

A HEALTHY & SAFE RETURN TO IN-PERSON LEARNING

Riverside Christian Academy's COVID-19 Comprehensive Plan
August 18, 2020



A letter from Dr. Rushing, RCA President

RCA Family,

It seems that everything has changed, however, we remain unmoved in our commitment to Christ, character formation and academic excellence. I am so grateful for our amazing faculty and staff who have tirelessly worked through volatile demands with professionalism and perseverance. We enter the 20/21 school year with focus. Looking to the pressing issues of safety and uninterrupted instruction for our students. Please review our COVID-19 comprehensive plan that was crafted with a team of educational experts under a physician's leadership. I am reminded of the Apostle's words to "be steadfast, immovable, always abounding in the work of the Lord, knowing that your labor is not in vain in the Lord."

Dr. Laws Rushing II

**"Be steadfast,
immovable,
always
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1 Corinthians 15:58

Preliminary Considerations

RCA is a private, Christian school that provides holistic education for students. The institution recognizes the magnitude of parental trust and partnership required for effective instruction and learning. The COVID-19 comprehensive plan was designed to offer policies for our families and students that will accomplish several goals during this unprecedented time of pandemic for the 2020-2021 school year.

Point of Contact:

The COVID-19 designated point of contact for the school is Dr. Laws Rushing.
laws.rushing@rcaknights.org, (615-480-2008)

The COVID-19 designated school board chairman is Dr. Kyle Spears.
kyle.spears@rcaknights.org

Please contact Dr. Laws Rushing for any concerns about COVID-19 and RCA.

1. The policy enacted is an attempt to prevent an outbreak of COVID-19 and to promote a safe environment for students to learn with minimal anxiety.

2. The policy is meant to mitigate the risk of transmission from person to person in many different situations in the school.

3. The policy is also to give a reasonable level of expectation for contingency plans to certain possible COVID-19 scenarios and the communication required.

RCA recognizes that these policies do not eliminate the risk of COVID-19 transmission. The policies will have susceptibilities and arbitrary limitations because of the effort to balance safety, regulations and practicality. The primary goal of every policy is safety. This manual is designed for parents, students and staff.



COVID-19 Symptoms

The CDC (2020) says:

COVID-19 is mostly spread by respiratory droplets released when people talk, cough, or sneeze. It is thought that the virus may spread to hands from a contaminated surface and then to the nose or mouth, causing infection.

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19:

- *Fever or chills*
- *Cough*
- *Shortness of breath/difficulty breathing*
- *Fatigue*
- *Muscle or body aches*
- *Headache*
- *New loss of taste or smell*
- *Sore throat*
- *Congestion or runny nose*
- *Nausea or vomiting*
- *Diarrhea*



COVID-19 Screenings

All parents are responsible for daily screening their children at home prior to school. Students displaying any symptoms of COVID-19 cannot attend school and should be tested as soon as possible and RCA must be notified.

Each day, all staff will be screened and temperature taken. A fever is defined as any temperature that is 100.4 or over. Any staff member displaying any COVID-19 symptoms will be sent home.

Students or staff who begin to display symptoms at school will be placed in isolation and PPE will be available to those who are attending the symptomatic person to protect from possible transmission. Students/staff who are symptomatic will be sent home, and should receive testing. **Please see Addendum 1 on Page 4 of the RCA COVID-19 Comprehensive Plan for the different return to school scenarios and instructions.**

In the event of a positive COVID-19 case, the student/staff member may return to school once they have been fever and symptom free for 24 hours, and it has been 10 days since the onset of symptoms.

Addendum 1 – Return to School Policies

All policies in the chart below supersede the student handbook policies.

SITUATION	RETURN TO SCHOOL	REQUIRED DOCUMENTATION
Brief period (less than 2 hours) of possible COVID-19 symptoms (excluding fever 100.4 or greater) that does not persist beyond that time and with no new symptoms developing over the next 24 hours	After being fever and symptom free for 24 hours.	Parent note stating the child has been fever and symptom free for 24 hours.
COVID-19 symptoms with negative COVID-19 *test after symptom onset	After fever has resolved without fever-reducing medications and symptom free for 24 hours.	Documentation of a negative COVID-19 PCR *test obtained after onset of symptoms. Individual must NOT have had a positive COVID-19 test during this illness. Parents, should obtain a copy of the negative *test result from the doctor or health department.
COVID-19 symptoms with confirmed alternative diagnosis	Per medical provider guidance if fever has resolved for 24 or more hours and symptom free.	Written documentation from licensed medical provider that symptoms were caused by a condition other than COVID-19.
Chronic condition that may result in COVID-like symptoms	Doctor and parental release for conditions like asthma, seasonal allergies, acid reflux, etc...	Chronic Condition with COVID-Like Symptoms form (page 5 of the RCA COVID-19 Comprehensive Guidelines)
Close contact (within 6 feet for 15 or more minutes) with an individual with COVID-19	After 14-day quarantine if individual never developed symptoms. If symptoms developed, individual may return 10 days after onset of symptoms, and they have been fever and symptom free for 24 hours.	E-mail krysa.spears@rcaknights.org with date of exposure.
Positive COVID-19 *Test	After 10 day isolation AND 24 hours fever and symptom free	E-mail krysa.spears@rcaknights.org with date of positive test.
Previous COVID-19 positive case (w/in last 90 days) who is exposed to someone with a positive case.	Does not require quarantine.	None

All students returning to school after illness should report to the office with required documentation before going to chapel.

**COVID-19 Tests are more reliable 48 hours after symptom onset. We discourage COVID testing on the first day of symptoms.*

Riverside Christian Academy

Chronic Condition with COVID-Like Symptoms Form

School Phone: 931-438-4722

School Fax: 931-438-4727

Attendance Record Keeper: krysa.spears@rcaknights.org

*My child, _____, grade _____ has
a chronic condition: _____ that can result
in COVID-like symptoms. He/she is not contagious, and his/her
symptoms are not a threat to the health of his/her classmates.*

Parent Signature: _____ **Date:** _____

Doctor Signature: _____ **Date:** _____

Additional Notes:

Notification

If any student or staff member tests positive for COVID-19 then all parents and staff will be notified of the positive case. The identity of the student or staff member will not be named publicly in accordance with legal and ethical privacy laws but concerned parties will be notified if in close proximity to COVID-19 positive students or staff members. RCA will notify and consult the health department for further direction.

Necessary Quarantine

CDC (2020) Anyone who has been in close contact with someone who has COVID-19 must quarantine. This includes people who previously had COVID-19 and people who have taken a serologic (antibody) test and have antibodies to the virus.

WHAT COUNTS AS CLOSE CONTACT?

- *You were within 6 feet of someone who has COVID-19 for at least 15 minutes.*
- *You provided care at home to someone who is sick with COVID-19.*
- *You had direct physical contact with the person (touched, hugged, or kissed them).*
- *You shared eating or drinking utensils.*
- *They sneezed, coughed, or somehow got respiratory droplets on you.*

Steps to take:

Stay home and monitor your health

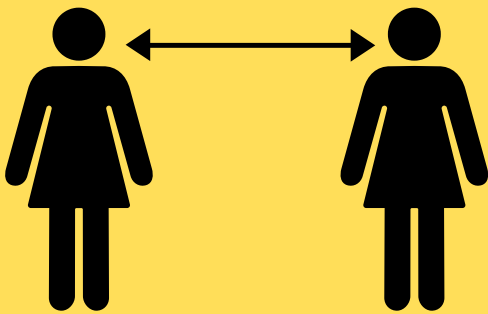
- Stay home for 14 days after your last contact with a person who has COVID-19
- Watch for fever (100.4 ° F), cough, shortness of breath, or other symptoms of COVID-19
- If possible, stay away from others, especially people who are at higher risk for getting very sick from COVID-19.

All students and staff exposed to “close contact” may return to school if symptom free after they have completed a 14-day quarantine. If symptoms emerge then the return policy goes into effect stating: a student/staff member may return to school once they have been fever and symptom free for 24 hours, and it has been 10 days since the onset of symptoms.



Attendance

Should students be required to miss school due to illness or exposure to illness, all instruction will be delivered to students through the digital learning platform. The administration will coordinate with parents and the president to be the final authority in determining the safest re-entry date for the student. Absences incurred during a time of quarantine or mandated absence will not count against the total absences for students; therefore, make up time will not be required. As long as the student is working in the digital platform, they will not be counted as absent.



Social Distancing

All students and staff will be directed to observe social distancing at the recommended intervals. Social distancing will be observed in the classroom, cafeteria and other functions at RCA. Group activities will be kept to a minimum and students will be required to wear masks when necessary.

Face Coverings

All students and staff will be required to wear masks upon entry in the building and in the common areas of the school such as hallways, small groups and assemblies. The mask policy is considered an essential part of the uniform for students and dress code for staff. All masks should be fabric or disposable that are solid in color. RCA will make masks available for purchase and disposable ones available for students and staff if fabric ones are temporarily unavailable. Students and staff will be able to display lettering that identifies masks as personal property such as initials or names. RCA logos or letters are also permissible.

CDC (2020) *"COVID-19 spreads mainly from person to person through respiratory droplets produced when an infected person coughs, sneezes, talks, or raises their voice (e.g., while shouting, chanting, or singing). These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs. Recent studies show that a significant portion of individuals with COVID-19 lack symptoms (are "asymptomatic") and that even those who eventually develop symptoms (are "pre-symptomatic") can transmit the virus to others before showing symptoms. To reduce the spread of COVID-19, CDC recommends that people wear cloth face coverings in public settings when around people outside of their household, especially when other social distancing measures are difficult to maintain."*

WHO (2020) *"Given that infected people without symptoms can transmit the virus, it is also prudent to encourage the use of fabric face masks in public places where there is community transmission and where other prevention measures, such as physical distancing, are not possible. Fabric masks, if made and worn properly, can serve as a barrier to droplets expelled from the wearer into the air and environment. However, masks must be used as part of a comprehensive package of preventive measures, which includes frequent hand hygiene, physical distancing when possible, respiratory etiquette, environmental cleaning and disinfection. Recommended precautions also include avoiding indoor crowded gatherings as much as possible, in particular when physical distancing is not feasible, and ensuring good environmental ventilation in any closed setting."*

Sanitizer

Sanitizer stations and supplies will be distributed throughout the facility and in every classroom. Staff will also hold periodic hand washing instruction sessions to encourage proper hand washing techniques for all students.

Classroom Disinfection & Cleaning

All staff will be equipped with safe disinfectant products to clean and disinfect classrooms, desks and assigned high traffic areas. Routine cleaning will be upgraded to reflect the gravity of pandemic demands.

These procedures are designed to supplement regular cleaning guidelines to add a level of disinfection to reduce the spread of COVID-19.

Products mentioned are considered effective against Coronavirus when used as directed. Products used for items with frequent student contact or when students are present in the area are safe and are not respiratory irritants. Administration has a hard copy of the EPA list for products and agents effective against Coronavirus and how long they must be in contact with the surface to be effective.

Two agents that are ideal for desks, nonporous surfaces, toys and sports equipment are ethyl alcohol (ethanol) 60-80% and hydrogen peroxide 0.5 – 3%. Higher concentrations of alcohol evaporate too quickly and hydrogen peroxide can bleach fabrics. Contact times are short. Thirty seconds to one minute for ethyl alcohol and one minute for hydrogen peroxide.

Depending on supply availability, spray bottles of these agents will be available in all classrooms but should be stored safely out of reach or access to children. Suggested use for electronics (Chromebooks) would be to lightly spray a soft cloth or paper towel to wipe their contact surfaces (avoiding saturating the cloth to avoid drips or liquid running into areas that might result in damage).

Standard cleaning products that are listed as virucidal for Coronavirus as well as wipes that are quaternary ammonia compounds are acceptable for use when students are not present in the area being cleaned. Faculty and staff are cautioned to wear gloves when using these products to avoid skin irritation.



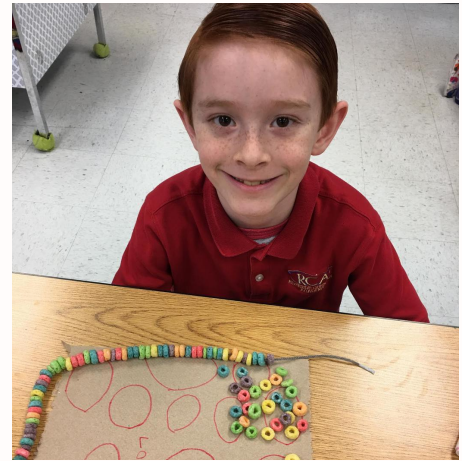
Classroom Terminal Cleaning

- Terminal cleaning should be done at the end of the day after no more students or visitors are expected, If the room is used after hours then terminal cleaning should be done after that use or in the morning before classes.
- All trash should be picked up and disposed of.
- Desks, chairs, and tables should be wiped or sprayed with ethanol, hydrogen peroxide, or quaternary ammonia compounds and left to air dry.
- All nonporous toys or equipment should be sprayed with ethanol or hydrogen peroxide and left to air dry after removal of visible dirt/residues with normal soap and water cleaning (if appropriate).
- Sink areas and bathrooms should be thoroughly cleaned with bleach containing products or quaternary ammonia cleaners.
- Door handles light switches should be wiped well with veridical wipes.



Bathroom Cleaning

- Prop doors.
- **Countertops, sinks, handles, toilet handles, stall doors and handles should be sprayed with ethanol or hydrogen peroxide mix at least 3 times during the school day.**
- Students will be instructed to use hand sanitizing gels before and after they use restrooms or do a 20 second hand wash.
- Thorough terminal cleaning should be done at the end of each school day using standard cleaning agents with bleach or hydrogen peroxide.



Classroom in Session Cleaning

- Prop doors at beginning and end of class to prevent multiple knob touches, and spray or wipe at beginning and end of class.
- Desks should be sprayed with ethanol or hydrogen peroxide mix at the end of class and allowed to dry as next class coming in. If there is still excess liquid, it may be wiped dry with a paper towel assuming it has been on at least one minute, in upper grades where class changes are taking place.
- Wipe light switches any time they are used.
- In rooms with bathrooms, spray with ethanol or hydrogen peroxide after any use. Spray nonporous toys after any use with ethanol or hydrogen peroxide mix.



Locker Rooms/Field House Cleaning

- Bleach solution using 5 tablespoons of 5-6% sodium hypochlorite (standard household bleach) per gallon cool water is the recommended agent for wiping down/ spraying surfaces in these locations because it has activity against MRSA bacteria and Coronavirus. 1 minute may be effective for Coronavirus while 10 minutes is recommended for MRSA.
- Any wet surfaces after that time should be dried as it may irritate skin.
- If inhaled while spraying it is a respiratory irritant.
- It also must be mixed fresh each 24 hours or it loses activity.
- Ethanol mix 60-80 % is fine for disinfection of Coronavirus in these areas as well"



Gym/PE Cleaning

Ethanol mix or hydrogen peroxide mix is recommended for spraying balls or equipment before and after each use.

Shared Items

All students and staff will be discouraged from sharing items to reduce possible transmission. Belongings of students and staff will be stored separately. A list of supplies will be provided for parents and will be available for use to reduce sharing of items.

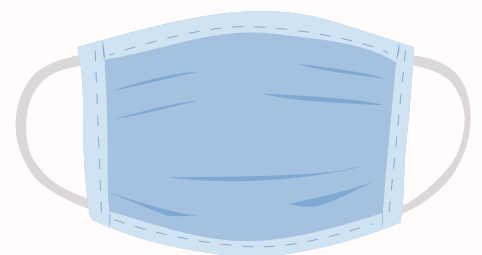


Food Service

- Cafeteria seating will be in accordance with social distancing recommendations. All food service employees will wear masks and gloves while serving food. All staff providing supervision will wear masks.
- Drinking fountains are turned off and students and staff are encouraged to bring their own water bottles for hydration.
- Only pre-packaged snacks are permissible from home for group consumption (i.e. birthday or holiday class parties)

Transportation

- All bus riders and drivers will be required to wear masks on rides to designated locations.
- Sanitizer will be available on rides.



Playground & PE

Playground will be closed at the beginning of the school year until further notice. All recess activities will be structured. Indoor equipment for recess will be disinfected after every use by supervising staff.

Visitors

Only essential visitors as determined by the administration will be allowed in the school. All parents must call and arrange visitation to school if necessary or emergency.

When to Seek Emergency Medical Attention (CDC, 2020)

"Look for emergency warning signs* for COVID-19. If someone is showing any of these signs, seek emergency medical care immediately:

- *Trouble breathing*
- *Persistent pain or pressure in the chest*
- *New confusion*
- *Inability to wake or stay awake*
- *Bluish lips or face*

*This list is not all possible symptoms. Please call your medical provider for any other symptoms that are severe or concerning to you."

WHO (2020) Guidelines to Prevention

"To prevent transmission, WHO recommends a comprehensive set of measures including:

- Identify suspect cases as quickly as possible, test, and isolate all cases (infected people) in appropriate facilities;
- Identify and quarantine all close contacts of infected people and test those who develop symptoms so that they can be isolated if they are infected and require care;
- Use fabric masks in specific situations, for example, in public places where there is community transmission and where other prevention measures, such as physical distancing, are not possible;
- Use of contact and droplet precautions by health workers caring for suspected and confirmed COVID-19 patients, and use of airborne precautions when aerosol generating procedures are performed;
- Continuous use of a medical mask by health workers and caregivers working in all clinical areas, during all routine activities throughout the entire shift;
- At all times, practice frequent hand hygiene, physical distancing from others when possible, and respiratory etiquette; avoid crowded places, close-contact settings and confined and enclosed spaces with poor ventilation; wear fabric masks when in closed, overcrowded spaces to protect others; and ensure good environmental ventilation in all closed settings and appropriate environmental cleaning and disinfection."

Evidence of mask efficacy to mitigate transmission of COVID-19:

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Resources & References



Centers for Disease Control

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

World Health Organization

- <https://apps.who.int/iris/rest/bitstreams/1286634/retrieve>

American Academy of Pediatrics

- <https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>

Tennessee Department of Education

- <https://www.tn.gov/content/dam/tn/education/health-&-safety/Reopening%20Procedures.pdf>
- <https://www.tn.gov/content/dam/tn/education/health-&-safety/Reopening%20Procedures.pdf>

Lincoln County Health Department

- <https://lchdmo.org/covid19>

Riverside Christian Academy

COVID-19 Comprehensive Plan

July 2020



*"Beloved, I pray that all
may go well with you
and that you may be in
good health, as it goes
well with your soul."*

~ 3 John 1:2