

Calvary Academy

Academic Excellence. Christ-Centered Education.

Calvary Academy **2021-2022 Covid-19 Plan¹**

Dear Calvary Academy Family,

At Calvary Academy it is our mission to challenge our students to know Christ as Lord, teach them to know and apply biblical truth and train them to pursue academic excellence in order that they may engage and transform their world for Jesus Christ.

We are committed to providing students with meaningful, connected learning experiences. We will continue to embrace the very best that is available to us in order to ensure that our students get to grow and develop emotionally, academically, and spiritually.

Here within, you shall find information regarding Calvary's Covid-19 Plan for the 2021-2022 School Year. Please be sure to familiarize yourself with the details within. Please be mindful that as information regarding Covid-19 changes, Administration will stay abreast of such information and inform our families of such changes in a timely manner.

These times have required creative thinking, nimble planning, and a steadfast commitment to our mission. In the uncertainty ahead, we will strengthen our unity and testimony as the people of God called to this special place. Thank you for your patience and your prayers.

Sincerely,
Calvary Academy Administration

¹ Please be advised, Calvary Academy's 2021-2022 Covid-19 Plan is a fluid document and may be amended at the discretion of Calvary Academy Administration.

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Introduction

Calvary will continue to adhere to all mandates regarding COVID-19 as put forth by the CDC and guided by the Illinois State Board of Education (ISBE).

The following steps and procedures have been implemented to operate Calvary Academy:

- Ongoing Administration meetings—dedicated to cover all aspects of recommended safety operations within the current COVID-19 crisis including:
 - Ongoing COVID-19 training
 - PPE training (proper use of personal protective equipment that guards the health and safety of faculty and staff)
 - New emergency policies and recommendations for schools.
 - Review of school safety procedures.
- All classrooms, classroom items and common areas have been cleaned.
- Deep cleaning of carpets, doors, walls, surface areas, instructional items and common contact areas have been conducted.

General Operational Details

- Calvary Academy's operating hours will be 6:30 am to 6:00 pm. Teachers will be continuously disinfecting and sanitizing their classrooms.
 - Our school day will run from 8:30am – 3:00pm.
 - The following staggered dismissal will ensue:
 - Grades K-1 will be dismissed at 3:00 p.m., each day at the North Parking Lot.
 - Grades 2-8 will be dismissed at 3:00 p.m., each day at the South Parking Lot.
- A sign on the front door clearly specifies visitors will not be allowed in the building. The sign also specifies any person who displays signs of illness, must not enter the building. **Please note: All visitors to our building are required to be masked, regardless of vaccination status.**
- Signs have been posted throughout the school instructing practices to prevent the spread of germs, including COVID-19.
- Emergency communication will continue through our school messenger system. The administration will utilize mass email and phone communication should there be an emergency.
- A Calvary Administration member will coordinate with the Cook County Health Department should a COVID-19 case be reported at school.
- The cleaning schedule will be adhered to daily.
- Staff will be monitoring students in their class for symptoms related to COVID-19. In the event a student is displaying symptoms that are concerning, the student will be sent to the office for a temperature check. If the child is running a fever at 100.4 or greater, they will be isolated in a holding area and the parents will be called to pick up their child.

Daily Screenings

Staff:

- If there is any report or evidence of COVID-19 symptoms the staff member will be sent to a COVID-19 testing center to be tested. The staff member will remain home until a result is received. In the event of a positive result, the staff member will continue to remain home until cleared by a doctor with a written note.
- Substitute teachers and staff will be available in the event a staff member becomes sick.

Students and Families:

- Students and essential parents/guardians entering the school will be asked to wear a mask.
- When calling in a student's absence, we may be requesting more detail than in the past, specifically regarding any COVID symptoms. We are relying on honest and forthright communication from parents/guardians with regards to possible COVID-19 exposure.
- Staff will perform general wellness scans throughout the day looking for coughing, sneezing, running nose and other related symptoms. If a child shows illness related symptoms, the child will be isolated from the group until parent pick-up.

Personal Protective Equipment Procedures (PPE)

- All visitors to our building, are required to wear a mask. All students are required to wear a mask at all times (except when eating lunch or outside. All faculty and staff members are required to wear a mask at all times (except when eating lunch). At this time, all faculty, staff, students, and visitors are required to wear a mask, **regardless of vaccination status.**

Hand Washing/Physical Distancing Protocol

Staff:

- Administration, Faculty and Staff will wash their hands throughout the course of the day. Hand washing specifically will be encouraged under the following situations: Upon entering the building for the day, as they enter the classroom, after restroom use, before/after meals, and after contact with another student or staff member. All hand washing will consist of washing with soap and water for at least 20 seconds.
- Hand sanitizer will be readily available throughout the building for use. Hand sanitizer is not a substitute for hand washing.

Students:

- Hand washing will be specifically encouraged under the following situations: after restroom use, and after contact with another child or staff member. All handwashing will consist of washing with soap and water for at least 20 seconds.

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- Hand sanitizer will be available in every classroom. Hand sanitizer will be used before and after lunch or snack time.
- Proper hand hygiene will be encouraged at all times.

Drop Off/ Pick Up Procedures

- All persons entering and leaving will adhere to the social distancing policy put in place by the State of Illinois. Marks will be placed on the floor to ensure 3 feet of separation.
- Parents will not be allowed to walk children in the building or to their class.

Classroom Supplies and Daily Cleaning Procedures

- Tissue will be readily available, and sinks will be well stocked with soap and paper towels.
- Garbage cans will be easily accessible throughout each classroom.
- Carpets and shelves will be cleaned daily.
- Bathroom cleaning will take place through-out the day and after each end of day.
- All common contact areas will be sanitized frequently and after each end of day.
- Calvary will have hand-sanitizing towers at each main entrance.

Play time & Recess:

- Playtime will be monitored to oversee appropriate social distancing.
- Outside playtime will be staggered to ensure classrooms are not sharing the same space.
- Separate playground space has been designated for each class to allow for rotation of use.

Bathroom Breaks, Water Fountains and Social Distancing

- Line Standing (bathroom usage) will follow social distancing with marks on the floor for children to stand on. The bathroom capacity will be limited and monitored to maintain social distancing.
- Students will not be using shared water fountains. Each student is responsible for bringing a filled water bottle to school, each day. In the event a student needs to refill their water bottle, touchless water stations are located throughout the school.
- Should a student forget their water bottle at home, a disposable cup will be provided.

Lunch:

- Students will eat lunch in their classrooms at their desk. Social distancing will continue to be adhered to.
- We will be eliminating Hot Lunch for the 2021-2022 School Year.

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Additional Considerations:

Calvary Academy is well aware that in a situation as fluid as the COVID-19 pandemic, protocols to maintain health and safety could change. Calvary Academy is committed to staying abreast of all new recommendations and policies of the agencies that monitor our institution. We are committed to making any and all necessary changes to ensure the health and safety of those who trust us with their children, those who work for us, and the general population at large.

Student and Staff Screening Protocols

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. Anyone can have mild to severe symptoms. People with the below symptoms may have COVID-19.

If a person has any of the following currently known symptoms of COVID-19, they will not be able to enter our building. Family members of someone with any of the know, below symptoms will also not be able to enter. Please note: Doctors’ notes are needed if a child is going to need a break from masks due to medical conditions (i.e. Asthma).

Possible Symptoms:

Cough or sore throat	Shortness of breath or difficulty breathing
Fever (greater than 100.4° F), chills	Headache
Congestion or runny nose	Fatigue, muscle pain and/or body aches
Nausea or vomiting	New loss of taste or smell
Red eyes	Diarrhea
Sneezing	

COVID-19 Quarantine Options

The Cook County Health Department will make the final determination on who is to be quarantined and for how long. They also may determine that a close contact is not a candidate for modified quarantine due to a high-risk exposure (e.g., sustained close contact without masking). Once this determination is made, you shall be notified by Administration.

- Option 1: Quarantine at home for 14 calendar days. Date of last exposure is considered day 0.
- Option 2: Quarantine for 10 calendar days after the close contact's last exposure to the COVID-19 case. Date of last exposure is considered day 0.
 - o The individual may end quarantine after day 10 if no symptoms of COVID-19 developed during daily monitoring.
 - o SARS-CoV-2 PCR testing is recommended and may be required by the local health department.
 - o The individual can maintain physical distancing and masking at all times when returning to school; for classrooms where masking is strictly adhered to, physical distance of 3 to 6 feet is acceptable for return.
- Option 3: Quarantine period is for seven calendar days after the last exposure if:
 - o No symptoms developed during daily monitoring AND the individual has a negative SARS-CoV-2 diagnostic test (PCR) that was collected within 48 hours of exposure day 7 (starting on day 6 or after). The individual is responsible for obtaining a copy of the negative results for documentation purposes.
 - o The individual can maintain physical distancing and masking at all times when returning to school; for classrooms where masking is strictly adhered to, physical distance of 3 to 6 feet is acceptable for return.

Local Testing Location

If a test is needed, below, please see the community-based testing site, nearest our school. The below location is open seven days a week to test anyone, regardless of symptoms or doctor's referrals:

South Suburban College: 8:00am-4:00pm, M, T, W, F (Closed Thursdays & Sundays)

15800 State Street, South Holland, IL 60473

[888\) 297-7208](tel:8882977208)

Walgreens Drive Thru Testing: 8:00am-5:00pm, M-F

390 E 162nd St, South Holland, IL 60473

[\(708\) 339-7799](tel:7083397799)

Students or staff returning from illness related to COVID-19 should call to check in with the Administration following quarantine.

Any individual within the school environment who shows symptoms during the school day will be **immediately** separated from the rest of the school population and placed in our isolation room. Individuals who are sick will be sent home.

Physical Distancing and Mitigation Strategies

Normal School Hours

Our typical school day will run from: 8:30am – 3:00pm, while allowing for students to enter the building at 8:15am.

The following staggered dismissal will ensue:

Grades K-1 will be dismissed at 3:00 p.m., each day—North Parking Lot.

Grades 2-8 will be dismissed at 3:00 p.m., each day—South Parking Lot.

Drop-off and Pick-up

Multiple door entry points will be used to control crowding during drop-off and pick-up times. All students are to be dropped off in our South Parking Lot.

Hallways

Teachers will ensure that students maintain increased spacing in lines as they move through hallways. Markings on the floor will designate spots for students to stand when lining up, waiting. As much as possible, schedules and procedures will be adopted to prevent classes from crossing each other in the hallway.

Lockers and Classroom Seating

Desks/chairs will be separated around classrooms. At this time, lockers for Grades 4-8 will be utilized and assigned spatially.

Classroom Spacing & Movement

For the 2021-2022 School Year, students will be spaced (3) or more feet apart.

K-8 students will move to Specials classes for the 2021-2022 school year.

Junior High students will change classes for the 2021-2022 school year.

Bathrooms, Drinking Fountains and Lunch

While water bottle filling stations will be available, drinking from drinking fountains will not be allowed. All students will be asked to bring a water bottle to school and be allowed to refill when necessary.

Lunches will be enjoyed in classrooms.

Chapels

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Chapel will be either livestreamed or students/staff will engage in these activities at Spirit of God Church, while being mindful physical distance.

Physical Education Classes

During months when the weather is accommodating (Aug. - Nov. & March - May), P.E. classes will be held outside (weather permitting). Students will participate in activities that allow for social distancing: teacher-lead exercises and drills, running, circuit training, etc. During winter months, classes will be held in the gym where students will be masked and physically distant.

Athletics

At this time, Calvary Academy will host sports the 2021-2022 School Year. Information regarding Fall sports has been sent viz email to all 5th-8th Grade Parents/Guardians, from our Athletic Director.

At this time, all visitors to our building and spectators to our events, are required to wear a mask indoors, **regardless of vaccination status**.

Information regarding our Athletic Covid-19 Protocols are forthcoming.

Library, Music, Art, Computer and Band Classes²

- We will have our normal formal Library classes. Each grade will have an opportunity to check out a book(s) at their grade level. Our library/Spanish class will take place in the Library.
- Music classes will be held in the Music Room. Music class will not involve singing but will focus on creating music through non-shared percussion equipment, body percussion activities, theory and exploring various musical genres and eras.
- Art classes will be held in the Art Room.
- At this point, computer instruction will take place in either individual classrooms or by utilizing our Chromebook cart. Chromebooks will be moved from classroom to classroom. Each computer, (i.e., keyboard, mouse, and headphones) will be sanitized and wiped down after each class ensuring the safety of each student.
- Band
 - Band will operate under the current guidelines recommended by the National Association for Music Education (NAfME). The current guidelines include:
 - Students in band will be spaced a minimum of 3 feet apart. This year 7th and 8th grade bands will meet separately to insure adequate spacing of students.
 - All woodwind and brass players will use musician masks and bell covers.

² Writing is not considered a Specials Class. Writing is woven into and considered a part of our Core Curriculum.

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- Proper hygiene will be practiced. This will include proper elimination of brass instrument fluid, hand sanitation after class, mouthpiece sanitation when necessary, and disinfecting band room surfaces between classes.
- The Band Room will have an air purifier running as an additional layer of precaution.

Recess Procedures

Grade levels K-5 will be scheduled each day for a specific area of the playground and equipment.

Isolation Space for Sick Students and Staff

A monitored designated space just outside of the front office will be utilized as an isolation area for sick and symptomatic students and/or staff that are waiting to be picked up.

Visitors and Volunteers

Parents and visitors will only be allowed in the building for essential and critical school and classroom needs. Parental social visits will be eliminated for the 2021-2022 school year. All visitors and volunteers to the building will be required to wear a mask.

Extended Day

This program will be available before and after school. Extended day students will again be allowed to set at tables, with seats spaced (3) ft. apart. Decisions on how students are grouped will be based on exact extended day enrollment.

Field Trips

At this point, there are no field trip plans for the 2021-2022 school year. Should this change, parents/guardians will be notified.

Additional Daily Protocols

As much as possible, doors will be propped open, and windows open to allow for fresh air to circulate. Floor fans will move air from fresh (near an open window) to stale.

School-Wide Disinfection

We utilize registered and approved disinfectants to clean desks, common tables, countertops, doorknobs and handles, hands-on learning items, bathroom fixtures, phones, and customer service areas every day.

Each evening, our classrooms and common areas will be disinfected with our Ionizer.

Hand Sanitizer Stations

Faculty, staff, and students will keep their hands sanitized using hand sanitizer that will be

available in classrooms, and hallways.

Hygienic Practices

We rely on parents to promote the same hygienic practices we will direct students to practice at school, including:

- covering coughs or sneezes with a bent arm or tissue and washing hands or;
- using hand sanitizer afterward;
- washing hands with soap and water for 20 seconds, dry hands with a paper towel;
- keeping hands away from nose, mouth, and eyes;
- avoiding the sharing of food, drinks, and personal items.

Procedure for Positive or Suspected COVID-19 Case

The following procedure is to be used if a student or employee becomes symptomatic during the day:

- Student or employee is respectfully asked to isolate in the holding space.
- For students, the Main Office will call parents or legal guardians for pickup. We require parents/legal guardians to pick-up student within a **30-minute** time-period. Parents will be asked to provide multiple emergency contacts for pick-up.
- For employees, the Main Office will coordinate with school administration to manage follow-up effects.
- Any employee interacting with the confirmed or suspected case will use PPE (mask and gloves).

The following procedure is to be used if we learn that a student or employee has tested positive:

- The Main Office will coordinate (as appropriate) with parents/legal guardians of the student or directly with the employee to build a list of potential exposures.
- If required, a decision to close the classroom (including length of closure) will be made in consultation with IDPH, the Cook County Health Department and Calvary Academy administration.
- School administration will update the specific classroom community (parents/guardians) via email with appropriate details.

Parent Considerations

- Proper mask procedures and safety: Parents/guardians should assist students in proper mask wearing and safety procedures with regards to COVID-19.
 - Parents are asked to provide an additional mask for students to keep at school, in their individual bookbags.
- Proper safety procedures: Parents/guardians should discuss safety protocols with regards to COVID-19 with students.
- **Self-screening** is another layer of protection for our school community. We are asking every household to develop a common practice of assessing each student for possible symptoms **every** morning before coming to school.