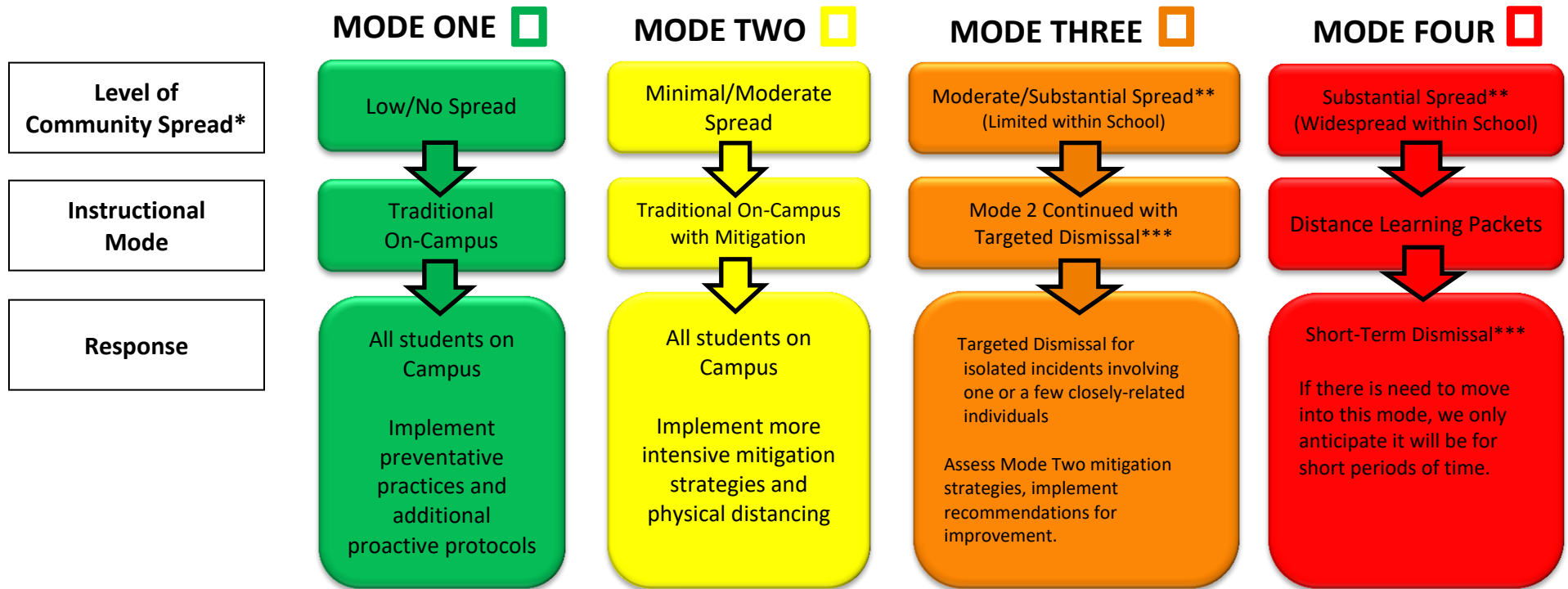


PLANNING FOR THE 2020-2021 SCHOOL YEAR

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. 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. Our preschool academic year will officially begin on that same date, August 17.

After a brief shutdown, our summer daycare program opened in June and has operated well. We have learned ways in which our safety and operation practices need to improve. All of which are within this document. 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.

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.](#)

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](#) and submit it to the front office.

2. Screening and Staying Home When Sick

- a. **It is the parent's 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 and Employees are to communicate with the school to report any illness.**
- d. "Given the wide range of symptoms and the fact that some people with SARS-CoV-2 infection (the virus that causes COVID-19) are asymptomatic, there are limitations to symptom screening conducted by schools for the identification of COVID-19." (<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/symptom-screening.html>) Therefore, we are placing all screening responsibility on the parents of students. We ask that your child STAY HOME if any of the following statements apply:
 - has had close contact with an individual infected with COVID-19 within the last 14 days.
 - has been diagnosed with, or suspected to have COVID-19 within the past 14 days.
 - is currently experiencing, or have experienced in the past 14 days, any of the following:
 - Temperature of 100.4°F (38°C) or higher
 - Shortness of breath, difficulty breathing
 - Loss of sense of smell or taste
 - New or worsening cough
 - Any two of the following: sore throat, muscle or body aches, chills, fatigue, headache, congestion or runny nose, diarrhea, nausea or vomiting

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.
- e. Occasionally, a temperature check may be performed. Persons who have a fever of 100.4°F (38.0°C) or above or other signs of illness will be sent home. They must be picked up within an hour of parental notification and will not be admitted to the facility unless and until they 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 and staying home when sick 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.)

- f. Prior to returning after being sick, a parent must call and speak with the daycare director or school office for admittance approval.

3. Drop Off/ Pick-Up Procedures - **NEW!!**

- Preschool hours of operation are 6:00 a.m. to 5:30 p.m. Daily instruction will begin by 8:30 a.m. To the extent possible, classes will not be combined. However, due to limited staff and staggering staff work hours there will be times in the early morning and late afternoon that classes will interact with one another. The following schedule is provided should you wish to ensure your child is ONLY with his/her class:
 - Infant: 7:15 – 5:00
 - Toddler: 7:30 – 5:00
 - K2: 7:15 – 5:00
 - K3: 7:30 – 3:30
 - K4: 7:30 – 3:30
- Parents are to park in a marked parking space and use our sidewalk to walk your child(ren) to the front door. Please do not let your child walk alone, and do not park in the loop at the front of the school.
- For the safety of our employees, adults are asked to wear a mask (unless they have a health condition preventing them from doing so) when dropping off and picking up their child.
- Only one parent/guardian will be permitted to escort their child(ren) in/out of the school.
- Children and adults are to sanitize hands upon entering the building.
- A staff member will greet parents in the front lobby to retrieve/deliver the child and any supplies. (Parents are not to venture beyond the front lobby.)
- Parents will not be required to complete a sign-in/sign-out log. Instead, teachers will document when your child arrives, and when they depart.
- Infant, Toddler, and K2 parents will be given 5 copies of the “Daily Care Report” each Friday. You should provide a completed copy when dropping your child off each day.
- All early dismissals must be reported to the teacher/staff member in writing during morning drop-off.
- No more than two adults will be allowed to wait in the front lobby. Parents waiting for entrance should follow the social distancing markings found on the sidewalk. Please understand that there may be a wait as we implement this new procedure. We advise you to plan accordingly. As frustrating as “waiting” can sometimes be, what a great opportunity it will provide for you to speak love into your child’s heart and pray over them.
- *Mode 3:* In an effort to minimize contamination of our facilities, parents will not be granted access inside the building. During morning drop-off, parents are to ring the door bell and will be greeted at the main entrance by a staff member who will retrieve the child and any belongings. When parents arrive to collect child(ren), they are to ring the doorbell and a staff member will communicate to them through the voice box. Should parents require access to the building (e.g. to drop off a payment), you will be required to sanitize your hands upon entering. We will restrict our front lobby access to only two adults at one time.

4. Family Travel

- a. We will follow 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. 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)

- a. Employees or students who test positive for COVID-19 and persons with symptoms of COVID-19 (see list above) who do not get tested, should isolate until:
 - Ten (10) days* have passed since symptoms started - and –
 - Twenty-four (24) hours have passed since last fever without taking medicine to reduce fever - and -
 - Overall improvement in symptoms.
 - he or she will need to remain off campus for a minimum of 10 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 employee(s) and/or student(s) living within the home will be required to remain off campus for 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 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.)

6. Materials Brought From Home

- a. For safety/sanitary reasons, we can no longer permit parents to leave child carrier seats (car seats). Please leave them in your vehicle or take them with you as you depart.
- b. Leave all toys at home.
- c. Blankets and pillows will be stored in separate compartments within classrooms and returned each Friday for laundering.
- d. Infant-K4: An extra change of clothes must be in a labeled zip-lock bag.
- e. Baby bottles, water bottles, and sippy cups must be labeled.
- f. All K2 students and older must bring a labeled sippy cup or water bottle each day. Water fountains will be used as refilling stations only.

7. 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.

8. Additional Safety Measures

- a. Social distancing will be encouraged as much as possible.
- b. Precautions in the classrooms:
 - Students' hands will be washed periodically during the day. These times include: before and after meals, after restroom visits, after outside play, after coming into contact with bodily fluid (blowing nose, sneezing, coughing, etc.), before and after contact with communal items (crayons, markers, etc.), and any other time deemed necessary by the teacher/staff.

- Staff will wash hands before and after preparing food, before and after treating a cut or wound, after assisting with toileting/diaper changes, after assisting students with cleaning face and hands, after coming into contact with bodily fluid, and after touching garbage.
 - Staff will clean and sanitize classrooms at the end of each day.
 - Staff will clean and sanitize commonly used items periodically throughout the day (light switches, door knobs, table tops, chairs, etc).
 - Toys that come in contact with bodily fluid will be cleaned and disinfected. Each class will have rotational toys available to replace contaminated toys.
- c. Cafeteria tables, classroom tables, and chairs will be sanitized after each use and at the end of each day.
 - d. Restrooms – After each use, teachers are to sanitize toilet handles and seats, sinks, paper towel dispenser handles, light switches, and any other commonly touched areas.
 - e. Restrooms are cleaned periodically during the day.
 - f. K2 children and older who suck their thumbs will be gently encouraged to quit and will sanitize their hands after each occurrence.
 - g. Reminders will be regularly communicated throughout the school year to encourage families to routinely wash lunch boxes.

9. Medical Supplies

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

If the situation warrants, SPCS may consider implementing further actions to help minimize students' exposure (i.e., change in hours of operation to 7:00 am to 4:00 pm.). 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.