

Table of Contents

Table of Contents	Page 1
Introduction	Page 1
Letter from the Principal	Page 2
Teacher & Staff Infectious Disease Training	Page 3
School Entry	Page 3
Face Coverings, Social Distancing & Hygiene	Page 4
Chapel & School Events	Page 4
Disinfecting Schedule	Page 5
Classroom Setup - General	Page 5
Classroom Setup - Preschool	Page 5
Classroom Setup – Elem & Middle School	Page 5
Recess & Physical Education	Page 6
Dismissal & Pickup	Page 6
Extended Care	Page 6
Monitoring COVID-19 Symptoms	Page 6
Exhibiting & Associated COVID-19 Contact	Page 7
Confirmed COVID-19 Case	Page 8
Further Reading & Links	Page 8

Introduction

The HCA 2021/2022 School Re-Opening Plan is based on guidelines provided by the CDC, DOH, and other governing bodies. As these guidelines are updated, this plan will change accordingly.

We believe in-class instruction is vital for the growth and development of all students. As such, it is important that all families support their children and encourage them to follow the guidelines of this plan.

Letter from the Principal

Dear Heritage Families,

As you know, the safety and well-being of our students and staff will always be at the forefront of any decisions made for the 2021-2022 school year. The Heritage administration, school board, and re-opening task force are confident in our ability to provide a learning atmosphere that exceeds safety standards that have been recommended and outline for schools. Therefore, the goal of Heritage Christian Academy is to continue to offer in-person school in the safest manner possible, while ensuring that our students receive the best educational opportunities possible.

Heritage Christian Academy's Re-Opening Plan was developed with input from all stakeholder groups, along with recommendations from the CDC, Washington State Department of Health, ACSI (Association of Christian Schools International, OSPI (Office of Superintendent of Public Instruction), and WFIS (Washington Federation of Independent Schools). The Re-Opening Plan provides highlights and processes to provide parents and guardians with the information they need to make an informed decision for their child's education for the start of the 2021-2022 school year. As we all continue to face this community health pandemic, having a strong parent and school partnership is a key to ensuring everyone is as healthy as possible and students remain on track with their academic progress.

I want to thank each of you for your understanding and patience as Heritage and school board have navigated these unpredictable waters. Your support has been an encouragement to us all and we are blessed to have you as part of the Heritage family. This year our theme verse is 1 Peter 3:15 and it states: "But in your hearts revere Christ as Lord. Always be prepared to give an answer to everyone who asks you to give the reason for the hope that you have. But do this with gentleness and respect". We are thankful for the hope that we have in Christ and we are so excited to share that hope with all who enter our doors for the 2021-2022 school year. From the verse, our school theme is going to state "Be Bold, Be Ready, Stand Firm". You can be sure that the administration and staff will be ready and prepared to come alongside your students and partner with you in their educational journey. We are blessed for the Lord's provision over Heritage Christian Academy and we know that we can look to Him for guidance and wisdom as we begin this next school year. He is in control!

Blessings,

Mr. Saunders
Principal
Heritage Christian Academy

Teacher & Staff Infectious Disease Training

Prior to the start of the school year all teachers and staff will complete infectious disease training associated with this plan. This will include instruction on how to identify symptoms of COVID-19, regular cleaning schedules, and other processes to ensure each student is provided a safe environment where they can thrive.

Teachers and staff will also be provided periodic and topical training as necessary.

Teachers are encouraged to discuss with their students steps they can take to help slow/stop the opportunity for transmission (e.g. face coverings, hygiene).

School Entry

Entry to the school will be limited to students, staff, and selected individuals who are scheduled for special events. Parent volunteers will be allowed starting Fall 2021 with proper screening and will be required to wear a mask. Prior to entering the school each day, a self-screening questionnaire should be done using the ProCare app.

Note that the self-screening questionnaire can take place at home or in the parking lot before school. Verification of the absence of a fever should take place at home. No one with a temperature above 100.4F will be allowed to enter the building. The key point is that this must be performed prior to entry into the school.

Doors will be unlocked and students allowed to enter at 7:45am for middle school and 8:00am for elementary. Students are asked to go directly to their classroom where their teacher will be waiting. School will officially start at 8:00am for 6th-8th, 8:15am for K-5th and 8:30am for preschool.

These requirements for screening are consistent with both the Department of Health and the Department of Labor & Industries with guidance from the Center for Disease Control and Prevention ("CDC").

Face Coverings, Social Distancing & Hygiene

Face coverings, social distancing, and personal hygiene will be vital to HCA's ability to help keep students, staff, and their families as safe as possible. We also understand that students have developed close relationships with other students and maintaining proper social distancing and face coverings will be tough. We sincerely thank you in advance for your support in encouraging your student(s) to do their best.

Face Coverings:

All students and visitors must wear a face covering at all times when inside the school. Face coverings must be worn when a student is seated at their desk or seated in chapel. A "face covering" is a clear face mask or cloth that covers the nose and mouth. These coverings should not be mesh or have holes/vents. Any student or visitor who does not have a face covering will be provided a face covering by HCA.

Students will carry a second face covering to comply with current guidance.

Exceptions:

1. Exceptions for face coverings will be allowed so long as they comply with applicable CDC and/or State requirements.
2. Consistent with CDC requirements, students under the age of 5 are not required to wear face coverings but are highly encouraged.

Social Distancing:

When practical, all students should maintain a distance of at least 3' from each other.

Hygiene:

All students should practice good hygiene by washing hands upon entering the classroom and several other regular times during the day.

Chapel & School Events

Chapel and other school events (e.g. performances, musicals, Fun Run) are an important element to HCA's mission, the overall growth of each student, and developing an inclusive, family atmosphere.

In-person Chapel will be held in the sanctuary. Students will be seated with their class with 6' spacing between classes. Masks will be required.

Disinfecting Schedule

Throughout the day teachers, staff and students will disinfect their areas on a regular basis. Attention will be paid to high touch areas. Additionally, common areas (e.g. hallways, bathrooms, playground areas) will receive the same attention using disinfectants registered by the EPA for the use against Covid-19.

Classroom Setup – General

Teachers will be encouraged to remove any unnecessary items from their classes that does not contribute to the learning experience of the students. While posters and other educational items will remain, items such as unused furniture (e.g. tables, chairs, shelving units) will be removed.

Teachers will be required to clean high touch areas on regular intervals (e.g. doors, shared materials) as well as continue to follow sanitizing and disinfecting criteria in the child care WAC.

When practical, windows or doors will be open to help promote ventilation.

We will follow all state guidelines by the DOH (Department of Health) and DEL (Department of Early Learning).

Classroom Setup – Preschool

All students will be required to place their backpack and jacket in individual cubbies upon arrival. No show-and-tell or personal items from home will be permitted other than 1 blanket and/or 1 stuffed animal for nap time, that is given to the teacher promptly upon arrival for proper storage.

Students will be directed to wash their hands upon entering the classroom. Their lunch, snack, water bottle and school supplies will be placed in a pouch that is attached to their personal chair. Each student will have their own designated learning area that will be clearly marked with their name including a designated space at a table, chair and pencil box with classroom materials. No communal supplies will be used.

Classroom Setup – Elementary & Middle School

In order to maintain mandated social distancing, all student desks will be set 3' apart when seated.

Recess & Physical Education

Per the Secretary of Health's Mask Order, face coverings are not required outdoors, regardless of vaccination status.

Recess:

Similar to previous years the playground, covered area, and field will be used for recess. The use of playground equipment will be allowed as permissible.

Physical Education:

Physical Education will occur outside, under the covered area the majority of school days. Physical Education will occur indoors occasionally and masks will be required.

Dismissal & Pickup

Dismissal will follow the same procedure as arrival and entry.

Extended Care

Drop-off and pickup for Extended Care will remain as is: out of the entrance south of the Main Office, next to the preschool playground. Please ring the doorbell upon arrival and a staff member will promptly assist you.

Monitoring COVID-19 Symptoms

Although all students are required to complete at home self-screening prior to entering the school, teachers and staff will monitor all students during the day. If a student, in the opinion of a teacher or staff, develops symptoms consistent with COVID-19, that student will be escorted to a designated room for further evaluation by the nurse.

If, in the opinion of the nurse, the student has symptoms consistent with COVID-19, a parent or guardian will be immediately notified and the student will wait in the designated room until that student is picked up. The student must obtain a negative COVID test to return to school.

COVID tests must be done via laboratory testing, preferably PCR. Rapid Antigen testing can be done for symptomatic students but is not the preferred testing method. **At-home COVID tests (i.e. BinaxNow, QuickVue) are NOT accepted.**

Exhibiting COVID-19 Symptoms

In the event a student is exhibiting symptoms consistent with COVID-19, the following steps will be taken to help reduce the opportunity for transmission to other students and/or staff.

1. The teacher will notify the nurse and student will be escorted to designated room;
2. The student will remain with the nurse in designated room until the parent or guardian picks up the student;
3. The student must obtain a COVID test or quarantine for ten (10) days before returning to school. If the COVID test comes back negative, follow existing school illness policy. Student may return 24hours from resolution of symptoms (must be fever free for 24hours without the use of fever-reducing medications).

If the student has a sibling(s) at HCA, the sibling(s) must also be sent home IF the symptomatic sibling is exhibiting FEVER or NEW LOSS OF TASTE OR SMELL. Sibling(s) will remain home pending results of the symptomatic sibling's COVID swab results.

If the student has a sibling(s) at HCA and is experiencing other COVID symptoms (not fever, or new loss of taste or smell), the sibling(s) may remain at school.

During this time away from the class the student(s) will not be charged with either excused or unexcused absences.

When the student is removed from the classroom, the teacher will immediately disinfect any areas or materials that student potentially could have been in contact with.

Associated COVID-19 Contact

In the event a student has been in close contact with a lab confirmed COVID positive person, the following steps will be taken to help reduce the opportunity for transmission to other students and/or staff. (A person is considered contagious with COVID-19 starting two days before they have symptoms (or if asymptomatic, two days before they test positive). A close contact is considered someone who was within 6' of a person with COVID-19 for at least 15 cumulative minutes over a 24-hour period.)

Close contacts who are **fully vaccinated and do not have symptoms do not need to quarantine** but should be tested 3-5 days following a known exposure. Symptom monitoring should occur during this time period.

Close contacts who have had **confirmed COVID-19 in the past 3months and do not have symptoms do not need to quarantine** but should monitor for symptoms.

Close contacts who are neither fully vaccinated nor recovered from confirmed COVID-19 in the past 3months must quarantine for 10 days after the last close contact

without additional testing required. If any symptoms develop, quarantine extends to 14 days and a COVID test must be obtained.

****Quarantine can end after 7 full days beginning after last close contact if no symptoms have developed **AND** after receiving a negative test result (test should occur no sooner than 2days before ending quarantine).**

Confirmed COVID-19 Case

IF a person tests **positive** for COVID-19 (regardless of vaccination status), they can return to school when the following criteria are met:

- 10 days since symptom onset, or since positive test specimen collection date if no symptoms are present **AND**
- 24 hours after fever resolves without use of fever-reducing medications **AND**
- Symptoms have improved

In the event a student has contracted COVID-19, the following steps will be taken to help reduce the opportunity for transmission to other students and/or staff:

- If the student has a sibling(s) at HCA, they will be required to complete the 10-day quarantine period.
- All other students in the class will be required to complete the 10-day quarantine period.
- While the student(s) may not physically be in class, they will be provided access to remote learning. Dependent upon the student attending remote learning, during this time away from the class the student(s) will not be charged with either excused or unexcused absences.
- At the end of the school day a 3rd party cleaning company will disinfect the entire classroom. This classroom will not be used for any reasons until the disinfecting is complete.

Further Reading & Links

- [K-12 Schools Requirements 2021-2022 \(wa.gov\)](#)
- [COVID-19 :: Washington State Department of Health](#)
- [Coronavirus Disease 2019 \(COVID-19\) | CDC](#)
- [Vaccines.gov - Find COVID-19 vaccine locations near you](#)