



7820 Thomas Jefferson Parkway
Palmyra, VA 22963
Office (434) 808-2447
www.effortchristianschools.com

ECSP Health Mitigation Plan 2020-2021 School Year

Per an order from the Virginia Public Health Commissioner, each private school and public school division must develop a plan for implementing COVID-19 mitigation strategies before reopening in accordance with the *Virginia Phase Guidance for Schools*. Effort Christian School and Preschool (ECSP) plans to open for in-person instruction under Phase III while operating under the guidelines provided by local government, the CDC, and health department to the best of our ability.

I. Local Health Conditions

- a. Fluvanna County, Virginia is governed under the Thomas Jefferson Health District. Currently our county has a population of 27,270 people. As of this writing, there have been 173 confirmed cases of COVID; this amounts to 0.4% infection rate. As such, we consider Fluvanna to be a county with minimal transmission rates. The majority of the cases in Fluvanna have come from a local nursing home and prison. Effort Christian School and Preschool administration has been in contact with the local health department and routinely monitors resources available on the Thomas Jefferson Health District website for updated COVID information.
- b. Effort Christian School and Preschool does not plan to vary from the Phase Guidelines in any major way. We will follow all safety guidelines and procedures to the best of our ability.

II. Planning to Reopen

- a. ECSP COVID Team and Contact Information
 - i. Patty Kingsley pattyk@effortchurch.org (434)962-4986
 - ii. Rebecca Hearn beckyh@effortchurch.org (434)282-4026
- b. Fluvanna County Health Department Contact
 - i. POC Dr. Bonds -(434)972-6200 ext 7
<https://www.vdh.virginia.gov/thomas-jefferson/clinic-locations/>
- c. ECSP uses Procure Software for attendance records. The software has the ability to generate daily reports on absences, however, we are a small school and family. Teachers know what days students are scheduled to be in class and keep track of attendance. In the event of an absence, staff contact parents to inquire as to the reason the student was not present.
- d. Orientation training will be held the week of August prior to the week of school. Orientation will be mandatory for all staff and will cover the following:
 - i. Training for practicing safe health practices, hand washing procedures, daily health observation checks, temperature checks, social distancing, and cleaning procedures.
 - ii. Parent communication: Parents are provided with detailed information about health mitigation practices upon enrollment. Follow up information will be provided with teacher assignments and welcome letters. In the event there is an outbreak, parents will be notified via Procure. We follow the guidance recommended by the health department



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in the event that a quarantine process is necessary and environmental cleaning will be done in classrooms affected.

- iii. Teaching staff will contact parents in the event of an absence to confirm the reason for missing school and notify administration. In the event staff finds out a possible outbreak has occurred in our school, ECSP Director Patty Kingsley will be notified immediately.
- e. Patty Kingsley will notify the local health department in the event of an outbreak and will work closely with the Fluvanna County Health Department and any community response efforts.
- f. ECSP Health Services
 - i. Masks are not required for children under ten, however they are recommended. If students choose to wear masks, they are allowed and masks are available. Staff and teachers will be provided with face shields and masks should be worn when they are within close proximity of a student.
 - ii. ECSP will continue to practice safe and healthy measures not related to COVID-19. MAT certified teachers are present on campus. All staff are First Aid/CPR certified.
 - iii. ECSP is a Christian school. Prayer and counseling are always available for any mental health concerns.

III. Promoting Behaviors That Reduce Spread of COVID-19

- a. Training is provided for hand hygiene and respiratory etiquette during orientation.
 - i. ECSP trains staff by going through the staff handbook. Staff handbook has detailed information regarding sick policy.
 - ii. Additional training regarding social distancing will be provided to all staff during orientation and students for the first few weeks of school.
 - iii. Handwashing procedures are posted in every restroom on campus.
 - iv. COVID-19 informational posters and how to “stop the spread” are posted on every entry way door throughout campus.
- b. Maintaining adequate supplies to promote healthy hygiene.
 - i. ECSP has a maintenance and custodial team that takes care of ordering supplies such as soap, paper towels, cleaning and disinfecting products.
 - ii. Parents provide school with hand sanitizer and Clorox wipes from school supply lists.
 - iii. Fresh bleach spray bottles are provided daily to staff for disinfecting.
- c. ECSP will promote physical distancing by:
 - i. Modifying layouts of classrooms. Desks will be spread apart to fit in the classroom. Where physical distancing cannot be maintained, partitions or plastic barriers will be provided.
 - ii. Lunches will be eaten in classrooms.
 - iii. Students will remain in their individual classrooms as much as they can throughout the day. Outdoor classroom areas, playground, gym, and field are available for use for recreational and physical education purposes.
 - iv. Preschool promotes individual play to the best of their ability.



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IV. Maintaining Healthy Environments and Operations

- a. Staff are to report to administration in the event of fever or illness prior to arrival. Students are temperature checked and asked a series of questions through Procure upon check-in. Routine health screenings are to be implemented by staff throughout the day.
 - i. Early Drop Off staff will be stationed upon entries to provide health checks and screenings to all students. Teachers will also have thermometers, masks, and gloves for children brought into side doors. If a student arrives late to school, they must report to the school office where aids or administration can provide them with health checks. Teachers will be responsible for health checks throughout the day.
- b. Hygiene Practices
 - i. Cleaning procedures have been ramped up by staff. We limit the amount of toys being played with at one time. Once the toys have been used they are immediately sanitized by staff. In the event that a staff member cannot sanitize, teacher aides are available for sanitization.
 - ii. Fresh bleach bottles are provided to staff daily.
 - iii. At the end of each shift, teachers, aides, staff are to wipe down surfaces with bleach spray.
 - iv. Custodian comes in nightly for additional cleaning and sanitizing.
 - v. Personal supplies are being kept separate from each other in plastic Ziploc bags. Each child has his or her own bag in which to keep their individual supplies.
 - vi. Sleep mats are sanitized after each use and blankets are kept in personal Ziploc bags.
- c. Ventilation Maintenance
 - i. Maintenance does routine checks on the ventilation system.
 - ii. Teachers will be encouraged to open their windows throughout the day to increase as much outdoor air circulation as possible.
- d. Water Maintenance
 - i. In the event of a prolonged closure, maintenance staff routinely check all water sources and water fountains.
- e. Field Trips, Group Gatherings, Volunteers
 - i. Under the current Phase III regulations there will be no field trips. Parents are currently not permitted into buildings on campus. In the event a parent would need to be on campus, they must schedule an appointment and have temperature checks upon entry. Volunteers are currently not permitted on campus unless thoroughly screened and vetted.
- f. Continuity of Operation
 - i. Teachers, subs, librarians, PE teachers, extracurricular teaching staff, afterschool, and EDO staff are trained at orientation the week of August 10th.

V. Protecting vulnerable individuals (e.g. 65+, underlying health conditions)

- a. ECSP is a private school and parents are paying for our services. In the event of an outbreak, students will have access to virtual school or remote instruction.



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- b. Our sick policy is located in our Staff Handbook. Any staff experiencing any concerning symptoms is to contact the Director as soon as possible to ensure coverage for the class until they are able to return. Any individual experiencing a fever with cough is encouraged to stay home.
- c. In the event of an outbreak in staff or students, a doctor's note will be required to return to school.

VI. Preparing for When Someone Gets Sick

- a. In the event of an illness, a child will be immediately separated from class and parents will be notified to pick up that child. The child will report to the school office, empty classroom, or Fellowship Room with an aide until parents are able to pick them up.
- b. ECSP provides no transportation to health care facilities. In the event of an emergency, staff will call 911 to have the proper authorities transport the child.
- c. In the event of an outbreak or illness, classrooms in which the sick child was present will be closed for environmental cleaning by staff and custodians.
- d. If COVID-19 outbreak occurs, ECSP School Director, Patty Kingsley, will contact to initiate a public health investigation, contact tracing, and consultation for the next steps.

VII. Planning to close down if necessary, due to severe conditions

- a. In the event of positive COVID-19 diagnosis, any program or classroom in which the child has been present will be closed based on the recommendations of the local health department.
- b. In the event of a full facility closure, our elementary classroom teachers K-5th grade will move to virtual remote learning for the time recommended by the local health department.
- c. In the event there is a complete division closure ECSP will refer to their Infectious Disease Contingency Plan.



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Appendix A- Safety Addendum Provided to Parents at Enrollment:

Safety Addendum COVID 19

The safety of your children and our staff is a priority to us. We will be implementing new procedures to ensure the health of our school and families.

Housekeeping

- Hours of operation are from 7am to 6pm. Program times depend on the chosen schedule.
- Upon arrival please pull to the rear of Sanctuary, front of Fellowship Hall or FLC (depending on which building your child's class is) and park in line formation. Please bring student's and belongings to the door. Parents will be unable to enter the building. Please ring the doorbell and someone will come to the door.
- If someone is already at the door dropping off, please wait in your car until the other parent has returned to their car. Same procedure will be followed at pick up.
- Daily health screenings will be done prior to dropping students off. If a child presents with a cough, fever over 100.1, or does not adhere to our sick policy, they will be unable to stay. If a student develops any illness symptoms throughout the day, they will be isolated and removed from their class. Parents will be required to pick up students immediately.
- Students will be checked in and out by parents by scanning Procure's QR code. Authorized pick-ups will have to provide pin code and identification to staff.
- Once students are allowed into the building, they will be brought to the restroom to wash their hands and frequent hand-washings will be implemented throughout the day.
- Pizza will be the only hot lunch served on Fridays. Please provide healthy snacks, lunch, and a water bottle for your student daily. Meals will be eaten in the classrooms.
- Please bring in nap mats and blankets. All blankets will be kept in individual storage bags and nap mats will be disinfected daily. Blankets will be sent home at the end of each week or if a child becomes ill.
- Students and staff will be spending as much time outdoors as possible. Please dress your children appropriately for changing temperatures and provide an extra pair of clothes in a Ziploc bag in your child's backpack.
- We recommend sending in sunscreen with a medication authorization form. Please follow directions on form for any over the counter product. Sunscreen will be kept at school in a locked container. We are not authorized to administer sunscreen without a signed form. This document will be provided for you.
- We will be implementing social distancing to the best of our ability. Our teacher to child ratios are determined by ages and mandates provided by the governor and the Virginia and the Department of Social Services.



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- Effort Christian Preschool and Afterschool Programs will operate under the Department of Social Services licensing guidelines, and will adhere to policies and procedures located in the Effort Christian School and Preschool handbook along with this addendum.
- Teachers will be implementing lots of activities into their day. Students will learn about proper hygiene, and they will learn about the virus at age appropriate levels. Our focus will be on developing strong foundations in Christ while focusing on emotional and social growth. Themes will also be incorporated into our weekly curriculum.
- Students will have limited items to play with at one time to prevent contamination. They will not be sharing toys and be closely monitored. All toys and tools used will be cleaned and sanitized daily. Please do not send in stuffed animals. They will not be allowed in the building.
- Please understand the circumstances we are facing are changing daily. Procedures may change rapidly and we will update you as they come in.
- Parents who travel to areas with high COVID outbreaks may be required to quarantine prior to returning to school. Please contact the school office with travel details.
- In the event a child presents with a fever, siblings of students will be sent home with family until cleared by physician.

Sick Policy

Please do not bring your child to school with a contagious illness. Children with the following symptoms should not come to ECSP:

- Earache
- Elevated temperature - over 100 degrees F
- Diarrhea
- Nausea or vomiting
- Persistent or serious cough
- Red, runny, or crusty eyes
- Skin rashes - undiagnosed or suspicious of being contagious
- Swollen glands or sore throat
- Thick colored mucus from eyes or nose
- Unusual lethargy or sluggishness
- Upset stomach
- Wheezing chest
- Any other COVID related symptoms



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A child must be symptom-free, without fever-reducing medication, for 24 hours before returning to school or preschool. If your child is seen by a doctor and put on antibiotics for a contagious infection (like strep throat), please keep your child at home until he/she is fever-free and has been on antibiotics for at least 24 hours. If a child contracts or is exposed to a contagious disease (including but not limited to: chicken pox, flu, impetigo, lice, pink eye, ringworm, pinworm, or strep throat), you must report this information to your child's teacher or director immediately. Children with a contagious disease may not attend school until the child is no longer contagious, and a doctor's note is required for admittance. In the event of a possible exposure to the disease in a classroom, a notice will be given to other parents/guardians of children in the classroom. Confidentiality will always be maintained.

In the event that there is a COVID-19 outbreak on campus our facility will assess the situation and close classrooms or shut buildings down as necessary for environmental cleanings and quarantine purposes. If your child has been diagnosed with COVID-19 please contact the school office at (434)808-2447. Once a diagnosis is confirmed, a doctor's note will be required for re-entry to school.

Government Regulations

In the duration of the COVID-19 pandemic, Effort Christian School and Preschool will be operating under the guidelines developed by the CDC, the Department of Social Services, the Virginia Department of Health, and local, state, and national governing bodies. All recommended safety precautions and procedures will be implemented throughout our program to the best of our ability. In the event of a possible contamination of our program we will follow the guidelines recommended by the Health Department. Parents and families will be notified while maintaining the confidentiality of our families and staff. Currently, the Health Department recommends shutting child care centers down in the event of contamination. At that time all risks will be assessed and facilities will have a required environmental cleaning before reopening.

We are also in risk of being mandated to close in the event that the pandemic gets more severe in our local area. Thank you for taking this all into consideration and choosing ECSP. We will continue to serve God, our families, and our community to the best of our ability throughout this COVID-19 crisis.

Parent Signature: _____

Date: _____