



Summit Christian Academy Campus Reopening Plan

Returning to a Connected Community

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Summit Christian Academy is committed to providing the best educational experience for our students. We exist to help our students Know God, Maximize their Potential, Discover their Purpose, and Make a Difference in the world around them. This campus reopening plan is a call to unite our Summit family, work together, and return to on-site instruction. We believe this is what is best for our students.

Putting People First

The American Academy of Pediatrics (AAP) strongly advocates that all policy considerations for the coming school year start with the goal of having students physically present in school. While we will proceed with school on campus as planned, it may look different as we adapt to new protocols to ensure our students and extended SCA family safety. Our promise to provide a high-quality educational experience, a nurturing environment, and a biblically based discipleship plan, both inside and outside of the classroom, remains unchanged.

Summit Christian Academy is dedicated to the health and safety of our students, faculty, staff, and campus visitors. SCA administration has spent this summer researching and preparing for the ongoing COVID-19 concerns. Informed by state and national guidelines, the school's reopening plan consists of the latest protocols, policies, and procedures to ensure the welfare of every member of Summit's community while providing the best possible learning experience for each student. Measures put in place now will be continually evaluated and will no doubt evolve as we progress through the school year.

The health of our teaching staff is of the utmost importance. We will partner with parents to keep our students healthy, but we cannot ignore our responsibility to reduce the risk of infection for our school staff. Simply put, the best way to ensure that our campus remains open is to protect our teachers. Many of the policies outlined in this document take into account the responsibility we feel to limit the risk of exposure to our teaching staff.

You can read more details about our plan [here](#). Information will be updated as our plan continues to be refined.

Christian Unity

We strive for unity within our school community. Each family has a different level of comfort, and their extended family situation is different. One family may consider the risk of COVID-19 low based on experience and family composition. In contrast, another family from the same class may be a higher risk due to compromised immunities or family composition. We strive to dwell as a community of grace, allowing each family and individual to process as they need to.

We live in unprecedented times and understand that there are many strong views on what needs to be done globally, nationally, and locally. In the midst of all our other goals, SCA seeks to be a light in a dark world. We ask our families to be gracious to others who may have different views or experiences during this pandemic (1 Corinthians 8).



Health and Wellness Partnership

Minimizing Risks to Maintain On-Campus Learning

Returning to campus requires a cooperative effort to keep our facilities clean, our children and staff healthy, and our school open. This section provides information about health screenings, social distancing, face coverings, and cleaning guidelines.

Daily Health Screenings and Symptoms

As we begin the school year, temperature checks will be conducted before students and staff entering the building. Anyone with a fever of 100.4 or higher, or anyone having first-level close-contact with someone with a lab-confirmed case of COVID-19, will not be allowed to enter the building. The current guidelines require anyone who has had first-level contact to quarantine until the 14-day incubation period has passed. A doctor’s note may be required to return to school after any fever-related absence.

First-Level Contact Defined

First-level or close-contact is defined as having direct physical contact with a person with a confirmed case of COVID-19.

- You spent at least 15 minutes or more at a distance of six feet or closer.

- You had direct physical contact (high five, hugging) with the person.
- You shared eating or drinking utensils with them.
- You came into contact with their respiratory droplets (e.g., they coughed or sneezed on you).

COVID-19 Symptoms

Parents are asked to be aware of COVID-19 symptoms and daily monitor your child's health. Please carefully follow the guidelines outlined in this document, especially if your child has a fever and one or more of the symptoms below.

The most common COVID-19 symptoms are:

- Fever (100.4 or higher)
- Cough
- Congestion and/or runny nose
- Shortness of breath
- Headaches
- Fatigue
- Sore throat
- Diarrhea
- Loss of smell and/or taste
- Close contact with individuals diagnosed with COVID-19

Deciding When to Stay Home

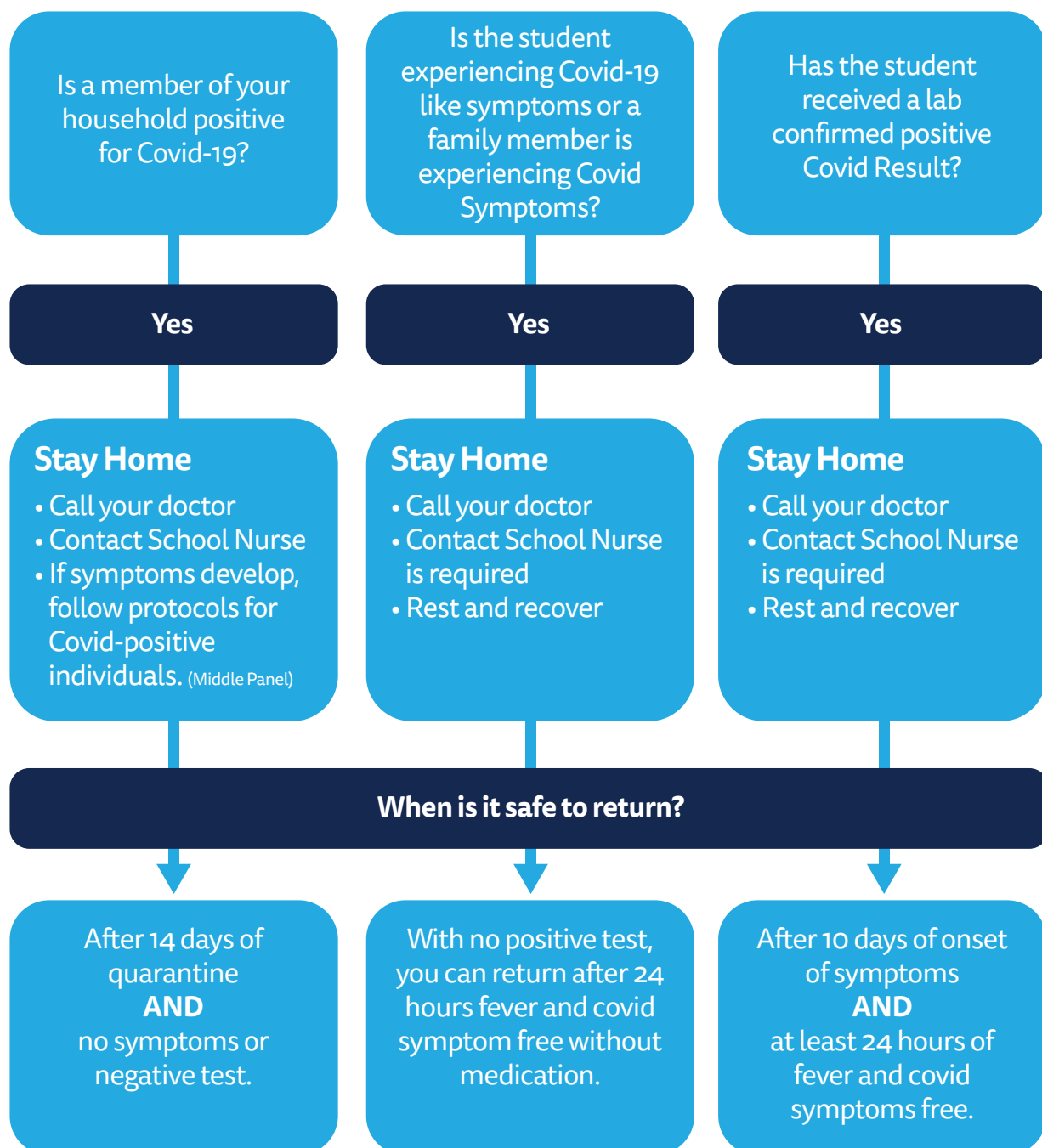
Keeping children home from school when they are sick or having been (or may have been) exposed to COVID-19 is essential to keeping our school community healthy and open to on-site instruction. Please refer to the following protocols to determine when your child(ren) should stay home from school. If you're unsure, please contact the school nurse for guidance.

If a student is feeling ill or has a fever:

- No symptoms from COVID list or no temperature, but reporting not feeling well:
 - » Will require 24 hours symptom-free with no medication before returning to school.
- 1 or less symptoms (unless in contact with an individual diagnosed with COVID), with no fever:
 - » Sent home with a note to parents/guardians and may not return until 24 hours symptom-free.
 - » Not necessary for the student to get a COVID test or a doctor's note unless request-

ed by school administrators.

- 1 or more symptoms with fever (100.4 or above):
 - » Sent home with a note and will call parents or guardians. Will require student to either see a doctor or get a COVID test done. Must bring a note for return either from a doctor or proof of a negative COVID test.



Social Distancing

Social distancing will be encouraged to the level that our facilities allow. With the addition of the new High School campus, we have more space for navigating potential outbreaks. Our hope is that any closure could be isolated to an affected building or cohort and not the entire school.

Elementary Cohorts and Secondary Divisions

Elementary is implementing a grade-level **cohort system** to distance grades from one another. Cohorts are groupings of classes that interact with each other. These elementary groupings include Kindergarten, first and second grades, and third and fourth grades.

Intermediate and High School **divisions** function differently. These classes often overlap or share space. Hallways and stairwells may be designated to minimize congestion.

Regular Hand Washing

Students and staff will be encouraged to practice frequent hand washing; 20 seconds with soap and water will help minimize the spread of many germs.

Face Coverings

In an effort to reduce the risk on campus, students 5th – 12th grades, faculty, and staff will need to bring two disposable or washable face masks to school every day and wear them throughout the day.

- K-4 students will not be required to wear masks. This age group statistically has the lowest rate of infection, and the challenge of wearing a mask would prove to be a distraction in the classroom. These students will remain in cohort groupings throughout the day. All K-4 teachers will be masked while in the building. Parents may choose to have their K-4 student wear a face covering.
- 5-12 students will wear a face mask when indoors and around others.
- Faculty and staff will wear a face mask while inside the building and in close proximity to students. Face shields may be worn by staff while lecturing and maintaining the six feet rule.
- Face mask requirements are not optional. Summit will enforce this requirement as a dress code violation.
- Students in all divisions may wear a mask of their choice if the mask does not include any images or messages that are inappropriate, offensive, and/or political in nature. The mask also must be one of the types listed below:

Face Covering Options

The following types of face masks are acceptable:

- Washable cloth face masks
- Disposable surgical or medical masks
- Double layered gaiters made of cotton
- Dust masks
- Neoprene masks with a replaceable paper filter
- Please note that face shields or bandanas may not be used as substitutes for masks.
- Masks are available at a variety of local and online retailers.

Fresh Air

We are adjusting our school schedule to ensure that all students are given time outside without their face coverings. Face cover guidelines will be adjusted for lunch, PE, recess, athletic participation, and performing arts. Faculty will advise students when it is permissible to lower the face coverings if the location and activity allows for social distancing. Teachers will be encouraged to move class instruction outdoors whenever possible.

Siblings

Siblings will need to take special precautions when a family member is home sick. If a child is home sick with COVID-related symptoms or a confirmed case of COVID, the other children from that household will be required to stay at home. Children can work on their assignments via Canvas.

Safety & Cleaning Guidelines

Summit has purchased state-of-the-art cleaning equipment, including electrostatic sprayers, additional sanitizer stations, and other disinfecting supplies. Regular times will be designated for hand washing. Access to hand sanitizer will be provided throughout the day, with a specific focus on arrival to school, entering the classroom, and before and after meals.

We are increasing the frequency of cleaning and disinfecting of classrooms, restrooms, and other shared spaces. Facilities team members have been assigned to disinfect door handles and hard surfaces throughout the day. They will also disinfect each restroom twice daily and deep clean after hours. Teachers will use disinfectant in classrooms during transition periods and lunch breaks.

Reporting and Responding

Responding to COVID on Campus

Summit Christian Academy will partner with and follow the guidance of the Tulsa County Health Department (TCHD) when handling any cases of COVID-19 that are identified in Summit students and faculty/staff. The school's exact steps will be determined in partnership with the Tulsa County Health Department, but below is a high-level summary of what families may expect in the event of COVID-19 cases on campus. Please note that this information may change at any time due to the course of the virus and guidance from state and local officials.

Confirmed or Suspected Cases

At this time, the Tulsa County Health Department is advising us to consider anyone who presents with multiple COVID-19 symptoms to be presumed positive. If the child or staff member is at school when presenting with multiple symptoms, Summit may be required to close our facilities for deep cleaning and disinfecting temporarily. Depending on the length of the closure, SCA may implement Distance Learning in order to keep our school year on schedule. Whenever possible, we will open and move students to a new classroom while their classroom space is being cleaned and disinfected.

We are intentionally keeping our three divisions isolated in separate buildings during the school day. This may allow us to close one section -- intermediate school, for example -- while keeping our high school and elementary schools open. In this scenario, it is possible that an elementary child could be on-campus while an intermediate school student would be learning from home.

Symptoms on Campus

In the event that a student or faculty/staff member starts showing signs or symptoms of COVID-19 while on campus, the school will take the following actions:

- Immediately separate students with COVID-19 symptoms (such as fever, cough, or shortness of breath) to a designated isolation space.
- The school office will contact the student's family. Parents should plan to pick up students from Summit within 30 minutes and follow up with their healthcare provider.
- Faculty members with symptoms should notify their supervisor and the nurse's office, leave campus, and follow up with their healthcare provider.

- The nurse's office will remain in close contact with TCHD about any members of the Summit community who show symptoms of COVID-19.
- Close areas used by the sick person for cleaning and sanitizing.

Lab-Confirmed Student or Faculty Case of COVID-19

- If the school becomes aware that a student or faculty member has tested positive for COVID-19, then a school administrator will notify TCHD to identify the course of action. The actions the school takes will vary based on the most up-to-date information about COVID-19 and specific cases in the community.

At a minimum, the school will:

- Notify all close contacts within the Summit community of a confirmed case and direct them to isolate at home for the period of time identified by TCHD, which is currently 14 days from the last known exposure.
Close contacts are identified as people who are six feet (or closer) to an infected person for 15 minutes or more. This is irrespective of whether the person with COVID-19 or the contact was wearing a cloth face covering or whether the contact was wearing respiratory personal protective equipment (PPE).
- Conduct additional cleaning and sanitation of spaces used by the sick person.
- Respect the privacy of all students and staff. We will not release names.

Lab-Confirmed Family Member Case of COVID-19

If a family member of a student or faculty member tests positive for COVID-19, then the student or faculty member will be required to quarantine at home for the period of time identified by TCHD, which is currently 14 days from the onset of symptoms. Students who are feeling well enough may transition into the school's Independent Study program while they are home from school.

COVID-19 Testing

If a COVID test is required, Summit Christian Academy will follow the Tulsa County Health Department's recommendation and accept only the results from a nasal swab test. Summit is seeking to build relationships with local healthcare providers that can provide quick test results. Personal/family insurance plans should cover the cost of testing.

Reporting and Quarantine

SCA is required to report any symptoms present to the Tulsa County Health Department, which will guide protocols and quarantine time.

Scenario 1 (Most common)

1

SCENARIO

A student or staff member either exhibits COVID-19 symptoms, answers yes to health screening questions, or has a temp of 100.4 or above.

ACTION

- Student or staff sent home
- Contact healthcare provider for testing
- SCA will notify TCHD
- Cohort/Division OPEN

COMMUNICATION

- No action taken.

Scenario 2

2

SCENARIO

A family member of someone in close contact with a student or staff member tests positive for COVID-19.

ACTION

- Student or staff report information to school nurse, send home, 14-day quarantine
- Contact healthcare provider for testing
- SCA will notify TCHD
- Cohort/Division OPEN

COMMUNICATION

- No action taken.

Scenario 3

3

SCENARIO

A student or staff member tests positive for COVID-19.

ACTION

Families of student and staff:

- Quarantine and contact healthcare provider for testing;
- SCA will notify TCHD
- Cohort/Division close for 14 days from last exposure

COMMUNICATION

Student families of and staff of first-level contact will be notified with a phone call to alert of a confirmed COVID-19 case in Cohort.

School Day Considerations

Returning to On-Campus Learning

On-Campus Learning

On-campus learning is defined by a traditional school setting with students actively engaged inside a classroom on the SCA campus.

Distance Learning

Distance learning is defined by an online teaching experience where teachers actively engage in the education process using Canvas, Zoom, and other online tools.

Independent Study

Students working from home complete studies independently based on the assignments and recommendations of the on-campus teacher. This is the traditional model for students missing classroom time for sickness or travel.

Cohorts

Cohorts are defined as a select group of people treated as a group. SCA cohorts will include Kindergarten, first and second, third and fourth, intermediate grades 5-8, and high school grades 9-12. These groups will participate in school activities together and will frequently interact throughout the day.

SELC Before and After Care

SELC will follow the same social distancing and hygiene protocols as those used during the regular school day.

Prayer and Pledges

All students will proceed directly to their classrooms each morning. We will avoid the elementary large group gathering and conduct prayer and pledges in the classroom.

Lunch

ELEMENTARY

- Elementary children will eat lunch with their cohorts -- Kindergarten, 1st - 2nd, and 3rd and 4th. Tables will be add to hallways to provide extra space.
- Students should bring their lunch or purchase food from the school. Food delivery services, such as Uber Eats and Grubhub, will not be allowed on campus until further notice. This temporarily includes parents delivering forgotten lunches or restaurant food.

INTERMEDIATE

- 5th and 6th grade will eat in the Intermediate Café with seating arranged to maximize social distancing.
- 7th and 8th grade will eat in the Intermediate Café in the second lunch period, again with distancing standards enforced.
- Students should bring their lunch or purchase food from the school. Food delivery services, such as Uber Eats and Grubhub, will not be allowed on campus until further notice. This temporarily includes parents delivering forgotten lunches or restaurant food.

HIGH SCHOOL

- 9th - 12th will eat in the high school commons area in one lunch period. They will sit 4 to a table and flow over in the classrooms as needed.
- Students should bring their lunch or purchase food from the school. Food delivery services, such as Uber Eats and Grubhub, will not be allowed on campus until further notice. This temporarily includes parents delivering forgotten lunches or restaurant food.

Visitors & Volunteers

Until further notice, Summit campuses will be closed to outside guests during the school day. No visitors or parents will be allowed into the school buildings without a scheduled appointment. School visitors will be limited to meetings with school administrators. All guests will follow our health screening procedures and be required to wear face coverings. No parents, relatives, or guests will be allowed on campus for lunch. At the earliest possible time, these policies will be relaxed in accordance with the state and local health guidelines.

On-campus volunteer opportunities will be limited; however, there are plenty of opportunities to volunteer from home. Teachers will communicate those needs to their families. Any approved on-campus volunteers will be required to wear a suitable face covering while on campus. Volunteers will also be subject to temperature screening and symptom questionnaires.

Activities, Chapels, & Events

Indoor large-group gatherings and events will be limited. Group activities might be reimaged to take place outdoors, within larger meeting spaces, or will occur in a virtual space. Chapels may be realigned for smaller groups and social distancing. We will continue to move forward following public health guidelines and social distancing recommendations provided to us. Field trips are on hold until further notice.

Performing Arts

Participants and spectators must acknowledge that performing arts activities are inherently

higher risk for the spread of illness. Stringent cleaning procedures and protective measures, including the use of protective equipment and screening tools, will be mandatory for all participants during rehearsals.

Athletics

The Athletic Department is working with our athletic conference (OSSAA) and county health officials to determine protocols for practices and competition. Students who participate in on-campus sports should be ready to adapt their schedules as required.

Spectators for athletic contests might be limited as we navigate social distancing requirements. Parents will have priority to attend games where seating is limited. Spectators at indoor sporting events will be encouraged to wear face masks.

Student athletes and parents acknowledge the higher risks created by participation in all sports. While not mandatory for competition, face coverings do limit the risk of exposure to COVID-19. If a player tests positive for the virus, the entire team could be considered Level 1 contact and require removal from school and quarantined for 14 days.

Specials & Electives

SCA has evaluated the risk of shared space for elementary specials and secondary electives. We believe that with some programming tweaks and proper disinfecting procedures between each class, we can safely allow programs like art, music, and computers to conduct classes in their regular space.

Physical Education and Recess

Recess and physical education will continue with consideration given to current health and safety recommendations. The CDC does not require special care for outdoor playground equipment; however, SCA will disinfect all high-touch playground equipment on a daily basis. Elementary children will visit the playground with their cohort. We will use outdoor space for PE as much as possible.

Supplies

Where classroom supplies are needed, students will have individually assigned supply kits. We will limit the number of shared supplies in our classrooms.

Distance Learning Contingency Plans

Although it is our goal to have all students on campus, we recognize that this pandemic's dynamic nature may create interruptions to on-campus learning during the school year. Summit Christian Academy is prepared with contingency plans for continuity of learning

to ensure that our students receive the highest quality education. Remote learning for SCA students will be an enhanced version of what SCA delivered this past spring. The curriculum and assessments will stay on pace with all on-campus activities. SCA uses a variety of digital tools to ensure our students thrive and experience a maximum learning environment regardless of where they are.

Summit has adopted a new student learning management system, Canvas. This system will be used for all grades, K-12. All students will be trained during the first weeks of school to become proficient in using Canvas. Parent training sessions will also be offered.

Finance

We understand that unexpected personal finance challenges can happen to anyone. We are willing to work with families to find creative solutions to fulfill your commitment to SCA. Please note that our commitment to providing the best educational experience for our students does not change even if we are temporarily unable to offer on-site instruction. Contact our finance office or Mr. Giddens if we can help. As of August 12, 2020, any family that wishes to withdraw must provide 60 days’ notice. Families may apply for re-enrollment the following school year.



Summit Together

We believe that the most effective way to educate students is in an in-person environment. It provides the best surroundings for students to develop lasting friendships with each other, engage in hands-on learning activities, participate in the athletics and arts of their choice, and allow teachers to serve as God’s instruments of inspiration and love.

With that in mind, we believe these policies will provide us with the greatest chance of maintaining an in-person education for your child, while also providing the safest environment for your children and our SCA staff.

We realize some of the policies may cause inconveniences on your part. We sincerely thank you in advance for joining with us to help provide the safest environment for your children and the most conducive one for successful learning. Thank you for your understanding and continued support as we trust God to help us navigate these unique times.

CDC RECOMMENDED STRATEGY

How To Protect Students & Staff

*Follow these safeguards recommended
by public health experts:*



Handwashing

Washing hands often with soap and water for at least 20 seconds



Social Distancing

Limit group size and non-essential visitors



Masks

Encourage the use of cloth masks



Cleaning

Disinfect high-touch surfaces



Monitor Health

Watch for fever, cough, and other symptoms



Designate a Covid-19 Contact

Summit's team of school nurses will manage health reporting. Email nurse@summit.school to report any illness or health concerns.

