



AUGUST 2020 |

# TRINITY CHRISTIAN SCHOOL SAFE REOPENING PLAN



# REOPENING PLAN



# Letter from the Principals

SHARON AXE AND JIMMIE DRUMMOND

Dear Trinity Christian School Families,

First, we would like to thank you for partnering with us in the education of your child – academically, spiritually, socially and emotionally. ***In our many years of educating children we never imagined starting a school year in such a different way as we are this year.*** The reality of figuring out how to conduct school during a pandemic has been challenging. However, we know that we serve a BIG God who is bigger than our fears and questions and we have been seeking His will for Trinity Christian School as we never have before.



There have been hard decisions that had to be made to be able to open school and have the children back on campus. We tried to keep in mind that this is just a season of time that will pass. We trust that the Lord will give each of us in the Trinity community the grace and the wisdom needed to navigate through this time of change and uncertainty in order to offer our students the opportunity to be back in the classroom with their teachers. We want you to know that we and the staff at Trinity Christian School have been praying for you and your family. This season has stretched us all and we pray that we will all continue to grow in our faith and trust in the Lord.

Our theme verse for this school year of 2020-21 is Philippians 4:6-7 **“Do not be anxious about anything but in everything, by prayer and petition with thanksgiving present your request to God. And the peace of God, which transcends all understanding will guard your hearts and your minds in Christ Jesus.”** We know that as we hide this scripture in our hearts God will continue to give each of us courage, strength and faith for this most unusual time in our lives.

# Letter from the Principals (continued)

SHARON AXE AND JIMMIE DRUMMOND

We have been working tirelessly all summer with the goal of being able to offer in person instruction on campus as safely as we possibly can. *We strongly believe that in person instruction is best for the academic and social/emotional well being of our students.* As a small private school with small class sizes we are in a unique position to not just meet, but to exceed the health and safety guidance. Our large campus has plenty of space that we can utilize for outdoor learning opportunities. Every classroom has a dedicated assistant teacher. We have upgraded our ventilation system to include iWave technology (iwave.com). A Health Center has been constructed over the summer to offer a safe place that has staff supervision for a student who becomes ill with any ailment, or is injured during the day to wait for parents to them pick-up. Hands free soap, paper towel and sanitizer dispensers have been installed and all classrooms have easy access to hand washing stations.

Though school will look different, we know our students will adjust to the new routines. We have an involved and supportive parent community here as well. We know that our parents will follow our protocols, including daily home screening, in order to keep our entire school community safe. Throughout the summer, we have been continually monitoring the guidance documents from the Center for Disease Control (CDC), the California Department of Public Health (CDPH), the California Department of Education (CDE), and the San Diego County Health and Human Services Agency. The guidance is updated frequently.

For this reason, though our COVID-19 Prevention Plan is meant to be comprehensive, it will also change when updates are received. The most current plan will be posted on our website (trinity-cs.org)

A high quality distance learning program will be provided for any family not comfortable with returning to in-person instruction. We will provide a rigorous program with our Learning Management System Google Classroom. Though we know that distance learning can never replicate in person instruction, we have made improvements and adjustments to the distance learning program provided during our emergency school closure in the spring.

*This guide is meant to answer as many questions as possible, but we know you may have questions for your unique family. Please email us at [COVID19@trinitycs.org](mailto:COVID19@trinitycs.org) and we will respond.*

Blessings,

Jimmie and Sharon

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# Reopening Plan

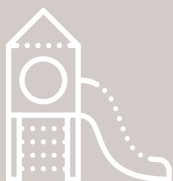
## At-a-glance



The Reopening plan allows Trinity to keep important accreditations and insurance licensure.



Facility improvements have been made to increase health safety and allow for physical distancing.



Outside space will be utilized to promote a healthy environment and give students as much freedom as possible.



A full school day will be scheduled so students can continue to meet and exceed academic benchmarks.



Face coverings will be required indoors when distancing is not possible (grades 3 and up) to protect the health of students, teachers, and administrators.

# Reopening Plan: Facilities

***AFTER SUBMITTING OUR WAIVER TO THE COUNTY ON AUGUST 14, 2020 WE HAVE COMPILED A LIST OF FREQUENTLY ASKED QUESTIONS FROM PARENTS AND STUDENTS.***

## **What improvements have been made to the facilities to prepare for safe reopening?**

- Constructed a Health Center and expanded office area
- Installed iWave filtration in all the duct systems throughout the school
- Purchased touch free thermometers for each classroom and office
- Installed hands free soap, towel and hand sanitizer dispensers
- Deep cleaned the classrooms
- Purchased restaurant grade sanitizer spray for each classroom
- Purchased shields for all staff
- Purchased desk dividers
- Hired an assistant teacher for each classroom

## **What specific changes will we see in the classroom layouts?**

Classrooms have removed extra furniture in order to distance desks as best we can. Also, teachers have designated outdoor space for smaller cohort instruction for parts of the day as needed. All classrooms will have desk dividers to be used at the teachers discretion.

## **Will masks be required for my student? When will they be required?**

- *All students* will bring their own face coverings to have at school.
- *No students* will need to wear face coverings outdoors (except upon arrival and departure).
- *Students preschool through second grade* are not required to wear face coverings but will keep them in their classroom should there be a need to use them.
- *Students third grade through eighth grade* will need to wear face coverings when they are unable to safely distance according to the CDC and California Department of Public Health guidelines.
- *Students third grade through eighth grade* will need to wear face coverings while waiting to enter or exit the school campus. Students will have periodic outdoor breaks and/or instruction.
- Any face covering that covers the nose and mouth will be acceptable. They can be any color or design (except for skulls, scary looking, etc.).

# Reopening Plan: School Day

## FREQUENTLY ASKED QUESTIONS

### What about drop off?

Drop off in the morning will take place in the upper parking lot area by Williams Hall between 8:15-8:30. There will be three gates to enter by where a quick temperature check will occur using a touchless thermometer at the wrist. There will be directional signs that help with social distancing. Students will go directly to their classrooms. Pledges and prayer will take place in the classroom. Preschool parents please park, walk in, and sign your child into their class.

### What about pick up?

To start the year, pick up in the afternoon will be staggered by grade. Please drive through to the upper parking lot and pick up by Williams Hall (*please do not get out of your car unless you are picking up a preschool child*). The pick up schedule is included below:

- **Preschool: Pick up will occur at typical times and parents must wear a face covering on campus while signing their child out.**
- **K-3rd: 2:35 Drive through pick up near Williams Hall**
- **4th-8th: 2:50 Drive through pick up near Williams Hall**

*Notes: Older students can be picked up along with younger siblings at 2:35. Extended care pick up will still require signing out downstairs.*

***The first day of school will be Tuesday, September 8th.*** *If you are new to the school or have a child in Kindergarten or 1st grade please feel free to walk your child to their classroom on the first day (please remember your face covering to be on campus). ALL preschool students need to be walked to their classroom and signed-in to their class by a parent. We are asking all others to use our drive-thru drop-off area in the upper parking lot.*

# Reopening Plan: School Day (continued)

## *FREQUENTLY ASKED QUESTIONS*

### **What about parents, guests, and visitors on campus?**

ALL PARENTS AND VISITORS WHO NEED TO BE ON CAMPUS WILL NEED TO WEAR A FACE COVERING AND MAINTAIN PHYSICAL DISTANCING.

### **Will classrooms be split into smaller groups (cohorts)?**

Classes may be put in smaller cohorts at various times. For example, an assistant teacher may take part of a class outside to one of the designated work areas, or half of a class at a time can go to computer, or half a class can go to another designated room.

### **How will my child's daily schedule be affected by the changes?**

Class schedules will maintain similar schedules and maintain TCS curricular guidelines

### **How does the plan address chapel?**

Chapel will be held on Fridays as always. The locations, groupings and times may vary. For example, we may meet outside in the quad with appropriate distancing or in two different groups in Williams Hall. Preschool may meet separately downstairs.

### **Student dining**

Lunch will follow the same schedule as years past. Usually there are two classes at a time eating lunch in the lunch area. For this season, one class can eat lunch in the lunch area and the other will eat lunch at the rocks or on the grass quad. Hot lunch will not be served initially. Students will need to bring their own lunches and snacks. Students should bring their own water bottles as well.

### **What about birthdays and celebrations?**

Due to limited contact we will allow individually wrapped items, i.e. Ice Cream cups, ice cream sandwiches, Ding Dongs etc.



# Reopening Plan: School Day (continued).

## FREQUENTLY ASKED QUESTIONS

### **How will specialty classes (Spanish, library, technology, etc.) be affected by the plan?**

"Specials" such as Spanish, library, technology, music and PE will be offered but will look a bit different.

#### **Spanish**

Our Spanish teacher can travel from one class to another, or meet outside.

#### **Library**

Classroom libraries will be available to students.

#### **Technology**

Technology will be held with half a class cohort at a time. Computers and all other shared equipment will be sanitized between uses.

#### **Music/singing/instruments**

Music will be held outside. Instruments and singing will be part of the music program.

#### **PE**

PE can take place with distancing or in smaller cohorts depending on the activity. Face coverings will not be required outside.

#### **Extended care**

Extended care takes place outside with appropriate distancing and will be separated by preschool, elementary and middle school ages. Extended care students will need to be signed in and out as usual. Parents will need to wear a face covering when on campus.

#### **Will clubs (drama, chess, Spanish, etc.) be happening this fall?**

After school clubs are on hold for now. Those that can meet outside will be considered.

# Reopening Plan: Illness

## FREQUENTLY ASKED QUESTIONS

### **Will there be temperature monitoring required?**

Temperatures will be taken on the arm upon entering the school and before lunch with non touch thermometers. Adults entering the school grounds should go to the office to sign in and a quick temperature check.

### **What symptoms warrant me keeping my child at home?**

Please reference the symptoms of covid-19 chart on page 11. *We ask for your partnership in keeping our students, faculty, and administration healthy by daily conducting the screening on page 12.*

### **Is there an updated sick policy for receiving work so my child can stay on track with their class?**

Students that are ill can access school assignments through our learning management system through Google Classroom to keep abreast of the classroom progress. If textbooks are needed at home, they can be picked up in the school office.

### **Is there a way to attend remotely if a child is sick or quarantining due to possible exposure to Covid?**









Students that are ill or quarantined may attend class remotely using our learning management system through Google Classroom.

### **What will happen if my child is ill at school?**

If your child feels ill at school a staff member will visually assess symptoms. The staff member will use the classroom non- touch thermometer to take the child's temperature on their forearm. If it is felt there are adequate symptoms the student will be taken directly to the Health Center where they will rest comfortably for their parents to pick them up. Parents will be called to come and pick up their child immediately. The Health Center is located adjacent to the school office which is observable through interior windows and accessible through doorways.

# Reopening Plan: Illness (CDC Reference)

## Symptoms of COVID-19

Symptoms of COVID-19	Strep Throat	Common Cold	Flu	Asthma	Seasonal Allergies
<b>FEVER</b> 	✓		✓		
<b>COUGH</b> 		✓	✓	✓	✓
<b>SORE THROAT</b> 	✓	✓	✓		✓
<b>SHORTNESS OF BREATH</b> 				✓	
<b>FATIGUE</b> 		✓	✓	✓	✓
<b>DIARRHEA OR VOMITING</b> 	✓		✓		
<b>RUNNY NOSE</b> 		✓	✓		✓
<b>BODY/ MUSCLE ACHES</b> 	✓	✓	✓		

✓ Symptom of illness



[cdc.gov/coronavirus](https://cdc.gov/coronavirus)

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# Reopening Plan: Illness (CDC Reference)

## Daily Home Screening for Students

*Parents: Please complete this short check each morning and report your child's information [INSERT YOUR SCHOOL REPORTING INSTRUCTIONS] in the morning before your child leaves for school.*

### SECTION 1: Symptoms

If your child has any of the following symptoms, that indicates a possible illness that may decrease the student's ability to learn and also put them at risk for spreading illness to others. Please check your child for these symptoms:

<input type="checkbox"/>	Temperature 100.4 degrees Fahrenheit or higher when taken by mouth
<input type="checkbox"/>	Sore throat
<input type="checkbox"/>	New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline)
<input type="checkbox"/>	Diarrhea, vomiting, or abdominal pain
<input type="checkbox"/>	New onset of severe headache, especially with a fever

### SECTION 2: Close Contact/Potential Exposure

<input type="checkbox"/>	Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with confirmed COVID-19
<input type="checkbox"/>	Traveled to or lived in an area where the local, Tribal, territorial, or state health department is reporting large numbers of COVID-19 cases as described in the <a href="#">Community Mitigation Framework</a>



CS 318258-B 07/28/2020

[cdc.gov/coronavirus](https://cdc.gov/coronavirus)

# Reopening Plan: Distance Learning

## FREQUENTLY ASKED QUESTIONS

### **If the school or a classroom is converted to distance learning, what will the classroom experience be like?**

Temporary Distance Learning will be provided through our learning management system through Google Classroom.

### **What if one child in the school tests positive for Covid? Will the whole school be closed for 14 days, or that child's classroom, or just that child's close contacts?**

Our understanding is that short of what the public health department call "outbreak", the school will not need to pivot to Distance Learning for 14 days. A cohort may be asked to quarantine rather than the entire school or just those who were in close contact. These decisions are made in collaboration with the local public health department.

### **What if my child has a runny nose or other cold symptoms?**

A student or staff member who has symptoms of COVID-19 will be advised not to return to campus until they have met CDC criteria (please refer to the guide on page 11) to discontinue home isolation, including at least 3 days with no fever, symptoms have improved and at least 10 days since symptoms first appeared.

### **How does COVID and potential changes with in-person or remote learning affect the financial terms of attending TCS?**

The tuition will remain the same as the yearly budget is based on registration numbers. Staff, curriculum and materials will remain the same whether students are on site or temporarily pivot to Distance Learning.

# Letter from Reopening Committee Teacher Representatives

Dear Families,

We have missed our students and it has been our desire for them to return to in person learning in the fall. As teachers, we have been involved in coming up with a plan to successfully and safely open the school for the students to attend.

Trinity Christian School is a tight knit community filled with loving families and students. Though some of the guidelines required to open are not normal to the teachers and students of Trinity, we are willing to comply with all the mandates to give students the normalcy of attending school in person. We understand that some of the requirements are challenging, but we also know they will not all be permanent.

The principals have worked tirelessly this entire summer to keep up to date with the daily changes from government officials and have kept the reopening committee well informed of what needs to be done to open the school. Trinity Christian School is not funded by the government, but a great amount of money has been invested in renovating and updating the classrooms and facilities to adhere to the county and state requirements for the school to open.

It is our strong desire to teach our students in person and we look forward to partnering with all the families in providing a safe and successful school year for each child. We thank you in advance for all your prayers and support.

Mrs. Boaz, Jill  
Mrs. Lopez, Joy  
Mrs. Rader, Vivian

# Letter from Reopening Committee Parent Representatives

Dear Trinity Families

As parent representatives of the Trinity Reopening committee, we are writing this letter to update you on the Trinity Reopening Plan and express our support for our teachers and principals. We have confidence that the sacrifices we make to reopen this fall will be worth the disruption to our routine, because we believe it is best for our children to experience in-person instruction.

As you look over this plan, we want you to know that the school administrators have been working tirelessly to meet the requirements of this waiver so that our kids can attend classes together.

Administrators have:

- renovated the facility to provide a supervised, yet isolated sick room
- hired all-day assistant staff for each classroom
- invested in a filtration system for the HVAC
- created a plan for our kids to not have prolonged periods of time indoors for instruction (which by the way, Trinity happens to have an ideal set up with no indoor hallways and children already accustomed to PE and lunch outdoors)

All this has been done to protect our teachers and students from illness to the best of our ability and to meet the strict requirements for the county waiver. Like many of the challenges we have faced in 2020, some of the adjustments we must respond to together may be less than ideal. Please remember that the disruptions to last year's routine are necessary to protect our kids and to meet the requirements of the waiver.

More than ever before, our school is going to have to work together to facilitate an excellent environment of learning. There are also plans in plans for Distance Learning should we be again forced into that situation. Thank you for partnering as a school community for the safe reopening of Trinity Christian School.

We are full of hope that God is growing our children in faith, resilience, and compassion during this season.

Rachele Byrd

Helen Hansen

Kendall and Shelly Laughlin

Eric Rader

Grant Knox

JJ. and Lisa Rosier