

ECS COVID-19 Reopening Plan

7.27.2020

The response to the Covid-19 virus has and probably will be the biggest challenge that has faced education in our lifetimes. Nothing is more important to us than the health and well-being of our students, faculty, staff, and families. Our parent survey indicated that most parents were comfortable returning to a five-day instructional week. There was a wide spectrum of opinion about the severity of the virus and comfort level of our families as we seek to provide in-person instruction to students. Although we realize that it is impossible to guarantee that everyone will remain completely safe, we have sought the Lord's wisdom and the collective wisdom of government agencies, educators, and health care professionals through published reports and guidelines. We have tried to come up with a practical, workable, researched, common-sense plan to reopen school that we believe will allow us to be as normal as possible but aggressive as reasonably possible in mitigating the spread of the virus.

This document is subject to change at any point, based on current data and local conditions.

The following sources have been considered when developing this document:

AccelerateED

<https://ed.sc.gov/newsroom/covid-19-coronavirus-and-south-carolina-schools/accelerateed-task-force/accelerateed-task-force-fall-recommendation-final/>

AAP

<https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>

CDC

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

EPA

<https://www.epa.gov/coronavirus/epa-guidance-disinfecting-cleaning-and-addressing-water-quality-challenges-related>

SCDHEC

<https://www.scdhec.gov/infectious-diseases/viruses/coronavirus-disease-2019-covid-19/schools-childcare-centers-covid-19>

SCDSS

<https://dss.sc.gov/covid-19-information/>

SCACS/AACS

<https://www.aacs.org/>

Regular administrator virtual meetings hosted by Ed Earwood, director of SCACS.

Ongoing communication with the county administrator, local doctors and pediatricians

Summary of ECS COVID-19 Reopening Plan

Who Should Attend School?

Students and staff should stay home from school if they have:

Any one (1) of the following

- Fever – or
- Shortness of breath or difficulty breathing -or -
- Loss of taste or smell -or –
- New or worsening cough

Any two (2) of the following:

- Sore throat
- Muscle or body aches
- Chills
- Fatigue
- Headache
- Congestion or runny nose
- Diarrhea
- Nausea or vomiting

Note: Any child with any one of these symptoms should consider not attending school regardless of meeting exclusion criteria. If these symptoms are explainable by an underlying condition (such as shortness of breath or cough for an individual with asthma), exclusion may not be necessary.

What cleaning and safety precautions are being put into place?

The safety and security of our students and staff will be the highest priority when we return to school. We are following the guidelines put forth by DHEC and the CDC. We have implemented intensive cleaning and disinfection measures. These include (but are not limited to) daily sanitizing of high touch areas (doorknobs, handles, etc.) and cleaning restrooms frequently throughout the day. The school will also utilize sprayers and other cleaning equipment and resources as needed.

Other safety measures ECS will observe:

Masks will be required of staff and students (7th - 12th) when social distancing is not possible.

Students and staff will maintain proper social distancing.

Desks will be adequately spaced and faced in the same direction (rather than facing each other).

No visitors will be permitted beyond the front office.

Students will be taught and reminded of proper handwashing. Hand sanitizer will be available throughout the building.

Sharing of items that are difficult to clean or disinfect will be discouraged.

Physical guides, such as tape on floors or sidewalks and signs on walls will be utilized to ensure social distancing and create a safe traffic flow.

Temperature checks will be conducted each morning for faculty, staff, and students.

If children become sick once at school, we will take appropriate steps to isolate them until their parents can pick them up.

Will masks be required?

Masks will be required for in-person school for both adults and students in grades 7-12 during transition times. Everyone must wear a mask in all situations when proper social distancing cannot be met. This includes, but is not limited to, walking in hallways, bathrooms, walking between buildings, and moving around a classroom. If and when a student is seated and properly socially distanced, the mask will not have to be worn. We ask that families please help us in reminding their 7th - 12th grade students that masks will be required in those instances. Discipline for not wearing

a mask will be handled at the school level, but could result in a child being removed from a classroom. Upper school students are encouraged to have a back-up mask in their backpacks each day for use in the event that their primary mask becomes soiled in some way.

What happens if someone gets sick?

Current DHEC and CDC guidelines require that if a student or teacher tests positive for COVID-19, that person should be removed from the classroom and school for quarantine. Routinely using the safety precautions, specifically social distancing and masks, will help avoid the need to quarantine all classroom contacts of persons with COVID-19. ECS will follow CDC guidelines regarding quarantining of students and staff (DHEC: Interim COVID-19 Guidance for Schools: Management of Suspect and Confirmed COVID-19 Cases).

If a student tests positive and must quarantine, that student will be able to keep up with his or her class work through distance learning options.

Teachers will work with individual students and parents to keep the student up-to-date. More information will be provided when we release the ECS Distance Learning Plan.

Will the attendance policies change?

If a student or an adult feels sick, they should not come to school. We recognize that the State Department's current school absence policies are not appropriate for the current situation. The State Department is reviewing their policies. We will continue to monitor the absence policy for any future revisions and will distribute that information as it becomes available.

How will transportation operate?

Buses will be sanitized after use for athletic events, etc. Students will sit one per seat on our buses. This will allow us to ensure adequate distancing between students. Because of the capacity restraints, we will run more buses than usual.

What will school hours be?

School hours will be normal.

How will lunch be handled?

Students will be socially distanced at lunch and fewer classes will be in the lunchroom at one time. All lunch items, drinks, utensils, and condiments will be handed to the students. Floor markers will be used to direct traffic flow.

Will students still have PE?

PE classes will operate under social distancing guidelines. Use of shared objects will be limited when possible, or cleaned between use. Outdoor activities will be utilized when possible.

A detailed description of the ECS COVID-19 Reopening Plan follows:

Policy/ Procedure	Reasoning	Source(s)	Action Plan
General Policies			
Anyone showing symptoms of Covid-19 (cough, fever, loss of taste or smell, etc.) or any type of illness should stay home.	To exclude people showing symptoms from entering buildings	CDC, SCDHEC, AAP	Reminding parents weekly through Remind and Crusader Comments to contact the office for students who exhibit symptoms
All faculty, staff, and students will complete a COVID-19 questionnaire prior to arrival to school each day.	To exclude people showing symptoms from entering buildings	CDC, SCDHEC, AAP	<ul style="list-style-type: none"> -Area principals will be responsible for checking in with faculty each morning. -Parents will be responsible for evaluating the health of their children using provided screening questions prior to arriving at school. -Health screening procedures will be taught and implemented during in-service days.
Screenings, including temperature checks, upon arrival for faculty, staff, students, and visitors will be conducted. Temperature screeners will be located at morning carline at the front entrance of the 100 bldg and the courtyard doors, the gym parking lot, the parking lot entrance of the 200 building and in the school office. Anyone with a temperature of 100 or greater will be asked to leave and return only when fever and symptom free.	To exclude people showing symptoms from entering buildings	AAP, CDC	<ul style="list-style-type: none"> -Need two additional workers from 7:30 am - 8:30 am, M-F -Parents will be asked to wait until students' temperatures have been checked and they are cleared to enter the building. -Additionally, temperature screeners will verify that all upper school students are wearing a mask before entering the building.
ECS needs to be notified ASAP by any parent who has a child test positive for COVID-19 so that contact tracing and other procedures can be put into effect.	To exclude people showing symptoms from entering the buildings	CDC, SCDHEC, AAP	Reminding parents weekly through Remind and Crusader Comments to contact the office for students who exhibit symptoms

All morning duty staff who come into contact with others will be masked.	Masks will be used when social distancing is not possible.	CDC, SCDHEC, AAP	Teachers will be trained during inservice to implement the new procedures.
One way traffic in the hallways in the 100 and 200 buildings.	Students will be able to spread out in the hallway more appropriately with one-way traffic. Directional arrows/signs will be visual cues for students.	AccelerateED, AAP	-Teachers will be trained during inservice to implement the new procedures. -Arrows/signage will be placed in hallways.
Students should not share personal items such as pens, phones, etc.	Promoting healthy hygiene practices	CDC, AAP, SCDHEC	Teachers will teach new procedures during the first day of school.
Visitors and/or parents will not be allowed to enter the cafeteria for any reason. Birthday treats/lunches may be dropped off in the school office and will be delivered to the students by office personnel.	To allow for social distancing and prevent cross contamination	SCDHEC, AAP	-Parents will be made aware of new procedures during Orientation. -Reminding parents weekly through Remind and Crusader Comments to follow new procedures -It will be integral for parents to make teachers aware if they plan to provide special treats.
All water fountains will be turned off or modified for filling bottles. Students are required to bring either their school-sponsored water bottle or clear leak-proof water bottles from home. All drinking containers must be clearly labeled with students' names.	Students will not share water fountains.	CDC, AccelerateED	-Purchase bottle refill units and turn off existing water fountains. -Parents will be informed at Orientation that students need to have a clear, leak-proof water bottle at school each day. -Water bottles with the school logo will be provided for each student at the beginning of the year.
Bathrooms will be cleaned in the middle of the day and at the end of the day. Students should sanitize before and after using the bathroom.	Promoting good hygiene	CDC, SCDHEC, AAP, AccelerateED, EPA	-Hire additional staff. -Teachers will be trained during inservice to implement the new procedures. -Ensure that each classroom has an adequate supply of hand sanitizer.
All faculty meetings will be in a room that allows for social distancing.	To allow for social distancing to prevent cross contamination between classes	CDC, SCDHEC, AAP, AccelerateED	Teachers will be trained during inservice to implement the new procedures.

<p>Lunch start times will begin earlier to allow for fewer classes in the cafeteria at one time. One chair will be placed between students at lunch, and they will sit diagonally across from each other, with a maximum of four students per table. When picking up a lunch tray students will remain positioned away from the serving line until time to receive their tray. 1st-5th grade students will enter for lunch through the parking lot doors and exit through the courtyard doors, with the exception of rainy days. Grades 1-6 will be seated by class in the cafeteria. 7th-12th grade students will utilize the sidewalk without the covering to avoid walking in close contact with other younger students, with the exception of rainy days. 7th-12th grade students should wear a mask when not seated in the cafeteria. Students will be handed their drink by the cafeteria worker, with the exception of the juice machine. Microwave buttons should be wiped after each lunch period. Condiments will be distributed by cafeteria personnel. Utensils will be prepackaged and placed on the tray.</p>	<ul style="list-style-type: none"> -Upper and Lower School students will be isolated as much as possible in the lunchroom. -Social distancing will be required while eating. Students will not share condiment bottles or utensil trays. 	<p>CDC, SCDHEC, AAP, AccelerateED</p>	<ul style="list-style-type: none"> -Teachers and cafeteria workers will be trained during inservice to implement the new procedures. -Teachers and cafeteria workers will teach new procedures during the first week of school. -Purchase necessary PPE and cleaning supplies -Pre-wrap utensil packets, -Purchase additional condiment squeeze bottles. -Review the need for plexiglass shields. -Hire additional staff for cleaning cafeteria tables and assisting with serving lunches. -Floor decals will be placed appropriately to ensure students have visual assistance with social distancing.
<p>Any areas used for church on Sunday mornings or evenings will be cleaned prior to ECS students arriving on Monday mornings.</p>	<p>To lessen cross contamination between church and school</p>	<p>CDC, SCDHEC, AAP, AccelerateED, EPA</p>	<p>Train church teachers/leaders or hire additional staff to clean the facilities.</p>
<p>Any areas used for church on Wednesday evenings will be cleaned prior to ECS students arriving on Thursday mornings,</p>	<p>To lessen cross contamination between church and school</p>	<p>CDC, SCDHEC, AccelerateED</p>	<p>Train church teachers/leaders or hire additional staff to clean the facilities.</p>

Music classes will be held, but students will be socially distanced by being spread out across the room.	To allow for social distancing	CDC, SCDHEC, AAP, AccelerateED	The classroom will be configured to promote social distancing.
All student desks will be positioned in rows so that students will be looking at the back of the student in front of them and distanced side to side as much as possible. Preschool classes with tables will be taped off to create individual zones in order to socially distance students.	To allow for social distancing	CDC, SCDHEC, AAP	Teachers will be trained during inservice to implement the new procedures.
Any shared resources such as hands-on manipulatives, books, and learning centers should be wiped or quarantined before being used by the next student.	To promote good hygiene	CDC, SCDHEC, AAP, AccelerateED	Teachers will be trained during inservice to implement the new procedures.
Classroom library books and novel sets will be wiped down after usage.	To practice good hygiene	CDC, SCDHEC, AAP, AccelerateED	Teachers will be trained during inservice to implement the new procedures.
Teachers may wear face shields and/or masks during teaching time if they choose. In the upper school, teachers will wear face shields or masks during transitions and when not able to social distance.	Masks will be used when social distancing is not possible.	CDC, SCDHEC, AAP, AccelerateED	-Teachers are allotted \$50.00 each to purchase their preferred PPE. -Teachers will be trained during inservice to implement the new procedures.
Visitors needing assistance in the school office are asked to wear a mask.	Masks will be used when social distancing is not possible.	CDC, SCDHEC, AAP	-Parents will be trained during orientation. -Signs will be installed to remind parents and visitors.
All vendors and repairmen will be screened prior to admission to areas occupied by students	Exclude people showing symptoms from entering buildings.	CDC, SCDHEC, AAP	Vendors and repairmen will be required to check in at the school office.

Chapel will be held virtually and in each individual classroom for the fall semester. Speakers and music may be pre-recorded and located in the Public Drive of the school server.	To allow for social distancing	CDC, SCDHEC, AAP	Teachers will be trained during inservice to implement the new procedures.
No field trips will be held during the fall semester.	It is impossible to socially distance on a field trip; many venues are not open to full capacity.	CDC, SCDHEC, AAP, AccelerateED	The administration will regularly review the severity of the current pandemic and may ease field trip restrictions in the spring.
Fall events on the school calendar will be reviewed; events will remain the same, be adjusted, or be cancelled depending upon their ability to be COVID-19 safe and healthy.	Every special event will be evaluated as to its likelihood of causing contamination between the school and the community or within the school.	CDC, SCDHEC, AAP	The administration will regularly review calendar events.
Spring events on the school calendar will be reviewed the first of November, and events will remain the same, be adjusted, or be cancelled depending upon their ability to be COVID-19 safe and healthy. Decisions will be made based on current COVID-19 case data.	Every special event will be evaluated as to its likelihood of causing contamination between the school and the community or within the school.	CDC, SCDHEC, AAP	The administration will regularly review calendar events.
All events not previously scheduled on the school calendar will be evaluated individually throughout the school year as to their COVID-19 risk for all involved.	Each event will be evaluated as to its likelihood of causing contamination between the school and the community or within the school.	CDC, SCDHEC, AAP, AccelerateED	The administration will regularly review new calendar event requests.
ECS Excel School of Fine Arts' teachers will socially distance or wear a mask. Excel teachers will be screened upon arrival each day.	Masks will be used when social distancing is not possible.	CDC, SCDHEC, AAP	-The administration will train the Excel teachers in the new procedures. -Excel teachers will check in at the office prior to meeting with students.

All substitute teachers will receive training prior to being placed in the classroom as a substitute.	Ensure that substitutes are aware of COVID-19 procedures and protocol.	SCACS	The administration will train the substitute teachers in the new procedures.
Parents that choose to exit their vehicles during morning dropoff or afternoon pickup should have a face covering.	Masks will be used when social distancing is not possible.	CDC, SCDHEC, AAP	Parents will be trained during orientation.
Plexiglass shields will be installed in the office to reduce transmission. There should be no more than three visitors in the office at one time.	To promote social distancing and prevent contamination from the community	CDC, SCDHEC, AAP	Purchase plexiglass shields and install.
After every transition in the hallways and between buildings, all students should use hand sanitizer.	To promote good hygiene	CDC, SCDHEC, AAP	-Teachers will be trained during inservice to implement the new procedures. -Students will be trained during the first week of school.
Classroom vacuum cleaners will be emptied on Mondays.	To promote good hygiene	CDC, SCDHEC, AAP	Teachers will be trained during inservice to implement the new procedures.
Emergency Drills - Fire, Tornado and Active Shooter drills will be adjusted in accordance with state guidelines.	To promote good hygiene and prevent cross contamination between classes	CDC, SCDHEC, AAP, AccelerateED, EPA	Teachers will be trained during inservice to implement the new procedures.
Distance Learning Procedures will be developed prior to the start of the school year. More details will be made available soon.			Teachers will be trained during inservice to implement the new procedures.
100 Building (Lower School)			
Lower school students who are early morning arrivals (7:30-7:45 am) will report directly to their classrooms.	To prevent students from different classes spreading germs to other classes	AAP, AccelerateED	Teachers will remind students to report to the classroom in the morning.

<p>Morning Drop-Off: Lower School parents walking their child to class will be asked not to enter the building, but rather stop at the entry doors. K2 families are asked to use the courtyard entry doors. A specific care-giver will be available to transport students from entry way to the classroom.</p>	<p>To exclude people showing symptoms or who are unscreened from entering the buildings</p>	<p>CDC, AccelerateED</p>	<p>Reminding parents weekly through Remind and Crusader Comments to follow new procedures</p>
<p>Students in the lower school will report to their classrooms before visiting their lockers. Teachers will stagger locker visits.</p>	<p>To prevent students from different classes spreading germs to other classes</p>	<p>AAP, AccelerateED</p>	<p>Teachers will be trained during inservice to implement the new procedures.</p>
<p>Afternoon Pick-up: Regular day dismissal procedure will be modified. Students will remain in their classrooms for dismissal, similar to the 19-20 school year rainy day dismissals. Parents who choose not to utilize the carline and instead choose to park in the gravel area at the end of the 100 Building and walk up to pick up their child at the entry doors will not be allowed to access their child until 3:00 pm. All are asked not to come inside the building.</p>	<p>-To exclude people showing symptoms or who are unscreened from entering the buildings -To allow for social distancing and prevent cross contamination between classes</p>	<p>CDC, AccelerateED SCDHEC, AAP</p>	<p>-Parents will be trained during orientation. -Teachers will be trained during inservice to implement the new procedures.</p>
<p>Classroom bathroom visits will be scheduled and staggered in the lower school.</p>	<p>To allow for social distancing and help prevent cross contamination between classes</p>	<p>CDC, SCDHEC, AAP</p>	<p>Principal will develop a schedule.</p>

Recess will have individually scheduled playtimes to ensure that the maximum number of students physically on the playground remains low. Students will disinfect hands before and after recess.	To prevent cross contamination between classes	CDC, SCDHEC, AAP, AccelerateED	-Principal will develop a schedule. -K2-K3 will only utilize the preschool playground. -Each class will be provided with their own individual ball/equipment bag for recess usage. -At least a 15 minute break in playground usage will occur between scheduled classes.
100 Building desks and doorknobs will be cleaned regularly, at least twice a day, depending on usage.	To practice good hygiene	CDC, SCDHEC, AccelerateED, EPA	Teachers will be trained during inservice to implement the new procedures.
Fifth grade students will wear masks when meeting with K5 Book Buddies. Books should not be shared. All activities will be held in a large venue.	Masks will be used when social distancing is not possible.	CDC, SCDHEC, AAP, AccelerateED	-Teachers will be trained during inservice to implement the new procedures. -Fifth graders will be provided with masks prior to each session.
During daily nap/rest time students will be socially distanced. Nap mats will be cleaned daily, and nap materials will be sent home weekly to be disinfected.	To promote good hygiene and allow for social distancing	CDC, SCDHEC, AAP, AccelerateED	Teachers will be trained during inservice to implement the new procedures.
Students in After-School Care will be in age-appropriate rooms and socially distanced as much as possible. Students should not share food, books, or any other items.	To allow for social distancing	CDC, SCDHEC, AAP	-Teachers/ASC workers will be trained during Staff in-service to implement the new procedures. -Students will be trained during the first week of ASC.
Parents picking up students from After-School Care will be met at the entry door with their child by ASC workers.	Exclude people showing symptoms from entering buildings	CDC, SCDHEC, AAP	-Parents will be trained during orientation. -Teachers/ASC workers will be trained during inservice to implement the new procedures.

Library			
Library tables will be wiped in between classes, and books will be quarantined for a minimum period of five days before being reshelved. 1st-6th grade students will use gloves while browsing books.	To prevent cross contamination between classes and contamination from home.	CDC, SCDHEC, AAP, AccelerateED	-Purchase five plastic “book hospital” bins. The librarian will be trained during inservice to implement the new procedures. -Purchase food service gloves for students to use while browsing books.
200 Building (Upper School)			
Lockers in high school will only be assigned upon request. The lockers will be spread out as much as possible, depending on how many students request lockers.	To allow for social distancing	AAP, AccelerateED	Principal will assign lockers so that locker locations satisfy social distancing as much as possible.
Students will wear masks in the high school building whenever they are out of the classroom. After students are seated as socially distanced as possible, and when prompted by teachers, students may remove their masks. During the last few minutes of class students will use hand sanitizer and place their masks back on. Teachers will use this time to wipe down desks and the doorknobs and open doors for the students before they leave.	Masks will be used when social distancing is not possible.	CDC, SCDHEC, AAP	-Teachers will be trained during inservice to implement the new procedures. -Teachers will teach new procedures during the first day of school.
The computer lab and science lab have been reconfigured. Regular science class with Mr. Shrier will be held in room 204.	The science lab and computer lab stations will be spread out to promote social distancing.	CDC, SCDHEC, AAP, AccelerateED	Teachers will be trained during inservice to implement the new procedures.

During entry, morning duty, transitioning between classes, and exiting buildings, high school students will be required to wear masks. Medically exempt students should provide a doctor's excuse.	Masks will be used when social distancing is not possible.	AccelerateED, AAP	Teachers will remind students to wear their masks.
200 Building regular/rainy day dismissal will take place on the parking lot side of the 200 Bldg. Upper School students should maintain social distance and wear face masks while waiting for their rides.	To allow for social distancing and prevent cross contamination between classes	CDC, SCDHEC, AAP	-Teachers will be trained during inservice to implement the new procedures. -Students will be trained during the first week of school.
200 Building tutoring and make up work time will take place virtually, or students and staff will wear masks if social distancing is not possible.	Masks will be used when social distancing is not possible.	CDC, SCDHEC, AAP	-Teachers will be trained during inservice to implement the new procedures. -Students will be trained during the first week of school.
200 Building and Gym lobby areas will be closed to students after school hours, unless meeting with a teacher or coach. The exception to this will be Wednesday evenings when the church youth group is in the building.	To allow teachers and staff to clean and disinfect before the next school day	CDC, SCDHEC, AAP	-Teachers will be trained during inservice to implement the new procedures. -Students will be trained during the first week of school.
Gym Building			
PE equipment will be properly disinfected before being used by another student.	To promote good hygiene and prevent cross contamination between classes	CDC, SCDHEC, AccelerateED, EPA	-Teachers will be trained during inservice to implement the new procedures. -Students will be trained during the first week of school.
7th-9th grade students will not dress out for PE class in order to limit contact in the locker rooms.	To allow for social distancing	CDC, SCDHEC, AAP, AccelerateED	-Teachers will be trained during inservice to implement the new procedures. -Students will be trained during the first week of school.

Athletics			
Any students leaving for sports dismissal should wear their masks when changing clothes and until they are seated on school sponsored transportation.	Masks will be used when social distancing is not possible.	CDC, SCDHEC, AAP, AccelerateED	-Teachers will be trained during inservice to implement the new procedures. -Athletic director will train drivers and coaches in the new procedures.
Whenever possible, teams should only ride with the team members. Each team travels in their own bus or with their own parents.	To allow for social distancing	CDC, SCDHEC, AAP	Athletic director will train drivers and coaches in the new procedures.
Bleacher usage for games will be limited to home fans only. Visiting teams will be allowed 1 fan per player on their team. Visiting fans will sit behind the visiting team. All spectators at indoor events should wear masks.	To allow for social distancing and help prevent contamination between schools	CDC, SCDHEC, AAP	-Visiting teams will be informed of the rules before they arrive. -The Athletic Director will train coaches in the new procedures. -Signage will be placed on the gym doors.
All sporting events will be reviewed and determined by the SCACS Athletic Commissioner. ECS will follow directions and guidelines from SCACS for all sports.	To allow for social distancing and help prevent contamination between schools	CDC, SCDHEC, AAP	Administration will review the latest guidelines throughout the year as needed.
Gym facilities will be cleaned after each home game.	To help prevent contamination from the community and from other schools	CDC, SCDHEC, AccelerateED	Hire additional staff to complete cleaning tasks.