



Taylor Mill Christian Academy COVID-19 Return to School 2020-2021

INTRODUCTION

This COVID Response Safe School plan for the 2020-2021 school year outlines the guidelines and steps that Taylor Mill Christian Academy will use to make decisions during the COVID-19 pandemic. The plan is based on the latest up-to-date public health recommendations. It may need to be modified from time to time as information on this new virus and the advice from the CDC continues to unfold.

The TMCA leadership team and support staff are committed to providing quality, engaging learning experiences and the family-like Christian culture we value so much. As we continue to review the latest CDC and local government guidelines, adjust our strategies, and implement the plans for returning to school in August, we are committed to:

- **Safety First** – The physical and emotional safety of our students remains our primary concern.
- **Monitor Regularly** – Given the magnitude and range of this challenge, we must make difficult decisions and move purposefully. We will listen, adjust, and adapt quickly.
- **Mission Focused** – Our mission to provide a Christ-centered education has never been more clear. It remains our duty and privilege to prepare students “for the joy of service in this world and for the higher joy of wider service in the world to come.” (EG White, *Education* p13)

This plan was drafted by administration after consulting principals and education superintendents, meeting with teachers, reading the Center for Disease Control recommendations, and reviewing the plans for multiple private and public school systems and has been approved by the TMCA School Board.

1 Specific Outline and Guidelines for School and Classroom Routines

1. STUDENT ARRIVAL

a. Parents must keep students at home if they are sick, show symptoms of illness, a family member in the same household has COVID, or have been in contact with COVID

- b. Temperature screening of students will be conducted per teacher discretion
- c. Students with 100.0° and higher will not be allowed to remain in school
- d. Masks (per parent discretion, if not mandated by Kenton County)
- e. Wash hands using the hand wash stations or the touchless hand sanitizer at the entrance upon entry
- f. Parents and guests limit entry into the classroom, only entering for necessary paperwork or conversation with the teacher

2. STUDENT ACTIVITIES

a. Entering the School Building

- Students wash their hands as they enter the school or classrooms using the hand wash stations / touchless hand sanitizers in every entrance of the school and classrooms

b. Chapel and assembly meetings

- Students will be in the sanctuary with spaced assigned seating assignments

c. Playground use

- Will be scheduled
- Per CDC guidelines, playground equipment will not be routinely sanitized, students will wash their hands upon re-entry of the classroom

d. Lunch

- Students will be in the Fellowship Hall spaced out with assigned seating
- Students will wash hands prior to and after eating lunch

e. Restroom

- No more than two students at a time will be permitted in the restroom, students must wash hands after using the restroom

f. School Supplies

- Students will not share personal supplies

3. STUDENT DISMISSAL

- a. Students will be dismissed from Ms. Gennicks classroom. Students will remain seated until they are called for dismissal.

4. DISTANCE/ONLINE LEARNING

a. Requirements

- Device with a webcam, mic, mouse, keyboard, and internet connection. Contact the school if you need to borrow a device
- Video must show the students face at all times

b. Communication

- Consistent effective communication with the parents must take place regularly
- Parents will receive a weekly email with current information pertaining to school. If necessary, additional emails will be sent
- Parents and teachers will check the red communication folder weekly. Students are to travel to and from school with their red folder

5. LIMITING PERSONS IN THE SCHOOL FACILITY

- a. TMCA should prohibit persons from the facility with the exceptions of:
- Faculty and staff
 - Persons with a legal authority to enter, including law enforcement officers, child care licensing staff, and Child Protective Services staff
 - Professionals providing services to children
 - Students
 - Parents or legal guardians who have children enrolled and present at the facility, and have a legitimate need for the parent to enter a facility (communication via phone, email and scheduled appointments are encouraged)

2 Handbook Updates to Include Cleaning, Health, Food, Communication, Routines, Protocols

1. SAFETY AND SANITATION

- a. School facilities will be sanitized and disinfected daily and as often as necessary
- b. Surfaces will be sanitized and disinfected daily and as often as necessary
- c. Shared Manipulatives use will be limited and sanitized before and after use

2. HEALTH

- a. Stay Healthy
- Nutrition, water consumption, good hygiene, regular exercise and bed times are encouraged for the home environment
- b. Screening
- Persons who have a fever of 100.0 or above or other signs of illness will not be admitted to the facility.
 - Parents are encouraged to be on the alert for signs of illness in their children and to keep them home when they are sick.
 - Staff and volunteers are to report any illness to their supervisor and require notification of COVID-19 positive case in employee's household.
 - Examples of screening methods are available in the [CDC Guidance](#).
- c. Students should stay home
- If students have fever they should not come to school
 - If students show symptoms of COVID, they should not come to school
 - If a member of the family has COVID symptoms, or has been on contact with COVID, students should not come to school
- d. Teachers and Staff
- If a child becomes sick while at the facility, a staff member will contact the parent or guardian immediately and separate the child from other children at the facility.

3 Continuity of Instruction for Special Populations

1. ASSESS STUDENT NEEDS

- a. Assess what the students are lacking to ensure continuity of

instruction

Special needs will be assessed on an individual basis. Intervention will be administered as the staff deems necessary.

4 Tuition

1. TUITION AND FEES

- a. TMCA strives to keep tuition and fees as reasonable as possible.
- b. Moving from an in-person to an online instructional model does not decrease costs as personnel costs comprise the majority of our budget. In the event that TMCA must deliver course work remotely due to COVID-19, TMCA does not have a current plan to cancel, waive or refund any portion of tuition that is owed while enrolled. We pray that this policy is for short-term online instruction.

2. COMMUNICATION

- a. COVID-19 has brought unique challenges for families and the school. If your financial circumstance changes in any way, it is imperative that you maintain communication with the Treasury team.
- b. Emergency assistance, extra time for payment and other possible accommodations may be deemed appropriate, but must be addressed immediately with a Treasurer prior to experiencing delinquency of the account.
- c. The Treasury team is available to support your commitment to delivering a quality Christian Education to your child/children. Please do not hesitate to reach out to them.
 - Jessica Massengale, Minister of Money, Lead Treasurer 478-737-1456
jessicamassengale@att.net
 - Jodi Hedger, Minister of Money, Assistant Treasurer 859-912-3455
hedger2012@yahoo.com

5.COMMUNICATION

1.TMCA Administration with Parents

- a. Parents will be notified regularly through weekly emails and monthly e-newsletters. If you are not receiving them, contact Ms. Gennick immediately
- b. Additional emails, Zoom meetings and phone calls will be initiated as need arises

2. Helpful Contact Information for Parents

- a. The TMCA Leadership team and the TMSDA Church are available to support you through this crisis. Please reach out to the following individuals and communicate your needs as necessary:
 - Kelly Gennick, Minister of Education, Principal & Teacher 423-255-6962
kgennick@kytn.net
 - Janet Chase, Educator Extraordinaire 978-660-8912 jmchase254@aol.com
 - Bryan Banos, Pastor Taylor Mill SDA Church 954-376-9391 bryanbanos55@gmail.com
 - Michelle Barkan, School Leadership Champion, School Board Chairperson 513-477-8443
michelle@barkanadvertising.com

taylor mill
Christian Academy

 Building Character for Eternity



**Taylor Mill Christian Academy COVID Guidelines
Statement of Agreement**

I, _____, parent of _____

have read and understand the TMCA COVID-19 Guidelines in full. I agree to abide by and help support the above policies. I understand this policy may change in light of new information pertaining to the COVID-19 Pandemic is discovered and will be communicated in writing by the TMCA Administration Team.

Signed _____

Date _____