

# **Columbia County Christian School**



## **Communicable Disease Management Plan**

**Revised 8/31/2021**

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## **GENERAL PROTECTIVE MEASURES**

### **Protocol for Confirmed Cases of COVID-19**

If a student or staff test positive for COVID-19, the school must follow guidelines from the LPHA on who needs to transition to distance learning for 10 to 14 days depending on the situation. The administrator will contact the Local Public Health Authority (LPHA) and the school will follow the cleaning process recommended by the CDC. The LPHA will ask for the name of the student that tested positive as well as parent contact information, so you may receive a call from them.

### **Parent Education on Illness Reporting**

The communicable disease plan will be posted on our website.

### **Student Screening**

Teachers will screen for a cough, fever, skills, shortness of breath, or difficulty breathing upon student's entry to school.

Secondary symptoms that will be considered are a new loss of taste or smell, headache, muscle or body aches, nausea or vomiting, diarrhea, fatigue, congestion, or runny nose.

PreK- The teacher will meet students at Entrance Door and will conduct a visual screening of each student. Students will then use the sinks in the hall bathroom to wash their hands, while practicing social distancing, before entering the classroom.

Kindergarten- The students will go directly to their classroom module where their teacher will conduct a visual screening of each student.

1st Grade- The students will go directly to their classroom module where their teacher will conduct a visual screening of each student.

2nd Grade- The students will go directly to their classroom module where their teacher will conduct a visual screening of each student.

3rd Grade- The students will go directly to their classroom module where their teacher will conduct a visual screening of each student.

4th Grade- The students will go directly to their classroom module where their teacher will conduct a visual screening of each student.

5th Grade- The students will go directly to their classroom module where their teacher will conduct a visual screening of each student.

Middle School (6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup> grades)- The students will go directly to their classroom where their teacher will conduct a visual screening of each student.

**Any student who arrives late will have to check in at the office where our Carla Warnock, Shari Dummer, or office staff will do a visual screening.**

### **Cohorts**

Each class is a cohort and will have limited access to any other cohort inside the building.

### **School Entrance Record**

Carla Warnock will be responsible for maintaining a digital Daily Log of anyone who enters and exits the school. The log will include:

- Name (Last, First)
- Time IN
- Screening at Entrance (yes/no)
- Contact Information
- Time OUT
- Any symptoms or exposure concerns noted

### **Isolation Protocol**

If an individual is sick while at school, he or she will be isolated to Rm. 107. The student must wear a face covering if safe to do so. One staff person, wearing a face covering and gloves and maintaining social distancing, will stay with the student until a parent can come pick the student up from school. Their illness will be documented in the Daily Log by Carla or office staff.

## **HAND HYGIENE**

### **Hand Hygiene**

Teachers will use the first week of school to train students to wash their hands after using the restroom and before lunch. Each classroom will have hand sanitizer to use before snack, after recess and any other appropriate time. Teachers will continue to reteach and reinforce this learning as needed throughout the school day/year.

## **DAILY SANITATION PROTOCOLS**

*Classroom-* Teachers will disinfect commonly used spaces as needed and a deep clean will be done at the end of the day.

*Restrooms-* Melissa Thayer or a janitor will deep clean restrooms after school and wipe down throughout the day when necessary.

*Whole School/Common Spaces-* Melissa Thayer will wipe down all commonly used spaces every day after school.

*Playground Equipment-* After each cohort, the playground will be disinfected by the duty aide.

*PE Equipment-* The PE teacher will clean all PE equipment and commonly used spaces before and after each cohort.

### **Classroom Cleaning/Closure In A COVID-19 Exposure**

If a student or staff test positive for COVID-19, the school must follow guidelines from the LPHA on who needs to transition to distance learning for 10 to 14 days depending on the situation. The administrator will contact the Local Public Health Authority (LPHA). When we are aware of a known and confirmed case, every space that the cohort was in will be thoroughly cleaned following the CDC guidelines for cleaning.

### **Cleaning Supply Storage/Ordering**

We utilize a combination of CDC-approved products including disinfectants and a dilution of disinfecting bleach to clean desks, common tables, countertops, doorknobs and handles, hands-on learning items, bathroom fixtures, phones, and customer service areas every day. Disinfectant wipes/spray and hand sanitizer will be present and safely stored in each classroom. Backup supplies will be in janitor closet in Rm 101. Each week Melissa Thayer will do an inventory check of cleaning supplies and purchase as needed. Teachers are responsible for reporting a need for additional supplies to Carla Warnock before they run out.

## **PHYSICAL DISTANCING**

Physical distancing will be maintained when able. Each class/cohort will have a designated dismissal area.

## **FACE COVERINGS**

Staff, parents, students and all visitors should wear a face covering indoors accordance with the state indoor mask mandate.

## COMMUNICATION

Any updates will be included in the administrator's weekly email. Teachers will communicate weekly with parents about classroom activities. In the situation of a COVID-19 case the communication will be as follows:

Parents → Teacher → Beth Winegar (Or acting administrator) → LPHA → Beth Winegar → Staff and Stakeholders

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Script for Communication of COVID-19 Cases:

*Dear Parents/Guardians,*

*There has been a confirmed case of COVID-19 at our school in the \_\_\_ grade level cohort. At this time, that cohort will transition to distance learning for 14 days. We will return to in person learning on \_\_\_\_\_. During that time, the class and any common areas will be cleaned and prepared for students to return. We have contacted the local public health authority and will update with any further information.*

*Please know that we are consistently working to limit exposure within our school. If you have any questions or concerns, please reach out to me directly.*