



Clear Creek Christian School, with guidance from local health officials and various stakeholders, has developed a plan for the 2020-2021 school year. Guidance from [IN-CLASS](#) (Indiana's Consideration for Learning and Safe Schools), legal counsel, and survey data collected from parents and other stakeholders has been utilized in the creation of this comprehensive document. Should the CDC and Department of Health declare an end to the pandemic, the plan may be disregarded in part or in whole. Until such time, CCCS will operate under one of the following conditions which will be communicated with families through email correspondence and the school website. The conditions are subject to change based on information from state officials, local authorities, and our board of directors governance.

To begin the year, CCCS will operate in the YELLOW condition until otherwise informed. Given the fluidity of current information, this document is subject to change.

HELPFUL DEFINITIONS:

Masks: A cloth or disposable paper face covering that covers the nose and mouth. For individuals who may struggle with mask wearing or have a medical necessity, **face shields are an acceptable alternative**. Knowing how important our facial expressions are and how coming to school might be scary for some children, teachers will be encouraged to use a shield instead of a cloth mask, so as to effectively communicate their feelings and intentions with children. With appropriate medical documentation, individuals may be exempt from wearing a mask. In the following plan, the word "mask" can be interpreted to be a mask or shield.

Social Distancing: The practice of maintaining at least 3-6 feet of distance between people. This is the recommended distance to maintain in order to limit the spread of droplets that may contain the COVID-19 virus.

Close Contact: A person who spent more than 15 minutes within 6 feet or less of someone who contracts COVID-19. Used by the Health Department to determine who must quarantine after a confirmed case. Specials teachers must maintain vigilance to not become a "Close Contact" while serving students of all grades.

Category	RED (confirmed spread on campus)	YELLOW (abundance of caution)	GREEN (least restrictive scenario)
Instruction	<ul style="list-style-type: none"> Families should prepare for unexpected closures and the transition to remote learning days with a positive COVID-19 case. Health department officials will determine the length of time the school will remain closed. If the health department allows school to remain open, families may choose if they continue face to face or remotely Teachers use Google Classroom to post lessons and resources for students who are absent for COVID-19 symptoms/tests 	<ul style="list-style-type: none"> Most students are in-person all-day Students who are home temporarily while awaiting the discontinuation of quarantine/isolation will participate in remote learning - assuming they do not have active symptoms and are too ill to participate in school A long term remote learning option will be created for medically fragile or vulnerable populations Teachers use Google Classroom to post lessons and resources for students doing remote learning 	<ul style="list-style-type: none"> Most students are in-person all-day Accommodations made for medically fragile or vulnerable populations Teachers use Google Classroom to post lessons and resources for students doing remote learning
Prevention	<ul style="list-style-type: none"> Follow Health Department guidance about who can remain on campus Encourage repeated testing for any suspected "close contacts" Teach and reinforce proper hygiene measures like handwashing and covering coughs Provide hand soap and hand sanitizer, paper towels, and no-touch trash cans in bathrooms, classrooms and high traffic areas Teachers and students 	<ul style="list-style-type: none"> Encourage testing for any suspected symptoms Teach and reinforce proper hygiene measures like handwashing and covering coughs Provide hand soap and hand sanitizer, paper towels, and no-touch trash cans in bathrooms, classrooms and high traffic areas Teachers and students (age-appropriate) clean and disinfect Student water bottles filled by school staff at a scheduled time (water 	<ul style="list-style-type: none"> Encourage testing for any suspected symptoms Teach and reinforce proper hygiene measures like handwashing and covering coughs Provide hand soap and hand sanitizer, paper towels, and no-touch trash cans in bathrooms, classrooms and high traffic areas Water fountains operational when allowed by the Health

	<p>(age-appropriate) clean and disinfect upon entering and exiting a room and at designated intervals</p> <ul style="list-style-type: none"> • No water fountains or bottle filling at school • Classrooms utilize outdoor spaces whenever possible; When indoors, windows must be open • Nonessential visitors and volunteers will not enter the building M-F (if the Church is open, services may or may not occur on Sunday). • All students regularly monitored for symptoms during the school day within their classrooms • Student work surfaces maintain 3-6 feet minimum separation and face the same direction 	<p>fountains will not be in operation)</p> <ul style="list-style-type: none"> • Classrooms encouraged to use outdoor spaces whenever possible • Nonessential visitors may enter the building outside of normal school hours • Essential visitors avoid contact with students whenever possible and follow mask/distancing requirements • Teachers regularly support students social-emotional learning with appropriate lessons and activities as recommended by experts • Student work surfaces maintain between 3-6 feet of separation and face the same direction • Those serving multiple student cohorts (principal, assistants, etc) monitor their "close contact" times carefully 	<p>Department</p> <ul style="list-style-type: none"> • Student water bottles filled by students • Classrooms may choose to meet outside when possible • Nonessential visitors/volunteers restricted to a specific area of need
<p>PPE (personal protective equipment i.e. gloves, masks, dividers)</p>	<ul style="list-style-type: none"> • Masks required at all times by all people while indoors • Social distancing prioritized and strictly enforced • Entrance to classrooms and office strictly enforced using locks on doors and physical barriers • Masks provided to those who need them 	<ul style="list-style-type: none"> • "Mask when you move;" Masks required when moving through common spaces • Masks required for teachers and students when working less than 3 - 6 feet from others • Teachers help students know when their masks may be removed using verbal and visual cues • Social distancing strongly modeled and reminded • Physical barriers placed at high 	<ul style="list-style-type: none"> • Masks not required, but supported for those who wish to wear them • Respect those who desire to social distance • Masks provided to those who desire them

		<p>traffic areas high traffic (i.e) front desk</p> <ul style="list-style-type: none"> • Masks provided to those who need them 	
Arrival & Dismissal	<ul style="list-style-type: none"> • Strict dismissal times by class - students enter assigned doors (see pickup/dropoff guidance) • Students dismissed from classrooms • Students exit the car, parents may not exit their vehicle 	<ul style="list-style-type: none"> • Staggered dismissal times - students enter/exit assigned doors (see pickup/dropoff guidance) • Students dismissed from classrooms • Parents of 1-6 graders may not exit their vehicle (K exception for 2 weeks) 	<ul style="list-style-type: none"> • Staggered dismissal time - students still enter/exit assigned doors (see pickup/dropoff guidance) • Students dismissed from classrooms • Parents may exit vehicles but should not enter the building
Specials	<ul style="list-style-type: none"> • Specials Teachers deliver remote instruction via recorded lessons when possible or travel to classrooms only when necessary • Maintain “close contact” vigilance (see definitions) • Lesson materials uploaded to Google Classroom 	<ul style="list-style-type: none"> • Students travel to specials. • Specials teachers avoid establishing “close contacts” (see definition) • Classroom policies regarding sanitization, masks, and social distancing observed • Remote learners receive a topical unit of study or choice boards without recorded instruction 	<ul style="list-style-type: none"> • Students travel to specials. • Specials teachers monitor their time in “close contact” with students on a case-by-case basis
Chapel	<ul style="list-style-type: none"> • Held in classrooms • Youtube worship videos • Devotional delivered via video from single speaker (likely staff) • Uploaded to Google Classroom/Facebook 	<ul style="list-style-type: none"> • Held in classrooms • Singing in classrooms with masks on (students can distance and opt-out if they/parents desire) • Devotions delivered via video from a staff member or classroom groups • Uploaded to Google Classroom/Facebook 	<ul style="list-style-type: none"> • Held in the auditorium • Limited parent attendance, respecting social distancing • Singing optional • Those wishing to distance from singers have the option • Uploaded to Google Classroom/Facebook

Lunch	<ul style="list-style-type: none"> • Lunch in classrooms or outdoors • Masks are worn when not eating in the auditorium • No microwave use permitted 	<ul style="list-style-type: none"> • Lunch in the auditorium, outdoors, or another large space, while practicing social distancing - not in classrooms • Masks not required • Microwave use discouraged and only operated by staff with gloves changed between warmups • Some grades will share eating times but will not commingle • Additional lunch section scheduled to allow for greater distancing 	<ul style="list-style-type: none"> • Lunch in auditorium • Social distancing encouraged • Microwave use allowed and operated by staff • Some grades will share eating times and allow for commingling between those classes • Additional lunch section scheduled to allow for greater distancing
Recess	<ul style="list-style-type: none"> • Classrooms do not share recess time • Limited equipment use (balls, toys, etc.) • Equipment sanitized between uses • Indoor recess: policies will match Gym class expectations and will require social distancing 	<ul style="list-style-type: none"> • Some classes may share recess time but playground equipment is divided between classrooms and classes will not commingle • Equipment sanitized between uses • Indoor recess: policies will match Gym class expectations and allow for social distancing options 	<ul style="list-style-type: none"> • Some classes share recess time • Playground equipment open to all students • Equipment sanitized between uses • Indoor recess: policies will match Gym class expectations and allow for students to social distance
Transitions	<ul style="list-style-type: none"> • Masks required while moving locations • Strict hallway/stairwell guidance (up/down, left/right) • Social distancing enforced (arms out while traveling) • Little/No traffic around the building • Where possible, doors propped open to limit touching (security vigilance at entrances to the building) 	<ul style="list-style-type: none"> • Masks required while moving locations • Classes pro-actively stagger transitions • Hallway/stairwell guidance posted and enforced for high traffic times or when groups of students approach each other • Social distancing reminders • Where possible, doors propped open to limit touching (security vigilance at entrances to the 	<ul style="list-style-type: none"> • Masks optional while moving locations • Teachers monitor and attempt to stagger transitions • Signage supports safe transitions

		building)	
Extended Care	<ul style="list-style-type: none"> • Strict adherence to recess procedure • Smallest teacher/student ratio • Minimal supplies used • Adult transportation phones the office to inform the school they have arrived - students are escorted to/from cars by staff 	<ul style="list-style-type: none"> • Staffed with attention to teacher/student ratio, additional staff on call to support • Supplies sanitized regularly • Adult transportation may walk to the intercom at the front door and meet the student at the entrance - but they may not enter the building 	<ul style="list-style-type: none"> • Staffed as usual • Supplies sanitized between use • Adult transportation may walk to the intercom at the front door and meet the student at the entrance - but they should not enter the building unless essential
Mind Maze	<ul style="list-style-type: none"> • Not in operation • Unavailable to remote learners 	<ul style="list-style-type: none"> • Modified activities to limit high-touch surfaces that are hard to disinfect frequently • Teachers & students sanitize between uses • Unavailable to remote learners 	<ul style="list-style-type: none"> • Volunteers sanitize between uses • Unavailable to remote learners

SCREENINGS

Multiple Health Organizations do NOT recommend the practice of taking each person's temperature as they enter the building. There is not enough data to support that this process controls the spread of COVID-19. Instead, rigorous screening at home and fidelity to the process ensures a "healthy only" framework that slows or stops the transmission of the virus and allows for the most "normal" of experiences.

Student Screenings

Parents are asked to screen their children on a daily basis before they leave for school using the screening tool below:

Does the Child and/or anyone in the home have:

1. a fever (temperature of 100.4° F or higher) without having taken any fever reducing medications?
2. a new loss of smell or taste?

3. a persistent cough not due to allergies?
4. muscle aches?
5. a sore throat?
6. shortness of breath?
7. chills?
8. a headache?
9. been diagnosed with COVID-19, or been placed on quarantine for possible contact with COVID-19?
10. been asked to self-isolate or quarantine by a medical professional or local public health official?

Students who become ill or exhibit 2 or more COVID-19 symptoms that are not otherwise explained will not be allowed to be in school. If a student exhibits 2 or more of the above COVID-19 symptoms, the parent should contact both the school and their doctor to arrange an appointment.

TRAVEL RESTRICTIONS OUTSIDE INDIANA

Should the need to travel out of state arise, families are instructed to inform the school principal regarding the locations the family traveled. Should health department statistics indicate that the locations visited be an emerging “hotspot” of COVID-19 transmission, the student will be required to wait to return to school for 14 days. This decision will be made at the discretion of the principal. If no symptoms arise in those 14 days, the student may return to school. While waiting, the student will be provided remote learning opportunities.

HEALTH AIDE VISITS

When a student becomes ill at school or requests to see the health aide, the following process will begin:

- The student describes symptoms or issues to teacher or staff member.
- Student's temperature is taken via a touchless thermometer kept in classroom.
- Teacher references training materials regarding COVID-19 symptoms.
- If symptoms are not COVID-19 related, the teacher utilizes first aid kit in classroom unless absolutely necessary to send to health aide (i.e. controlled medication locked in office). Student returns to class.
- If a student exhibits 2 or more COVID-19 symptoms, Mrs. Post is contacted via classroom phone.

- Mrs. Post and teacher consult and Mrs. Post accompanies student to a separate waiting room for COVID-19 symptoms in the health office while wearing gloves and mask. Hallways are kept clear while this happens.
- Parents will be contacted for pickup.
- Student and family must follow the directions in the “Return to School” section that follows.

Teachers will only administer items from the basic first aid kit. Prescription medications and common pain relievers will be delivered by the Health aide to the classroom student medication that is to be dosed on a specific schedule, allowing the student to take the medication in the hallway.

RETURN TO SCHOOL

Students and staff may return to school after displaying 2 or more symptoms if they meet the following:

- Untested - Not otherwise explained; all three must be met:
 - At least 10 calendar days after symptoms first appeared
 - Fever free for 72 hours (three full days, no fever without medication)
 - Other symptoms have improved
- Tested positive - Either Symptomatic or Asymptomatic
 - At least 10 calendar days after symptoms first appeared, AND
 - Fever free for 72 hours (three full days, no fever without medication), AND
 - Other symptoms have improved OR
 - Two negative tests at least 24 hours apart
- Tested negative - Symptomatic
 - Fever free for 72 hours (three full days, no fever without medication), AND
 - Other symptoms have improved\

While waiting at home, the student will be provided schoolwork via remote learning opportunities which, when completed, will count as being marked Present for school. The waiting period will not count against attendance records if the student engages in remote learning.

CONFIRMED CASE

In the event of a confirmed COVID-19 student or staff member, the following steps will be taken by the school.

- The school will contact the health department.
 - The health department will:
 - Contact all positive cases
 - Inform direct contacts of exposure
 - Instruct regarding self-quarantine and exclusions
- CCCS will receive guidance from the Health Department around operating procedures.
 - a decision will be made regarding a change in protocol (red/yellow/green).
 - the school may be closed completely or specific classrooms may switch to remote learning.
 - In the event of a school closure, a Remote Learning plan will be followed
 - We will not expect parents to carry the burden of instruction.
 - This plan will be developed before school begins and will include both synchronous and asynchronous elements (recorded lessons, live instruction/office hours etc.).
- The school and the affected areas will be extensively sanitized and cleaned.
- Extracurricular activities will be cancelled.