

# WEST GATE

## CHRISTIAN SCHOOL

### Re-Entry Plan

2020

July 23, 2020

WGCS Families and Students,

We hope that you have enjoyed your summer and are excited about the upcoming school year. We have been diligently working since March to prepare for the re-opening of school, and we are thankful for the prayers, support, and encouragement from our families! While we have presented a broad plan for re-opening, this will give you more specific details as to what is being done to provide a clean, safe environment for our families, students, and staff.

### **Morning Drop-off**

1. Students and Staff will have their temperature taken before they are admitted into the building. Anyone with a temperature of 100.4°F or higher will not be allowed to stay. Parents are asked to remain at the curb in case a student is not able to stay.
2. Parents may park in the designated area and walk their child to the door for temperature check, but will not be permitted to enter. Parents may visit the school office with any questions or concerns.
3. Elementary students will go directly to their classroom. Jr./Sr. High students will wait in the cafeteria until 7:50 a.m.

### **Screening**

1. Stay home if you are sick.
2. Those who become sick, have a fever, or show symptoms of COVID-19 while at school will be required to wear PPE, go directly to the nurse's station, and will be sent home immediately. Students should visit a health facility to be evaluated.

### **Closed Campus**

1. No visitors will be allowed beyond the school office.
2. Parents/family members will not be able to join their students for lunch.
3. Service/Repair personnel will be screened before being allowed beyond the school office.

### **Personal Protective Equipment (PPE)**

1. Face masks are not required, but are certainly welcome. Students wearing masks need to be responsible for the care and storage of their mask should they remove it throughout the day. For reasons of public hygiene, any mask found on campus will be automatically disposed of.
2. Staff are also invited to wear PPE if they are working in close proximity of a student.
3. Designs, writing, or symbols on masks must be consistent with the School Handbook.

## **Social Distancing**

1. Rooms will be arranged to allow as much distance as possible between students.
2. Students are responsible to keep adequate distance when moving about the campus.
3. When possible teachers in 7<sup>th</sup> – 12<sup>th</sup> grade will change classrooms, so students may remain in the same area. By limiting their exposure to a smaller number of students, the chance of infection is reduced.
4. The church auditorium will be utilized for larger gatherings like chapel or band.

## **School Office**

1. Please limit coming to the school office as much as possible to reduce possible exposure. You can always call the office with questions or concerns.
2. Make sure that your student has everything they need for the day to prevent unnecessary visits to campus.

## **Lunch**

1. K3-K4 who are staying all day will have lunch in the Annex.
2. K5-12<sup>th</sup> grade students will eat in the cafeteria but will be distanced by class.
3. Microwaves will **NOT** be available.
4. Our catered lunch program will still be offered, and lunches will be pre-packaged.
5. Tables and chairs will be cleaned between each use.

## **Recess**

1. Classes will have recess, but will be assigned different parts of the property, so as not to intermingle with other classes. The playground equipment will be sanitized between uses.
2. Teachers will monitor classes and recommend games that will ensure an enjoyable time while limiting physical contact.

## **P.E. Classes**

1. P.E. classes will be designed to encourage physical fitness and conditioning. Physical contact will be limited.
2. Weather permitting, classes will take place outside.
3. Equipment will be sanitized between uses.

## **Band/Choir**

1. Band will practice in the 1,200 seat church auditorium to ensure social distancing.
2. Choir will also meet in the auditorium on Wednesdays after school.

## Extra-Curricular Activities

1. Athletics
  - a. According to SSACS guidelines, volleyball and flag football practices may begin prior to the first week of school.
  - b. Coaches will minimize physical contact, and equipment will be sanitized between uses.
  - c. Transportation
    - Students will be spread out on the buses as much as possible, and siblings will be encouraged to sit together on the bus.
    - Busses/vans will be sanitized after each use.
  - d. Masks are not required at games for spectators, but are welcome.
2. Field Trips: There will be no field trips planned until further notice.
3. Class Parties: There will be no class parties until further notice.

## Cleaning/Sanitation

1. Students will be required to wash their hands after using the restroom, before eating, and as directed by their teacher.
2. Professional hand sanitizers have been installed throughout our buildings, and each classroom will have portable sanitizers available.
3. The classrooms will be cleaned and disinfected by the teacher and sanitized by staff members before the buildings are closed each night. This will ensure a clean classroom will be ready for our students and staff each day.
4. The restrooms will be cleaned/disinfected throughout the day and sanitized at the end of the day. K5 – 6<sup>th</sup> grade classes will have organized restroom breaks and will be scheduled accordingly.
5. The Computer Lab equipment will be sanitized after each use.
6. Drinking fountains will be turned off, but the water filling stations will remain on. Students must use their own personal bottles.

## Carline/Pick-Up

1. Carline will be divided into 4 locations:
  - a. K3/K4 – Annex
  - b. 1<sup>st</sup> – 3<sup>rd</sup> – Atrium
  - c. K5, 4<sup>th</sup> – 6<sup>th</sup> - Cafeteria
  - d. 7<sup>th</sup> – 12<sup>th</sup> – Church Overhang

**Students will be separated by  
class and called when their  
ride has arrived.**

2. We will run carline as efficiently and safely as possible; and we appreciate your patience as your child is brought to you.

## Miscellaneous

1. Locker Use: In order to avoid crowding at lockers, students should plan on using their backpacks to store textbooks and supplies. Backpacks will be allowed in class while lockers are closed for use.
2. Morning Care/Extended School Day: Drop off and pick-up will be from the car instead of inside the building. Temperature checks will take place. Social distancing will be encouraged.
3. COVID Preparation: Teachers will receive training for health, safety, and disinfecting during In-Service week. Training with students will take place during the first week of school. Parents are invited to review the policies with their child before the school year begins.

## Open House/Orientation August 10<sup>th</sup>

1. We will be limiting large gatherings until further notice. **There will be no Orientation meeting, instead all families will need to attend Open House on August 10<sup>th</sup>.** All students and at least one parent will need to visit their classroom from 9:00 a.m. – 12:00 p.m. and 1:30 p.m. – 7:00 p.m. to go over important information about the start of school. Orientation will be recorded and made available to families for viewing.
2. Parents are always encouraged to contact the school office with questions.

## Positive Case of COVID-19

1. The family **must** inform the school if their student contracts the COVID-19 virus.
2. WGCS will work with local health department officials to determine whether to close that classroom, affected building, or the entire school for 2-5 days (short-term dismissal for cleaning and contact tracing).
3. Students will be given assignments and meet with their teacher via live stream, at scheduled times throughout the day, to continue schoolwork.
4. The classroom will undergo deep cleaning and sanitization before any student will be allowed to return to the classroom. Other possible infected areas may also be closed for deep cleaning.
5. WGCS will work with county health department officials to determine the number of days the infected student needs to be out of the classroom before returning (most likely 10-14 days).

We are very thankful for all of our WGCS families, and are excited about the upcoming school year. COVID-19 will not last forever, but the truths your child receives this year will! We are praying for our families and look forward to seeing you on August 10<sup>th</sup>.