

A Blueprint for Back-to-School

COVID-19 Policies and Guidelines

Introduction

Bethel Baptist Christian School is excited about our plans for the return to school on campus this fall! We have been praying and working collaboratively with local health departments, legal counsel, local education agencies, the California Interscholastic Federation, and other Los Angeles County Christian schools to make informed, knowledgeable, thoughtful, and practical plans for the 2020-21 academic year. The Lord has blessed BBCS for 11 years, and we believe the best is yet to come. The following pages outline our plan for a responsible return. The Lord has blessed BBCS for 11 years and we believe the best is yet to come!

The following pages outline our plan for a responsible return:

Seventeen Simple Steps for a Healthy School Community

1. Strengthen the stay-home/send-home standards.

- Fever greater than 99.9 degrees Fahrenheit
- Vomiting and/or diarrhea
- Severe and persistent cough, congestion, and/or runny nose
- Breathing that sounds or looks different than normal
- Perfect Attendance Award will be suspended for the fall semester.

2. Screen for symptoms prior to school entry.

- Staff will screen themselves daily prior to leaving home.
- Parents/guardians will screen students daily prior to leaving home.
- Anyone exhibiting any of the symptoms of COVID-19 will remain at home.
- Student temperatures will be taken prior to entry into the building.

3. Utilize a Health and Wellness Room for ill students.

- Students who develop symptoms at school will be sent home.
- A room is available in the nursery so that ill students can rest in isolation until pickup.
- The ill student will wear a mask until off campus.
- All staff working with the ill student will wear appropriate PPE.

4. Personal Safety Protection

- A mask or face shield is to be worn at all times by both students and staff.
- Face shields will be an alternative if prolonged use of a mask poses health issues.

5. Increase the sanitization of the facilities.

- All staff will be trained in proper sanitization techniques.
- All student and staff areas will be sanitized on an ongoing basis.
- Sanitizing wipes and sprayers will be used after each school day and during the day if deemed necessary.
- CDC-approved disinfectants and cleaners will be used.

6. Promote proper hand hygiene.

- Hand sanitizer and soap will be made available throughout the campus.
- All students and staff will sanitize their hands (20 seconds) twice daily in addition to the common times of hand sanitation.

7. Encourage social distancing.

- Split larger classes where feasible.
- Use larger rooms where feasible.
- Maximize student space in classrooms where feasible.
- prohibit sharing of materials and communal storage.
- Modify schedules to minimize traffic and student contact.
- Locker use will not be permitted

8. Apply an Appropriate, Effective Educational Approach.

- Offer an educational experience as normal as possible.
- Provide face-to-face instruction from Monday to Thursday 8:30 - 3:15.
- All classes will be on Zoom online for those who would prefer to stay at home. Attendance will be monitored.
- Zoom online classes will be held on Friday from 9:00 AM - 12:45 PM.
- Continued exceptional teaching and learning will include the following:
 - o Assembly will be per class (National Anthem, pledges, and prayer)
 - o PE and some other electives will not continue for the time being
 - o Athletics will not continue for the time being
 - o Chapel on Friday will be online Zoom.
- Center on Jesus Christ and His promises for us.
- Ensure a safe and secure environment.

9. Sanitize Our Facilities

- While cleanliness has always been a priority for BBCS, we recognize the need to increase our sanitization practices for responsible operation during COVID-19.
- Therefore, increased cleaning will become part of daily protocol, including
- Training of all staff in proper sanitization techniques;
- Increased, routine cleaning and disinfection campus-wide;
- Ensured safe and correct usage of CDC approved cleaners.

10. Re-organize Classrooms

Our revisions include the following:

- Cleaning frequently touched surfaces, such as door handles, locker combinations, light switches, tables, desks, and chairs daily and/or between use as much as possible.
- Placing hand sanitizing stations in each classroom.
- Drinking fountains maintained for refilling water bottles only.
- Limiting/prohibiting the use of shared objects when possible, or cleaned between use.

11. Reemphasize Restroom Cleanliness

- Cleaning schedules will be posted inside each restroom with restrooms being cleaned throughout each day.
- Maintaining adequate supplies of soap, paper towels, and running water for frequent handwashing.

- A staff member will be assigned to ensure that restrooms will only be used by one student at a time

12. Regulate Outdoors and Common Spaces

- Playground equipment and lunch tables will be cleaned in between recess and lunch rotations.
- Cleaning of surfaces in common areas such as the reception area, desks, tables, and chairs in the lobby will be scheduled to be cleaned daily and intermittently throughout the day as needed.
- The computer room will be cleaned and sanitized before and after each use.

13. Promote Behaviors that Reduce Spread.

- In an educational environment we must inform and educate our students, faculty, staff, and families to help prevent the spread of COVID-19. With this in mind, BCS will be adopting the following preventative practices and measures based on the best available public health data at this time. As new data and practices emerge, the guidance will be updated.
- Faculty and staff are expected to screen themselves daily, before leaving home; anyone with symptoms consistent with COVID-19 must remain at home in isolation.
- Parents/guardians are expected to screen students daily, before leaving home; anyone with symptoms consistent with COVID-19 must remain at home in isolation.
- Students may be screened prior to entry to school using no-touch thermometers and a visual symptom check.
- Teaching and reinforcing the covering of coughs and sneezes; avoiding contact among students and staff with our eyes or noses.
- Encouraging social distancing within the classroom where/when feasible.
- Rearranging classrooms to increase distance between students' activity stations, tables, and chairs.
- Assigning a permanent class seat for every student.
- When possible, using creative outdoor space for classroom activities.
- When possible, splitting classes to reduce class size.
- When possible, using larger rooms to increase social distancing. Examples:
 - o Morning Assemblies will be per class and be held in their respective rooms.
 - o Modifying schedules for recess, lunch, and class changes to minimize the number of students gathering at the same time in each area.
- Face coverings, masks, and/or face shields will be enforced for students, faculty, and staff.
- Sharing of materials/supplies and communal storage of items will be limited.
- Lockers will not be used.
- Parents and guardian adults will not be allowed to enter the building. They will only stay in their cars when dropping off and picking up. If they step out of their cars, they must wear a mask/face shield.

14. Post Visual Reminders.

- Signs will be posted around our school campus and shall be observed by members and guests.
- Provide physical guides, such as tape on floors or sidewalks and signs on walls, to encourage staff and students to remain at the suggested physical distance in lines and at other times.
- For younger students, the use of classroom materials may be used to help students visualize the suggested distance between people.
- Hallways and stairs will be clearly marked for appropriate foot traffic.

15. Limiting School Access

- BBCS will minimize outside access to individuals in order to limit potential exposure. For the duration of the current concern regarding COVID-19, visitors will not be allowed entry inside the building. They may stay in their cars or in the parking lot area. While on campus, they must wear a mask or face shield.
- All vendors and deliveries will not be allowed past the school lobby.
- No one should plan to attend any on-campus event who is known to have had any contact with anyone with symptoms consistent with COVID-19 in the last 10 days.
- Lockers will be temporarily closed, and students should keep their belongings in their backpacks.

16. Provide “Choice Lunch”

- Choice Lunch is providing a “grab-and-go” lunch protocol so students can still have a hot lunch with a touchless experience.
- No microwaving offered.
- Lunch break will be in scheduled intervals with smaller groups.
- Tables will be set up with 6-foot social distancing.
- Tables and chairs will be sanitized every after use.
- All staff will be trained in identifying COVID symptoms and safety.
- Parents/guardians must do a daily health check (temperature, other symptoms) and acknowledge that their child is healthy and symptom free. **Daily temperature checks of children will also be done. Students with a temperature of 99.5 (still 99.5 or now 99.4?) may not enter the building and will be isolated.**
- Children will be allowed to play together during recess times, with social distancing enforced.
- All students will be required to wash hands after all recesses.
- If a child or staff member is diagnosed with COVID-19, all people who have had contact with that person will be notified of their exposure. The school will follow all CDC protocols if this situation occurs, which includes a 14-day quarantine for all people exposed to a positive COVID-19 case. Parents MUST keep their children home if they are experiencing any of the following symptoms: fever of 99.5, coughing, difficulty breathing, sore throat, chills, muscle aches, or loss of taste or smell, vomiting for any reason, excessive sneezing, or uncharacteristic lethargy (tiredness).
- Children who exhibit any of these symptoms while at school will be sent home immediately.

17. Preparing for if Someone Gets Sick

- While many guidelines will be put in place to avoid the spread of COVID-19, we recognize that some on our campus may still become ill. Below we have included protocols that will be followed if this does occur.
- Point of Contact
- Should a student or staff member become exposed to COVID-19 or present symptoms of COVID-19 they should contact the school office to inform us.
- A school administrator will be responsible for providing direction and properly responding to this information.
- The following guidelines will be followed, when applicable, for all students suspected of COVID-19:

Students

- Students who develop symptoms of illness while at school will be separated from others right away in the Health and Wellness Room.
- A staff member in appropriate PPE will issue a surgical mask to the student who is ill.
- Ill students will remain in a separate room with continued supervision and care until picked up by an authorized adult to go home. Parents/guardians should be prepared to have a child picked-up within the hour.

Faculty/Staff

- Faculty and staff members who develop symptoms of COVID-19 will be sent home, and administration will have emergency sub plans in place.
- The following guidelines will be followed, when applicable, for any and all from our campus suspected of COVID-19:
 - Identify adults or children who may have had close contact with the ill individual for more than 10 minutes.
 - In the event of a confirmed case of COVID-19 with potential exposure to staff or students, school administration will contact the Department of Public Health for consultation and guidance (This is the same procedure we have in place for other reportable diseases.). Please note that while all parents and staff should be informed of a confirmed case of COVID-19 in someone connected to school, it is not legal to share the name of the infected individual. BBCS will protect confidential information.
- BBCS has a plan for the possibility of temporary closures of classes, groups, or facilities when guided by the local health department to do so.
- Returning to School after Presenting with COVID-19 Symptoms
 - Any student or staff member with symptoms consistent with COVID-19 are to stay home and not go to work or school.

Return Conditions

- Once a student or staff member is excluded from the school environment, he/she may return upon satisfying the recommendations of the CDC. Currently those guidelines are as follows:
 - **Untested:** Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return if the following three conditions are met:
 - They have not had a fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers);
 - Other symptoms have improved (for example, when cough or shortness of breath has improved); and
 - At least ten (10) calendar days have passed since symptoms first appeared.
 - **Tested:** Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following three conditions are met:
 - They no longer have a fever (without the use of medicine that reduces fevers);
 - Other symptoms have improved (for example, when cough or shortness of breath has improved);
 - They have received two negative tests in a row, at least 24 hours apart.

- **Tested with no symptoms:** Persons who have not had symptoms but test positive for COVID-19 may return when they have gone ten (10) calendar days without symptoms and have been released by a healthcare provider.
- Students may also return if they are approved to do so in writing by the student's health care provider.
- **Siblings or Other Students in the Household**
- If a student is excluded from school due to COVID-19 symptoms or has had a positive COVID-19 test, his/her siblings or other students living in the same household will be questioned, and if the child exhibits symptoms, he/she will also be excluded from school. If the sibling does not exhibit symptoms, he/she may still be excluded from school and asked to self-quarantine.
- **Self-Quarantine**
- If a student or staff member has recently had close contact with a person with COVID-19 symptoms or diagnosed with COVID-19, or has recently traveled from somewhere considered to be a "hot spot" by the CDC, the school may exclude the student or staff member from the school campus and recommend a self-quarantine for 14 calendar days.