

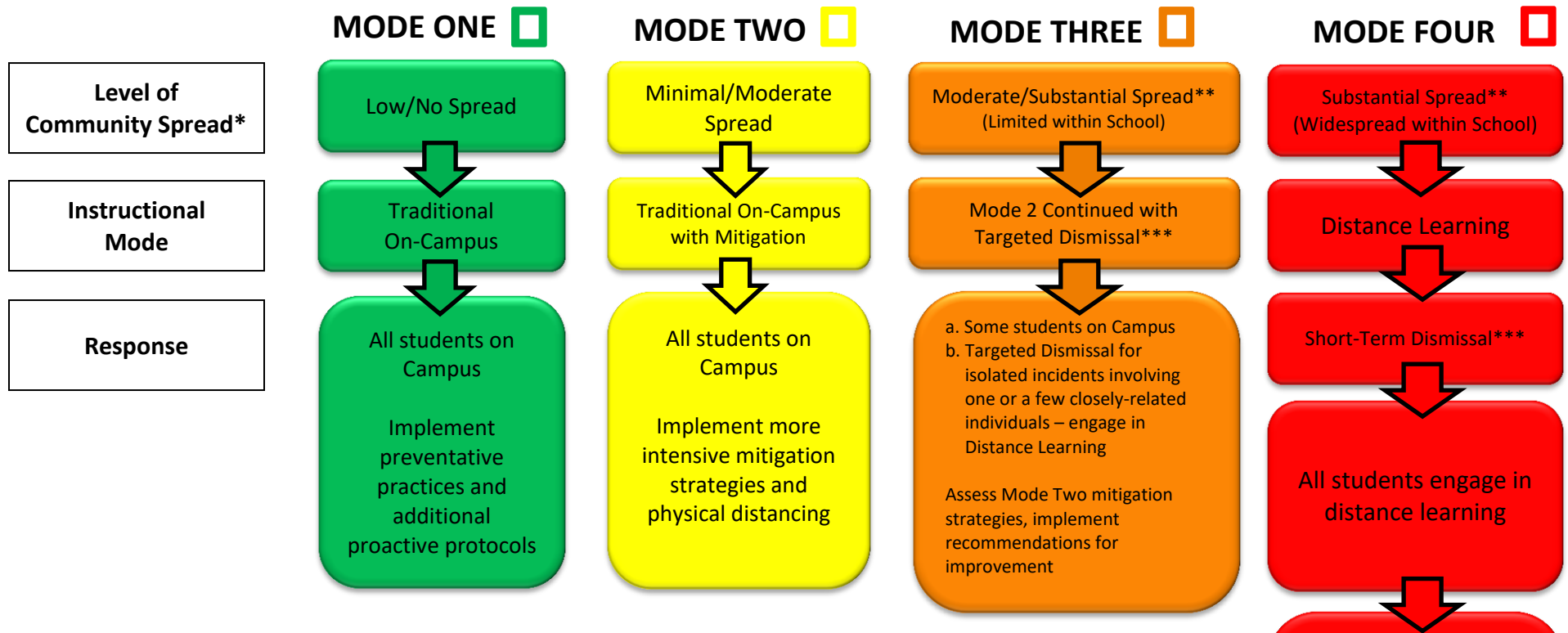
## PLANNING FOR THE 2020-2021 SCHOOL YEAR

As we make plans to return to school, we are committed to providing a classroom setting and instructional program that will give children opportunities to pursue academic excellence with an intentional spiritual focus in an environment that promotes safety for everyone.

We see value in students' physical presence at school, but things won't look the same as before COVID-19, and new behaviors will need to be learned. Teachers and students will all receive training on safety and hygiene. Desks will be spaced further apart. Schedules will be modified to keep as few students in hallways and shared spaces as possible. Every object that students touch, from desks to library books, will be sanitized frequently.

Our current plan is to reopen both South Pointe Christian School campuses, grades K5 through 12, on Monday, August 17, with in-person instruction in classrooms. There will be four modes of operations, which will be dependent on the risk level of infection. Because our school places such a high value on the importance of close relationships and Christ-centered community, our goal is to provide as much on-campus engagement for students as possible while maintaining a primary focus on the health and safety of our students, faculty, and staff. Our four modes of operations account for unknowns related to the amount, duration, and timing of the spread of COVID-19, and we anticipate movement among these modes at different points of the school year with seamless transition. The operating mode we choose will depend on the risk level of infection based on the amount of spread of the virus in our area and the level of impact on our school population. Planning now will allow teachers to prepare in advance for any of the modes with minimal interruption to teaching and learning. The preparations we are making will allow us more opportunity to remain on campus for face-to-face instruction. As we prepare for the 2020-2021 school year, we are addressing three areas of focus: Academics and Operations Overview, Health and Safety Procedures, and Co-curricular and After-School Activities.

We will continue to update you on our plans as we approach the start of school. As we have researched, we have noted some key words of wisdom: "Plan to change your plan." We will be constantly evaluating and revising our plan as we open school. Thank you for your prayers and for your partnership.



\*Community spread means people have been infected with the virus in an area, including some who are not sure how or where they became infected. Each health department determines community spread differently based on local conditions.

(<https://www.cdc.gov/coronavirus/2019-ncov/faq.html#Spread>)

\*\* Substantial community spread is defined as large scale community transmission, healthcare staffing significantly impacted, multiple cases within communal settings. (<https://www.cdc.gov/coronavirus/2019-ncov/hcp/non-covid-19-client-interaction.html>)

\*\*\* In the event a person diagnosed with COVID-19 is determined to have been in the building and poses a risk to the community, programs/campuses may consider closing for a short time (1–2 days) for cleaning and disinfection. **Targeted Dismissal** would be for an isolated incident involving one or a few closely-related individuals. **Short-Term Dismissal** would be for multiple infected individuals and areas. The CDC and local health department will determine the extent of dismissal duration to take appropriate measures and to disinfect affected areas. See *Sick Children and/or Staff* section for more information

## ACADEMICS & OPERATIONS OVERVIEW

<b>MODE ONE</b> <span style="color: green;">■</span>	<b>MODE TWO</b> <span style="color: yellow;">■</span>	<b>MODE THREE</b> <span style="color: orange;">■</span>	<b>MODE FOUR</b> <span style="color: red;">■</span>
Traditional On-Campus (Low/No Spread)	Traditional On-Campus with Mitigation (Minimal/Moderate Spread)	Traditional On-Campus with Mitigation / Targeted Distance Learning (Moderate/Substantial Spread - Limited within School)	Distance Learning (Substantial Outbreak – Widespread within School)
<ul style="list-style-type: none"> <li>• Details determined based on CDC, local health department, and governmental suggestions and or requirements</li> <li>• All students on Campus</li> <li>• Implementation of preventative practices and additional proactive processes/protocols</li> <li>• Frequent hand washing and use of hand sanitizer</li> </ul>	<ul style="list-style-type: none"> <li>• Details determined based on CDC, local health department, and governmental suggestions and or requirements</li> <li>• All students on Campus</li> <li>• Implementation of preventative practices and additional proactive processes/protocols                             <ul style="list-style-type: none"> <li>○ Significant cleaning measures by teachers and cleaning crew</li> <li>○ Frequent hand washing and use of hand sanitizer</li> <li>○ Class sizes limited to ensure physical distancing</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Details determined based on CDC, local health department, and governmental suggestions and or requirements</li> <li>• Combination of students on Campus and Targeted Distance Learning</li> <li>• Assessment of Mode Two mitigation strategies, implement recommendations for improvement.</li> <li>• Provide additional preventative practices and increase mitigation efforts</li> </ul>	<ul style="list-style-type: none"> <li>• Details determined based on CDC, local health department, and governmental suggestions and or requirements</li> <li>• All students engage in distance learning.</li> <li>• Teachers on campus teaching distance learning lessons</li> <li>• Utilize Google Classroom as the primary learning platform for all classes. All grades will be stored in FACTS.</li> <li>• Training for staff and students on utilizing the Google Classroom with routine implementation at the beginning of the school year.</li> </ul>

*South Pointe Christian School will not be offering a synchronous Distance Learning option for students as a part of our regular instruction program, but we will work with students and parents if an extended absence is required due to COVID-19 contraction/exposure.*

## HEALTH & SAFETY PROCEDURES

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/php/CDC-Activities-Initiatives-for-COVID-19-Response.pdf>

The following health and safety protocols/practices will be implemented in Mode Two, unless noted as Mode Three or Mode Four.

### 1. Educating the Community

- a. Students will be instructed at the beginning of the school year about how the buildings will operate differently, empowering them to help keep the school healthy.
- b. Parents are encouraged to prepare an emergency plan for a sick child(ren).
- c. Employees will be continuously educated regarding our current situation, contagious disease signs and symptoms, procedures for removing a student or employee that is suspected to have a contagious disease, thermometer education, and basic first aid.
- d. Staff and students will be trained on additional healthy hygiene practices.
- e. Staff, students, and families will be educated how to maintain a safe distance from each other while in the school building.
- f. Visual resources will be posted around campus.
- g. All Parents must sign an *Assumption of the Risk and Waiver of Liability Relating to Coronavirus/COVID-19*

### 2. Screening Student Health

- a. It is the parents' responsibility to keep sick students home to prevent further spread of illness.
- b. It is encouraged that parents take their child's temperature at home every evening and morning. This should be done prior to administering fever reducing medication (example: Tylenol, Motrin).
- c. Parents are to communicate with the school to report any illness.
- d. Upon arrival, ALL students and adults entering the school will be required to complete a wellness screening:
  - Signs/symptoms of COVID-19 illness check, recent travel to/exposure to locations/persons known to have COVID-19.
  - Random temperature check. Persons who have a fever of 100.4°F (38.0°C) or above or other signs of illness will not be admitted to the facility unless and until you have received proper clearance from a medical professional.
    - Occasionally, the temperature reading on the thermometers may show a reading that differs from what you may have taken at home. If you would prefer to carry your own digital thermometer into the main office lobby for screening, you are welcome to do so. In the event your reading is substantially different from ours, we will obtain another thermometer from our school to verify the accurate reading. We may require you to exclude your child unless and until an accurate reading may be obtained.

***We must demand complete compliance with our screening procedures. This is for your child's safety and for the well-being of the staff who are dedicated to serve you in this time of uncertainty. Please note – we are required to keep track of possible exposure to COVID-19, so your honest compliance is necessary to provide the best chance of mitigation before the virus enters our school doors. (SPCS commits to maintain privacy and confidentiality for employee and student health information.)***

### 3. Drop Off & Pick Up Procedures

- a. **MAIN CAMPUS (grades K5-4) - OPERATIONS**
  - Morning Drop-Off: Students will report directly to their grade level class beginning at 7:30 a.m. In an effort to keep cohorts of students together we ask that all parents please wait until 7:30 a.m., when the grade school end entrance doors open, to drop off your child. (An exception will be given to children with siblings in the preschool.) Students arriving prior to 7:30 a.m. will be seated in the cafeteria or grade school hallway, spaced apart. REMINDER: Students must arrive by 8:00 a.m. (Parents are to follow the Main Campus Drop-Off procedures attached.)

- Afternoon Pick-Up: Dismissal begins at 3:00 p.m. Students will remain in their classrooms. A staff member on duty will bring the child to the parent. (Parents are to follow the Main Campus Pick-Up procedures included in the Parent-Student Handbook.) NOTE: All early dismissals must be reported to the teacher/staff member in writing during morning drop-off. Parents picking up siblings in preschool must first pick-up the preschool student from the main campus lobby, then wait outside for the grade-school student to be dismissed and escorted to the parent.

**b. MILLS CAMPUS (grades 5-12)**

- Morning Drop-Off: Parents and student drivers are encouraged to arrive no earlier than 7:30 a.m. At 7:30 a.m. the gym doors will be open. Students may visit their assigned locker, and sit in designated locations within the gym. At 7:45 a.m. students will be dismissed to their first period class. Students arriving between 7:45 a.m. and 8:00 a.m. are to report to Mrs. Amy Butters in the gym prior to reporting to first period class. Mrs. Butters will collect student lunch money, and give student passes, if needed, to first period class. Students arriving after 8:00 a.m. are considered tardy and must report to the MAIN Campus to sign in. (Please make every effort to arrive to school ON TIME!) NOTE: Early drop off will be available if needed, beginning at 7:00 A.M. Early drop-off students will congregate in the brick building on the Main Campus.
- Afternoon Pick-Up: 5<sup>th</sup> and 6<sup>th</sup> graders will remain in their classrooms during dismissal. 7<sup>th</sup> through 12<sup>th</sup> graders will remain in the gym, spaced apart. (Parents are to follow the Mills Campus Pick-Up procedures included in the Parent Student Handbook.)

**4. Family Travel**

- a. We will be following CDC guidelines on family travel. Families that travel in vulnerable areas will need to be quarantined depending on CDC guidelines. <https://www.cdc.gov/coronavirus/2019-ncov/travelers/map-and-travel-notice.html>

**5. Keeping Students or Employees Home When Sick**

- a. An employee or student must stay home if they have:
- a temperature of 100.4°F (38°C) or higher and may not return until fever free for 24 hours without the use of fever reducing medication (example: Tylenol, Motrin).
  - been exposed to someone suspected of having or diagnosed with COVID-19 within 14 days prior to attendance.
  - shortness of breath or difficulty breathing.
  - new loss of taste or smell.
- b. Employees or students displaying any two (2) of the following signs and symptoms must remain home and may not return until symptom free for 24 hours without the use of medication:
- Chills, muscle or body aches, sore throat, and/or new or worsening cough.
- c. All students must be picked up within an hour of parental notification when sick.
- d. When students return after being sick, they and one parent must check in with the school office for admittance approval.

*NOTE: If these symptoms are explainable by an underlying condition (such as shortness of breath or cough for an individual with asthma) exclusion may not be necessary.*

**6. COVID-19 Symptoms and Testing – FOLLOW THE CDC RECOMMENDATIONS**

([https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html?CDC\\_AA\\_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprevent-getting-sick%2Fwhen-its-safe.html](https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprevent-getting-sick%2Fwhen-its-safe.html))

- a. If an employee or student tests positive, he or she will need to remain off campus for a minimum of 10-14 days until given clearance by a physician or county health department to return (documentation required).
- In the case of a positive COVID-19 illness in an employee or student, the SPCS campus may be closed temporarily for sanitizing, duration of school closure will be determined by the CDC and local health officials. (See CDC website for more information.)

- b. In a case in which a family member of a student and/or employee tests positive, those potentially exposed employees and/or students living within the home will be required to remain off campus for 10-14 days, or until given clearance by a physician or county health department to return. (See CDC website for more information.)
- c. Employees and students that are presumed to have COVID-19, but have not been tested, may return to school if they have had no fever for at least 3 days, their symptoms are improving, and at least 10 days has passed since their symptoms first appeared. (See CDC website for more information.)
- d. Employees and students may return to school if they have tested negative for COVID-19 and have been symptom free for 24 hours without the use of medication to control illness signs and symptoms. (See CDC website for more information.)
- e. Employees and students who have been around someone who was identified as a close contact to a person with COVID-19 should closely monitor themselves for any symptoms of COVID-19. They do not need to self-quarantine. (See CDC website for more information.)

#### **7. Attendance/Absences**

- a. Administration will review any usual absenteeism patterns at our school among both students and staff, and determine what level of absenteeism will disrupt continuity of teaching and learning. We will follow CDC guidelines if a confirmed case of COVID-19 is discovered.
- b. Attendance incentive programs (i.e. perfect attendance awards) will be discontinued during the 2020-2021 school year as to remove pressure for individuals to report to school when feeling ill.
- c. Punitive measures are removed for absences when a student is experiencing symptoms of, or has potentially been exposed to, COVID-19.

#### **8. Classes – Operations & Instructional Delivery**

- a. Limit typical class sizes to a maximum of 18 people per room to ensure physical distancing. Numbers for a few areas might be higher or lower based on physical space.
- b. Social Distancing will be encouraged as much as possible.
- c. Student traffic patterns have been created to lessen viral load.
- d. Locker use (grades 7 through 12) will be limited and will be optional.
- e. 7<sup>th</sup> through 12<sup>th</sup> grade students will follow an A/B block schedule. For example, a student will attend classes one, three, five and seven on the “A” day and classes two, four, six and eight on the “B” day. This will decrease the amount of students visiting a classroom each day, and minimize student interaction.
- f. All students (grades 1-12) will receive instruction on utilizing Google Classroom to acquaint students with the virtual platform.
- g. *MODE 3*: The faculty will utilize Google Classroom as a means to provide instructional delivery for students who are home due to isolation/quarantine. Daily instructional videos and assignments will be uploaded by 4 pm each day of the student’s absence. Students are to view and respond to the videos and assignments by 4 pm the following day. (Parents should promptly communicate with both the teacher and administration concerning possible cause of late submission and/or other conflicts.)
- h. *MODE 3*: Quarantined faculty are still required to hold classes via virtual platform (Google Classroom). A substitute teacher will be provided to ensure on campus students receive instruction.
- i. *MODE 4*: All students will participate in Distance Learning by logging in to Google Classroom daily, at specified times. All students are required to attend virtual classes. Class rules, expectations, and grading procedures will apply during Distance Learning. (NOTE: Parents should promptly communicate with both the teacher and administration concerning possible cause of late submission and/or other conflicts.)

#### **9. Communications**

- a. If a student or employee tests positive for COVID-19, SPCS will report incident to the local health authority. In addition, SPCS will send out a school email and text to those at risk of possible exposure regarding the positive case and any temporary closures.
- b. SPCS commits to maintain privacy and confidentiality for employee and student health information.

**10. Community Events/Large Gatherings/Field Trips**

- a. We will be making every effort to provide a virtual option for anyone that is not comfortable attending school events.
- b. Field trips, pep rallies, assemblies, and other large gatherings will be modified or postponed.
- c. Spectators at athletic events are required to maintain social distancing. Administration and Athletic Directors will provide more information as we know more.
- d. Mills Campus morning devotions and announcements will occur virtually using Google Meet in students' first period class rather than in the gym with the entire 5<sup>th</sup> through 12<sup>th</sup> grade student body.
- e. *MODE 3*: Cancel field trips, assemblies, and other large gatherings where social distancing cannot be ensured.

**11. Facilities**

- a. Classrooms will be equipped with an increased number of hand sanitizer dispensers and/or more opportunities for handwashing will be incorporated.
- b. Water fountains will be used as bottle filling stations ONLY.
- c. To the extent possible, students will avoid sharing books and supplies (pens, pencils, paper, etc.).
- d. Student desks, surfaces and objects that are frequently touched such as doorknobs, light switches, classroom sink handles, countertops, toilets, desks, chairs, cubbies, and playground structures will be sanitized more frequently.
- e. Prior to using communal objects (ie computers, desks), students are to sanitize hands. Objects will be disinfected after each use

**12. Lunch**

- a. All students will be provided time prior to lunch to wash/sanitize hands. Teachers will ensure handwashing strategies are utilized.
- b. Lunches are scheduled at different times and in different locations (classrooms, cafeteria, picnic areas) to ensure physical distancing during lunch.
- c. In the lunchroom, tables will be sanitized after each use.
- d. Reminders will be regularly communicated throughout the school year to encourage families to routinely wash lunch boxes.
- e. Communal fridges will no longer be used for student lunches. Student lunch boxes will need a cold pack.
- f. Microwaves are off limits for ALL students. All students (grades K through 12 have the opportunity to order a hot lunch from Mickey's restaurant.)

**13. Materials Brought From Home**

- a. Students should bring water bottles to school each day. Water fountains will be used as a refilling station ONLY.
- b. Student athletes should limit the amount of items brought from home. Bring only necessities. All items should be kept either in your assigned gym locker, or your personal gym bag.
- c. Elementary Students - Leave all toys at home.

**14. Medical Supplies**

- a. The school will provide a first aid station with thermometers in a common area for easy access for staff, coaches, and volunteers. Staff will be equipped with Face Shields.

**15. Playground, Physical Education, and Athletics/Extracurricular**

- a. Sanitize children's hands upon each return from the playground.
- b. Sanitizing all balls and athletic equipment after each use.
- c. Extracurricular activities will continue as planned. No sharing of practice jerseys, uniforms, water bottles, towels, etc.
- d. SPCS will continue with increased hygiene measures observed.

**16. Restrooms**

- a. Restroom doors on elementary wing and in the gym will be propped open to increase ventilation and reduce contact with door handles.
- b. Restrooms will be cleaned and sanitized multiple times each day.

**17. School Bus**

- a. Buses will be sanitized after each use.
- b. Windows will remain open, pending weather, to allow for proper ventilation.
- c. Passengers will be spaced when possible.
- d. *MODE 3*: Buses will not be used for transporting students.

**18. School Office Attendant**

- a. Will monitor and record absences to obtain signs, symptoms, and diagnosis of students who are absent from school.
- b. Sanitize the station utilized to sign students in and out of the school after each use.

**19. Visitors**

- a. Limit access for families to one parent/guardian in the front lobby (main campus) of the school and restrict access for nonessential visitors. Parents will not be allowed to enter the child's classroom. (Exception: Kindergarten parents please utilize the morning drop-off line and refrain from walking your child inside. With this said, we do understand that kindergarten can be a very trying time for some parents and students as the new environment may cause a bit of separation anxiety. If this is the case for you and your kindergartener, only one adult (MUST wear a mask) will be permitted to escort their student to the classroom during the first three days of school. After the third day of school, the morning drop-off line must be utilized. An adult will be available to assist you if needed.
- b. Children and adults are to sanitize hands upon entering the building.
- c. *MODE 3*: Limit access for one parent/guardian to the front lobby (Main Campus). Mills Campus parent/guardian must check-in with the Main Campus first. If needing access to the Mills Campus, parent/guardian must remain inside vehicle.

**20. Wearing Masks**

**\*It is recommended that all students purchase a face mask and store it in their backpack for use in case of an emergency.**

- a. Personal and parental choices regarding face coverings will be supported. Shaming against those who choose, or do not choose, to wear a mask will not be tolerated.
- b. Masks are optional for employees and students when showing no symptoms. Any student or employee with signs and symptoms of a contagious disease will need to wear a mask and be temporarily placed in the administrator's office (Main Campus) or Mills Campus office until leaving school. Staff will disinfect the holding room after the student or employee leaves.
- c. Employees will wear face shields when needing to come in close contact with students.
- d. Students should report to school daily with face coverings for use when the need arises (e.g. during emergency drills).
- e. *MODE 3*: To lessen viral load, all employees and grades 7-12 students will wear masks when in close contact (less than 6 feet) for more of 15 minutes, and during class transitions. Individuals with underlying health conditions are not mandated to wear masks - documentation from health care provider required.

If the situation warrants, SPCS may consider implementing further actions to help minimize students' exposure (i.e., increased social distancing). The school's goal is to maintain open status and as normal of routine as possible. We will continue to evaluate plans for increasing continued education opportunities throughout the 2020-2021 school year.

We will continue to follow the COVID-19 situation closely and will give further updates as needed.



## CO-CURRICULAR & AFTER-SCHOOL ACTIVITIES

Recognizing that health and safety measures are critical beyond the end of the academic day, attention is being given to co-curricular activities and after-school activities. We will be doing the following:

1. Periodically evaluate activities and programs to determine what safety measures and precautions are needed in order to maintain safety.
2. Monitor communications and guidelines from the South Carolina Association of Christian Schools on summer workouts as well as fall competitions. (Please reach out to your respective head coach if you have any questions regarding summer workout schedules or practice times.)
3. Keep abreast of communications from the Center for Disease Control, the South Carolina Department of Public Health, and the South Carolina Association of Christian Schools on guidelines.

The following outlines the South Pointe Christian Athletics Summer Practice & Social Distancing Guidelines:

- Each athlete must sign & return the COVID-19 Liability Waiver before they will be allowed to participate in practice/conditioning.
- Each athlete must have an up to date physical (taken within last year).
  - If a physical is out of date, they must bring a current physical before they are allowed to participate.
- For the safety of others, we ask that guests refrain from attending if they have:
  - cough or shortness of breath.
  - two or more of the following symptoms: fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell, vomiting, or diarrhea.
  - a fever, or have had a fever within 24 hours prior to the event, of 100.4°F or higher.
  - been exposed to someone diagnosed with COVID-19 within two weeks prior to the event.
- No more than 3 individuals in the gym restroom/locker room at one time, following the sanitizing directions posted.
- Wash and/or sanitize hands during breaks.
- Be sure to avoid touching face, eyes and/or mouth during drills.
- Maintain minimum physical distancing of six feet between participants at all times.
- Athletes, coaches and staff should come dressed for participation.
- Use of locker rooms and/or offices is prohibited.
- Individuals should bring a personal water bottle to each workout and not share this bottle with anyone.
  - Disposable cups should be used for those that do not have access to their own water bottle.
  - Use of communal water fountains is not recommended.
- Personal contact should be avoided at all times.
  - This includes, but is not limited to: huddles, high-fives, handshaking, fist-bumping, and chest-bumping.