



GENEVA CLASSICAL ACADEMY COVID-19 SAFETY PLAN

The Administration and Board of Directors reviewed the family survey data, consulted the CDC and state and county authorities, and considered what other private schools are doing to establish the following procedures for Geneva with regard to COVID-19. We have tried to take a balanced approach based on the available information to ensure student safety. Our school and class size definitely work to our advantage in this situation.

The prayer of the Geneva Board of Directors and Administration is that parents will be gracious to us in making these decisions, as it is nearly impossible to satisfy everyone completely on this issue, and that we will all show grace to one another in the midst of differing convictions. Please keep a positive attitude for the encouragement of everyone and example for the children.

The following temporary protocols are being updated and re-evaluated weekly. We are praying to be back to our full Geneva community procedures very soon.

PREVENTION

Hand sanitizers will be stationed in all classrooms and common areas, including morning drop-off, lunch spaces, offices, and bathrooms.



Parents should make sure students are well (taking temperatures is suggested) before arriving at school and keep sick children home for symptoms such as frequent coughing, body aches, intestinal viruses, loss of taste, and temperatures of 100.4° or higher.



Staff will take temperatures of students and Geneva employees when they arrive on campus until further notice.

We will re-evaluate this practice periodically. Following that, temperatures will only be taken for anyone showing symptoms of any type of sickness.



Upon careful evaluation of each classroom, administrators have determined a way for each class to attain a reasonable distance between desks. Teachers may assign students to small groups to facilitate additional social distancing.



CLEANING



Cleaning and disinfecting efforts will be increased during the school day.



The cleaning staff will focus on high traffic areas i.e. door handles, light switches, lockers, bathrooms, stair rails, etc.



Student tables, desks, and work areas will be cleaned before students arrive each morning.



Student areas will be cleaned periodically throughout the day, including after snack and lunch, and as needed.



Drinking fountains will be closed, including for refills. Students are required to bring water bottles from home.



Center toys will be cleaned regularly.



HYGIENE

Students will be taught hand washing procedures, and these procedures will be reinforced. Students need to wash hands with soap (or use sanitizer if soap is not available) before eating, after using the restroom, before and after playing on the playground, and as needed throughout the day.



Students will use individual, not shared, classroom supplies such as pencils, crayons, art supplies, etc.



No sharing of food or drinks will be allowed.



LUNCH & GATHERINGS



Consilium and Curia will be delayed for a minimum of two weeks.



Hot and cold boxed, nutritious lunches will be available with disposable utensils/products. Lunches will be delivered to students in various locations with gluten free and allergy sensitive options.



Students will be spread out for lunch time in small contact groups in the following areas: the cafeteria, outdoor covered picnic tables, and classrooms.



Field trips will be evaluated by the Administration based on outdoor vs. indoor considerations, venue requirements, and feasibility of social distancing.



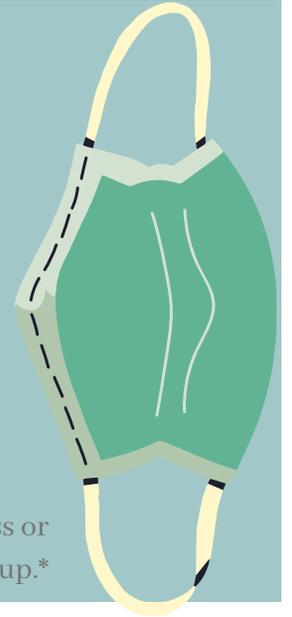
Protocol and safety procedures for large gatherings such as Orientation and Back-to-School Night are being assessed and updated weekly.



FACE COVERING / MASK POLICY

Face coverings/masks will be worn in the following situations:

- For teachers if closer than 6 feet to students and adults
- For students in grades 3-5: in all indoor common areas (not in the classroom) and for arrival/dismissal
- For students in Upper School: arrival/dismissal, when changing classes, and when social distancing is not possible
- For all adults (when social distancing is not possible)



Students in grades K-4 through 2 will NOT be required to wear masks in class or indoor common areas. Masks are optional for this age group.

Teachers may remove their masks while teaching in their classrooms with social distancing.

Geneva will revisit mask requirements and adjust as needed in consultation with the City of Lakeland and guidance by the CDC.

Any type of face covering or mask is acceptable provided it is not distracting to the educational process.

Mask policies for all approved field trips will be announced.



PARENT VOLUNTEERS

Parent volunteers are vital to the Geneva community, and our mission stands to come alongside you as parents to assist you in training your children “in the nurture and admonition of the Lord” (Ephesians 6:4). Due to some temporary limitations, for the first quarter, we will suspend our required service hours until further notice. Thanks for your support and willingness to be flexible as we work through this difficult time, which we pray is short. Below is our plan for parent/visitor interaction on campus to reduce the number of individuals who have contact with the children. We will continue to re-evaluate this plan as needed.

- 1.** Parents and visitors will be limited in visiting classrooms temporarily. Details for drop-off and pick-up will be available at Orientation.
- 2.** Parents and visitors should preferably schedule meetings ahead of time with teachers and administrators.
- 3.** Family members who need to come to the office to pick up children or drop off items are asked to wear masks and go directly to Mrs. Moon in the main office.

PLAYGROUND & SPECIAL “LAMP” CLASSES

- 1.** The playground will be closed before and after school.
- 2.** During school hours, the playground will only be available to classrooms with set schedules. Masks will be optional on the playground because it is outdoors.
- 3.** Students will have Latin and Music classes with the same protocol as all other classes in accordance with social distancing.
- 4.** Students will have Art classes with social distancing, use proper hand washing and sanitizing, and use individual art supplies.
- 5.** Students will have PE (physical education) classes outside as often as possible, including small group fitness activities.



IF A STUDENT IS ILL

1.

If a child has a fever above 100.4, the child will be kept away from other children and sent home immediately.

2.

Students may not return to school if they present additional symptoms and must be fever-free for 24 hours without fever reducing medication or as directed by a doctor before returning to school.

3.

All ill students will wait in a designated, separate room in the school office (6 ft. away from other students if any additional students are present).

IF A STUDENT TESTS POSITIVE FOR COVID-19

If a student goes for COVID testing, s/he will need to stay at home and self-quarantine for 10 days from the onset of symptoms if the test results are positive. In addition to the quarantine time, the student must also be symptom and fever-free without fever reducing medication for 24 hours to return to GCA. The school will count these situations as excused, extended absences, and remote learning will be provided should any students face a quarantine situation to ensure they stay on track academically.

If a student (or family member) tests positive for COVID, the family *must* notify the school. Parents of children who have been within 6 feet of an infected child for more than fifteen minutes will be informed. These students will be required to quarantine for 10 days to monitor for presentation of symptoms. Siblings of an infected student will also be required to quarantine.

If a student in any class tests positive for COVID, a phone call or letter will be sent home to families of students in that class. It is important to respect the confidentiality of families and not disclose any names.



If a student tests negative for COVID, that student may return after 10 days provided s/he has also been symptom and fever-free without fever reducing medication for 24 hours.

Any classrooms impacted will undergo a deep cleaning process in accordance with CDC guidelines.

IF A STAFF/FACULTY/ADMINISTRATOR IS ILL:

If a Geneva employee displays symptoms such as frequent coughing, fever, body aches, etc., that employee needs to leave campus.

If a fever of above 100.4 is present, the employee needs to remain home until 24 hours fever free or as directed by a doctor.

In addition, anyone who undergoes COVID testing will need to stay at home and self-quarantine for 10 days and wait until s/he receives the results of the COVID test.

IF A STAFF/FACULTY/ADMINISTRATOR TESTS POSITIVE FOR COVID 19:



Staff/faculty/administrators will not come to work when they are not feeling well. In addition, they will quarantine if a member of their immediate family tests positive.



If staff/faculty/administrators go for COVID testing, they will need to stay at home and self-quarantine for 10 days from the onset of symptoms if the test results are positive. In addition to the quarantine time, they must also be symptom and fever-free for 24 hours to return to GCA.



If staff/faculty/administrators test positive for COVID, they must contact the school. Contact tracing will be conducted, and appropriate parties will be informed.





If a faculty member tests positive for COVID, then students in the class may need to quarantine for 10 days to monitor for presentation of symptoms.



If staff/faculty/administrators test negative for COVID, they may return to work after 10 days, provided they have been symptom free for 24 hours.

RESOURCES

Click below for valuable resources:



"When You Can Be Around Others After You've Had or Likely Had Covid-19"



"Quarantine If You Might Be Sick"

"Consider it pure joy, my brothers when you experience trials of many kinds because you know that the testing of your faith develops perseverance. Allow perseverance to finish its work, so that you may be mature and complete, lacking in nothing."

James 1:2-4

