



GRACE CASCADE
CHRISTIAN SCHOOLS
COVID-19 RESPONSE PLAN
2020-2021

ABSTRACT

The following is a collaborative school response to the current pandemic. Special thanks to Dr. Greg Wiles of Nampa Christian Schools and ACSI Legal Legislative for their help with this plan.

Dr. Ken Townsend



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Overview

For the foreseeable future, the COVID-19 pandemic is likely to affect our daily school routines. Prudence calls for prayerful, thoughtful, and coordinated planning as we learn how to best respond to this challenge. Efforts to mitigate this virus will be utilized even though we know these efforts cannot eliminate this virus.

Depending on the impact of the pandemic there are three possible learning models:

1. **Face-to-face Learning:** Almost all students in the school building (choice in grades 3-12).
 - a. No to minimal community spread; in-person instruction with safety protocols.
 - b. Attendance policies are normal per the Parent/Student Handbooks.
 - c. Grading and academic policies are normal.
 - d. Safety protocols implemented and followed; daily schedule slightly modified

2. **Hybrid Learning:** Most or many students in the school building.
 - a. Minimal to moderate community transmission.
 - b. Modified grade-level appropriate attendance and academic policies.
 - c. School-wide social distancing and mitigation strategies in place.
 - d. Special safety and sanitizing protocols per Jackson County Public Health.
 - e. Initial health screenings (for re-entry) and routine health screenings (as needed).
 - f. Concentrates on students in school but provides flexibility for distance learning.

3. **Distance Learning:** No students permitted in the school building.
 - a. Substantial community transmission and GCCS has been significantly impacted.
 - b. Attendance and academic policies highly modified.
 - c. All schooling via Distance Learning Model.

Our mission to provide a Christ-centered academic experience for Christian families in the Rogue Valley is best fulfilled when teachers and students come together on campus and in classrooms. However, until the COVID-19 pandemic has abated, an open school building requires special precautions and protocols to safeguard the health and well-being of our students, faculty, and staff. We have developed these protocols in coordination with local, regional, and state guidance, collaboration with educational colleagues, and extensive research.

It is our intention to open the school building. For the safety of our students and staff, and depending on conditions and guidance from coordinating agencies, we may also need to resort to a hybrid or Distance Learning Model. We must remain flexible.

Thank you for your patience and your prayers as we persevere through this unprecedented challenge.



Coordination with State and County Agencies and Schools

The agency primarily responsible for overseeing the re-opening plans of private schools is the Jackson County Public Health (JCPH). This plan follows the recommendations of Jackson County Public Health, other public health agencies, other schools, and associations, and can adapt as additional guidance and science informs and necessitates.

GCCS will operate in the following manner:

Community Transmission	GCCS Learning Model
None to Minimal	Face-to-face Learning
Minimal to Moderate	Hybrid Learning
Externally Substantial, Internally Significant	Distance Learning

If, after reopening, a school within GCCS has a confirmed case of COVID-19 onsite (student or employee), we will notify our affected families, quarantine the individual and any individuals in contact with this individual, including an entire cohort, or move them to the Distance Learning Model. If we have more than one case onsite, we will move the confirmed COVID-19 students and all students in direct contact with the COVID-19 individuals into the Distance Learning Model. If multiple onsite positive cases of COVID-19 in multiple cohorts, we will implement a school-wide, short-term closure for 2-5 days and move all students to the Distance Learning Model.

Student Re-Entry Protocols

Until the COVID-19 pandemic abates, employees and families will be asked to conduct a daily personal assessment utilizing FACTS-SIS before arriving at the school campus. Taking a daily temperature, conducting a personal health check, and completing a daily assessment of exposure to risk will be the new normal until the COVID-19 pandemic abates. The school may also assess students upon entry and parents may be asked to wait for screening results before departing for home or work. Parents will also be asked to complete and sign a release form.

General Protective Measures

For daily face-to-face and hybrid instruction, the school will adopt these protective measures.

- The school will respect and enforce physical distancing among students and employees and between students and employees as possible.
- Per the Oregon OSHA Temporary Rule adopted into law, masks will be required. Caution when visiting the elderly and people with health conditions will be encouraged.
- The school will promote and practice frequent environmental cleaning, sanitizing, and handwashing and encourage covering cough and sneezes with tissue, bicep, or elbow.

- The school will expect daily self-monitoring of employees and for parents to daily monitor students and will implement random or designated times of school monitoring of students and employees to assess fever or virus symptoms or exposure (less than six feet for more than a cumulative 15 minutes within 24-hours) to anyone who has been identified as in proximity to a known COVID-19 infected person or traveled to a known impacted area.
- The use of classroom or grade-level cohorts (keeping the same students together with the same teacher in the same space throughout the day) will be utilized. High school Juniors and Seniors will be considered one cohort. Keeping students together and rotating teachers will also be utilized.
- Indoor signage to direct the flow of foot traffic to promote physical distancing will be used. Entries and exits will be designated and start and stop times may be staggered to minimize congregating and promote physical distancing.
- Classrooms are equipped with air purifiers, HVAC filters are upgraded, and enhanced use of fresh air is encouraged.

For daily face-to-face instruction to endure, the school will encourage all school families to also practice preventive and protective measures.

Modified Medical Policy

An interim modification will be made to our Parent/Student Handbook Medical Policy section. Students who are ill will NOT be allowed to return to school if any other family member exhibits any COVID-19 related symptoms. If the student has been ill, they will NOT be allowed to return to school until 72 hours have passed with no medicine and no symptoms.

Student Screenings

Our Preschool and PreK will be performing regular screening for fever before entry is allowed into the building. Other schools (Elementary, Middle, and High Schools) may implement this as conditions or guidance from State and County agencies warrant.

Students whose temperatures are at or above 100.4° F (and their siblings) will be sent home and not permitted to enter or remain in any building on a GCCS campus. Parents must remain at school on designated screening days until their students' screenings are complete.

Physical Distancing and Mitigation Strategies

School Days and Hours

For in-person instruction school days will be Monday - Friday, and hours will be minimally impacted. The school day will begin for Cascade at 8:05 and for Grace at 8:10, 8:20, and 8:30. School is out for Preschool and Pre-K at 11:10, for Cascade at 2:25, for Kindergarten – 2nd grade



at 2:45, and for grades 3-5 at 3:00. For exclusively hybrid or distance learning models a modified schedule will be used. For distance learning exclusively, classroom instruction will take place from Monday through Thursday of each week. Friday will be an in-service day for teachers to allow a dedicated time for digital lesson planning and interactions with distance learning students.

Drop-off and Pick-up

For Grace, students will enter and exit in the cafeteria. Please, no morning playground drop off. For Grace after school pick up will be the same location. Extended Enrichment can pick up in the EE rooms. At Cascade, there will be six assigned points of entry (either the main/front doors of the high school, the middle school door off the breezeway, the school office door off the breezeway, two east entries and a north entry). When exiting the building, nearest exit will be encouraged.

Hallways and Passing Times

Teachers will help ensure that students maintain increased spacing in lines as they move through hallways. Blue tape or signage on the floor will mark spots for students to stand when lining up outside a classroom. Elementary students will remain in their classroom as teachers change classrooms for any shared or specialty teaching. Because of the variety of classes and electives, administration may allow middle school and high school students to move to their respective classrooms honoring physical distancing as possible.

Classroom Seating

The goal will be to seat students six feet apart as possible. Dividing walls have been removed so rooms are larger and fewer rooms are available. Teachers will use increased spacing between desks or arrange seating at tables to maximize the spacing between students. Once seats are assigned, students will daily remain in these seats for contact tracing purposes should this become necessary.

Lunchroom Seating

The lunchrooms on both campuses will provide seating modifications as listed in the previous section. Faculty at the elementary, middle, and high school will help ensure physical distance is maintained during lunchtime.

Assemblies, and Chapels

For chapels and assemblies, students will sit in every other seat (or in seats appropriately spaced). For hybrid and distance learning, we will move chapels, which are an integral part of GCCS, to an online delivery that facilitates viewing of the chapel service in the students' daily Bible class or at home for our distance learning students.



Physical Education Classes

Person-to-person contact sports or activities will be avoided. All equipment will be sanitized with a solution of bleach or a safe and effective sanitizer prior to re-use.

Music and Arts Classes

Physical distancing will be maintained, and care exercised to sanitize before and after use of equipment and supplies. Classwork includes learning history, theory, and other academic topics.

Recess Procedures

Unless otherwise informed, students will refrain from using the playground equipment and structures, which has been taped off to help discourage its use. Large open spaces like our athletic fields and paved areas will be used as an alternative.

Holding Room for Sick Students

Both campuses of GCCS have a designated isolation room that will be utilized as a holding area for sick students that are waiting to be picked up.

Visitors and Volunteers

We will suspend many of our volunteer programs during hybrid learning to limit the number of people inside our buildings. All non-school family visitors must visit after school hours and by appointment only.

Additional Daily Protocols

Per Oregon OSHA Temporary Rule, OHA and ODE Ready Schools, Safe Learners guidance and CDC-recommendation, face masks will be required of employees and students. Staff duties and student activities requiring close contact will be modified, as necessary.



Daily Sanitation Protocols

School-Wide Disinfections

We utilize a combination of CDC-approved products including electrostatic sanitizing, disinfectants, and a dilution of disinfecting bleach on desks, common tables, countertops, doorknobs and handles, hands-on learning items, bathroom fixtures, phones, and customer service areas every day. Air purifiers will also be used.

Hand Sanitizer Stations

Teachers, staff, and students will keep their hands sanitized using the dispensers of hand sanitizer that are installed at every building entrance and in common areas.

Hygienic Practices

Parents are required to keep sick students, and their siblings, home for at least 72 hours after a fever subsides without the use of fever-reducing medicines. 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, and using the paper towel to turn off the faucet;
- keeping hands away from nose, mouth, and eyes; and
- avoiding the sharing of food, drinks, and personal care items (e.g. lip balm).

Hybrid Learning for Homebound Students

We respect the right of families to keep students at home in the interest of their health and safety during this pandemic. We also expect to require some students to stay at home, if only for a short period of time, as a precautionary measure—for example, if their questionnaires indicate exposure to COVID-19 or if their screenings indicate a temperature of 100.4° F or higher.

In addition to the GCCS Parent/Student Handbook, the following attendance categories are in effect for students:

- Absent (due to COVID-19 illness): no attendance penalty or academic restrictions
- Absent (due to parent COVID-19 health concerns): no attendance penalty or academic restrictions

We will offer the following flexibilities to accommodate students who are homebound:

- Teachers will offer daily or weekly digital teaching sessions as appropriate. While these sessions will not cover all the in-class material, they will provide homebound students

with the help to stay up on their core academic skills. All students will be expected to complete and submit classwork distributed to them by their teachers.

- Attendance policies will account for the special circumstances of the COVID-19 pandemic. Homebound students will not be penalized for their absences.
- Homeroom teachers will be in close contact with homebound students and will make weekly phone calls to parents.
- School materials will be made available to homebound students. Details will be coordinated with each student's family.

Hybrid Instruction for Homebound Teachers

We respect the right of teachers to stay at home in the interest of their health and safety during this pandemic. As possible, teachers will be allowed to request a leave of absence or, if possible, to Distance Teach from home and use Google Meet and Google Classroom to deliver content to their students.

Procedure for Positive or Suspected COVID-19 Case

The following procedure is to be used if a student or employee in any school building is identified as COVID-19 positive or suspected positive.

Action Item: Student or employee is respectfully asked to isolate in the holding room.

- For students, the front office will call parents or legal guardians for pickup.
- For employees, the front office will coordinate with school leadership to manage follow-on effects.
- Student or employee will be provided appropriate personal protection equipment and any employee interacting with the confirmed or suspected case will be provided with a mask and gloves as is necessary.

Action Item: Front office traces list of potential exposures (employees and students).

- The front office will coordinate (as appropriate) with parents/legal guardians of the student or directly with the employee or JCPH to build a list of potential exposures.

Action Item: School leadership decides on the length of the short-term closure.

- School leadership will provide JCPH with appropriate details and exposure information.
- School leadership will coordinate the closure decision with guidance from JCPH.
- School leadership will coordinate the closure decision with the GCCS Board of Directors.
- Points of Contact:
 - JCPH: Ms. Bonnie Simpson
 - GCCS BOD: Mr. Travis Snyder



Action Item: School leadership communicates appropriate details to the school community.

- School leadership will update the school community (parents/guardians/employees) via CRISIS-GO/FACTS-SIS mass communications system (email/text/voice) with appropriate incident details.

Action Item: GCCS transitions to Distance Learning Model for the closure period and resumes face-to-face or a hybrid model after notifying the school community at the conclusion of the closure period.

Decision Matrix for Parents and Students						
Situation		My student has a fever or is vomiting		My student has COVID-19 symptoms or came in contact with a confirmed COVID-19 case		I have a unique family circumstance
		↓		↓		↓
What's Next?		The student must stay home		Student <u>and</u> siblings (if applicable) must stay home		Choose to keep your student(s) home?
		↓		↓		↓
Next Steps		Inform GCCS school office of student illness and coordinate with teacher to obtain and complete assigned schoolwork		Inform GCCS school office of the situation, obtain medical diagnosis or recommendation, and move student and siblings to Distance Learning Model		Inform GCCS school office of the situation and move to Distance Learning Model
		↓		↓		↓
Return to School?		After 72 hours without fever or vomiting <u>and</u> without fever-reducing medication		After 10-14-day quarantine or obtaining medical clearance to return to school <u>and</u> in consultation with GCCS school office personnel		When ready <u>and</u> in consultation with GCCS school office personnel

Decision Matrix for Employees						
Situation		The Employee has a fever or is vomiting		The employee has COVID-19 symptoms or came in contact with a confirmed COVID-19 case		The employee has a unique family circumstance
		↓		↓		↓
What's Next?		The employee must stay home		Employee <u>and</u> children (if applicable) must stay home		Does the employee feel compelled to work from home?
		↓		↓		↓
Next Steps		Inform administration of employee illness and coordinate to obtain substitute and lesson plans		Inform administration of the situation, obtain medical diagnosis or recommendation, and coordinate with administration for sub or alternatives		Inform GCCS school office of the situation and coordinate with administration for alternatives
		↓		↓		↓
Return to School?		After 72 hours without fever or vomiting <u>and</u> without fever-reducing medication		After 10-14-day quarantine or obtaining medical clearance to return to school <u>and</u> in consultation with GCCS school office personnel		When ready <u>and</u> in consultation with administration



Response from Jackson County Public Health



JACKSON COUNTY
Health & Human Services

Health and Human Services
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August 8, 2020

Dear Ken Townsend

Returning Oregon Students to onsite learning is an enormous responsibility that is shared by schools, districts, and local and state public health agencies.

This letter confirms that Jackson County Health and Human Services has received Operational Blueprint for School Reentry for **Grace Christian Schools** written following the guidance issued by the Oregon Department of Education. We are reviewing sections one through three of the Operational Blueprint for School Reentry. We may request adjustments to Grace Christian Schools Operational Blueprint for School Reentry in the future to address elements of emerging science and best practice related to COVID-19 mitigation in schools and communities.

Jackson County Health and Human Services is ready to work with Grace Christian Schools to mitigate the impact of COVID-19 in schools,

Sincerely,

Bonnie Simpson, REHS



Public Health Guidelines for Schools

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

Back to School Planning: Checklists to Guide Parents, Guardians, and Caregivers

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/parent-checklist.html>

Revision History

Grace Cascade COVID-19 Response Revision History	
July 21, 2020	Plan Started
August 4, 2020	Plan Completed, sent to JCPH
August 11, 2020	Revised to include JCPH response letter
August 14, 2020	Revised onsite COVID-19 protocols to align with OHA guidance distributed on August 11, 2020
September 14, 2020	Included drop off and pick up times, places
September 25, 2020	Added "weekly digital" to online delivery of instruction for distance learners (page 7)
January 3, 2021	Change of Mask policy, general edits