



COVID 19 RESPONSE PLAN

2020-2021

Hickory Valley Christian School has created the following plans to communicate Preschool and K5 - 5th operating procedures during COVID-19

We are so excited for the start of a new school year and are looking forward to welcoming our returning and new families in August. While we are committed to opening on August 13, we are equally committed to the safety of our families. We are confident that, given our small classes, we can follow CDC guidelines while still providing the quality, hands-on learning for which we are known. It has become evident to us all that this virus is going to be around for a while, therefore, it is important that we have a plan that allows us to return to normal operations with COVID-19 until a vaccine or better treatments are available.

In-Person, On-Campus Learning

Schedule

Registration Night will take place on Tuesday, August 11. To encourage social distancing, we are inviting families to stagger their arrival. We will be doing this alphabetically, by last name:

- 5:00-5:15 A-B
- 5:15-5:30 C-D
- 5:30-5:45 E-J
- 5:45-6:00 K-P
- 6:00-6:15 R-S
- 6:15-6:45 T-Z

Of course if your schedule does not allow you to come at the time specified, feel free to come at a different time slot, or from 6:30 to 7:00; these are just guidelines to minimize crowding. If you prefer not to attend the registration night, please drop off all forms for your child(ren) on or before August 11. The forms can be found on the website or you may follow this link: [Parents tab: registration forms](#)

Classes will begin with a half day August, 13 with dismissal at 11:30 a.m. K3, K4, and K5 will have a phase in day on either August 13 or August 14. All other grades will have their first full day on August 14. Our plan allows for all grades to be on campus five days a week.

- Early care 7:15-7:45 in our gym. Due to COVID-19, we have had to modify this service. Early care will only be available to those who commit to and sign up for the school year or notify us 24 hrs. in advance. Parents will need to walk students to the gym door and ring the doorbell. Temperature checks and a verbal confirmation will be given to allow entry.
- Class Day 7:45-3:00 or 3:10

- Dropoff Procedure: Students will exit the car at designated zones based on grade and get temperatures checked, driver will answer COVID-19 safety questions, student will walk to class and use hand sanitizer.
 - K5 & 1st at Cottage A
 - K4 at Cottage B
 - K3 at Main School Entrance
 - 2nd, 3rd, 4th and 5th Grade at Upper Awning
- 1:00 Dismissal
 - K3 and K4 at Cottage B
- 3:00 Dismissal
 - K3 & K4 at Cottage B
 - K5 and 1st grade at Cottage A
- 3:10 Dismissal
 - 2nd and 3rd grade at Main School Entrance
 - 4th and 5th grade at Upper Awning
- If you have multiple grades to pick up, you may come through twice or at the 3:10 time
- **If you have checks or forms to be turned into the office, bins will be available at each dropoff location**
- After care - Students who remain for after care will report to after care staff at 3:30

If we are forced to close by government mandate:

- Our K3 and K4 will remain open and follow [CDC guidelines Guidance for Child Care Programs that Remain Open](#)
- Learning will continue online. Our teacher in-service this August will focus on technology training. We recently qualified for a set of Chromebooks for our students, and we will be utilizing home-based learning, should the need arise.
- Closing is a last resort. Due to our size, we have many more options than some larger schools to allow us to stay open.

Protective Policies

Physical Space

Students will be distanced from one another. Because of our intentional small student-teacher ratio, our classes may not look that different from pre-COVID-19 classes. Given the layout of our campus, our students are in contact with smaller groups throughout the day. **This will reduce the risk of viral transmission and allow for smaller numbers of students to quarantine in the event of infection without requiring that the entire campus close or shift to distance learning.** Our teachers are working on creative ways to utilize our numerous larger learning spaces, including the Pit, the Fellowship Hall and the playground.

Weekly Chapel and Circle will still take place using appropriate social distancing. Chapel will be moved to the gym to facilitate proper cleaning and distancing. Parents will still be allowed to attend, but will be required to wear a mask if mandated by the city. Larger school wide events such as Grandparents Day and our rescheduled Talent Show/Auction may be postponed or moved to an online forum.

Hand Washing and Cleaning

Frequent hand washing and sanitizing will be required and scheduled. This will include, but is not limited to, upon entry in the morning, before and after eating and restroom visits. Additional hand sanitizing stations have been added throughout the school. Cleaning supplies will be kept in each classroom, and teachers will be asking students to wipe down their desks throughout the day. Teachers and staff will also assist in wiping down surfaces and supplies through the day. Cleaning of common areas will also be done on a regular basis.

Students will be required to bring their own school boxes and will have their own pencils, glue sticks, scissors, etc. Our specials classes and the small reading groups will include structured cleaning times.

Masks

In accordance with the County mask mandate, children under 12 are not required to wear a mask. If you choose for your child to wear a mask which you provide, we will support your decision. While cases in the county remain high and per any county mandate, teachers and staff will wear masks at drop off, pick up, and other times that make it difficult to socially distance themselves from students.

Health Screenings

1. Our families will play an essential role in helping to keep our community safe. The primary safety measure is to keep your child home if they are sick.
2. We will be using our COVID-19 Safe Survey form which can be found on the website or by clicking [here](#). This form will be submitted with other registration forms. It will ask health questions, including temperature, presence of symptoms and exposure risks and helps people determine the next steps if they are not well. This form will be kept in the office.
3. Any student, faculty or staff who is sick must remain at home. Per school policy families are required to keep children at home 24 hours after a fever subsides **without using fever-reducing medication. A child should not be sent to school after taking fever-reducing medication.**
4. Each day your student will have their temperature taken upon exiting the car and the driver will be asked to verbally confirm for each student that none of the conditions on the original form have changed. If you answer no to any of the questions, we have policies for different scenarios. Please check the policy (found on the following page) and contact the school to determine how to proceed.

Exposure Protocols for HVCS Community Member (Student, Faculty, or Staff)

Community members must report to HVCS any positive results or exposures immediately upon known exposure. Any person having a fever or persistent cough during school hours will be isolated and parents will be notified to pick up the student. Any individuals who are sick with or without a fever must stay home to help reduce the Spread of COVID-19. The area where a positive COVID-19 case has been present will be closed off to be cleaned and disinfected based on CDC guidelines. See below chart to see how HVCS will handle exposures.

Community Member	COVID Status or Exposure Type	Actions to be Taken	Return to School
Student, Faculty or Staff	COVID positive test with or without symptoms	Community member must quarantine at home for 10 days after positive test or onset of symptoms	Per CDC guidelines : mild to moderate COVID-19 cases can stop isolating after 10 days and do not need to be tested before returning to work/school but must be fever free for 24 hours.
Family Member living in same house as Community Member	Family Member positive, Community member negative or High risk exposure: exposure within less than 6 ft. or for over 15 minutes	Community member must quarantine at home for 10 days after positive test or onset of symptoms in family member. If community member develops symptoms then 10 days after start of their symptoms	10 days after start of family member's symptoms
Community Member has contact with someone who is positive, but outside of their own home	Non-High risk exposure: exposure was greater than 6 ft for less than 15 minutes	HVCS, with the guidance of the health department, will determine the need for quarantine of possibly affected individuals	Immediately unless develop symptoms

Determining Covid Status

Should a community member have symptoms, they have the choice of quarantining for 10 days or providing a signed doctor's return to school permission slip. Per school policy families are required to keep children at home 24 hours after a fever subsides **without using fever-reducing medication. A child should not be sent to school after taking fever-reducing medication.**

Lunch

We will continue to offer lunch and to eat in the gym, as this space allows for greater distancing than our classrooms. K3 - 1st grade dine at our first lunch with 2nd - 5th grade eating at second lunch. Additionally we will stagger the lunch arrival times. We are also considering some picnic style lunches outside as weather permits.

Recess

Outside and unstructured play time is necessary for growth and development milestones to be met. To limit the contact between students, they will play in groups based on where they are on campus. The playground will be divided into zones for rotation. Groupings will be as follows: K3/K4, K5/1st, 2nd/3rd, 4th/5th. We will reassess the need to stay in zones regularly.

Parent Visitors, Volunteers, & Vendors

Visitors will need to enter through the school entrance. Temperatures will be taken and a health screening form must be filled out. While a mask mandate is in place, all adult visitors must wear a mask if social distancing is not able to be maintained.

A drop off table will be located outside the Main School entrance. Should your child forget something i.e. lunch, books, snack etc. please text or call the office and place the item on table for a contactless delivery.

Athletics

As a member of the ISC (Independent School Conference), we will be following their protocols and policies for athletics, which is based on current CDC guidelines. Any changes will be communicated via Thursday Mail.

- Addendum
 - People who have tested positive for COVID-19 within the **past 3 months** and recovered do not have to quarantine or get tested again as long as they do not develop new symptoms. People who develop symptoms again within 3 months of their first bout of COVID-19 may need to be tested again if there is no other cause identified for their symptoms.

Given that guidelines regarding this virus change often, please know that HVCS is committed to staying up to date on the latest recommendations. Our goal is to continue to provide a high quality academic experience in an environment that keeps us all safe. Please be aware that the nature of a virus is that it can spread quickly, often through those who are asymptomatic. While these policies are in place to protect our community, we cannot guarantee an environment that is entirely free of COVID-19 related risks.

Please sign, date and return this last page to show that you have read, understand, and agree to this policy

Name: _____ Date _____