

**VICTORY BAPTIST SCHOOL  
BACK TO SCHOOL SAFETY PLAN - 2020**

**BEGINNING SCHOOL:**

**OPEN HOUSE**

- K5-12th grades - Open House will be held on Monday, August 3rd, at staggered times, to limit the number of people in the building at one time. Each group time is organized by the last name of the oldest child in the family and will last one hour. Please plan your visit accordingly to allow cleaning time between each group. If you are not able to attend at your designated time, please contact your child's teacher for an alternate time. Attendance is not mandatory for Open House.
  - 9:00-10:00 - A-F
  - 10:30-11:30 - G-L
  - 12:00-1:00 - M-R
  - 1:30-2:30 - S-Z
- K3-K4 - Open House will be held on Monday, August 10th, at staggered times, to limit the number of people in the classrooms. Please plan your visit accordingly to allow cleaning time between each group. If you are not able to attend at your designated time, please contact your child's teacher for an alternate time.
  - 9:00-10:00 - K3
  - 10:30-11:00 - K4
- Use the main school entrance. Temperatures will be taken at the front door and health questions will be asked before entrance into the building.
- Please go directly to your child/s classrooms and do not linger in areas or groups around the building.
- Masks are not required, but are recommended due to multiple people present in the building.
- Please note: K5-12th grade parents will not be allowed to enter the building on the first day of school. If you want classroom pictures you will need to take those during Open House.

**FIRST DAY OF SCHOOL (K5-12th grades)**

- K5-12th grades - Classes begin on Tuesday, August 4th at 8:10 am.
- Multiple entrances will be used. Student temperatures will be taken by a staff member as they exit the cars. Health questions will be asked before entrance into the building. (Parents will be asked for the younger children.)
- For safety of students and staff, parents should remain in the car while VBS staff guide them from the drop off areas to their classrooms. Parents are asked to wait in the carline while student temperature and health questions are conducted by the staff. Once screening is complete, parents may leave.
- All students should go directly to their classrooms and not linger in areas or groups around the building.

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- Drop off points: Please be patient as we put these new procedures into place. All elementary students will be dropped off at the front entrances to the building. (MS/HS students with younger siblings may enter through the front of the building.)
  - K5-1st grades - Exit cars at Hallway B (Middle entrance) - 7:50-8:10
  - 2nd-5th grades - Exit cars at Hallway C (Main school entrance) - 7:50-8:10All MS and HS students will be dropped off at the back entrances to the building.
  - MS students - Exit cars at Hallway C (school hallway) and proceed directly to their lockers, then to first period class. - 7:50-8:10
  - HS students - Exit cars near Hallway C and enter building through first lower gym doors. Proceed directly to their lockers and to first period class. 7:50-8:10
  - Student drivers - Park in designated parking area. Enter the building through B Hallway (middle hallway) then cross to the school hallway and down to lockers. Go directly to lockers, then to first period class.
- Parents will pick students up each afternoon from the same locations.
  - Full day K4-5th grades - 3:00-3:10
  - MS/HS - 3:10-3:20
  - Pick up students according to the oldest student in the family. MS/HS siblings of younger students will be picked up from the elementary carline areas. Students will be instructed to maintain safe social distance.
- K3-K4 FIRST DAY OF SCHOOL - August 11, 2020
  - K3 - One parent may walk their K3 student to the classroom at 8:30 am on the first day of school. Parents are asked not to linger in the classroom or hallways. Use Hallway B entrance (Middle entrance) to enter and exit.
  - K4 - One parent may walk their K4 student to the classroom at 8:45 am on the first day of school. Parents are asked not to linger in the classroom or hallways. Use Hallway B (Middle entrance) to enter and exit.
  - Beginning the second day of school, August 11th, all K3 and K4 students will need to be dropped off in the morning carline at Hallway B (Middle entrance). VBS staff will escort students to their classrooms.
  - K3 and K4 students will be picked up from Hallway B (Middle entrance)
    - 12:00 for half day students
    - 3:00 for full day students.

**HEALTH AND SAFETY:**

**SOCIAL DISTANCING**

- A school setting does not lend itself to continual social distancing, but students will be physically separated to the extent possible throughout the school day.
- Classrooms will be arranged with students facing the same direction and with the maximum amount of space possible between them.

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- Teachers will be vigilant in training students to keep distance from one another in transitions.
- K5-5th grades will spend most of their day interacting only with the student in their class. Specials teachers will come to the elementary classrooms. Lunch will be eaten in the elementary classrooms. Students will rotate play areas on the playground, but will play with their own classmates.
- MS/HS students will use the cafeteria, with social distancing for seating.
- Lockers will be assigned leaving an empty locker between students.

**BUILDING AND FACILITIES**

- Frequently touched surfaces and restrooms will be cleaned multiple times each day and overall cleanings will be conducted at the conclusion of each day.
- Teachers/students will clean desks and classroom areas multiple times each day.
- Students will have frequent designated times to wash their hands. Hand sanitizing stations will be placed in each hallway, near the restrooms, and teachers will have bottles of sanitizer in their classrooms as students enter and exit.
- As a further precaution and to aid in prevention, the school has purchased additional CDC recommended cleaning and disinfecting chemicals. We have also invested in an electric Disinfectant Fogger Atomizer Spray, Mist, Duster and ULV Sprayer to thoroughly clean and disinfect all rooms, hallways, offices and lockers on a daily basis.
- VBS has contracted the installation of HVAC bi-polar air ionization units for each classroom, hallway and the offices. These systems are designed to assist in the remediation of airborne particles, especially allergens. In addition, they also deactivate mold, viruses, bacteria, and VOC's at the cellular level and are designed for air purification, as well as surface sanitation. While there is no guarantee of complete COVID-19 resistance, preliminary testing has shown their initial effectiveness. We feel this is an important step in performing our due diligence to aid in the health, safety and welfare of our students, faculty and staff. Installation is to be completed prior to the first day of classes.
- Water fountains will not be accessible. Students should bring capped, filled water bottles for use throughout the school day. Place student names on K3-5th grade water bottles. An extra water bottle may be brought each day if desired.
- Plexiglass dividers will be installed for physical separation in the office areas.
- Social distance will be encouraged in hallways and any waiting areas.
- Sharing of personal school items will be limited. All students should come to school with all needed supplies each day.

**PREVENTION AND PERSONAL RESPONSIBILITY**

- Face coverings:
  - Solid colored (no patterns or pictures) face masks or face coverings may be worn by students or staff, but are not required.

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- Students are asked to have a mask in their possession to allow teacher discretion of use at times when social distance may be more difficult. (For example: small group work, reading tables, one-on-one instruction for students, etc.)
- Symptoms:
  - Any staff or student exhibiting symptoms of illness (cough, sore throat, fever, etc) must remain at home. Do not send your child to school if there is a temperature of 99.5 or above.
  - Staff and students should stay at home if they have come into contact with someone confirmed to have COVID-19 (in the past 14 days).
  - Staff and students will have temperatures checked daily upon arrival to school. They will also be asked several health related questions before entering the school.
  - If a student or staff member “screens positive” (temperature or signs of illness) that student or staff member will not be permitted to enter or to return to school until they either have had a negative COVID-19 test, or have been fever free and fever medication free for 72 hours.
  - If a student exhibits symptoms at school, he/she will be taken to the medical room off of the school office and the parent or guardian will be notified. Students should be picked up from school as soon as possible. While in the waiting area, student will be supervised, but quarantined, until leaving campus with their parent or guardian.
- Positive COVID-19 Case:
  - Parents of students in the affected class will be notified. Personal identity of positive COVID-19 cases will be protected.
  - Those in close proximity to that student or staff member (classmates and teachers) will be required to quarantine at home for two weeks. While at home, the teacher will help to ensure that students remain up to date on school work according to the VBS digital learning plan. Students who participate daily in the Google classroom work and lessons will be counted as present during the quarantine period. Students who do not participate in the posted classwork and assignments will receive excused absences for illness, but will be required to make up work when they return to school. No refunds are provided for missed school days.
  - Any student, faculty or staff who have been identified as having been exposed to the virus will be required to quarantine for 14 days.
  - In the case of a full school closure all classes will follow the VBS digital learning plan and will be required to participate in all online learning activities.
  - All affected classrooms will be thoroughly cleaned and disinfected before students or staff return to them.

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**OTHER SERVICES:**

**LUNCH**

- Full day K4 through 5th grades will eat lunch in their classrooms. Concessions and lunch orders may be limited or restricted.
- Middle school and high school students will have two separate lunch times in the cafeteria. Students will be seated using social distancing measures. NO MICROWAVES will be available for the first 9 weeks. This will be re-evaluated during the school year. Concessions and lunch orders may be limited or restricted.
- Parents will not be able to bring lunches to the school for the first 9 weeks. Students should come to school with their lunches prepared each day. This will be re-evaluated during the school year.
- Visitors may not visit during lunch time for the first 9 weeks. This will be re-evaluated during the school year.
- The cafeteria will be thoroughly cleaned and disinfected after each lunch period and at the end of the day.

**AFTER CARE PROGRAM**

- Parents planning to use the aftercare program should complete the required forms in order for us to best staff the program.
- Outside play will be encouraged as much as possible, with a minimized sharing of play equipment.
- More details will be provided for parents using this program.

**ATHLETICS**

- Sports seasons are projected to continue as scheduled, with increased attention to sanitizing equipment and social distancing outside of direct competition.
- Athletes will have temperatures checked before practices and athletic events.
- Social distancing and facility capacity guidelines will be followed for athletic events.

**VISITORS TO CAMPUS**

- Visitors to campus will be limited. Parents should only enter buildings to check students out for an appointment or illness.
- All visitors will be screened for COVID-19 symptoms, including temperature check and health related questions.

The health and safety of each student, faculty and staff member and their families is and will remain as our priority as we enter this school year. If a change in procedure is deemed necessary, that information will be communicated through the school office. Thank you for your assistance as we work together for our VBS families.