



CONTINGENCY PLAN

for Safely Reopening Schools
2020-2021

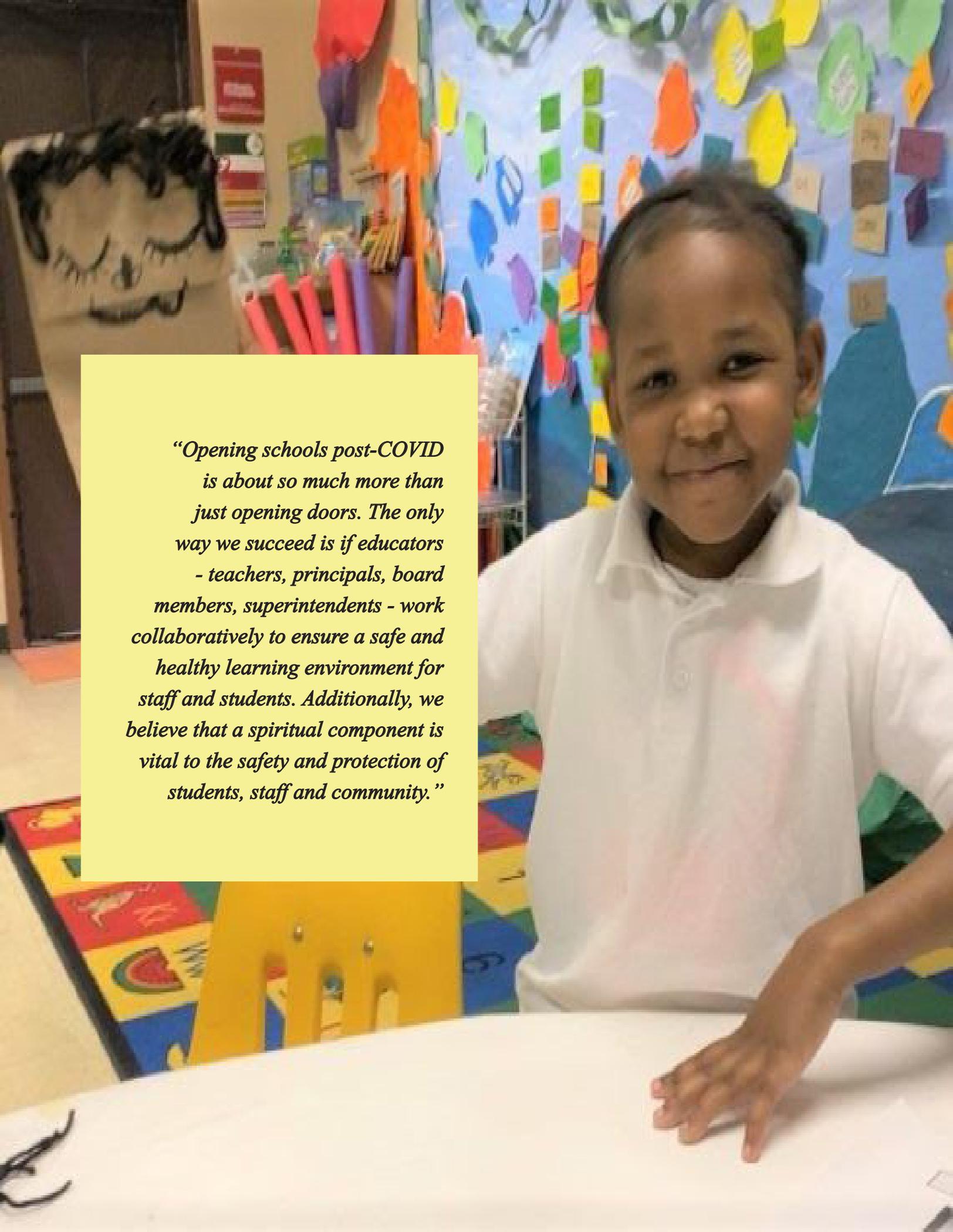


**SOUTH CENTRAL
CONFERENCE
OFFICE OF EDUCATION**

SCHOOL REOPENING TASK FORCE COVID19

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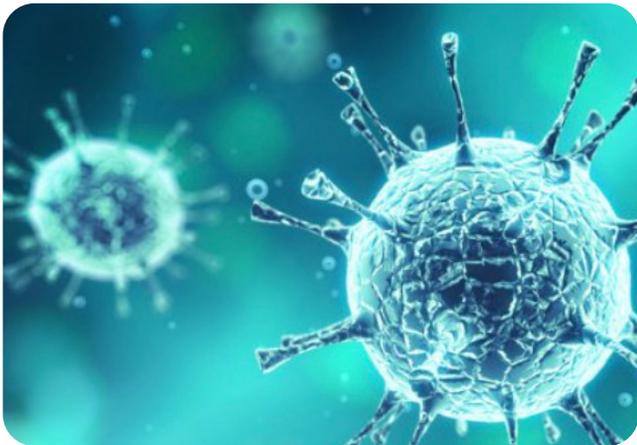
“Opening schools post-COVID is about so much more than just opening doors. The only way we succeed is if educators - teachers, principals, board members, superintendents - work collaboratively to ensure a safe and healthy learning environment for staff and students. Additionally, we believe that a spiritual component is vital to the safety and protection of students, staff and community.”

Section 1

CENTERS FOR DISEASE CONTROL AND PREVENTION GUIDELINES

Consideration for Schools

Coronavirus 2019 (COVID-19) is a disease caused by a novel (or new) coronavirus that has not previously been seen in humans or identified. The virus causing COVID-19, is not the same as the coronaviruses that commonly circulates among humans and causes mild illness, like the common cold.



The COVID-19 pandemic has now become a serious health threat, and the Centers for Disease Control and Prevention (CDC) is committed to stopping its spread. According to the CDC, to reopen schools in America, public and private institutions will need to continue these practices:

- Social distancing (specifically, staying 6 feet away from others when you must go into a shared space).
- Frequently washing hands or using at least 60% alcohol-based hand sanitizer when soap and water are not available.



- Wearing cloth face coverings (masks).
- Avoid touching eyes, nose, and mouth.
- Staying home when sick.
- Cleaning and disinfecting frequently touched objects and surfaces.

Section 2

SOUTH CENTRAL CONFERENCE (SCC) OFFICE OF EDUCATION

Learning Platforms

As our system of schools planned for reopening, the South Central Conference Office of Education appointed a Re-Opening Task Force to consider next steps. The committee conducted extensive research ranging from CDC guidelines to local and state health official mandates where SCC schools are located in Alabama, Kentucky, Mississippi and Tennessee. The North American Division and the Southern Union Conference recommendations were also examined and used in conjunction with best practices taken from national and international school reopening plans.

The position of the Superintendent is to implement systemic processes with the opening of SCC schools; however, due to the broad range of school

dissimilarities (student count in schools, square footage of buildings, number of teaching staff, etc.) among the nine schools, there is a possibility that schools may reopen at various phases of the plan. Nevertheless, the systemic reopening plan encompasses SCC safety mandates as well as CDC recommendations. The first day of school is scheduled to be August 10, 2020. We are equipped to implement each of the following Learning Platforms below as we continue monitoring COVID-19. All SCC schools will reopen at the start of the school year using the Virtual Learning Platform. The Traditional Learning Platform will also be an option for those parents who request it. Your local school will forward more details concerning the reopening school process.

1

TRADITIONAL LEARNING

Students would return to the school building daily within the traditional instructional model. However, comprehensive and logistical health and safety precautions will be in place to maximize the reduction of student and staff risks.



2

VIRTUAL LEARNING

Students would receive instruction while at home through a combination of digital delivery methods. This will take place five (5) days a week.



3

HYBRID/BLENDED LEARNING

Students would attend school both virtually and in person. Under a hybrid model, students would alternate periods of time in the school building and periods of time receiving virtual instruction at home.



The concept of implementing the Traditional, Virtual and Hybrid/Blended Learning Platforms simultaneously is being considered. Various scenarios with these three platforms are being studied for possible future implementation offering families a choice. As we continue planning and executing safety precautions in an environment of uncertainty, please be cognizant that nothing is permanent, except change. For future updates, please visit iamsouthcentral.org. Thank you in advance for your continued commitment to Christian Education.

SCC schools will implement effective arrival and departure drop off-times (school-driven). All schools will:

- Have staggered arrival/drop off times (parent document submitted).
- Have staggered dismissal/pick-up times (parent document submitted).
- Produce a written document to inform parents of parking procedures for arrival and departure times.
- Produce a written document to inform parents of limited access to the building during parent arrival and departure.



Section 3

SOUTH CENTRAL CONFERENCE SCHOOLS COVID19

Mandated Safety Norms

General Building Norms

- Building access will take place from one entrance of the building - front doors only.
- All students and staff will arrive wearing a face mask.
- Students, teachers, and staff will be screened upon arrival for daily temperature checks.
- Sanitization at the door entrance will take place at all SCC schools (daily handwashing practices).
- Cleaning and disinfecting will take place during high traffic times and at the end of each school day.
- Students will travel in the building using social distancing guidelines .
- SCC school buildings will be equipped with floor labels to facilitate social distancing.



- Physical partitions will be placed in select locations (front desk, isolation rooms, etc.).

Safety Processes and Protocols

- SCC schools will provide information on proper use, removal and washing of cloth face coverings (covering coughs and sneezes, no touching of



- face coverings, etc.).
- Those with asthma will receive heightened protective measures (action plan).
- Students and staff will be encouraged to remain at home if they are sick.
- Students and staff that were sent home due to sickness are not to return to school until they have met the CDC criteria to discontinue home isolation.
- All SCC schools will notify local health officials, staff, and families immediately of any possible case of COVID-19 while maintaining confidentiality as required by the Americans with Disabilities Act (ADA). A person will be trained and designated for this process.
- COVID-19 school updates will go out to parents (weekly or as needed).

- Schools will have action plans and training sessions on proper cleaning techniques with the use of disinfectants (all custodial staff in the schools).
- All schools will have a process governing the delivery of packages and other services that involve essential school visits.

Classrooms

- Classes will include the same group of students each day with the same teacher (unless content essential class change is necessary). Restrictions will control the mixing of groups.
- Student sharing supplies such as pencils, telephones, toys, books, crayon buns, supplies crates, etc., is strictly prohibited.

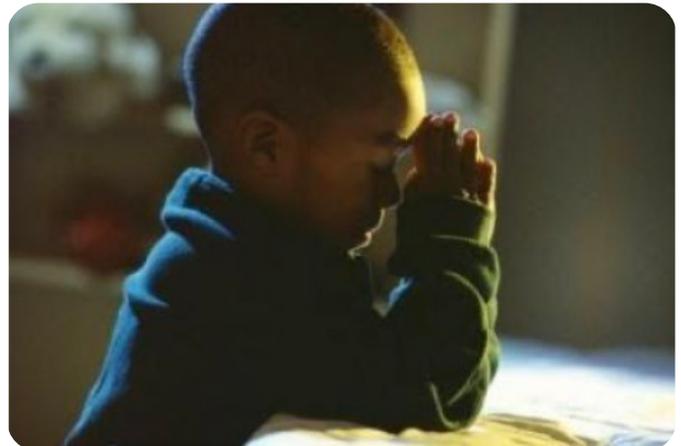


- Students belongings will be separated into individually labeled storage containers, cubbies, areas and taken home each day and cleaned.

- Student desks will be distanced appropriately in the classrooms.

Assemblies and Chapel

- School assemblies will be held in the classroom or virtually.
- Chapel will be held in the classrooms or virtually.
- Exception: Assemblies and Chapel may be held in large open space with social distance guidelines being met.



Cafeteria

- Schools will use disposable eating utensils, cups, plates, etc.
- Seating will be distanced appropriately in the school lunchroom.
- Students are encouraged to bring their own lunches (hot lunches are acceptable from the school lunchroom).
- Students will eat lunch in the classroom if this is the best practice for a particular school (classroom and class size will play a role in this decision).

Playground Procedures

- Students will participate in staggered playground time with limited students on the playground. Schools will implement an action plan for the clear direction of social distancing during play time. Playground equipment will be cleaned after each usage.



Field Trips and Travel

- All class field trips, mission trips and learning excursions are postponed for the fall semester. School may engage in virtual field trips/ learning activities. The safety measures centered around these activities will be monitored and updated accordingly.

Athletic Activities

- Athletic activities will follow the recommendations and requirements of the Public and Private School Athletic Association



in conjunction with the CDC and state governor recommendations.

Transportation

- A safety transportation protocol will be in place for transporting any sick student home or to a healthcare facility, as appropriate. No students will be transported by staff members.
- Students being transported by school bus will be spaced appropriately and multiple trips will be inclusive of the bus transportation plan, if applicable. Social distancing and disinfectant procedures will be implemented during and after each bus trip.

Operations and Effectice Best Practices

- Teachers will be trained in-person and/or virtually to operate new norm guidelines in all SCC schools.
- Each school will provide staff training on confidentiality measures with reporting cases.
- Schools will implement health checks with measures in place to ensure confidentiality in accordance with any applicable privacy laws or regulations. School administration will assign a staff member or volunteer for this process.
- Each school will have a contingency plan for school closure in the event that a person was diagnosed with COVID-19 and determined to have been in the school. The school may close for several days for cleaning and disinfection. The school closure’s initial communication will involve the superintendent, principal or designee, and the local school board chair.
- Students with high temperatures will be placed in a separation waiting room to be picked up for home. A contingency plan is to be in place that involves emergency pick-up contacts.
- Teachers with high temperatures will have to leave the premises. A contingency plan is to be in place to address the possibility of a teacher having to leave the premises.
- Students placed in an area for separation will have adult supervision to monitor student health and safety during the separation period Social distancing guidelines will be strictly enforced.
- Areas used for separation are to be closed off and cleaned immediately after being vacated by a sick person.

- Implement flexible sick leave policies and practices, if feasible.
- Monitor absenteeism to identify any trends in staff or student absences due to illness.
- All schools will have an extensive roster of substitute teachers and volunteers to maintain sufficient staffing levels as needed.



- Offer substitute teacher and volunteer training during the summer months to address the new norms.
- Staff members or volunteers will be designated to respond to COVID-19 concerns in the building, local health department and state level. The designee will monitor daily local and state health department notices of the disease and ongoing developments in collaboration with building administrators. Adjustments will be made as needed. The entire school staff is to

know who this designee is and how to contact for shared information.

- Schools will have CDC posters displayed throughout the campus.
- Signs will be posted throughout the building referencing how to stop the spread of COVID-19, proper handwashing techniques, promoting daily protective measures and proper wearing of face covering.

Maintenance and Personal Protective Equipment

- All SCC schools are to have face masks available for visitors and persons who may have accidentally left their face masks at home.
- SCC schools will have adequate supplies to support healthy hygiene behaviors, including antibacterial soap and hand sanitizer with at least 60% alcohol for staff and older children who can safely use hand sanitizer and tissues.
- All disinfectant is to be stored in a safe place away from students.
- Ensure that ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, and other methods. Do not open windows or doors if there is an apparent safety or hazardous risk (pollen, asthma, bad weather, etc.).
- All water fountains and snack machines will be shut down.



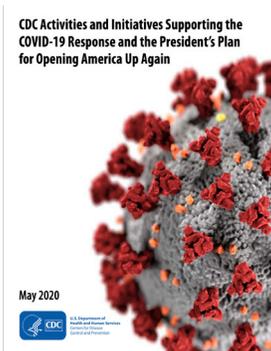
Section 4 RESOURCES

To Create Building Action Plans

Links below are provided for building administrators to create several of the required action plans. Detailed action plans are as follows: how to clean, sanitize, and disinfect buildings, how to implement temperature checks and symptom screening, CDC criteria to discontinue home isolation, communication system for reporting symptoms and notification of exposures and closures to staff and families for self-reporting, etc.



[Posters | Handwashing](#)



[Guidance for Schools and Day Camps](#)



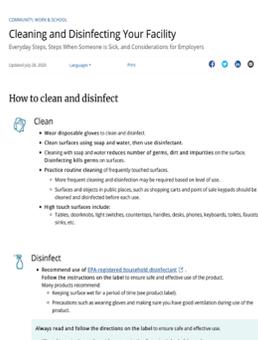
[Building Water System Guidelines](#)



[CDC Face Covering Checklist](#)



[Coronavirus Disease 2019 \(COVID-19\) How To Protect Yourself](#)



[Guidelines for Disinfecting](#)



[Stop the Spread of Germs Poster](#)



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