

**COMMUNITY CHRISTIAN SCHOOL
PREPAREDNESS PLAN TO REOPEN & REMAIN OPEN**

Community Christian School (CCS) will safely re-open its facilities for face-to-face, on campus learning fall 2020. We are equipped and ready for students, staff, families, and limited necessary guests (per discretion of Administration).

CCS's Preparedness Plan to Reopen & Remain open document (The Preparedness Plan), regular policies, practices, and conditions are based on the recommendations of the Centers for Disease Control and Prevention (CDC) and Minnesota Department of Health (MDH) guidelines for COVID-19; additionally, CCS is compliant with federal Occupational Safety and Health Administration (OSHA) standards related to worker exposure and use of masks regarding COVID-19 and other infectious disease processes and the requirements of Executive Order 20-81¹. The Preparedness Plans intent is to keep safe all faculty, staff, and students; and provide a nurturing educational environment, while complying with the legal requirements of the State of Minnesota and the Federal Government.

The Preparedness Plan has the strong commitment to compliance of leadership and staff; therefore, this plan will be implemented starting August 1, 2020 by students, staff, limited necessary guests, and will continue as long as reasonably necessary to do so.

This Preparedness Plan to open & remain open includes descriptions of how *Community Christian School* will implement Health, Hygiene and Physical Distancing protocols.

Community Christian School is committed to providing a reasonable, healthy environment. Our goal to **mitigate** the potential for transmission of COVID-19 and other infectious diseases or health conditions, requires full cooperation between students, families, staff, and limited necessary guests. Only through this cooperative effort can we establish and maintain guidelines through compliance to the CCS Preparedness Plan.

Staff will be oriented to these new instructions prior to the start of the 2020-21 academic year. The Preparedness Plan will be available in the office for review by any staff, family, or limited necessary guests.

Lastly, CCS families, staff, Board members, and other necessary limited guests will be required to have on file the ***Assumption of the Risk, Release of and Hold Harmless from Liability Relating to Coronavirus/COVID-19.***

NOTE: All information herein is subject to change related to or based on new information, changing environmental conditions or government mandates relating to COVID-19.

¹ <https://www.leg.state.mn.us/archive/execorders/20-81.pdf>
<https://www.health.state.mn.us/>
<https://www.cdc.gov/>

GUIDELINES OF *COMMUNITY CHRISTIAN SCHOOL*

HEALTH & HYGIENE

SYMPTOM SCREENING

1. **STUDENTS:** CCS trusts parents/guardians to be compliant with Parents/Student Handbook guidelines and will not, therefore, ask students health screening questions nor take temperatures upon daily entry to school each morning. All students should be self-screened at home.
 - a. A laminated **DAILY AT-HOME HEALTH CHECK AND WHOLE CHILD HEALTH CHECK** will be sent home with each family. It will be included in the Parent Folder which you will receive at Meet & Greet.
 - b. If ill or experiencing symptoms *before* coming to school, stay home and monitor health. If a symptom cannot be attributed to any other health conditions, keep your child home and contact your health care provider.
2. **STAFF:** Self-assessing health screenings will be required before coming to work. Per CDC guidelines, staff are asked to use the health screening questions which should be self-collected, self-monitored, and self-reported.
3. **LIMITED NECESSARY GUESTS:** Visitors (parents, vendors, guests) will be limited and will be asked to answer cursory health screening questions. If response is positive to illness questions, the visitor shall not be allowed on campus.

IDENTIFICATION & ISOLATION OF SICK PERSONS

If a student, staff member, limited necessary guest becomes sick or experiences symptoms *while at CCS or at a CCS event*, they will be isolated and asked to put on a face covering until they are able to be sent home.

PROTOCOLS IF EXPOSURE HAS OCCURRED

The process for informing the *Community Christian School* community if COVID-19 exposure has occurred includes:

1. Prompt identification and isolation of potentially infectious individuals is a critical first step in protecting others. (***Refer to the Daily At-Home Health Check***)
2. In the event that a student, staff member or visitor who has tested positive for COVID-19 was on campus, CCS will contact the appropriate health authorities. Parents of impacted students and all staff will be notified and the identity of the individual will not be identified in school communications.

SANITATION IN THE CLASSROOM, BUILDING & PLAYGROUND

1. Regular housekeeping practices are implemented, including routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, and areas in the work environment, including restrooms, staff rooms, lunchrooms and classrooms.
2. Staff will be provided *with disinfectants that meet the CDC/EPA criteria* and are asked to assist with cleaning and disinfecting areas.
3. Handwashing, “Cover Your Cough” and health & safety signs will be posted throughout the facility.
4. If one becomes ill, the individual’s office or work area will be closed off and then sanitized.
5. Custodial staff will do daily, weekly, monthly, quarterly, and annual cleaning, disinfecting, and sanitizing.
6. Hand sanitizing stations are found throughout the CCS building. Increased hand washing protocol and sanitizer available in every classroom.
7. All drinking fountains will be taped off. Students are allowed to use the water bottle filler to fill bottles brought from home.

HANDWASHING

Basic infection prevention measures have been implemented at *Community Christian School* at all times.

1. Staff and students are instructed to wash their hands for at least 20 seconds with soap and water frequently throughout the day, but especially at the beginning and end of the day, prior to any mealtimes, before and after recess and after using the toilet.
2. All limited necessary guests to the facility will be required to wash their hands immediately upon entering the facility.
3. Hand-sanitizer dispensers (that use sanitizers of greater than 60% alcohol) are readily available and can be used for hand-hygiene in place of soap and water, as long as hands are not visibly soiled.
4. Posters indicating practices are posted throughout the facility.

RESPIRATORY ETIQUETTE

1. Avoid touching his or her face (in particular their mouth, nose, and eyes) with their hands.
2. Students, staff, and limited necessary guests are instructed to cover their mouth and nose with their sleeve or a tissue when coughing or sneezing.
3. Dispose of tissues in the trash and wash/sanitize his or her hands immediately afterward.
4. Respiratory etiquette will be demonstrated on posters around the facility and supported by making tissues and trash receptacles available to all

FACE COVERING GUIDELINES

The use of face coverings at CCS is based on the requirements² of Executive Order 20-81, the recommendations of the MDH, CDC and the AAP. The education and promotion of positive and supportive relationships is of utmost importance to Community Christian School. CCS places the academic, spiritual and personal welfare and needs of our students as one of the primary considerations for the use of face coverings.

Students in Eagle’s Nest Pre School (formerly known as Terrific 3’s), Pre-Kindergarten and Kindergarten, are **not required** to wear face coverings.

Face Coverings will be worn by students when: (not an exhaustive list)

- Entering and exiting building
- Hallway exchanges
- Large group situations

Face Coverings may be removed by students when: (not an exhaustive list)

- Student has an exemption on file
- Physical exertion in PE class or outside on the playground
- eating or drinking

FACE COVERING EXEMPTIONS

Under Executive Order 20-81, section 8, exceptions apply to those who have medical or health conditions, disabilities or mental health, developmental or behavioral needs that make it difficult to tolerate wearing a face covering. Each family will sign the ***Assumption of the Risk, Release of and Hold Harmless from Liability Relating to Coronavirus/COVID-19*** in which you ***may indicate*** if your child meets one of more of the criteria for exceptions to wear a face covering.

CCS will comply with ADA Reasonable Accommodation requests that protects “against discrimination and harassment ...” (U.S. Equal Employment Opportunity Commission) when a student, staff, or necessary limited guest may be exercising the need to not wear a mask. CCS will comply with the Executive Order to “not confront a person about why they are not wearing a face covering ...” (Executive Order 20-81, pg. 4).

If students, staff, or limited necessary guests experience any symptoms (including a fever of 100.4° or more), a mask or appropriate face covering will be immediately required, and all will follow the required procedure to return home. Students who must wait to be picked up by their parent will be issued a mask and will be isolated as they wait for pickup.

² <https://www.leg.state.mn.us/archive/execorders/20-81.pdf>; Particularly, 8 & 12
<https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>

CCS students and staff will be asked to show love and **respect to others regarding the use of face coverings. We do not know the situations/circumstances for each individual student, staff and/or family** regarding face coverings. We request that families talk with their child(ren) about not confronting or asking others about the “why” and treat each other with love and respect.

PHYSICAL DISTANCING

Reasonable physical distancing will be implemented through the following controls:

CLASSES:

1. Maximums in each class varies depending on grade(s)
2. Limiting a maximum of two adults (including teacher) in each classroom.
3. Furniture and touch points in the classroom will be limited to learning goal needs.
4. Furniture will be arranged for physical distancing, where feasible.
5. Students will seat facing the same direction, where feasible.

ARRIVAL:

1. School begins at 8:20 a.m.
2. The carline for student drop off / arrival will run from 7:45 a.m. through 8:10 a.m.
3. Please use the car line for the safety of all children and adults. Do not park and walk your child to the door.
4. Pull up directly behind the car in front of you.
5. Additional building entrances will be utilized this year.
 - Eagle’s Nest Preschool (formerly known as Terrific 3’s) students will enter the east door (#2) and go directly to their classroom. ***(Siblings will also enter with them and proceed to their cubbie and then classroom)*** All Early Childhood students will be walked to their entry door.
 - Pre-Kindergarten students ***(and siblings)*** will enter the west door into the Pre-K room (#3) and will be in their classroom. ***(Siblings may proceed to cubbie and then classroom.)***
 - K -8th grade students will enter the Main door (#1), K – 8 proceed to their hallway cubbies and/or lockers.
6. If your child is struggling to walk into the building on their own please wait until 8:10 a.m. and then walk your child into the office.

DISMISSAL:

1. Please do not arrive before 2:30 PM.
2. If you do arrive early, please pull in a parking spot until it is time to get in line.
3. Pull all the way up in the car line as directed by the dismissal staff.
4. Please remain in your vehicle - this is imperative for safety reasons.
5. Please train your children to buckle themselves.
6. Bus students will be dismissed at 2:40 to line up and will be escorted to the bus.
7. Car riders will be lined up outside for pick up at 2:45 PM

LUNCH

Students will eat in their respective classroom with reasonable school-setting physical distancing being employed. Hot Lunch is once again being offered through Milaca Public Schools. Additional hot lunch protocols and processes will be verified in the coming weeks and reviewed with students and staff.

1. Classroom desks will be cleaned prior to lunch and after lunch.
2. Please be sure to pack items that your child is able to open and close independently.

RECESS

1. All students will have a daily outdoor recess time.
2. Staff and volunteers will be trained to assist students to practice reasonable and feasible school-setting physical distancing.

Cleaning and Disinfecting outdoor areas: *Under the CDC guidelines, outdoor areas, like playgrounds require normal routine cleaning, but do not require disinfection. High touch surfaces made of plastic or metal, such as grab bars and railings will be cleaned routinely.*

CLASS ROTATION

1. Students will be limited as to how much they rotate between classes. When necessary, students will be dismissed on a staggered system.

HALLWAY LOCKERS/CUBBIES

1. Student lockers/cubbies will adhere to reasonable, school-setting physical distancing.

COMMIT AND PRAY

We at CCS acknowledge & understand that the changes occurring this year will impact all students and families differently. We encourage our families to approach the changes and routines with a positive attitude and to take the time to explain the changes to your child(ren) as it's appropriate to your family, remembering first and foremost to treat each other with kindness and love (Ephesians 4:32 and Matthew 5:44)."

Will you commit to faithfully pray for CCS, and all schools across our nation and world? Pray that ALL our plans will glorify God and serve His children above ourselves.

STUDENTS: May they rediscover joy in the daily routine of learning within a community. May God clearly show His dominion over any anxieties that have gripped them. Pray for people in the right places to see their needs, to encourage their successes, and to guide them in God's Way.

STAFF: May they be encouraged in their daily calling to be a beacon of light to their students. Give them joy, wisdom, and good health. Help them seek God's true rest when they are threatened with feeling overwhelmed.

FAMILIES: May families adjust well to the school routine again. May parents continue to train & challenge their children to read God's Word, listen to Him, and obey His commands. We pray He nurtures our relationships and fills our homes with love.

LEADERS: May God generously grant His wisdom to our CCS School Board, all churches in our area, community, state, and national leaders.