

WCS Reopening Plan

2020-2021 School Year

*Our plan for a safe and successful
return to campus.*

Updated August 7



Letter from Mr. Brenner

With the outbreak of the COVID-19 pandemic last spring, many things about the way we live--including education--had to make drastic changes. With students no longer able to physically be on campus, we quickly switched to a remote-learning format to finish the school year. And our teachers rocked that change using the same innovation and passion for education that they demonstrate in our classrooms every day. Our students were able to complete the 2019-2020 school year with the Biblical worldview and academic rigor that our families expect from a WCS education.

As we now prepare for the 2020-2021 school year, we know that school will look different than it did pre-pandemic. What has not changed, however, is our mission: to partner with parents and churches in the education of children, from a Biblical worldview, to impact their world for Christ. We are ready to continue carrying out that mission both in the classroom and through remote learning.

Our goal is to create an environment that mitigates risk as much as possible knowing that we cannot completely eliminate it. In order to adhere to the latest guidance from federal, state, and local agencies, modifications to daily procedures and campus events may be required as we progress through the school year. We ask parents to partner with us and be understanding with the processes and procedures we will need to follow. As we approach the start of the school year, please be assured that the staff and Board are constantly reviewing updated recommendations for on-campus schooling.

Our focus continues to be providing a quality education that teaches students to think Biblically, while taking into consideration the safety and wellness of all in our midst in light of the existing conditions and limitations of the ongoing pandemic. Thank you for your continued prayers and support. The success of the WCS Reopening Plan will depend upon our entire WCS community partnering together. Please join us in upholding the guidelines outlined below. If you have any questions or need additional information, please contact us.



Overview

- On-Campus Learning

- Healthy Campus
 - Morning Well Checks
 - Heightened Daily/Weekly Cleaning Measures (including janitor)
- Social Distancing/Masks
 - Desk spacing/desk shields in the classrooms
 - Limited Campus Visitors
 - Arrival/Dismissal
- Cohorts
 - Expanded Lunch Rooms
 - Separate Recesses
- On Campus Illness precautions

- Remote Learning

- Policies
 - Full-time
 - Part-time
- Procedures
 - Requirements
 - Lesson Plans
 - Assignments
 - Class Discussion
 - Questions for the teacher



On-Campus Learning

Our plan for seated, on-campus classes for the 2020-2021 school year is based on our regular schedule of classes everyday from Monday – Friday.

Elementary school hours: 8:00 am-2:40 pm

Upper School hours: 8:00 am-3:00 pm



Daily Procedures

Home Wellness Checks

Your assistance monitoring your child's health at home every day will be needed and greatly appreciated. Please adhere to the following protocols prior to the start of every school day:

- 1) Check your temperature and your child's temperature.
- 2) Ask the four COVID questions.
 - Do you have any symptoms (fever, cough, sore throat, shortness of breath)?
 - Have you or anyone in your immediate family been exposed to COVID-19?
 - Are you experiencing any loss of taste or smell?
- 3) If you or your child feels sick or has a fever of 100.4 or above, please stay home. Your doctor/ pediatrician will advise you whether COVID-19 testing is necessary based on fever alone.
- 4) If you or your child has a fever of 100.4 or above or two or more of the following symptoms, stay home until you have a negative COVID-19 test or your doctor releases you to return to school:
 - Diarrhea
 - Achiness/fatigue
 - Cough or sore throat
 - Shortness of breath
 - Sudden loss of taste or smell
 - Headache

On-Campus



Daily Procedures

Arrival

1. Drop your child off in the designated area for his/her grade level.
 - a. Kindergarten: far end doors of the elementary building
 - b. 1st-3rd grade: front doors of the elementary building
 - c. 4th-5th grade: end doors (near the gym) of the elementary building
 - d. Middle School: traffic circle by the middle school building
 - e. High School: traffic circle by the high school building
2. A staff member will meet your child at the car to take his or her temperature. Young students will be walked into the building.

**To limit the number of people entering the buildings, we ask that you do not park and walk your child to class in the mornings. If you need to talk to your child's teacher, please send him or her an email to convey the necessary information or arrange a time for a conference via phone or video chat.



Daily Procedures

Dismissal

In an effort to keep the students socially-distanced until dismissal, we need to make some changes to the way the middle school/high school car line runs in the afternoon. For several years, the elementary building has run an efficient car line that allows students to stay in their classrooms until somebody arrives to pick them up. We are changing the upper school car line to mimic what happens at the elementary level.

1. Pick your child up in the designated area for his/her grade level.
 - a. Elementary: front doors of the elementary building
 - b. Middle School: traffic circle by the middle school building
 - c. High School: traffic circle by the middle school building
2. You will receive a tag to hang from your rearview mirror with your child's name and grade level on it.
3. As you reach the front of the line, a staff member who is stationed outside will use a radio to call into the school office, where another staff member will call your child on the intercom for dismissal.

What if I need to check my child out of school?

- 1) Parent will remain outside the main entrance and call the receptionist:
 - Elementary Building: (919) 735-5605 ext. 100
 - Middle School and High School Building: (919) 735-5605 ext. 106
- 2) The receptionist will walk the child to the door and verify ID before the student is released.

Students can be checked out from school until 20 minutes before regular dismissal time (2:20 for elementary and 2:40 for middle/high school). After this time, all students must be picked up through car line.

On-Campus



Health and Safety Measures

Campus Implementations

Temperature Checks: All students and staff will have their temperatures checked upon arriving to campus at the beginning of the school day. Students and staff members with a temperature over 100.4 will be asked to leave and not return until they have been fever-free without medication for 24 hours.

Hand Washing: Washing hands frequently throughout the day will be encouraged.

Hand Sanitizer: Hand sanitizer will be provided in every classroom and at all building entrances. Hand sanitizer will be encouraged when entering or exiting a classroom.

Water Fountains: Water fountains will be shut down until further notice. Students may bring a water bottle with a screw-top lid from home to keep with them throughout the day.

Vending Machines: To avoid crowding in the high school hallway, the vending machines will be shut down for the foreseeable future.

Face Masks: Discussed later in this manual.

Social Distancing: Measures discussed later in this manual.

Cleaning and Sanitizing: Measures discussed later in this manual.



Health and Safety Measures

Face Masks

Students

1. Kindergarten-3rd grade: Students are not required to wear a mask, although they are welcome to do so if the parents would prefer that they wear one.
2. 4th-12th grade: Masks will not be required when in class, while eating lunch, or at recess. Students will need to wear a face covering as they enter and exit the building, in the hallways, and in the lunch line, or when physical distancing is not possible (such as working in labs or small groups).
3. Athletics: Student-athletes will need to wear a mask while changing in the locker rooms, going to/from practice, and in close proximity with their teammates. Masks may be removed for practice, games and workouts. PE Classes and sports teams will use locker rooms and restrooms to change, providing for additional space between students.

Teachers

1. Teachers are not required to wear a mask while teaching a class from the front of the room, separated from the students.
2. Teachers will be provided a face shield and a mask. Teachers are required to wear one of these items when circulating the classroom or during small-group/individual instruction time when they are not able to maintain social distance.
3. Teachers should wear a mask in the hallways and other times that social distancing is not possible.



Campus Visitors

Under normal circumstances, WCS enjoys the opportunity to welcome parents and other visitors to campus. However, parents/visitors without a scheduled appointment will not be permitted at this time. If an individual needs to meet with a WCS staff member, a pre-arranged appointment can be scheduled.

Parents

In order to limit the number of people entering our buildings and bringing exposures from outside sources, we ask that parents refrain from entering the buildings on campus. If you visit campus at a time other than scheduled drop-off or pickup, please remain outside the building and call the school office. The secretary will call your child to the office and walk them out to meet you.

In order to not bring outside exposure into our buildings, we are also not allowing food to be brought onto campus by parents/grandparents at lunch time.



Social Distancing

Classroom Procedures

The American Academy of Pediatrics recommends a distance of three feet for children. Due to the fact that contamination happens through contact with particles respiration through the mouth or nose, there is also very little risk of virus spread when students are sitting in traditional rows of desks, facing the back of the person in front of them. Classrooms have been rearranged to account for the three-foot distance. In addition, classrooms will utilize desk shields.

Cohorts

Students will be in cohorts throughout the day in order to minimize the risk of exposure across multiple groups. This allows for easier contact tracing should we face a situation of somebody on campus who has been exposed to COVID-19. Some of the ways we are working to minimize cross-exposure of grade levels include:

- Staggering lunch times
- Dividing the playground
- Separating extended care (morning and afterschool) students by grade level
- No longer allowing high school students to work as teacher assistants, eliminating the need for them to enter the elementary building



Cleaning and Sanitizing

Last school year, we began a partnership with High Standard Cleaning to provide janitorial services on our campus. We have increased the services we contract with them and almost doubled our monthly cleaning bill to ensure an even cleaner environment on campus. In addition, we've contracted with them to provide all of the sanitizer to be used on campus: bathrooms, hand sanitizers, room sanitizers.

Bathrooms and High Traffic Areas

High Standard Cleaning will provide an on-site janitor to maintain cleanliness and sanitize the restrooms and other high traffic areas throughout the school day. All paper towel dispensers have been replaced so that students/staff will only touch the towel that they are using.

Classrooms

- Elementary teachers will sanitize classrooms throughout the day.
- Middle school and high school teachers will sanitize classrooms in between classes.
- Classrooms used for co-curricular classes (art, music, etc.) will be sanitized between each class.
- All classrooms will be cleaned and sanitized by High Standard Cleaning in the evenings.

Gym

- They gym, locker rooms and restrooms will be cleaned on a daily basis as well.



Cleaning and Sanitizing

Last school year, we began a partnership with High Standard Cleaning to provide janitorial services on our campus. We have increased the services we contract with them and almost doubled our monthly cleaning bill to ensure an even cleaner environment on campus.

Cleaning Products

High Standard Cleaning will provide all cleaning supplies on campus, to include non-toxic sanitizing solutions and hand sanitizers.

Additional Cleaning

- Buildings will be cleaned and sanitized nightly to prepare for the next school day.
- Deep clean will take place on Wednesday nights and on the weekends.
- Electrostatic disinfectant foggers will be used in all buildings on Wednesday nights and on the weekend for an additional level of germ removal.



Lunchroom Procedures

Eating Spaces and Social Distancing

- Cafe B: Students will sit 4 to a table and be staggered
- Gym: fold-up cafeteria tables intended for 16 students will hold 8 students at one time
- Increased seating capacity at the outside picnic area

Cleaning and Sanitizing

- Hand sanitizing stations have been added at the door entering the lunchroom before proceeding through the line, as well as in the gym.
- Additional sanitizing between lunch times
- Cafeteria staff will wear either a mask or a face shield

No Contact

In an effort to reduce the amount of places that students may all touch the same items, we have implemented:

- Utensils will be issued with the meal instead of using communal dispensers
- Drinks handed out to lower elementary students instead of reaching into the refrigerator
- Condiments in prepackaged containers
- No ice cream freezer
- Because they are self-serve, sweet tea and ice machines are unavailable for the start of the school year.
- Microwaves are unavailable. Please do not send lunch items that will need to be heated.



Lunchroom Procedures

Menu Offerings

- Please make sure to order your child's lunch the week before, as we will be limiting how much extra food we make.
- To reduce traffic at the serving line, a la carte items will not be available.
- Take-out Fridays: every Friday, we will order lunch from a local restaurant to be delivered to school. It is imperative that you order in your weekly order so that we can order sufficiently. Available items will be listed in the monthly menu. This will provide added time for our cafeteria personnel to attend to weekly deep cleaning needs.
- Ice cream and sweet tea are unavailable.

Food brought in at lunch time

In order to limit the number of people entering our buildings, we are not allowing food to be brought onto campus by parents/grandparents at lunch time. Students should either bring lunch with them in the morning or order from the cafeteria.



Remote Learning

Our plan for remote learning is intended to provide flexible schooling options for students who are unable to be on campus. We see it as a hybrid model of learning and will work in conjunction with classroom learning. We have tried to come up with a plan that allows for full-time and part-time remote learning for those families who are not ready to return to campus, and also allows for students who need to take a sick day off campus to continue learning with their classmates.

Please know that we will be flexible for any student that chooses to attend school remotely. Your child will have the flexibility to be all remote, or you could choose to have him/her attend a few days a week and do the rest remotely. You also have the option to have him/her attend part of the day in person and the rest remotely, whatever you feel would work best for your family. We want to make this as easy as possible for you and for your family and we want to ensure that our families have options.



Policies

Full-time Remote Learning

- Contact Pam Reason (preason@waynechristian.org) for middle/high school or Amy Grady (agrady@waynechristian.org) for elementary by August 19 to confirm that you will be attending school remotely.
- Textbooks may be picked up August 21 between the hours of 9:00am-3:00pm.
- If you decide that your child should attend a day at school (i.e. for a lab or difficult assignment), please notify the teacher that your child will be in attendance that day.

Part-time Remote Learning

We want to accommodate families who want some face-to-face instruction (i.e. attending school one or two days a week and remote learning the other days).

- Determine which days of the week you want to regularly attend campus instruction.
- Contact Pam Reason (preason@waynechristian.org) for middle/high school or Amy Grady (agrady@waynechristian.org) for elementary by August 19 to confirm that you will be attending school remotely and let them know your schedule.
- Textbooks may be picked up August 21 between the hours of 9:00am-3:00pm.
- If you decide that your child should attend a day at school (i.e. for a lab or difficult assignment), please notify the teacher that your child will be in attendance that day.



Procedures

Requirements

- Reliable internet access
- RenWeb account: If you are unable to login to RenWeb, please email Hayley Burt at hburt@waynechristian.org to set up your account.
- Google Classroom access
 - Elementary: All elementary children will receive a school email address, which will be given to you on a card for easy access. Invitations to the Google Classroom for your child's class will be sent to this school email address.
 - Upper School: Each of your child's teachers will send an email invitation to join the class to your child's school email address.

Lesson Plans

- Your child's teacher(s) will post all lesson plans for the week in RenWeb by Monday morning at 8:00.
- Materials for all lessons and assignments will be posted in Google Classroom. This includes videos, resource links, worksheets, and any other supplemental materials the teacher is using in the classroom.

Remote



Procedures

Assignments

- All assignments will be turned in via Google Classroom.
- Some assignments will be digital, while others may involve taking a picture of a written assignment and submitting it in Classroom.
- Assignments will be due on the listed due date and will be graded accordingly per late policies. Grace will be given for students who miss school due to illness, just like it is in the classroom.

Class Discussion

- Due to privacy concerns, we are unable to offer live feed in our classrooms.
- The best way to be part of a class discussion on a topic is to post a question or comment on the assignment in Google Classroom.
 - Upper school students should consider working on a particular class's assignments during the time that their classmates are in class (i.e. if you are in a third period English class that meets at 10:00, plan on working on your English assignments at 10:00). Students who are on-campus will be completing assignments in Google Classroom just like remote learners, and questions and comments posted during the time that the entire class is working on an assignment is a great way to join in a class discussion when not physically in the classroom.

Remote



Procedures

Questions for the teacher

- Teachers will answer questions from remote learners as they are available to do so throughout the day.
- Questions can be submitted through the assignment on Google Classroom, via email, or phone call to the office to leave a message for the teacher.
- Please be respectful of teachers' time in the evenings. Our teachers are on campus until 3:45 in the afternoon. Questions submitted after this time may not be answered until the next day. Like you, our teachers need time to care for their families and homes.



Protocols for Illness

What will we do if someone in our school community is exposed to the coronavirus or tests positive? Information on the next few slides is based on current CDC and State of North Carolina guidelines. This information/process may change at any time. Changes to this plan will be communicated to you.



Protocols

Students/Staff who Exhibit Illness

If a student or staff member has a temperature of 100.4 or above or shows signs of illness listed above at school, that individual will be isolated immediately and sent home. The student or staff member will not be permitted to return to campus until they have met one of the following criteria:

- Documentation of a negative COVID-19 test is provided to the school or
- Documentation that the individual has been cleared by a doctor to return to school or
- The individual self-quarantines at home for at least 14 days from the onset of symptoms and has been fever and symptom free (with no fever medication) for 72 hours.

To avoid an unnecessary self-quarantine and to provide information for others who may have been exposed to the potentially infected individual, it is strongly encouraged that a COVID-19 test be conducted any time a potential case of COVID-19 is suspected. To ensure greater accuracy in test results, COVID-19 testing should be performed at least 48 hours after exposure.



Protocols

Positive COVID-19 Test

If a student or staff member tests positive for COVID-19, that individual will not be permitted to return to campus until they have met all 3 of the following criteria:

- Fever free and fever medication free for 72 hours *and*
- Resolution of upper respiratory infection, cough, and shortness of breath symptoms *and*
- At least 10 days have elapsed since symptoms began (or date of positive COVID-19 test, if asymptomatic)

Positive COVID-19 Test within a Household

If an individual within a student's household tests positive for COVID-19, family members within that household will not be permitted to return to campus until after a 14-day quarantine. Students may switch to remote learning for the time period of their quarantine.



Response to Exposure or Potential COVID-19 Case

On-campus Exposure

Any student, while on campus, who has a fever of 100.4 or above or two or more symptoms of COVID-19 will be given a mask and placed in a supervised isolation area until their parent/guardian can pick them up. Staff members with a potential case of COVID-19 will be directed to leave campus. The cleaning staff will be notified, and all desks, lockers, classroom spaces, etc. of the potentially infected individual will be thoroughly cleaned and sanitized.

General Exposure

If a student or staff member has come in direct contact (prolonged exposure without social distancing and/or wearing a mask) with someone confirmed to have COVID-19 in the past 14 days, the student or staff member needs to be monitored every day for the symptoms listed above. The person may need to be quarantined or tested if directed by his/her doctor or if guidelines change.

If the potentially exposed student or staff member has a fever of 100.4 or above or has two or more symptoms Of COVID-19, he or she needs to stay home until they have a negative COVID-19 test or their doctor releases them to return to school.



Response to Confirmed Case of COVID-19 on Campus

If there is confirmation that a person infected with COVID-19 was on campus, Wayne Christian School will notify the parents of students who may have been exposed. Parents of a potentially exposed student need to monitor their child for symptoms:

- Diarrhea
- Shortness of breath
- Achiness/fatigue
- Sudden loss of taste or smell
- Cough or sore throat
- Headache

If the potentially exposed student has a fever of 100.4 or above or two or more of the symptoms listed above, he or she needs to stay home until:

1. He or she has a negative COVID-19 test or
2. A doctor releases them to return to school.

If the potentially exposed student is not presenting a fever of 100.4 or two or more of the symptoms listed above, the student may return to school with regular monitoring using the home wellness check method outlined earlier in this manual.

The identity of the individual who tested positive for COVID-19 will remain anonymous in all communication to the WCS community. However, the individual may need to be identified for contact tracing by the Wayne County Health Department. If your student is unable to attend school due to illness from COVID-19 or suspected illness from COVID 19, Wayne Christian School will work with you to ensure that your student continues to progress academically.



Student Well-Being

During this unique time, it will be more important than ever that we have partnership between home and school. As we work to ensure that we are keeping our students physically safe, we are equally focused on their spiritual, social, and emotional well-being. Though things will have to look a little different for a while, we are dedicated to avoiding a "scary" environment full of fear. We will work to teach students about ways to take precautions and keep safe while also helping them to continue to focus on the biblical truths that we hold as our foundation.

Our staff will continue to support each child individually and to provide the warm and loving environment that you would expect from WCS. Please continue to talk with your child at home as this will help them to process through a time where things may not make sense to them as children and young adults. If your child is having a more difficult time with this unique season, please let our faculty and staff know so that we can support. If you have additional questions, please contact your principal.

Despite the challenges that the beginning of this new school year brings, we are trusting God to continue doing great work in the lives of our students here at Wayne Christian School. We're waiting with hope and anticipation, knowing that His purposes will be fulfilled through this ministry. We're excited to begin another year of partnership with you!

