



### **Guarded by God's Peace**

***The Lord is at hand; do not be anxious about anything, but in everything by prayer and supplication with thanksgiving let your requests be made known to God. And the peace of God, which surpasses all understanding, will guard your hearts and your minds in Christ Jesus. Philippians 4:5b-7***

Dear Families,

The Board, Administration and Staff at New Covenant pray that you are all safe and doing well. As we can all agree, 2020 has certainly been a difficult and challenging year, but God is always good!

First, we would like to thank you for your prayers and are pleased to be able to welcome you back to New Covenant for the Fall of 2020. The following Board-approved document provides details of our plans for return to school on August 31, 2020. Please note that this document is fluid and may need to be updated on an ongoing basis depending on our needs and/or requirements of our local and state authorities.

NCCS seeks to provide a nurturing environment where students are not only educated, but also intently cared for to the best of our ability. The health and safety of our students, faculty, staff, and families is of vital importance. Since NCCS is governed by local and state authorities, we must adhere to the specified requirements and take into consideration the recommended guidelines when developing our COVID-19 Plan. Our desire is to keep an atmosphere of grace and respect with one another and those who govern over us.

With this plan, we have established three phases for the school depending on how COVID-19 restrictions change. Currently, we plan to return to school face-to-face in what we call the NCCS Green Phase. *Please note that these three phases are defined by NCCS and not related to the state or federal colored phases.* We have reviewed many other plans and have based ours on what we feel is healthy and safe for our community while still providing a quality educative environment.

#### **NCCS Board of Trustees**

Handwritten signatures of the NCCS Board of Trustees members, including Laura L. Wagner-Miller, Con Summers, Casey Kober, Jan Fry, and others.

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#### **Quick Facts for Return to School on August 31, 2020**

- NCCS Green Phase in effect
- Daily face-to-face instruction on NCCS campus for all students in all grades
- Face mask/covering required at all times while in school (by PA Dept of Health Order & PA Dept of Education)
- Classrooms cleared to allow for maximum number of adequately distanced desks
- Regular activities staggered to allow for better distancing at recess, lunch, and class transitions, etc.
- Classes available on regular schedule through Zoom and captured for students to view remotely
- Hand sanitizing pedestals available throughout the building
- Classrooms and equipment disinfected before, between and after classes
- Health Room protocol for COVID-19 symptoms established
- Visitors (including parents, volunteers, and visitors) required to wear masks upon entry of NCCS campus
- PIAA regulations govern all NCCS athletic team activities



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## NCCS PHASE DEFINITIONS

We have established three phases of protocols for return to school depending on the COVID-19 situation at any time. Please note that these three phases are defined by NCCS and not related to the state or federal colored phases. This means that the NCCS phase may not change even if federal and state authorities change state/county phase. The NCCS phase is determined as we consider the local situation and will change when additional mitigating strategies are deemed necessary.

### NCCS Green Phase

All specified protocols will be in effect while students attend on-campus instruction.

**All Grades** will be on campus with daily face-to-face instruction. Face masks/coverings are required at all times while on NCCS campus. Many modifications have been made within the building to allow for appropriate distancing and additional cleaning, sanitizing and disinfecting. Classrooms have been cleared out to allow for the maximum number of adequately distanced desks. Some classes may be held outside (weather-permitting) for increased social distancing. Some regular activities will be staggered to allow for better distancing such as recesses, lunches, and class transitions. Classes available on regular schedule through Zoom and captured for students to view remotely. There is an established Health Room protocol for potential COVID-19 symptoms. PIAA regulations must be followed for all athletic team activities. Check with your school district for any regulations related to bus transportation.

Please see the full document for specific details related to the NCCS Green Phase.

### NCCS Yellow Phase (in the event more restrictions are placed on schools)

Should we need to change to the NCCS Yellow Phase because of increased restrictions, we will provide more detailed information at that time.

**K4/Elementary** will remain face-to-face at school with continued social distancing.

**Middle School/High School** will shift to Hybrid learning to continue progression of curriculum. Hybrid learning will include face-to-face instruction on-campus as well as online instruction. Classes will be divided, and on-campus attendance will be rotated to decrease the overall number of students at school. Face-to-Face instruction will occur for every student at least twice each week. Reducing hallway, cafeteria, and classroom traffic will create better social distancing during this heightened phase. Instruction will occur Monday-Thursday with Friday serving as a teacher prep day and student catch-up day. Classes will continue to be course-captured and available for students to view remotely.

### NCCS Red Phase (in the event more restrictions are placed on schools)

Should we need to change to the NCCS Red Phase because of increased restrictions, we will provide more detailed information at that time.

**K4** instruction will be determined at that time. It is possible that K4 can continue to meet on NCCS campus.

**Elementary, Middle School and High School** instruction will occur online only Monday-Thursday with Friday serving as a teacher prep day and student catch-up day. Classes will be taught online through interactive media and/or pre-recorded lessons. Online instruction takes place in a similar schedule to on-campus instruction.



## **WHAT CHANGES HAVE BEEN MADE TO THE NCCS BUILDING?**

The following preparations and protocols are in effect.

### **Cleaning / Sanitizing / Disinfecting**

The building and classrooms will be cleaned daily with disinfecting chemicals. Teachers will have cleaning supplies and hand sanitizer available for cleaning high-touch surfaces and materials throughout the day and between classes.

### **Building Modifications**

Various hand sanitizer pedestals will be placed throughout the building for student and staff use. Water fountains have been retrofitted with sensor-activated bottle filling upgrades. Picnic tables have been purchased to allow for outdoor social distancing. Plexiglass dividers have been installed between computers in the computer lab and in other common seating areas.

### **Classroom Preventative Measures**

Classrooms must be clutter-free and as clean as possible. Classrooms will be free of pillows, stuffed animals, soft items, and any other items that are not needed for daily instruction. Classrooms have been cleared out to allow for the maximum number of adequately distanced desks. Extra desks, chairs and tables will be removed from the classroom to create social distancing spaces. Teachers will create a classroom plan for storing individual student supplies so that items are not shared.



## WHAT CAN MY NCCS STUDENT(S) EXPECT DURING THE SCHOOL DAY?

The following protocols will be in effect during all on-campus instruction.

### Face Masks & Coverings Protocol

In accordance with PA Department of Health Face Coverings Order on July 1, 2020 as well as subsequent clarifications on July 6, 2020, July 17, 2020 and August 17, 2020, face coverings are required of all individuals over the age of 2 at all times while on NCCS campus. Please read the [PA Dept of Health Face Coverings Order](#) regarding face covering requirements and exceptions. For further clarification of this Order as it relates to schools, please visit the [PA Dept of Education FAQ](#).

NCCS will require face masks/coverings when on campus except under the following circumstances: (1) when eating and drinking where socially distanced, (2) when participating in physical activity (*i.e. gym, recess, athletics, etc.*), (3) when wearing a mask is unsafe in executing a task, (4) when unable to wear a mask because of medical conditions or disabilities, (5) when taking a “face covering break” while maintaining social distance. Our community of teachers and administrators will work diligently with our students to maintain social distances that allow for “face covering breaks” to provide our students with reprieves throughout the school day.

NCCS is asking parents and guardians to speak with your student(s) regarding the requirements related to face coverings. Suitable face coverings include cloth and disposable masks, face shields and/or gaiters. All faculty and staff will be required to wear face coverings. Our faculty and staff will remind students to abide by the face covering order; however, our faculty’s primary focus is on the continued education of our students.

### Social Distancing Protocol

NCCS has made several efforts to provide adequate social distancing in classrooms and in common areas. Classroom lay-outs, schedules, and high-traffic flow areas have been modified.

### Student Arrival Protocol

All students and parents are required to wear masks during arrival and entry into the NCCS building. Any students arriving before 7:35 am will sit in the hallway between the office and library. After 7:35 am all students go directly to their homerooms.

### Elementary Classroom Guidance

We will strive to combat the risk of COVID-19 in our classrooms through additional personal hygiene instruction, routine and repeated hand sanitizing, regular rotation and cleaning of learning materials, socially distanced desks, and decreased sharing of learning tools.

### MS/HS Classroom Guidance

Student seats will be socially distanced in the classroom. Desks/tables, pencil sharpeners, technology, and other frequently used surfaces will be sanitized at the conclusion of every class. Students will be expected to provide most of their own materials to limit sharing, but in the event group materials are used, those materials will be distributed for individual use and then sanitized before the next class. Class dismissals will be staggered to limit the number of people in the hallway at one time.

### Outdoor Spaces & Ventilation Guidance

Teachers are encouraged to utilize outdoor spaces for learning as often as possible and open windows when appropriate.

### Computer Lab & Classroom Tech Protocol

All technology will be cleaned daily and after each individual use. Plexiglass dividers are installed between computers in the lab.



### **Student Dismissal Protocol**

All students are required to wear masks during dismissal. Bus students will dismiss from classrooms directly to their buses at designated times. *Please note: Mask requirements during bus transportation fall under each corresponding school district. Check with your school district for specific requirements and guidelines.* KidZone students will go directly to the library or cafeteria. Students being picked up by parent/guardian will be dismissed last from their classrooms to designated areas (Elementary in the elementary gym and MS/HS in the hallways). MS/HS student athletes will dismiss early from classes to prepare for practices. Middle School athletes will then wait in the hallway behind the stage until coaches arrive. High School athletes will then go directly to fields or the SLC.

### **Chapel Services Protocol**

All students are required to wear masks while entering and leaving chapel. Regular Elementary and MS/HS chapel services will be held in the Student Life Center, but all-school chapels will not meet at this time. Students will be seated on marked seats on the bleachers for social distancing. MS/HS breakout sessions will continue to meet on a regular basis in appropriately sized spaces with social distancing in place.

### **Cafeteria Protocol**

All students are required to wear masks while entering and leaving the cafeteria and while standing in line to purchase lunch. Students will sanitize their hands before entering the cafeteria. Students will sit at designated grade level tables and in every other seat within the lunchroom. Additional seating is available inside the elementary gym. When possible, students may eat outside at picnic tables and within an outdoor warm-weather tent. After lunch, students will dismiss one table at a time to allow for social distancing while lining up for return to class.

### **Music / Choir / Band Protocol**

All students are required to wear masks while entering and leaving the music room. Music instruction, choir and band will continue, and class protocols will be modified for increased cleaning, social distancing and other mitigating efforts. Procedures for concerts and musicals will be evaluated at a later time.

### **Library Protocol**

All students are required to wear masks while entering and leaving the library. Students will use hand sanitizer before handling books. Library protocols will be modified for increased cleaning, social distancing and other mitigating efforts. Students will still be able to borrow materials. Upon return, these materials will be cleaned and then quarantined for at least one day.

### **Elementary Physical Education Protocol**

All students are required to wear masks while entering and leaving physical education (PE) classes. Prior to beginning physical education, students will sanitize hands. PE teacher will socially distance students into designated personal spaces, which can be used throughout the lesson. Social distancing signage is posted in physical education areas. PE teacher will use equipment that can be disinfected between classes. PE teacher will devise movement activities that can be performed with social distancing. Students will sanitize hands when leaving physical education class. PE teacher will disinfect equipment before the next class.

### **MS/HS Physical Education Protocol**

All students are required to wear masks while entering and leaving physical education (PE) classes. Prior to beginning physical education, students will sanitize hands. PE teacher will use various modifications to maintain social distancing and limit equipment sharing. PE teacher will dismiss part of the class a few minutes early to lessen overcrowding during transition and in common areas. Students will disinfect their equipment and return to class. The remaining students will then repeat these protocols. Students will sanitize hands when leaving physical education class. PE teacher will disinfect equipment before the next class.



# NEW COVENANT CHRISTIAN SCHOOL

# COVID-19 PLAN FOR RETURN TO SCHOOL

## **NCCS ATHLETICS**

Please note that New Covenant Christian School is a member of and under the authority of PIAA (Pennsylvania Interscholastic Athletic Association) when it comes to high school athletics and participation in competition against other schools. The regulations in this document are set out by PIAA and must be followed for Athletics to continue during the school year. To read and understand these requirements, please visit the [PIAA Return to Competition](#).

New Covenant will take the necessary precautions and recommendations from the federal, state, and local governments, CDC, PA DOH, as well as the NFHS and PIAA. These recommendations will be adjusted as needed and as new information becomes available in order to decrease the risk of exposure for our staff, students, and spectators.

### **Athletic Practice and Competition Protocol**

All sports may resume person-to-person practice and competition. All players, coaches, parents and staff are required to wear a face mask/covering. Face masks/coverings may be removed during drills, workouts and competitions only. Face masks/coverings must be worn on the sidelines, whether inside or outside.

All coaches and students will be screened for signs/symptoms of COVID-19 prior to a workout. Screening includes a temperature check. Both parents and players must sign a waiver stating they are clear of symptoms prior to the start of open gyms.

All students must bring their own water bottle. Water bottles must not be shared. No celebratory handshakes are allowed. Celebrations must be done with social distancing.

### **Athletic Equipment Protocol**

Athletic equipment that will be used by multiple individuals will be cleaned intermittently during practice and events as deemed necessary. Hand sanitizer will be made readily available. Students should refrain from sharing clothing and towels. All uniforms must be washed after each practice or game.

### **Spectator Attendance Protocol**

Spectators are permitted in accordance with venue capacity regulations.

### **Transportation Protocol**

All students are required to wear face masks/coverings within school-provided transportation to and from athletic events.



## **NCCS HEALTH ROOM COVID-19 PROTOCOL**

This protocol is specific to COVID-19 and will be adopted in conjunction with our normal health room policies and procedures for student absence due to illness and return to school after recovery.

### **Home Screening Before School**

Each family will be responsible to check their student(s) for COVID-19 symptoms before school each day.

### **Student Absence Due to Illness – Enhanced Protocol**

Continue to follow standard protocol to let the NCCS Office know your student is staying home due to illness. Send an email or call the School Office.

A brief **Health Room Survey** will be sent via email to the parent/guardian of an ill student. Please promptly complete this quick questionnaire to assist our Health Room. This reply will go directly to the Health Room personnel. Your partnership is imperative in keeping our school community as safe as possible. If necessary, the School Nurse will follow up with a phone call.

### **Physician Recommendations**

If you have any questions or concerns about direct exposure to COVID-19, please contact your physician and follow the recommendations related to quarantining and/or testing.

**Families are responsible to report all pertinent details to the School Nurse regarding the physician's findings, test results, treatment, and quarantine instructions.**

### **Exhibiting COVID-19 Symptoms During School Hours**

If, during school hours, a student, staff or faculty member becomes sick and is observed as exhibiting COVID-19 symptoms, the individual will be assessed by the School Nurse, and if necessary, held in an isolation room and monitored until the individual is able to leave. Any student, staff or faculty member exhibiting COVID-19 symptoms is required to leave the NCCS campus as soon as possible. Any additional household members that attend or work at NCCS will be screened by the School Nurse to determine whether he/she can remain at school.

### **Confirmed COVID-19 Exposure & Notification**

For known COVID-19 cases, local health officials will notify the School Nurse. If NCCS becomes aware of any confirmed positive COVID-19 test results for any students, staff or faculty members, we will monitor the situation, on a case-by-case basis, and communicate with families, while maintaining confidentiality.

### **Return to School After Illness**

Students returning from an absence due to illness must report to the School Nurse for a follow-up screening before going to Homeroom/Classes.

**Students who are absent may return to school if he/she has been symptom free and fever free (under 100°) without the use of fever-reducing medication for 24 hours.**

Students who have tested positive for COVID-19 must provide a doctor's note clearing the student to return to school.

This protocol, in part or in full, is subject to change as new information is received about COVID-19.