

# Crusaders

## *Back to Campus*

### 2020 GUIDE TO REOPENING



## PHASE II



# Crusaders

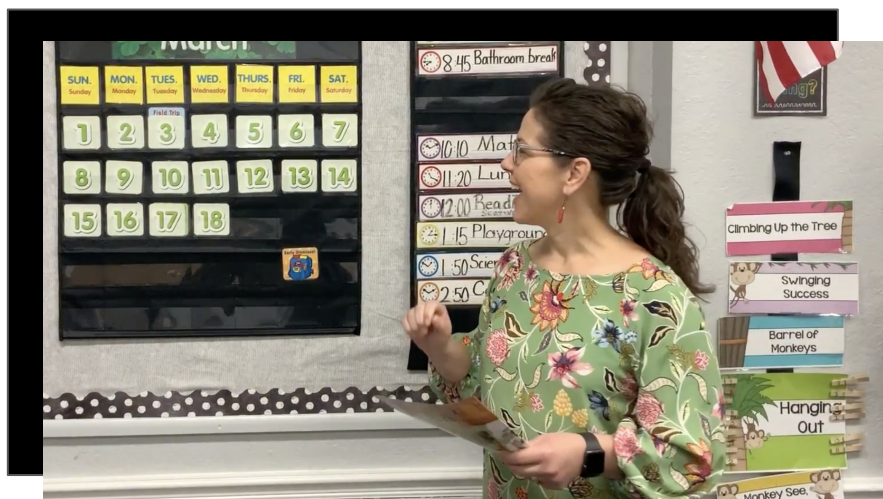
## *Preparing for Return*

As we have previously communicated, we are in agreement with major organizations such as the American Academy of Pediatrics, the Department of Health, and the Center for Disease Control in regard to most students needing to return to school. Our goal as we transition from this extended time away is to keep your children safely comfortable as they re-acclimate to a routine. Our administrative team is regularly and carefully reviewing policies, updates, and the latest guidelines to be sure we are offering both a safe and enjoyable time back on campus.

SCA has invested over \$150,000 into additional supplies, staff, and equipment in an effort to ensure your children have a healthy and safe environment. We are so proud of our teachers and staff who have worked tirelessly spacing classrooms, removing furniture, revamping instructional methods, and creating policies that will help us as we transition back to school. Every decision is made with your child's best interest in mind. Out of a deep desire to influence and invest in the lives of our students, our teachers have and continue to show great flexibility with the ever changing landscape COVID brings.

The following pages are a continuation of our return to school plan that was released in July. The SCA team is committed to navigating the return to school in a positive and safe manner, and we are looking forward to seeing you and your children in the coming days!

## Welcome Back, Crusaders!





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## *Safe on Campus*

### Best Practices

In praying over and researching best practices, our administration has worked with teachers and staff to ensure they are trained to effectively mitigate risk for our students. Some of the ways we plan to accomplish this are:

- Additional classroom sanitizing throughout the day
- Reinforce and encourage proper hand washing
- Use of face coverings when distancing cannot be accurately achieved
- Assigned seats in classrooms to allow for effective contact tracing
- Sanitation stations installed in all classrooms, which include industrial grade sanitizer, paper towel dispensers, foaming hand sanitizer, and extra masks

We're also committed to keeping your students comfortable during their time on campus. Our team is taking steps to ensure our students will:

- Be offered mask breaks often
- Be given opportunities to interact with their classmates in a safe manner
- Recognize and adapt to normal school routines

Much research and collaboration with medical professionals and other school leaders has helped us define what a safe return to the SCA campus looks like. Some of the research we've used as a basis for the policies we have implemented is listed below.

- [American Association of Pediatrics](#), and the news release urging a safe return to on campus learning this fall.
- [The Center for Disease Control's](#) guide on the importance of reopening schools this fall.
- Return to School Safely practices from the [Department of Health](#).
- Conversations with many health professionals.
- Webinars, zoom conferences, and individual calls to schools across the state.

Combining this information with communication we have received from our school families further reinforces our belief that it is time to get our Crusaders back to campus. We are ready, and hope you are too!





### First Three Days – Modified Arrival Policies

<p><b>Arrival Times</b> (8/20, 8/21, and 8/24)</p>	<ul style="list-style-type: none"> <li>• <b>For the first three days of school (Thursday, August 20, Friday, August 21, and Monday, August 24) staggered arrival times will be enacted.</b></li> <li>• <b>Secondary</b> classes will begin at 7:50. Drop off for these students is between 7:35 and 7:50.</li> <li>• <b>Preschool and Elementary</b> Classes will begin at 8:15. Drop off for these students is 8:00 - 8:15.</li> <li>• Parents are welcome to walk their student to the door of their classroom, but may not enter.</li> </ul>
<p><b>Arrival Procedures</b> (8/20, 8/21, and 8/24)</p>	<p>Scenario 1: Parent Walks student to class (only an option for the first 3 days)</p> <ul style="list-style-type: none"> <li>• Parents and students exit car wearing a face covering.</li> <li>• Both students and parents are required to have their temperature screened by stopping under the carline awnings or going to the front office.</li> <li>• Individuals registering a temperature will not be permitted to remain on campus.</li> <li>• Parents walk students to classroom door but do not enter.</li> </ul> <p>Senario 2: Parent drops student off in a carline location</p> <ul style="list-style-type: none"> <li>• Student arrives under the carline awning with a face covering on.</li> <li>• Students should remain in the car until a staff member opens the door for a temperature screening.</li> <li>• Any student who registers a temperature of 100.4 or higher not be permitted to remain on campus.</li> </ul>
<p><b>Dismissal Procedures</b> (8/20, 8/21, and 8/24 and Ongoing)</p>	<p>Until further notice, SCA will observe staggered dismissal times for afternoon dismissal.</p> <ul style="list-style-type: none"> <li>• ELC Half Day Dismissal: 11:45</li> <li>• ELC and K5 Dismissal (Under the ELC awning): 2:30</li> <li>• Student Drivers: 2:40. Students are expected to immediately leave campus.</li> <li>• Student athletes who will stay for games or practice will be dismissed with High School at 3:05, whether they drive or not.</li> <li>• Elementary Dismissal: 2:45 (At main carline) At 3:00, Elementary students will enter Crusader Care (at no charge for the duration of carline).</li> <li>• Middle School Dismissal: 3:00</li> <li>• High School Dismissal: 3:05</li> <li>• Students who are not picked up by 3:30 each afternoon are expected to report to Crusader Care in the cafeteria.</li> </ul>



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## Carline

### Standard Arrival Procedures (Beginning Tuesday, August 25)

<b>Arrival Times</b>	<ul style="list-style-type: none"> <li>• A supervised, socially distanced waiting area will be available in the cafeteria for 1st - 12th grade beginning on Tuesday, August 25, at 7 am.</li> <li>• Students will be dismissed from early morning care at 7:35. Arrivals after that time should report directly to their first class.</li> <li>• Preschool and K5 students should report to the ELC for early morning care.</li> <li>• School begins at 7:50 am.</li> </ul>
<b>Arrival Procedures</b>	<p>Student car riders:</p> <ul style="list-style-type: none"> <li>• Beginning Tuesday, August 25, <b>all</b> student car riders must be dropped off in carline.</li> <li>• Staff members will be under the carline awnings (ELC, K5, and Main carline) to open doors and check temperatures.</li> <li>• Students should remain in the car until a staff member opens the door for them.</li> </ul> <p>Student drivers and their passengers</p> <ul style="list-style-type: none"> <li>• Student drivers will have one entrance to use for arrival.</li> <li>• A staff member will be stationed to screen their temperature at the parking lot entrance.</li> </ul> <p>Temperature Screenings</p> <ul style="list-style-type: none"> <li>• Any student who registers a temperature of 100.4 or higher will be directed to a parking space for a temperature rescreen.</li> <li>• If the temperature rescreen reads a temperature of 100.4 or higher, the student will not be permitted to remain on campus, and should follow the guidelines on the instructions sent home.</li> </ul>
<b>Carline Drop Off Times</b>	<p>Main Carline (The two lane covered area on the west side of the church)</p> <ul style="list-style-type: none"> <li>• Students in 1st - 12th grade may be dropped off in main carline.</li> <li>• Students should remain in the car until a staff member opens the door for them.</li> <li>• Drop off times are 7:00 - 7:50</li> </ul> <p>Kindergarten Drop Off</p> <ul style="list-style-type: none"> <li>• All kindergarten students should be dropped off in the carline between the church and the admin building <b>UNLESS</b> arrival is before 7:20. Early arrivals (before 7:20) should use the ELC Carline.</li> <li>• Drop off is between 7:20 and 7:50</li> </ul> <p>ELC Drop Off (Located on the circle drive in the northeast corner of the property)</p> <ul style="list-style-type: none"> <li>• Students in preschool - 3rd grade are welcome to use this carline.</li> <li>• Drop off times are 7:00 - 7:50</li> </ul>



# Crusaders Elementary

Great thought and intention has gone into each part of our student's day. Our teachers are working hard to ensure your child recognizes the school routine, and has opportunities for spiritual, emotional, academic, and social growth in a safe setting.

<b>Chapel</b>	<ul style="list-style-type: none"><li>• Will begin later in the school year</li><li>• Will be scheduled with social distancing in mind.</li></ul>
<b>Classroom Distancing</b>	<ul style="list-style-type: none"><li>• Each Preschool and Elementary class has been configured to meet the CDC guidelines of the maximum amount of space feasible in the classroom for social distancing.</li><li>• K5 - 12th Grade student desks will all be facing forward.</li></ul>
<b>Early Learning Center</b>	<ul style="list-style-type: none"><li>• Nap mats will be placed 6 ft. apart, and be disinfected daily.</li><li>• Frequent handwashing will be encouraged.</li><li>• Lunch will be in classrooms.</li><li>• Parents will not be permitted in classrooms.</li></ul>
<b>Lunch</b>	<ul style="list-style-type: none"><li>• Preschool and Elementary Lunches will be eaten in their classrooms.</li><li>• Microwaves will not be available to heat up lunches.</li><li>• Student may order bagged lunches online. Lunches will be sealed and delivered to elementary and preschool classrooms each day.</li></ul>
<b>Playground</b>	<ul style="list-style-type: none"><li>• Masks will not be required on the playground.</li><li>• The playground will be disinfected in between each class.</li><li>• Classes will rotate between indoor recess and the playground throughout the week.</li><li>• Water will be provided in disposable cups.</li></ul>





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## Secondary

<b>Chapel</b>	<ul style="list-style-type: none"><li>• Classes will rotate attendance in order to adhere to social distancing guidelines.</li><li>• Seniors and 8th graders will attend chapel every week.</li><li>• Chapel will be live streamed for our other students to watch from classrooms.</li></ul>
<b>Classroom Distancing</b>	<ul style="list-style-type: none"><li>• Each Secondary class has been configured with the maximum amount of space feasible in the classroom for social distancing.</li><li>• Student desks will all be facing forward.</li></ul>
<b>Class Change</b>	<ul style="list-style-type: none"><li>• Face coverings will be required for Secondary Students while transitioning between class periods.</li><li>• Tardies will be excused for the two minute of each class to allow ample time for students to move between classes with distancing guidelines in place.</li></ul>
<b>Lunch/Cafeteria</b>	<ul style="list-style-type: none"><li>• Tables will be configured in a socially distanced manner with 3 seats at each table.</li><li>• Secondary classes will utilize the cafeteria, classrooms, and the courtyard .</li><li>• No microwaves will be available for students to use in the Cafeteria.</li></ul>





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## School Wide

<b>Restroom Etiquette</b>	<ul style="list-style-type: none"> <li>Capacities will be posted in each bathroom in order to help maintain social distancing.</li> <li>When possible, teachers will assist in monitoring the numbers in the restrooms between classes.</li> <li>Tardies will be excused for the first 2 minutes of each class period to allow for extra restroom time due to social distancing capacities.</li> </ul>
<b>Lunch Ordering</b>	<ul style="list-style-type: none"> <li>ALL student lunches must be ordered online by midnight the night before a student wishes to order lunch.</li> <li>Charges will be incurred at the time of ordering.</li> <li>Student lunch orders will not be accepted in the classroom or in person at the lunch counter.</li> </ul>
<b>Early Arrival</b>	<ul style="list-style-type: none"> <li>Students who arrive before 7:35 a.m. will report to the cafeteria.</li> <li>Tables and chairs will be socially distanced by grade level.</li> <li>SCA Staff will be monitoring students in morning care.</li> <li>There are overflow plans in place in the event that our limited capacity is reached.</li> </ul>
<b>Classroom Support</b>	<ul style="list-style-type: none"> <li>Teachers will be encouraging healthy habits, properly wearing face coverings, and frequent handwashing.</li> <li>Teachers will also help to facilitate social distancing.</li> <li>Sanitation stations are available in each classroom to use as needed.</li> </ul>
<b>Reporting Absences</b>	<ul style="list-style-type: none"> <li>In the event that your child is absent for any reason, please complete the form under school resources at <a href="http://www.scacrusaders.com">www.scacrusaders.com</a> on the School Forms page.</li> </ul>
<b>COVID Symptoms</b>	<ul style="list-style-type: none"> <li>Students who display COVID symptoms will be isolated with the First Aid Coordinator until a guardian can arrive to pick up.</li> <li>Any student who exhibits COVID symptoms will need to be picked up within 30 minutes.</li> </ul>
<b>Mask Breaks</b>	<ul style="list-style-type: none"> <li>“Unmasking” areas will be set up throughout campus for students to safely socially distance and remove their masks for a brief period.</li> <li>Teachers will build in frequent and regular mask breaks for students as circumstances allow.</li> <li>Students will not be required to wear masks during PE or playground. Distancing will be a priority during these times.</li> </ul>





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## Cases and Reporting

### COVID MANAGEMENT

#### A student suspects or has symptoms of COVID-19

If the symptoms present at school, student will be isolated right away and parents contacted to pick up the student.

Parent should contact pediatrician and follow and report to SCA the instructions via email to the First Aid Office.

Rooms where exposure from the symptomatic individual may have taken place will be closed for 24 hours and sanitized.

Student should stay home for ten days from the onset of symptoms and are fever free for 24 hours without a fever reducer.

If a student tests positive, follow confirmed procedures.

If the student receives a negative test, they may return to class.

#### A student or member of their household tests positive for COVID-19

Stay home and focus on resting and recuperating. Siblings must self isolate for 10 days.

Principals and teachers will work closely to provide an appropriate level of assignments, as well as develop alternative assessments if needed.

SCA will enact contact tracing and notify individuals who may have been exposed. Testing may be recommended.

If symptoms develop or a positive test result is received from a quarantined student, siblings would be required to quarantine for 10 days.

After ten days, if symptom free, parents should contact the first aid office for a return to school assessment.

*\*Faculty and staff will follow the same COVID management protocols.*



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## FAQ

### FAQ Page:

**Q: How do I report my child's illness?**

A: Student absences should be reported using the Reporting Form. [Click here](#) to view this form.

**Q: Will my child be sent home with a minor symptom such as a stuffy nose?**

A: Students displaying symptoms of COVID- 19 will be immediately sent home. These include: fever, cough, shortness of breath, loss of taste or smell. Additionally, students who have two or more of the less common symptoms of COVID-19 will be sent home.

**Q: What happens if a student in my child's class gets covid?**

A: SCA Admin and COVID Response team will enact contact tracing to determine if any students were exposed (close contact for more than 15 minutes). Families will be informed on a need to know basis.

**Q: Will students have to wear masks on the playground?**

A: No. Playground Aids will help facilitate social distancing and monitor groupings of students.

**Q: Will students have to wear masks at PE?**

A: No. PE Coaches will plan for socially distanced activities as much as possible and help encourage distancing and monitor groupings of students.

**Q: Can I bring a snack or treat if I wrap it myself?**

A: At this time, we ask any treats sent to school be store bought and individually packaged. Parents and visitors may not deliver treats to class. This policy will be frequently evaluated.

**Q: I still have questions. Who should I contact?**

A: We are happy to help you! Please email [info@scacrusaders.com](mailto:info@scacrusaders.com) for assistance.



# Crusaders

## *First Day of School*

We are so excited to welcome our students back to campus! Your partnership with us and trust with your greatest treasure, your children, is a privilege for which we are so thankful. Many things will look different for the first day of school, but we remain committed to educating future leaders for Christ in a safe and healthy environment.



**We're celebrating your return on the first day of school this year!**  
**Parents are welcome to walk their students to their classroom door and stop by the photo area in the courtyard.**

### **First Three Days of School – Modified Arrival Times**

6th - 12th Grade Students: Arrival between 7:35 and 7:50  
PreK - 5th Grade: Arrival Between 8:00 and 8:15