



**Belvoir Christian Academy
Health Risk Reduction Plan
&
Fall 2020 School Plan**

Adopted August 2020

Operating Assumptions and Guiding Principles

The 2020-2021 school year will be here shortly and we have put together a comprehensive plan to reduce the health risks to our school family. All plans need adjustments, and this plan is no exception. BCA families, students and staff will need to be flexible and nimble, understanding that the priority of protecting the health of our students may require additional changes in procedures, sometimes with minimal notice (AAP 2020).

BCA wants students on-site learning. Tennessee Department of Health (2020) stated that “All policy considerations should start with the goal of having students physically present in school” (pg. 10). The CDC (2020) and AAP (2020) concur with this suggestion. AAP goes a little further in identifying “adolescents appear to be less likely to become infected or spread the virus.” (2020). Other benefits to in-person revolve around social and emotional skills (AAP, 2020). To best protect the health of and safety of our students, BCA will abide by recommendations from the Department of Health and other knowledgeable governmental agencies. Whatever the circumstances, we remain committed to providing a loving Christian environment which supports the mission to serve our students and their families.

If we have three consecutive days with the numbers in our Gating Criteria we will pivot to virtual instruction for the rest of that week and Monday the following week. On Monday, we will review the numbers and inform parents of any changes in instructional format. Maximizing in-person instructional opportunities is the objective.

- Implementation of physical distancing
- Implementation of screening procedures upon arrival
- Implementation of cleaning, disinfecting and sanitizing

Physical Distancing

- BCA staff will be allowed in the building. Parents or volunteers will not be admitted beyond the check-in desk or front office of the school.
 - Schedules are staggered to minimize the overlap of grades in common areas such as the gym, hallways and playground.
 - We have established three zones to help minimize our cohorts’ interaction with others.
 - Zone 1 - Children's Center and Kindergarten
 - Zone 2 – 1st – 4th Grades
 - Zone 3 – 5th – 8th Grades
 - Chapel service location and assemblies will be modified to include physical distancing or be broadcast into classrooms.
 - Each cohort (group of students) will be restricted to a zone within the school as much as possible.
 - Desks and seating will be spaced six feet apart. If this cannot be obtained, the children will wear masks.
 - When necessary, teachers will move and students will stay in the same rooms.
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Drop-Off Screening

Screening children and staff - Children and staff will be screened upon arrival. Children and staff who have a fever of 100.4 or above or other signs of illness will not be admitted. Parents must be on alert for signs of illness in their children and must keep them home when they are sick. Even if the child does not have a temperature, but appear sick (cough, runny nose, etc.) the Principal and Child Care Director have the right to deny the child's attendance for that day or days thereafter.

- Staff or parent volunteers will be outside for drop-off and the students will be screened exiting the vehicle for K - 8th grade students.
 - **Kindergarten: - Lower/back parking lot - will use Lane 4 for drop-off**
 - **1st – 4th : Will use parking lot in front of school**
 - **5th – 8th: Will use North end of Good Shepherd parking lot**
- Please have your child dropped off before 8:15am. If circumstances are such that you cannot, if you are PreK 1 – K, please go to the triple doors off the lower parking lot. All other students will enter through the main office door to have your child screened.
- Staff or volunteers doing screening will follow proper hand-washing hygiene and put on personal protective equipment (PPE).
- Staff or volunteers will make a visual inspection of the child for signs of illness, which could include flushed cheeks, rapid or difficulty breathing (without recent physical activity), or fatigue, and confirm that the child is not experiencing coughing or shortness of breath.
- Staff or parent volunteers will take the child's temperature using a non-contact, temporal thermometer.
- Students may be asked some or all of the following questions:
 - Have you been in close contact with a confirmed case of COVID-19?
 - Are you experiencing a cough, shortness of breath or difficulty breathing, sore throat?
 - Have you had fever in the last 48 hours?
 - Have you had loss of taste or smell?
 - Have you had muscle pain or chills?
- Students will wash or sanitize hands upon entering the classroom.
- After screening children, staff or parent volunteers will remove and discard PPE, and wash hands with soap and water for at least 20 seconds.
- Anyone who exhibits COVID-19 symptoms (e.g. answers yes to any of the screening questions or who is running a fever) will leave the premises immediately to seek medical care and/or COVID-19 testing, per CDC guidelines.
- If BCA learns that a staff member or student has tested positive for COVID-19, we will consult CDC guidelines and contact the local health department to discuss the appropriate management of potentially exposed staff and students, and determine appropriate steps to follow.

Pick-Up Procedures and Times (see previous for locations)

- **Kindergarten, first and second grades will dismiss at 2:50 p.m. each day and will be picked up at the same location.**
- **Third and fourth grades will dismiss at 3:00 p.m. in the front parking lot**
- **Fifth, sixth, seventh and eighth grades will dismiss at 3:20 p.m. in Good Shepherd parking lot**

WEDNESDAYS – Each Wednesday, kindergarten – 8th graders will be dismissed 30 minutes early to allow for teacher meetings. Kindergarten – 2nd will dismiss on Wednesdays at 2:20 p.m.; 3rd and 4th will dismiss on Wednesdays at 2:30 p.m.; 5th – 8th graders will dismiss on Wednesdays at 2:50 p.m. Students who need after care during this 30-minute period on Wednesdays will not be charged for after-care.

Students or Staff who Become Sick at School

- **If a student becomes ill at school:**
 - BCA will provide an isolated space for the ill student to rest while waiting for the arrival of the parent/guardian.
 - BCA will contact the student's parent/guardian to pick up the student as soon as possible.
 - Staff person, wearing PPE, will stay with the student while awaiting parent/guardian's arrival.
 - BCA will notify local health officials, staff, and families immediately of a positive case while maintaining confidentiality as required by the Americans with Disabilities Act (ADA) and Family Education Rights and Privacy Act (FERPA).
- Sick children and staff will not return to school until they have met the criteria to discontinue home isolation.
- Those with fever cannot return to school for 48 hours.

Handwashing and Hygiene

Staff will wash hands with soap and water for at least 20 seconds and will assist children in doing the same. Alcohol-based hand sanitizers with at least 60% alcohol are installed in every classroom.

All children and staff will engage in hand hygiene at the following times:

- Arrival and after breaks
 - Before and after preparing food or drinks
 - Before and after eating or handling food, or feeding children
 - Before and after administering medication or medical ointment
 - After using the bathroom
 - After coming in contact with bodily fluid
 - After playing outdoors
 - After handling garbage
 - Any additional times that warrant hand washing or sanitizing
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BCA will:

- Teach, model and reinforce washing hands and respiratory etiquette among students.
- Post signage about hand washing in bathrooms for a visual reference.
- Staff will be reminded to follow suggested times for hand washing or sanitizing.
- Practice frequent handwashing and advise students and staff to avoid touching their face.

Face Masks and Cloth Face Covers

- Face coverings **may** be worn by staff and students (particularly older students) when feasible and are most essential in times when physical distancing is difficult.
- Individuals will be reminded not to touch the face covering and to wash their hands frequently.
- BCA lanyards will be provided for each student so masks can be attached to it and easily accessible when required.
- Note: Cloth face coverings should not be placed on:
 - Children younger than 2 years old
 - Anyone who has trouble breathing or is unconscious
 - Anyone who is incapacitated or otherwise unable to remove the cloth face covering without assistance.

Cleaning and Disinfecting

- *Cleaning* is physically removing dirt, debris, and sticky film by washing, wiping, and rinsing.
- *Disinfecting* kills nearly all germs on a hard, non-porous surface when applied correctly. Prior to disinfecting, cleaning must be completed. **Note:** Disinfecting is different from sanitizing.
- *Sanitizing* is the reduction of bacteria to safe levels as set by public health standards. It is required for any surface that comes in contact with food.
- The following will be disinfected at least daily:
 - Playground equipment
 - Door and cabinet handles
 - Sink handles
 - Shared objects (e.g., toys, games, art supplies) should be cleaned in between uses.
- BCA is taking steps to ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, or other methods. We will not open windows and doors if they pose a safety or health risk (e.g., allowing pollen in or exacerbating asthma symptoms) to children using the facility.
- Cleaning and Disinfecting Materials, Toys, and Manipulatives
 - Toys and objects that cannot be cleaned and sanitized will not be used.
 - Cloth toys will not be used.
 - Toys and objects that children have placed in their mouths or that are otherwise contaminated by bodily fluids will be set aside until they are cleaned by hand with water and detergent, rinsed, sanitized with disinfectant, rinsed again, and air-dried.
 - Staff will not share toys and manipulatives with other classrooms, unless they are washed and sanitized before being moved to another classroom.

Drinking Fountains

- Drinking fountains will not be used. Instead, students will bring water bottles from home, labeled with their name.
- We have ordered water bottle refill stations that will be installed for student use.

Clothing

- Staff and children should bring multiple changes of clothes in the event of fluid contamination.
- Staff will change the child's clothes and their own clothes if they have come into contact with bodily fluids.
- Any contaminated clothes will be placed in a plastic bag for laundering at home.

Limit Sharing

- BCA will keep each student's belongings separated and in individually labeled storage containers, cubbies, or areas, or have them take their belongings home each day to be cleaned.
- Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment etc. assigned to a single student) or limit use of supplies and equipment by one group of students at a time and clean and disinfect between use.

Cafeteria

- Food service workers will wear a cloth face covering and gloves while preparing and distribution of food.
- Food service workers will frequently wash and sanitize all food contact surfaces and utensils.
- Meals will be delivered to the classroom and served by the classroom teacher.
- Milk and icecream will not be available for purchase until further notice.

Gym and Playground

- Face masks should not be worn while engaged in physical activity.
- Physical distancing will be encouraged with non-contact sports and activities.
- BCA staff members will be responsible for ensuring regular cleaning and disinfection.
- BCA will minimize sharing of equipment as much as possible and disinfect shared equipment between use.

Restrooms

- BCA has increased cleaning frequency of restrooms.
 - There will be signs instructing students and staff on how to wash hands after using the restroom.
 - Schedules will be used to limit the time each cohort will use the restrooms.
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References:

- American Academy of Pediatrics. (updated July 2020). Guidance for Children and Families Involved with the Child Welfare System During the COVID-19 Pandemic. Critical Updates on Covid-19/Clinical Guidance/Guidance for Children and Families Involved with the Child Welfare System During the Covid-19 Pandemic. Retrieved from <https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/guidance-for-children-and-families-involved-with-the-child-welfare-system-during-the-covid-19-pandemic/>
- Centers for Disease Control and Prevention. (2020). Guidance for K-12 School Administrators on the Use of Cloth Face Coverings in Schools. Retrieved from <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/cloth-face-cover.html>
- Healthy Children. (2020). Return to School During COVID-19. Retrieved from <https://www.healthychildren.org/English/health-issues/conditions/COVID-19/Pages/Return-to-School-During-COVID-19.aspx>
- Tennessee Department of Health. (2020). Covid-19 Case Responsive Rubric. Retrieved from <https://www.tn.gov/content/dam/tn/health/documents/cedep/novel-coronavirus/CaseResponseRubric.pdf>

Belvoir Christian Academy Fall 2020 School Plan

Biblical Hope: Jeremiah 29:10-11 - For I know the plans I have for you, declares the Lord, plans for welfare and not for evil, to you a future and a hope.

Our updated BCA plan is based on four phases. The instructional models will mirror the conditions of spreading in delivery and operation of BCA and its teachers. To ensure the safety of our students, families, faculty, and staff we are adopting the following Covid-19 Response Plan.

Note: If we have three consecutive days with numbers in our Gating Criteria in the same phase, we will pivot to Virtual instruction for the rest of that week and Monday the following week. On Monday, we will review the numbers and inform parents of any changes in instructional format. Maximizing in-person instructional opportunities is the objective.

Covid-19 Response Plan Chart

<u>BCA</u>	<u>Phase Four</u>	<u>Phase Three</u>	<u>Phase Two</u>	<u>Phase One</u>
Gating Criteria	0-370 active cases	370-1839 active cases	1840-2939 active cases	2940-3680 active cases
Instructional Model	On Campus (Teacher Led)		Family Choice Schedule (Teacher Led and Parental Support)	Virtual Learning (Teacher Led with Parental Support)
Facilities	Open to students and staff, some restrictions in movement and facility use.		Facilities open with moderate restrictions in movement and facility use.	Facilities closed to students and parents.
Response	Maintain established levels and frequency of disinfecting facilities Maintain social distancing when practical. Students move to teachers for instruction.		<p>On Campus - Students will be with one cohort and modified schedule. Teachers will travel to the classroom. Social Distancing will remain in effect.</p> <p>Off Campus - Family choice of online learning Expectations for completed work remain the same.</p>	Students will use Google Classroom to receive content, assignments, and date for completion. This will be the platform for all classes.

Any student with a fever of 100.4 degrees or greater, or who reports symptoms of COVID-19, should not be present at school.

Any student with a fever of 100.4 degrees or greater, or who exhibit symptoms of COVID-19 during the school day, will be sent home.

If a student is exhibiting two or more signs or symptoms of Covid-19, he or she will be sent home and parents will follow the scenario chart. The signs and symptoms of Covid-19, per the CDC, are as follows:

Signs or Symptoms of Covid-19

- Fever (100.4 or above) or chills
- Cough
- Shortness of breath or difficulty breathing (inability to hold breath for 10 seconds)
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

****A child will be sent home with fever, diarrhea, or vomiting, without a second symptom, regardless if it is Covid related or not.****

If a student exhibits, or is sent home with COVID-19 symptoms, and has a confirmed alternative diagnosis, the student may return to school 48 hours after symptoms have improved. The child will not be permitted into the school without written documentation from a licensed medical provider that symptoms were caused by a condition other than COVID-19. Please note diagnoses of respiratory and viral conditions such as upper respiratory tract infection (URI), pneumonia, pharyngitis without positive strep test, viral illness, etc., DO NOT exclude the diagnosis of COVID-19.

If a child has been exposed to COVID-19 **OUTSIDE** of the school, please contact the front office immediately.

If your child is exposed at school, you will be contacted immediately and the following steps will be taken:

Any student who has symptoms consistent with COVID-19 or who has been diagnosed with COVID-19 must home isolate for a period of 10 days from the onset of their symptoms (or the date they were tested, if asymptomatic) AND must be fever-free (without the use of fever-reducing medications) AND have improvement in symptoms for at least 24 hours.

Any student who has been in close contact (within 6 feet for >10 minutes) of a person with suspected or confirmed COVID-19 must quarantine at home for a period of 14 days from their last exposure to that individual.

If a student with COVID-19 symptoms AND **NO** positive COVID-19 test AND Negative COVID-19 test **after** symptom onset, may return to school after fever has resolved (without fever- reducing medications) and symptoms have been improving for at least 72 hours. Documentation of a negative COVID-19 PCR test obtained **after** onset of symptoms will be mandatory for the child to return to school.

If a child exhibits COVID-19 symptoms and the parents chose NOT to test, the child must quarantine at home for 14 days PLUS 24 hours without fever (without fever-reducing medication) AND improvement in symptoms. Documentation is not required.

**Please note that these scenarios are subject to change as this is a fluid situation. We are working closely with the Hamilton County Health Department, we are following the TN Dept of Education guidelines, and guidance from the CDC. We appreciate your patience and understanding with this ever changing event. At this time, for the health and well-being of our BCA family, this is our COVID-19 response. To mitigate widespread transmissions or long-term closures, these steps will be followed and implemented without compromise. We are in this together and we will overcome COVID-19 as a family. Thank you for your cooperation.

We will ask every family to sign a document stating that you are acknowledging that you have read, understand, and will follow these guidelines. Students will not be permitted to enter the school building on August 12 without this form signed and returned to the school on or before August 11. This will be shared with the parents in each teacher Google Site that was posted on August, 7.

SCENARIO CHART

<u>Situation</u>	<u>Return to School</u>	<u>Required Documentation</u>
Positive COVID-19 test	After 10-day isolation PLUS 24 hours without fever (without fever-reducing medication) AND improvement in symptoms	None
Close contact (within 6ft, >10 minutes) with an individual with a confirmed COVID-19 diagnosis	After a 14-day quarantine if the individual never developed symptoms. If symptoms developed, individual must complete isolation as above.	None
COVID-19 symptoms with confirmed alternative diagnosis	Per medical provider guidance if fever has resolved for >24 hours and symptoms are improving	Written documentation from a licensed medical provider that symptoms were caused by a condition other than COVID-19. Diagnoses of respiratory and viral conditions such as upper respiratory tract infection (URI), pneumonia, pharyngitis without positive strep test, viral illness, etc.
COVID-19 symptoms AND NO positive COVID-19 test AND Negative COVID-19 test after symptom onset	After fever has resolved without fever-reducing medications and symptoms have been improving for at least 72 hours	Documentation of a negative COVID-19 PCR test obtained after onset of symptoms
COVID-19 symptoms AND no testing	After 14-day isolation PLUS 24 hours without fever (without fever-reducing medication) AND improvement in symptoms	None

