



SCA Reopening Plan

2022-2023



We want our families to feel safe in their choice to send their students to school at Stonehill Christian Academy (SCA). This COVID-19 reopening plan is a starting place to prepare our community for the 2022-2023 school year. The following measures will help prevent the spread of illness and possible school closure, or partial closure, due to COVID-19.

Please note that this is a “living document” and may be modified to adapt to the changing health climate, as deemed necessary by SCA administration.

SCREENING AND MASKS

SCA will continue to screen staff, students, and visitors for:

- A positive COVID-19 test result.
- [Symptoms of COVID-19](#).

Masks are currently optional. To protect our students and staff, we ask visitors to wear a mask if they are ill or have possible exposures. If you have been exposed to COVID-19, you must not visit the SCA campus. Please notify the teacher in writing if you wish your students to wear a mask.

PROCEDURES

HOME:

If a student has an elevated temperature, they will not be admitted to school. They must be clear of a fever for 72 hours with no medication to return to school. If there are other children in the same family or carpool group, they must also stay home.

ARRIVAL:

Vehicles join a line, turning right at the entryway and looping around the large U-shaped parking area to drop off students at the entry door where the teachers are waiting. Place your car in park and remain stationary until all students exit the vehicle and reach the teachers. Parents whose students need assistance exiting the vehicle may pull into a parking space near the drop-off door to help their students out of their car safety or booster seat.

FIRST DAY ON SCA CAMPUS:

Parents will be allowed to walk their students to class on the first day of school. We request that you **respect physical distancing** while on campus. Stay three feet away from people not from your household; we encourage you to wear a mask fitted over your mouth and nose while indoors. Maintain physical distancing while entering and exiting the building, in the classroom, and with the teachers, students, administration, and parents.

NO DROP-OFF LUNCH:

We realize it is a luxury to be able to drop off lunches during the day; however, this is disruptive to the class and the risk of COVID-19 increases with more visitors on campus.

For the safety of our students, we ask you to send all lunches at the beginning of the day, instead of dropping off lunch in the middle of the day. If your child has forgotten their lunch, you may drop off the lunch at the door and we will make sure it is given to them.



WATER BOTTLES:

Please send at least one FULL reusable water bottle with your students daily.

We will allow the use of the water fountain for students to refill their water bottles, but they may not drink directly from them. The water fountains will be cleaned every day.

TISSUE AND SANITIZER:

Each student will have their own tissue box on their desk. This way they can quickly cover coughs and sneezes and dispose of the tissue.

Students will have access to hand sanitizer stations set up around the school.

FACE COVERING:

We will ask parents to give the teachers written instructions if they wish their students to wear a mask. SCA teachers will make every effort to enforce that decision. The exception will be PE and recess times, where students will be asked to remove masks and face coverings. However, if you prefer your student to continue to wear their face covering during recess, PE, and other outdoor activities, please indicate that information in writing to your child's teacher.

For the purposes of this document, masks include medical and non-medical grade disposable face masks, and cloth face coverings (worn correctly over the nose and mouth). Face coverings may have designs/patterns, but must be appropriate in a Christian setting, and should not include designs with pictures or writings related to alcoholic beverages, tobacco, drugs, politics, or other suggestive, violent, or inappropriate images, words or logos. SCA staff will make the final determination on what is appropriate in the classroom setting. Should a student come to campus with a face covering that is determined to be inappropriate, a mask will be provided to them. Teachers will enforce further consequences if a student has a subsequent occurrence with an inappropriate face covering.

INSTRUCTION OUTSIDE:

When weather permits and the lesson lends itself, instruction will take place outside.

DISINFECTING:

The staff will disinfect common use areas throughout the day, including door handles, sinks, restrooms, etc. Teachers will periodically disinfect their classrooms and clean any surface that a student touches during the day.

The last 15 minutes of the day will be used for students to disinfect their personal area. While students are cleaning, the teacher will disinfect all surfaces that have community use: sink handles, in-class restroom handles, restrooms, etc. Each evening, our cleaning team will clean and disinfect all classrooms using a sprayer and strong disinfecting chemicals.

HAND WASHING:

Periodic hand washing breaks will be built into the day for students and staff, especially before going outside, after returning from outside, after restroom breaks, and at lunch breaks. At the beginning of the year, with reminders throughout, students will be taught how to wash their hands correctly. Students will be reminded to sanitize their hands at subject changes.



DISMISSAL:

Dismissal procedure will remain the same, with parents arriving in a pick-up line as students are dismissed outside.

When weather does not allow us to be outside, students will be dismissed from their classrooms, instead of congregating in the hallway. One staff member will be outside to monitor the cars and let teachers know which students to send out.

OPERATIONAL PLAN

Training: At the beginning of the year, staff and students will be trained on virus mitigation, the importance of practicing hand hygiene and covering coughs and sneezes, and how to minimize the spread of viruses in our school. This will cover policies about hallway etiquette, classroom behavior, and measures to minimize physical contact at SCA.

Distancing In Classroom: Small group instruction will include distance seating when possible. Teachers will strongly encourage students to stay at their own desk/table areas whenever possible.

Classroom, Bathroom, and Sanitation: We will add surface sanitation to our regular daily cleaning procedures. In addition, surfaces will be disinfected multiple times each day. Hand sanitizer will be placed in every room, including hallways and at entry and exit.

Limit Nonessential Visitors: Please do not come to the campus unannounced, unless it is an emergency. Exceptions: Visitors who have completed the background clearance process may participate in activities as requested by SCA staff. Volunteers who participate in classroom, mystery reader, and other activities will be scheduled by staff and follow the safety guidelines in this document.

Updated Sickness Policy: *Due to the issues surrounding COVID-19, we are updating our sick policy. Keep all students in your household home if they have [symptoms of COVID-19](#) or have been exposed to someone with symptoms. Any student with a fever will NOT be admitted to school that day. Students who have a fever or illness must:*

- Be fever free with no medication for 72 hours before they return to SCA, or
- Have a doctor's note.

The student may work from home using the digital platform and eLearning until they return. If they are actively participating in the core lessons using technology, they will not be counted as absent.

Campus Quarantine Procedures: If a student becomes sick while on campus, they will be taken to an isolation room with all their SCA work and personal items. Their desk area and common surfaces will immediately be sanitized.

Please provide multiple phone numbers and contact details so that in case of emergency, SCA can easily contact and find someone to pick up the sick child. Parents will pick up their child, then the isolation room will be sanitized.



Pick-Up Procedures: Pick-up procedures will remain the same, with parents arriving in a pick-up line as students are dismissed outside.

When weather does not allow us to be outside, students will be dismissed from their classrooms, instead of congregating in the hallway. One staff member will be outside to monitor the cars and let teachers know which students to send out. Students will be asked to wear their face covering to exit the building.

Preventative Practices

As the first defense to help ensure the health and safety of our campus, we require that students be kept home from school if any of the following conditions or situations exist:

- Temperature of 100.0 degrees Fahrenheit or higher (99.6 degrees Fahrenheit for a contactless thermometer);
- [Symptoms of COVID-19](#);
- Close COVID-19 contact, defined as:
 - Being within 6 feet of a COVID-19 confirmed individual, within 48 hours of the positive test result (for asymptomatic individuals) or symptom onset (for symptomatic individuals), for a cumulative duration of 15 minutes or more during a 24-hour period, or
 - Having been directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask/face covering).

The only exception to the list above would be when symptoms exist from documented, pre-existing conditions such as allergies.

Should any of the above conditions be displayed:

- Students will be isolated for observation.
- Parents/guardians will be immediately notified and should:
 - pick up their students within 30-60 minutes of initial notification; and
 - no longer than 90 minutes after notification.
- If students are not picked up by 90 minutes, parents will be billed \$1/minute until the student is picked up.
- If symptoms worsen to a point of concern for student health and safety, 911 will be called. If contact has still not been received from parent/guardian, the student will be transported via ambulance to a hospital if recommended by the responding EMT staff.

For this reason, we recommend that all families have an emergency pickup plan in place to accommodate this requirement.

COVID-19 Screening Questions for Before Campus Access

1. SCA requires teachers and staff to self-screen for [COVID-19 symptoms](#) before coming onto campus each day. The self-screening should include teachers and staff taking their own temperature. Teachers and staff must report to the administration if they have [COVID-19 symptoms](#) or a positive COVID-19 test; if so, they must remain off campus until they meet the criteria for re-entry, as noted below. Additionally, they must report to the administration if they have had close contact with an individual who has confirmed COVID-19, as defined at the end of this document; if so, must remain off campus until the 5-day quarantine period has passed.



2. All visitors will be screened to determine if the visitor has [COVID-19 symptoms](#) or tested positive with COVID-19; if so, they must remain off campus until they meet the criteria for re-entry, as noted below.

Individuals Confirmed or Suspected with COVID-19

Anyone who is either: (a) confirmed to have COVID-19; or (b) has experienced [COVID-19 symptoms](#) must stay at home throughout the quarantine period, and cannot return to campus until SCA screens them to determine if the below conditions for campus re-entry have been met.

After you test positive for COVID-19, you may return to SCA when ALL three of the following criteria are met:

1. You stayed home for at least 5 days;
2. You have no symptoms or your symptoms are resolving after 5 days; and
3. You continue to wear a mask around others for 5 additional days.

In the case of a person who has [symptoms that could be COVID-19](#), and who is not evaluated by a medical professional or tested for COVID-19, such person is presumed positive for COVID-19, and they may not return to the campus until they have completed the same three-step set of criteria listed above.

If the person has [symptoms that could be COVID-19](#) and wants to return to SCA before completing the above stay-at-home period, the person must either obtain a medical professional's note clearing them for return based on an alternative diagnosis, or an assessment of risk.

Response to a Confirmed Case at SCA

Required Actions if Confirmed Cases Have Been at SCA

1. If a person who has been at SCA is confirmed to have COVID-19, SCA will notify its local health department, in accordance with applicable federal, state, and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
2. SCA must close off areas that are heavily used by the person with the confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than three days have already passed since that person was on campus.
3. Consistent with SCA's notification requirements for other communicable diseases and legal confidentiality requirements, SCA will notify all teachers, staff, and families of all students at SCA if a confirmed COVID-19 case is identified among students, teachers, or staff who participate on any on campus activities. **Likewise, parents must report to the administration if they have had close contact with an individual who is confirmed with COVID-19; if so, parents must remain off campus until the 5-day quarantine period has passed.**

COVID-19 Symptoms

In evaluating whether an individual has symptoms consistent with COVID-19, SCA will consider the [COVID-19 symptoms listed by the Centers for Disease Control and Prevention](#).



Close Contact

This document refers to “close contact” with a person who is confirmed to have COVID-19. Close contact is determined by an appropriate public health agency. For clarity, close contact is defined as:

- being directly exposed to infectious secretions (e.g., being coughed on while not wearing a covering or face mask); or
- being within 6 feet for a cumulative duration of 15 minutes, while not wearing a face mask.

If either situation occurred at any time in the last 14 days at the same time the infected individual was infectious, you are presumed infectious at least two days prior to symptom onset or, in the case of asymptomatic individuals who are confirmed with COVID-19, two days prior to the confirming test.

In Case of Partial or Complete SCA Closure

In the case of a partial or complete closure due to COVID-19, we will have the following plans in place to assist students.

In case of partial closure: One of the possible options to help combat a second COVID-19 outbreak is staggered live education. This idea is primarily used to minimize group size and direct contact with others. If that were to be mandated by the state of Texas, the following procedures would apply:

Staggered Schedule:

Monday/Wednesday students

Tuesday/Thursday students

In the Case of a Complete Closure: Live Digital Instruction (example)

Instruction: 9 AM - 1 PM (Core Class Live Instruction)

Built-In Breaks and Supervised Homework Time

1 PM - 3 PM Supplementary Classes in the afternoon Art/Music/PE

Curriculum: Elementary - books available

Middle school – books available (also available digitally)

Paper packets of weekly work available (for Elementary) with weekly drop off Digital submission for Middle school (or optional for Elementary)

All assignments for the week listed online on Mondays

Homework: Modified homework load

As always, please feel free to contact the SCA administration via email or phone with any questions and concerns.

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