

Mt. Salus Christian School
2020-2021
Health and Safe Reopening Plan

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MSCS Health and Safe Plan Color Code System

The color code system has been designed as an easy way for all at Mt. Salus Christian School to understand our educational operating plan during this pandemic. Our plan will follow this Color Code System.

GREEN: Green indicates that all school activities are meeting in person with minimal risk and pre-COVID conditions. This situation will arise once the government and health agencies report that we are no longer under stringent pandemic guidelines.

YELLOW: This is our current pandemic (COVID-19) plan. This is where face to face education and activities related to the school are all guided by our MSCS Health and Safety Reopening Plan 2020/ COVID Plan. This is how we will start the school year.

RED: This scenario case, should it arise, is that all classes will be held through our distance learning plan---online/packets. This plan will be in effect as long as safety and health merits.

MSCS Health and Safe Reopening Plan 2020

Health and Safety Reopening Plan (YELLOW): Due to COVID-19, schools are preparing for the new school year with health and safety protocols in mind. Below are our general guidelines that we will follow (this is subject to change):

- Deep cleaning of the building before school year begins (process has already begun)
- Daily cleaning procedures once school starts: wiping down of tables and chairs between classes (students will wipe their area down before they leave), cleaning of bathrooms, cleaning of cafeteria, cleaning of rooms, etc. will be done daily.
- End of Day Cleaning: the building will be cleaned daily at the end of the school day with appropriate cleaning disinfectant
- Limited entry points to the school by students:
 - Drop off will be under the church awning (not just during rain)
 - Elementary will be guided to their hallways
 - 6th-12th will be guided to the cafeteria
 - K3-K5: drop off and pick-up will be at the Kindergarten building
 - Lunch will also in the kindergarten building
 - Teachers will come to kindergarten for Enrichment classes
 - This limits the exposure of Kindergarten to one area: Kindergarten and outside
 - The main entrance in front of the school is where parents/guardians/visitors will enter.
 - **Call in advance before entering**
 - The side entrance by the office will be used by faculty, staff, and students
 - The entrance by the kitchen will be used by students only in the case of emergency/bad weather
 - All guests **MUST** check-in and should notify the school office ahead of time that they need to come in
 - **Any student that is tardy, must check in the office for a temperature check before they can go to the classroom (parents should not leave until the temperature has been taken)**
- Masks: at this time, teachers and students will have the option to wear masks--if ever mandated or in the best interests of all, masks may be required
 - During class exchange, it is suggested that students have masks as they walk hallways and during break time (which will be setup differently this year---required areas).
 - During a discussion between a student and teacher/ student and a student that is closer than 6 feet a mask is needed for safe precaution
 - **Students must bring a mask to school daily for use when needed**
 - Masks can be the medical disposable type or cloth ones

- Masks cannot have designs, images, messages, logos---they can only be solid colors
- Social Distancing: as a small school, large numbers are not necessarily an issue, but we are taking steps for “social/gathering” times (break, lunch, etc). During these times students will not be allowed to congregate in large groups and be limited in size to allow for better social distancing practice (another reason our schedule has been changed for this year).
 - Wearing a mask during these times is suggested
- Classroom Setting
 - for safety and precaution a teacher may require students to wear a mask due to proximity in class (lab, project, etc)
 - Work in groups will be limited through technology and other safe means
 - If group work is needed, masks will be required for safety and precaution
 - Sharing of common items/supplies is not allowed
 - Each student should have their own supplies needed
 - An emergency supply may be provided, but will be properly disinfected after use and is for individual use only
- Food Services: Cafeteria
 - Cafeteria staff preparing food will wear masks and gloves during the preparation of meals
 - Cafeteria staff/volunteers will maintain proper hygiene of periodic washing of hands with soap and water and wearing gloves when needed
 - Only approved personnel will be allowed in the kitchen area
 - Any student snack helpers will wear masks and gloves and limited to a specific area
 - The kitchen will be cleaned and sanitized daily following appropriate guidelines
 - Meals are based on using disposable containers, plates, cups, utensils, etc
- Before your child(ren) arrives to school, you are affirming daily to the school: your child does not have a temperature, does not have any symptoms related to COVID (shortness of breath, cough, temperature, loss of smell/taste, etc), has not been in contact with anyone that has COVID-19, been in a situation of high transmission risk of COVID-19,etc
- Temperature: daily/periodic checks for temperature will be taken throughout the day (at drop-off, before midmorning break, and before lunch---and any other times if needed). It is very important that you check your child(ren) temperature before you come to school. **It is important to note that this temperature is based on a digital forehead temperature reader.**
 - If a student registers a temperature of 100.4 or greater at one of our checks, they will be required to return home.
 - Any student that has symptoms of fever should NOT come to school
 - Fever should NOT be covered up with over the counter medication

- Students that have a temperature will be isolated and sent home immediately
 - Students with a fever can only return to school with approval of a health care official
 - Please note this may sound extreme and costly (healthcare visit), but at these times we must protect the safety of all students
 - Fever is indicative of many things NOT just COVID-19
- Students should periodically through the day wash their hands with soap and water
 - Follow good hygiene practices (sneeze, cough, etc into your arm/handkerchief)
 - Avoid hands to mouth/eyes/face area
- Water: water fountains will not be used until further notice
 - Students need to bring their own labeled water bottle to school and NOT share
 - Students must provide their own water for all extracurricular activities (athletics, camps, etc) and NOT share (it is important that water bottles be labeled)
- Students that have allergies or symptoms that involve sneezing and coughing but not COVID related need to wear a mask for safety reasons.
- Restrooms: will be used in a limited number capacity and only if needed
- **Athletics (subject to change): It is important to understand that we value athletics and extracurricular activities, but due to the Pandemic, our priority will be to providing academics. This means that if athletics/extracurricular activities cannot be done in a safe and healthy environment, we will not pursue these activities. If safety at other schools/venues cannot be ensured, we will choose the safe alternative and not participate. This may mean pursuing intramural to non-conference friendly games in order to ensure the safety of our students. If athletics/extracurricular can be done, we will follow these protocols during their practice and games:**
 - We will limit the amount of athletes that can practice in an area
 - Only athletes and coaches will be allowed in the gym for practice
 - Transportation may be modified to accommodate protocols (parents may have to take athletes to events)
 - Possibility of events played without fans
 - Only students should be at practice (inside of gym)
 - Students must provide their own hydration (water, sports drink, etc) and NOT share
 - The water fountain will not be used
 - Bathrooms should not be used (unless an emergency)
 - Students should wash hands with soap and water periodically
 - Avoid hand contact to mouth/eyes/face area
 - Masks are optional

- Limited huddling/close contact; no close contact (hugs, high fives, etc)
 - Extracurricular activities: these are activities sponsored by the school to outside functions/events (MAIS or other organizations) such as Spelling Bee, Science Fair, SGA events, etc may be sponsored/done within and by the school in order to maximize safety if needed. We will follow the similar procedures and guidelines for Athletics.
 - Faculty and Staff will consistently monitor students and protocols
 - All students are expected to follow the health and safe policy
 - These guidelines should never be taken lightly
 - Appropriate discipline will be taken if necessary to ensure the safety of all
 - If a case of COVID-19 is reported at our school, we will follow appropriate guidelines and regulations (be sure to read COVID Plan: Prevention and Detection).
 - Appropriate measures of informing parents, students, faculty, and staff that have been exposed will be taken
 - Through online and other means, if necessary, we will continue the educational process
- **Inherent Risk Disclosure--based on information provided by the MAIS and CDC.**

We have taken enhanced health and safety measures for those who come to our campus—students, employees, and visitors. While on campus you must follow all posted instructions. An inherent risk of exposure to COVID-19 exists in any public space where people are present. COVID-19 is a contagious disease. If infected, you may exhibit no symptoms or mild symptoms, or become severely ill, or die. According to the Centers for Disease Control and Prevention, senior citizens and persons with underlying health conditions are especially vulnerable. By visiting our campus, you voluntarily assume all risks related to the possible exposure to COVID-19. It is important that all adhere to posted signs and guidance policy to better ensure the safety of all.

- **School Closure due to any “God act”--Pandemic, Natural Disaster, etc:** Mt. Salus is prepared to continue the education process through distance learning in the event of a school closure. Distance learning will entail the use of technology (online resources) and packets (if needed). Our goal is to continue the educational process and avoid a stoppage in the academic process. Though this is not the same as face to face, we will use all our resources to help facilitate this process as long as needed. This will be considered a continued contractual/financial obligation as is face to face by our patrons. Our teachers will be using technology resources in their classrooms and will continue with professional development in this area.

COVID Plan: Prevention and Detection

Mt. Salus strives to meet the needs of our families through partnering with them for their educational needs. COVID-19 and other pandemics/education obstacles are something we need to have a plan and be prepared for. Be sure to read our MSCS Health and Safety Reopening Plan 2020 that has more information in conjunction with this. As we prepare, we (Board, Administration, Teachers, and Staff) are committed to the following

plan. We have spent time researching, discussing, evaluating, etc a plan that can meet the needs of Mt. Salus. The Mt. Salus emphasis is **Prevention and Detection**. This is our COVID Plan:

- A. Temperatures will be taken 1-3 times a day. We will have a log for temperature taking.
 - a. A student will not be allowed to attend school with a temperature of 100.4 or greater (this means 100.5 a student must stay at home or will be sent home)--we encourage parents to check this daily before school starts.
 - b. Students will get temperature checked as they get dropped off (we encourage all parents to do this before coming to school).
 - c. Students will get another temperature check during a break (around mid-morning)--a teacher will check before they leave for break
 - d. Students will get another temperature check before lunch
 - e. If at any time during one of these checks a student has a temperature of 100.4 or greater, they will be isolated until they can be picked up.
- B. Students will be encouraged and given the opportunity to wash their hands 3-4 times a day.
- C. Students should not take any medicine to reduce temperature without professional direction
- D. We understand that fever is not only indicative of COVID, but it is an accepted general form of detection and will be used for prevention and to keep all safe.
 - a. Students with a temperature must seek guidance from their healthcare provider
 - b. A healthcare provider must send official documentation allowing a student to return to school
- E. Below are several scenarios that the school will have in place for COVID
 - **Scenario 1: Student Test Positive**
 - Home minimum 14 days from positive test
 - If a student has sibling(s) all are treated as one group and must follow this protocol even if they are asymptomatic
 - Must have no symptoms and doctors note to return
 - Instruction available online/distance learning while out
 - **Scenario 2: Student Parent (someone in household) Test Positive**
 - Student/siblings home 14 days
 - Instruction available online/distance learning while out
 - **Scenario 3: Elementary Teacher Test Positive**
 - Parents will be informed
 - Teacher will be out for 14 days

- If needed: distance learning for 2 weeks
- **Scenario 4: HS Teacher Test Positive**
 - Parents will be informed
 - Teacher will be out for 14 days
 - If needed: distance learning for 2 weeks
- Teachers are expected to continue to provide face to face as long as we can meet our safe and health policy.
 - There is no “magic” number, but if there are a number of students that test positive for COVID-19 and it is in the best interest and safety of all involved, we will move classes to distance learning **(RED Plan)**
- **Communication procedure/process**
 - All communication with families is done through administration NOT teachers/students
 - Scenario 1:
 - Administration notify families in the class (they have the option to move to distance learning for 2 weeks if they choose).
 - Class continues to meet on site.
 - Scenario 2:
 - Administration notify families in the class (they have the option to move to distance learning for 2 weeks if they choose).
 - Class continues to meet on site.
 - Scenario 3:
 - Administration notify families in the class (they have the option to move to distance learning for 2 weeks if they choose).
 - Class continues to meet on site with a sub/facilitator.
 - Scenario 4:
 - Administration notify families of students in the class(es) (they have the option to move to distance learning for 2 weeks if they choose).
 - Class continues to meet on site with a sub/facilitator.

**Guidelines are subject to change to reflect the most up-to-date health information available. Our priority is to provide face to face instruction, as long as it is safe to do so. **

Distance Learning Plan **(RED)**

We will continue to use our investment over the years and professional training in our technology capabilities. MSCS has invested in technology and training of teachers and as part of our curriculum. We will take our classes online to continue our educational process. The grades 6th-12th will rely heavily on online learning/resources (technology) to continue. Grades K-5th will have a hybrid system of technology resources and possibly packets prepared by teachers. Technology/packets will depend on the grade level and the needs of the students.

- I. Technology Use
 - A. 9th-12th Grade is 1 to 1 Apple
 - B. K3-12th all use GoogleClassroom in some format
 - C. Using our 1 to 1 in conjunction with GoogleClassroom: work outside of the classroom can continue
- II. 9th-12th: we are 1 to 1 Apple and teachers use GoogleClassroom
 - A. Classes can continue through GoogleClassroom
 - B. Teachers lesson can be recorded (screen recorder technology already in use to video recording)--to use of Zoom (and similar technology)
 - C. This technology is already in use and can be shifted to be the main source until further notice
- III. K3-8th: is not 1 to 1 but teachers do use GoogleClassroom
 - A. GoogleClassroom can be accessed as long as there is internet access
 - B. Using GoogleClassroom in combination with current curriculum (PDFs and online resources provided through some of our providers) classes can be taught
 - C. Teachers will rely more on recording of their lectures so guardians can follow along with students at home
- IV. Packets: another medium for our distance learning is the use of packets prepared by teachers that can be sent home. The packets are designed to be exchanged for new packets within the designed time frame (the old packets are graded and new ones received). Through technology kids are given additional resources and input on the work that is being done. Packets can be used with additional resources such as the following:
 - A. Google Classroom
 - B. Recorded lessons
 - C. Video lessons
 - D. Zoom
 - E. Other technology resources
- V. K3-12th: Teachers will be available to answer questions via email or Zoom "live" from 8am-3pm for the duration of this process.