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## TCA Restart Plan 2020/2021

Goal: Advance the Mission of Tipton Christian Academy in spite of circumstances

Committed to

**MISSION • ACADEMICS • SAFETY**

## Planning

The TCA Task Force analyzed state and private school plans to develop a plan that is responsive to the needs of our local community. Our Task Force will continue to track local trends, adhere to governmental authorities, and, as a private school, will make decisions that are in the best interest of our TCA family.

In this document, you will find the four basic frameworks from which we will operate during the 2020-2021 school year. We are committed to meeting our students' needs regardless of the parameters in which we are currently operating, and we understand each of these will require responsiveness and flexibility.

No one framework will work perfectly, but we are committed to working together and going the extra mile to ensure the objectives of our mission will be safely met. Our students' growth is paramount regardless of the circumstances, and we are prepared to adjust as needed.

We have created the following model that includes four frameworks, all of which may be used moving forward as we navigate the local circumstances of the pandemic.

### **Factors That Will Lead Us to Shift Framework:**

- Recommendations from federal/state/local agencies
- Increases or decreases in positive COVID-19 cases among our community in relation to the county as a whole
- Evidence of our community's commitment to following social distancing and mask wearing
- Decisions of TCA administration, Task Force and Board as we communicate with our legal/medical advisors
- Student/Family access to technology

### **School Procedures for Positive Cases:**

In the event of a confirmed positive case of COVID-19 in a student or their immediate household, it is the responsibility of the parents to notify the school. We will contact our local health agencies and medical advisory team and follow the recommended guidance (and protocol for contact screening at TCA). This would be treated as any medical absence, and the student would be allowed to receive assignments, communicate on-line with teachers, and make up their work. Students/staff members who test positive for COVID-19 must be quarantined for 10 days from the date of the beginning of symptoms and 24 hours after their symptoms have subsided. If asymptomatic, then it is 10 days from the date of a positive test.

Our top priorities will remain health and wellness, given the evolving nature of the COVID-19 pandemic, and we cannot afford to follow a static road map. Instead, we commit to being flexible and transparent as we implement, revise, and adjust strategies designed to meet the academic, social, and emotional needs of our students while keeping our students and faculty/staff safe. TCA's safety rules and protocols will be updated periodically, at the school administration's and Task Force's discretion as more information is provided by the medical and legal teams, CDC and local health department, to uphold our commitment to our standard of care and mitigate the spread of COVID-19.

# Health & Wellness

## Social Distancing

- \* Parent's and visitor's entry is restricted
- \* Designated entry points by grades
- \* Appropriately spaced seating
- \* Use of common areas is restricted
- \* Cafeteria use is limited or eliminated

## Daily Temperature Checks

- \* Anyone entering the buildings must wear a mask and have temperature checked (All students, faculty, staff, etc.)

## Student Gatherings & Events

- \* Athletics will follow TSSAA guidelines or greater (waiting for further guidance)
- \* Assemblies and student gatherings: Only when social distancing is possible
- \* Field trips are postponed

## Campus Mitigation

- \* Disinfecting System for each campus
- \* Hand sanitizing stations throughout both campuses and at each entrance
- \* Bottle filling stations replaced water fountains

## Health & Hygiene Protocols

- \* Faculty/Staff will wear masks
- \* Students will wear masks when not seated at their desks
- \* Reinforced hygiene: Avoid touching the face, cover mouth with arm or elbow when coughing or sneezing

## Sanitation Protocols

- \* At the end of each class: Wipe desks and commonly touched surfaces with disinfectant
- \* Increased cleaning of restrooms and entrances
- \* End of the day: wash surfaces and then disinfect

- \* TCA's full pandemic plan can be read on our Website under the "COVID-19 Response" tab.

## Framework Scenarios:

### Framework #1: On Campus (no restrictions)

This is our traditional format, which includes a full schedule of academic classes and co-curricular activities according to our standard school operations.

### Framework #2: On Campus and Social-Distanced with Health and Safety Protocols (This is the framework for August 2020)

Should circumstances require it, school administration may enact the socially-distanced framework of school operations. In this mode, we will carry out a full schedule of classes and co-curricular, but will implement the following measures, to ensure the safety of students and teachers:

- Temperature checks upon entering the building
- Increased hand-washing and sanitizing stations
- Cleaning desks at appropriate times throughout each school day
- Intentional spacing of student desks
- Increased signage as it relates to the direction of student traffic/ cleaning procedures
- Limit and discourage close student contact
- Cafeteria procedure changed (classroom)
- Access to buildings is restricted to students/teachers/essential personnel. (No visitors, lunch deliveries, etc.)
- Masks required in common spaces
- Adjusted traffic flow in hallways

### Framework #3: Enhanced Social Distancing/Hybrid Scheduling

In the case of a local spike in COVID-19 or amended governmental recommendations, the school administration may decide to increase safety measures to further protect against the potential spread of the virus by implementing our SD framework, plus the following “**enhanced**” measures:

- Smaller number of students per learning space
- Implementation of a hybrid calendar (alternate days on campus)
- Prohibiting the use of lockers in all divisions
- Masks required in common areas and classrooms
- All students eat in classrooms
- The suspension of co-curricular activities

#### Framework #4: Online Learning

Should we fall under a “shelter in place” order or if TCA administration deems it necessary, we would shift to our online learning framework. When moving to online, the following measures will be implemented:

##### **For Middle/Upper School**

- Longer assessment/tutorial period
- More consistent/structured program
- Clearer expectations for students
- Aligned use of Google Classroom/Zoom
- Improved delivery of assessments
- GRADES will be taken and recorded to RenWeb weekly for each subject
- Attendance to scheduled class meetings will be monitored daily

##### **For Lower School**

- Google Meets/Zoom schedule with different start times by grade to accommodate parental support
- More small group and individual sessions
- Clearer guidelines for students and parents
- K-5 Google Classroom/Zoom
- Attendance to scheduled class meetings will be monitored daily
- GRADES will be taken and recorded to RenWeb weekly for each subject
- Jr Kindergarten and below students will follow the guidelines provided by the Department of Education for preschools.

### Online Schedule

In order to avoid multiple family members meeting/Zooming at the same time, the following schedules have been established:

### Lower School

Monday	English/LA	30 min.	
Tuesday	Math	30 min.	
Wednesday	Science/ Social Studies	30 min.	15 min. of Science 15 min. of Social Studies
Thursday	Support Day	30 min.	

### Google Meets Schedule Lower School

8:00-8:30	Kindergarten
8:30-9:00	1st Grade
9:00-9:30	2nd Grade
9:30-10:00	3rd Grade
10:00-10:30	4th Grade
10:30-11:00	5th Grade
11:00-12:00	Planning K-5

## Middle/Upper School

Period	Time	Period
1 <sup>st</sup> Monday and Wednesday	8:30 to 8:55	4 <sup>th</sup> Tuesday and Thursday
2 <sup>nd</sup> Monday and Wednesday	9:00 to 9:25	5 <sup>th</sup> Tuesday and Thursday
3 <sup>rd</sup> Monday and Wednesday	9:30 to 9:55	6 <sup>th</sup> Tuesday and Thursday
Testing Block	10:00 to 11:00	Testing Block
Teacher available for help	11:00 to 12:00 daily	Teacher available for help
Teacher available for help	Friday Mornings	Teacher available for help

## Priorities

We prioritize on campus, person to person engagement as it relates to learning, and we are committed to the traditional school environment when it is possible to execute safely. Our teachers will be prepared, and our school has the tools necessary to meet the needs of your child regardless of the framework. We also recognize that during the school year, we may shift frameworks, perhaps several times, and with minimal notice, to carry out safe and effective instruction.