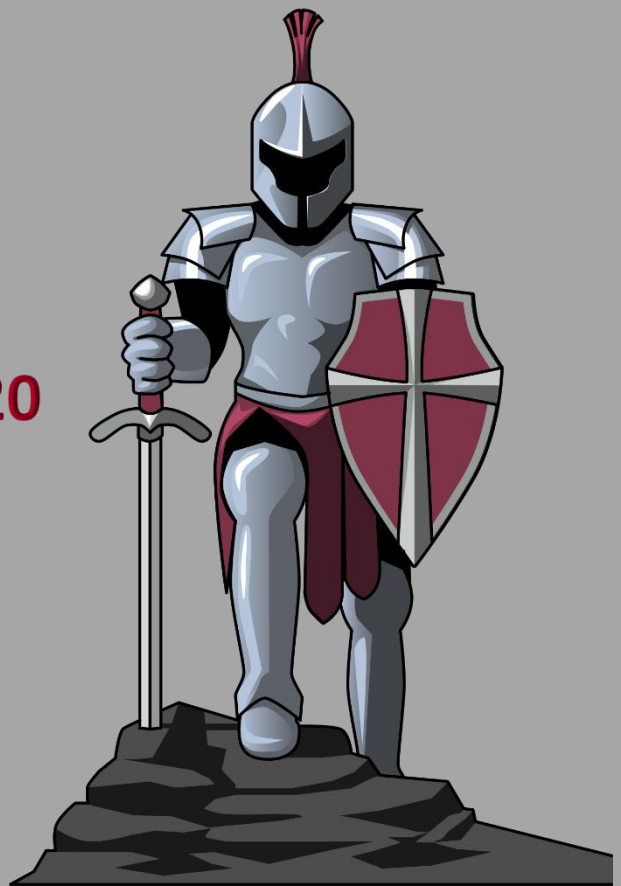


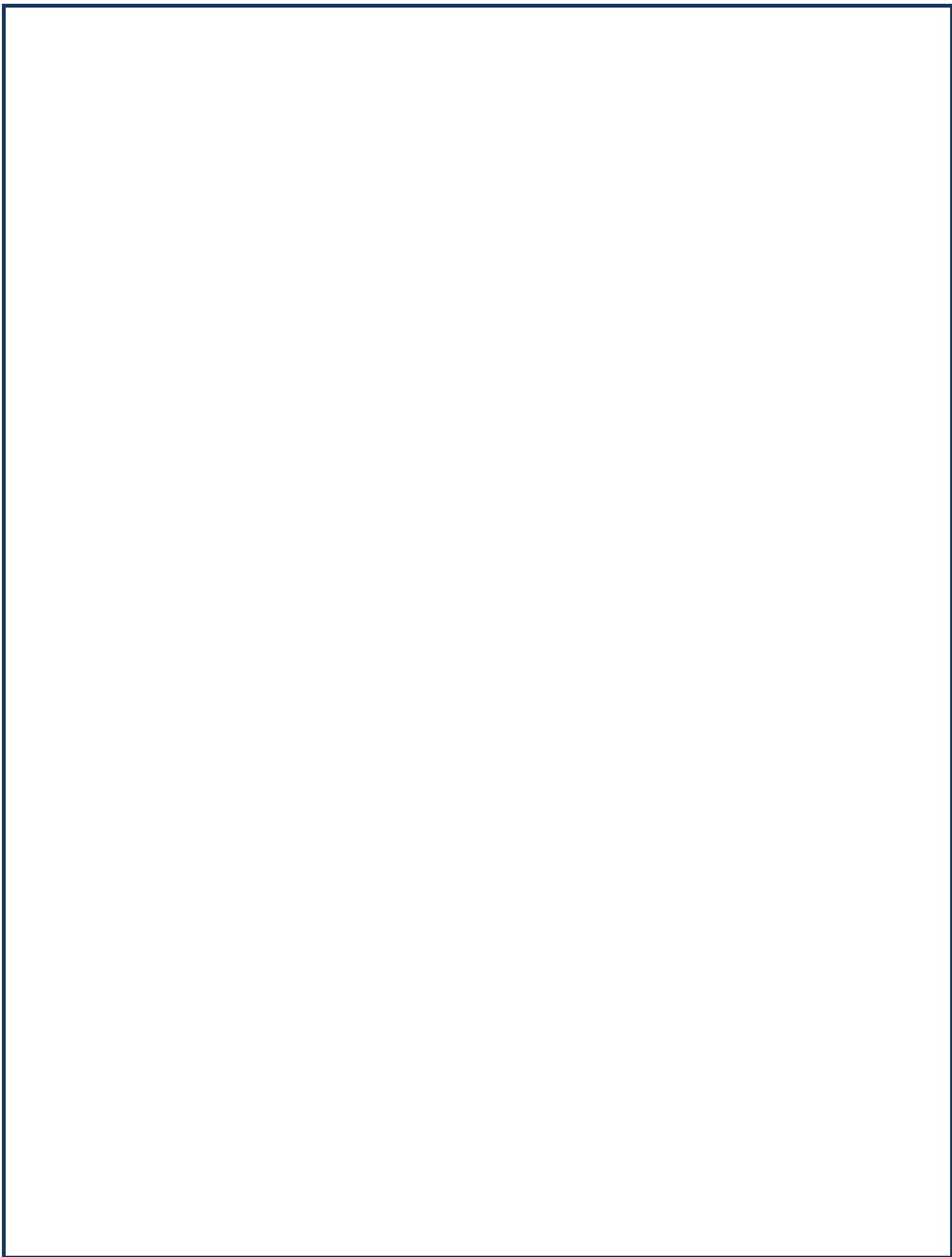
# Valley Christian Academy

**COVID-19**

**Opening Plan**

**Effective: August 31, 2020**





## **1. General Information**

**The health and safety of our children as well as our staff is highly valued at VCA. Due to the outbreak of the Covid-19 virus, we have implemented extra precautions in addition to the health and sanitation practices already in place including daily health screenings, protective barriers, cleaning/sanitation, physical distancing, more frequent sanitation, regulation of supply use.**

## **2. Healthy Hygiene Practices**

- **Each staff and child adhere to screening procedures upon entering the facility.**
  - **Temperature checks with no touch thermometer**
  - **Wellness checks**
  - **Individuals are asked about COVID-19 symptoms within the last 24 hours including:**
    - **fever**
    - **cough**
    - **shortness of breath or difficulty breathing**
    - **chills**
    - **repeated shaking with chills**
    - **muscle pain**
    - **headache**
    - **sore throat**
    - **new loss of taste or smell**
    - **whether anyone in their household has had COVID-19 symptoms or a positive test.**
  - **Staff and children are monitored throughout the day for signs of illness. Staff or children with a fever of 100 degrees or higher, cough or other COVID-19 symptoms are sent home.**
- **Staff or children who are ill or who have recently had close contact with COVID-19 must stay home.**
- **Staff are required to wear face coverings.**

- **Staff and children wash their hands upon arrival, before and after eating; after coughing or sneezing; after being outside; and before and after using the restroom.**
- **Staff and children are to wash hands regularly, avoid contact with one's eyes, nose, and mouth, and cover coughs and sneezes.**
- **Children are taught to use a tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow.**
- **Staff and children wash their hands for 20 seconds with soap, rubbing hands thoroughly after application, and use paper towels to dry hands thoroughly.**
- **Staff models and practices handwashing.**
- **Staff and children use hand sanitizer when handwashing is not practical. Since frequent hand washing is more effective than the use of hand sanitizer, it is recommended to always wash hands if at all feasible.**
- **Children using hand sanitizer must be supervised by an adult. Children are not allowed to bring their own personal use hand sanitizer.**
- **Staff and children regularly wash hands at staggered intervals.**
- **Face coverings for children in Pre-Kindergarten through 2<sup>nd</sup> grade is strongly encouraged. Face covering for children in 3<sup>rd</sup> through 8<sup>th</sup> grade is required unless exempt. Cloth face coverings or face shield are to be removed for meals, snacks, naptime, and outdoor recreation. When a face covering is temporarily removed, it should be placed in a clean paper bag (marked with student's name and date) until it needs to be put on again.**
- **More hand washing stations to minimize movement and congregations in the restroom.**
- **Routines have been established to enable staff and students to regularly wash their hands at staggered intervals.**
- **Besides wearing face coverings, staff wear gloves to administer first aid and when distributing food.**

- Families in the school community are provided with information on proper use, removal, and washing of cloth face coverings.

### **3. Cleaning, Disinfecting, and Ventilation**

- Staff is trained in safe cleaning practices and use of personal protective equipment.
- Cleaning products are EPA approved for use against COVID-19.
- Shared drinking fountains will not be available. Children may bring their own water bottles.
- Staff cleans and disinfects frequently touched surfaces such as door handles, light switches, sink handles, bathroom surfaces, and tables thoroughly throughout the day.
- Outdoor activities are limited to items that require less contact with surfaces and can be easily cleaned– such as individual basketball use, scoop and catch, tennis, badminton, individual handball use, walking/jogging/running, single use parallel bars, soccer ball kicking, hopscotch, jump rope, hula hoop.
- Children have their own set of supplies including scissors, crayons, glue stick that they do not share. Shared toys, games, and art supplies are cleaned after each use.
- All cleaning products are stored in locked cabinets.
- Rooms are ventilated by open windows, ceiling fans, room fans, and/or air conditioning.

### **4. Social Distancing**

- **Arrive and Departure**
  - Staggered arrival times
  - Use of designated routes
  - Follow social distancing guidance
- **Classroom Space**
  - Students stay with their class group all day

- Teachers will remain with one group of students for the entire day.
- Support staff rotates among classes as little as possible.
- Space between desks is maximized
- Desks include partitions
- Desks arranged to minimize face-to-face contact.
- Furniture and play spaces arranged to maintain separation.
- Staff implement developmentally appropriate instructions to maximize spacing and minimize movement indoors and outdoors.
- Staff implement procedures for turning in assignments to minimize contact.
- **Non-Classroom Space**
  - Nonessential visitors, volunteers, and activities are restricted.
  - Outdoor space used for instruction is encouraged
  - Staggered schedules to minimize congregate movement through hallways and walkways.
  - Recess activities are held in separated areas designated by class.
- **Meals and Snack Time**
  - Food is eaten in the classroom or outside with physical distancing. Students may bring their own food or purchase an individual lunch from the lunch program.
  - Sharing food or utensils is not permitted.

## **5. Limited Sharing**

- Each child's belongings are separated and in individually labeled cubbies, desks, or backpacks.
- Children are allowed to bring teacher approved toys, books, and games from home as long as they fit inside their cubby or backpack. Personal items may not be shared and may only be used with permission.

## **6. Training**

- **Staff receives training in enhanced sanitation practices, physical distancing guidelines and the importance, proper use, removal and washing of cloth face coverings, screening practices, and COVID-19 specific exclusion criteria.**
- **The staff trains the children in handwashing procedures, physical distancing guidelines, and their importance, and proper use of face coverings.**

## **7. When a staff member or child becomes sick**

- **Any children exhibiting symptoms are required to immediately wear a face covering and to wait in the designated isolation area in Building A and parents will be contacted.**
- **Staff exhibiting symptoms will be sent home.**
- **Areas used by sick staff or children will be closed off, cleaned, and disinfected.**
- **Sick staff members and children may not return until they have had 24 hours with no fever.**
- **Sick students have the opportunity to complete all missed work with no penalty.**

## **8. Class or Campus Closure Plan**

- **When a student, teacher, or staff member tests positive for COVID-19 and has exposed others at the school the following steps will be implemented:**
  - **In consultation with the local health department, the principal will decide whether school closure is warranted, including length of time necessary, based on the risk level within the community as determined by the local public health officer.**
  - **Additional close contacts at school outside the classroom would also isolate at home.**

- **Additional areas of the school campus visited by the COVID-19 positive individual may also need to be closed temporarily for cleaning and disinfection.**
- **Parents and teachers would be notified regarding possible exposure and school closures by email.**
- **Parents, teachers, and staff are reminded of the importance of physical distancing while the school is closed.**
- **The Preschool program will follow Community Care Licensing guidance regarding remaining open.**
- **In the event of a school closure (Kindergarten through 8<sup>th</sup> grade) of 14 days or less, students will receive work packets to be completed at home and to be turned in upon returning to school.**
- **In the event of school (Kindergarten through 8<sup>th</sup> grade) closure over an extended period of time, distance learning instruction and assessment will be administered through the school Learning Management System (LMS).**



## **Acceptance of new procedures for children/families/staff**

### **Valley Christian Academy**

Anyone who has children enrolled in Valley Christian Academy must read, sign, agree, and follow the policy and procedures in order to participate in Valley Christian Academy programs.

I have read and fully understand Valley Christian Academy's policy and procedures for COVID-19 I also understand that this document can be changed at any time as dictated by new challenges or in compliance with the CDC and Community Care Licensing.

I understand that the safety, health, and well-being of children, families, and staff rely on my due diligence to keep myself and family following social distancing guidance as set by the Governor.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_