



# **COVENANT**

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## **CHRISTIAN SCHOOL**

**Safe and Healthy School Plan**

**Special Response to Covid-19 Challenges**

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## Guiding Principles

Covenant Christian School is committed to providing a safe and healthy campus for our students, families, community, and employees. As part of our preparations for reopening our school, we have developed the CCS *Safely and Healthy School* plan in response to the COVID-19 pandemic. Our goal is to mitigate the potential for transmission of COVID-19 in our school and community, and that requires full cooperation. Only through this cooperative effort can we establish and maintain the safety and health of our students, families, community, and employees. While there are still significant unknowns about the future of COVID-19 and its impact in Indiana, we are committed to providing guidance, support, and clarity to safely bring students back to the CCS Campus for the 2020-2021 school year.

Our students are the heart of our campus, and we are serious about our campus safety and protecting our students. Student involvement is essential in developing and implementing a successful plan. Our plan follows recommendations from the Centers for Disease Control and Prevention (CDC), Indiana Department of Health (IDH), and the Federal Executive Order related to COVID-19.

We also understand that most of our students are still children. Following these guidelines will require instruction, guidance, and support. We ask that you prepare your children for their return to school by:

- teaching them to follow your local guidelines
- helping them understand the importance of personal hygiene
- teaching and modeling proper coughing and sneezing practices
- helping them understand the goal of physical distancing and mask wearing
- discussing with them the management of personal and/or romantic relationships during this time, and
- emphasizing the serious nature of this pandemic and respecting the concerns of others in the community.

We anticipate that some students will have difficulty following the policies in this plan and that some students may have worries about returning to school. We know that the pandemic has directly affected many of CCS families and that most families know someone who is an essential worker or who is immune-compromised.

The result of the work of the CCS *Safe and Healthy School* plan. In it, you will find answers to many of the questions our families have been asking, including what safety protocols are required around the campus. This plan will be reviewed weekly, and updates will be made as necessary in response to changes in guidelines and recommendations issued by the School, CDC, IDH, and Monroe County Public Health Department. All students and employees will be required to attend a training session on the *Safe and Healthy School* plan. Once the students arrive on campus they will receive further information about this training.

We are excited to have our students back on campus, and we are excited to begin teaching and connecting with our students them to make this a great school experience. Thank you for all your questions, patience, and continued support as we collectively work to move forward during this pandemic.

We believe our mission is best fulfilled when teachers and students come together on campus and in the classrooms. However, until the COVID-19 pandemic has abated, an open school building requires special precautions and protocols in order to safeguard the health and wellbeing of our students, faculty, and staff. We have developed these protocols after reviewing the direction of local, regional, and state officials.

It is our intention to open the school building when conditions permit. For the safety of our students and staff,

and depending on conditions and guidance from coordinating agencies, we may also need to resort to a distance learning model. Thank you for your patience and your prayers as we persevere through this unprecedented challenge.

For the foreseeable future, the COVID-19 pandemic is likely to affect our daily school routines. Prudence calls for prayerful, thoughtful, and coordinated planning as we learn how to best respond to this short-to-medium-term challenge. We realize that there are many different options for schools in responding to the pandemic, but we believe this document represents the best plan for Covenant Christian School.

Generally speaking, there are three possible learning models:

**1. Normal Learning:** All students in the school building. [L] [SEP]

- a. Little to no community spread; return to normal school routines.
- b. Attendance policies are normal per the Parent/Student Handbooks.
- c. Grading and academic policies are normal. [L] [SEP]
- d. School-wide social distancing and mitigation strategies in place. [L] [SEP]
- e. All students and staff will use the CCS Daily Self-Check List [L] [SEP]

**2. Hybrid Learning:** Most or many students in the school building. [L] [SEP]

- a. Minimal to moderate community transmission.
- b. Modified attendance and academic policies.
- c. School-wide social distancing and mitigation strategies in place.
- d. Special safety and sanitizing protocols approved by the health department.
- e. All students and staff will use the CCS Daily Self-Check List. [L] [SEP]
- f. Concentrates on students in school but provides flexibility for homebound students.
- g. Elementary and Middle School students will be co-horted at the start of school to limit contact [L] [SEP] throughout the student population. [L] [SEP]

**Distance Learning:** No students permitted in the school building. [L] [SEP]

- a. Substantial community transmission.
- b. Attendance and academic policies highly modified.
- c. All schooling via Distance Learning Model. [L] [SEP]

## At A Glance

- ***Students and teachers will return to CCS on August 12 and every effort will be made to offer in-person instruction following our previously released academic calendar.***
- ***Students and teachers will be required to wear masks only if a county or state requirement is in place. If such a requirement is not in place, students and teachers will be strongly encouraged to wear masks or face coverings until the viral threat has receded.***
- ***A student or staff member who tests positive can return to school when they have a) gone 72 hours without a fever without the aid of fever-reducing medicine, other symptoms have improved and at least 10 days have passed since symptoms first appeared or b) if they have received two negative tests 24 hours apart and with a note from a medical provider indicating return to school.***
- ***Parents and students will be required to sign a release of liability regarding COVID-19 recognizing the inherent risks of returning to school and agreeing to follow our policies and procedures.***

## Arriving on Campus for Open House and the First Day of School

- Please, only one person per household unit should come to Open House. All who arrive on campus must come directly to the Tabernacle. Masks or facial coverings must be worn at all times and no admittance will be permitted in the School Building.
- We urge all families to practice physical distancing, limit large group activities, and wear masks two weeks' ahead of the start of the school year.
- We understand that returning to school after such an extended absence will be an exciting time but we are asking you to please not congregate in close proximity to the school buildings during drop off and pick up.
- If a student or a family member does not pass the screening protocol, we will ask the family and the student to leave campus immediately and begin the self-quarantine process.
- Facial coverings recommended to be worn at all times.
- Social distancing should be followed as much as possible.
- Students will be asked to "Stay Tight and Walk to the Right" in all hallways.

### **Student Drop Off**

- As students are dropped off on campus, they should enter the front door and use the hand sanitizer immediately. We ask that no family member accompany the student into the building unless there is an unavoidable need.
- Please reach out to us at [robertakers@ccsbloomington.org](mailto:robertakers@ccsbloomington.org) if you have a family situation where this policy will not be possible for you and we can discuss the situation.
- Students will be dismissed to their classes at 8:00. Students arriving after that time who wish to eat breakfast should go to the Commons; all others should go directly to their homeroom.
- All students and visitors will be required to wear masks if ordered by state and county officials and follow physical distancing requirements.

### **Student Pick Up**

- Elementary students will be dismissed from the Main Building. Middle and High School students riding home with an elementary student will leave with the elementary student.
- Middle school and high school students will be dismissed from the front of the Tabernacle. Student drivers will be dismissed at the end of the school day. Those driving younger siblings can take them to their vehicle.

### **Volunteer Policy**

Volunteers serve as an important component of the school program at CCS. Volunteers will be asked to screen themselves to see if they meet requirements of our CCS Daily Self-Checklist below before coming to the building: If an answer is "yes," the volunteer should not to come in. Likewise, if volunteers begin to experience these symptoms while at school, the volunteer will sign out, exit the building, and call the school office. We reserve the right to screen the temperature of anyone entering the building.

## Campus Safety Protocols

### Student Screenings

Parents are asked to screen their student(s) on a daily basis, before they enter the building. Students whose temperatures are 100.4° F or higher should not attend school until they are “fever-free” for 24 hours. Refer to the below Modified Medical Policy for the appropriate next steps.

If a student exhibits or develops a fever or symptoms that are not otherwise explained, we will isolate the student and contact the parent to pick up the student and siblings.

### CCS Daily Self-Checklist

1. Do you currently have a fever (temperature of 100.4° F or higher) without having taken any fever reducing medications?  [L] [SEP]
2. Do you have a cough?  [L] [SEP]
3. Do you have shortness of breath?  [L] [SEP]
4. Do you have chills?  [L] [SEP]
5. Do you have muscle pain?  [L] [SEP]
6. Do you currently have a headache?  [L] [SEP]
7. Do you have a sore throat?  [L] [SEP]
8. Do you have a new loss of smell or taste?  [L] [SEP]
9. Have you, or anyone you have been in close contact with, been diagnosed with COVID-19, or  [L] [SEP] been placed on quarantine for possible contact with COVID-19?  [L] [SEP]
10. Have you been asked to self-isolate or quarantine by a medical professional or a local public  [L] [SEP] health official?  [L] [SEP]

*Please refer to Appendix A for easy access to the self-check plan.*

### Modified Medical Policy

*These guidelines are based on current CDC recommendations. This policy may change as CDC guidelines change.* Students who are ill or exhibit COVID-19 symptoms that are not otherwise explained will not be allowed to  [L] [SEP] be in school. If a student exhibits COVID-19 related symptoms or cannot pass the CCS Daily Self-Checklist, the parent should contact their doctor (see Appendix C for testing information). The student may return to school when the student has been fever free for 24 hours without fever reducing medicine. If it is determined that the student has contracted COVID-19, the student may return to school when the following conditions are met: A) there are two negative COVID-19 tests performed 24 hours apart or B) when there has been no fever for 72 hours, other symptoms have improved, and at least 10 calendar days have passed since symptoms first appeared. There may be instances where a student or staff member may receive medical clearance, and yet still display symptoms (allergies, asthma, etc.), where we would allow them to return to school with a doctor’s note on file.

### Personal Protective Equipment

- Facial coverings must always be worn inside all campus academic buildings by students and employees at all times when directed by state and county health officials. Students will receive guidance on how and when to remove masks during meals.
- Reusable cloth facial coverings must be washed regularly. Students should arrive with multiple masks.

- Disposable facial coverings must be disposed of at the end of each day.
- Decoration, patterns, or markings on any facial covering needs to be respectful of other members of our community and appropriate for a school setting.

### Hygiene

- CCS will provide adequate supplies to support healthy hygiene behaviors (including soap, hand sanitizer with at least 60% alcohol for safe use by employees and students, paper towels, tissues, and signs reinforcing proper hand washing techniques).
- CCS will encourage and reinforce hand washing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol when hand washing is not readily available. Signs will be posted to remind students to wash their hands regularly.
- Students and employees will be educated on how to cough and sneeze into their elbows, or to cover with a tissue. Used tissues should be thrown in the trash and hands washed immediately using proper hand hygiene techniques.
- CCS will frequently check and refill soap and hand sanitizers.
- CCS students and employees will be asked to wash their hands with soap and water every 2-3 hours.
- CCS will limit sharing of personal items and supplies such as writing utensils.
- CCS will limit use of classroom materials to small groups and any shared items will be disinfected between use. Desks and dining hall tables will be sanitized after each use.

### Spacing, Movement, and Access

- Dependent on guidelines set forth by state and county officials, teachers and students are encouraged but not required to wear masks in the classroom.
- Desks will be spaced as far apart as possible.
- In classrooms where large tables are utilized, students will be spaced as far apart as feasible.
- As feasible, we will arrange all desks facing the same direction toward the front of the classroom.
- Teachers will maintain six feet of spacing between themselves and students as much as possible.
- CCS will have signage posted throughout the campus to indicate proper practices and reminders for hand washing.
- If a classroom has windows that can open, they will be open as much as possible, weather permitting.
- Students will move in cohort groups to assist with traffic flow and congestion in hallways and the Commons.
- Efforts will be made to keep six feet of distance between people in the hallways. Staggered movements at incremental intervals will be used when feasible to minimize the number of persons in the hallways.
- Employees will monitor arrival and dismissal to discourage congregating in groups or small areas of the school.
- Flow of foot traffic will be directed to “stay tight and to the right” with either side of the hallway following the same direction.
- Whenever possible, entrances and exits will be kept separate to keep traffic moving in a single direction.
- CCS will reconfigure common areas by spacing out furniture to minimize crowding. We will consider closing off common seating areas if we have concerns about our students’ ability to maintain physical distancing requirements and follow mask requirements.
- This year we strongly discourage visitors from entering the school buildings. If you need to check out your child, please do so by texting your child’s homeroom teacher. All visitors should request prior authorization from school administration. The CCS visitors’ protocol and screening will be followed, and

all guests entering the building are required to be screened for symptoms, wear a facial covering, and wash/sanitize hands immediately after entering. CCS will keep records of all visitors.

### **Group Activities**

- CCS student cohort groups will stay together as much as possible throughout the day and from day to day.
- Mixing between cohort groups will be limited.
- Opportunities for exposure will be minimized, especially when students are around each other for 15 minutes or more by ensuring physical distancing of at least six feet between students whenever possible.
- Until guidelines state otherwise, we will discontinue activities that bring together large groups of people and activities that do not allow for physical distancing.

### **The Commons**

- Lunchroom seating will be monitored during the school year.
- Practices such as eating lunch in classrooms, outside eating practices, modified numbers of students eating in the lunchroom will be considered and monitored.
- Additional measures that CCS may take include prepackaged lunches with disposable items.
- Appropriate cleaning supplies and sanitizing supplies will be provided.
  
- Meal times will be staggered, and students will eat with their cohort groups. Dining hall capacity will be reduced to ensure that physical distancing is possible and to minimize congestion.
- Meals will either be served by staff or provided in “grab and go” options. Students will not serve themselves.
- Social distancing markers will be placed on the floor to keep students and employees apart while in the Dining Hall.
- All students and employees are urged to wash their hands prior to entering the Dining Hall.
- Kitchen employees will be serving behind a barrier protection, wearing gloves and facial coverings.
- Time is built into the schedule to allow staff to sanitize chairs and tables after students have taken their dishes to the wash area.
- Our garbage area will be managed so that traffic is one-way and congestion is minimized. v

### **Outside our Campus Buildings**

- Physical distancing guidelines are required in all outside areas.
- Recess is an important component of the students’ physical and relational development. We also believe teaching hygiene and safety measures is important to our students’ and staff well being. Recommended practices will be monitored and encouraged by supervision staff.
- Playground equipment will be sanitized regularly.
- Hand washing or hand sanitizing will take place upon re-entry from recess.
- Elementary students will be asked to keep a small toy or activity in their backpack so that they will have something to play with during indoor recesses that they will not pass around or share with other students.

### **Athletics**

### **Training and Conditioning**

- Students, teachers, and staff must use proper hand washing techniques before and after every practice, event, or other gathering. Every participant should confirm that they are healthy and without any symptoms prior to any event.
- Masks or other facial coverings are required at all times except during active training if state or county guidelines require it.
- If players feel ill or the coach is concerned about their well-being, the player will leave the practice and the coach will communicate the issue with administration.
- Players will be instructed to contact the coach if at any time during or after the session they develop any COVID-19 related symptoms.
- We ask that parents and guardians stress the importance of reporting symptoms with their children who participate at CCS.
- For hydration breaks, players will use their own bottle and will sanitize their hands after the break. Hand sanitizer will be available at the practice site.
- After any training session or game, players will sanitize their hands before leaving the gym or course.
- Each team will have an approved process for disinfecting all equipment.
- Outdoor physical conditioning activities that follow physical distancing guidelines are allowed.

### **Games and Competitions**

- Game competitions will be held in accordance with the guidelines at the time of the event. Facial coverings will be worn at all times except during active play if required by state or county guidelines.
- Attendance at games will be dictated by state regulations instead of internal School policy. We anticipate that sporting venues will be opening up in the coming months; attendees at CCS events will be required to follow all policies current at the time of the event.
- Participants will not share water bottles or personal equipment.
- Participants will not engage in handshakes or other unnecessary contact.

### **Response to COVID-19 Exposure**

- We use the word *quarantine* to describe the step that happens when a person has a suspected exposure but has not tested positive or shown symptoms. We use the word *isolation* for when a person has tested positive or has shown symptoms and is awaiting testing.
- CCS will cooperate with the local public health department regarding protocols for screening students and employees.
- Students who develop a fever or become ill with COVID-19 symptoms at school will be isolated immediately, wear a facial covering, and be evaluated by a nurse.
- Symptomatic students will be isolated until they have been released from isolation according to CDC guidelines.
- CCS families will be notified of the presence of any laboratory positive or clinically diagnosed case of COVID-19 on campus and will be updated on how CCS is handling the situation.
- In the event of a lab or clinically diagnosed case of COVID-19, immediate efforts will be made to contact any close contacts (those who spent more than 15 minutes less than six feet in close proximity to the student or staff member) so that they can be quarantined for 14 days. In addition, the local health department will initiate contact tracing, following regular public health practice. Local health officials, depending on the situation, may identify other contacts who require quarantine.
- Currently, wide-scale testing of asymptomatic students or staff members is not recommended so that health care providers can prioritize testing for symptomatic people. Therefore, currently, only those people who develop symptoms are recommended for COVID-19.

- We recommend that students learn to self-monitor for symptoms of COVID-19 and ask families to help teach students how to do this. The presence of any unexplained symptoms, including cough or shortness of breath, should prompt the student to go to the Health Services. Students will be taught a process for what to do when Kramer House is closed.
- We recommend that students come to campus with an oral, tympanic (ear), or temporal scanner so they can monitor their temperatures daily and that families teach their children how to take their own temperature. Students will be coached on what to do if they notice symptoms on their own.
- CCS will notify local health officials, staff, parents, and students immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Health Insurance Portability and Accountability Act (HIPAA) and other applicable federal and state privacy laws.
- An account of where the student has been will be taken and the areas will be closed off and sanitized. If they have been in a smaller area such as a classroom, it will be closed for 24 hours before cleaning to minimize the risk of any airborne particles.

### **Procedure for Positive or Presumed Positive COVID-19 Case** <sup>[1]</sup><sub>[SEP]</sub>

The following procedure is to be used if a student or employee in any school building is identified as COVID-19 positive or presumed positive. <sup>[1]</sup><sub>[SEP]</sub>

- The CCS administration will contact the Monroe County Health Department. <sup>[1]</sup><sub>[SEP]</sub>
- School office traces the list of potential exposures (employees and students). <sup>[1]</sup><sub>[SEP]</sub>
- The school office will coordinate (as appropriate) with parents/legal guardians of the student or directly with the employee to build a list of potential exposures.
- In coordination with the Monroe County Health Department, the CCS administration will determine the appropriate next steps and if there is a need for school closure.
- The CCS administration will communicate appropriate details to the school community. <sup>[1]</sup><sub>[SEP]</sub>
- If necessary, CCS will transition to a distance learning model for the recommended closing period.

### **Coordination with State and County Agencies**

Covenant Christian School will work in coordination with the recommendations from the Monroe County Health Department and the Governor of Indiana.

## **Prevention and Mitigation Strategies**

### **School Days and Hours**

A modified daily schedule may be used during times when the hybrid learning model is necessary. The administration will communicate in a timely manner so that parents can plan accordingly. This could include a modified academic schedule and a combination of e-learning and face to face instruction.

### **Face Coverings**

CCS will compel compliance with all state and local guidelines regarding facemasks and coverings. If no facemask order is in place, students and staff are still encouraged to wear facemasks. CCS recommends that vulnerable students and staff members provide their own facemasks and wear these during the school day. Staff duties and student activities requiring close contact will be modified as necessary. There may be times when CCS will require that individuals wear a mask, such as times when physical distancing is more difficult.

CCS will be sensitive to the needs of students and staff with medical issues that make the wearing of a face covering inadvisable.

### Drop-off and Pick-up

Multiple doors will be used to control crowding during drop-off and pick-up times.

### Chapels and Special Classes

Chapels are an integral part of the spiritual and emotional component of our program. We will take measures, like those used in our local church services to sit in a socially distant arrangement. We may seek to modify the number of students gathered.

### Physical Education Classes

Person to person contact sports will be limited. PE equipment will be cleaned and sanitized regularly.

### Music and Arts Classes

- Music classes will be reorganized to allow for smaller classes, social distancing, and other precautions. Students will sing so that they are not singing toward each other.
- Performances:** Musical performances will be evaluated as to reduce risk to students and their families. Alternatives include online performances, or distancing-attended performances that align with suggestions given to churches. <sup>[1]</sup><sub>[SEP]</sub>
- Art classes may be structured with individual art supply packets and/or students personal equipment to minimize risk of contamination.

### Restrooms

Restrooms will be sanitized regularly. Additional measures will be taken to provide increased restroom access to address the number of students in the restrooms.

### Waiting Area for Sick Students

CCS has designated Bro. Akers office as the area that will be utilized for sick students that are waiting to be picked up.

### Daily Sanitization Protocols

*The priority of preventing the spread of disease in the school setting is to insist that sick employees and students stay home.*

### Personal Hygiene Efforts

Students and staff will take steps to self-check and take the appropriate measures for good hygiene. These measures include: using the CCS Daily Self-Checklist, staying home when feeling ill, following appropriate hand-washing / hand-hygiene measures, practicing social distancing measures when appropriate, covering mouth into sleeve when sneezing, and using a cloth mask when appropriate. CCS will develop an appropriate education program explaining the importance of hand washing, social distancing, and face coverings. (See

## Appendix F).

### School-Wide Disinfections

Teachers and staff will utilize a combination of CDC-approved products to clean desks, common tables, countertops, doorknobs and handles, hands-on learning items, bathroom fixtures, phones, and customer service areas when necessary and on a schedule that is appropriate and reasonable.

### Hand Sanitizer Stations

Teachers, staff, and students will keep their hands sanitized using the dispensers located in each classroom. Students are also encouraged to have their own supply of hand sanitizer.

### Drinking Fountains

Drinking fountains will be restricted. Teachers, staff, and students will be encouraged to use a water bottle during the school day.

### Hygienic Practices

We rely on parents to promote the same hygienic practices we will direct students to practice at school, including:

- Covering coughs or sneezes with a bent arm or tissue and washing hands or using hand sanitizer afterward
- Washing hands with soap and water for 20 seconds, dry hands with a paper towel, and using the paper towel to turn off the faucet
- Keeping hands away from nose, mouth, and eyes
- Avoiding the sharing of food, drinks, and personal care items (e.g. lip balm)

### Learning in Isolation

There may be situations in which students must study at home in the interest of their health and safety according to the Modified Medical Policy. The following expectations are non-negotiable:

- a. The home-bound student must follow the normal schedule for their classes.
- b. The home-bound student must have the appropriate technology to support learning. It is expected that families will communicate technological limitations in a timely manner so CCS can make provision.
- c. The teacher and home-bound student would set appropriate boundaries and expectations in the communication, responsiveness, and grading of the course.

Teachers will offer daily “live” learning sessions as appropriate. While these sessions will not cover all the in-class material, they will provide homebound students with the help to stay up on their core academic skills. All students will be expected to complete and submit classwork distributed to them by their teachers.

Attendance policies will take into account the special circumstances of the COVID-19 pandemic. Homebound students will not be penalized for their absences.

## Decision Matrix for Parents and Students

<b>Situation</b>		My student has vomited within the last 24 hours.		My student did not meet the CCS Daily Self Check List.		I have a unique family circumstance. (Example: medical vulnerability)
  						
<b>What's Next?</b>		The student must stay home.		The student must stay home and the parent must contact the doctor (see Appendix C). The school may ask for siblings to stay home as well.		Partner with the CCS administration to determine appropriate next steps.
  						
<b>Next Steps</b>		Monitor the situation and inform the CCS school office of the situation.		Inform the CCS school office of the situation, obtain a medical diagnosis and recommendations.		With the approval of the CCS administration, move to a distance learning model for the student.
  						
<b>Return to School?</b>		After 24 hours without vomiting and without the appearance of additional COVID-19 symptoms.		After obtaining medical clearance to return to school and in consultation with CCS administration.		When ready and in consultation with CCS administration.

## Decision Matrix for Employees

<b>Situation</b>		The employee has vomited within the last 24 hours.		The employee did not meet the CCS Daily Self Check List.		The employee has a unique family circumstance.
		↓			↓	↓
<b>What's Next?</b>		The employee must stay home.		The employee must stay home and contact the doctor ( <i>see Appendix C</i> ). The school may ask for the employee's school age children to stay home, as well.		Does the employee feel compelled to work from home?
		↓			↓	↓
<b>Next Steps</b>		Inform CCS administration of employee illness and coordinate with CCS admin for alternative teaching arrangements (if applicable).		Inform CCS admin of the situation, obtain medical diagnosis or recommendation, and coordinate with CCS admin for alternatives.		Inform CCS admin of the situation and coordinate with CCS admin for alternatives.
		↓			↓	↓
<b>Return to School?</b>		After 24 hours without vomiting and without the appearance of		After obtaining medical clearance to return to school and in consultation with CCS		When ready and in consultation with CCS admin.

	additional COVID-19 symptoms.		admin.		
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**Appendix A: CCS Daily Self-Checklist**

<b>CCS DAILY SELF-CHECKLIST</b>	
<input type="checkbox"/>	Do you currently have a fever (temperature of 100.4° F or higher) without having taken any fever reducing medications?
<input type="checkbox"/>	Do you have a cough?
<input type="checkbox"/>	Do you have shortness of breath?
<input type="checkbox"/>	Do you have chills?
<input type="checkbox"/>	Do you have muscle pain?
<input type="checkbox"/>	Do you currently have a headache?
<input type="checkbox"/>	Do you have a sore throat?
<input type="checkbox"/>	Do you have a new loss of smell or taste?
<input type="checkbox"/>	Have you, or anyone you have been in close contact with, been diagnosed with COVID-19, or been placed on quarantine for possible contact with COVID-19?
<input type="checkbox"/>	Have you been asked to self-isolate or quarantine by a medical professional or a local public health official?

**Appendix B: Emergency Management Plan for Covenant Christian School**

*From CDC: People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19: fever, shortness of breath or difficulty breathing, dry cough, muscle pain, sore throat, new loss of taste or smell, chills; less common symptoms are gastrointestinal symptoms like nausea, vomiting, or diarrhea. Reported symptoms in children include cold-like symptoms, such as fever, runny nose, and cough.*

*If someone is showing any of these emergency warning signs, seek emergency medical care immediately: trouble breathing, persistent pain or pressure in the chest, new confusion, inability to wake or stay awake; bluish lips or face*

If Coronavirus is suspected or tested positive in a person who is away from the facility:

- 1) Notify Bro. Akers immediately. This information is to be kept confidential in order to safely implement the Emergency Management Plan.
  - a. Bro. Akers will contact Monroe County Health Department COVID hotline for specific directions regarding parent contact and next steps. [L] [SEP]
  - b. Per Health Department guidelines, evaluate and isolate any toys or areas that the student/staff may have been in contact with. [L] [SEP]
  - c. Place any such items in a secure location (isolated) for 72 hours. [L] [SEP]
  - d. After 72 hours, disinfect per guidelines. [L] [SEP]
  - e. The affected person (student's family or staff) must notify Bro. Akers of test results immediately. [L] [SEP]
- 2) Bro. Akers will appropriately convey the situation to the faculty. [L] [SEP]
- 3) If directed by the Health Department, Bro. Akers will contact staff and families potentially exposed following communication guidelines. [L] [SEP]
- 4) Affected person(s) will be asked to quarantine for 14 days (including being 3 days completely symptom free) and 10 days from date of confirmation before returning.

If Coronavirus is suspected in a person currently at the facility:

- 1) Isolate the student and contact the parent to pick up if the above symptoms are observed and notify Bro. Akers immediately. If it is a staff member, immediately send home and call in sub.
  - a. Communicate expectations for 14-day quarantine prior to the person's return (including being 3 days completely symptom free) and 10 days from date of start of symptoms.
- 2) Bro. Akers will contact Monroe County Health Department for specific directions regarding parent contact and next steps
  - a. Per Health Department Guidelines, evaluate and isolate any toys or areas that the student/staff may have been in contact with. [L] [SEP]
  - b. Place any such items in a secure location (isolated) for 72 hours. [L] [SEP]
  - c. After 72 hours, disinfect per guidelines. [L] [SEP]
  - d. The affected person (student's family or staff) must notify Bro. Akers of test results immediately. [L] [SEP]
- 3) Bro. Akers will appropriately convey the situation. [L] [SEP]
- 4) If directed by the Health Department, Bro. Akers will contact staff and families potentially exposed following communication guidelines. [L] [SEP]

**Appendix C: Community Expectations**

Protect Myself

1. Monitor for the symptoms of COVID-19 that are not otherwise explained and report to a medical professional if I experience fever of 100.4 F or higher without fever reducing medications, dry cough, shortness of breath, chills, muscle pain, headache, sore throat, or new loss of smell. [L] [SEP]
2. Wash my hands often with soap and water or use hand sanitizer. [L] [SEP]
3. Keep my hands, food, water bottle, and other personal items to myself. [L] [SEP]

Protect Others

1. Maintain appropriate social distancing, especially in classroom settings or the presence of older

members of the community. <sup>[L]</sup><sub>[SEP]</sub>

2. Stay home if I feel ill or do not meet the requirements of the CCS Daily Self Check List. <sup>[L]</sup><sub>[SEP]</sub>
3. Wear an appropriate face covering and other protective gear as directed by the school. <sup>[L]</sup><sub>[SEP]</sub>
4. Be positive, sensitive, and helpful to anyone around who may be troubled or struggling. <sup>[L]</sup><sub>[SEP]</sub>
5. Carefully observe instructional signs and follow directions. <sup>[L]</sup><sub>[SEP]</sub>

### Protect Our Community

1. Keep my clothing, belongings, personal spaces, and shared common spaces clean.
2. Follow school policy for books, instruments, sports gear.
3. Take appropriate steps to assist in cleaning and/or sanitizing equipment, supplies, and resources that others may also use.