

First Baptist Christian School Kennesaw 2020-21 “Healthy Only” Campus Protocols

IMPORTANT MESSAGE: We are living in unprecedented times during this COVID-19 pandemic. The situation remains fluid. We will abide by rulings from our governing authorities, while still clinging to our faith, our school culture, and our common sense. We will use current best practices for public health and safety protocols and will update you as needed. Our goal is to equip you, provide help, and offer support along the way. We appreciate each of our families. Bottom line: *PLEASE BE PATIENT WITH US. Let’s choose to keep our hearts free from fear and offense. If you have a concern, please share with a school staff member, so we can address quickly (Matthew 18).*

Introduction

The current plan is based on a “Healthy Only” framework for reopening the First Baptist Christian School Kennesaw (FBCS) campus for the 2020-21 school year. This framework requires parents, students, faculty, staff, and guests to ensure that **only healthy individuals are entering the campus** (“healthy only” in this framework is generally defined as a person who is free from COVID-19 or other viral/flu-like symptoms). To support and enforce this approach, students (grade K and older), parents, staff, and faculty will all be required to sign our 2020-21 Daily Health Screening agreement (Appendix A). The items included in this agreement must be taken seriously and implemented daily. A “Healthy Only” framework provides the greatest level of “normalcy,” but depends on students, school employees, and volunteers to remain at home if they display any illness symptoms (especially flu-like symptoms) or have been in close contact with others who are symptomatic. Violators may lose their privilege to return to campus for the duration of the pandemic (or school year).

All faculty and staff members receive training on cleaning, sanitizing, and wellness policies and procedures. The school facilities will receive increased levels of cleaning and sanitizing, as well as increased containment of groupings of students for the purposes of contact tracing, which may be required at any time during the school year. However, the disruption to typical classroom routines will be minimized to the greatest extent possible in order to support student and staff socio-emotional health, as well as best practices of instruction.

Based on the individual needs of your child/family, there are several types of instruction available at FBCS during 2020-21 school year. We desire to partner with you and your child(ren) to determine the best scenario for you. The three general types include: **campus-based** (face-to-face learning, traditional classroom instruction); **home-based** (also called remote learning, where the student watches class instruction, but joins off-campus); and **togglng instruction** (where a student receives school instruction home-based to campus-based and back and forth as needed) is available. We plan to maximize flexibility and options, while hoping for continuity of instruction as much as possible. Parents (in coordination with the school administrator) will have the opportunity to continue remote instruction for their children. That is, a parent may elect to begin the school year at home via remote instruction, monitor the status of the pandemic and the health and safety of the school, and make a determination as to when their child would return to campus-based learning. Communication about a student or faculty member’s change of status on campus (or at home) is also critical for this “Healthy Only” framework to be successful.

The Plan

Our goal is to be as transparent as possible—letting families, faculty, and staff know what our 2020-21 plans and protocols are at this time. The following table is organized **alphabetically** for ease in accessing information by FBCS staff and families (some items are addressed in multiple areas):

Plan Item	Protocols
Church health and safety policies	<ul style="list-style-type: none"> ● Because FBCS shares facilities/campus with Kennesaw First Baptist Church (KFBC), health and safety protocols of the school and church will mirror each other whenever possible and practical. ● Signage will be posted throughout the campus reminding of the Healthy Only Wellness Policy.
Classrooms & Facilities	<ul style="list-style-type: none"> ● All classrooms will be equipped with hand sanitizer, disinfectant spray, wipes, and paper towels. ● Common areas, including the fellowship hall, will be cleaned & sanitized by custodial staff throughout the day. ● Evening custodial staff will be responsible for cleaning and disinfecting the entire campus. ● Classroom and bathroom access doors, as well as non-fire hallway doors, will be kept open (and propped open) as much as possible to allow ventilation and airflow as well as hygiene (reducing the number of touch points). ● HEPA air purifiers will be available for use in the chapel, fellowship hall, and in some classrooms (we are hoping to raise funds for each grade level). ● Hand sanitizing stations will be placed outside classroom areas as well. ● Students may only touch or handle their own learning materials (e.g., textbooks, school supplies). ● Students may not touch or use another student’s locker, backpack, personal belongings, or any other item without first disinfecting the item. ● Staff, teachers, administrators, students, and volunteers who desire to may wear masks. Mask wearing will not be mandated (unless ordered by the governing powers of the state or locality).
Drop-Off, Dismissal, & Minimizing Exposure	<p><u>Drop-Off / Dismissal / Welcome Center:</u></p> <ul style="list-style-type: none"> ● K-8 student drop-off begins at 8:00 AM and Pre-K student drop-offs begin at 9:00 AM in the car line. Any entry prior to 8:00 AM must occur at the Welcome Center door and be arranged on a case-by-case basis. ● Students will enter the building after being assessed for health by the morning drop-off team. This will include a temperature taken by a non-contact thermometer to the forehead and a reading less than 99.9 degrees. ● They will receive hand sanitizer and then report directly to the classroom. ● No parents will be permitted to enter the building during carline time. During non-carline times, parents are welcome to come in; however, they will be required to complete our Healthy Only campus screening. ● Students checking in after 8:30 (K-8) and 9:15 (Pre-K) can be checked-in remotely. Procedures for remote check-in: Call the school as you are arriving on campus. Drive into the car line area and pull up in front of the

	<p>Welcome Center. Park. A staff member will meet the student(s) in the car line and escort them onto campus.</p> <p><u>Check Out:</u></p> <ul style="list-style-type: none"> ● Our check out procedures will change for 2020-21. No parents will be permitted to enter the building during carline time. ● During non-carline times, parents are welcome to come in, however, they will be required to complete our Healthy Only campus screening. ● Students will be dismissed and escorted to vehicles in the car line at the end of the instruction day. ● For early check out, parents should notify the school. Parents may call the Welcome Center to request their child to check out for any appointment or early dismissal needs. ● The child will be released when the parent's vehicle is visible outside the Welcome Center. <p><u>Classroom:</u></p> <ul style="list-style-type: none"> ● Before entering the classroom, students will wash or sanitize their hands. ● Students will be instructed not to share items with their classmates. <p><u>P.E. & Recess:</u></p> <ul style="list-style-type: none"> ● Recreational and sports equipment will be regularly cleaned and sanitized. <p><u>Facilities:</u></p> <ul style="list-style-type: none"> ● Reminders will be displayed throughout the campus (classrooms, hallways, bathrooms, Welcome Center, administrative offices) that emphasize our Health Only wellness policies: <ul style="list-style-type: none"> ○ Proper and frequent handwashing ○ How to stop the spread of germs ○ Staying on campus only if healthy ● Fire drills and tornado drills will be modified to maintain proper physical distancing to the greatest extent possible. ● Chapel services will continue to be held with physical distancing measures in place. We will also provide a HEPA air purifier during chapel. ● High touch point areas (such as door handles, desks, and bathrooms) will be sanitized throughout the day.
<p>Fellowship Hall, Food/Drink Service</p>	<ul style="list-style-type: none"> ● Our Fellowship Hall will be equipped with a HEPA air purifier. ● High touch point surfaces will be sanitized between groups. ● We will discontinue the use of any self-service food or beverage distribution (during lunch or at school functions). <ul style="list-style-type: none"> ○ Purchased meals, snacks & beverages must be individually packaged and served directly to the student or campus guest. ○ Silverware/Napkins will be prepackaged. ● Only boxed pre-packaged/bagged lunches from local restaurants will be offered (as practical). ● If food is served in honor of a celebration (for birthdays, school functions, or class awards), anyone serving food shall do so with masks and gloves. ● To ensure the greatest food safety measures are taken, birthday/celebration food shall be store-bought and made to be individually accessible as best as possible (muffins, fruit cups, donuts,

	<p>cookies, cupcakes, individual ice cream cups, allergy-friendly substitutes).</p> <ul style="list-style-type: none"> • Students in after school programming will need to provide their own water bottles and snacks (unless otherwise noted).
<p>Guests, Parents, & Visitors</p>	<ul style="list-style-type: none"> • During school operational hours, we are going to limit the number of parents, guests, and visitors in our lobby, hallways, and in classrooms. • During school functions, we will adhere to greater physical distance measures and spread everyone out in various areas of the campus (indoor or outdoor). • For school functions, all guests, parents, and visitors are required to check-in at the welcome center and receive badges before entrance. • All guests, parents, and visitors are required to complete a health screening form/ensure they are healthy based on our criteria posted at the check-in desk (included as Appendix B). • Parents are not permitted to enter the building during carline times. During non-carline times, parents are welcome to come in, however, they will be required to complete our Healthy Only campus screening. • If late arriving on campus (after 8:30AM for K-8 and after 9:15AM for Pre-K), the parent or guardian may check-in remotely and someone from the welcome center will escort the student(s) inside [see above section on drop-offs and dismissals]. • During the first day of school morning drop-off, parents may park in the parking lot and take pictures of their student(s) at the photo booths. Our older students will then assist younger students with accessing campus.
<p>Health Screenings Agreement and summary of wellness policies and procedures</p>	<ul style="list-style-type: none"> • Temperatures of all persons may be taken while on campus. Staff are equipped with thermometers and have been trained to make sure all individuals who are on campus are healthy. Staff will be assessing the health of students and employees throughout the school day and will isolate and require pick-up for any student displaying symptoms (see Appendix B). Staff members who are ill will leave campus immediately. • Students (Grade K and above), parents, volunteers, and employees must complete a Health Screening Agreement before the start of the 2020-21 school year with required signatures. We will permit only non-symptomatic persons to enter the campus (see Appendices A & B). • Any person (this includes any family member in direct contact of an FBCS staff or student) who has traveled out of the country or to a COVID-19 “hot spot” will need to contact the school administrator for further instructions. • Any person on campus that exhibits a fever of 99.9+ will need to go home and not return to campus until 24 hours fever-free without the use of fever-reducing medicine. Until transportation arrives, the student will stay in the clinic and parents will be notified to pick up their child. Parents will wait in their car in the school car line and a staff member (wearing gloves and a mask) will escort the student to the vehicle. • Any faculty, staff or volunteer that exhibits a fever of 99.9+ will leave campus immediately and not return until 24 hours fever-free without the use of fever-reducing medicine. • If a student/staff presents any possible COVID-19 symptoms during the

	<p>day, they will be isolated until they can be sent home. See above bullets for pick-up policy.</p> <ul style="list-style-type: none"> ● If the school administration becomes apprised of any student or staff member with a laboratory confirmed COVID-19 positive test, FBCS will contact the department of health and follow established protocols at the time. ● Absences due to health screening restrictions will not be counted as school day absences. We will maximize the use of remote instruction and will work with families and staff members to help us ensure a Healthy Only campus framework. Note: the days of “grin and bear it” or “power through” are over. We can only provide a healthy campus if everyone agrees to work with us.
<p>Instructional Toggling, Campus or Classroom Closure policies</p>	<p>Closure:</p> <ul style="list-style-type: none"> ● For the 2020-21 school term, we will not be observing the Cobb County School District’s calendar or closure schedule. FBCS administrators will make determinations and will communicate their decisions for closure to all school staff and families in a timely matter. ● If at any time it becomes necessary to close the school or individual classroom, the school administrator will contact impacted families with detailed instructions for switching to remote learning. ● Each student will have a “Go Pack” –a cubby/tote that will allow for quick, seamless transitions between remote and campus instruction. ● Protocols and practices to ensure a high level of engagement in learning will be in place to support home-based learning. <p>Software:</p> <ul style="list-style-type: none"> ● In order to ensure a smooth transition at any time in the future that the school may need to shift from campus-based to home-based instruction, all teachers will be proficient in the use of the following online tools: ● LMS - Google Classroom: This Learning Management System (LMS) will be utilized for posting all assignments and communications regarding assignments. ● SIS - FACTS/RenWeb: This Student Information System (SIS) will host all grade-book information as well as all parent communication. ● VTS – Blue Jeans by Verizon®: This Virtual Teaching System (VTS) is a dynamic instructional platform. Features can be turned on and off to create an environment that meets the specific needs of each class and even individual students. The VTS fosters meaningful relationships through live lecturing sessions. Teachers can also use pre-recorded videos. Thus, teachers can offer both live or asynchronous support to students and faculty. In addition, teachers can utilize face-to-face interaction to understand a student’s thought process around their assessment answer(s). Discussion threads, breakout sessions, and open forums can be used to promote student support and connectivity. <p>Computers:</p> <ul style="list-style-type: none"> ● We are increasing the number of computers available for use along with a protocol for continual surface cleaning. ● In the case of toggling or the need for remote instruction, arrangements can be made for families who might need to check out equipment (we

	are seeking funds to purchase additional tablets and computers).
Lost and Found	<ul style="list-style-type: none"> • This year, it will be very important for all school items, including jackets and other items of clothing, to be labeled with the first and last name of the student. • All found items will be secured in the Resource Room where the items will be sanitized and held for only one week. Please remind students to ask about lost items as quickly as possible. • After one week, items will be donated to a local charity or to our PTF for our uniform consignment sale.
Masks	<ul style="list-style-type: none"> • Unless mandated by governing authorities, the wearing of masks on our campus is optional. • We acknowledge some might benefit from wearing masks, and any family/student is welcome to maximize this safety precaution if they desire to do so. Requiring them at all times, however, would limit the social-emotional impact of being physically at school. • Our desire is to provide a healthy environment where all can truly be part of this community, embraced through the love of Christ, regardless of outer appearance. There will be no mask shaming at FBCS (for either wearing or not wearing a mask).
Personal Items	<ul style="list-style-type: none"> • All personal items brought to the school by a student or employee are encouraged to be properly sanitized daily prior to being introduced to the campus. • No personal items may be shared (e.g., backpacks, clothing). • Learning materials may be shared only once disinfected (e.g., textbooks, tablets). • All personal items (including textbooks) must be labeled with the student's name (e.g., water bottles, notebooks, backpacks).
Water	<ul style="list-style-type: none"> • Water fountains will not be operational. (We are expanding the number of water bottle-filling stations). • Daily, students and faculty are expected to bring their own water bottles clearly labeled with their name.

APPENDIX A

HEALTHY ONLY CAMPUS DAILY HEALTH SCREENING AGREEMENT

First Baptist Christian School Kennesaw (FBCS) is hereby providing notice to me that it intends to reopen its school program on Wednesday, August 5, 2020. I/We understand that FBCS cannot completely protect my child/student and/or me from every risk that may be encountered as a result of attending the school and/or participating in any school-sponsored program. I/We realize there are risks inherent with any activities engaged in while participating in this educational program, but the faculty and staff at FBCS have done their best to ensure the health and safety of persons on their campus.

I/We agree to abide by the Health Only campus framework and acknowledge the following:

- **Daily Health Screenings:** Before coming to campus, I/We agree to self-screen all family members for any symptoms (see Appendix B for a full list of symptoms).
 1. **Temperature Checks:** This includes using a functioning thermometer to assess the daily temperature of all family members living in one location. All temperatures for students attending campus-based learning must be 99.9 F or less (without the use of fever-reducing medicine). Faculty and staff will also monitor their temperatures daily.
 2. **Prayer:** Daily, each FBCS parent, student, volunteer, or staff member agrees to also pray and seek God about his or her health and to use wisdom in the decisions they make about attendance.
 3. **Communicating Status:** If not feeling healthy, I/We agree to let the appropriate staff member know of their health status as soon as possible and agree to stay at home until symptom-free for at least 24 hours. Impacted students/staff members may participate in remote instruction as their health permits.
- **Symptom-Free:** Temperatures of all persons may be taken while on campus. Staff will be assessing the health of students and employees throughout the school day and will isolate and require pick-up for any student displaying symptoms (e.g. excessive coughing or nasal drainage, loose stools, fevers of 99.9+, lethargy, stomach cramps, vomiting, etc.). Staff members who are ill will be leave campus immediately.
- **Foreign Travel/Hot Spots:** Any person (this includes any family member in direct contact of an FBCS staff or student) who has traveled out of the country or to a COVID-19 "hot spot" will contact school administrator and receive further instructions before returning to campus.
- **Fevers:** Any person on campus that exhibits a fever of 99.9+ will need to go home and not return to campus until 24 hours fever-free without the use of fever-reducing medicine. Until transportation arrives, the student will be held in an isolated sick room and parents will be notified to pick up their child. Parents will wait in their car in the school car line and a staff member (wearing gloves and a mask) will escort the student to the vehicle. Any faculty, staff or volunteer that exhibits a fever of 99.9+ will be directed to leave campus immediately and not return until 24 hours fever-free without the use of fever-reducing medicine.

- **COVID-19 Symptoms:** If a student/staff presents a cluster of possible COVID-19 symptoms during the day, they will be isolated and sent home. See above bullets for pick-up policy.
- **COVID-19 Positive:** Once the school administrator has become apprised that a student//staff member has had a **laboratory confirmed COVID-19 positive test**, FBCS will contact the health department and follow their established protocols at the time.
- **Attendance:** Absences due to health screening restrictions will not be counted as school day absences. We will maximize the use of remote instruction and will work with families and staff members to help us ensure a Healthy Only campus framework. Note: the days of “grin and bear it” or “power through” are over. We can only provide a healthy campus if everyone agrees to work with us.

I/We hereby agree not to enter the campus of FBCS nor permit my child/student/myself to enter the campus of FBCS if I/they are feeling poorly, have any symptoms (see Appendix B), have a fever of 99.9+, or have been in close contact with another person who has exhibited any of the symptoms mentioned above.

I HAVE CAREFULLY READ THE AGREEMENT AND KNOW AND UNDERSTAND THE CONTENTS.

Note: Signatures required for all FBCS faculty, parents, volunteers, guests, and students (Grade K and above) before entrance onto campus is permitted for our 2020-21 school year:

Signatures:

Date:

APPENDIX B

SYMPTOMS AND SCREENING QUESTIONS

Answer these three questions before entering FBCS campus. YES or NO:

YES OR NO: Have you experienced any of the following symptoms in the past 48 hours:

- **fever** (99.9+) or **chills**
- **cough** (newly developed, not allergy-based)
- **shortness of breath** or **difficulty breathing** (not asthma-related)
- **fatigue, muscle or body aches** (newly developed, non-exercise related)
- **headache** (newly developed, not migraine or sinus-related)
- **new loss of taste or smell**
- **sore throat**
- **congestion or runny nose** (not allergy-related)
- **nausea or vomiting** (non-pregnancy related)
- **diarrhea**

YES OR NO: Within the past 14 days, have you been in close physical contact (6 feet or closer for at least 15 minutes) with a person who is known to have a laboratory-confirmed COVID-19 positive test result or with anyone who has any symptoms consistent with COVID-19?

YES OR NO: Within the past 14 days, has a public health or medical professional told you to self-monitor, self-isolate, or self-quarantine because of concerns about COVID-19 infection? This includes if you are waiting on the results of a COVID-19 test that was recommended by a medical professional.

If you answered yes to ANY of the above, do not enter FBCS campus.