



*Emphasizing Christ-like love, peacemaking, and service.*

November 16, 2020

Dear QCS Families,

As we enter into the Holiday Season, we are well aware of the desire and need to travel to family and friends to celebrate together. The year 2020 is so different than years past due to restrictions and mandates that have been put in place. We want you, as families, to be cognizant of the impact that your travel or gatherings might have on our larger community. With the misfortune of COVID-19 spiking throughout our state as well as our nation, the Board has discussed and approved the following policy.

**Trips: Return to School Policy During COVID-19**

- Families planning trips must follow standing policy for filling out **Educational Trip Forms** and having them approved by the Head of School, or designated Administrator or Lead Teacher, prior to said trips. We are asking for **14 days' notice** instead of the normal 10 days for these forms so that teachers have time to prepare work that will be missed.
- If a trip is planned to a known "hot spot" for COVID-19 (domestic or foreign), QCS is asking for a **voluntary 14-day quarantine** upon return OR a **negative COVID-19 test result**. If a test is chosen, the student must remain home until negative test results are back.
- These measures are being taken to protect our staff, our students and their families. Thank you for your cooperation in this matter.

It is by following these measures that we can help protect our entire community so that we can remain safe, and open for face-to-face teaching and learning. We thank you in advance for your support and attention to these guidelines.

Sincerely,

QCS Board and Leadership Team