

WILLISTON TRINITY CHRISTIAN SCHOOL REOPENING HEALTH AND SAFETY PLAN



As Williston Trinity Christian School transitions into the 2020-2021 school year, many unknowns remain in the educational world. However, WTCS is ready to reopen with the guidance from local health officials and other experts. With collaboration from WTCS families, school board, administration, teachers, and staff we will move forward prepared for the school year. We plan to open the school with traditional face-to-face instruction. WTCS will continue to strive to be a safe environment for students, focusing on their social, emotional, spiritual, and physical health. Our decisions will be rooted in prayer focusing on what is best for our students, our teachers and staff, and our Crusader families.

WTCS will take guidance from the North Dakota K-12 Smart Start Restart plan and assess current situations in our community and our school to make the educational experience for our Trinity families the best it can be. As a private Christian school, we reserve our rights as a private entity. We will use a phased approach as a guideline, as outlined in the ND Smart Restart. This plan categorizes reopening into five phases: red, orange, yellow, green, and blue. **We will plan to reopen in the Green Phase.**

Red Phase/Orange Phase: School should remain closed for general in-person instruction. Instruction will continue at a distance.

Yellow Phase: School can continue face-to-face, but the school should plan to transition to distance learning if risk increases.

Green Phase/Blue Phase: In person instruction.

If the pandemic greatly affects our local community and affects our school, virtual distance learning might be deemed necessary for a time. Details for this will be outlined in our distance learning plan.

BLUE	GREEN	YELLOW	ORANGE	RED
<p>In-person instruction</p> <p>Masks not required</p>	<p>In-person instruction</p> <p>Social distancing where possible</p> <p>No masks required for PS-2nd Grade</p> <p>Masks or face shields in desk for grades 3-6. Only required when requested for working in close proximity with teacher or groups.</p> <p>Masks or face shields for grades 7-12 during passing time in hallways and as requested when working in close proximity with teacher or groups.</p> <p>Enhanced cleaning/sanitizing procedures in place</p>	<p>Prepare to transition to distance learning if required</p> <p>Increased social distancing</p> <p>Updated mask requirements</p> <p>Enhanced cleaning/sanitizing procedures in place</p>	<p>Transition to distance learning</p>	<p>Distance learning</p>

WTCS COVID-19 TEAM: WTCS Administration - Cory Fleck, Juliana Russell, and Dave Butler; WTCS School board members – Patrick Haugen, Jamie Lee, Kathy Ceynar, and Cyrena Weeks; Teachers - Shelly Schultz and Breann Coughlin; Custodial Staff - Jen Smith; and TASC Director - Sarah Callis.

Main contacts:

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Dave Butler, WTCS COVID Committee Chair, will be notified about the cases of COVID-19 in our school setting by public health. Mr. Butler will report cases of COVID-19 to public health from our school setting. The leader will be responsible for training the teachers in this Health and Safety Plan as well as communicating with families when necessary.

According to the Center for Disease Control, COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection. Therefore, personal prevention practices (such as hand-washing, staying home when sick) and environmental cleaning are necessary. There are routine things our WTCS community will do to reduce the spread of germs.

WHAT WILLISTON TRINITY CHRISTIAN SCHOOL IS DOING

Arrival and Dismissal

- During arrival and dismissal times, there will be specific entrances and exits to keep the flow smooth.
- Arrival and departure doors will be set prior to school for all grades and must be adhered to. During high traffic times (morning and afternoon) doors will remain open to avoid unnecessary handling. Doors will be closed after all students have arrived for the day and locked per normal security protocol.
- For Preschool through 1st grade, one parent may enter the building for drop off. Parents are strongly encouraged to wear a mask and must not congregate in the areas around the classroom.

Temperature Checks

- Students and staff will have temperature checks as they enter the school. A temperature of 99.6 (unmedicated) or above is the baseline for our COVID related checks. Should a student reach this temperature, they will be dismissed.

Masks

- Mask policy will depend on our current color-coded phase. Please see the color-coded chart for details.

Social Distancing

- Teachers will maintain a 6' social distanced classroom as best as possible.
- Interacting with other classes will remain minimal and on an as needed only basis.
- Students will be frequently reminded of appropriate distancing.
- WTCS will apply a 'stay to the right' system for all hallway traffic.
- When weather permits, outside instruction will be encouraged.

Hand Washing & Restroom Protocol

Universal Precautions Recommended by the CDC: Hand Washing – Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place or after blowing your nose, coughing, or sneezing. If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry. Avoid touching your eyes, nose, and mouth with unwashed hands.

- Teachers and staff will teach and reinforce healthy hygiene to students.
- Students (especially in younger grades) will practice healthy handwashing together.

- Signs will be hung in bathrooms reminding students with simple handwashing instructions.
- Student bathroom doors will be propped open so the handles won't be touched.
- Trash bins will be left by the doors of single stall bathrooms so paper towels can be used to open the door and be thrown on the way out.
- Hand sanitizing stations will be added throughout the building in convenient locations.
- No more than 2 students at a time will be allowed in bathrooms.
- Elementary class bathroom trips (after recess, etc.) shall allow no more than 2 at a time in bathroom and remaining students will line up with 6' spacing along hallway wall with teacher supervision.

Lunchroom

- There will be a lunchroom supervisor to help monitor student hygiene, distancing, sanitizing between groups, and traffic flow.
- Tables will be set up in the lunchroom so students have room to spread out.
- Students grades 7-12 will be encouraged to go outside after their lunch on good weather days.
- Elementary Students will stay with their classmates. The number of students will be limited on each side of the table. Tables will be marked to show where students can sit.
- Tables will be sanitized between groups.
- Special lunch visitors will be encouraged to eat off campus with students. All visitors must sign in with the main office for check in and a temperature screening.

Recess

- Outside time will remain as usual. However, students will be encouraged to spread out during play time. Students will also utilize hand washing stations after playing.
- Playground equipment will be cleaned regularly at the end of each day after TASC program concludes.

Custodial staff

- Thorough and constant cleaning procedures are in place.
- Frequently touched areas will be cleaned daily or multiple times a day.
 - This includes tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards,
 - toilets, faucets, and sinks
- Hand Sanitizer will be accessible outside each classroom

Limiting Sharing

- Students cubbies and lockers will be kept solely for their belongings. Lockers or cubbies will not be shared.
- Students should have their own water bottle at school and should not share.
- Materials such as pencils, paint brushes, and erasers that may often be shared should be designated for an individual to use throughout the year or be sanitized between use.

Activities/Extra-Curriculars

- WTCS will utilize the North Dakota High School Activities Association guidance for reasons decisions regarding athletics, activities, and competitions.
- Van and transportation requirements will be communicated to all coaches and players regularly including proper spacing, not sharing water bottles, etc., and removing any and all personal items and trash from each vehicle after each trip.
- Athletes and coaches will be required to travel with a mask should host school require them upon entering. We will honor the host school's policy. It is recommended each athlete and coach travel with their own mini hand sanitizer on all trips.

Visitors and Deliveries

All deliveries (FedEx, UPS, etc.) shall not enter the building. All packages will be either dropped off at front door, or if signature required, staff member will go to the driver to sign for the package upon arrival. All general visitors must report to the main office as normally required and to distance 6' apart from others. Only 1 visitor will be allowed in the front office at a time, others must distance in the lobby until called into the office.

If Symptoms Appear:

- Cough
- Shortness of breath or difficulty breathing
- Fever
- Chills
- Muscle pain
- Sore throat
- New loss of taste or smell

This list is not all-inclusive. Other symptoms have been reported, including gastrointestinal symptoms like nausea, vomiting, or diarrhea (CDC, 2020).

- If a student has symptoms they **MUST** stay home. If staff is symptomatic, they **MUST** stay home.
- If the person is symptom free (without medication) for 24 hours with no positive result, they may return to school.
- If a student becomes symptomatic during the school day, they will be taken to the isolation area. This area will be sanitized after each utilization.
- Office staff will watch for trends of absences to be proactive in noticing possible outbreaks.
- Office staff may ask questions surrounding the child's symptoms to parents as they call in to be aware of potential cases.
- Parents will be encouraged to communicate specifically if their child is high risk or they are in constant contact with a high-risk family member.

Isolation Room

WTCS will have a designated isolation area for all students/staff who present with symptoms during the day. The symptomatic person will be supervised by a staff member. The staff member and student will be required to wear a mask once symptoms are shown and/or expressed. The student will remain in the isolation area until parent pick up. The student will be escorted by the staff member to the parent in the front parking lot.

IF THERE IS A POSITIVE CASE

- If a student, staff member, or household family member tests positive, all members of the affected family must immediately isolate
- Follow the North Dakota Department of Health guidelines for isolation or quarantine as required
- Following a diagnosis, the school COVID leader will contact the ND DOH immediately
- ND DOH works with schools to assess degrees of contact
- WTCS will close off area used by the sick person
- Open doors and windows if possible
- Wait 24 hours before disinfecting and wear all proper PPE
- If a second positive case happens within a 14-day time frame after the first case, there will be a review by WTCS Administration and School Board. WTCS leadership will begin their review immediately upon hearing of a second positive case and make an informed and prompt decision. Depending on the situation and the leadership's findings, it might be necessary for the school (or a portion of the school) to transition to distance learning for 14 days with thorough cleaning and disinfecting of the school building.