



FIRST BAPTIST  
SCHOOL *of* CHARLESTON

## **First Baptist School of Charleston Reopening Policy and Procedures**

Greetings,

Over the last few months, our school administration and our COVID Taskforce made up of faculty, staff, and administration while consulting with local health officials has worked tirelessly to develop a plan that would allow our students and staff to return to campus safely. We believe the plan found in these pages meets two objectives; adheres to current health & safety guidelines as well as providing a top-quality Christ-centered education for all of our students. Every school year is unique and faced with challenges, and this year will be no different. First Baptist School is committed to serving your family, and we feel blessed that we are partnering with you in Christian education. We are looking forward to a great school year, and we know that Christ will be glorified!

God Bless and Go Canes!

**Jeremy Blackstock**  
**Head of School**

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**Providing a Healthy, Safe and Secure Environment  
Health and Wellness Return to School Plan**

**In order to best manage our FB community during these unprecedented times, we will be relying on our families to communicate with our school nurse. We ask that you please call our office at 843-722-6646 ext. 4 if you or anyone in your household has been exposed to COVID-19 or there is reasonable suspicion that you or your household has been exposed or displaying symptoms consistent with the Covid-19 virus as published by CDC.**

The purpose of this policy is to outline the First Baptist School of Charleston's Health & Wellness office return to school guidelines and re-opening of campus after the COVID-19 pandemic. These guidelines have been carefully considered to address and promote the safety, health, and welfare of our community. These procedures are subject to change in accordance with circumstance and public health orders.

In consideration of the CDC, DHEC, and American Academy of Pediatrics guidelines and recommendations the following protocols will be implemented to ensure the health and safety of our students, faculty, staff and families.

**Class Sizes:**

First Baptist will continue to provide students with a top quality, Christ centered education while maintaining our small class sizes. State and national guidelines encourage small class sizes which has already been part of First Baptist's pedagogy. Adjustments will be made to the schedule and the day to day procedures in order to promote social distancing and minimal interaction with large groups of individuals. Please refer to the specific campus for more detailed information.

**Large Gatherings:**

We are saddened that large gatherings will not be in our immediate future. However, we are getting creative with ways to connect students across grade levels and with others in the community. Chapel services will be held virtually while still allowing for students to participate in large group discussions and worship. Lunches will be adjusted on each campus. Please refer to your specific campus for more information.

**Outdoor Learning Areas:**

Teachers and students will be encouraged to get outdoors to learn as much as possible. Outdoor learning spaces will be set up on each campus and can be checked out by the teachers.

**Visitors:**

In order to mitigate the risk of possible exposure and spread of Covid-19, First Baptist's campuses will be initially closed to all visitors, including parents, UNLESS an appointment has been scheduled. All visitors will go through the screening process before benign allowed on campus.

**Cleaning of Facilities**

- Cleaning of the facilities will be conducted on a daily basis and a thorough clean each night will be done before the next school day. Frequently touched surfaces will be wiped down numerous times throughout the day.
  - Teachers will be wiping classrooms down throughout the day
  - Maintenance will be making rounds through the day to spray any empty classrooms.
  - Bathrooms will be disinfected on a rotating schedule throughout the day.
  - Bathroom usage will be monitored to limit the number of people in at any given time.
  - Disinfecting wipes will be placed around campus for usage
  - Handrails will be wiped down daily
- An atomization disinfecting air purifier will be placed in each classroom and office to combat the airborne factor of Covid 19 and will run nightly.
- Maintenance will spray the classrooms each morning with Glissen Chemical Nu-Foamicide EPA Registered 1-Gal All Purpose Cleaner Concentrate. List N: Disinfectants for Use Against SARS-CoV-2. This is on top of the IsoKlean spray every Monday morning. (see below)
- Frequent changing of air filters
- Hand Washing will be encouraged over just hand sanitizing.
- Hand Sanitizing stations will be located at all entrances to the buildings and classrooms.
- All EPA approved disinfectant cleaners will be used.
- Water fountains will not be utilized but students should bring water bottles to fill up

First Baptist will be using a product called IsoKlean which is an EPA registered, hospital grade disinfectant that can sterilize our facility to a Sterility Assurance Level of  $10^{-6}$ . Beyond the ability to spot sterilize contact surfaces, the IsoKlean chemical has 5 residual effects that leaves the surfaces sterile and sanitary for 5 days after the spray application. Please visit [www.isokleancarolinas.com](http://www.isokleancarolinas.com) for more information on this product. We will be spraying with this disinfectant weekly every Monday morning before students and faculty arrive on campus. This will also be used if we have a classroom that has had a positive case of covid-19.

# Mask Requirements

## **4th Grade-12th Grade:**

We will be following the City of Charleston ordinance for face coverings. Face coverings will be required for all students and adults in grades 4th-12th while indoors. If outdoors and can maintain a 6ft distance, then face coverings may be removed.

## **K5-3rd Grade Students**

Students will be wearing a mask while indoors when they can not be 6ft apart.

All classrooms will have a mask free zone for students to go to.

## **Preschool**

We will be teaching these students about good hygiene practices and will encourage them to wear a mask when they are not socially distant but know that it may be difficult so therefore it will not be a requirement. (this does not include the 2 year olds).

City of Charleston Mask Ordinance

<https://www.charleston-sc.gov/DocumentCenter/View/26970/City-of-Charleston-Face-Covering-Ordinance-FAQ>

\*\*Please be mindful that the facemask protocols are subject to change based on new information becoming available and/or if local, state, or federal regulations come into effect.

\*\*We are starting our mask policy strong with the anticipation of being able to relax them as the year progresses if possible.

Mask Resources:

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>

# Screening Procedures

## **PARENTS:**

To protect our community, it is crucial that we can rely on a strong, committed partnership with families. We ask that parents do their best to social distance while not at school and to be diligent in monitoring their children for symptoms of illness. We ask that you keep your child home if he/she is exhibiting ANY Covid symptoms (see section below I-IV) and to contact the school immediately. Families will be required to watch a short COVID-19 slide presentation. Followed by a COVID-19 Code of Conduct that will need to be signed by each family. It is our hope that in educating our families, faculty and staff that we can maintain a safe and healthy environment for our FBS community.

**Parents should follow the COVID-19 Code of Conduct and look for the following symptoms before bringing their child to school:**

**I. Fever** (above 100.0 F or per clinical judgement with OR without fatigue/body aches/chills)

**II. Respiratory symptoms** (a new or worsening cough, congestion, runny nose, sore throat, shortness of breath)

1. [Allergy and asthma symptoms are NOT acute respiratory illnesses.](#)

**III. Gastrointestinal symptoms** (diarrhea or vomiting)

**IV. New unexplained loss of taste or smell**

**V. Stay home if exposed or tested positive for COVID-19 or travelled on an airplane in the past two weeks.**

1. This is indicated by SCDHEC communication and direction by rapid response contact tracing measures.

**VI. Other Conditions requiring absence:**

1. The first 24 hours of various antibiotic treatments (i.e. strep throat, pink eye, etc.)
  - a. Undiagnosed, new, and/or untreated rash or skin condition
  - b. Doctor's note requiring an individualized plan of care to stay home.

## **Drop Off**

**\*\*Please refer to each campus Policy and Procedure document for more detailed information  
After parents have gone through the checklist as a family each morning, their child may be brought to school where each child will do the following:**

1. Wear a mask on campus until making it to their classroom
2. Temperature check and daily completion of the symptom app via phone or computer. Parents need to remain in the carpool line until their child is cleared to enter the building. DT students will be screened while in the car.
  - a. Recording any 99.5< for recheck during school day
  - b. Any readings 100.0< goes home
3. Hand Sanitizer before entering the classroom.

## **Exposure**

### **When to Quarantine and When to Return to School**

If a child or employee tests positive for COVID-19, the positive individual and all individuals who came into close contact (within 6 ft for > 15 minutes), or any sibling that lives in the same household will be sent home to self-quarantine for 10-14 days. Virtual learning will be available to these students. In order for a student to return to school, the parents will need to have communication with our school nurse to plan for a return to school.

### **Quarantine/Isolation Protocol:**

1. Any student or teacher who has been in direct contact with an individual who has tested positive for Covid-19 will be asked to quarantine for 10-14 days from the time of exposure.
2. If a student tests positive for covid-19, the cohort and homeroom teacher will be asked to quarantine at home for 10-14 days. Distance learning will begin at this time.
3. Students and families will be communicating with the First Baptist Health and Wellness Team regarding returning to school.

# FAQ

- 1. If we choose the DL option, what will it look like and how long will we need to commit to this model?**
  - a. DL is chosen on a quarterly basis. Students who choose DL can reevaluate at each quarter which is October, January, and March. Campus administrators will be checking in at the 4 week mark.
  - b. DL will be structured very much like the classroom. Students will be asked to join the class for direct instruction on a daily basis via Zoom or Google Meet. Classwork will be required to be turned in during that particular class time and students will meet with their teacher 2-3 times a week. If you have chosen DL, a detailed document for requirements will be provided.
- 2. What happens if a parent or household member tests positive for Covid-19? Will the kids' whole cohort be required to go home?**
  - a. No, the particular student who has been in close contact will be asked to stay home for 10-14 days and will resume learning at home.
  - b. The cohort will be asked to continue to watch for symptoms.
- 3. What will cause FBS to go strictly to an online learning model?**
  - a. FBS will continue to monitor the cases in the area and will follow state mandates.
  - b. If we have 10% of the school contract Covid-19, we will shut down for a period of time (10-14 days) to allow for quarantine periods to end and families to recover.
- 4. What will happen if a teacher goes out sick? Will the students still be taught?**
  - a. If the teacher has mild symptoms and is able to still teach, they will teach from home.
  - b. If the teacher is not well enough to continue teaching, they have prepared lessons to make sure teaching continues and we will have a substitute cover.
- 5. When will a cohort be required to go home?**
  - a. If a student in that cohort tests positive for Covid-19, that whole cohort and the homeroom teacher will go home.
  - b. Online learning will continue at home
  - c. Siblings in other cohorts are not required to go home.
- 6. What happens if a traveling teacher tests positive for Covid-19? Special area teachers and 5th-12th grade teachers.**
  - a. Traveling teachers will be wearing masks and maintaining a 6ft distance from the students. If a traveling teacher tests positive, any close contacts (within 6 ft for > 15 minutes) will be notified and all others will be asked to continue monitoring for symptoms.

- 7. What happens if a cohort is sent home and a student in that cohort has siblings? Will the siblings cohort be asked to go home?**
  - a. If a cohort is sent home because of a positive case and there is a student in that cohort with siblings, those students do not have to go home unless it was their sibling who tested positive. We ask that the second cohort watch for symptoms.
  
- 8. How will this work if others don't follow social distancing at home?**
  - a. First Baptist School can not control what happens outside of school hours. It is our hope that all faculty, staff and families practice social distancing outside of school and refrain from being in large crowds.
  - b. In order for the cohort model to be successful, adults and students need to be mindful of who they are around and stay home if they have come into close contact with someone who has tested positive for covid-19.
  
- 9. Will students who have a runny nose or cough be sent home for 14 days?**
  - a. We know that some students experience seasonal allergies and colds throughout the year. A runny nose or nasal congestion is not an automatic ticket to distance learning. This will be evaluated in conjunction with other symptoms that may be present.
  - b. Parents should keep a close eye on how symptoms develop and if they are worsening.
  - c. *First Baptist will be evaluating mobile apps for parents to utilize to answer screening questions prior to daily drop off.*
  
- 10. If my child was in the same building as someone who tested positive for covid-19, will they be sent home?**
  - a. No, the only time faculty, staff, and students will be sent home is when there is a positive case in their cohort or they have had close contact with the individual who tested positive.
  
- 11. Will parents be contacted about positive cases on campus?**
  - a. Please understand that names of individuals who test positive for Covid 19 will not be shared with others. However; families will be notified if we have a positive case on campus.
  - b. If your student has had close contact with a positive individual at school, the parents will be contacted and the cohort will be sent home.
  - c. If your child has not come into close contact with the individual who tested positive for Covid, you will not be contacted individually. Families will be made aware of the positive case on campus but details of what cohort will not be shared unless it was your child's cohort.

# Parent Education

- I. [CDC Symptom-Checker](#)
- II. [“When You Can Be Around Others After You Had or Likely Had COVID-19”](#)
- III. Recognizing warning signs about [when to consult a higher](#) level of care.
- IV. [Multisystem Inflammatory Syndrome in Children \(MIS-C\) associated with COVID-19](#)
  - A. This does not replace medical advice or apply as medical diagnosis. Always refer parent or guardian to higher level of care for questions about differential diagnosis.
- V. [CDC How to Manage Your COVID Symptoms at Home](#)

**10 things you can do to manage your COVID-19 symptoms at home**

**If you have possible or confirmed COVID-19:**

- 1. Stay home** from work and school. And stay away from other public places. If you must go out, avoid using any kind of public transportation, ridesharing, or taxis. 
- 2. Monitor your symptoms** carefully. If your symptoms get worse, call your healthcare provider immediately. 
- 3. Get rest and stay hydrated.** 
- 4. If you have a medical appointment, call the healthcare provider** ahead of time and tell them that you have or may have COVID-19. 
- 5. For medical emergencies, call 911 and notify the dispatch personnel** that you have or may have COVID-19. 
- 6. Cover your cough and sneezes.** 
- 7. Wash your hands often** with soap and water for at least 20 seconds or clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol. 
- 8. As much as possible, stay** in a specific room and **away from other people** in your home. Also, you should use a separate bathroom, if available. If you need to be around other people in or outside of the home, wear a facemask. 
- 9. Avoid sharing personal items** with other people in your household, like dishes, towels, and bedding. 
- 10. Clean all surfaces** that are touched often, like counters, tabletops, and doorknobs. Use household cleaning sprays or wipes according to the label instructions. 



[cdc.gov/coronavirus](https://cdc.gov/coronavirus)

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**Downtown Campus Reopening Plans**  
**48 Meeting St.**  
**Preschool-8th Grade**

**Lower and Middle School Principal**

**Susan Brooks**

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## **Downtown Campus Reopening Procedures**

To protect our community, it is crucial that we can rely on a strong, committed partnership with families. We ask that parents be diligent in practicing social distancing in the community and monitoring their children for symptoms of illness. We ask that you keep your child home if he/she is exhibiting any symptoms of covid-19 and to contact the school immediately.

Families will be required to watch a short COVID-19 slide presentation. Followed by a COVID-19 Code of Conduct that will need to be signed by each family. It is our hope that in educating our families, faculty and staff that we can maintain a safe and healthy environment for our FBS community.

Below you will find the reopening plans for the Downtown Campus:

### **Class Cohorts:**

CDC and DHEC have highly encouraged small class sizes and having the students remain with the same cohort all day. This will allow for easier contact tracing and more flexibility in the classrooms. Each grade level will be split into homerooms where they will remain in the same classroom for the day. Teachers will be encouraged to take their students out as much as possible. We will have outside learning locations for teachers to reserve. Class sizes vary from 10 to 18(max) students.

If a student or teacher within that cohort tests positive for COVID-19, we will move to distance learning for 2 weeks. By keeping the students within their cohorts, we will not need to shut the whole school down. All of this will be handled on a case by case basis.

### **Subject area and Special Area Teachers Travel:**

All teachers will travel to the cohorts. Traveling teachers will wear a mask or shield and practice social distancing with all of their classes. Special area teachers are encouraged to hold their classes outside as much as possible.

### **Mask Requirement and Social Distancing:**

Please refer to the health and safety section of this document. We ask that each student have at least 3 masks to change out through the week. Students will receive a lanyard where they can clip their mask when outside.

### **Lunch:**

SchoolHouse Fare will still be our vendor for this school year and lunches will be distributed by First Baptist staff only, following CDC and DHEC guidelines for delivering food. All lunches will be pre-packaged. Students are encouraged to bring their lunch in a disposable bag. Lunch boxes can carry a lot of germs. Lunch will be eaten in the classrooms or outside.

**Library:**

Students will not be checking out books from the library. We will have an online library for the students to access books on their devices. Teachers may check out books to their students within the classroom but these books may not be shared and will be disinfected before another student can check it out.

**Chapel:** All chapels will be held virtually and students and teachers will be able to log in to the chapel service via zoom or a pre recorded lesson. We would love guest speakers. If you are interested in recording a lesson please reach out to Susan Brooks.

**Aftercare:** We will be providing aftercare until 4:30 for K2-6th grade. Students will remain in their cohorts and need to sign up by Sunday evening for the following week. The sign up sheet will be found on the website under the lower school tab.

**After School Enrichment Classes:** These classes offerings will be postponed and will be revisited later in the year.

## **Drop Off and Pick UP**

**\*\*Please refer to Screening policies and COVID-19 Code of Conduct**

K5-8th grade students will be asked to wear a mask during drop off and pick up. Early morning care (7:30 am) will be available for parents who need to utilize it, otherwise the following staggered times are for drop off and pick up:

**\*\*Details about drop off and pick up for each grade level will be sent home with welcome letters from the teachers.**

### **DROP OFF:**

**4th-6th:** 7:30-8:00- Students will drop off on Meeting St. where temperatures will be taken and they will go directly to their homeroom.

**7th-8th:** 7:30-8:00- Students will be dropped off on Water St. where temperatures will be taken.

**1st-3rd:** 8:00-8:15 - Drop off on Meeting Street. Temperatures will be taken and students go directly to their homeroom.

**K2-K5:** 8:15-8:30 - Students will have their temperature taken and will go directly to their class.

### **PICK UP**

**5th-8th** Grade 2:55-3:10 (5th-6th Meeting and 7th-8th Water St)

**1st-4th** Grade 2:40-2:55 (Meeting Street)

**K2-K5** 2:25-2:45 (Water Street)

### **Tardy Students:**

If you are tardy, please call the office and a member of the staff will meet the parent on Meeting St. at the loading zone. If no one answers the office phone, come to the doorbell on the front door. The student will have their temperature taken and will be walked to class by a FBS employee.

## **What a Day in the Classroom Will Look Like**

### **PreSchool and Kindergarten:**

Students will remain with the same group of students all day and will not intermingle with other classes. All round tables will have plexiglass dividers. When kids are working in groups or playing in groups, we will encourage them to keep their distance as best possible. During circle time, students should do their best to sit at least 3ft-6ft apart. At this age level, it is important for students to have group interaction and collaboration. Since they will be in their small group all day and not intermingling with other classes, this will enable for more collaboration between them. However, we will still teach and encourage social distancing in the classroom and keep close contact to a minimum. Teachers will wear masks when working closely with students or groups of students.

- Students are asked to keep all stuffed animals and blankets home. Please bring a pillow case for nap time.
- We encourage parents to wash bags and pillowcases once a week.
- Students will nap head to toe
- Students will have their own supply boxes. Any shared toys and manipulatives will be disinfected each day.
- FBS canvas bags will be provided for K2-K4 and will be kept at school for the week and sent home on Fridays. Students will carry home their lunch boxes and water bottles each day.
- Manipulatives and toys that can not be sanitized will not be used in the classroom.

### **1st-8th Grade:**

Students will remain with their same group throughout the day. They will not be intermingling with other classes. Desks will be placed at least 3ft-6ft apart. If this is not possible, plexiglass dividers will be placed between the desks or sneeze shields will be placed on each individual desk. For example, the science lab classrooms will have plexiglass dividers placed on the tables.

Students will have their own supply boxes and any shared manipulatives or toys will be disinfected each day.

### **Outdoor Learning Spaces:**

Teachers are encouraged to get their students outside as much as possible and may sign up to take their class to one of the 5 outdoor learning areas:

1. Portico in front of the church
2. Senior Garden
3. 24 Water St. Porch
4. 22 Water St. Porch
5. Playground

When students are outside and can maintain a 6ft distance, they will not need to wear a mask. Masks will not be worn during PE and recess.

**Cleaning Procedures and facility usage: See Healthy, Safe and Secure Environment section**

- Each class will have hand sanitizing stations and students will have time throughout the day where they will be required to wash their hands. This includes but not limited to before lunch, before snack and after playing outside.
- A cleaning company will do nightly deep cleaning.
- Maintenance will be cleaning classrooms throughout the day.
- Misters will be placed in each classroom and will run throughout the night to disinfect classrooms.
- Maintenance will spray the classrooms each morning with Glissen Chemical Nu-Foamicide EPA Registered 1-Gal All Purpose Cleaner Concentrate. List N: Disinfectants for Use Against SARS-CoV-2
- Teachers will be wiping down commonly used surfaces throughout the day.
- K2-K5 playground will be sprayed between each use.
- Water fountains will be replaced with water bottle fillers.
- Bathroom stalls will be assigned by class and cleaned throughout the day.

**James Island Campus  
2055 George Griffith Blvd.  
Reopening Plans  
9th-12th Grade**

**Objective:** The James Island Campus Reopening Plan is presented with the intended purpose of serving all FBS students in grades 9-12 in person on campus 5 days a week.

**Considerations:** The plan was created in consideration of health and safety recommendations by the CDC, The American Academy of Pediatrics, and local government, as well as with the expressed purpose of living out our school's mission of providing academic excellence through a Christ-centered education that serves the whole child.

**Contained Cohorts:** In order to safely welcome all students back to campus, the James Island Campus will be operating under a new daily schedule with students divided into self-contained "cohorts," by grade and class level. In order to safely distance students on campus, some elective classes will be 100% online until the Covid19 dissipates. With few exceptions, all core subject area classes will be offered in person on campus in the cohorts. Details of the plan are outlined on the following pages.

**Distance Learning:** A Distance Learning option would be available for students who are uncomfortable returning to campus full-time (and temporarily for students who become ill or exposed to Covid19.) Students who choose the DL option will be assigned to one of the on-campus cohorts and take the same classes as their assigned cohort.

In the event that a high school cohort is exposed to Covid19, Distance Learning will be implemented for all exposed students and teachers for the required quarantine period. In the event that the First Baptist School James Island Campus is closed due to outbreak or escalated threat levels in our school or larger community, all classes will transition to full-time Distance Learning until on campus instruction can safely resume.

**Campus Hours:** The daily schedule for students will have all Cohort Classes ending at 1:30pm. At this time, students are strongly encouraged to go home to complete work for any online classes. Any students that need to stay on campus for academic reasons until 3pm will **remain in their cohort**, still be required to wear masks, be socially distanced, and supervised by an adult (no "hanging out").

**Safety Measures:** In addition to all physical distancing and cohort isolation efforts, all students and staff will be screened, including temperature checks, upon arrival. Frequent cleaning and sanitizing of campus spaces, including before and after each group uses a space, is required. Hand sanitizer and frequent handwashing is encouraged. Masks are required for all students and staff while indoors. If students are able to maintain 6 ft of physical distance while outside, masks may be taken off. (Safe "mask breaks" will be worked into the day.) Also included are staggered breaks throughout the day for the students and teachers to use the restroom and go outside without compromising the cohort with cross-contamination.

### **Contained Cohorts Explained:**

- Each grade level is split into three distinct cohorts by AP, HN, CP/ability level (12th grade is split into 4 cohorts to accommodate senior graduation requirements)
- Each cohort will be appropriately designated and distancing will be enforced in order to improve separation monitoring and enforcement.
- Each cohort will be physically isolated/distanced from the other cohorts while on campus.
  - Students will report directly to their cohort classroom after passing their morning screening upon arrival (*Students and staff are assigned a door to enter the facility each morning, based on cohort, and administration and teachers will help facilitate student movements throughout the building*).
- Most cohort classes will be completed in the first three blocks of each day. Some cohorts may be required to stay for the fourth block due to scheduling constraints.
- Students will attend all classes in the same room with their cohort.
  - Teachers will float to each classroom to teach the different cohorts.
- Students will eat lunch in their classroom or at a designated outside area.
- At the end of cohort classes blocks 1 through 3 (1:30pm), students will be dismissed in a staggered order through designated exits to promote continued distancing.
  - They can go home at this time.
  - OR- they will stay in their cohort room for online learning (additional classes/electives)
  - OR- in some cases, students may attend an additional “in person” class on campus after cohort hours, depending on their unique schedule (this will be rare).

### Online Courses

- Teachers (especially those in the high-risk population) may choose to teach from home. To facilitate this option, teachers will teach the full 90 minutes, just from home. Classrooms could be equipped with a webcam, so teachers can see the class as a whole.
- To simplify scheduling and ease any transition periods of a student or cohort needing to stay home for a period of time, most elective courses will be offered only online.
- We would utilize the cohort classrooms for a quiet online learning area for students that need to stay until 3:00pm. Students staying late will be required to stay in their cohort room until time to leave.

*\*Each cohort should be prepared to shift fully to online learning if conditions warrant.*

### Courses Outside of Cohorts

- Some students will not get their first choice of classes within their cohorts; this could be made up in one of the following ways:
  - During the cohort day, students can take the desired course during the period when their cohort is taking a course that they don't want/need. This would be an online version of the class.
  - OR take the desired course after 1:30pm, depending on course options

- OR summer school
- OR during the next school year.

### After Cohort Hours

- All students not staying for additional classes, athletics, or who have not communicated a need to stay until 3pm for transportation will be required to leave campus at 1:30pm (no “hanging out”).
- We would utilize the cohort classrooms for a quiet online learning area for students that need to stay until 3:00pm. Students staying late will be required to stay in their cohort room until time to leave.

### **High School Potential Cohort classrooms and entrance plans**

(Subject to change based on cohort sizes)

- 1st Floor Academic Building
  - Room A-115, Room A-116, Room A-117
  - A-115 uses front lobby door
  - A-116 uses west side door
  - A-117 uses south back door
- 1st Floor Arts/Athletics Building
  - Auxiliary Gym, Room M-122, Room M-141, Room M-154
  - Aux gym uses front main entrance
  - M-122 uses west side entrance
  - M-141 uses east side entrance
  - M-154 uses northwest back entrance
- 2nd Floor Academic Building
  - Room A-216, Room A-215, A-219 (common use laboratory)
  - A-216 uses north back entrance, up central stairs
  - A-215 uses east side entrance, up side stairs
- 2nd Floor Arts/Athletics Building
  - Media center, Dance room, Music room, and Weight room
  - Media & weight room use front main entrance and central stairs
  - Dance & music rooms use northeast back entrance and back stairs

# First Baptist School

## Virtual Option

### 2020-2021

**Objective:** To provide students with a top quality, Christ-centered education while learning from home. Distance learning will be evaluated by each family on a four week and 9 week basis. If the family and student feel comfortable returning to school, they will transition back into the classroom with the other students.

**Check in Dates:** Campus administrators will check in every four weeks to check on progress and see if the child is ready to return to F2F instruction.

#### **K5-12th Grade Policies:**

1. Students will follow the same schedule as the students on campus.
  - a. For K5-4th grade students, families will work with the teacher to solidify the daily schedule and expectations for live meets. With them being self-contained the daily schedule will be a bit different for each group.
2. Students will receive assignments on class pages through Blackbaud or Google Classroom
3. Students will need to participate actively in all subjects. Every effort will be made to maintain developmentally appropriate lessons and meet the needs of each student.
4. Students will be required to be in uniform while attending classes virtually.
5. Students will be required to submit classwork during their scheduled class time.
6. Students will be required to be present for each class via Zoom or Google Meet and be prepared to participate in discussion and ready to take notes etc.. Each classroom is equipped with a wide angle camera with quality sound.
7. Attendance will be taken at the start of each class and students who are virtual will also have their attendance taken. If a student is not present via Zoom or Google Meet, they will be counted as absent and will need to make up any missed work.
8. Students will be required to meet with their Distance Learning facilitator 2-3 times a week. Each student will be assigned a DL facilitator and this schedule will be made with the teacher.
9. Students will be using Blackbaud and Google Classroom to submit assignments and take assessments.

#### **Prior to Distance Learning:**

Each student who chooses Distance Learning will meet with their instructor(s) the week prior to school starting. If comfortable doing this in person, the student and parents will meet with the teachers and gather their supplies. This will help the student build a relationship with their teachers

and receive their schedule. If students are not comfortable coming to campus for a meeting, this will be scheduled virtually.

### **Student Responsibilities:**

Students will be required to log in to the start of each class to hear instructions and be present for any direct instruction. Students should be located in a quiet environment during the Zoom or Google Meet, enter the meeting muted, and use headphones. Students will be expected to participate in note taking, discussion, and answering questions. Once any direct instruction is done, any students who are virtual will complete any classwork and turn in during that class time. It will be important for students to ask questions and participate just as if they were in class. \*\*Please note that this will look a bit different for K5-4th grade students, for their schedule changes daily.

### **Sample Class: 8th Grade History**

#### **9:40-11:00**

1. Zoom or Google Meet will be started at 9:40 by the teacher and the student will need to be logged on to hear the start of class and instructions.
2. Lecture on WWII- Pearl Harbor
  - a. Teacher will share the screen so the student who is virtual can see what the other students are seeing.
  - b. Notes need to be taken.
  - c. If the student has a question, they may write it in the chat box on Zoom or Google Meet. (These questions may not be answered until the end of the lecture.)
3. Students will be instructed to complete an analysis of a primary document for the remainder of class and turn in before the class ends.
  - a. Virtual students will have access to this document on Google Classroom and can log off to complete, but should ask any questions before leaving class.
  - b. Any classwork assigned must be turned in during the scheduled class period.
4. Homework (if any) will be posted on Blackbaud and needs to be turned in before the next class period via Google Classroom.