

CLINTON CHRISTIAN ACADEMY
COVID PROTOCOL
2020-21

ARRIVAL

- Parents will check their child's temperature and screen child for symptoms every morning before leaving home.
- Parents will drop off students at either the main entrance or the gym entrance. School employees will be stationed at each entrance to check temperatures prior to student entry. **Parents should remain in their vehicles** until school employee has confirmed temperature and student may enter the building. (Thumbs up!) (*Temperatures will be checked a second time each day at lunch.*)
- Upon arrival, students will report straight to their classroom/homeroom and staff will monitor to ensure no congregating occurs. (Staff will be stationed inside the building to escort preschool and kindergarten students to their classrooms.)
- Students will use hand sanitizer or wash their hands upon arrival into classrooms.

DISMISSAL

- All parents will pick students up at main entrance. **Parents should remain in their cars** in order to promote social distancing and not enter the building for pick-up.
- Students will remain in their classroom/homeroom until called for pick-up to ensure no congregating occurs.

LUNCH & SNACKS

- Student temperatures will be taken at lunch each day.
- Students will have lunch in the cafeteria and snacks (K4-grade 6) in their classrooms. Grade levels/classes will be spaced around the cafeteria to promote social distancing between groups.
- High School students will eat lunch outside, weather permitting, or in the upper school classrooms to promote social distancing between groups and reduce the numbers in the cafeteria.
- Students bringing their lunch from home need to be sure it is secured in a lunch bag/box and not handled by other students.
- Student snacks (K4-grade 6) will be secured in individual snack boxes and not handled by other students.
- Cafeteria Volunteers will follow screening protocol and have temperatures checked upon entry into the building. **All Cafeteria Volunteers will be required to wear masks, gloves and hair nets.**
- Students will not handle any food, drink, or silverware in the serving line. All items (trays, food, drinks, utensils, napkins, condiments, etc.) will be distributed by gloved & masked servers .
- Tables and chairs will be sanitized regularly between lunch shifts as groups exit and enter the cafeteria.
- **STUDENTS WILL NEED TO BRING REFILLABLE WATER BOTTLES. TOUCHLESS REFILLABLE STATIONS WILL BE AVAILABLE FOR REFILLING BOTTLES.**

CLASSROOMS

- Upon arrival, students will report straight to their classroom/homeroom and staff will monitor to ensure no congregating occurs. (Students in grades 7-12 may stop to place backpack/books in lockers, but should go to homeroom as quickly as possible **so that no congregating occurs in hallway.**)
- Staff will receive training for appropriate hygiene/COVID practices during in-service days prior to the start of school.
- Students will be taught appropriate hygiene/COVID practices.
- Breaks will be scheduled for frequent restroom and handwashing needs.
- Appropriate measures will be taken for cleaning rooms and materials every night and periodically during the day.

PLAYGROUNDS/PE CLASSES

- Students (K4-grade 6) will participate in daily outdoor recess, weather permitting.
- PE Class will be held outdoors, weather permitting.
- Recess and PE equipment will be disinfected regularly.
- Handwashing/sanitizer will occur upon re-entry into building after recess/PE.

CLEANING/HYGIENE

- Scheduled cleaning with approved products for frequently touched, non-porous surfaces (counters, tabletops, stair rails, doorknobs, bathroom fixtures, toilets, drinking fountains). **A full-time custodial position has been added this school year in order to have someone on site to assist with the additional sanitization occurring throughout the school day.**
- Hand Sanitizer dispensers are in every classroom and in key locations (gym, cafeteria, computer lab) throughout the building.
- Students will be provided with best practices for hygiene during the school day and at home. **Scheduled handwashing will be implemented with students.**
- Touchless filling stations will be used only for refilling water bottle in lieu of regular water fountain.

VISITORS/VOLUNTEERS

- Parents must call ahead if they need to visit the school (outside of an emergency situation).
- No lunch guests will be permitted outside of the cafeteria volunteers.
- Visitors will not be allowed in the building.

HEALTH SERVICES

- Students will be sent home with a fever of 100 degrees or higher. The student must be fever-free for **24 hours without the use of fever-reducing medications** and symptoms must be improved before returning to school. (No doctor note will be required for return.)
- Students who are ill will be removed from the classroom and placed in a separate location away from other students/staff. They will be given a mask to wear until being picked up. **Pick-up must occur within 30 minutes of call to parent.** Please have someone available on your emergency contact list to pick your child up in case of these occurrences.

- COVID safety materials will be provided to faculty and staff. These hardcopy materials will be disseminated prior to the first day of school.
- If you have medication for your student, please schedule a time with the office staff or administration to drop it off.

PPE

- **As part of their school supplies, students should bring one mask in a ziplocked sandwich bag labeled with their name for homeroom teachers to keep at school in case of illness during the school day.**
- Use of personal masks will be allowed for students. If desired, students may bring their own masks to wear at school each day. *Note: Masks are not recommended during periods of physical activity (PE/recess).*
- Parents who send their child with a mask should teach them appropriate usage.
- If a mask or other PPE is disruptive to the educational environment, the teacher/administrator may contact the parent/guardian.
- Students free of a temperature but exhibiting other cold like symptoms will be asked to wear a mask with frequent outdoor mask breaks until symptom free.
- Use of personal masks will be optional for staff.

CCA ACTION PLAN IF CONFIRMED COVID-19 CASE

- CCA families and staff will receive general notification should a positive COVID case occur. Confidentiality will be maintained and identifying information will not be divulged.
- Any questions from the Health Department regarding contact tracing will be directed to parents of students or directly to staff or faculty members affected.
- Identify student exposure in relation to facilities and address the infected space using proven practices.
- Perform target cleaning and disinfection of frequently touched hard, non-porous surfaces (counters, tabletops, stair rails, doorknobs, bathroom fixtures, toilets, drinking fountains).
- Inspect areas to determine readiness for re-entry.

EXTRA-CURRICULAR ACTIVITIES

CCA Administration and Board of Directors will be actively engaged in monitoring the trends and guidance of federal, state, and local entities regarding best practices promoting the safety of our CCA students and staff. Due to the fluid nature of public health, we will adjust our practices as needed.