

**Preschool, Lower School,
Middle School**

www.cgca.org

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**The Mission of Cedar Grove
Academy is to give a quality
Christian Education emphasizing
traditional Biblical value.**

Hello and Greetings from Cedar Grove Christian Academy,

July 2020

Thank you for your patience and prayers as we navigate this challenging time. We have been so blessed by all the support from our school families over the past few months. We are doing our best to ensure that school will be a safe and profitable experience for our students this fall. We know that people have a lot of questions about what school is going to look like, so we wanted to send out our new policies and procedures amid COVID-19. We understand that this is a lot of information and that these policies will make school function differently. Despite this, we want to encourage you and your family that school life is going to look and feel very similar to the way it has in the past. We hope that you will hold us up in prayer this summer and are looking forward to having students on site soon. If you have any other questions after reading this document, please feel free to contact us at help@cgca.org.

As of right now, we have decided to start school on August 31st with the knowledge that we will most likely still be in a green phase. We are actually starting school a few days earlier than previously anticipated so that we have time to adjust to the new procedures and not miss out on any academic training. Due to the fact that we maintain smaller class sizes than the public sector, we feel comfortable having all our students in class daily. We are also preparing for an online option for families who prefer this approach.

It is important for you to know that students will mainly be interacting within homeroom units. What this means is that each homeroom will remain in their primary classroom for the majority of the day. Most classrooms will have no more than 20 people, with many less than that. Anyone entering the facility will have their temperature monitored via infrared camera system and will need to wear masks when interacting with others. Once a student is settled in their homeroom seating they may remove their mask as long as they maintain the required physical distancing. During outdoor recess and activities we will intentionally plan games that promote distancing. Students will need to wear masks anytime they are interacting with others or in a transitional environment such as class changes. In order to make CGCA a safe place and adhere to CDC/State recommendations, we will screen families that have recently traveled abroad or have been in situations that may have exposed them to a high risk environment.

Before school starts

- Beginning two weeks before the start of school, please begin monitoring for symptoms of COVID-19. Symptoms of COVID-19 can include: fever of 100.4 degrees or greater, cough, shortness of breath, diarrhea, fatigue, headache, muscle aches, nausea, loss of taste or smell, sore throat, congestion, runny nose, or vomiting. Anyone exhibiting any of these symptoms will be asked to stay home.
- Consider travel plans that your child or anyone in your household will be doing within 14 days prior to the start of school. International travel or travel to areas with widespread COVID-19 infections may prohibit your child from starting school on time. Please contact us with any specific questions about travel.
- If your child has contact with anyone with a confirmed or suspected case of COVID-19 within 1 week of the start of school, your child will be asked to stay home.

On the first day of school:

- In order to limit the number of people coming on-site during the first day of school, we will be asking families to say their good-byes at the curb or car. Please do your best to handle all your business remotely and in advance of the first day of school. We will be having class meetings shortly after the school start date for you to meet your child's teacher and learn classroom routines. More on this process later.
- We will require parents to wear a mask if outside of their personal vehicle, and refrain from entering the school building. We will have teachers outside greeting all students as they arrive on the first day of school.
- Gym uniforms should be ordered using the form sent with the summer mailing. Please complete the order form and send it in (with payment) with your child during the first week of school.
- At the beginning of school each day, all students and staff will have temperature checks and anyone with a temperature over 100.4, or other obvious symptoms of COVID-19, will be isolated and asked to return home.
- Students and staff will be required to wash hands frequently throughout the day including before and after meals and activities. Hand sanitizing stations will be available wherever there is no access to soap and water.
- Homerooms will maintain physical distancing from other homeroom classes.
- Teachers will arrange for students to have individual manipulatives and classroom equipment that will not be shared with other students.
- Any equipment that must be shared will be sanitized after every use.

- Bathrooms and other high touch areas will be disinfected repeatedly throughout the day.
- If a staff member needs to have close contact with a student, they will wear a mask.
- Activities.
 - Conducting class activities outdoors may be encouraged depending on the lesson and school yard space.
 - Teachers often have to speak forcefully when instructing. To help limit germ discharge faculty will be asked to wear a mask during group instruction if adequate distancing is not an option.
 - Large group activities will support physical distancing between homeroom groups.
- Meals
 - Homerooms will eat their meals together. CGCA's hot lunch program will consist of individually wrapped items and be dispensed by a staff member. Drinks and snacks will be dispensed by the lunchroom staff instead of the normal "help yourself" program.
 - Meals may be eaten outside whenever possible, but in the event of inclement weather, meals will be eaten in homerooms or in a modified cafeteria.
 - Sharing of lunch and snack foods is always discouraged. This rule will be carefully enforced.

Ongoing screening

- All students and staff will have their resting temperature taken as they arrive and before departure.
- In the case of any temperature over 100.4 or other obvious symptoms of COVID-19, parents will be notified immediately.

The faculty and staff at Cedar Grove Christian Academy are committed to strong academics, to sharing the Gospel of Jesus Christ and to the health of your child. We are required by our Father to do all that is humanly possible to fulfill these goals and then rely on our Lord for the final outcomes. Rest in His everlasting love today and know that He wants only the best for His children.

Jeff Howard

Cedar Grove Christian Academy, Principal

2020 Health & Safety Policy for Cedar Grove Christian Academy

The physical and spiritual health and safety of our school family is our top priority. We have implemented several measures that you will see in our school which are each designed to protect our students, guests and employees from potential exposure to the COVID-19 virus ("Coronavirus"), by minimizing contact, promoting social distancing and increasing sanitation throughout the facility.

You can access a more detailed list of COVID-19 protocols and procedures at CGCA.org.

In addition, to further protect the health and safety of everyone in our school, you will not be admitted into the school and you should stay home if within the past fourteen (14) days you have tested positive or have been deemed presumptively positive with the Coronavirus. If you have sought testing to determine whether you might have the Coronavirus, and have not yet received the results, you should wear a mask at all times when interacting with others and avoid all contact if you start presenting symptoms.

Symptoms commonly associated with the Coronavirus include cough, shortness of breath or difficulty breathing, OR two or more of any of the following: fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell.

As soon as you enter the school, you will undergo a non-invasive temperature check. If your temperature is 100.4 F or higher, you will be isolated and have your temperature rechecked for verification to determine whether we can safely admit you into the main school facility. No personal information or data will be recorded or retained in any manner in connection with this process.

Once you enter the school, you must:

Wear your protective face mask. Students may remove their masks after they are seated in their assigned desk and as long as they remain the regulated distance from others and adhere to the physical distancing and sanitization guidelines posted throughout the school. We reserve the right to modify these requirements on a case-by-case basis to accommodate any circumstance that in the administration's sole discretion warrants a modification to this policy.

Please note that our organization cannot guarantee that anyone will not be exposed to Coronavirus. The CDC advises that older adults and people of any age who have serious underlying medical conditions might be at higher risk for severe illness from Coronavirus and should evaluate their own risk in determining whether to enter the facility or not. Any interaction with the general public poses an elevated risk of being exposed to Coronavirus. By coming into the school, you acknowledge and agree that you assume these inherent risks associated with attendance. For this reason, and to limit the overall numbers in our school, we ask that parents say good-bye to their children outside. We will have the halls monitored in the

morning and afternoon and see that children get to their classes safely. If you have business in our offices that cannot be handled remotely we ask that you abide by all PPE standards and schedule your business in advance over the phone. It is not that we do not consider the school a safe and clean environment, but do feel it wise to limit unnecessary contact whenever possible at this time.

If at any time CGCA determines that an individual does not meet the criteria outlined in this policy, CGCA reserves the right to refuse entry or (if the individual is already in the school) immediately remove the individual from the school. These actions are at the sole discretion of CGCA.

All families enrolled in CGCA must read, understand and agree to abide by this policy. If you have any questions, or if you do not understand the policy, please contact us through our main office.