

WE GOT THIS, PATRIOTS



Carrollwood Day School

2020-2021
RETURN TO SCHOOL PLAN

EDUCATION WITH
CHARACTER

WeAreCDS.org

TOGETHER WE CAN

Stay Safe



Mask



Neck Gaiter



Face Shield

PLEASE NOTE THAT ALL INFORMATION INCLUDED IN THIS BROCHURE IS SUBJECT TO CHANGE BASED ON INFORMATION RECEIVED FROM GOVERNMENTAL AGENCIES.

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Carrollwood Day School's Return to School Plan will continue to be updated and revised as recommendations from the CDC and other governmental authorities and public health officials evolve. Additionally, the learning plans may need to be modified based on the number of students enrolled in the Adaptable Learning option.

In-Person, On-Campus



CDS will resume in-person, on-campus teaching and learning for the 2020-2021 school year.

ECC Kindergarten: 8:15 a.m. - 2:45 p.m.
Preschool Half-Day: 9:00 a.m. - 12:00 p.m.
Preschool Full-Day: 9:00 a.m. - 2:15 p.m.

ELEM 8:00 a.m. - 3:00 p.m.

MS 8:15 a.m. - 3:00 p.m.

US 8:30 a.m. - 3:30 p.m.

Before Care starting at 7:00 a.m.

Extended Day until 6:00 p.m. on both the ECC and Bearss Ave. campuses.

MS & US Study Hall until 6:00 p.m.

** Families may expect adjustments to arrival/dismissal procedures to support appropriate separation of groups.**

HEALTH AND SAFETY

The safety and health of our faculty, staff, students, and families is always our top priority at Carrollwood Day School (CDS). We understand that we are in an unprecedented time with the potential spread of the coronavirus disease (COVID-19) and to that end, CDS has reviewed our health-related plans and procedures and adapted them to ensure the health and safety of everyone.

This applies to all school programs, including Before/After School.
For more detailed procedures, please go to www.WeAreCDS.org/about/covid.

LEARNING PLANS

The leadership team at Carrollwood Day School, together with the school nurse, is closely following the most current recommendations from local, state, and federal agencies to refine our learning plans for the opening of school in August 2020. These are robust tiered plans that will provide on campus classes for students in all grades paired with an Adaptable Learning Plan to accommodate students in PreK 4 through upper school who may need to attend remotely due to a COVID-related situation or family preference.



Adaptable vs Distance Learning



Adaptable Learning \neq Distance Learning

Adaptable Learning is designed to provide support for students and families who must be out temporarily or for an extended period of time during the ongoing COVID-19 pandemic. It will align as much as possible with on-campus teaching and learning.

Adaptable Learning is designed to help maintain connection and community between classmates on campus and those at home. When Adaptable Learning is an option, teachers are offering two separate modes of education simultaneously - one in-person, the other online.

Distance Learning will be implemented only if mandated by local, state, or federal authorities. This plan is designed to provide an educational alternative to in-person instruction when it is not safe to open all or part of the CDS campus. When Distance Learning is deployed an entire class, division, or the school as a whole is involved. During a mandated Distance Learning period, teachers are devoted to providing instruction virtually.

In the event school must transition to full Distance Learning, we will prioritize continuing to offer on-campus instruction for our PreK 4 and younger students, if possible.



Short-term, Extended, and COVID-related Absences

Short-term Absence

Examples Student remains home from school for a day or more due to mild, common childhood illnesses.

Timeline Case by Case, less than two weeks

How to Notify the School Call/email appropriate school office
ECC - ECCAbsence@carrollwooddayschool.org
Elem - ESAbsence@carrollwooddayschool.org
MS - MSAbsence@carrollwooddayschool.org
US - USAbsence@carrollwooddayschool.org

Content Delivery Students will receive class content and assignment from teachers.

Any missed assessments may be made up upon the student's return to school.

Our goal at CDS is to facilitate your child's success.

We are proud to say that even with this year's unforeseen pandemic, we have had a 100% rate of students advancing on to the next grade level, along with 100% of our graduating class matriculating to a 4-year university.

100%

Extended and COVID-related Absence

Student is observing a 14-day quarantine per CDC guidelines. **Examples**

Student is observing strict social distancing due to their or a household member being immunocompromised.

Family is not comfortable returning to on-campus learning during the ongoing COVID pandemic.

14 days or more **Timeline**

Call/email appropriate school office + Email appropriate Division Head and School Nurse (nurse@carrollwooddayschool.org).

How to Notify the School

Once the school is notified, the student will be enrolled in the Adaptable Learning Plan. Delivery methods will vary by grade. Adaptable Learning instruction will begin on a second day of the student's absence.

Content Delivery

If materials are not with the student, the family may arrange for a contact-free pick up at the school.

CDS **Adaptable Learning Plan**

Selecting a Learning Plan

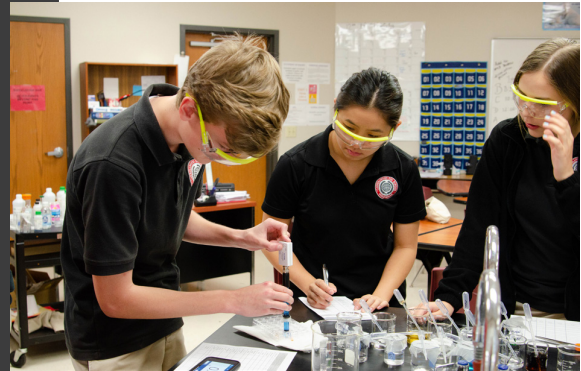
If a family intends to begin the 2020-2021 school year remotely via the Adaptable Learning option, they are advised to alert their respective School Head(s) in writing by July 23.

Carrollwood Day School is proud to be able to fulfill our mission and continue to provide our high-quality education to students even during these exceptional circumstances.

Adaptable Learning designates the experience students will have when school remains in session but individual students are unable to physically attend school during the ongoing COVID-19 pandemic.

While Adaptable Learning is not equivalent to in-person learning, CDS faculty and staff will provide high-quality distance learning instruction to advance student academic progress and attend to the social and emotional well-being of the student until they are able to return to school.

Families may switch from in-person to Adaptable Learning at any time throughout the school year, as needed for as long as Adaptable Learning instruction is available. The Adaptable Learning option will remain in place as long as COVID-19 continues to be a concern, as determined by the Carrollwood Day School leadership team.



CDS will offer an Adaptable Learning option for families with students in PreK 4 through upper school.

CDS Adaptable Learning Plan

Learning at Home while School is in Session On-campus

- Daily instruction includes both synchronous (live) and asynchronous (available anytime) learning. Significant parental involvement and flexibility will be required.
- Daily instruction may include one-on-one or small group Zoom sessions, videos, and suggested hands-on activities.
- Families will receive resources via SeeSaw.

EARLY CHILDHOOD CAMPUS

PreK 4 and Kindergarten

Communication tools to support synchronous and asynchronous learning for students participating in Adaptable Learning Plan.

SEESAW
ZOOM

PreK 4

In-school Learning Plan

When working with young children, teachers must adapt to their cues on a daily basis. Below are the areas of instruction for each day.

Morning Meeting	Art
Songs	Music
Playtime	Units of Inquiry
Outdoor time	Handwriting
Rest	Math
Snack	

Adaptable Learning Plan

Students will join morning meeting via Zoom each day. Teacher will provide daily activities for students to do with parent supervision.

Example of Kindergarten Student Day

In-school Learning Plan

Morning Meeting	8:00 - 8:30 am
Math	8:30 - 9:30 am
Recess	9:30 - 10:00 am
Language Arts	10:00 - 11:00 am
Small groups/ Independent Reading	11:00 - 11:40 am
Lunch and Recess	11:45 am - 12:30 pm
Spanish/Music	12:30 - 1:00 pm
Units of Inquiry	1:00 - 2:30 pm
Pack up & Dismissal	2:30 - 2:45 pm

Adaptable Learning Plan

- Students will join their classmates daily for the morning meeting.
- CDS faculty will use a combination of Zoom and videos to deliver instruction.
- Students will be provided with small group and/or one-on-one instruction from ALP resource teachers and/or specials teachers daily.

CDS Adaptable Learning Plan

Learning at Home while School is in Session On-campus

- Adaptable Learning content will mirror on-campus content.
- Grade levels 1-5 will share dedicated ALP resource teachers.
- The ALP resource teachers and specials teachers will provide daily one-on-one and/or small group instruction.
- Students will virtually attend live Morning Meetings with their on-campus classes.
- Math, Language Arts, and Units of Inquiry assignments will be required for students to complete.
- Content from Specials (PE, Art, Music, Spanish, Guidance) will be provided.
- Families will receive resources via SeeSaw

LOWER SCHOOL

1st - 5th Grade

Communication tools to support synchronous and asynchronous learning for students participating in Adaptable Learning Plan.

SEESAW
ZOOM

Example of Lower School Student Day

Each day our students have math, language arts, and Units of Inquiry which encompass social studies and science. The schedule changes daily depending on the specials that are held on any given day.

In-school Learning Plan

Morning Meeting	8:00 - 8:30 am
Math	8:30 - 9:30 am
Special	9:30 - 10:00 am
Language Arts	10:00 - 11:00 am
Lunch and recess	11:00 - 11:40 am
Small groups/ Independent Reading	11:45 am - 12:30 pm
Spanish	12:30 - 1:00 pm
Units of Inquiry	1:00 - 2:30 pm
Special	2:30 - 3:00 pm
Dismissal	3:00 pm

Adaptable Learning Plan

- Students will join their classmates daily for the morning meeting.
- CDS teachers will use a combination of Zoom and videos to deliver instruction.
- Students will be provided with small group and/or one-on-one instruction from ALP resource teachers and/or specials teachers daily.
- Daily ALP instruction will include both synchronous (live) and asynchronous (available anytime) learning. Significant parent involvement and flexibility will be required.

For more detailed information about the school day schedule, please contact the individual division.

CDS Adaptable Learning Plan

Learning at Home while School is in Session On-campus

- Adaptable Learning student schedules remain the same as on-campus schedules.
- Content is posted daily to Schoology.
- Student will log into virtual classroom with either class teacher or learning specialist/coach.
- Assignments for all subjects/classes will be turned in digitally; method will be consistent across grade level.

MIDDLE SCHOOL

6th - 8th Grade

Communication tools to support synchronous and asynchronous learning for students participating in Adaptable Learning Plan.

SCHOOLY
ZOOM

Example of Middle School Student Day

In-school Learning Plan

FLEX program	7:45 - 8:15 am <i>(*Optional)</i>
Advisory	8:15 - 8:30 am
Block 1	8:30 - 9:50 am
Break	9:50 - 10:05 am
Block 2	10:05 - 11:25 am
Lunch/Recess	11:25 am - 12:10 pm
Block 3	12:10 - 1:30 pm
Break	1:30 - 1:40 pm
Block 4	1:40 - 3:00 pm
Dismissal	3:00 pm
FLEX program	3:00 - 3:30 pm <i>(*Optional)</i>

**The FLEX program offers support and enrichment opportunities spanning all academic disciplines along with a variety of clubs and organizations.

*Students will need to contact teachers in advance to request participation in FLEX program activities.

Adaptable Learning Plan

- Student attend daily classes aligned with in person schedule via Zoom links
- Students will access video assignment resources on Schoology
- Students will meet virtually with teachers during scheduled office hours as needed
- Students will join their advisors daily for advisory meetings at 8:15 am
- Students will have a scheduled check-in with a learning coach 1-2 times per week for personalized assistance with Adaptable Learning.

Instruction will include both synchronous (live) and asynchronous (available anytime) learning. Students may not be online with their class for the entire block. Parental involvement and flexibility will be required.

In addition to following the above normal class schedule virtually, CDS middle school advisor, teachers and learning specialist will schedule meetings with students at least twice a week.

For more detailed information about the school day schedule, please contact the individual division.

CDS Adaptable Learning Plan

Learning at Home while School is in Session On-campus

- Adaptable Learning student schedules remain the same as on-campus schedules.
- Content is posted daily to Schoology.
- Student will log into virtual classroom with either class teacher or learning specialist.
- Assignments for all subjects/classes will be turned in digitally; method will be consistent across grade level.

UPPER SCHOOL

9th - 12th Grade

Communication tools to support synchronous and asynchronous learning for students participating in Adaptable Learning Plan.

SCHOOLGY
ZOOM

Example of Upper School Student Day

In-school Learning Plan

Block 1	8:30 - 9:50 am
Break	9:50 - 10:05 am
Block 2	10:05 - 11:25 am
Announcements, SAT Prep, Advisory, Guidance mtg.	11:30 am - 12:05 pm
LUNCH	12:05 - 12:35 pm
Block 3	12:40 - 2:00 pm
Break	2:00 - 2:10 pm
Block 4	2:10 - 3:30 pm

Adaptable Learning Plan

- Student attend daily classes aligned with in person schedule via Zoom links
- Students will access video assignment resources on Schoology
- Students will meet virtually with teachers during scheduled office hours as needed
- Students will join their advisors daily for advisory meetings at 11:30 am
- Students will have a scheduled check-in with a learning coach 1-2 times per week for personalized assistance with Adaptable Learning.

Instruction will include both synchronous (live) and asynchronous (available anytime) learning. Students may not be online with their class for the entire block. Parental involvement and flexibility will be required.

In addition to following the above normal class schedule virtually, CDS upper school advisor, teachers and learning specialist will schedule meetings with students at least twice a week. For more detailed information about the school day schedule, please contact the individual division.

Assessment & Grading Policies

Assessment and Grading during Adaptable Learning Plan & Distance Learning

Lower School

• Adaptable Learning Plan (ALP)

Adaptable Learning Plan (ALP) Lower School students will continue to receive grades for assignments completed during their time in the Adaptable Learning Program. Lower School faculty will continue to use Seesaw as a means to communicate students' progress. Assignments may vary for the ALP student as it may be difficult to replicate summative assessments and group assignments. Taking into account the differences between learning in person versus through a digital platform, during adaptable learning, students can expect flexibility in deadlines and ample time to address questions about assignments and summative work with teachers. Students whose absence is not due to illness will need to be continuously engaged with their studies, in communication with their teachers, and completing assignments in order to remain eligible for the ALP.

Assessment while in the ALP can take multiple forms:

- ALP students may take assessments or complete summative projects not dependent on physical attendance in line with their in-person classmates
- ALP students may take alternate versions of assessments designed to acknowledge the realities of working from home.

Teachers will offer clear communication on assessment expectations and standards during class sessions, small group and individual conferences, and through in-depth postings to Seesaw

All ALP students and their parents will meet regularly via Zoom with their assigned ALP instructor to review progress and communicate any needs in terms of time management or class work expectations.

• Distance Learning (DL)

Lower School students will continue to receive grades for assignments completed during distance learning. Lower School faculty will continue to use Seesaw as our form of communication between the teacher and the student and students' family. Taking into account the differences between learning in person versus through a digital platform, during distance learning, students can expect flexibility in deadlines and variation in assessment format to respond to the unique needs of the digital environment. Teachers will offer clear communication on assessment expectations and standards during class sessions, small group and individual conferences, and through in-depth postings to SeeSaw. Parent conferences will be offered frequently.

Middle and Upper School

• Adaptable Learning Plan (ALP)

Upper School students will continue to receive grades for assignments completed during their time in the Adaptable Learning Program. Upper School faculty will continue to use Schoology as a digital grade book for ALP students, although ALP students might be exempt from assignments dependent on physical presence and have accountability for assignments only relevant to the ALP. Taking into account the differences between learning in person versus through a digital platform, during adaptable learning, students can expect flexibility in deadlines and ample time to address questions about assignments and summative work with teachers. Students whose absence is not due to illness will need to be continuously engaged with their studies, in communication with their teachers, and completing assignments in order to remain eligible for the ALP.

Assessment while in the ALP can take multiple forms:

- ALP students may take assessments or complete summative projects not dependent on physical attendance in line with their in-person classmates
- ALP students may take assessments on campus during after-school hours and in conditions that satisfy concerns about exposure to Covid-19 by vulnerable populations.
- ALP students may take alternate versions of assessments designed to acknowledge the realities of working from home.

Teachers will offer clear communication on assessment expectations and standards during class sessions, small group and individual conferences, and through in-depth postings to Schoology.

All ALP students will meet regularly via Zoom with their assigned ALP Counselor to review progress and communicate any needs in terms of time management or class work expectations.

• Distance Learning (DL)

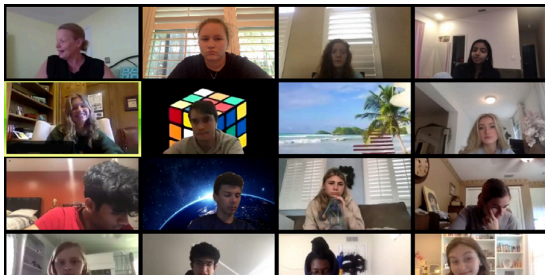
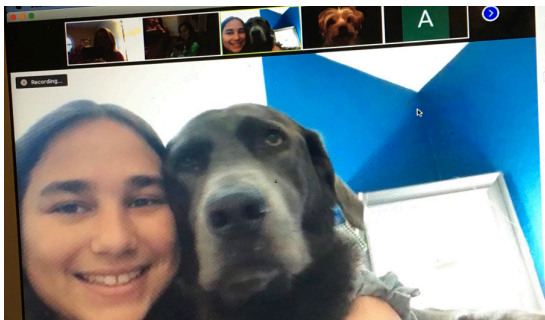
Upper School students will continue to receive grades for assignments completed during distance learning. Upper School faculty will continue to use Schoology as a digital grade book. Taking into account the differences between learning in person versus through a digital platform, during campus-wide distance learning, students can expect flexibility in deadlines and variation in assessment format to respond to the unique needs of the digital environment. For example, all tests are assumed to be open note/open book with the assessment based on application rather than recall of knowledge and skills. In addition, projects designed to take advantage of virtual opportunities for investigation and collaboration might weigh more heavily than traditional pen and paper quizzes and tests. Teachers will offer clear communication on assessment expectations and standards during class sessions, small group and individual conferences, and through in-depth postings to Schoology.

Mandated Distance Learning

Carrollwood Day School
would move to all-school
distance learning if
mandated by the Governor
or recommended by the
CDC or Health Department

There may be scenarios that call for one class or division to move to distance learning temporarily, while allowing the rest of campus to remain open.

In the event school must transition to full distance learning, we will prioritize continuing to offer on-campus instruction for our PreK 4 and younger students, if possible.



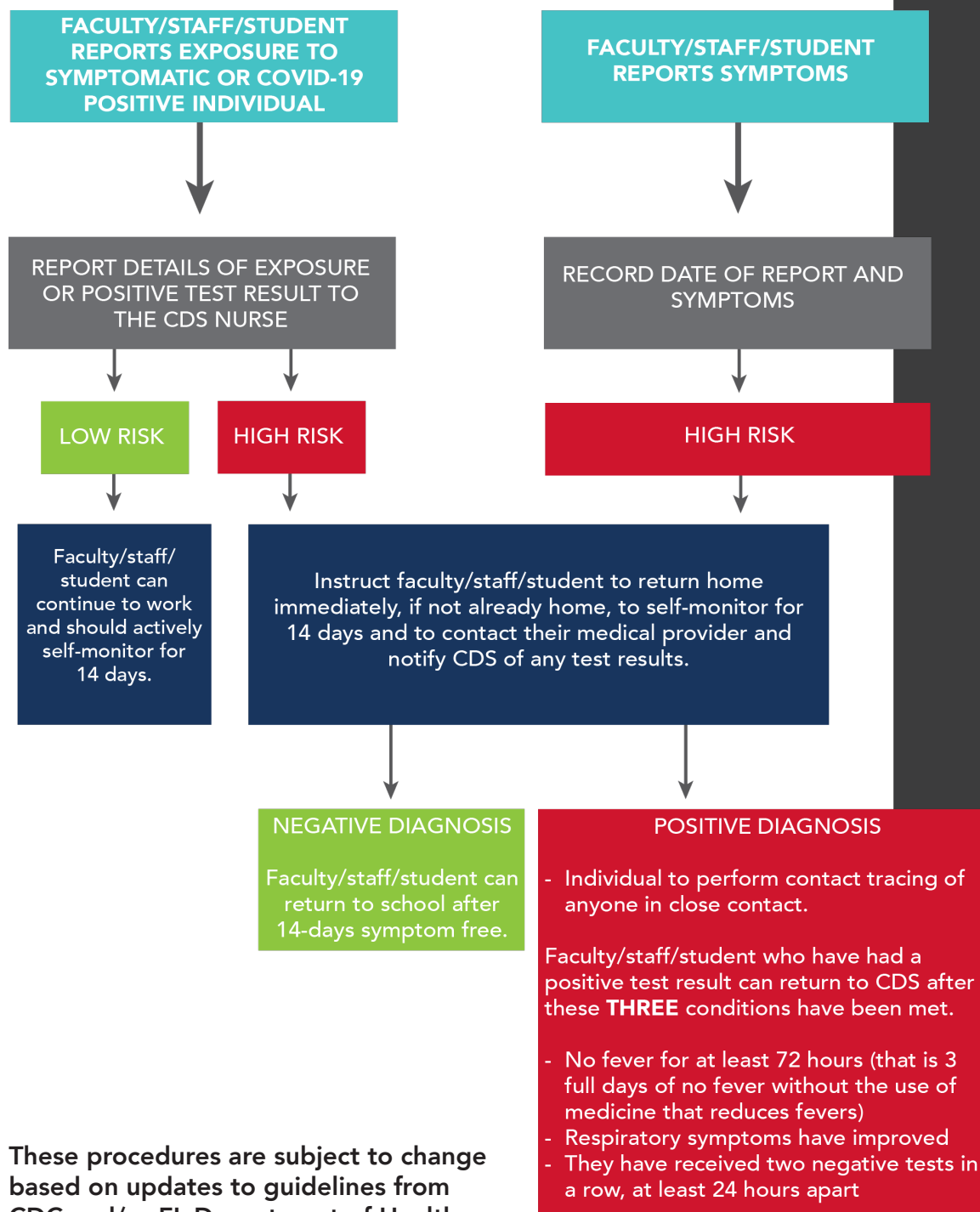
“

*If possible, I think
our CDS community
got closer during
distance learning.
The innate need to
check in with each
other made it a
natural part of
our day.*

CDS Middle School Student

”

CDS COVID-19 Test Plan of Action



These procedures are subject to change based on updates to guidelines from CDC and/or FL Department of Health.

For more COVID-19 information and the latest updates from the CDC please refer to our website at www.carrollwooddayschool.org/about/covid

Safety

Everything we do is with
our Patriot Nation in mind.

The CDS Campuses reopen with new guidelines in place that have been carefully considered to address and promote the safety, health, and welfare of our community. These procedures have been thoughtfully developed with local, state, and national guidance to ensure the best standard of care.

CDS recognizes that plans are subject to change based on advisement from governing agencies.

www.WeAreCDS.org/about/covid

Carrollwood Day School

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