

# MACON ROAD BAPTIST SCHOOL

## COVID-19 GUIDELINES RE-OPENING PLAN FALL 2020



JULY 21, 2020

# GUIDING PRINCIPLES FOR RE-ENTRY

Macon Road Baptist School has established a re-entry committee which worked diligently to develop a comprehensive re-entry strategy that allows for flexibility, transparency, and prioritizes the health and safety of our school community while also providing the best possible educational environment for our students.

- MR believes it is in the best interest of our students to return to our physical campus for the fall of 2020.
- We recognize the situation regarding COVID-19 is constantly changing and are preparing to pivot as new or more accurate information becomes available. This means changes to this document may be made at any time.
- We recognize the need to provide alternative plans for some families who may be at high-risk and do not need to return to a physical campus with the rest of our student population.
- We care deeply about our staff members who minister diligently to our families to help MRBS achieve its mission.
- We understand it is impossible to satisfy everyone with the decisions that have been made. We will continue striving to make plans that serve our school community well to the best of our ability.
- Our response to COVID-19 is appropriate to this community and our stakeholders. You should not be unreasonably impacted by situations or decisions outside our "zone of operation."
- We will continue to listen to the best voices in the medical and educational fields along with the recommendations from local, state, and national government agencies as we make further decisions.

# BEGINNING SCHOOL

## PARENT ORIENTATION

- We will be having a Virtual Parent Orientation. We will send out a link with general information that you will need to know for this school year. Your child's teacher will also be making a video for you to view on his/her classroom policies and procedures. More information will be given out in the next couple of weeks regarding these videos.

## FIRST DAY OF SCHOOL

- Kindergarten - 12th grade: Classes begin Tuesday, August 11th at 8:00 a.m.
- Preschool classes (K3-K4): Classes begin Tuesday, August 11th at 8:15 a.m.

## CAMPUS GUESTS

- For the safety of students and staff, parents should remain in the car while staff guide children from the designated drop off zones to their classroom. Parents who are new to MR this year should utilize the orientation videos that will be sent out to familiarize them with their classroom location and arrival procedures.
- If a student needs to be checked out early, the parent will need to park in front of Building 1 and call Mrs. Bauer from the car. Your child will be brought to you.

## EXTRACURRICULAR ACTIVITIES

- Assemblies, field trips, pep rallies, and large group gatherings will be put on hold for the time being.

# HEALTH AND SAFETY

## SOCIAL DISTANCING

- A school setting does not lend itself to continual social distancing, but students will be physically separated to the extent possible throughout the day.
- Non-essential furniture and equipment will be removed from the classrooms to allow for appropriate social distancing. Students desks will be adjusted to have the maximum amount of space possible between them.
- Teachers will be vigilant in training students to keep distance from one another during transitions.
- At the preschool and elementary level, students will spend most of the school day interacting only with students in their class. By limiting the exposure to a smaller number of students, the chance of infection is reduced.

## MASKS

- All staff, middle and high school students will be required to wear a mask or facial covering during arrival, dismissal, and during times that social distancing will be difficult (when in common areas, lobbies, or during transitions).
- Masks are optional for all preschool through 5th grade students.

## BUILDING AND FACILITIES

- Before school begins, each building will have a cleaning treatment done by Jan-Pro. This treatment will last for up to 3 - 6 months.
- Frequently touched surfaces will be cleaned during the day and overall cleaning will be conducted at the conclusion of every day.
- Students will have frequent designated times to wash their hands, and hand sanitizing stations will be distributed throughout the buildings and encouraged for use.
- To limit drinking fountain use and the germs associated with them, students are encouraged to bring capped, clear water bottles.
- Sharing of items (pens, pencils, markers, etc.) will be limited as much as possible.

# HEALTH AND SAFETY (cont.)

## TEMPERATURE CHECKS

- All staff members and students must have their temperature checked daily prior to entering any building.
- There will be 5 drop off locations beginning at 7:30 a.m. Students will need to get their temperature taken before they exit the vehicle.
  - Preschool and elementary students need to be dropped off at their building.
  - Middle school and high school students need to be dropped off at the building of their first hour class.
- Anyone with a temperature of 100.4 will be required to leave campus.

## SYMPTOMS

- Anyone exhibiting symptoms of illness (e.g. cough, sore throat, fever, etc.) must remain at home. Do not send your child to school if he has a temperature of 100.4 or higher.
- Upon arrival, each student and staff member will have their temperature checked daily.
- If a student exhibits symptoms at school he will be taken to the school nurse and the parent or guardian will be notified. While with the nurse, the student will be quarantined until they leave campus with their parent or guardian.

## P.E./RECESS

- Weather permitting, preschool and elementary students will be able to play on the playgrounds. There will be one class on the playground at a time. We have two playgrounds which will allow two groups outside at the same time, but the classes will be separated. Playground equipment will be wiped down between uses.
- We will offer P.E. class to our students. The P.E. teachers will be creative in coming up with activities that keep the students active with limited contact with each other.

# DISTANCE LEARNING

We understand that some families (for various reasons) may feel it necessary not to attend in-person classes. We also understand how difficult it will be for our teachers to manage both on campus and off campus classrooms in an effective and healthy way. Based on these factors, we will implement the following approach to families who do not wish for their child(ren) to return to campus this fall.

## **K3 - 2nd GRADE**

- We will not be offering our Distance Learning option to our K3 - 2nd grade students. However, in the event of a mandatory closure we will have the online option for K5 - 2nd grade. The preschool experience involves social skills, hands-on learning, and listening to and following commands. Our kindergarten through second grade focuses on verbal recognition and oral practice. We believe that if we began the school year with an online option we would not be able to accomplish these learning goals.

## **3rd - 12th GRADE**

- We will be offering our Distance Learning option to our 3rd - 12th grade students who meet the requirements detailed in the form below. Families choosing this option must commit to Distance Learning for the first quarter. Those students that need to utilize the online program will be expected to attend live streams through Zoom during their regularly scheduled classes. This will allow the student to participate in class and allow for teacher interaction. Certain courses may not be available remotely (this specifically pertains to certain electives and enrichments). Parents/Guardians should be prepared to serve as proctors when required. Some assessments may require on-campus presence while maintaining social distancing.
- Parents of students requesting a "hardship" should fill out the Request to Stay Home form provided by the administration at <https://maconroadbaptist.org/stay-at-home-request/>
- These requests will be taken on a case by case basis, but will be limited to students who:
  - Can show a legitimate need or safety concern based on medical history or family circumstances
  - Have a history of being a responsible learner capable of taking on more responsibility for school work and off-campus learning
  - Have a reasonable expectation of returning to school once certain advancements or benchmarks are met in the treatment of COVID-19

# SERVICES

## LUNCH

- Lexington Independents (Valley Services) will continue to provide lunch this year. Preschool classes will eat in rotations in Building 1. K5 - 12th will eat in the cafeteria with their class. We will limit the number of classes in the cafeteria at one time to allow classes to social distance. We will also be spacing the students out on the benches to allow proper space between each student. We will provide pictures of this plan during our virtual Parent Orientation so you can better see how this will work.
- At this time, parents and family members may not eat lunch with students at school.

## BEFORE AND AFTER CARE

- Before care will begin at 6:30 a.m.
- Each child will need to get their temperature taken before they exit the vehicle.
- Parents will not be able to enter the buildings.
- At 7:30 a.m. before care students will be taken to their classrooms by a staff member.
- **After care will end at 5:30 p.m. this year.** We will have a central pick up location for you to pick up your child. Children will be called over to that location for you to sign them out. Parents will not be able to go to the classrooms to pick up his/her child.

## ENRICHMENTS

- Preschool and elementary students will continue to receive enrichment classes. Enrichment classes include Art, Music, P.E. Stem Lab, and Library. Enrichment teachers will come to the classrooms as much as possible to limit movement around the campus.

# **DROP-OFF AND PICK-UP**

## **PRESCHOOL**

- 3 and 4 year old drop off will be from 8:00 a.m. - 8:15 a.m. (with the exception of having an older sibling that needs to be dropped off earlier).
- Drop-off and pick-up locations for preschool students will be Building 1 and 2 depending on their classroom location.
- Preschool parents will form a carline in front of building 1 and 2. A staff member will take your child's temperature before they exit the vehicle. Parents will not be able to walk their child(ren) into the buildings.
- After the temperature has been taken, a staff member will walk the student into the building.
- Pick-up time will be at 3:15p.m. for 3 and 4 year old preschool students. Students will be dismissed to the vehicle of the parent or guardian. Please note that parents will not be allowed to enter the buildings.

## **KINDERGARTEN - FIFTH GRADE**

- The standard drop-off and pick-up times will remain the same. Parents will not be able to park, but will follow in carline until a staff member is able to take your child(ren)'s temperature.
- Drop-off and pick-up locations for K5 - 5th grade students will be Building 2 and the Annex building depending on their classroom location.
- After the temperature has been taken, the student should then report directly to the classroom.
- The pick-up time of 2:55 p.m. will remain the same. Students will be social distanced outside their buildings to be dismissed to the vehicle of their parent or guardian.



## **DROP-OFF AND PICK-UP (cont.)**

### **SIXTH - TWELFTH GRADE**

- The standard drop-off and pick-up times will remain the same. Parents will follow in carline until a staff member is able to take your child(ren)'s temperature.
- Drop-off and pick-up locations for middle school and high school students will be the Gym, Annex, or KPAC depending on their 1st hour location.
- After the temperature has been taken, the student should then report directly to the classroom.
- The pick-up time of 3:15 p.m. will remain the same.

*\*If a student is late to check in, he/she must report to Building 1 to get a late slip from Mrs. Bauer and their temperature taken by Mrs. Grimes, our school nurse.*

## **RESPONSE TO POSITIVE TEST**

- Our committee continues to develop our response for the possibility of a positive COVID-19 test impacting one or more of the students, faculty, or staff. This plan will be provided in the next week.