

W E D D I N G T O N

W C A

C H R I S T I A N A C A D E M Y



2020-2021

Pandemic

Protocols

Overview

The following plan is based on a “Healthy Only” framework for reopening the WCA campus. This plan requires all individuals on campus, both students and employees, to only report to campus if they are healthy. **Only healthy individuals should be on the WCA campus.** This plan has been developed to provide a sense of “normalcy” for our students, but this depends on our partnership with you, as parents, to assist us.

We are a family at WCA and must each do our part to keep each other healthy. Students must be kept home if they display any Covid or flu-like symptoms or if they have been in contact with others who are symptomatic. A framework for determining whether to send your child to school is outlined below.

Parents will have the opportunity to continue virtual learning or traditional learning based on the plans they have chosen at the beginning of the year. Any changes to your chosen plan will require a conversation with the WCA administration. *In the event of WCA’s transition to virtual learning for all students, tuition rates will remain the same regardless of method of instruction.*

The WCA Administration developed this plan with direction from local health officials and church leadership to present the best possible way to serve the WCA family. **WCA reserves the right to update these policies at any time.**

Should my student come to school?

Symptoms

- Fever
- Chills
- Shortness of breath or difficulty breathing
- New cough
- Loss of taste and smell

Exposure to Covid-19, no symptoms	Diagnosis of Covid-19, no symptoms	Presenting with at least 1 of the symptoms above
<ul style="list-style-type: none"> • Cannot go to school • Home for 14 days since exposure 	<ul style="list-style-type: none"> • Cannot go to school • Home for 10 days since first positive Covid-19 test 	Home until: <ul style="list-style-type: none"> • 10 days since first symptoms • No fever for 3 days without fever-reducing medicine • 3 days of symptom improvement, including coughing and shortness of breath. A return to campus after Covid-like illness must be accompanied by a doctor’s note.
<p><i>If your child has none of the above symptoms and no exposure to anyone with Covid-19-like symptoms, they should come to school!</i></p>		

Student Drop-Off & Screening

- All students entering the building will have their temperatures taken from their vehicles.
- There will be two entrance points.
 - EC, JK, K, and 1st-3rd grade students will enter WCA through the Family Life Center entrance.
 - 4th-8th grade students will enter through the Youth Center.
- Adults should pull into the carpool line. Staff members will come to your car to screen your students. Staff members will wear masks, gloves, and face shields during the screening process.
- **Adults may not leave the parking lot until they watched all of their student(s) be cleared and enter the school building.**
- If a student presents with a fever, that student will not enter the building and will immediately be sent home.
- Students will then directly report to their classrooms.

Afternoon Dismissal

- We will follow regular carpool procedures as closely as possible.
- Junior Kindergarten and Kindergarten will be dismissed at 2:30.
- EC and 1st-3rd grade students will be dismissed from the Family Life Center. They will wait with their classroom families socially distanced in the gym.
- 4th-8th grade students will be dismissed from the Youth Center. They will be socially distanced outside or in the Youth Center.
- Siblings that will carpool in a line separate from their class family will be socially distanced (while supervised) from the other students waiting.

Visitors, Supply Drop Off, & Early Dismissal

Visitors

- Visitors will be allowed in the building by appointment only. Lunch visitation and classroom visitation will not be allowed for the first quarter. We hope to provide many meaningful ways to celebrate birthdays.
- Any approved visitors to the WCA campus will be screened, have their temperature taken, and will wear a mask for the duration of their visit to campus. This includes all vendors.
- Clear Plexiglass dividers have been installed at the front desk.

Supply Drop Off

- If a child forgets a supply, homework, or lunch, please ring the doorbell, let the front desk know who the item is for, and place that item on the small table outside. This item will be delivered to your child.

Early Dismissal

- **Students must be dismissed prior to or at 2:00 p.m. to eliminate foot traffic and allow for dismissal procedures to proceed. If your student is not picked up by 2:00 p.m., please go through normal carpool at the designated time.**
- If your student should be dismissed early, please notify the front office by phone the day of or by email if it is an advance notice. Your student will be dismissed and released to you when you are visible outside of the front door.

Cafeteria

- All meals and beverages will be delivered to students. Students will not go through the lunch line.
- 2 classes will be allowed in the gym at a time to eat lunch on opposite sides of the gym.
- Middle School students will eat lunch socially distanced.

Special Area Classes & Schedules

- Special area teachers will meet the children in their classroom for specials time.
- Schedules for the rotation of students throughout the building for lunch and restroom breaks will be designed to minimize exposure to other classroom families.

Classrooms & Facilities

Classrooms

- All classrooms will be equipped with EPA-approved, short contact time cleaners, paper towels, disinfectant sprays, and hand sanitizer. Safety Data Sheets for the cleaners used will be distributed upon request.
- Classroom space will be extended to allow for students to be spaced out with the use of partitions and rearrangement of classroom desk and tables.
- Opportunities for hand washing will be provided throughout the day and proper hand washing procedures will be reinforced.
- School and art supplies will not be shared among students.

Facilities

- Reminders will be placed at the front entrance and throughout the building to remind students and staff:
 - Stay 6' apart when possible.
 - Wash hands frequently and properly.
 - Steps to stop the spread of germs.
- A/C units will be set to FAN to allow for maximum air flow during the day.
- Common areas will be cleaned regularly before the start of school, mid day, and thoroughly cleaned by the janitorial service at night. Other cleanings may be conducted when deemed necessary.
- Classroom doors and non-fire hallway doors will be propped open to allow for maximum airflow.
- Hand rails, door handles, and other commonly touched surfaces will be cleaned with an EPA-approved, short contact time cleaner frequently and as needed.
- Bathrooms will be cleaned regularly with an EPA- approved cleaner and allowed the correct amount of contact time for disinfecting.
- Water fountains will not be operational. The touchless water dispenser may be utilized by students to refill their water bottles. **Students should bring their own water bottles, labeled with their names to school every day.**
- Supervised hand sanitizer stations will be available throughout the building.
- When playgrounds are used, they will be sanitized between class use.
- Classes will utilize the expanse of the back field and black top areas for recess to allow for maximum distance between class families. Each class will have their own set of playground toys and equipment for use that will not be shared with other class families.

Masks & PPE

- Facial masks and coverings are required for all students to wear while entering/exiting the building and while in their classrooms. While with their class families, “mask breaks” will be given as frequently as possible.
- Masks with clear viewing screens and other forms of personal protective equipment will be provided to and required to be worn by all staff members while

Exposure Protocol

While we are taking every precaution to reduce the risk of any students or staff being exposed to Covid-19, we have put protocols into place in the event of an exposure.

- Students who present with Covid-like symptoms (fever, chills, shortness of breath/difficulty breathing, new cough, or new loss of taste or smell)
 - will be quarantined (while supervised) and parents will need to immediately pick the student up. **Parents should make themselves or a designee available to pick up the student within 30 minutes of the phone call.**
 - will wear a mask waiting to be picked up.
- If a child has a confirmed case of Covid-19, all parents within that classroom will be notified.
- All suspected cases of Covid-19 will be immediately reported to local health officials. WCA will follow their directives for each case.
- In the event that WCA is directed to shut down a portion or all of the school, personal electronic devices will be sent home with students to conduct virtual learning.