



COVID-19 Response Plan

Dear Parent/Guardian,

At the beginning of the 2020 Academic year, we published a plan for returning to school despite COVID-19. Many of those policies were revised as we learned more about the virus, and the CDC made new recommendations. Those guidelines, and the grace of God, helped us to run a regular school schedule with very few interruptions. Below, you will find a general and abbreviated plan for this year. We are looking forward to a fantastic school year!

Blessings,

Haley Smith
Principal
Family Christian School

Zones and Groups

We will continue to have a regular separation of students for the normal school day. There will be an Early Childhood Zone (Infants – Pre-K 4), Elementary Zone (K-5th) and Middle and High School Zone (6th-12th). Each Zone will be assigned specific restrooms and have its own entrance and exit for drop off and pick up. We will, however, return to our seasonal activities and celebrations. During these events, the whole school will be allowed to congregate together.

Both zoning and grouping are designed to lessen the spread of COVID-19 or any other communicable illness and help us to identify contact.

Zones/Groups

Middle School and Highschool (6th - 12th grade)
Elementary Zone (Kindergarten - 5th grade)
Early Childhood Zone (Infants - Pre-K 4),

Visitors

While we typically enjoy inviting visitors onto our campus, we are asking families to refrain from on-site visits during school hours this year. However, we will resume our PIE Events Schedule (located on the school website www.fcsofjackson.org) and families will be invited to attend.

We will monitor the situations on a month-to-month basis, and prayerfully, we will be able to enjoy our events without interruption.

There will be specific times we invite parents to our campus throughout the year. These invitations will be intentional, well-planned, and consistent with our procedures.

Morning Procedures & Drop Off

Staff will be stationed at the assigned entrances for morning drop-off. It is imperative that drivers pay close attention to the directions of our staff members.

High school and middle school students will be dropped off at the back entrance, under the awning. Student drivers must park in the back parking lot.

Grades K through 5th will be dropped off at the front entrance. Please do not park. Parents will enter the parking lot from the street at the far entrance, join the carline to approach the front doors, and wait for the teacher to greet them. After your child has been cleared to enter the building, proceed forward to the exit.

Infant/Toddler to Pre-K 4 will be dropped off at the preschool entrance. Parents will park and walk their children inside. Cubbies are located in the hallway. This eliminates the need for any parent to enter a classroom (exception being the infant and toddler room). Sign-in is required for infants, toddlers, and preschoolers. This will also be located in the hallway to eliminate traffic in the classrooms.

Upon arrival, students will be asked to sanitize their hands. There will be a visual wellness inspection of each student as they arrive. Should a staff member flag a student for any sign of illness, the child's temperature will be taken. If they are running a fever, (s)he will be asked to return to the vehicle and remain home for the day. This will be strictly enforced.

Signs of illness we will be looking for:

1. Temperature taken by a touchless thermometer and not to exceed 99.9 degrees. If a student's temperature exceeds 99.9, isolate the student from others, contact parents, and the student should stay home until they are 72 hours fever-free, without fever-reducing medication.
2. Questions to be asked of all adults and students prior to and on arrival to campus:
 - A.) Have you had a fever of 100.0 degrees in the last 72 hours?
 - B.) Have you had an unusual cough or shortness of breath?
 - C.) Have you had a loss of taste or smell?
 - D.) Have you been in close contact with anyone that has tested positive for COVID-19?
 - E.) Have you been in close contact with anyone that has been tested and waiting on results for COVID-19?
 - F.) Have you had vomiting or diarrhea in the last 24 hours?

Parents are encouraged to perform the same checks at home before students arrive on campus.

Pick Up

High school and middle school students will be picked up at the back entrance, under the awning. Parents picking up will join the carline and wait for your child to come out. This is the only entrance and exit door that middle and high school students will use.

Grade K to grade 5 will be picked up at the front door. Please do not park. Parents will enter the parking lot at the far entrance, join the carline, and wait for the teacher to see you and release your child to you or an approved pick-up person (listed on enrollment application).

Infant/Toddler to Pre-K 4 will be picked up at the preschool entrance. Parents will park and come in. The door will be unlocked at 3:00. Sign-out is required for infants, toddlers, and preschoolers. This will be located in the hallway to eliminate traffic in the classrooms.

Aftercare

Aftercare pickup will be in the preschool hallway or on the playground for all early childhood students. All elementary and middle school students will be signed into aftercare by their teacher. Elementary and middle school students will be found in the cafeteria, gym, or on the playground. A bright orange sign will be hung on either the front door or high school entrance door (beneath the awning) to help parents know where to come in to pick up their children that day. If you do not see a sign on either door, then it is likely that they are on the playground. Parents must come inside to sign their child(ren) out from aftercare.

All students who are not picked up by 3:15 will be signed into aftercare. See your tuition contract for details on aftercare fees.

Masks or No-Masks?

This year we are leaving it up to the families if they would like their child to wear a mask daily. Students and staff members are not required to wear a mask unless the school administration announces a COVID-19 alert. Masks may be required for everyone, staff and students alike, in that event. Due to such a possibility, every student should have daily access to a mask, to be kept in his or her backpack.

Lunch Schedule and Food Service

FCS will continue our lunch orders for Thursdays. How to order will be referenced in the Friday Memo. Orders must be submitted by the date listed.

Lunch schedules will be divided into two 30-minute lunch periods.

All students will wash hands before and after their scheduled lunch time.

All staff working with or near the food will be required to wear gloves.

Teachers will need to have less contact with students' food. Please work with your child on opening their own lunch items and drinks. As always, we are here to help your child where needed and we do understand age-appropriate expectations. However, we are working towards as much independence in this area as possible.

Students will be allowed to carry a reusable water bottle labeled with his/her name. We have installed touchless water bottle fillers in three locations to make refilling the water bottles convenient.

Teachers will oversee clean-up and the sanitizing of all tables after each lunch period.

Distance-Learning

As a rule, FCS will NOT be offering optional distance learning this school year.

As usual, teachers will be required to upload weekly lesson plans on their classroom Gradelink by Monday morning of each week. They will also attach any required worksheets or rubrics for projects when necessary. These lesson plans will be consistent in format and available in the instance that a COVID-19 alert is issued.

In the case of mandatory distance-learning, our school schedule will be very similar to that of being on campus. Essentially, the teacher will be conducting class on Microsoft Teams, or a live-stream platform, in real time.

For elementary students, the teacher will not be teaching for the length of a regular school day, considering there are breaks and enrichment classes in a regular school day. She will cover instruction for all scheduled classes and then dismiss students to do their independent work with a parent or guardian. The teacher will make time at the beginning of each new subject area, on the following day, to go over the assigned work, answer questions, and introduce new concepts. The teacher will be available to take your questions via email or Gradelink message for the remainder of the regular school day hours and will respond in a timely manner.

For middle and high school, students will switch from class to class via Microsoft Teams. The teacher will teach during the scheduled classes, and students will be expected to engage online during the scheduled class time.

The school has purchased more laptops. In the event of mandatory distance-learning, families would be able to borrow a school laptop, if deemed necessary. It will be up to each family to ensure Wi-Fi capability in your home.

More specific details regarding the daily distance-learning schedule will be provided at the beginning of the school year.

Our goal, in all the new procedures, is to keep our students healthy and safe so that we can continue our school year without interruption. In the event of mandatory distance-learning, the only difference between distance-learning and on-site learning is the setting. Parents will not be required to teach the material.

Current CDC Guidelines: Everyone, regardless of vaccination status. If you are exposed to COVID-19

- Stay home for 5 days.
- If you have no symptoms or your symptoms are resolving after 5 days, you can leave your house.
- Continue to wear a mask around others for 5 additional days.

If you have a fever, continue to stay home until your fever resolves.

If You Were Exposed to Someone with COVID-19 (Quarantine)

If you: Have been boosted **OR** Completed the primary series of Pfizer or Moderna vaccine within the last 6 months **OR** Completed the primary series of J&J vaccine within the last 2 months:

- Wear a mask around others for 10 days.
- Test on day 5, if possible.

If you develop symptoms, get a test and stay home.

If you: Completed the primary series of Pfizer or Moderna vaccine over 6 months ago and are not boosted **OR** Completed the primary series of J&J over 2 months ago and are not boosted **OR** Are unvaccinated

- Stay home for 5 days. After that continue to wear a mask around others for 5 additional days.
- If you can't quarantine, you must wear a mask for 10 days.
- Test on day 5 if possible. *If you develop symptoms*

Most Importantly: The Madison Co Health Department will monitor your individual family's situation after someone in your family has been diagnosed with COVID-19. They will determine when you or a family member can return to school.

If a member of your household (non-school related) tests positive or if a member of your household has been in direct contact with someone who tests positive, then your student will be quarantined, but it will not affect the group/zone unless your child tests positive.

*Definition of direct contact: An individual who is within 6 feet of the infected person for more than 15 minutes. An individual who had unprotected contact with the infected person's bodily fluids and/or secretions, for example, being coughed or sneezed on, sharing utensils or saliva, or providing care without wearing appropriate protective equipment.