

**AUGUST 2021**



**EST GREEN VALLEY 1970**  
**CHRISTIAN**  
**SCHOOL**

**CHARACTER, COMPETENCE, COMMUNITY**

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**RETURN TO SCHOOL**

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**PROCESS**  
**AND**  
**PROCEDURES**

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SECTION 1

# GENERAL

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POLICIES

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1. Classes will be kept as small as is practicable and/or in accordance with current State and County requirements.
2. Classes and cohorts will be able to mix, but will adhere to State and County requirements when situated in whole group settings, such as drop-off, pick-up, chapel, and assemblies.

## SECTION 2

# DROP-OFF PICK-UP

## PROCEDURES

1. Students in K - 8th grade will be dropped off on the lower playground, and will be encouraged to utilize hand sanitation upon arrival.
2. Passive screening of students by parents is requested before drop-off.
3. Students need to arrive at school with a face mask, and if one is not in their possession, one will be provided by school staff.
4. Parents are asked to remain in their cars during drop-off, as much as possible.
5. K - 1st pick-up will be at the preschool doors. 2nd - 8th pick-ups will be on the upper playground.

## SECTION 3

# CLASS/STUDENT PROTOCOLS

## A. HYGIENE

1. Students will be directed to wash/sanitize their hands frequently throughout the day, including after using the restroom and prior to eating.
2. Hand sanitizer will be available at the entrance to all classrooms and activities. Students will be directed to use hand sanitizer when appropriate.

## SECTION 3

# CLASS/STUDENT PROTOCOLS

## B. MASKS

1. All students will wear masks whenever indoors according to Santa Cruz County mandates.
2. Students may remove their masks when eating or when outdoors, including recess, PE, or when classroom activities are in an outdoor location.

## SECTION 3

# CLASS/STUDENT PROTOCOLS

## C. LUNCH

1. All students will be reminded to physically distance as possible while eating.
2. Students in grades K-3 will eat lunch in the cafeteria, on a staggered schedule.
3. Students in grades 4-8 will eat lunch outside, on a staggered schedule, as weather permits. When they are unable to eat outside, students will eat in their classrooms or the cafeteria.
4. Hot lunch will not be available for Trimester 1. All students must bring their own lunch/snacks, and sharing will not be permitted.

## SECTION 3

# CLASS/STUDENT PROTOCOLS

## D. RECESS

1. Classes will be able to mix during recess times.
2. Students will be encouraged to play in small groups and maintain reasonable distancing during recess time.
3. Masks will not be required during outdoor recess.



## SECTION 3

# CLASS/STUDENT PROTOCOLS

## E. CLASSROOM DISTANCING

1. Student spacing of three feet will be maintained as feasible.
2. Teachers will develop procedures that promote safe practices in accordance to State and County requirements as they apply to distancing in the classroom.
3. Students will utilize their own materials instead of shared materials as much as is feasible. Shared materials will be disinfected after use.

## SECTION 4

# ELECTIVE POLICIES

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## & PROCEDURES

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1. PE will take place outside, as feasible.
2. All electives will adhere to masking requirements when indoors.
3. Shared materials in electives will be sanitized as necessary.

## SECTION 5

# PARENT/VISITOR PROTOCOLS

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## & POLICIES

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1. Parents are asked to remain outside the school building, as much as is practical.
2. Parents should ring the doorbell to request assistance before entering the building.
3. Students who are late should be sent to the office attended by an adult.
4. Parents should minimize entrance into classrooms as much as is feasible.

## SECTION 6

# SICK POLICIES

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## & PROCEDURES

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1. Students must stay home if they are exhibiting any COVID19 symptoms - including a fever or cough - or if someone in their family is displaying symptoms.

-Upon a positive test or no testing students must stay home for 10 days AND be fever-free for 24 hours without the use of fever reducing medications before returning to school.

-Upon a negative test result students must stay home until they are fever-free for 24 hours without the use of fever reducing medications before returning to school.

2. Students must stay home if they have been in close contact with someone who has tested positive for COVID19 while unmasked. Students must either:

-Quarantine for 10 days, or

-Return to school after obtaining a negative test result 5 days after the exposure, with no symptoms .

3. Any student with a temperature over 100 will be sent home.

4. Students will not be penalized for missing school due to illness.

# AIR POLICIES

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## & PROCEDURES

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1. Teachers will leave windows open in the classroom to bring in fresh air, as much as possible.
2. Air filters on the HVAC system will be maintained according to State and County guidelines.

## SECTION 8

# TEACHER SAFETY

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## POLICIES

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1. All teachers will visit the office upon arrival to check off that they have passively screened.
2. Masks
  - Teachers will wear masks at all times while indoors.
  - Teachers may also utilize a face shield and gloves, if they choose to do so.
  - If teachers are at least six feet from the class and wearing a face shield with a neck drape, teachers may remove their mask if necessary for instruction.
3. Avoiding Teacher Congregations
  - Staff meetings will be conducted in large rooms, utilizing masking procedure.
  - Teachers must wear masks at all times while on campus, unless outdoors, eating, or alone in their classroom/office.
5. Teacher Sick Policies
  - Teachers are required to remain home if they are feeling ill, have COVID19 symptoms, or have been in contact with someone with COVID symptoms while unmasked.

## SECTION 9

# CLEANING PROTOCOLS

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## & POLICIES

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1. Common touched surfaces will be minimized as much as feasible (i.e. doors/door knobs, light switches, tables, etc.).
2. All common touched surfaces will be cleaned post usage daily. (i.e. counter tops, tables, door knobs, light switches, faucet and toilet handles, etc.).
3. Classrooms will be cleaned and sanitized daily, before students arrive.
4. Any commonly used classroom materials used by students will be set aside for sanitizing post student use.
5. Bathrooms will be cleaned and sanitized twice daily, and high-touch surfaces will be sanitized as needed throughout the day.
6. Banisters and guardrails will be sanitized daily.