



Great Commission Schools

GCS Phased Reopening Plan

Update: 07/15/2020

Planning team: Jennifer McConnell (Superintendent), Matthew Winquist (Athletics), Ginger Cover (All School Principal) Heidi Metz (Main office), Padge Burkey (Health), John Garber (IT), Jason Mauk (Campus Pastor), Holly Huber/Fran Fleck (Cleaning), Ray Stiffler (Cleaning), Leslie Stiffler (Cafeteria), Steve Ott (Parent), Sherry Hatch (Parent), Jessie Waters (Student), Holly Guise (Student)

Note: the following is subject to change via new guidelines and current data at any time.

GCS plans on opening the fall school year of 2020 in the green phase. This framework requires parents and employees to ensure that **only healthy individuals are entering the school**. To support and enforce this approach, parents will be required to sign a legally binding waiver of liability and health screening agreement. This framework provides the greatest level of "normalcy" but depends on students and employees to remain at home if they display any flu-like symptoms or have been in contact with others who are symptomatic.

During this health screening, if a staff/student has a temperature of 100+, they will be asked to leave immediately and not permitted to enter the school. If they report the following day and still exhibit a temperature, they will be asked to go get tested for COVID. If they return a third time and they still exhibit symptoms, they will not be allowed to return unless the Temporary Exclusion Form is completed by a doctor and returned to the office.

The school facilities will receive increased levels of cleaning and sanitizing, as well as increased containment of groupings of students for the purposes of contact tracing, which may be required at any time during the school year. However, the disruption to typical classroom routines will be minimized to the greatest extent possible in order to support student and staff socio-emotional health, as well as best-practices of instruction.

Parents need to notify the Superintendent if their child(ren) has a medical reason for not wearing a mask throughout the school day or if their child(ren) is more at-risk for contracting COVID-19.

Staff and Faculty need to notify the Superintendent if they have a medical reason for not wearing a mask throughout the school day or if they are more at-risk for contracting COVID-19.

	At home	Red Phase	Yellow Phase	Green Phase	Normal
Max group size	All meetings cancelled	10: follow state guidelines	25: follow state guidelines	250 maximum: follow state guidelines	No limit
Staff/Students Jennifer McConnell	Work from home	Admin limited work in office; work from home	Return to school unless at-risk	Full return to school	Normal operations
Chapel Jason Mauk	Video chapels	Video chapels	Elementary Chapel in classrooms Separate MS/HS Chapel Video/CD Worship	Elementary combined Separate MS/HS Chapel Video/CD Worship	Normal operations

Field Trips/Extracurricular Jennifer McConnell	All FT's cancelled virtual when possible	All FT's cancelled or virtual when possible	All FT's cancelled or virtual when possible	Follow location guidelines Cohort carpooling	Normal operations
Masks	N/A	Required at all times	Required for students and staff during transitions, arrival, and dismissal, but can be removed when seated at desk. Students need to have spare mask in plastic bag and labeled with their name to be stored in office.	Required for students and staff during transitions, arrival, and dismissal, but can be removed when seated at desk. Students need to have spare mask in plastic bag and labeled with their name to be stored in office.	Discretion for at-risk people
Arrival to School Jennifer McConnell	N/A	N/A	If students do not have a mask, they will not be allowed to enter the school unless a medical reason is on file with the office. Elementary will enter the side door by the alleyway. MS/HS will enter through the side door closest to 6 th Avenue Parents who drop their kids off are not permitted to leave until their child has completed their health screening If a student arrives past 8:15, they must immediately report to the office for a health screening	If students do not have a mask, they will not be allowed to enter the school unless a medical reason is on file with the office. Elementary will enter the side door by the alleyway. MS/HS will enter through the side door closest to 6 th Avenue Parents who drop their kids off are not permitted to leave until their child has completed their health screening If a student arrives past 8:15, they must immediately report to the office for a health screening	
Elementary School Ginger Cover	Online learning	Online learning	Students will report directly to homeroom during arrival All classrooms will be equipped with hand sanitizer, disinfectant spray, wipes, and paper towels. Students may only handle their own learning materials (e.g., textbooks, pens, backpacks, folders, etc..).	Students report directly to homeroom upon arrival All classrooms will be equipped with hand sanitizer, disinfectant spray, wipes, and paper towels. Students may only handle their own learning materials (e.g., textbooks, pens, backpacks, folders, etc..).	Normal operations

			<p>Shared items (keyboards, computers, etc..) are discouraged but disinfected when unavoidable</p> <p>Confined to elementary floor when possible</p> <p>PE classes with limited activities</p> <p>Recess with items limited</p>	<p>Shared items (keyboards, computers, etc..) are discouraged but disinfected when unavoidable</p> <p>Confined to elementary floor as much as possible.</p> <p>PE classes w/ limited activities</p> <p>Recess items limited</p>	
<p>Middle/High School Ginger Cover</p>	Online learning	Online learning	<p>Students will report directly to the classroom during arrival</p> <p>All classrooms will be equipped with hand sanitizer, disinfectant spray, wipes, and paper towels.</p> <p>Students may only touch or handle their own learning materials (e.g., textbooks, pens, backpacks, folders, etc..).</p> <p>Shared items (keyboards, computers, etc..) are discouraged but disinfected when unavoidable</p> <p>PE classes w/ limited activities</p>	<p>Students report directly to homeroom upon arrival</p> <p>All classrooms will be equipped with hand sanitizer, disinfectant spray, wipes, and paper towels.</p> <p>Students may only touch or handle their own learning materials (e.g., textbooks, pens, backpacks, folders, etc..).</p> <p>Shared items (keyboards, computers, etc..) are discouraged but disinfected when unavoidable</p> <p>PE Classes w/ limited activities</p>	Normal operations
<p>Athletics Matt Winquist</p>	All sports cancelled	All sports cancelled	<p>Follow CDC and ACAA guidelines</p> <p>All coaches and students must be screened for signs/symptoms of COVID-19 prior to each workout. Screening includes a temperature check.</p>	<p>Follow CDC and ACAA guidelines</p> <p>All coaches and students must be screened for signs/symptoms of COVID-19 prior to each workout. Screening includes a temperature check.</p>	Normal operations
<p>Fine Arts Scott and Angela Hildebrand</p>	All productions cancelled	All productions cancelled	<p>Small group practices</p> <p>Modified performances (livestream, etc...)</p> <p>All participants must be screened for signs/symptoms of COVID-19 prior to each practice. Screening includes a temperature check.</p>	<p>Normal operations</p> <p>Modified seating at performances</p> <p>All participants must be screened for signs/symptoms of COVID-19 prior to each practice. Screening includes a temperature check.</p>	Normal operations

Nurse's Office Padge Burkey Heidi Metz Available Staff	Closed	Closed	Daily temp checks of staff/students at building entry Create isolation area Nurse use of face shield	Daily temp checks of staff and students at building entry Nurse use of face shield	Resume normal office space
Transportation Heidi Metz	None	None	Elementary School pick up at car, staggered dismissal for all grades No carpooling	Elementary School pick up at car, staggered dismissal for all grades Cohort carpooling	Normal operations
Bathrooms Holly Huber/Fran Fleck	N/A	N/A	Limited entry Every other sink	Limited entry Every other sink Upgrade to automatic/touchless as necessary	Normal operations
Cafeteria Leslie Stiffler	N/A	N/A	Limited meals/Pre-packaged served from kitchen Elementary eat in classrooms Middle/High School in assigned area Sanitized clean up Food server must wear masks	Served from school kitchen Socially distant seating Sanitized clean up Food servers must wear masks	New normal food procedures
Water Fountains	N/A	N/A	No water fountain usage Students carry water bottles Water-bottle filling stations	No water fountain usage Students carry water bottles Water-bottle filling stations	Normal operations
Communication Jennifer McConnell	Weekly emails from head of school	Weekly emails from head of school	Weekly emails from head of school	Weekly emails from head of school	Weekly emails from head of school
COVID Positive Contingency Plan Jennifer McConnell	N/A	N/A	COVID+ individual and everyone in close contact will do a mandatory self-quarantine for 14 days If a student//staff has a negative COVID-19 test , they can return to school once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours and must provide a doctor's note.	COVID+ individual and everyone in close contact will do a mandatory self-quarantine for 14 days If a student//staff has a negative COVID-19 test , they can return to school once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours and must provide a doctor's note.	COVID+ individual and everyone in contact will do a mandatory self-quarantine for 14 days All other staff will do daily symptom reporting for at least one week. If a student//staff has a negative COVID-19 test , they can return to school once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours and must provide a doctor's note.

			<p>In order for a student/staff who tested positive for COVID-19 to be allowed to return to campus they must be able to answer YES to the following questions:</p> <ul style="list-style-type: none"> • Has it been at least 10 days since the individual first had symptoms? • Has it been at least 3 days since the individual had a fever (without using fever-reducing medicine)? • Has it been at least 3 days since the individual's symptoms have improved including cough and/or shortness of breath? <p>Absences due to Health Screening restrictions will not be counted as school day absences.</p>	<p>In order for a student/staff who tested positive for COVID-19 to be allowed to return to campus they must be able to answer YES to the following questions:</p> <ul style="list-style-type: none"> • Has it been at least 10 days since the individual first had symptoms? • Has it been at least 3 days since the individual had a fever (without using fever-reducing medicine)? • Has it been at least 3 days since the individual's symptoms have improved including cough and/or shortness of breath? <p>Absences due to Health Screening restrictions will not be counted as school day absences.</p>	<p>In order for a student/staff who tested positive for COVID-19 to be allowed to return to campus they must be able to answer YES to the following questions:</p> <ul style="list-style-type: none"> • Has it been at least 10 days since the individual first had symptoms? • Has it been at least 3 days since the individual had a fever (without using fever-reducing medicine)? • Has it been at least 3 days since the individual's symptoms have improved including cough and/or shortness of breath? <p>Absences due to Health Screening restrictions will not be counted as school day absences.</p>
<p>Sanitizing/Cleaning Holly Huber/Fran Fleck/Ray Stiffler</p>	N/A	<p>Wash hands Surfaces wiped after use</p>	<p>Upon entering the classroom students will sanitize their hands.</p> <p>Surfaces wiped after use</p> <p>Reminders will be displayed throughout the school (classrooms, hallways, bathrooms, welcome center, administrative offices) for students and staff:</p> <ul style="list-style-type: none"> • Stay 6' apart when possible • Proper and frequent handwashing • How to stop the spread of germs 	<p>Upon entering the classroom students will sanitize their hands.</p> <p>Daily cleaning of surfaces</p> <p>Reminders will be displayed throughout the school (classrooms, hallways, bathrooms, welcome center, administrative offices) for students and staff:</p> <ul style="list-style-type: none"> • Stay 6' apart when possible • Proper and frequent handwashing • How to stop the spread of germs 	<p>Continue regular cleaning</p>
<p>Visitors/Parents/Guests Heidi Metz</p>			<p>All guests, parents, and visitors are required to complete a health screening.</p>	<p>All guests, parents, and visitors are required to complete a health screening.</p>	<p>Normal operations</p>

			<p>No access to building beyond office</p> <p>Masks are required</p> <p>P/T Conferences via telecommunication</p>	<p>Limited access to building beyond office</p> <p>Masks are required</p> <p>P/T conferences via telecommunication if requested</p>	
Health Screening/Waiver of Liability			<p>Temperatures of all persons (e.g., students, employees, parents) will be checked prior to entering the campus.</p> <p>Parents and employees must complete a Waiver of Liability and Health Screening Agreement at the beginning of the school year with required signatures</p> <p>Any student that exhibits a fever of 100+ will be isolated and parents will be notified to pick up their child.</p> <p>Any employee that exhibits a fever of 100+ will be directed to leave campus immediately.</p>	<p>Temperatures of all persons (e.g., students, employees, parents) will be checked prior to entering the campus.</p> <p>Parents and employees must complete a Waiver of Liability and Health Screening Agreement at the beginning of the school year with required signatures</p> <p>Any student that exhibits a fever of 100+ will be isolated and parents will be notified to pick up their child.</p> <p>Any employee that exhibits a fever of 100+ will be directed to leave campus immediately.</p>	Normal operations

Symptoms: as updated by the CDC at <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

PHASED REOPENING FAQ

Q: When will my child be required to wear a mask?

A: Students will be expected to wear a cloth face covering when social distancing is not possible. More specifically, they will be required to wear one upon arrival and departure from school as well as when in transition from their classroom. Students will not be required to wear a mask when eating or drinking. Students will not be expected to wear a mask if they have a medical reason that would prevent them from doing so. Students, staff, parents, volunteers, and guests are not allowed to enter the building without a mask on unless a medical reason can be presented.

Q: How will bus transportation work?

A: Students who take public transportation to and from GCS will be required to follow the guidelines of their transporting school district.

Q: What do classrooms look like when physical distant?

A: Desks will be spaced apart to provide maximum physical distancing as possible. Plastic dividers will not be placed on/around desks. Students will have assigned seats for each class.

Q: How will students eat lunch?

A: Students will wear a mask to and from lunch. Once they are seated, they may remove their mask to eat and drink. Students will be placed in assigned seats. Lunch periods will remain the same as normal and physical distant seating will be provided. All cafeteria personnel/volunteers will be required to wear masks to serve the food. In the event of needing to do a combined lunch period, the cafeteria, auditorium, open classroom spaces, and outdoor seating (weather permitting) will be utilized. Food and utensils are not to be shared between students and cafeteria surfaces will be disinfected between each use.

Q: How will recesses change?

A: Students will continue to have recess at their grade level. Students will use hand sanitizer before and after recess. Recess equipment will be cleaned daily. Stationary playground equipment will not be cleaned daily.

Q: What will changing classes look like in the middle/high school?

A: Extra time will be given at the end of each class period to clean and sanitize desks and for students to sanitize their hands before leaving the classroom. Upon entry into the next classroom, they must sanitize their hands.

Q: Will students utilize hallway shelves?

A: Student will still be permitted to use their shelf that is assigned to them at the beginning of the year. They will be not be allowed to share their shelf with a friend or another student.

Q: Will there still be specials at the elementary level?

A: Yes. When possible, the “specials” teacher will go to the child’s classroom to provide instruction. For computer class, students will need to disinfect computer and desk area before leaving.

Q: Will my student still be able to borrow books from the school library?

A: Yes

Q: Will students be able to use computers during study hall?

A: It is highly recommended that your child brings in their own laptop or tablet to use during study halls when necessary. Computer usage will be highly discouraged, but if used during study hall, the area must be cleaned and sanitized before leaving. Cellphones are not a replacement for a laptop/tablet and still must be docked at the door.

Q: What will the protocol be if a student or teacher shows symptoms or tests positive for COVID?

A: For students, a parent or guardian will be required to pick up the student. For a staff member, they will be required to go home.

If a student//staff has a negative COVID-19 test, they can return to school once there is no fever without the use of fever-reducing medicines and they have felt well for 24 hours and must provide a doctor’s note.

In order for a student/staff who tested positive for COVID-19 to be allowed to return to campus they must be able to answer YES to the following questions:

- Has it been at least 10 days since the individual first had symptoms?
- Has it been at least 3 days since the individual had a fever (without using fever-reducing medicine)?
- Has it been at least 3 days since the individual’s symptoms have improved including cough and/or shortness of breath?

The families of anybody who may have been exposed to the person who had symptoms or a person who has a confirmed case of COVID-19 will be notified while maintaining the privacy of that person.

Q: How many confirmed cases can occur before the school will shut down and turn to remote learning?

A: GCS will follow rules and recommendations set by the CDC and the PA DOH.

Q: In the event we return to remote learning, what will that look like?

A: Teachers will continue to use the LMS on FACTs. The LMS will be done for ALL grade levels (K-12). Teachers will load the content and students will be able to access the content via the LMS. Students will need to check in to homeroom/grade level classroom by 9:00 am. There will be no pick up/drop off of classroom material as we allowed at the end of last year.

Q: What if my family has planned a vacation/travel out of state?

A: As you may be aware, the Pennsylvania Department of Health (PA DoH) has issued a travel advisory that now includes 18 states. The advisory adds that people who travel to one of the listed states should self-quarantine for 14 days upon return. While we understand that the declaration is an “advisory” at this time and is not mandated, we do feel that it would be in the best interest of all if, when returning from an out of state vacation to one of the states on the advisory list, that you, at minimum, contact your healthcare provider following your return. Describing the details of your trip will enable your physician to determine if a self-quarantine and/or a COVID-19 test is warranted. Please be prepared to provide written quarantine instructions from your doctor. If you travel to the following states, it is recommended that you quarantine for 14 days upon return:

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| • Alabama | Arizona | Arkansas |
| • California | Florida | Georgia |
| • Idaho | Iowa | Kansas |
| • Louisiana | Mississippi | Nevada |
| • North Carolina | Oklahoma | South Carolina |
| • Tennessee | Texas | Utah |

We strongly suggest that you avoid traveling out of state, particularly after August 10 due to proximity to the start of the upcoming school year. If the circumstances necessitate travel to a state that is on the advisory list, we urge you to follow the protocol detailed above.

Q: What is the absence policy?

A: The attendance policy in the student handbook will not apply if an extended absence or an excessive number of days is missed, and it is documented that the absences are due to COVID-19 infection, exposure, or symptoms. These absences would count as excused, even if they go over the days written in the student handbook.

Q: When will we be notified of changes to this plan?

A: Any changes to this plan will be sent home immediately via email communications.