



Our Mission is to develop students with a Heart for God who grow as Jesus did "...in wisdom and in stature and in favor with God and man." (Luke 2:52)

Dear Cornerstone Family,

I hope everyone is having a safe and restful summer. As August approaches, I become anxious because it signals the start of a new school year. I know some of you are anxious due to the strange and uncertain time we are experiencing. Jesus tells us that he is the "Alpha and Omega, the First and the Last, the Beginning and the End" (Rev. 22:13). If Jesus is the First and Last, he must know everything in between. At least that's what I am counting upon. As we prepare for the 2020-2021 school, may the Cornerstone family rely upon Jesus to give us assurance in uncertain times.

The Healthy and Safe School Committee has been meeting since June in preparation for this time. This committee is comprised of parents, faculty and Board members that have met weekly to establish the protocol for a safe and successful school year. Attached is the protocol we need to follow to have a safe environment and a successful school year.

I wanted to introduce you to our new personnel. Rachel Wyatt will be our new middle school and high school math teacher. Holly Bryant has moved to become the new fifth grade teacher and Brandy Crase will be our new K5 teacher. Ashley Philpot is going to be our new K3 teacher. Rebecca Napier is the new financial secretary and Lily Turner is our new receptionist. Whitney Hale will serve as a part time custodian to help with our additional cleaning and sanitizing needs. We have a great faculty and staff. Please tell them of your appreciation every chance you get.

Our faculty has made one request: please bring your child's supplies on Open House night in order to eliminate the chaos of the first day. We ask that every family make plans to attend Open House. Our Open House schedule is as follows:

Monday, August 3rd – K5 through 2nd grade 6pm
Tuesday, August 4th – 3rd through 5th grade 6pm
Thursday, August 6th – middle school/high school 6pm
Friday, August 7th – preschool 6pm

We have spread our Open House over a series of nights so as to eliminate congestion and to maintain social distancing. We ask that everyone wear a mask on these nights if possible. We also ask that everyone complete any necessary registration paperwork and pay any remaining fees (registration/book) before open house if possible or at open house as we are making final preparations for the first day of school.

Our prayer is that God will provide us with a hedge of protection for this school year and that we might be as faithful to him as he has been to Cornerstone.

Yours in Christ,
Joe Allen
Principal Cornerstone Christian School



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CCS RETURN TO SCHOOL HEALTHY CAMPUS PLAN

Section 1: Introduction and Summary

1.1 INTRODUCTION

Cornerstone Christian School (CCS) has worked diligently preparing to return our students to in-person classes beginning August 12th, 2020. We believe in-person classes provide the best possible academic, social and spiritual outcomes for all of our students. We are committed to take steps to ensure the safest possible environment for our students and faculty. We have reviewed guidance from the CDC, Kentucky Department of Public Health, Kentucky Division of Childcare, ACSI, and the Kentucky Department of Education to consider recommended best practices for safety. We have collectively worked together as board members, faculty, parents and students to put in place the following plan. Although there are many challenges, we feel this plan allows us to resume our mission of providing a first-class Christian education. We are confident that although some things will be different, your student will still experience the hallmark benefits we offer of small class sizes, more individualized attention from faculty, a Christian family-like learning environment, strong academic student outcomes and most importantly the cultivation and growth of a personal relationship with Jesus Christ for each student. This plan is a beginning and not an end and will change as the COVID-19 situation continues to change. As a Christian school we look forward to the year ahead faithfully anticipating our God to do great things in the lives of our students!

1.2 SUMMARY

- ❖ CCS will begin in-person classes on August 12th, 2020.
- ❖ CCS will be using a traditional schedule for the 2020/2021 school year with plans in place for NTI if required.
- ❖ CCS will use the following methods to social distance to the greatest extent possible: Additional drop-off/pickup location and staggered times, reduced class capacities and adjusted classroom setup, staggered use of common spaces, installation of physical markings and barriers where social distancing cannot be met, reduction of schoolwide assemblies, cohorting students with their classmates and limiting cross transfer with other classes.
- ❖ CCS is unable to meet the recommended social distancing in all current classrooms and therefore will require cloth face coverings as detailed below:
 - Faculty/Staff members: Required
 - Preschool Students: Not required



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- Kindergarten Students: Not required inside classroom. Required when moving/transitioning outside of the classroom.
 - 1st Grade – 12th Grade Students: Required all areas where social distancing recommendations cannot be met including classrooms. Required when moving/transitioning outside of the classroom.
 - CCS will work to provide students with frequent mask free opportunities throughout the day where social distancing recommendations can be met.
 - CCS will provide all students with at least 1 washable cloth face covering and recommends that each student have 5-6 cloth face coverings to rotate.
 - In the event a student is medically unable to wear a cloth face covering a written excuse will be required from their Medical Doctor and the student will be required to wear a Face Shield.
- ❖ CCS will screen all Faculty and Students daily before they enter the building. Faculty and Students with temperatures above 100.4 degrees F or that meet any of the exclusion criteria will not enter the building.
 - ❖ CCS will promote a clean healthy learning environment by performing the following:
 - increasing daily sanitation/disinfectant cleaning
 - follow a detailed cleaning schedule including sanitation/disinfecting common spaces between cohort uses
 - obtaining adequate cleaning products, PPE and supplies
 - evaluating building systems prior to school beginning for any necessary changes/adjustments
 - ❖ CCS will follow recommended infection control policies. Emphasis will include hand hygiene, respiratory etiquette, faculty/student/family education, isolation, return to school, PPE education and attendance monitoring.



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Section 2: School Schedule/NTI Preparation

2.1 CCS has planned to follow a traditional schedule for the 2020/2021 academic school year with provisions to make adjustments in the event it is required for the safety of students/faculty.

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26	27	28	29	30																																																										

 School Closed/Holidays	 End of nine weeks grading period
 Half Day	 First and Last Day of School
 Field Trips	 Testing Week

2.2 CCS has developed a detailed plan for NTI preparation including the following:

- Each student will have an assigned Chromebook specific for their use only. (**Chromebooks on order however a delay for delivery is expected**)
- Each teacher will set up Google Classroom at the beginning of the year.
- Google Classroom and RenWeb will be utilized for weekly communication and homework assignments to familiarize students and parents with the platform in the event NTI is needed.
- If NTI is initiated the student will be able to utilize their assigned Chromebook and google classroom from home. (**Chromebooks on order however a delay for delivery is expected**)



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Section 3: Social Distancing

3.1 Drop-off/Pick-up – CCS will have three locations for drop-off/pick-up. Preschool students will be dropped off and picked up at the front entrance of the Port Building First Floor. Elementary students will be dropped off and picked up at the Main Church Entrance. Middle/High School students will be dropped off and picked up at the Port Building 2nd Floor side entrance. There will be two time blocks for drop off (7:30am-7:45am or 7:45am-8:00am) and two time blocks for pick up (2:55pm-3:05pm or 3:10pm-3:20pm). Parents will have a chance to select their desired drop off and pick up block at open house. Students will report directly to their classes after screening when they are dropped off. There will be no morning assembly with other classes. Students will remain in their classes until their ride arrives at pick up time. A traffic flow diagram will be provided for safety and efficiency.

3.2 Classroom Set Up – CCS classrooms do not all meet social distancing recommendations. Capacity of students has been capped and classrooms have been arranged to provide distance to the greatest extent possible. Desk top barriers will be utilized as an additional preventative measure. Cloth face coverings will be required in 1st grade -12th grade classrooms where social distancing recommendations cannot be met.

3.3 Common Spaces

- Lunch – Preschool will eat lunch in the gymnasium. Elementary students will eat lunch in the lunch room of the lower level of the church at staggered times. Middle/High School will eat lunch in gymnasium in a separate location from the preschool. An outdoor area with picnic tables will also be prepared for use when the weather permits. A manifest will be kept on seating assignments in the event it is needed for contact tracing.
- Playground – The playground will be limited to cohort groups and will be cleaned in between uses.
- Gym – The gym will be limited to cohort groups and will be cleaned in between uses.
- Library/Computer – The library/computer classroom will be limited to one class at a time and cleaned in between uses.
- Bathrooms – Preschool will utilize the bathrooms on the first floor of the Port Building. K5-2nd Grade will utilize the bathrooms on lower level of the church building. 3rd-5th Grade will utilize the bathrooms on the upper level of the church building. Middle/High School will utilize the bathrooms on the second floor of the Port Building.
- Hallways – Hallways will have social distancing markers where appropriate and use one-way traffic patterns when possible.



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- Sanctuary – The sanctuary will be utilized for music class and any necessary assemblies outside of cohort groups. Social distancing will be utilized for sanctuary use.
- 3.4 Class Sizes – Class capacities have been capped to the extent possible. The Kentucky Department of Education room capacity calculator was used as a guide to determine each classrooms capacity.
- 3.5 Physical Markings (Classes/Halls/etc.) – Social distancing decals/stickers will be used on floors and walls to help enforce social distancing to the greatest extent possible.
- 3.6 Reduction of Assemblies/Gatherings – CCS will work to minimize assemblies and gatherings. In the event of an assembly the sanctuary will be utilized which can accommodate social distancing recommendations.
- 3.7 Limit cross transfer/visitors – All visitors will be required to sign in and wear an appropriate cloth face covering. Visitation, Vendors, etc. will be limited to those necessary for essential functions of the school.
- 3.8 Emergency response drills – Emergency response drills will be conducted for one classroom at a time.



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Section 4: Cloth Face Coverings, and Personal Protective Equipment

- 4.1 Cloth Face Coverings – As social distancing recommendations cannot be met in all classrooms CCS will require cloth face coverings as follows;
- Faculty: All faculty/staff members will be required to wear a cloth face covering.
 - Students: Preschool will not be required wear a cloth face covering.
 - Students: K5 will only be required to wear a cloth face covering outside of their classroom as they are moving or transitioning throughout the campus.
 - Students: 1st Grade – High School students will be required to wear a cloth face covering in all settings where social distancing guidelines cannot be met and when they are moving or transitioning throughout the campus.
- 4.2 CCS cloth face coverings will be required to fit appropriately covering both the nose and mouth. CCS will provide cloth face covering education to students and faculty members <https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-covering.pdf>. CCS will allow solid and patterned cloth face coverings. Cloth face coverings should be consistent with CCS dress code policies. Faculty will ask students to change any cloth face covering that is in violation of the CCS dress code.
- 4.3 CCS will identify areas to provide students and staff a break from cloth face coverings: These are areas where social distancing guidelines can be met or physical barriers have been installed as an added preventative measure. (Lunchroom, Sanctuary, Outdoor Areas, etc.)
- 4.4 In the event a student is medically unable to wear a cloth face covering a written excuse will be required from their Medical Doctor and the student will be required to wear a face shield.
- 4.5 CCS will provide each student and faculty member with at least one cloth face covering. It is a recommendation of CCS that each student and faculty member acquire a minimum of 5-6 cloth face coverings to rotate.
- 4.6 CCS will acquire and maintain appropriate PPE for student and faculty safety.
- PPE Stock will include Face Shields, Gloves, and Masks
 - CCS will maintain a list of students requiring delivery of health care/treatments/medications
 - CCS faculty will be educated on appropriate PPE use (When/What/Where/Don and Doff/Dispose)



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Section 5: Screening and School Exclusion

- 5.1 All CCS Students and Faculty will be screened daily to see if they meet any of the exclusion criteria. Exclusion Criteria includes the following: a temperature greater than 100.4 and/or cough, and/or vomiting/diarrhea, and/or new rash and/or exposure to COVID-19 case in 48-hour period (Temp Taken/Log kept).
- 5.2 Faculty Screening will take place daily at school entrance. Staff members will take their temperature utilizing a thermal scan thermometer, answer the exclusion criteria questions and document both on a daily log. If faculty meet any of the exclusion criteria, they will be sent home immediately.
- 5.3 Student Screening will take place daily at the drop off locations. Students will be scanned with a thermal scan thermometer by a staff member before exiting the car and the parents will be asked the exclusion criteria. Both will be documented on a daily log. Any students who meet any of the exclusion criteria will remain in the car and be sent home with their parent/family member.
- 5.4 All CCS visitors entering the building will be screened before being allowed to enter. Visitors will have their temperature taken utilizing a thermal scan thermometer and be asked to answer the exclusion criteria questions and document both on a daily log. If visitors meet any of the exclusion criteria, they will not be allowed to enter the building.
- 5.5 All Faculty/Parents/Students will receive education on when students/faculty should stay home. The education will utilize CDC guidance and best practice recommendations and take place prior to the first day of school.
- 5.6 CCS will have a designated isolation area for any students who become sick during the course of the school day. The student's parent will be called and the student will be sent to the isolated area under supervision until the parent arrives. The student will wear their cloth face covering while in isolation.
- 5.7 CCS will request students who have had a positive COVID-19 test to present a return to school slip from their Medical Doctor when they are no longer contagious.
- 5.8 CCS encourages faculty/and students to be cautious and remain home when experiencing potential symptoms of COVID-19 or when they have had a known exposure to someone who is positive for COVID-19. Due to the extra caution the enforcement of the attendance policy will be made on a case by case basis after careful review of circumstances.
- 5.9 CCS encourages faculty and students to stay up to date on required immunizations and annual health screening exams.
- 5.10 The CCS faculty and office staff will monitor attendance to identify any trends/patterns.
- 5.11 CCS will consult with the local health department in the event there is a positive COVID-19 case within the school community. Decisions regarding the closure of school for an outbreak will be made by the principal and board of directors after consulting with the local health department.



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Section 6: Sanitation and Environmental Factors

- 6.1 CCS will post signage throughout the facility in highly visible areas promoting everyday protective measures as recommended from the CDC and Kentucky Department of Public Health.
- 6.2 CCS has created an inventory of necessary cleaning, disinfectant and sanitation supplies and will monitor and replenish stock as necessary. Products have been selected after reviewing efficacy and kill time for pathogens utilizing the appropriate EPA list.
- 6.3 CCS has created an inventory of all spaces within each facility and determined custodial guidelines for type of service, frequency of service, product to be used and other instructions.
- 6.4 CCS has created a daily cleaning and disinfection schedule for all inventoried spaces within each facility to ensure all stakeholders know the expectations.
- 6.5 CCS Faculty and Staff will be educated on all cleaning protocols and techniques for using products appropriately.
- 6.6 Appropriate PPE will be provided for custodial staff.
- 6.7 CCS will consult with local health department for guidance as necessary.
- 6.8 CCS will place a focus on hand hygiene. Hand cleaning supplies will be made readily available throughout the facilities. Hand sanitizer dispensers will be placed in all classrooms and high traffic areas. Hand soap and disposable paper towels will be available in all bathrooms/sink locations. Handwashing and respiratory etiquette education will be provided to all students.
- 6.9 CCS will eliminate use of shared objects to the extent possible. Students will utilize their own school supplies. Where shared use is necessary, items will be sanitized and disinfected between use.
- 6.10 CCS asks all students to bring their own drinking water. CCS will maintain a supply of bottled water (disposable containers) for times when a student forgets to bring their own personal water. Water fountains will be sanitized frequently but drinking from them is not recommended at this time.
- 6.11 Common areas (sanctuary, playground, lunch room, gymnasium, etc.) will be cleaned/sanitized between each cohort group use.
- 6.12 CCS encourages students to bring their own lunch when possible but will continue to offer a daily lunch order option.
- 6.13 CCS will evaluate the HVAC building systems prior to school reopening to ensure it is operating at maximum capacity and efficiency.
- 6.14 CCS will continue to offer after school care as an accommodation to our constituency. After school care will be provided in the fellowship hall in the lower level of the church building where social distancing recommendations can be met. Special accommodations for cleaning will be made to ensure a safe environment.

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Section 7: Contact Tracing

7.1 CCS will notify the local health department of any positive cases of COVID-19 and cooperate with contact tracing to identify those at high risk of infection from the positive COVID-19 student/staff. Students/Staff who are positive will be required to quarantine/isolate until they are no longer contagious. A release from their medical provider will be requested before returning to school.

QUESTIONS/POINT OF CONTACT

For any additional questions you may have related to our school reopening plan please feel free to contact Mr. Joe Allen, Principal.

**Principal Joe Allen
Office: 606-862-0509
Cell: 606-309-3486**