

Carlisle Christian Academy  
COVID Health and Safety Plan



2021-2022 School Year

(Updated on September 7, 2021)

# COVID-19 Health and Safety Plan

## Introduction

Our COVID-19 Health and Safety Plan as developed to promote the well-being of all individuals within the CCA Community. However, anyone using this document should understand the document's limitations, and rely on his or her judgment, or as appropriate, seek the advice of a competent professional in determining the exercise of reasonable care in any situation. This is a rapidly evolving situation and more research is needed. At this point in time, it is not feasible to write definitive rules that will apply to every scenario. In certain situations, deviations from these methods may be appropriate, based on the circumstances of the situation and the professional judgment of the professionals involved. Common sense should prevail in all cases and respect for one another will remain a high priority despite potentially differing opinions.

## Section 1- Identification of a Pandemic Response Team

Carlisle Christian Academy (CCA) has developed a Pandemic Response Team that is responsible for the oversight and implementation of the CCA Health and Safety Plan. The Pandemic Response Team will consist of the following individuals with corresponding roles:

Head Administrator- Will serve as the Pandemic Team Coordinator and oversee all aspects of the Health and Safety Plan.

Secondary Principal- Will serve as the Substitute Pandemic Team Coordinator in the absence of the Head Administrator. Will communicate with Head Administrator to address COVID-19 related concerns.

Office Manager- Will serve as the point of contact for families with COVID-19 related questions or concerns. Will also serve to assist in the monitoring of student health and safety.

Director of Technology- Will serve to assist in technology related aspects of the school's educational continuity plan.

Section 2- Steps to protect children and staff at higher risk for severe illness

CCA is committed to helping to protect children and staff who are at a higher risk for severe illness. Staff and families should notify the Pandemic Coordinator if they believe they have a higher risk for severe illness. Accommodations may be implemented that will reduce exposure to other individuals and increase physical spacing in classrooms. Accommodations may also be made for high risk students to utilize virtual instruction as a means for attending classes. Children and staff at a higher risk for severe illness will be handled on a case-by-case basis.

Section 3- Processes for monitoring students or staff members for symptoms and history of exposure

CCA is requiring parents to monitor their child’s health prior to sending them to school each day. Parents should use the following chart to determine if it is appropriate to send their child to school or not:

Group A 1 or more symptoms	Group B 2 or more symptoms
Cough Shortness of breath Difficulty breathing New olfactory disorder New taste disorder	Fever (measured or subjective) Chills Rigors Myalgia Headache Sore throat Nausea or vomiting Diarrhea Fatigue Congestion or runny nose

**Stay home if, you or the student:**

- Have one or more symptoms in Group A **OR**
- Have two or more symptoms in Group B **OR**
- Are taking fever reducing medication.

CCA staff will continue to monitor students throughout the school day. Students who display signs or symptoms of illness may have their temperature checked by staff.

At any point that a student or staff member displays symptoms or a history of exposure, steps will be taken in accordance with Section 4 of the Health and Safety Plan.

Section 4- Steps to take in relation to isolation or quarantine when a student or staff member becomes sick or demonstrates a history of exposure

If a student or staff member becomes sick and displays symptoms consistent with COVID-19, as outlined in Section 3, that individual will be immediately isolated from the rest of the school population and will be required to leave the school as soon as possible.

Individuals sent home from the school should follow the guidelines established in Section 5 of the Health and Safety Plan to determine when they may return to school.

Areas of the facility that were used by the sick person will be closed off until they can be properly cleaned.

## Section 5- Guidelines for when an isolated or quarantined individual may return to school

Isolation and quarantine measures are necessary to reduce the spread of COVID-19 and to keep the community safe. According to the CDC, isolation should be used to separate people who have a confirmed case of the COVID-19 virus or are displaying symptoms of possible COVID-19. These people may be symptomatic or even asymptomatic. Anyone who has the COVID-19 virus or is displaying symptoms must stay home and isolate and should contact the school office.

An evaluation by a healthcare provider is recommended for any staff member or student who is sent home with symptoms consistent with COVID-19.

Symptomatic individuals not tested may return to school after 10 days from symptom onset AND at least 24 hours after fever resolution (without use of fever reducing medication) AND improved respiratory symptoms.

Symptomatic individuals that are clinically cleared by a qualified health care provider or who test negative for COVID-19 may return to school after being afebrile for 24 hours (without use of fever reducing medication) AND symptoms are improving.

Individuals who test positive for COVID-19 should isolate at home for 10 days and follow recommendations from public health officials before returning to school.

According to the CDC, quarantine measures should be taken to keep people separated who might have been exposed to the COVID-19 virus but the presence of the COVID-19 virus is not confirmed and symptoms are not being displayed. Anyone who believes they may have been exposed to the COVID-19 virus must stay home and quarantine and should contact the school office. Individuals who are a close contact of an infected person will be notified by the school and are required to quarantine. Details about the identity of the infected person will be kept confidential. A closed contact is defined by the CDC as someone who was within 6 feet of an infected person (laboratory-confirmed or a clinically compatible illness) for a cumulative total of 15 minutes or more over a 24-hour period. An infected person can spread SARS-CoV-2 starting from 2 days before they have any symptoms (or, for asymptomatic patients, 2 days before the positive specimen collection date), until they meet criteria for discontinuing home isolation.

- Exception: In the K-12 indoor classroom setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student (laboratory-confirmed or a clinically compatible illness) if both the infected student and the exposed student(s) correctly and consistently wore well-fitting masks the entire time.

This exception does not apply to teachers, staff, or other adults in the indoor classroom setting.

People who self-quarantine may return to school after 10 days have passed since the possible exposure or after 7 days with a negative test result on day 5 or later.

Students and staff who travel outside of the state of Pennsylvania should follow PA Department of Health Guidelines related to self-quarantine.

People who have had COVID-19 in the past 3 months or those who are fully vaccinated against COVID-19 do NOT need to quarantine after an exposure to another person with COVID-19 if they meet ALL of the following criteria:

- They are fully vaccinated (i.e.,  $\geq 2$  weeks following receipt of the second dose in a 2-dose series, or  $\geq 2$  weeks following receipt of one dose of a single-dose vaccine); AND,
- They have remained asymptomatic since the current COVID-19 exposure.

It is recommended by the CDC that vaccinated individuals still get tested 3-5 days following exposure.

Regardless of vaccination status, people who exhibit new or unexplained symptoms of COVID-19 still need to isolate and get tested for COVID-19.

Close contacts who have not received vaccine or who do not meet all of the above criteria must follow existing quarantine guidance.

## Section 6- Guidelines for hygiene practices

Good hygiene practices will help in decreasing the spread of COVID-19. These practices include both hand hygiene and respiratory etiquette. CCA staff will work to promote these healthy behaviors through proper instruction, monitoring of hygiene practices and reinforcement of desired behaviors.

Teachers will instruct students on the proper handwashing procedures according to CDC guidelines and assess students understanding of these procedures and their importance. Teachers will schedule monitored handwashing times or hand sanitizing times when deemed appropriate. These times may include, after recess, after activities with shared objects, before lunch and periodically throughout the day.

Teachers will also instruct students on respiratory etiquette, including the covering of sneezes and coughs. Teachers should assess their student's understanding of this etiquette and its importance. Tissues and hand sanitizer will be available in the classroom for staff and student use as supplies are available. Students are encouraged to have their own individual hand sanitizer to carry with them if desired.

Section 7- Expectations for the posting of signs

Signs will be posted in highly visible areas of the school that will promote everyday protective measures and describe how to stop the spread of germs. These signs will be placed at school entrances and in each classroom. Signs that display proper handwashing will be posted in each restroom.

Signs related to the safety of employees in the workplace will be displayed in the employee workroom.

Section 8- Procedures for cleaning, sanitizing, and disinfecting learning spaces

CCA will continue to use a contracted cleaning service each day to ensure proper cleaning and disinfection of the school. Additionally, CCA staff will clean and disinfect frequently touched surfaces within the school on a routine basis of up to two times per school day. Frequently touched surfaces may include door handles, sink handles, toilet handles, drinking fountains and other surfaces. Teachers will also develop a schedule for cleaning and disinfecting frequently touched surfaces in their classrooms, including desks and tables. Cleaning products will meet EPA disinfection criteria and will be safely stored.

Section 9- Training of all staff on the implementation of the Health and Safety Plan

An in-depth review of the Health and Safety Plan will be conducted with staff during in-service trainings before the start of the school year. Additionally, staff will be trained on best practices related to the cleaning and disinfection of surfaces.

Any new employee that begins working at CCA after the school year begins will be given a training on the implementation of the Health and Safety Plan by the Pandemic Coordinator as part of the orientation process.

## Section 10- Virtual School Attendance

As a brick-and-mortar school, we believe education is best when it is in-person. Students are encouraged to attend school when they can but stay home in accordance with school policy. In situations where students are required to be at home, virtual attendance may be an option.

Virtual attendance will be considered “Present” under the following conditions:

- With Administration’s approval
- The student is in quarantine with proper documentation
  - Proper documentation could include:
    - Positive Covid-19 result by a family member or an individual defined as a close contact
    - Positive Covid-19 result by the individual
    - Doctor's note for student to work from home for a noted time period

## Section 11- Communication with Families

Communication with families through the COVID-19 pandemic crisis is critical to ensure success of our plan. The CCA COVID Health and Safety Plan will be posted on the CCA website and emailed to families for review.

The COVID-19 pandemic has been a rapidly changing situation with new information emerging throughout the situation. If new information emerges that prompts a change to the COVID Health and Safety plans, these changes will be communicated to families via email for review and the new plan will be posted on the CCA website.

Staff and families will be notified via email if there is a confirmed case of COVID-19, however personal information will remain confidential. Included in this communication will be the school's determination about continuing in-person instruction or transitioning to online instruction. These determinations will be made in accordance with the PA Department of Health and PA Department of Education best practice guidelines.

# Appendix I

## **PARTICIPATION AGREEMENT ADDENDUM**

I acknowledge that participation in any and all Carlisle Christian Academy events involves risk to the participant (and to the participant’s parents or guardians, if the participant is a minor), and may result in various types of injury including, but not limited to, the following: sickness, exposure to infectious/communicable disease, bodily injury, death, emotional injury, personal injury, property damage, and financial damage.

In consideration for the opportunity to participate in any and all Carlisle Christian Academy events (the “activity”), the participant (or parent/guardian if the participant is a minor) acknowledges and accepts the risks of injury associated with participation in and transportation to and from the activity. The participant (or parent/guardian) accepts personal financial responsibility for any injury or other loss sustained during the activity or during transportation to and from the activity, as well as for any medical treatment rendered to the participant that is authorized by the sponsor or its agents, employees, volunteers, or any other representatives (collectively referred to as the “activity sponsor”). Further, the participant (or parent/guardian) releases and promises to indemnify, defend, and hold harmless the activity sponsor for any injury arising directly or indirectly out of the described activity or transportation to and from the activity, whether such injury arises out of the negligence of the activity sponsor, the participant, or otherwise.

If a dispute over this agreement or any claim for damages arises, the participant (or parent/guardian) agrees to resolve the matter through a mutually acceptable alternative dispute resolution process. If the participant (or parent/guardian) and the activity sponsor cannot agree upon such a process, the dispute will be submitted to a three-member arbitration panel for resolution in accordance with the rules of the American Arbitration Association.

Date: \_\_\_\_\_

Name of student: \_\_\_\_\_

Name of parent/guardian: \_\_\_\_\_

Signature of parent/guardian: \_\_\_\_\_