

**Daily COVID  
Protocol and Precautions  
Parent and Student Information**

Student Arrivals

- All students will have their temperature checked and recorded before entering the school building. The temperature must be below 99.5 for the child to enter the building. Parents should do their own screening of their children daily before leaving home.
- Parents are asked to drop off students at the entrances to the building, wait for the temperature before leaving, and avoid going into the buildings (until further notice) other than the office.
- Upon entering the building, all students in grades 6-12 should go directly to their locker, collect their books for the first two classes of the day, and go directly to their homerooms.
- The doors to the church foyer will be locked and not used for entrances.
- Rogers building (grades K3-3<sup>rd</sup>) - students in K3-K5 should use the front door, and students in grades 1-3 should use the rear door. Exceptions may be made for parents who need to use the front door for physical reasons.
- Early arrival (before 7:45 a.m.) - all students should go to the gym if arriving before 7:45, and their temperature will be checked there. The other buildings are scheduled to unlock automatically at 7:45. The office opens at 7:30.

Visitors Arriving

- Visitors are not allowed to eat with students at lunch.
- Parents who pick up their children before dismissal time should come to the office.

Sickness

- Students should not come to school if they are symptomatic (cough, fever, runny nose, diarrhea, loss of taste or smell, etc.). If a child becomes symptomatic at school, parents will be called and asked to get the child within an hour. The child will be placed in an isolated room until a parent arrives.
- If a child has a fever, he should not come back to school until 72 hours after the fever and all other symptoms have ceased without the use of medication.
- If a child has tested positive for COVID-19 a doctor's note stating that the child is no longer infected is required before the child can return to school. Electronic notes from the doctor's office are preferred, but hard copy notes are acceptable.
- The school office should be notified if your child or anyone in your family has tested positive for COVID-19 or has been in close contact with someone who has tested positive. Then verify with your doctor that it is safe to return to school. The school will not release the names of anyone who tests positive.

Classroom Cleaning/Hygiene

- At the beginning of each class in grades 6-12, desks will be wiped with a disinfectant wipe by the students before sitting at their desks.
- For 5<sup>th</sup> grade and under teachers will supervise the sanitizing as often as necessary.
- After lunch (in the classrooms to start the year), students clean up after themselves (their desks and surroundings)
- After school, teachers will clean the desktops, pencil sharpeners, door handles, and any other surfaces that are "high traffic."
- Hand sanitation stations will be in the halls, and teachers will have sanitizer in their classrooms. Students may keep small bottles with them throughout the day.

### After School

- After-care is available until 6:00 for grades 8 and under
- Parents who pick up their children from after-care should ring the bell at the Day Care building (or gym), and a Day Care staff member will release the child and watch as the child meets the parent at the entrance to the building.
- Students in grades 9-12 who cannot be picked up by 3:25 must wait in the gym.

### Virtual Integration

- Parents who choose this option must continue through the first quarter (or end it permanently sooner). Students cannot go back and forth between the two platforms.
- Students will watch live-streaming during the time of class unless the teacher chooses an after-school option. Teachers cannot be expected to teach the entire lesson individually after school.
- All students will have a school email address (firstnamelastname@sumterchristian.org).
- All assessments (tests and quizzes) will be given after school in the church auditorium, proctored by a teacher or parent volunteer twice weekly (or thrice if the number of students require it). Testing starts at 3:15. Students should enter the building through the far-end door to the foyer (park in the small parking lot on the east side of the auditorium). The doors will be unlocked until 3:20 (and programmed to lock then).
- The tuition is the same for virtual learning and in-class learning.

### Academics

- RenWeb is the primary source of information and communication (lesson plans, assignments, etc.).
- With virtual students watching live or having regular communication through RenWeb, all the work on Google Classroom from last year should not be necessary.
- Library will not be available during the first quarter.
- Physical education (grades 6-8) will be outdoors as much as weather allows. Students will not change clothes for PE until further notice, and activities will be adjusted accordingly.
- Band - students should clean their instruments daily.

### Classroom, Hallways, and Chapel

- Alternate locker times to reduce hall congestion
  - After periods 2, 4, and 6 - grades 6, 8, and 10 retrieve books.
  - After periods 1, 3, and 5 - grades 7, 9, 11, and 12 retrieve books.
  - This will be modified as the need arises to make smooth transitions between classes.
  - All P.E. students will take all their books, etc. with them to the gym and not return to the main buildings after P.E. Therefore, grades 6-8 may go to their lockers after 6<sup>th</sup> period.
- Social distancing will be practiced within each classroom as much as space allows.
  - Desks will be spread out as much as possible or students will be seated with desks between them
  - A rigid “in your seat policy” will be maintained to minimize social closeness
- Assigned rows and seats for chapel will be used to encourage social distancing (every other row and three students per pew).
- Students are asked not to congregate in the hallways between classes, before school, or after school.

### Open House

- By appointment with the teachers from 9:00-3:00 Aug. 13. By appointment from 9:00-12:00 and 2:00-4:00 Aug. 14. Contact the teachers early to get your preferred time slots. We plan to use SignUp.com for scheduling. The teachers will email you with instructions when the system is ready.
- Drop-in from 4:00-7:00 p.m. August 14. Practice social distancing.
- Please wait in the hall or the opposite side of the classroom if the teacher is with another parent

### School Office

- Students will be referred by the teachers to see Mrs. Davis regarding temperature checks during the day, if needed.
- Social Distancing requirements should be practiced within the office (by teachers, students, parents, etc.).
- The office will be sanitized regularly throughout the day as people come in.

### Miscellaneous

- Restrooms - the number of students in the restrooms will be limited to 3 or 4 at a time
- Lunch - all students will eat in their homeroom classrooms to minimize the risk of exposure. Microwave ovens are not available in the classrooms for student use.
- Signs regarding hygiene will be posted around the school
- Water fountains will not be used - students may keep sealable water bottles in the classrooms. They may bring big bottles from home to keep in their lockers, or they may buy bottled water at school. Refrigeration is not available for students. We recommend that the bottles have the student's name on them.
- Face coverings are recommended but not required.
- Every parent must sign a liability waiver before the first day of school.