



## Southwestern Christian School

### Reopening Plan

Updated 8.11.20

Southwestern Christian School remains committed to providing your family a safe and loving Christian environment to meet your child's educational needs. Since the introduction of the Coronavirus into our community and world, many things have changed and continue to change. Full normalcy will be unlikely until a vaccine or cure is discovered. Return to school will look different. SWCS families, students and staff will need to be flexible and patient, understanding that the priority of protecting the health of our students and staff may require changes in procedures, sometimes with short notice. In the event that in-person schooling cannot take place, SWCS will provide remote learning for our students.

SWCS will abide by recommendations from the CDC, the health department, and other knowledgeable governmental agencies when making decisions regarding the health and safety of our school family and students. Regardless of the circumstances, we remain committed to providing your child a loving Christian environment to learn and grow.

#### **The following pages contain information in regards to:**

- Physical Distancing Strategies
- Cleaning Protocols
- Health and Safety Guidelines
  - \*Sick Student
    - Students/Staff Symptoms and Exposure
  - \*School Operations
  - \*Hand Washing and Hygiene
  - \*Face Masks and Cloth Face Coverings
- Drop-off and Pick-up Procedures
- Classroom Procedures
  - \*Limited Sharing
- Lunch and Recess
  - \*Recommendations for Kitchen
  - \*Lunch and Lunch Guests
  - \*Recess and Outside Play Areas
- Chapel
- Lions' Den/Before and After School Care
- Band/Orchestra/Robotics
- Miscellaneous

### Physical Distancing Strategies

- Parents, visitors and volunteers to campus will be limited. All non-staff guests will be asked to wear a mask.
- Schedules will be staggered in common areas such as playground, foyer and sanctuary. Cleaning protocols will be in place for common areas as needed.
- Weekly chapel service will be conducted in the sanctuary with 5-8 on Wednesday and K-4 on Thursday. Classes will have assigned seating around the perimeter of the sanctuary. Parents may not attend in person but may participate virtually by joining the school's live feed on Facebook.
- Homerooms will be self-contained as much as possible.
- Students will be seated four to a table with a clear Plexiglas divider running the length of each table. Students seated on each side of the table will be spaced as far apart as possible allowing for maximum physical distancing.

### Cleaning Protocols

- The janitorial staff will clean each classroom daily with approved solution.
- Teachers may have students wipe down chairs before they leave for the day with either sanitizing wipes or with approved solution.
- Limit sharing of objects as much as possible. If objects are shared, (e.g., toys, games, supplies) they should be cleaned prior to next use.
- SWCS will increase cleaning frequency for restrooms.
- Exterior bathroom doors will be propped open to eliminate the need to touch the door. When a door is unable to be propped open due to privacy, paper towels will be available to cover the handle.
- Signs will be posted instructing students and staff on proper hand washing.
- Playground equipment will be cleaned daily.
- Door handles will be cleaned throughout the day.
- Entrance doors will be propped open during drop-off and pick-up times.

### Health and Safety Guidelines

#### **Students who show ANY signs of ANY illness MAY NOT attend school.**

Please do not send your child to school if he or she is showing any symptoms of illness which could be passed to another child or adult. The CDC has listed a wide-range of possible symptoms:

- |   |                     |
|---|---------------------|
| *fever/chills                             | *cough              |
| *shortness of breath/difficulty breathing | *fatigue            |
| *body aches                               | *headache           |
| *loss sense of taste or smell             | *sore throat        |
| *congestion or runny nose                 | *nausea or vomiting |
| *diarrhea                                 |                     |

[Cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html](https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html)

Please do not medicate your child and send them to school if they have exhibited signs of an illness. If any member of your household has symptoms of COVID-19 or has been exposed to someone who has tested positive for COVID-19, do NOT send your child to school. Quarantine your child at home. Please call the school office to alert them of the exposure and your child's absence. See "Symptoms and Exposure" below. Their teacher

will provide information they need to stay current in their studies until they are cleared to return to school.

To prioritize health and well-being, SWCS will no longer award a perfect attendance award at the end of the school year. This is to alleviate any pressure to attend school while sick.

### **Students or Staff Who Become Sick at School**

- Students or staff who show signs of illness or have a temperature of 100.4 F or higher, will be sent home from school. A member of administration will phone a parent to arrange immediate pick up of the sick child.
- SWCS will provide an isolated space for an ill student to rest while waiting for the arrival of a parent/guardian.
- Sick children and staff will not return to school until they have met the criteria set forth by the CDC. See below.

### **Student/Staff Symptoms and Exposure**

**Displays Symptoms:** Family will notify the school office and student should isolate at home.

- **Tests Positive for COVID-19**  
Per CDC guidelines, person must quarantine until ALL three of these are met:
  1. Three days with no fever.
  2. Respiratory symptoms improve.
  3. It has been 10 days since first symptoms. Your healthcare provider may also recommend additional testing and/or days.
- **Tests Negative for COVID-19**  
Student/staff may return once symptom free for 72 hours without assistance of medication.
- **No Test Results**  
If a person is awaiting test results or has chosen not to be tested, symptomatic person will proceed as if tested positive.

**Official Exposure:** Family will notify the school office.

Official exposure is defined as spending 15 minutes or more within 6 feet of someone who has tested positive for COVID-19.

- **Displaying Symptoms**  
Follow “Displays Symptoms” as listed above.
- **Asymptomatic; Tested Positive**  
Follow “Tested Positive” as listed above, even though asymptomatic, a minimum of 10 days after positive test.
- **Asymptomatic; No Test Results**  
The Arizona Department of Health Services does not recommend any isolation for asymptomatic person who are awaiting test results. Out of an abundance of caution, SWCS will require self-quarantine for 72 hours from date of exposure or until negative result, whichever comes first.

- **Asymptomatic; Test Negative**

The Arizona Department of Health Services does not recommend any isolation for asymptomatic persons. If asymptomatic and test is negative, person may return to school.

If SWCS 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 to determine whether a class should immediately cease in-person gatherings, close for additional cleaning, or otherwise change protocols. SWCS will communicate with staff and families through RenWeb if there has been an exposure at school while respecting individual privacy.

### **School Operations**

Decisions regarding maintaining school operations will be based on collaboration with local health officials based on cases identified among students, teachers, or staff, and cohorts implemented within the school.

### **Reported Cases**

A single case of COVID-19 would not likely warrant closing the entire school. The extent of the close contacts of the individual who tested positive for COVID-19 will be considered as decisions are made. Exposure to an individual with COVID-19 may be limited to one particular cohort or class and not pose a broad risk to the rest of the school. Cohorts that have been in close contact with someone with COVID-19 may switch to Remote Learning staying home in accordance with CDC guidelines for quarantine and self-isolation, and the school will remain open. SWCS will enlist the guidance of the Yuma County Health Department regarding any reported cases.

If there are several confirmed positive cases of COVID-19 within the school body outside of one particular cohort or class, SWCS will switch to Remote Learning to control spread of the virus. SWCS will seek guidance from the Yuma County Health Department regarding reopening to on-campus learning.

### **Handwashing and Hygiene**

Students will be instructed to wash hands throughout the day. Alcohol-based hand sanitizers can be used if soap and water are not readily available. Children will be supervised if they use hand sanitizer to prevent ingestion. Posters describing handwashing steps will be posted near all sinks.

Southwestern Christian School will:

- Teach and reinforce washing hands and respiratory etiquette among students and staff.
- Have adequate supplies to support healthy hygiene behaviors, including soap, hand sanitizer, and tissues.

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

- Arrival and after breaks
- Before and after eating

- After using the bathroom
- After blowing nose, sneezing, or coughing

### **Face Masks and Cloth Face Coverings**

We are encouraging but not mandating students in grades K-5 or teachers wear a mask in the classroom. ALL students are required to wear their mask during morning drop-off, afternoon pick-up, and during chapel. Masks will be required during indoor transition; going to the bathroom, walking to the office, etc.

Jr. High teachers will be rotating to 6-8 grade classrooms rather than the students rotating to eliminate possible spread of the virus. With this in mind, Jr. High teachers are at an elevated risk of exposure. Out of concern for Mrs. Watowich, Jr. High students will be required to wear a mask or cloth face covering during any of her class periods to reduce exposure.

#### **Cloth face coverings should not be placed on:**

- Children younger than 5 years old
- Anyone who has trouble breathing
- Anyone who is incapacitated or unconscious

#### **Cloth face coverings should be:**

- Changed and cleaned daily

### **Drop-Off and Pick-Up Procedures**

In order to maintain as much social distancing as possible, all parents, guardians, and caregivers are asked to remain in their vehicles for drop-off and pick-up. If students arrive late, they should be brought to the front office. Parents can leave once the child has entered the building.

#### **Front Drop-Off**

Drop off times are staggered for each grade level team. Please enter campus at the 32<sup>nd</sup> Street entrance and maintain a low rate of speed while on campus (15 mph or less) for the safety of all students and families.

#### **Students in Grades K through 3:**

Students will be dropped off along the front (north) drive from **8:00 to 8:10 AM**. K-2 will enter the building at the glass doors located outside the kindergarten room (northwest corner of the building) and proceed straight to class. Students in grade 3 will enter through the front glass doors located outside Mrs. Stewart's office (at the end of the large, center walkway) and proceed to class. A staff member will greet your child at the door and let them know where to go.

#### **Students in Grades 4 through 8:**

Students in grades 4-8 will be dropped off along the front (north) drive from **8:15 to 8:25 AM**. 4-5<sup>th</sup> grade students will enter through the front glass doors located outside Mrs. Stewart's office (at the end of the large, center walkway) and proceed to class. Jr. High classes will now be held in the outside balcony classrooms. Jr. High students in Mrs. Ibarra and Mrs. Watowich's class will go up the northeast staircase outside the office and proceed to class. Jr. High students

in Mrs. Williams and Miss Laughlin's class will go up the northwest staircase and proceed to class.

Older siblings may be dropped off at the same time as a younger sibling but enter the campus through their designated entrance. Teachers will have students sanitize their hands as they enter the classroom.

After your child is out of the car, please follow our one-way directional traffic around the west side of FCC and out the 6E exit. Please maintain a low rate of speed (15 mph or less) and be aware of FCC Preschool students and parents who are coming and going on the west side of campus. See attached campus map.

### **Pick Up**

Pick up times are staggered for each grade level team. Please enter campus at the 32<sup>nd</sup> Street entrance and maintain a low rate of speed while on campus (15 mph or less) for the safety of all students and families. Classes will be separated as they wait for pick up.

#### **Students in K through 3:**

Students in grades K-3 will be picked up between **3:00-3:10 PM** by driving up along the north drive just as in the morning. Students will be physically distanced by class beginning with 3<sup>rd</sup> grade east of the office to Kindergarten closest to the northwest corner of the building. If a student is not picked up prior to the teacher heading inside at 3:10 PM, the parent will need to park and call or message the office or classroom teacher. The student will be released to come out of the building at the northeast exit and wait until the parent rejoins the line and pulls curbside for pick up. **Families late for pick up will be fined a \$5 tardy fee per child. Your prompt arrival is important!**

#### **Students in grades 4 through 8:**

Students in grades 4-8 will be picked up between **3:15-3:25 PM** by driving up along the north drive just as in the morning. Students will be socially distanced by class beginning with 8<sup>th</sup> grade east of the office to 4<sup>th</sup> grade closest to the northwest corner of the building. If a student is not picked up prior to the teacher heading inside at 3:25 PM, the parent will need to park and call or message the office or classroom teacher. The student will be released from the office and may be picked up curbside. **Families late for pick up will be fined a \$5 tardy fee per child. Your prompt arrival is important!**

Older siblings may come down wearing a face mask and stand socially distanced to the side of the youngest sibling's class waiting for their parent to arrive. They may not interact with the class but must maintain responsible behavior and a respectable distance in order to be allowed this privilege.

### **Classroom Procedures**

Classrooms will be cleaned thoroughly each day after school. Upon arrival to school, students will use hand sanitizer before entering the room. Plexiglas dividers will be in place down the center of each table. Students will remain in their classroom for all

instruction including Art and PE. Once summer temperatures have subsided, PE will be held outdoors. Computer and Library have been suspended at this time.

### **Limit Sharing**

- Students will keep their personal belongings separated and in their own individual cubby, assigned area, or storage containers.
- Minimize sharing of materials to the extent possible (art supplies, equipment, etc.) or limit use of supplies and equipment by one group of students at a time and clean and disinfect between use.
- Avoid sharing of foods and utensils.
- Avoid sharing electronic devices, toys, books, and other games. If unavoidable, cleaning these objects prior to the next use.
- Parents are encouraged to send AR reading material with their child to limit sharing of books.

### **Lunch and Recess**

This year our lunch routine has been reversed. Students will proceed to lunch recess first and then come inside for lunch after washing hands.

- Students in grades K-2 will have designated seating by class, socially distanced across the FCC South Foyer. These areas will be disinfected after use.
- Students in grades 6-8 will come in as a class, pick up their lunch, and proceed to their classroom to eat.
- Students in grades 3-5 will have designated seating by class, socially distanced across the FCC South Foyer.

### **Drinking Fountains**

Drinking fountains should not be used at this time except to refill water bottles. Each student needs to bring their own water bottle labeled with their name from home.

### **Recommendations for Kitchen**

- All food service workers should wear a face mask or cloth face covering.
- Workers must practice frequent hand washing and glove changes before and after preparing food.

### **Lunch and Lunch Guests**

As we limit the number of people on campus, SWCS will NOT be allowing parents or guests to join a child for lunch at this time. Parents are also responsible to make sure their child has a lunch when they arrive at school, either purchased or brought from home. Make sure to plan ahead. Parents should not be dropping lunch off for their child unless a specific situation has occurred and is communicated with the office. We appreciate your understanding and help in this area.

### **Recess and Outside Play Areas**

SWCS will continue to offer recess and physical education classes. Students will be assigned designated play areas by homeroom for recess, and precautionary measures will be taken for PE.

- Face masks should not be worn while engaged in physical activity.
- Physical distancing will be encouraged with non-contact sports and activities.
- Surfaces touched by multiple people will be disinfected.

### **Chapel**

FCC is blessed to have a large sanctuary which allows for physical distancing. Classes will have assigned areas within the sanctuary. No guests will be allowed inside chapel except the guest speaker. Chapel will be held on Wednesdays for grades 5-8 and Thursday for grades K-4. There will be no ALL school chapels at this time. Parents may join our chapel service live feed on the Southwestern Christian School official Facebook page.

### **Lions' Den/Before and After School Care**

Due to health concerns for our students and staff, SWCS has chosen to temporarily halt our before and after school care program, Lions' Den. We apologize for any inconvenience this may cause but feel it is in the best interest of our overall school health. We will resume this service once a vaccine or cure has been discovered.

### **Band/Orchestra/Robotics**

SWCS is proud to offer these creative outlets to our students. Band and orchestra will continue to meet but location for class will change. Students participating in this program will need to wear their mask to and from class. Classes will be held in the FCC sanctuary with maximum physical distancing. Location within the sanctuary may also vary.

Robotics in-person meetings will be suspended at this time. More information concerning this program will follow at a later date.

### **Miscellaneous**

At this time, field trips, large calendared gatherings or events, and birthday treats will be on hold. Field trips may be considered if they allow for student/family distancing, limited exposure, and are in an outside venue.

We appreciate your understanding as we navigate these changing times. Together, we will provide a safe environment where your child can laugh, learn, and grow with their friends sheltered in God's love!