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Hello QCACS Families,

I hope this letter finds you healthy and in good spirits. 2020 has been an uncertain year full of unprecedented events and changes to life as we knew it. At QCACS, we are living by our motto that “Failure is Not an Option,” and we have worked to create a sense of normalcy and structure for our scholars as they navigate their “new normal.”

School reopening guidelines were recently published by the New Jersey Department of Education ([NJDOE](#)) on June 26<sup>th</sup>, and there has been much debate over the guidelines issued by the DOE and several updates have been announced within the last week concerning the planning. We will review the new plan set forth by NJDOE and have begun our own planning with the help of our **Reopening Task Force**, which is comprised of QCACS parents and staff.

To prepare for the new school year, we have created a schedule where scholars will be on campus for two days a week and have three days of remote instruction. **At no time** will our building be at more than 50% capacity to allow for social distancing. Additionally, on Wednesdays the entire school will be remote and we will be using this as a time for our scholars to focus on Computer Science and their Filmmaking Skills.

We do want to share some specifics that will apply when we return to campus:

- **According to the NJDOE six-foot physical distancing will be mandated in all schools.**  
\*\*Please note: Our school schedule will transition to facilitate hybrid arrangements, which are remote teaching and learning for those who cannot attend in person for a variety of reasons. We will also move to an all-online program if the NJDOE and Public Health officials mandate it.
- **Cloth face masks will also be required.** The school will supply masks to each student and employee on the first day of return to campus. We have chosen masks that meet CDC specifications and that we believe will fit well and will be as comfortable as possible.
- Upon our return, **we will institute a four-step process for every student and employee entering the building in the morning:**
  - a daily pre-arrival health screening by way of a smartphone app
  - a temperature scan as soon as one enters the building
  - Shoe Sanitizing
  - supervised hand washing/sanitizing before proceeding to classrooms

Additional details about these protocols will be communicated as we approach the return to campus.

- **Parents, caregivers, and visitors will not be permitted into the building.** Drop-off and pick-up of scholars will take place outside. In the event that a student becomes ill during the day and needs to be picked up, access to the building will be directly into and out of the main entrance

- Classroom desks will be arranged in u-shaped and spaced six feet apart and all facing in the same direction. Hallways and stairways are being designated for one-way travel.
- Directional, distancing, and occupancy signage is being installed throughout the school, including in large spaces like the gym/cafeteria, outdoor grounds, etc.
- Depending on the division, snacks and lunch will be served in classrooms or provided on a “grab-and-go” basis. Parents, students, and employees will be provided a menu for lunch for the month.
- **All meetings, and afterschool activities will continue via Zoom until further notice**
- We are working with The Boys & Girls Clubs to determine afterschool programming for scholars on their day of attendance

The school has retained the services of a licensed, certified environmental hygienist to develop our facilities ventilation and sanitization routines. Central air handling and air conditioning systems have been adjusted to ensure a constant flow of fresh air into the buildings and new filtration systems have been installed. Windows will be kept open wherever and whenever possible. Occupancy rules and schedules for bathroom use are being developed. A strict daily cleaning and disinfecting schedule will be followed and will necessitate that the building be vacated and closed, likely at 5 PM every weekday and remain closed on weekends. High touch surfaces, supplies, and equipment will need to be cleaned frequently throughout the day and, in some cases, before and after every use. A schedule for closing bathrooms for cleaning periodically throughout the day will be in place and adhered to strictly. Water fountains will be used only for filling personal water bottles: everyone should bring a personal water bottle to school and take it home to clean each day.

Finally, the Office of Transportation has informed us that there will be no busing for our scholars and parents will instead receive aid in lieu of transportation of \$1,000.00 for the year. QCACS is working with a local bus company to see if we can arrange a transportation route for those scholars needing transportation. Please note that a fee may be associated with such transportation.

It is clear that Covid-19 will make the 2020-2021 school year - at least until an effective vaccine is widely available - a year unlike any we can remember. The presence and behavior of the virus in our community will govern most of our routines, activities, and behavior. Whenever and however we return to campus, our plans will depend on our trust in one another, a deep spirit of partnership, and, above all, our care for one another and for our community. These will be the promises we must make to each other, and we will need to keep them.

Stay Well,

Mrs. West-Augustin