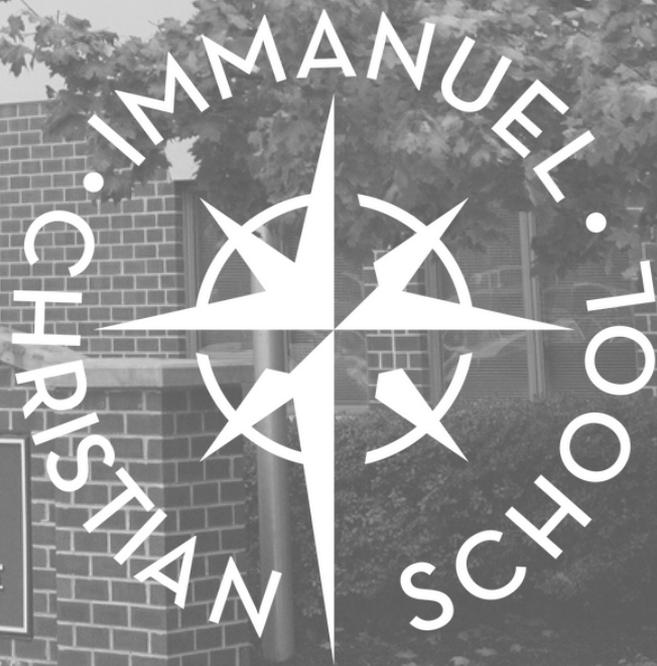


Fall 2020

FALL 2020 REOPENING PLAN

Health & Safety



The following plan assumes that by August 25, 2020, the state of Virginia will be well-along in Phase 3 of reopening and successfully experiencing a significant reduction in the advancement of COVID-19. Parents are required to sign this document acknowledging they have read and agree to support the following Health & Safety Opening Plan.

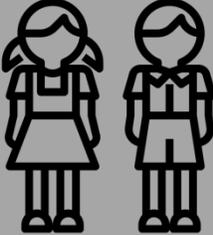
Our current plan is designed to create a framework for reopening the ICS campus. This framework requires parents and employees to work towards an understanding that only individuals who are not experiencing a consistent cough or sore throat, a fever, unexplained shortness of breath, had contact with someone known to have or be under investigation for coronavirus, or living with someone who is ill with a fever, unexplained cough, or sore throat will be permitted on campus. The school facilities will receive increased levels of cleaning and disinfecting, but there should be minimal disruption to typical classroom routines. This framework provides the greatest level of "normalcy" but depends on students and employees to remain at home if they have been in contact with others who are symptomatic. **This also requires a high degree of trust among parents, students, and employees to disclose to our school nurses any known exposure to individuals testing positive for COVID-19 and to self-quarantine for 14 days to help reduce the spread and protect others in the ICS family.**

This document is an opportunity to provide the ICS community with an understanding of the day-to-day efforts that will be implemented in response to the pandemic. Our Leadership Team is dedicated to preparing our campus to welcome students back on campus for in person learning because we believe, and the latest study from the [American Academy of Pediatrics](#) confirms, that students learn best when they have in person instruction. These measures are designed to establish the healthiest and safest on-campus learning environment possible during this pandemic. Factors such as the square feet in classrooms, the required furnishings needed for instruction, and the number of people in each room have been taken into consideration as we evaluate available social distancing options. We are proceeding within the framework of providing a maximum level of caution in the range of risk that is appropriate to assume based on best practices and recommendations from health experts.

Considering these health and safety recommendations and the social distancing constraints presented in our facility, employees, students, and visitors will wear face coverings throughout the school day. For some, this will be a welcome addition. For others, this will present a challenge. We have not come to this decision quickly and there are a wide range of perspectives among our leadership team. But, out of an abundance of caution, we believe this is the best practice for our community given the constraints of our facility. The wearing of a face covering is also a very practical way to show love to a neighbor and is an opportunity for grace and mercy to be revealed as an extraordinary witness of personal sacrifice. We want to reassure parents that we intend to make use of larger flex indoor spaces such as the Terrace Room and the Youth Room as well as outdoor instruction options to provide alternate educational space outside of the classroom where social distancing can be achieved making face coverings optional. This strategy will provide students time throughout the day, in addition to lunch, recess, and PE when they can opt to forgo the use of face coverings. We understand that there are significant practical challenges with face coverings, especially for primary grades, and we will provide grace and support as we navigate these new health and safety measures.

We are dedicated to an ongoing review process of updates from health authorities and best practices recommendations for educational institutions and will evaluate reducing, expanding or eliminating measures when appropriate. Thank you for your understanding and support. We continue to ask God for His mercy and wisdom as we welcome students and teachers back to campus.

PLAN ITEM	PROTOCOLS
<p>Arrival & Dismissal</p> 	<p>Kindergarten-8th Grade Arrival and Dismissal</p> <ul style="list-style-type: none"> • Students enrolled in morning Extended Care may arrive at 7 AM to the gym. All other students should arrive after 8 AM, use the designated entry doors listed below, and report directly to their homeroom. <ul style="list-style-type: none"> ○ Extended Care - Entrance #8 (Gym) ○ Kindergarten - Entrance #3 (main entrance). <i>Staff will escort Kindergarten students to class. Parents may escort students to their classrooms the first week of school but will need to wear a face covering and complete a health screening before entering the building.</i> ○ 1st Grade - Entrance #4 ○ 2nd Grade - Entrance #4 ○ 3rd Grade - Entrance #3 (main entrance) ○ 4th Grade - Entrance #3 (main entrance) ○ 5th Grade - Entrance #6 ○ 6th Grade - Entrance #6 ○ 7th Grade - Entrance #4 ○ 8th Grade - Entrance #2 <p>Late Arrivals (students arriving after 8:30 AM)</p> <ul style="list-style-type: none"> • Parents should stay in their car and pull up along the curb to drop students off at Entrance #3 (main entrance). • Students will enter the breezeway and check in directly with the school receptionist. Kindergarten-2nd grade students will be escorted to class. <p>Early Pick Up During A School Day for Appointments, etc.</p> <ul style="list-style-type: none"> • Parents should wait in their car and call the receptionist at 703-941-1220 to request their child be released early. • The child will be released when the parent is visible outside Entrance #3 (main entrance). <p>Afternoon Dismissal at 3:20 PM</p> <ul style="list-style-type: none"> • Two afternoon curbside dismissal locations are available. One is at Entrance #3 and the other is at Entrance #1. • There is no lobby pick up available until further notice. <p>High School Arrival and Dismissal</p> <ul style="list-style-type: none"> • Student arrival begins at 6:45 AM for students enrolled in Extended Care and at 7:30 AM for all other students. • All High School students will enter through the lobby. <p>Late Arrivals (students arriving after 8 AM)</p> <ul style="list-style-type: none"> • Parents should stay in their car and drop students off at the Lobby (main entrance). It is the student's responsibility to sign in at the Reception Hub on the 2nd floor.

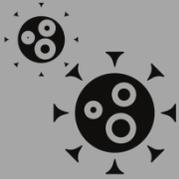
	<p>Early Pick Up During A School Day</p> <ul style="list-style-type: none"> • Parents should wait in their car and call the receptionist at 703-941-1253 to request their child be released early. • High School students are responsible for signing themselves out before leaving the building.
<p>Athletics</p> 	<ul style="list-style-type: none"> • Middle School and High School will follow the Northern Virginia Independent Athletic Conference (NVIAC) "Return to Play Protocols." • Practices will begin in stages with safety procedures in place once the state has authorized resumption of sports. • ICS will comply with all guidelines provided by state and local health authorities. • Athletes, coaches, staff, and participants should wear a face covering when not actively engaged in physical activity or when they may be near other people (i.e., less than 6 ft.). • There will be no shared athletic equipment (towels, clothing, shoes, or sports-specific equipment) between students. • Students must wear their own appropriate workout clothing (do not share clothing). • Individual clothing/towels must be washed after every workout/game. • All athletic equipment including balls must be cleaned after each use and prior to the next workout/game. • Individual drills requiring the use of athletic equipment are permissible, but the equipment must be cleaned prior to use by the next individual. • Students must bring his/her own water bottle, with their name on it. There will not be shared hydration stations • Changing in the locker rooms will be limited to changing from school clothes to workout clothes. Students will not be allowed to change in the locker rooms at the conclusion of workouts. • Students and coaches will be asked to eliminate unnecessary physical contact such as high fives and fist bumps amongst each other.
<p>Extended Care</p> 	<ul style="list-style-type: none"> • All Extended Care students and staff will wear face coverings when inside the building unless students are eating snack, during which time they will be seated using social distancing guidelines. • Groups will move as a unit throughout the afternoon. Other staff will be used to monitor students during dismissal as well as sanitizing playground equipment throughout the afternoon. • Students in Extended Care will continue to receive prepackaged snacks. • Older students will have study hall and a snack indoors. Weather permitting they will use the black top for recreation. Older students are not allowed to use cell phones in EC, but they should plan to bring individual activities such as books, art supplies, etc. to occupy their time. • Younger students are asked to bring a sealed labeled container of activities they can use each day during Extended Care. Students will not be allowed to share with other students. PLEASE no stuffed animals, bring only items that can be easily sanitized. Recommended items include a small amount of Legos, art supplies, books, etc. The sealed container will go home each night and we ask that you clean

	<p>your child's items before they are returned to school the following day.</p> <ul style="list-style-type: none"> • When students are on the playground or soccer field, they will be able to remove their masks which will be placed in individually labeled Ziploc bags as long as social distancing requirements are followed. • If a child comes in reports he/she does not feel well, they will be screened for symptoms of illness. Parents will be called and the child must be picked up immediately. The student will not be allowed to return to EC that afternoon and will be isolated from other students under the care of EC staff. • Parents should plan to call the school within 10 minutes of their arrival on campus to notify EC staff of their imminent arrival. EC staff will bring students out to the curb to meet their parents.
<p>Face Coverings, Physical Distancing Measures & Minimizing Exposure</p> 	<ul style="list-style-type: none"> • Based on current health and safety recommendations and the social distancing constraints presented in our facility, employees, students, and visitors will wear face coverings throughout the school day. Grace and flexibility will be key principles as we lovingly assist students adapt to these measures. • Student seating in classrooms will be spaced according to the WHO and the American Academy of Pediatrics guidelines of 3-feet of distance. Additional classroom furnishings will be removed to provide maximum space for social distancing. • Parents of students with a diagnosed respiratory, sensory or other medical condition that makes the wearing of the face covering inordinately challenging should contact our school nurses for other options. • The use of face coverings is one component of mitigation strategies that will aid in reducing potential transmission of COVID-19. • Teachers will make use of larger flex indoor spaces such as the Terrace Room and the Youth Room as well as outdoor seating options to provide alternate educational space outside of the classroom where we can achieve significant social distancing measures and face coverings would be optional. • Clear Plexiglas dividers will be installed at locations frequently used such as lobby desks and reception counters.
<p>General Procedures</p> 	<p>Classrooms</p> <ul style="list-style-type: none"> • Upon entering the classroom students will sanitize their hands. • Students will be instructed not to share items with their classmates. • Recess schedules will be modified to allow only one class at a time on the playground. • Most subjects will be taught within the homeroom classroom to minimize movement in the hallway. • Students will eat lunch in classrooms or outside (weather permitting). <p>P.E. & Recess</p> <ul style="list-style-type: none"> • Recreational sports equipment will be cleaned and disinfected before each use. • Student groups will be assigned rotating locations (playground, basin, field, blacktop, soccer field, etc.) for recess to reduce crowding. • Current research indicates that COVID-19 is not easily transmitted on

	<p>surfaces. Therefore students will be permitted to use the playground but they will wash their hands or use hand sanitizer before and after recess.</p> <p>Common Areas</p> <ul style="list-style-type: none"> • Reminders will be displayed throughout the school (classrooms, hallways, bathrooms) for students and staff: <ul style="list-style-type: none"> ○ Social distancing when possible ○ Proper and frequent handwashing ○ How to stop the spread of germs • Fire drills, tornado drills, and lockdown drills will be modified to maintain proper physical distancing to the greatest extent possible. <p>Chapel</p> <ul style="list-style-type: none"> • K-8th grade chapel will be held in the Worship Center or Atrium with physical distancing in place. High School chapel will be held in the Heart and Head Center on the Learning Stairs. • Chapel seating will be sanitized between each chapel group. <p>Field Trips, Class Activities, and Retreats</p> <ul style="list-style-type: none"> • Field trips, class activities, and retreats will be evaluated using current health and safety guidelines before proceeding as scheduled. • If a field trip or retreat is cancelled and is unable to be rescheduled or replaced with another activity before the end the school year, the fee associated with this event will be refunded. <p>Computers & Other Shared Instructional Items</p> <ul style="list-style-type: none"> • Shared equipment and books will be maintained with a protocol of surface cleaning between every use. • For elementary and middle school students computer carts are available for classroom use, along with a protocol for continual surface cleaning. • For High School students every student is provided with an assigned Chromebook. Students will use the same computer each day, all year. The storage areas for the computers will be cleaned and disinfected daily.
<p>Health, Safety & Sanitation Measures</p> 	<ul style="list-style-type: none"> • All classrooms will be equipped with hand sanitizer dispensers, disinfectant spray, wipes, and paper towels. • Restrooms will post signs providing appropriate hand washing guidelines. • Students will be instructed as to how to properly wash their hands and how to disinfect their personal desk. • Evening janitorial staff will be responsible for cleaning and disinfecting the facility using a water-based misting spray designed to meet health and safety cleaning and disinfecting guidelines. • Common areas will be cleaned throughout the day. • Classroom doors, as well as non-fire hallway doors, will be kept open during the day as much as possible to allow ventilation and airflow and to reduce the need to touch additional surfaces. • The bottle filling station at water fountains will be operational and

	<p>students will be permitted to refill water bottles when needed. The drinking portion of water fountains will not be operational.</p> <ul style="list-style-type: none"> • The K-8th grade campus will implement an adjusted class schedule to reduce hallway congestion. • Students should bring their own water bottle, labeled with their name. • Hand sanitizing dispensers will be located inside classrooms and in common areas throughout the facility. • Students may only touch or handle their own learning materials (e.g., textbooks, pens). • Students will use individual school supplies; supplies will not be held in common. • Students may not touch or use another student's locker, backpack, or any other item without first disinfecting the item. • On the K-8th grade campus, only 8th grade students will be assigned the use of lockers. This will permit appropriate spacing between student lockers. • Additional coat hooks and shelving will be installed for 7th grade use. • All High School students will be assigned the use of a personal locker. <p>Clinic Enhancements</p> <ul style="list-style-type: none"> • Infrared thermometers are available for each campus. • Additional training for faculty and staff on infection control will be provided. • Increased basic first aid supplies will be provided in the classroom to reduce the need for clinic visits. • A separate room to monitor students has been established if students or employees display COVID-19 symptoms.
<p>Lost & Found</p> 	<ul style="list-style-type: none"> • All items, including jackets and other items of clothing, must be labeled with the first and last name of the student. • All lost items will be secured in plastic bins. • Unclaimed items will be donated to a local charity once a month. • Parents should contact reception to arrange a time to search for lost items.
<p>Lunch, Fun Lunch, Snacks & Birthday Treats</p> 	<p>Kindergarten-8th Grades</p> <ul style="list-style-type: none"> • Students will eat lunch in their classroom until further notice. • Students should bring their own eating utensils for lunch or snack. If needed, silverware/napkins provided to students will be pre-packaged. • Only boxed or pre-packaged/bagged lunches from local restaurants will be offered for Fun Lunch. More details will be available in August. • Birthday treats must be individual, prepackaged snacks/treats in order to decrease the spread of germs and provide for ease of distribution. No baked goods (store bought or homemade) will be permitted. • Students will continue to be permitted to have a mid-morning snack break at their desk, in the classroom, after washing hands or using hand sanitizer.

	<p>High School</p> <ul style="list-style-type: none"> • Only boxed or pre-packaged/bagged lunches from local restaurants will be offered for Fun Lunch. More details will be available in August. • Students will be permitted to eat outside with appropriate supervision and social distancing measures.
<p>On Campus Health & At Home Health Screening Expectations</p> 	<ul style="list-style-type: none"> • Health screening and temperature checks of all visitors will be completed before entering the school building. • All students and employees must take their temperatures daily and complete a brief health screening at home to determine if it is appropriate to attend school. Parents will upload this information to Magnus (the ICS student health portal) at home before arriving at school. Information will be verified each day. • By signing this Health & Safety Opening Plan agreement, parents agree that they will neither send a student nor enter the campus themselves if they are exhibiting, or have been in recent contact with any person exhibiting any of the symptoms listed below: <ul style="list-style-type: none"> ○ Consistent cough or sore throat ○ Fever in the last 72 hours ○ Unexplained shortness of breath ○ Living with someone who is ill with a fever or cough or sore throat ○ Had contact with someone known to have or be under investigation for coronavirus in the last 14 days • Following the recommendation of the Virginia Department of Health, it is recommended that any person who has traveled out of the country self-quarantine for no less than 14 days with no symptoms appearing, prior to returning to school. • Any child that exhibits a fever of 100.4+ or who presents to the clinic with other symptoms consistent with possible COVID-19, will be held in the monitoring room and parents will be notified to pick up their child as soon as possible. If parents cannot be reached, the third emergency contact will be asked to pick up the student. • If a student//staff has a negative COVID-19 test, they can return to school once they are fever free for 24 hours without the use of fever-reducing medicines and they have felt well for 48 hours. • In order for a student/staff who tested positive for COVID-19 to return to campus they must be able to answer YES to the following questions: <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? • Absences due to Health Screening restrictions will not be counted as school day absences. During the period of self-quarantine, students will complete assignments according to guidance in the Parent-Student Handbook.

<p>Parents & Visitors on Campus Policies</p> 	<ul style="list-style-type: none"> • All guests, parents, and visitors are required to complete the health screening form. • Temperatures of all visitors, including parents, will be checked before entering the building at Entrance #3 (breezeway). • All guests, parents, and visitors are required to wear a face covering. • 1st Grade-HS parents are not permitted to enter buildings during drop-off or pick-up. • Kindergarten parents, wearing a face covering and completing a health screening, will be permitted to accompany their child to their classroom during the first week of school (or longer as emotionally required).
<p>Positive COVID-19 Case on Campus Protocols</p> 	<ul style="list-style-type: none"> • We will follow CDC and state and local health and safety guidelines. • Individual classes or groups of students may need to quarantine if recommended by our nurses in consultation with local health authorities. • The privacy of student and families will be respected at all times. • Our nurses will report confirmed cases and those under investigation for COVID-19 to the local health department and will follow established protocols for notifying any parents or employees who may have been exposed.
<p>Distance Learning</p> 	<ul style="list-style-type: none"> • In order to ensure a smooth transition at any time in the future that the school may need to shift from campus-based to home-based instruction, all teachers will be proficient in the use of the following platforms: <ul style="list-style-type: none"> ○ Parent Square - parent communication portal ○ FACTS RenWeb - access to tuition payment management system, grades and assignments for 5th-11th grades. ○ SeeSaw - platform for Kindergarten-4th grades to view pictures, videos, assignments, and documenting student work. ○ Google Classroom - platform for 5th-11th grades to manage work, discussions, and assignments. ○ Google Meet and Zoom - platforms that may be used for live (synchronous) meetings or instruction for all grades. • In the case of extended distance learning, laptops are available to students in need and require a \$250 deposit and a signed agreement.
<p>Personal Items</p> 	<ul style="list-style-type: none"> • All personal items brought to the school by a student or employee must be disinfected daily prior to being introduced to the campus. • No personal items may be shared (e.g., backpacks, clothing). • Learning materials may be shared only once disinfected (e.g., textbooks, tablets). • All personal items (including textbooks) must be labeled with the student's first and last name (e.g., water bottles, notebooks, backpacks).

<p>Transportation</p> 	<ul style="list-style-type: none"> ● School vehicles will be disinfected after each use. ● Hand sanitizer will be provided and used by each student prior to boarding. ● The Athletic Department will be responsible to ensure all vehicles are properly disinfected after each use. ● Drivers, including parents and those for commercial transportation companies, will be required to complete the health screening.
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HEALTH & SAFETY AGREEMENT

The following addendum amends and modifies the Immanuel Christian School Annual Parent Agreement previously entered into between Immanuel Christian School and [Parent/You]. As used herein, Immanuel Christian School includes Immanuel Christian High School.

I am aware of the risks for my child or myself of contracting or spreading COVID-19 while they attend or I volunteer at Immanuel Christian School (ICS) which includes attending an event; and/or receiving face-to-face educational services from Immanuel Christian School (ICS) during the time of a pandemic outbreak.

I am aware that face-to-face educational instruction and other in-person experiences may increase the risk of contracting and passing on COVID-19 or coronavirus while attending classes, eating lunch, using the playground, receiving services, attending before school or afterschool programs and activities, participating in athletic events, attending an event or volunteering within this organization.

I agree to complete the required health screening for my student(s) each morning and upload the information to the secure app, [Magnus Health](#). I understand the information will be reviewed each morning prior to the start of school. Students who enter the campus without the completed health screening will wait for parents to quickly return to school to complete the screening in person.

I agree to and will follow guidelines for personal hygiene, personal safety, and public safety as recommended by Immanuel Christian School (ICS), the CDC, and state and local health organizations. This may include, but is not limited to, waiting in my vehicle until I am asked to enter the building, maintaining social distance, washing my hands prior to arriving to school, making use of hand sanitizer, completing the required daily health screening for my student(s), and wearing a protective face covering while in the building.

I agree to stay home or keep my child home from school should I/they personally exhibit or have been in contact with someone who has presented with illness within the previous 24 hours to two weeks, including exhibiting the following symptoms: prolonged coughing, fever, chest congestion, shortness of breath or additional signs of potential spread of any virus or bacteria/disease. In addition, I will follow the recommendations of my health care provider concerning any illness or symptoms reported. I understand that if I knowingly am in violation of sending my child to school when he or she is ill that my actions will be viewed as a serious breach of the health and safety guidelines established during the COVID-19 pandemic. Such actions may result in an extended absence from class for my child(ren) or dismissal from school.

BY SIGNING BELOW, I CONFIRM THAT I HAVE READ AND UNDERSTAND THIS DOCUMENT.

SIGNATURE: _____ DATE: _____

ICS Main Campus (K-8)

*6915 Braddock Road
Springfield, VA 22151*

ICHS Campus (high school)

*5252 Cherokee Avenue
Alexandria, VA 22312*

703.941.1220

info@icsva.org

