks of Aug. 17-21 and Aug. 24-28 is 8-10 a.m. (except Varsity Tennis 10 a.m.-12 p.m.).

- **V/JV WILL PRACTICE** on Sept. 1 and 2 after the half day of school. Athletes will need to bring lunch and drinks.

PLEASE SEE ADDENDUM starting on page 44 for updates on sports by season.
CUB TEAMS (7TH/8TH GRADES ONLY):
- Will practice on the Main Campus for 1 hour immediately after school four days per week
- Practice times - Mon.-Thur. 3:30-4:30 p.m.; Fri. 2:40-3:40 p.m.
- Day off will vary by team but remain consistent throughout the season

JUNIOR VARSITY TEAMS (7TH-10TH GRADES ONLY)
- Will practice on the Main Campus (except JV Tennis) for 1 hour 15 minutes four days per week
- JV Cross Country will practice on the Main Campus immediately after school
  Practice Times: Mon.-Thur. 3:30-4:45 p.m.; Fri. 2:40-3:55 p.m.
- JV Gold Volleyball will practice on the Main Campus immediately after school
  Practice Times: Mon.-Thur. 3:30-4:45 p.m.; Fri. 3:40-4:55 p.m.
- JV Tennis will practice at Robins Campus Mon.-Thur. 4-5:15 p.m.; Fri. 3:10-4:25 p.m.
- All other JV teams will attend a 50-minute study hall from 3:30-4:20 p.m.
  and practice from 4:30-5:45 p.m. Mon.-Thur.; Fri. 3:40-4:55 p.m.
- Day off will vary by team but remain consistent throughout the season

VARSITY TEAMS (8TH-12TH GRADES)
- All teams will practice for 1.5 hours five days per week
- Football, Field Hockey, Soccer, Cross Country and Tennis will practice at the Robins Campus
  Mon.-Thur. 4-5:30 p.m.; Fri. 3:10-4:40 p.m.
- Volleyball will practice on the Main Campus
  Mon.-Thur. 4:30-5:45 p.m.; Fri. 3:40-5:10 p.m.

TRANSPORTATION TO ROBINS CAMPUS:
- School transportation will be provided for varsity team members traveling to Robins Campus.
- Pursuant to school policy, juniors and seniors with valid driver’s licenses may drive themselves to the Robins Campus; only immediate family members may drive together.
- When traveling in school transportation, athletes and coaches will wear face coverings, will be physically distanced (six feet apart) and windows will be open to allow ventilation. This means, for example, a 50-passenger bus will carry 12 athletes and a mini-bus will hold four athletes.
- To limit time on buses, all students practicing on the Robins Campus must be picked up at the Robins Campus after practice; no transportation will be provided back to the main campus.
MIDDLE SCHOOL FITNESS REQUIREMENT

There is not an athletic requirement for 5th-8th Graders. Cub teams are considered the introductory level of interscholastic competition and will include all students in 7th and 8th Grades who wish to participate. Physical Education is required of all Middle School students.

UPPER SCHOOL FITNESS REQUIREMENT

Collegiate is committed to the physical well-being of all of its students and requires all students to participate in physical activity each year in the Upper School. This participation is intended to develop healthy habits of mind, heart and body, and knowledge that will promote a sound basis for a lifetime of fitness.

Students in the Upper School are required to complete two seasons per year of participation to fulfill the Fitness Requirement. The School’s handbook outlines how the requirement can be met. While the School remains in its current posture as a result of COVID, a student may request a waiver to meet the requirement through an at-home fitness regimen. Parents should contact the Head of the Upper School to request permission to do so.

AFTER SCHOOL - QUEST PROGRAMS

Beginning, Thursday, Sept. 3 after-school care will be provided for Grades JK-8 each day until 6 p.m. unless otherwise noted. Quest will follow all CDC protocols and guidelines as established by the School as well as the Department of Social Services. Due to COVID-19, the School cannot accommodate drop-ins this year. If only one day of care a week is needed, we ask that you please sign up for the one-day only option and select the same day of the week your child(ren) will be attending this year.

Individually wrapped snacks will be provided to students in Grades JK-4. As in previous years, Grades 5-8 will be able to purchase from a variety of individually wrapped snacks which will then be billed to the student’s account. Students may bring their own after school snacks. Students should not share food or drink.

To allow for children to adjust to the new school environment and changes in the school day, there will be early release days on Sept. 1 and 2. For this reason, Quest will not open for all students until Sept. 3. September’s after-school care fee will be adjusted accordingly.

To register for after-school or should you have questions, contact Neil Etheridge, Director of Quest After-School Programs at netheridge@collegiate-va.org or call 804.665.1722 ext. 2019.

AFTER SCHOOL - ACTIVITY QUEST

Activity Quest programs are suspended at this time. Continuation of the program will be evaluated as the School year progresses.
WHEN TO STAY HOME FROM SCHOOL (WITH NO KNOWN EXPOSURE TO COVID-19)

CDC defines close contact/exposure as someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

**Experiencing COVID-Like symptoms**  
List on page 14

- **STAY HOME**  
- **CALL YOUR DOCTOR**  
- **CALL DIVISION OFFICE**

**TEST NEGATIVE OR DOCTOR ADVISES NO TEST**

- **STAY HOME UNTIL**  
  + **SYMPTOMS IMPROVING**  
  + **24 HOURS FEVER-FREE WITHOUT MEDICATION**

**TEST POSITIVE FOR COVID-19**

- **ISOLATE UNTIL**  
  + **FEVER-FREE FOR 24 HOURS WITHOUT MEDICATION**  
  + **SYMPTOMS IMPROVING**  
  + **10 DAYS SINCE SYMPTOMS FIRST APPEARED**

- **GET A DOCTOR’S NOTE**  
- **CALL SCHOOL NURSE**

**PLEASE NOTE:** IF AT ANY POINT THE STUDENT IS FEELING WELL ENOUGH, THEY MAY PARTICIPATE IN SCHOOL REMOTELY UNTIL RETURNING TO CAMPUS.

**Return to school**
RESPONDING TO KNOWN EXPOSURE

CDC defines close contact/exposure as someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

- STAY HOME
- CALL YOUR DOCTOR
- CALL DIVISION OFFICE

TEST NEGATIVE OR DOCTOR ADVISES NO TEST

QUARANTINE
COMPLETE A 10-DAY QUARANTINE

GET A DOCTOR’S NOTE
CALL SCHOOL NURSE

TEST POSITIVE FOR COVID-19

ISOLATE UNTIL
FEVER-FREE FOR 24 HOURS
WITHOUT MEDICATION
+
SYMPTOMS IMPROVING
+
10 DAYS SINCE SYMPTOMS FIRST APPEARED
OR, IF ASYMPTOMATIC,
10 DAYS SINCE POSITIVE TEST

PLEASE NOTE: IF AT ANY POINT THE STUDENT IS FEELING WELL ENOUGH, THEY MAY PARTICIPATE IN SCHOOL REMOTELY UNTIL RETURNING TO CAMPUS.

Return to school
If a student is found to have COVID-19 symptoms during the school day, a parent or guardian must pick up the student within 30 minutes of notification. Please see page 42 regarding “Nurse’s Office Locations, Isolation Areas and Sick Student Pickup” for information on pickup locations. Siblings of students who are sent home sick will be assessed for signs of illness.

If an individual on campus becomes severely ill with any condition, including COVID-19, the School may transport the individual to a hospital or contact emergency health services. If this occurs, the School will seek to promptly notify any emergency contacts on file with the School.

STUDENT RETURN TO SCHOOL POLICY AFTER COVID-19 EXPOSURE:
CDC defines close contact/exposure as someone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to test specimen collection) until the time the patient is isolated.

- Students will be asked to stay home (quarantine) for 10 days from the time since the last exposure.
- Virginia Department of Health (VDH) recommends testing asymptomatic close contacts five to seven days after exposure.
  - If testing is negative, the close contact should continue with the 10-day quarantine.
  - Negative tests do not eliminate the need for the 10-day quarantine.
- The School may require that the student be tested for COVID-19 before returning to campus.

**PLEASE NOTE:** No one will be admitted into the school buildings with a temperature over 100°F, any COVID-19-related symptoms and/or any recent exposure to someone who has been diagnosed with COVID-19. Students, faculty or staff awaiting COVID-19 test results should remain at home.

**BETTERMED CONCIERGE SERVICE FOR COVID-19 TESTING**
When a child exhibits COVID-19 symptoms, you should contact your child's primary care physician. However, in an effort to provide expedited appointments and testing for symptomatic and asymptomatic potential exposure of students, faculty and staff and their immediate families, the School has made arrangements for concierge services at BetterMed.

To use the service go to bettermedcare.com. Simply click on the COVID-19 Business Solutions tab at the top of the page and then select COVID-19 Business & Organization Referrals. In the organization box enter Collegiate School.

Please see BetterMed website for site locations.
NURSE’S OFFICE LOCATIONS, ISOLATION AREAS AND SICK STUDENT PICKUP:
Each School Division will have a “well” student clinic and a “Cougar Care” clinic location. The Cougar Care clinic will be a properly ventilated area for sick students to be assessed for illness away from well students.

- **The Lower School clinic** areas will remain at the same location in Watt Library Technology Building. The “well” student clinic will be located in the conference room across from the main reception desk. The “Cougar Care” clinic will be in the current nurse’s office which is located at the west side entrance of Watt.
- **The Middle/Upper School clinic** is relocated to the rear of the McFall Hall Cafeteria. There are separate entrances for the “well” and “Cougar Care” clinics.
- This year, teachers will be asked to notify the nurse of students coming to the clinic so that nurses will have time to adequately assess the needs of the student and the need for additional PPE.
- **If a student is sent home sick from the clinic**, parents should phone the school nurse once they have arrived in the pickup areas listed below. Students will then be escorted out to the vehicle for pickup. Parents/guardians should remain in their car until the student is brought out to the vehicle.

  Lower School: In front of Watt Hall (Main School Entrance Loop): 804.741.9787  
  Middle School/Upper School: Upper School Loop behind McFall Hall Cafeteria: 804.741.9788

COMMUNICATION/REPORTING A CASE
To promote the health and safety of the entire school community, all positive cases and exposures to COVID-19 should be reported to the School. Positive cases and exposures in students or parents should be reported to the student’s division head: Head of Lower School Debbie Miller, Head of Middle School Tung Trinh, or Head of Upper School Patrick Loach.

An internal reporting structure has been put in place to ensure confidentiality, and the School’s nurses will follow up with individuals reporting a positive case or exposure. Individuals in the school community will be notified of possible exposure to illness and/or cases of COVID-19 should they or their child(ren) be impacted. Students and/or faculty will be asked to remain at home if the School believes there has been close contact/exposure with a symptomatic person awaiting COVID-19 test results.

In general, only those Collegiate community members who were in close contact (exposed) with the infected individual will be informed of a positive case of COVID-19. The entire school or campus community will not be informed about a positive case unless the School is instructed to share this information by a public health authority. Due to health privacy considerations, the names of those who test positive or are exposed to COVID-19 must be kept confidential. Should Collegiate School or VDH determine that any of our campus needs to dismiss early or close temporarily due to COVID-19 cases, families will be notified via our Send Word Now emergency notification system and remote learning will go into effect.

It is our expectation that all infected and exposed individuals will be treated with respect, dignity and compassion, consistent with Collegiate’s values and appreciation for the individuals who create our sense of community. The School expects members of the community to help build and maintain a positive School environment by not participating in or tolerating gossip, or otherwise spreading rumors.

As a community, it is critical that we all follow the guidelines laid out for reporting, screening and mitigation.
COVID-19 ASSUMPTION OF RISK AND RELEASE

Parents/Guardians are required to sign the Family Handbook and COVID-19 Pandemic Policies Acknowledgment and the COVID-19 Assumption of Risk and Release forms before the student will be allowed to come to school. If the forms are not signed, the student will participate remotely. The School will be electronically sending via DocuSign these forms to parents/guardians on Aug. 12, and both forms must be signed by both parents/guardians no later than Aug. 21.

STATEMENT ON TUITION

The School is investing significant financial resources in personnel, supplies and equipment to provide the many layers of defense necessary for teaching and learning to take place in-person on campus and to ensure continuous learning if public health conditions dictate we move to a remote learning model. As a result, we do not anticipate a reduction in tuition for the 2020-21 school year.

VINRGINIA DEPARTMENT OF HEALTH (VDH), CONTACT TRACING AND SCHOOL CLOSURE:

Collegiate will partner closely with the Department of Health for key indicators and decisions regarding closures, contact tracing and protocols. Collegiate’s nurses have completed training in contact tracing and are certified through the Association of State and Territorial Health Officials.

If a member of the School community has been diagnosed with COVID-19, the School Nurse will promptly contact the Virginia Department of Health for further guidance and assistance with contact tracing. In these situations, the School may be required to exclude certain individuals who may have been in contact with COVID-19 or in widespread cases, close parts of campus for a temporary period of time. Based on the mitigation strategies that Collegiate has implemented, the VDH has indicated that the risk of exposure is minimized and that each situation will be evaluated on a case-by-case basis with the School.

CONTACTS

DIVISION OFFICES
- Lower School - 804.741.9776
- Middle School - 804.741.9708
- Upper School - 804.741.9736

SCHOOL NURSES
- Lower School - 804.741.9787
- Middle and Upper School - 804.741.9788

ATHLETICS - 804.740.8739
ARTS - 804.740.6384
COUGAR QUEST - 804.740.6477

Our Collegiate counselors are available to you for any questions or concerns you might have about your student(s).

LOWER SCHOOL COUNSELORS
- Kelsey Felton (kelsey_felton@collegiate-va.org)
- Anne Hogge (anne_hogge@collegiate-va.org)

MIDDLE SCHOOL COUNSELORS
- Amasa Monroe (amasa_monroe@collegiate-va.org)
- Molly McDonald (molly_mcdonald@collegiate-va.org)

UPPER SCHOOL COUNSELORS
- Antenette Stokes (antenette_stokes@collegiate-va.org)
- Lindsay Bradley (lindsay_brady@collegiate-va.org)
COVID-19 MITIGATION PRACTICES FOR LEAGUE SPORTS COMPETITION

OCTOBER 15, 2020

Member schools of the Virginia Preparatory League (VPL or Prep League) and the League of Independent Schools (LIS) will adhere to the following practices for fall sports competition:

Beginning October 2, 2020, Collegiate will participate in varsity and JV competition for low risk fall sports, which include cross country and girls’ tennis. As we discover opportunities for safe competition in the coming weeks and months, we will remain open to reevaluating our risk mitigation/safety decisions on a sport-specific basis.

GENERAL SHARED MITIGATION PRACTICES (each sport has additional, sports-specific protocols, see below)

SPECTATORS
- NO spectators will be allowed for any contest held by any member school in either League. No exceptions.
- If capable, each school should live-stream their home contests.

GAME PERSONNEL
- Home team identifies one person as nurse/athletic trainer
- Home team identifies one person as clock/scoreboard operator (if needed)
- Home team identifies COVID-19 mitigation administrator
- Home Team identifies one person for game streaming
- Coaches, officials, and team members have clearly marked designated areas
- Players and coaches on sideline 6 ft apart, with masks
- Captains meeting and coin toss with officials - all socially distanced
- No handshakes before or after the game
- Bleachers are closed, any non-essential equipment is removed from the field/gym area to give ample space to spread the score table and benches away from the field and players in the bench area
- Designated game balls are cleaned prior to the start of game, are rotated into play and cleaned by the designated ball person
PRE-SCREENING

• A pre-screening will be done.

MASKS

• Are to be worn at all times on campus, in the gym or on the field
• Tennis and cross country athletes may remove masks for participation beginning in warm up and ending after cool-down/post match
• Field hockey, volleyball and soccer athletes must remain masked during contests
• Emergency situations may warrant the removal of a mask
• All coaches, referees, trainers and other personnel must remain masked at all times

LOCKER ROOMS

• Will NOT be available to visiting teams
• Visiting teams should come fully dressed in uniform
• Bathrooms will be available when necessary

WATER

• Athletes, coaches, and referees are responsible for their own, clearly labeled, filled water bottle
• Hydration stations will not be utilized
• HOME AD -will provide sealed/clean water bottles in case of an emergency

PERSONAL EQUIPMENT

• No personal equipment will be shared between student-athletes or teams
• Any hard surface touched should be sanitized before and after contests
SPORT-SPECIFIC MODIFICATIONS/PROTOCOLS (in addition to general protocols above)

CROSS COUNTRY
- Each team will run a separate race and have separate warm up and warm down areas
- Will implement a staggered start for each athlete (1 min. apart)
- Athletes will be seeded from fastest to slowest to further distance athletes during the race and at the end of the race
- A maximum of 14 athletes may be entered per team; only those athletes may be present at the race

TENNIS
- A match will consist of 7 Singles matches
- Exhibition Singles matches will be allowed; ADs will communicate number of total exhibitions (and therefore the number of participants per school allowed)
- Players will each use a separate set of balls
- Players will use opposite side benches

FIELD HOCKEY
- Players will wear masks on the field
- 7 players on the field for each team, 7v7 (regular games are 11 players per team on field= 22), limits density all over field
- Penalty corners same as 7v7 overtime corners (3 players, one GK on defense). This limits density in goal area
- Players and coaches on sideline are 6ft apart (in masks)
- Visiting team will travel with own balls for warm up

VOLLEYBALL
- Players will wear masks on the court
- Teams do not switch sides of the court
- Visiting team will bring own warm-up balls
- Balls are rotated into play and cleaned by a designated ball person
- One match per day; Varsity and JV play the same day, one match will occur AWAY while the other is HOME.

SOCCER
- Players will wear masks on the field
- Modify the number of players to 9 a-side (vs 11) to decrease density
- Additional modifications to be finalized

OPEN GYM AT COLLEGIATE
College will be adding weekend Open Gym options for winter and spring sports. At the Program Leader’s discretion, he/she may add a voluntary one hour and 15-minute session on both Saturday and/or Sunday of approved weekends prior to their season start date. College will follow all safety protocols including wearing a face covering upon arrival and dismissal from practice and physical distancing (6 ft apart while exercising).
SPORT-SPECIFIC MODIFICATIONS/PROTOCOLS (in addition to general protocols above)

WINTER ATHLETICS - PRACTICE / TRY-OUTS BEGIN:

- Varsity & Junior Varsity: Monday, Nov. 16
- Cub/Middle School: Tuesday, Dec. 1

CUB

- Wrestling will practice at Robins Campus 4-5 p.m. (Monday, Wednesday, Thursday) and 2:40-3:40 p.m. (Friday). (Off Day - Tuesday).
- Basketball teams will practice outdoors on Lower School / Middle School blacktops or on the senior parking lot 3:30-4:30 p.m. (Monday-Thursday) and 2:45-3:45 p.m. (Friday). Off day is dependent upon which team the athlete is on.
- Track will practice on the main campus 3:30-4:30 p.m. (Monday, Wednesday, Thursday) and 2:45 -3:45 (Friday). (Off Day - Tuesday)

JUNIOR VARSITY

- Basketball will practice on the Main Campus for 1 hour 15 minutes, four days a week (Off Day - Tuesday)
- Track will practice on the Main Campus for 1 hour 15 minutes (Off Day - Wednesday)
- JV Wrestling will practice at Robins Campus for 1 hour 15 minutes, four days a week (Off Day - Tuesday)
- Swim will practice at CSAC for 1 hour 15 minutes, four days a week (Off Day - Wednesday)

VARSITY

- Basketball will practice on the main campus 4:45-6:15 p.m. (Monday, Wednesday, Thursday), 3:25-4:55 p.m. (Tuesday) and 4-5:30 p.m. (Friday). Study hall will be provided for those remaining on campus.
- Track will practice on the main campus 3:30-5 p.m. (Monday, Wednesday, Thursday), 3:15-4:45 p.m. (Tuesday) and 2:45-4:15 p.m. (Friday).
- Wrestling and Futsal will practice at the Robins Campus 4-5:30 p.m. (Monday, Wednesday, Thursday), 3:30-5 p.m. (Tuesday) and 3:10-4:40 p.m. (Friday).
- Swim will practice at CSAC 4:45-6 p.m. (Monday, Tuesday and Thursday), 3:40-5:10 p.m. (Wednesday) and 4:25-5:45 p.m. (Friday).

SPORTS PERFORMANCE

- Both weight rooms (Seal Center and Saunders Center locations) will open on Nov. 16.
- There will be a maximum of 16 sports performance athletes in the room at one time.
- Athletes will use hand sanitizer on entry and exit from room.
- Equipment will be cleaned before and after use.
- Each athlete will be assigned his/her own training station which will be used each time athletes come in and there will be no shared equipment.
- Athletes and coaches will wear masks at all times.
• All activities will be low respiratory activities.
• Varsity teams will have scheduled training sessions with our Sports Performance coach and team coaches.
• Athletes will be 6 feet apart when they pick the bar off of the rack at the same time, however both athletes will step 2 feet backwards to a mark on the floor, creating 10 feet of space between the two masked athletes.

TRANSPORTATION TO ROBINS CAMPUS AND CSAC
• School transportation will be provided for varsity team members traveling to Robins Campus and CSAC.
• Pursuant to school policy, juniors and seniors with valid driver's licenses may drive themselves to the Robins Campus or CSAC; only immediate family members may drive together. Athletes and parents must sign a permission form.
• When traveling in school transportation, athletes and coaches will wear face coverings, will be physically distanced (6 feet apart) and windows will be open to allow ventilation. This means, for example, a 50-passenger bus will carry 13 athletes and a mini-bus will hold four athletes.
• To limit time on buses, all students practicing on the Robins Campus must be picked up at the Robins Campus after practice because no transportation will be provided back to the main campus. Transportation will be provided back to the main campus for the swim teams.

GENERAL MITIGATIONS
• Athletes will wear face coverings for all indoor activities while active or inactive and remain 6 feet apart.
• Season will commence with all teams social distancing (except outdoor soccer which is playing intrasquad games with masks).
  If we discover opportunities for intra-squad or interscholastic competition in the coming weeks or months, we will remain open to reevaluating on a sport-specific basis, as decisions may occur by sport.
• All athletes will use hand sanitizer upon entry and exit of practice.
• Locker rooms will not be provided.

SPORT-SPECIFIC

TRACK
Shot Put
• Each thrower will throw and retrieve their own implement. If shared, each thrower will sanitize the shot put after their use.

High Jump
• A tarp will be placed over the high jump pit before each practice begins. After each jumper, the tarp will be sanitized with alcohol wipes prior to another jumper being allowed to jump.
• Before and after handling the high jump bar or standards, athletes and coaches must use hand sanitizer and wipe down the touched areas of the bar with alcohol wipes.

Pole Vault
• A tarp will be placed over the pole vault pit landing area before each practice begins. After each vaulter, the tarp will be sanitized with alcohol wipes prior to another jumper being allowed to jump.
• Before and after handling the pole vault bar or standards, athletes and coaches must use hand sanitizer and wipe down the touched areas of the bar with alcohol wipes.
• If athletes plan to share the same pole vault pole for their jump attempts, athletic gloves must be worn.

Hurdles
• Before and after handling any hurdles, athletes and coaches must use hand sanitizer and wipe down any touched areas on the hurdles with alcohol wipes.

Starting Blocks
• Before and after handling any starting blocks, athletes and coaches must use hand sanitizer and wipe down any touched areas on the starting blocks with alcohol wipes.

Distance Running (beginning December 14)
• Distance runners will wear masks anytime they are participating in group runs or activities. An athlete may pull down the mask only when running by themselves or during supervised intervals if distanced.

BASKETBALL
• All basketball players and team personnel will wear masks at all times.
• Middle School basketball athletes will practice both indoors and outdoors on a rotating basis.
• All balls will be sanitized at the end of each practice.

FUTSAL
• Futsol, normally played indoors, has been changed to a 6 v 6 soccer and all practices will be held outdoors.
• Balls and equipment will be sanitized at the end of practice.

SWIM & DIVE
• Swim team will practice at The Collegiate School Aquatic Center (10 lanes)
• Swimmers will be assigned a lane and there will be three to four swimmers per lane with double-ended starts.
• No locker room use at Collegiate or CSAC (athletes will change in school bathroom prior to leaving school).
• Masks will be worn on the bus and until the athlete enters the pool. Masks will be kept on the pool deck/lane in plastic bags and will be used if an athlete exits the pool for the bathroom, to talk to a coach or team meeting.
• Equipment will not be shared and will be sanitized at the end of practice.
• No dive practices at this time due to non-availability of a pool.

WRESTLING
• Wrestling will be non-contact and socially distanced individual drilling of skills, techniques, sports performance and conditioning.
• Wrestlers will wear masks at all times.
• Equipment will be sanitized at the end of practice and athletes will use hand sanitizer before and after each station when using equipment.
We are excited to reunite as a caring community of Cougars for the 2020-21 school year. Please make sure your contact information is current in PawNet so we can keep everyone informed and up-to-date.

HELP STOP THE SPREAD

According to the CDC, the best way to avoid illness is to avoid being exposed to the virus. Here are steps that you can take this summer to slow the spread:

• Maintain good physical distance of six feet.
• Wash your hands often with soap and water.
• If soap and water are not available, use a hand sanitizer that is at least 60% alcohol.
• Routinely clean and disinfect frequently touched surfaces.
• Cover your nose and mouth with a cloth face covering when around others.

collegete-va.org