



First Baptist Christian Academy

The Warrior Way



CAMPUS SAFETY
AND
INSTRUCTION PLAN
2020-2021
(published July 24, 2020)



Introduction

FBCA Warrior Students and Families,

Like many of you, I am excited to get started with school! I trust our students will return with a better appreciation for the opportunity to attend school and to learn. We anticipate a productive year for all our students whether in class or by virtual classes. This document is to provide guidance for safety as we return to in-person classes.

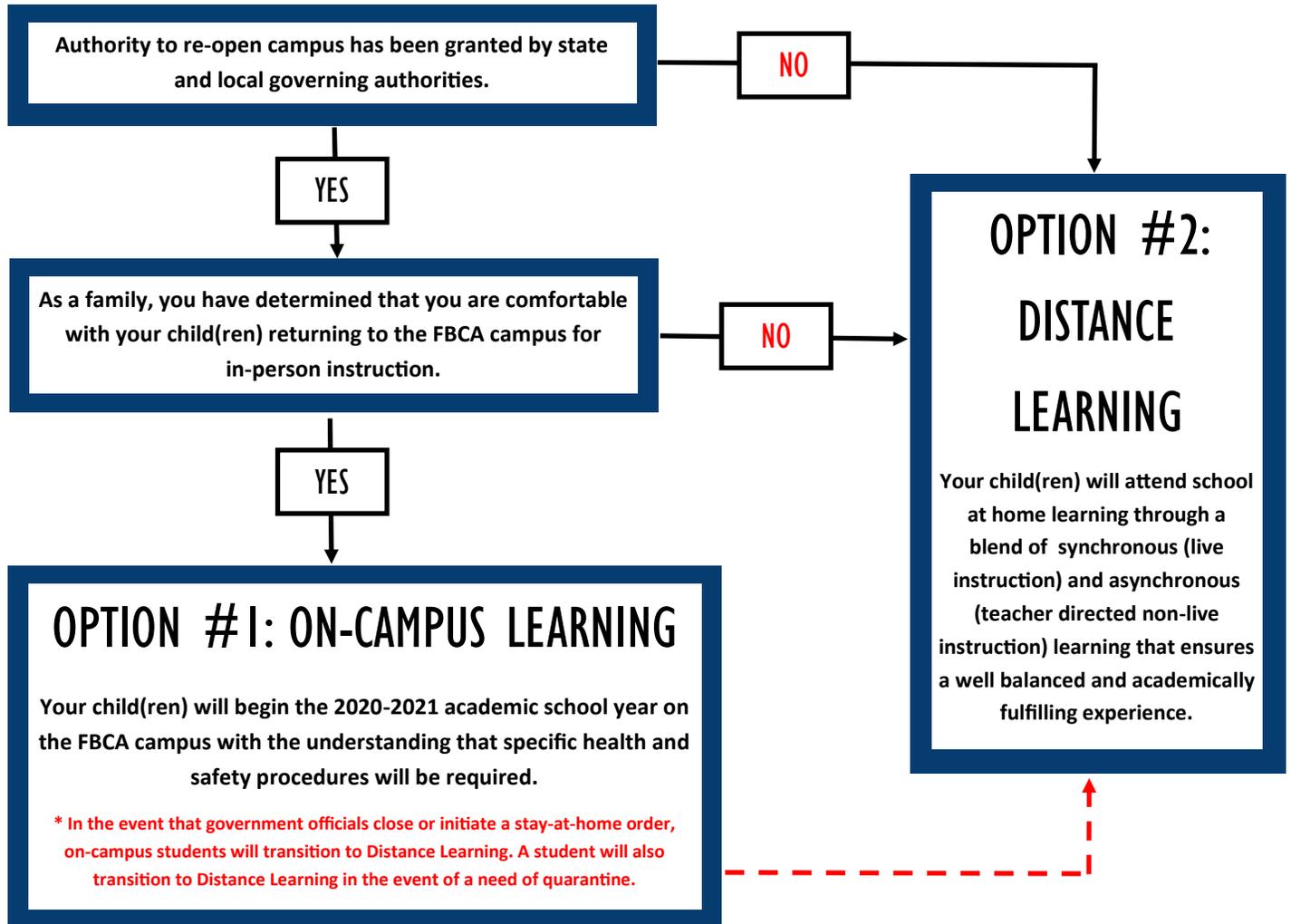
As we return, I want to emphasize a strong word of Caution! I am hoping for a Miracle! The Miracle being that no student or staff member gets Covid-19! For this to happen, everyone, literally everyone, must make safety our highest priority! We must follow the guidelines carefully because we CARE about and LOVE one another. We do not want any student, staff member, or family member to get sick!

Naturally there will be a tendency to become lax about the rules for hand sanitizing, use of masks, and social distancing. We must not let this happen. We must all use self-discipline and caution one another about being safe. Although this will be inconvenient, we can show the strength of character to follow these rules for a few months until we get past this Covid-19 crisis. Then we can enjoy shaking hands, giving a hug, or giving a high five! Meanwhile, let's start with utmost caution because we love each other. Let's do our best to see the Miracle happen! – No FBCA students or staff members with Covid-19!! Above all, let's pray daily for God's protection for everyone!

Freddie Cullins
FBCA Head of School

PLEASE NOTE: The details in this document are subject to change as new directives are provided by governing authorities and/or health officials.

Instructional Options Map



Parents

MAKE THE BEST CHOICE FOR YOUR CHILD AND FAMILY:

Parents will need to choose one of the following options to begin the 2020-2021 academic school year.

Any decision to change the selected option would need administrative approval.

- **OPTION 1: IN-PERSON INSTRUCTION ON CAMPUS**

I plan for my child(ren) to return to a traditional classroom setting when school resumes on August 18, 2020. They will commit to following the safety guidelines outlined in this document to help protect themselves, their peers, and their teachers.

- **OPTION 2: ONLINE INSTRUCTION OFF CAMPUS**

I prefer for my child(ren) to attend school remotely on a full-time basis to begin the 20-21 school year.

In order to know how to plan for each student, make your choice by clicking on the link in the introductory email, by Wednesday, July 29, 2020.

Campus Safety Procedures

Our first line of defense is YOU! It is imperative that each of us be vigilant when it comes to screening our health and the health of our children. If there is any sign of potential illness that could be COVID-19 related, we must act accordingly. We as a community must work in a partnership to safeguard our FBCA family and keep our doors open.

FACE COVERINGS



All students in grades 1-12 will be required to wear a parent-supplied face covering while on campus when social distancing is not possible. Teachers will guide students in these grades when they will be allowed to remove their face coverings. Cloth masks, gaiters, and medical masks may be of any color, sports team, FBCA names/logos, but no other writing allowed. Please make sure that face coverings fit appropriately.

HEALTH SCREENINGS

All students will need to have their temperature taken and complete the health screening before arriving on campus each day. Any student that has a temperature of 100.4 degrees or higher OR is experiencing COVID-19 related symptoms, the student MUST stay home. PARENTS: If medication is needed to keep a child's temperature under 100.4 degrees, the student MUST stay home. Every adult on campus will have their temperature taken and recorded each morning upon arrival on campus. Any teacher having a temperature of 100.4 or higher will be sent home and will follow the Student/Staff Process Map on page 11.



PROPER HYGIENE



Frequent hand washing will be required on campus. Teachers will be instructing students on proper hand washing techniques. FBCA will have hand sanitizer stations available at all entrances as well as in each classroom and in common spaces. Proper hygiene reminders will be posted around the FBCA campus as a visual reminder to students and staff.

Other safety and campus info



CLEANING AND SANITATION

FBCA will have hand sanitizer at each entrance and in every classroom. Signs will be strategically placed to promote proper hygiene. Students, teachers, staff, and campus visitors should be encouraged to sanitize and/or wash hands frequently. FBCA will institute more frequent cleaning practices, including additional cleaning by janitorial staff, as well as provide the opportunity for children to clean their own spaces before and after they are used, in ways that are safe and developmentally appropriate. The nurse's clinic and isolation room will be disinfected immediately following the visit of a student or staff member exhibiting COVID-19 symptoms.



CLASSROOM CHANGES

Classrooms are being redesigned and reassigned to allow for social distancing between students. In order to do this, excess furniture will be removed from classrooms to create more space.



NURSE'S CLINIC & ISOLATION ROOM

Students or staff members exhibiting symptom(s) of COVID-19 will be cared for in a specially designated room on campus that is separate from the nurse's clinic during the school day. The nurse's clinic will be used for the school nurse to tend to other non-COVID related medical situations.



VISITORS TO CAMPUS

Temporary Visitor Policy: Campus visitors, including FBCA parents, will not be allowed in the FBCA school buildings during the school day for the foreseeable future. The exception is for parent-teacher conferences or official school business. Only FBCA/FBP employees, students, and essential service workers (i.e. speech therapists, repair persons, etc...) will be allowed into the buildings.

We are aware that this policy will be a disappointment to many of our families as parent involvement is a HUGE part of the family feel of FBCA. However, it is a necessary sacrifice to ensure the safety of our students, faculty, and staff at this moment in time. We will revisit this policy as soon as we feel it is safe to do so.



CLASSROOM MATERIALS

Students will not share materials in the classroom. All students will provide their own school supplies for personal use.



TECHNOLOGY

High School – Each high school student will need to have a personal Chromebook registered with FBCA. This will also reduce the risk of virus exposure from multiple students using the same Chromebooks. FBCA will assist in securing Chromebooks as needed. (Should this present a hardship, FBCA will work with families as needed.) High School Students will bring their Chromebook to and from school daily. Parent must agree to provide Internet access outside of FBCA should distance learning be mandated. Students who previously purchased devices other than a Chromebook for their academic use will be allowed to use these devices at FBCA, but they must be registered with FBCA and staff must be allowed to access the device upon request. See FBCA Technology Acceptable Use Policy and FBCA Chromebook Agreement for details.

Junior High – each student will check out a Chromebook for the day from his first period class and return it at the end of study hall (7th period). Each student will use the same Chromebook each day. Should distance learning be mandated, this Chromebook will be issued to the student for at home usage. Parent must agree to provide Internet access outside of FBCA should distance learning be mandated.

Elementary - Should distance learning be mandated, contact the school to check out a Chromebook, if needed, so each elementary student will have his/her own device. Parent must agree to provide Internet access outside of FBCA should distance learning be mandated.



EXTENDED CARE (ESC)

Before and After Care will be available for FBCA students. Before Care is available to ALL students from 6:45 am to the start of the school day. After Care is available to ALL students from the end of school until 6:00 pm. We strongly encourage families to utilize these services only if truly needed. More information about Before and After Care will be provided in early August.



SCHOOL TRIPS AND ASSEMBLIES

School trips and retreats involving overnight travel are not being scheduled for the 20-21 school year at this time. Any trip that would require overnight stay (such as Senior Trip) would require administration approval. Other trips are being reviewed individually and may be postponed or canceled altogether. Information regarding field trips will be communicated to the appropriate grade levels if applicable. School assemblies involving large groups will be reformatted for smaller groups if possible. If not possible, they will be postponed or canceled.



WATER FOUNTAINS

Traditional water fountains will not be available for student use. Students will be asked to bring a refillable water bottle from home each day, or may purchase one for \$1.00.



LOCKERS AND CUBBIES

Secondary locker usage will be staggered to limit the number of students at the lockers between class periods as well as to separate the lockers to be opened at these times.

Cubbies will be used and cleaned regularly in the lower school classrooms.



RECESS AND P.E.

Physical activity is important for our students. Students will continue to participate in recess and physical education classes. Whenever possible, both physical education classes and recess will be held outdoors to allow for more space to spread out and the opportunity of using clean outside air. Hand sanitizer and access to hand washing will be provided before and after physical activities. Shared equipment will be avoided when possible and will be cleaned regularly when not possible. Parents of junior high students may choose to opt out of PE for Quarter 1.



CHAPEL

Chapel is an integral part of the FBCA experience. We are committed to all students participating in weekly chapel services. We know that chapel will look different than it has in past years. We have not worked out all of the details and logistics at this time. More information will be provided when it becomes available.



HALLWAY SUPERVISION AND MOVEMENT

The hallways at FBCA will be supervised by FBCA faculty who will enforce social distancing guidelines. FBCA will establish plans for entry, exit, and transition procedures that reduce large group gatherings (of students and/or adults) in close proximity. This might include staggering school start and end times, assigning students to entries to ensure even distribution of students entering/exiting at each door, providing guidance for students to enter considering social distancing.



BAND, CHOIR, AND OTHER MUSIC CLASSES

Music is an important part of our student's educational experience. Choir and band will focus on music theory and music appreciation without singing or playing wind or brass instruments. For Elementary classes, teachers for music, art, and computer will rotate to each class. They will use extra cleaning precautions to limit the possible spread of Covid-19.



CAFETERIA AND FOOD SERVICE

Food service at FBCA will continue. Students grades 4 and up will be required to wear their face coverings to and from the cafeteria, only removing them when they are eating. This could include the use of seats that are spaced. We encourage meals to be prepared at home. Pre-made lunches will be available for purchase as needed and students will be provided with disposable food service items. Lower elementary students may be required to eat lunch in their classrooms



EXTRACURRICULAR ACTIVITIES

The Texas Association of Private and Parochial Schools (TAPPS) has released the plan to return to competition in 2020. TAPPS activities are set to begin with a return to practice on September 8, followed by matches. However these are currently under review. More information will be shared when details are available.

TAPPS continues to monitor local, state and national conditions reserving the opportunity to amend the plans as situations dictate.



DROP OFF/PICK UP

Carline drop off and pick up are still being developed. Specific information will be sent to families pertaining to their level before school starts on campus. As a reminder, parents will not be allowed in the school buildings during drop off or pick up.

Digital Resources



RENWEB/FACTS

Renweb will continue to be our school's information management system and learning management platform for parents and guardians, tuition and incidental billing, and is where official academic records are located. Students/Parents will use FACTS to access homework, grades, video links, and other resources.



Google Classroom

GOOGLE CLASSROOM

Google Classroom is a video conferencing platform that will be used to provide live (synchronous) class meetings and instruction.

COVID-19 SYMPTOMS ON CAMPUS

If a student or staff member on campus is exhibiting symptoms associated with COVID-19, that person will be assumed to have COVID-19 unless a negative test or alternative diagnosis by a medical professional deems otherwise per CDC recommendations.

COVID-19 symptoms currently include the following:

- Fever or chills (100.4 or higher)
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Students or staff exhibiting any of the above listed symptoms will report to a designated isolation room where they will be assessed by the school nurse.

Parents of students exhibiting symptoms will be notified by the school nurse and expected to come pick up their child immediately. The student will remain in the designated isolation area until his/her parent arrives and will be monitored by the school nurse.

After the student is picked up by their parent(s), the isolation room will be thoroughly sanitized.

Student and Staff Process Map

Person is either lab confirmed to have COVID-19 or experiences the symptoms of COVID-19.

Person reports one or more symptoms BEFORE entry to the building during the daily self screening.

Person reports experiencing one or more symptoms of COVID-19 during the school day.

Person reports having prolonged close contact with someone who is lab confirmed to have COVID-19.

Person reports someone in their home was exposed to someone who is lab confirmed to have COVID-19.

This person DOES NOT report to school or participate in other school activities until ALL three of the following are true:

- 10 days have passed since the positive test result or symptom onset.
- There has been an improvement in symptoms.
- AND at least 72 hours have passed with no fever without the use of fever-reducing medication.

This person DOES NOT report to school or participate in other school activities until ALL three of the following are true:

- 10 days have passed since the positive test result or symptom onset.
- There has been an improvement in symptoms.
- AND at least 72 hours have passed with no fever without the use of fever-reducing medication.

OR

A medical professional has provided written clearance in order to return based on an alternative diagnosis.

OR

Received two separate confirmations at least 24 hours apart that they are free of COVID, from an approved testing location.

The campus will follow the Isolation Plan found in this document on page 10.

WHEN HAVE I BEEN EXPOSED?

To be considered exposed to COVID-19, you need to have prolonged close contact with a person who has the virus.

This person DOES NOT report to school or participate in other school activities. The person should contact their primary care physician for guidance and remain home to monitor symptoms for 14 days.

This person may report to school as usual. This is not considered to be prolonged close

WHAT DOES CLOSE CONTACT MEAN?

Close contact includes living in the same household, caring for a sick person with the virus, being within 6 feet of a sick person with the virus for at least 15 continuous minutes without the use of a face covering, or being in direct contact with secretions from the sick person with the virus.

COMMUNICATIONS FROM FBCA

Upon receiving notice of a lab-confirmed COVID-19 case, FBCA will notify all school families of a positive case on campus. FBCA will also communicate with teachers, staff, and school families of students who were potentially exposed. The identity of the person who tested positive will be kept confidential.



Parent and Student Checklist

GETTING READY FOR SCHOOL IN A SAFE WAY



Before I come to school each day, I (or my parents) will check my temperature, assess my symptoms. If I have any of the following symptoms, I will stay home.

- Fever or chills (100.4 or higher)
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- Loss of taste or smell
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- OR if I have been in direct contact with someone who has COVID-19



When I arrive at school, my parent or guardian will drop me off in the car line; parents will not be able to walk me to my classroom or come into the building.



I will exit my vehicle at school and enter the building wearing my face covering (4th grade and older).

SAFETY WHILE AT SCHOOL



When I enter the school building, I will have my temperature checked by staff. I will wear my face covering (4th grade and older) and report to my classroom.



I will bring a water bottle to school, as water fountains will be closed for regular use.



When I am moving about the classroom, I will wear my face covering and practice social distancing.



When I am in my classroom AND social distancing is possible, I may remove my face covering when working independently at my desk or when the teacher is providing whole group instruction. I will wear my face covering when working in small groups and when social distancing is not possible. Teachers will provide guidance as appropriate.



I will use my own writing utensils and other supplies. All desks, tables and other work stations will be adequately spaced and will face one direction when possible.



I will wash my hands frequently and use hand sanitizer throughout the day.



When I am changing classes/classrooms, I will wear my mask and practice social distancing.



In the cafeteria, I will wear my face covering when waiting in line for food and I will practice social distancing. Before receiving my food, I will use hand sanitizer. I will respect the seating protocol that has been established by the school. I will remove my mask to eat but will place it back on when I leave the lunch table.



Faculty and Staff Checklist

GETTING READY FOR SCHOOL IN A SAFE WAY



Before I come to school each day, I will check my temperature, assess my symptoms. If I have any of the following symptoms, I will stay home.

- Fever or chills (100.4 or higher)
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- Loss of taste or smell
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- OR if I have been in direct contact with someone who has COVID-19



At school, I will enter the building wearing my face covering.

SAFETY WHILE AT SCHOOL



When I enter the school building, I will have my temperature checked and recorded in the school office.



I will bring a water bottle to school, as water fountains will be closed for regular use.



When I am moving about the classroom, I will wear my face covering and practice social distancing.



In my classroom, I will arrange my classroom to maximize social distancing.



I may remove my face covering when working alone. I will wear my face covering when I am working with students or colleagues.



I will wash my hands frequently and use hand sanitizer throughout the day. I will assist and encourage my students to do that same.



When I am moving around in the school, I will wear my mask and practice social distancing in the hallways. I will assist my students in doing the same.



In the cafeteria, I will wear my face covering when waiting in line for food and I will practice social distancing. Before receiving my food, I will use hand sanitizer. I will respect the seating protocol that has been established by the school. I will remove my mask to eat but will place it back on when I leave the lunch table.



School Contact Information

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FBCA MISSION STATEMENT

The mission of First Baptist Christian Academy is to honor the Lord Jesus Christ by providing students an education based upon academic excellence with a biblical worldview.

WWW.FBCATX.ORG

ACCREDITATION

First Baptist Christian Academy is fully accredited by the Association of Christian Schools International (ACSI) and Accreditation Commission of the Texas Association of Baptist School (ACTABS). FBCA is a member of the Texas Association of Private and Parochial Schools (TAPPS) and the Texas Private School Association (TPSA).