



**FIRST BAPTIST
ACADEMY**

COVID-19 MANUAL

“I press on toward the goal to win the prize for which God has called me heavenward in Christ Jesus”

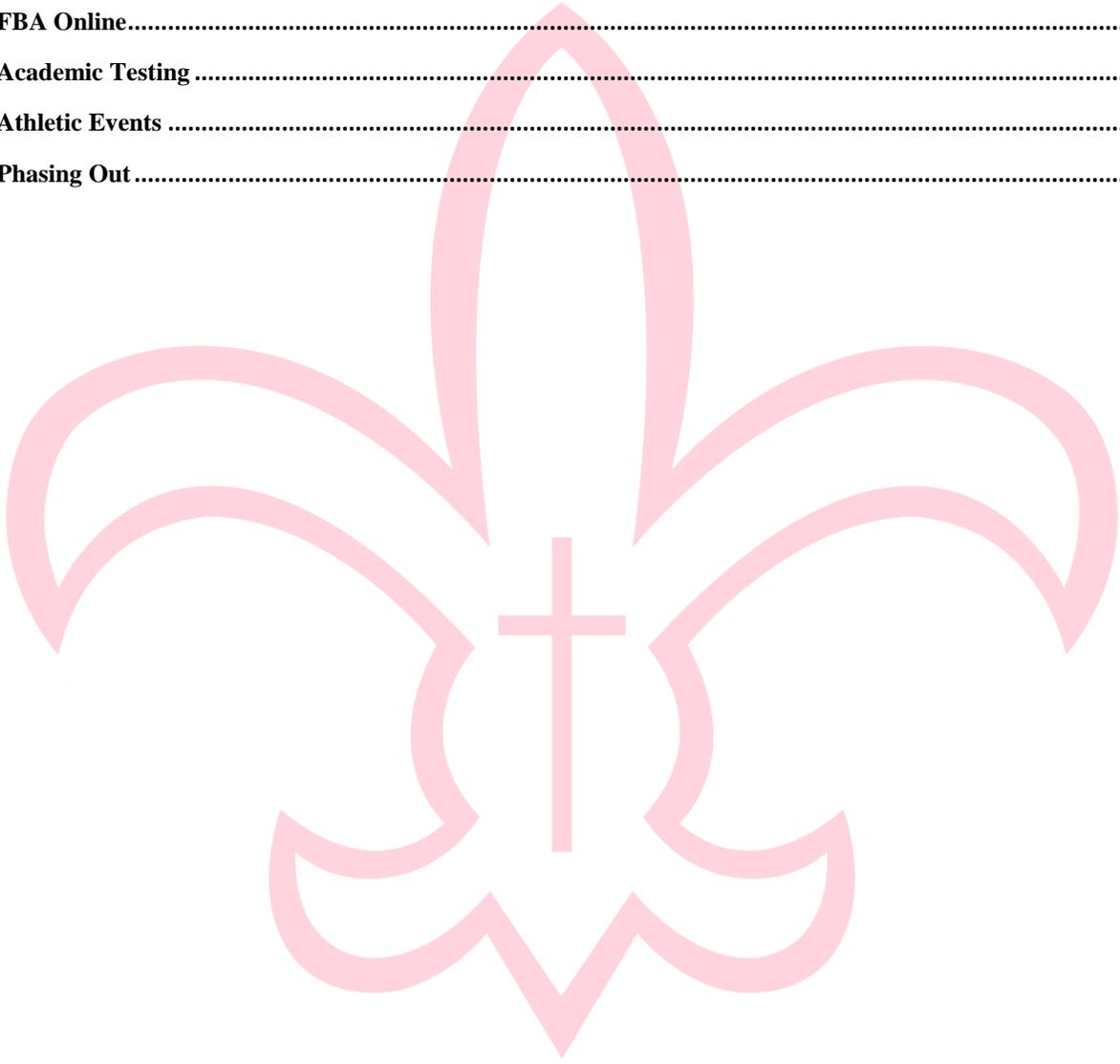
Philippians 3:14

TABLE OF CONTENTS

INTRODUCTION	1
Facility Preparation	2
Intensified cleaning and disinfecting	2
HVAC ionization	3
Acrylic desk shields	3
General Guidelines	4
Hygiene practices	5
Social distancing practices	5
Face coverings	5
Small class sizes	6
Mark Your Calendars	6
COVID Town Hall Meeting	6
New Parent Orientations	6
Meet the Teacher	7
First day of school	7
THROUGH THE DAY AT FBA	7
7:15-8:30- Morning Drop-off and Arrival	7
7:20-9:15- Middle School Athletics/High School Cheer	9
7:30-8:00- Morning Bus from Downtown	12
8:30-9:15- Chapel on Thursdays	12
9:15-3:00- Elementary Specials	13
9:15; 10:40; 1:40; 3:05- Passing Periods for Secondary Students	13
10:45-11:45- Elementary Lunch	13
10:50-11:20- Middle School Lunch	14
10:50-11:40- High School Athletic Period	15
11:50-12:20- High School Lunch	15
11:30-12:20- Middle School Elective Rotation	16
2:00-3:00- PK/Kindergarten Nap Time	16

3:15-3:40- Secondary Advisory	16
3:20-4:00- Afternoon Pick-up and Dismissal	17
3:45-5:30- Saints Camp	18
3:40-4:15- Afternoon Bus to Downtown.....	18
3:45-6:30 High School Athletic Practices	18
8:30-3:45- Daily Practices	19
Mask breaks and social interaction	19
Bathroom breaks.....	19
Water fountains/bottles	20
Hand washing.....	20
Daily announcements.....	20
Principal office visits.....	20
Student use of school phones.....	20
Library.....	20
Supplies.....	21
Recess (Elementary students)	21
Bag room (Secondary students).....	21
<i>COVID-19 POLICIES.....</i>	21
Response to a Confirmed Case.....	21
Response to a Confirmed Case or Symptoms Within a Household.....	23
Return to School Protocols (Confirmed Case, Exhibiting Symptoms, or Exposure)	23
Confirmed Case of COVID-19.....	23
Exhibiting Symptoms of COVID-19.....	24
Exposure to COVID-19	25
Symptoms of COVID-19.....	26
DFW Rapid COVID-19 Testing Centers	9
Fever/Sick Policy and Nurse’s Clinic.....	10
After School Cleaning Policy	10

Campus Visitor Policy..... 10
Student Discipline 10
Classroom Parties..... 11
Special Events..... 11
FBA Distance Learning (Students in Quarantine) 11
FBA Online..... 12
Academic Testing 13
Athletic Events 13
Phasing Out 13



INTRODUCTION

We have been diligently preparing to welcome our First Baptist Academy students back to school on Monday, August 10. The COVID-19 pandemic has affected almost every aspect of our lives, and there are many changes in procedures as we proactively protect our students and staff. The partnership between families and schools is always a key to student success, and this school year, it is even more critical than ever before. Parents will need to accurately screen their child's health each day, communicate regarding symptoms, and only send them to school if they are well. School staff will receive professional development on student health.

First Baptist Academy will offer traditional, in-person learning on the school's campus. Students will return to the classroom in an extremely safe environment that minimizes person-to-person exposure to the extent that we can continue school in-person when someone tests positive for COVID-19. The school's strategy will be to implement a combination of the following measures: (1) health pre-screening with temperature checks, (2) social distancing, (3) face coverings inside, (4) desk shields in all classrooms, and (5) hand sanitizing stations throughout the campus. In addition, controlled movement will be in place whenever possible and gatherings of large groups and field trips will be temporarily eliminated. The above-mentioned measures will not be employed individually, but instead, will be combined to provide a safe environment for students and staff. The remainder of this document will detail how FBA will put these strategies into practice. Again, our focus is to create the type of environment that allows us to continue school in-person when someone tests positive for COVID-19. Adjustments to this

document will be made as local and state situations change during the course of the school year, and if specific policies require modification.

FACILITY PREPARATION

Changes have been made to the FBA facilities to create a safe environment upon the students' return to campus. Decals have been placed throughout the campus to remind all individuals that social distancing is in effect and to stay at least six feet apart.



Doors will be propped open when possible to minimize contact, and hand sanitizer stations have been added throughout the school campus. Some additional measures being taken are outlined below.

INTENSIFIED CLEANING AND DISINFECTING

Intensified cleaning and disinfecting measures will occur on physical spaces, equipment, and materials regularly contacted by FBA students and staff. Through CityWide of DFW, the company that provides janitorial services to FBA, we have hired a Day Porter to enhance cleaning and disinfecting during the school day. The Day Porter and FBA staff will implement

increased cleaning for high-touch items (doorknobs, handles, fixtures, outdoor equipment, etc.) and high-traffic areas (classrooms during passing periods, weight room, cafeteria, etc.). School buses will be cleaned during the day, and restrooms will be monitored and cleaned more frequently throughout the day. Disinfectant wipes, spray, foggers, and FDA-approved cleaning solutions will be used to clean and sanitize various areas on the FBA campus during the day.

HVAC IONIZATION

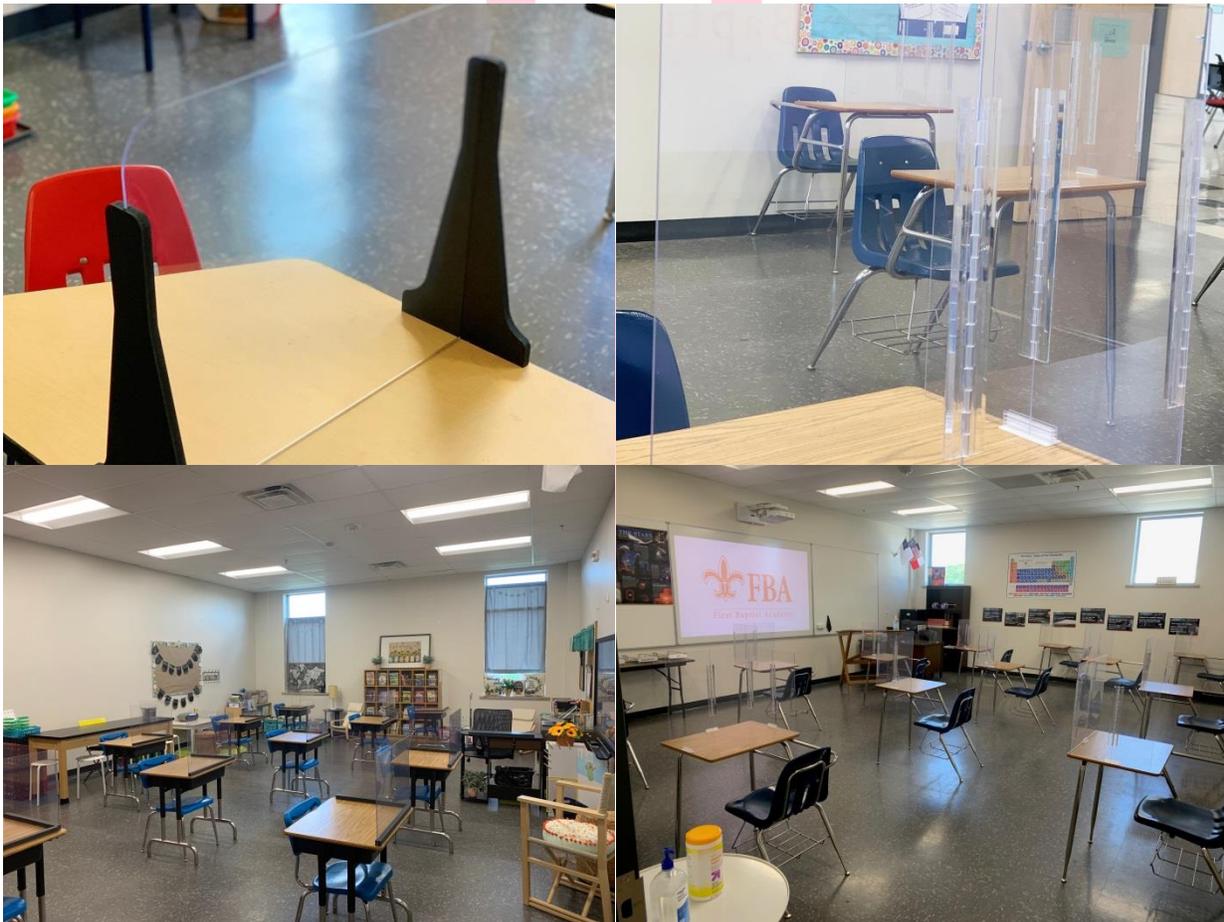
Ionization will be integrated into the HVAC system in the Rogers Building, which helps deactivate “harmful substances like airborne mold, bacteria, allergens, and viruses” (HVAC Ionization). Ionizers have been used in HVAC systems to improve air quality, and adding these at FBA will have an immediate and long-term positive impact on the indoor air quality of the Rogers Building.

ACRYLIC DESK SHIELDS

Every student will have an acrylic desk shield. Students in Pre-K and Kindergarten will have acrylic table dividers, students in 1st-6th grades will have L-shaped acrylic desk shields, and students in 7th-12th grades will have L-shaped portable acrylic desk shields. Desks will face the same direction and be separated for social distancing. The desk shields for elementary students will stay in the classrooms, and the desk shields for middle and high school students are portable and students will take them from class-to-class. During passing periods for secondary students, teachers will disinfect the desks.

The shields are made of high-impact acrylic, and FBA will provide each student with one desk shield. If a shield is broken or lost, the student will need to purchase a new shield for \$35.

Students will be billed through RenWeb if a new shield is needed. On the first day of school, students should label their desk shields with paint pens that will be provided. At the end of advisory each day, middle school students will place their desk shields in the weight room in the fieldhouse, and high school students will place their desk shields in the 2nd floor hallway of the Rogers Building outside of their Daily Block classroom. If a high school student's Daily Block classroom is in one of the temporary academic buildings, the desk shields should be placed in the Atrium on the 2nd floor of the Rogers Building. All desk shields will be disinfected at the end of each day.



GENERAL GUIDELINES

HYGIENE PRACTICES

Routine healthy hygiene practices are a foundational measure to protect against COVID-19 and similar viruses. CDC hand-washing guidelines indicate that students should wash hands for at least 20 seconds after blowing their nose, coughing, or sneezing, before eating, and upon entering classrooms. Hand-washing breaks will be provided. If soap and water are not readily available, hand sanitizer will be provided.

SOCIAL DISTANCING PRACTICES

FBA will employ social distancing strategies to increase spacing between individuals, including adjusted seating arrangements for classrooms and school buses. The previously mentioned posted floor decals will help remind staff and students of the six foot social distancing in effect. FBA benefits from small class sizes which allows for social distancing. Social distancing will be in effect both inside and outside. To ensure consistency in the enforcement of social distancing at school, all students not living in the same household will be required to socially distance from one another at all times during the day, even if they share a carpool ride to and from school, spend time together outside of school, or are in a dating relationship.

FACE COVERINGS

All individuals on the FBA campus must wear a face covering while inside at all times. The exception is if an individual is alone in a locked room or locked office, or if an individual is eating or drinking (while social distancing). A face covering can include a mask, face shield, gaiter, bandana, hat with a connected shield, or other face covering—as long as the mouth and nose are covered. Parents are encouraged to send a backup face covering in the student's

backpack. However, if a student breaks or loses a face covering and does not have a backup face covering, FBA will have masks available. Parents of younger students are encouraged to practice wearing the face coverings with their students prior to the first day of school. While some masks may provide a higher level of protection than other face coverings, FBA's position is that with all students and staff wearing face coverings indoors at all times, combined with the additional measures in place, adequate protection will be provided. Some classrooms may be outfitted with large shields for the teacher to lecture behind, in which case the teacher will be able to remove the face covering. Parents should regularly clean face coverings.

SMALL CLASS SIZES

To increase the school's ability to social distance the students, some of the larger elementary grade levels have been split into separate classes. Due to increased enrollment, classes have been added in Pre-K, 1st grade, 2nd grade, and 6th grade. The classroom space and facilities on the FBA campus are being maximized to create smaller class sizes in the largest amount of space possible. Classes exceeding 19 students will meet in larger spaces available on FBA's campus, such as the Atrium on the 2nd floor of the Rogers Building.

MARK YOUR CALENDARS

COVID TOWN HALL MEETING

The COVID Town Hall Meeting will be live via Zoom on Monday, August 3 at 5:00 pm. There will be an opportunity to submit questions through the Q&A feature in the Zoom webinar. Registration information will be emailed to FBA families.

NEW PARENT ORIENTATIONS

New parent orientation *for elementary students* will be live via Zoom on Tuesday, August 4 from 4:00-5:00 pm. New parent orientation for secondary students (7th-12th grades) will be live via Zoom on Thursday, August 6 from 4:00-5:00 pm. The Zoom meeting information will be emailed to new parents.

MEET THE TEACHER

Meet the teacher will be live via Zoom on Friday, August 7. Times will be scheduled throughout the day so that classes do not overlap, and zoom meeting information will be emailed to FBA families.

FIRST DAY OF SCHOOL

The first day of school will be on Monday, August 10!

THROUGH THE DAY AT FBA

The following section will provide a chronological detailed view of a day at FBA.

7:15-8:30- MORNING DROP-OFF AND ARRIVAL

Prior to leaving for school, parents should pre-screen all members of the household each day for the following symptoms:

- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Sore throat
- Headache
- Diarrhea, nausea, or vomiting
- Loss of taste or smell
- Congestion or runny nose
- Cough
- Difficulty breathing or shortness of breath
- Fatigue
- Chills, shaking, or exaggerated shivering
- Significant muscle pain or ache
- Did an individual in the household travel outside of the state of Texas? If so, please notify the school office.

The pre-screening process is a critical step in minimizing the exposure of FBA students and staff, so accurate daily screening and communication is required. If a member of the household is exhibiting any of the above symptoms, the student cannot come to school. For more information on the next steps in the event that symptoms are exhibited, please see “Return to School Protocols (Confirmed Case, Symptoms, or Exposure)” on pages 22-24. If an individual in the household has traveled outside of the state of Texas, that does not preclude a student from coming to school, but we would appreciate notification. On Mondays each week, parents will complete a pre-screening questionnaire through an online Google form that will be provided. On other days, parents are expected to complete the pre-screening evaluation but will not be required to complete a Google form. If the student is brought to school, it will be assumed that no symptoms were exhibited.

Morning drop-off will still take place through the carpool line as normal. We are requesting that parents wear a face covering during drop-off. Parents should not get out of the car. FBA will use One Screen Go Safe devices to check students’ temperatures. The One Screen Go Safe device has the ability to measure temperature, scan for masks, and record each student’s daily temperature using facial recognition technology. The information will be stored locally in the school’s system. Families may contact the school office to opt-out of the facial recognition feature for their child, and the device will measure the student’s temperature and scan for mask-wearing only. All students and staff members with temperatures below 100.0 Fahrenheit will be allowed in the school. Students with a temperature at or above 100.0 will be sent home.

The two doors on the right at the entrance to the Rogers Building will be used for entrance only, and the two doors on the left will be used for exit only. After their temperature checks, elementary students will enter the Maker Space area on the 1st floor and will social

distance from 7:15-8:00. At 8:00, elementary students will go to their classrooms. Elementary students can get permission from Mrs. Shoemake to get breakfast from Guess Who's Coming to Dinner and will eat in the Rogers Building. Middle school students will follow the guidelines outlined in the section titled "7:20-9:15- Middle School Athletics/High School Cheer." After their temperature checks, high school students will enter the Atrium on the 2nd floor and will social distance from 7:15-8:00. At 8:00, high school students will go to their Daily Block classrooms, obtaining their personal desk shields from the hallway as they enter the classroom.

7:20-9:15- MIDDLE SCHOOL ATHLETICS/HIGH SCHOOL CHEER

The check-in and arrival process for middle school athletics (6th-8th grade students) will change once fall sports practices officially begin, so both scenarios are outlined below. To start the school year, all middle school students will go to the fieldhouse to be checked in from 7:20-8:30 with the One Screen Go Safe device. The fieldhouse will not be open before 7:20. Before 8:30, middle school students will go to the bleachers in the gym and will be instructed where to sit in order to socially distance. Any student arriving after 8:30 must go to the Rogers Building for a temperature check and will then check in with Mrs. Stone before going to athletics.

Students should come dressed in their athletic period uniforms each day. After athletics, students will be sent to the locker rooms in small groups to change, while maintaining social distance and wearing face coverings. Showers will not be available, so body cleansing wipes are highly recommended. On the first day of school, students should wear school uniforms and will learn about the daily athletic period routine.

Once practices begin, in-season sports (middle school football, middle school volleyball, and high school cheer) will check in with their coaches in the fieldhouse. Off-season middle school athletes will go to the Rogers Building and sit in the desks in the Atrium on the 2nd floor from 7:15-8:30. A coach will escort off-season middle school athletes from the Rogers Building to the fieldhouse. Once fall sports practices begin, no off-season middle school athletes will be allowed in the fieldhouse until a coach has escorted them from the Rogers Building. Any student arriving after 8:30 must go to the Rogers Building for a temperature check, and will then check in with Mrs. Stone before going to athletics. After middle school athletics, the individual portable desk shields should be retrieved from the weight room, athletic bags should be dropped off in the bag room (only one student allowed in the bag room at a time), and students should go to their 1st period classes. The table below shows the middle school schedule for the first month of school.

Date	MS Off-season	MS Football	MS Volleyball
August 10-14 (Acclimation Period)	8:30-9:15- Strength and core workout	No practices before school 8:30-9:15- Strength and core workout	No practices before school 8:30-9:15- Strength and core workout
August 17-21	8:30-9:15- Strength and core workout	No practices before school 8:30-9:15 (M, W)- Strength and core workout 8:30-9:15 (T, F)- Sport-specific training	No practices before school 8:30-9:15 (M, W)- Strength and core workout 8:30-9:15 (T, F)- Sport-specific training
August 24-28	8:30-9:15- Strength and core workout	No practices before school 8:30-9:15 (W)- Strength and core workout 8:30-9:15 (M, T, F)- Sport-specific training	No practices before school 8:30-9:15 (W)- Strength and core workout 8:30-9:15 (M, T, F)- Sport-specific training
August 31-Sept. 4	8:30-9:15- Strength and core workout	7:30-9:15- Practice	7:30-9:15- Practice

August 10-14: Acclimation Period for all middle school athletes

The acclimation period during this week will take place during 1st period (8:30-9:15). There will be no practices before school. During this time, we will focus on conditioning and core strength in preparation for the upcoming seasons.

August 17-21

There will be no practices before school. Middle School Athletics will take place during 1st period (8:30-9:15).

- Monday- Conditioning and core strength with Coach Lynch, Coach Jones, and coaching staff
- Tuesday- Volleyball and football: sports-specific training; Off-season: conditioning and core strength with Coach Lynch;
- Wednesday- Conditioning and core strength with Coach Lynch, Coach Jones, and coaching staff
- Friday- Volleyball and football: sports-specific training; Off-season: conditioning and core strength with Coach Lynch;

August 24-28

There will be no practices before school. Middle School Athletics will take place during 1st period (8:30-9:15).

- Monday- Volleyball and football: sports-specific training; Off-season: conditioning and core strength with Coach Lynch;
- Tuesday- Volleyball and football: sports-specific training; Off-season: conditioning and core strength with Coach Lynch;
- Wednesday- Conditioning and core strength with Coach Lynch, Coach Jones, and coaching staff
- Friday- Volleyball and football: sports-specific training; Off-season: conditioning and core strength with Coach Lynch;

August 31-September 4 (Monday, Tuesday, Wednesday, Friday)

- Volleyball Practice- 7:30 am
- Football Practice- 7:30 am
- Off-season with Coach Lynch (8:30-9:15)

7:30-8:00- MORNING BUS FROM DOWNTOWN

Parents should notify Mrs. Shoemake if your student will be riding the bus from downtown in the mornings to allow us to plan accordingly to ensure social distancing. Students can be dropped off at the bus pick-up location on Patterson Street in downtown at 7:30 am. Parents should pre-screen the students as mentioned above, and students' temperatures will be taken by a staff member with a non-contact thermometer. Students with a temperature at or above 100.0 Fahrenheit will not be allowed to board the bus. The bus will be loaded in an organized manner. Students will fill the bus by going to the back of the bus first. Students will be required to wear a mask on the bus and sit only one student per seat. The bus will depart downtown at 8:00 am sharp. Students will be dismissed from the bus in an organized manner with the students on the front of the bus being dismissed first. Upon arrival to the school's campus, students will go through the check-in process through the One Screen Go Safe device. The bus charge for the 2020-2021 school year is \$35/month per family, which will be billed through RenWeb. The bus will be disinfected during the school day before other students or staff members board the bus again.

8:30-9:15- CHAPEL ON THURSDAYS

Chapel is an integral part of our mission at FBA, and each week, we will continue with chapel, which will be delivered via Zoom in each classroom. Elementary school chapel will be delivered to the students' homeroom classes. On Thursdays, middle and high school students will go to that day's 1st Period class for chapel on Zoom. Our chapels will continue to be a special time of worship, prayer, and teaching our students to grow in their faith.

9:15-3:00- ELEMENTARY SPECIALS

Spanish, art, and music will be in the homeroom classrooms to limit transitions among students, with the exception of 6th grade band, which will be in the music room. PE will take place outside whenever possible. When PE cannot go outside, it will be in the gym. PE equipment will not be shared and will be sanitized after each use.

9:15; 10:40; 1:40; 3:05- PASSING PERIODS FOR SECONDARY STUDENTS

Passing periods will be extended from five minutes to ten minutes this year. The extended time will allow students to follow an organized pattern at staggered times to minimize the number of students in the hallways at the same time. Students will be instructed on the appropriate path to go from one class to another. Several teachers will be rotating classrooms, and the class schedule and room assignments have been designed to keep the largest classes from moving rooms during the day when possible. Each classroom will have hand sanitizer at the exit, and students will be instructed to take their portable desk shields with them and clean their hands with hand sanitizer as they leave for the next class. Bathroom breaks during passing periods will not be permitted.

10:45-11:45- ELEMENTARY LUNCH

Elementary students will eat lunch in the classroom or outside. Grade levels will rotate eating in the lunchroom at tables with socially distanced seats and acrylic shields. Visitors will not be allowed to eat lunch with the students. On birthdays, parents may send store-bought cupcakes or cookies to the school for the teacher to celebrate with the class. Parents will not be allowed to come to lunch.

FBA will continue our partnership with Guess Who's Coming to Dinner. In addition to their regular high-quality and sanitary protocols, here are several additional safety measures they have implemented during this time:

- Daily use of “No Contact Infrared Forehead Thermometers” for all staff (the GWCTD staff will also check in using our One Screen Go Safe device).
- A twice daily log of temperatures, before and after shifts, which will be delivered to the school daily.
- All employees will be required to wear a mask provided by GWCTD, and face shields will be provided for use when necessary.
- Sanitizer buckets with dispensing wipes to frequently wipe down all surfaces will be provided.
- As with their usual protocols, all employees are required to wear hairnets and gloves.
- All of the above will be standard protocols at the main kitchen as well.

Lunch lines will be adjusted to allow for social distancing at all times.

10:50-11:20- MIDDLE SCHOOL LUNCH

This year, middle school lunch will be scheduled before the middle school elective rotation classes. During the passing period and before going to lunch, middle school students should take their portable desk shields to their elective rotation classrooms. Middle school students can eat lunch in the bleachers or outside. As in the morning for middle school athletics, the bleachers will be marked for appropriate social distancing. The lunch line will be adjusted and extended into the gym to allow for social distancing at all times. To see some of Guess

Who's Coming to Dinner's COVID-19 protocols, please see the section titled "10:45-11:45-Elementary Lunch."

10:50-11:40- HIGH SCHOOL ATHLETIC PERIOD

Before and after the high school athletic period, students will be sent to the locker rooms in small groups to change, while maintaining social distance and wearing face coverings. Athletes inside will still be required to wear face coverings at all times. While outside, athletes can take off face coverings, but they must continue to maintain social distance. Off-season athletes will only use locker rooms for changing and will not be allowed to leave anything in the lockers. Athletic bags should be returned to the bag room before starting lunch (only one student allowed in the bag room at a time). High school students who want to shower will need to notify Coach Jones, and students will be permitted to shower quickly. Students must bring their own soap/shampoo and towel, and they must take the items home each day.

11:50-12:20- HIGH SCHOOL LUNCH

High school students will have lunch after athletic period. Because of the staggered groups changing in the locker rooms, the lunch lines will naturally be more staggered than in typical school years. The lunch line will be adjusted and extended into the gym to allow for social distancing at all times.

Freshmen, sophomores, and juniors will eat in the lunch room, in the bleachers, or outside. The lunch room will have socially distanced seats and acrylic shields, and students eating in the bleachers or outside will socially distance. As in the morning for middle school athletics, the bleachers will be marked for appropriate social distancing. Off-campus lunch for

seniors will be allowed. However, seniors cannot have any other students ride in their cars.

Seniors have the option of eating in the Atrium, outside, the bleachers, or off-campus.

To see some of Guess Who's Coming to Dinner's COVID-19 protocols, please see the section titled "10:45-11:45- Elementary Lunch."

11:30-12:20- MIDDLE SCHOOL ELECTIVE ROTATION

After middle school lunch, students will go to their elective rotation classes. During the first semester, 7th grade students will go to music class in the music room, and 8th grade students will go to study skills class. During the second semester, the 7th grade students will go to study skills class, and 8th grade students will go to music class.

2:00-3:00- PK/KINDERGARTEN NAP TIME

PK and Kindergarten students will use a plastic nap mat (included in the school supply list). Students may bring a blanket or towel to use during nap time. However, it will need to go home each day and a clean blanket or towel should be returned daily.

3:15-3:40- SECONDARY ADVISORY

Advisory classes will be split into multiple classes when necessary to allow for social distancing in the classrooms. As with all classes, students will continue to be required to sit at their desks with face coverings and desk shields in place. If a student needs to go to another classroom for tutoring, the student will take their portable desk shield and sit at an empty desk with the desk shield in place and wearing a face covering. At the end of advisory, secondary students will be dismissed in an organized manner to put their desk shields in the appropriate location and follow the afternoon pick-up and dismissal procedures.

3:20-4:00- AFTERNOON PICK-UP AND DISMISSAL

The afternoon pick-up process for parents will be similar to recent years. The staggered dismissal times that are already in place at FBA will benefit a socially distanced and organized afternoon pick-up process. Elementary students will remain in their homeroom classrooms until being dismissed to Saints Camp in the Maker Space.

At the end of advisory each day, middle school students will return their desk shields to the weight room in the fieldhouse and report to the appropriate location. They will not be permitted to stay in the fieldhouse. High school students will place their desk shields in the 2nd floor hallway of the Rogers Building outside of their Daily Block classrooms. If a high school student's Daily Block classroom is in one of the temporary academic buildings, the desk shields should be placed in the Atrium on the 2nd floor of the Rogers Building.

Secondary students who are being picked up before 4:00 or riding the bus downtown should report to the Atrium and sit at a student desk until being dismissed. Secondary students who are participating in after-school athletics should report to the fieldhouse entrance. Secondary students who are not leaving before 4:00, not riding the bus downtown, or not going to athletic practices should return to their advisory classrooms after placing their desk shields in the appropriate location. Once the bus riders have left the Atrium and after the desks in the atrium have been sanitized, any secondary student being picked up after 4:00 may go to the Atrium and sit at a desk while continuing to wear a face covering.

3:45-5:30- SAINTS CAMP

Saints Camp will only be available at the FBA campus. Students will be able to ride the bus downtown, but all students need to be picked up no later than 4:15 pm, as there is no Saints Camp downtown. Saints Camp at the school will be until 5:30 pm and will follow the school's COVID-19 guidelines.

3:40-4:15- AFTERNOON BUS TO DOWNTOWN

Parents should notify Mrs. Shoemake if your student will be riding the bus to downtown in the afternoons to allow us to plan accordingly to ensure social distancing. The bus will be loaded in an organized manner. Students will fill the bus by going to the back of the bus first. Students will be required to wear a mask on the bus and sit only one student per seat. Students should be picked up on Patterson Street in downtown no later than 4:15 pm. Students will be dismissed from the bus in an organized manner with the students on the front of the bus being dismissed first. Upon arrival downtown, students will be checked out by a Saints Camp staff member. The bus charge for the 2020-2021 school year is \$35/month per family, which will be billed through RenWeb. The bus will be disinfected when it returns to the school campus.

3:45-6:30 HIGH SCHOOL ATHLETIC PRACTICES

All athletes going to high school practices after school will enter through the fieldhouse lobby and complete a temperature check with the One Screen Go Safe device. As with high school athletic period, small groups of athletes will be permitted to change in the locker rooms while wearing masks and maintaining social distance. Volleyball players will be required to wear face coverings while inside at all times. Football players will not wear pads and participate in

contact activities in August, and Schutt face shields and/or face coverings made for football will be mandatory once contact activities begin in September. Clothing cannot be left in lockers after practices. All clothing, towels, and personal belongings must be taken home and washed daily.

8:30-3:45- DAILY PRACTICES

The items below will be part of FBA's daily practices throughout the school day.

MASK BREAKS AND SOCIAL INTERACTION

Students will be given opportunities during the day when they will be socially distanced outside and will be able to remove their masks. Teachers will be encouraged whenever possible to hold classes outside and promote social interaction from a safe distance.

BATHROOM BREAKS

Elementary school bathroom breaks will be monitored, scheduled, and staggered to promote social distancing. Teachers will model the restroom procedures so that students will be able to follow and understand bathroom guidelines. For older elementary students and secondary students who are released from class to go to the bathroom, all students must first check in with the appropriate administrative assistant (Mrs. Daffron for elementary school and Mrs. Stone for secondary). Students must return to Mrs. Daffron or Mrs. Stone to check out before returning to class. For classes in the temporary academic buildings, the teachers will communicate with a walkie-talkie to ensure the concession stand bathroom is available. Bathroom breaks during PE, athletic period, or lunch will also require checking in with Mrs. Daffron or Mrs. Stone. Bathroom breaks during passing periods will not be permitted.

WATER FOUNTAINS/BOTTLES

Students should plan to bring a water bottle to school. Water fountains will be closed for direct drinking. However, students will be allowed to fill water bottles. Students will be instructed to avoid placing the rim of the water bottle on any part of the water fountain.

HAND WASHING

As previously mentioned under General Guidelines, hand-washing breaks will be provided. If soap and water are not readily available, hand sanitizer will be provided.

DAILY ANNOUNCEMENTS

The principals will make daily announcements via Zoom to classrooms in the mornings.

PRINCIPAL OFFICE VISITS

Time spent in the principals' offices will be minimized as much as possible. Parent meetings will need to take place via Zoom rather than in-person. Students in the principals' offices must wear masks and distance on the other side of the office. When possible, meetings with principals will take place outside the office.

STUDENT USE OF SCHOOL PHONES

Student use of school phones will be permitted when necessary. The phones will be sanitized with a disinfectant wipe before and after student use.

LIBRARY

Students will be allowed to visit the library and check out books. Upon return, books will be "quarantined" for four days and then re-shelved for checkout.

SUPPLIES

Students will not share supplies. In elementary school, each classroom teacher will distribute and manage supplies so that students are not sharing. Secondary students will not be permitted to share supplies.

RECESS (ELEMENTARY STUDENTS)

Elementary recess will be a highly-structured, teacher-monitored outdoor activity. At this time, recess will not be free play. Students will socially distance and have a mask break as well.

BAG ROOM (SECONDARY STUDENTS)

The bag room will be used by secondary students before, during, and after school. Students may only go into the bag room one person at a time.

COVID-19 POLICIES

RESPONSE TO A CONFIRMED CASE

When a teacher, staff member, or student *tests positive for COVID-19*, please immediately contact Head of School, Jason Lovvorn, at jlovvorn@fbacademy.com or 214-923-2813. Here is First Baptist Academy's step-by-step response to a confirmed positive case when an individual has been on campus within two days of exhibiting symptoms or testing positive if asymptomatic:

1. Contact all FBA families and staff members through the RenWeb email system to alert them of a positive case on campus. No names will be provided.

2. Send an additional email through RenWeb to parents with students in the same class as the individual with the positive case. In elementary school, parents of students in the same homeroom class will be notified. Middle and high school parents will be notified if their child is in the same grade level, extracurricular activity, or any of the same classes as the individual with the positive case. The appropriate teachers and staff members will also be notified. No names will be provided, and this is not considered exposure or close contact.
3. The individual with the confirmed case should provide a list of anyone associated with FBA who may have been potentially exposed going back two days prior to symptoms, or for asymptomatic individuals, two days prior to the test. While strict measures are taken during each school day, individuals with a confirmed case must be honest, open, and transparent about any potential exposure that has taken place inside or outside of school. Exposure is:
 - a. being directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask or face shield); or
 - b. being within 6 feet for a cumulative duration of 15 minutes; however, additional factors like case/contact masking (i.e., both the infectious individual and the potential close contact have been consistently and properly masked), ventilation, presence of dividers, and case symptomology may affect this determination
4. If any individuals associated with FBA may have been exposed to COVID-19, the school will notify them of the exposure, and if permission is granted by the individual with the positive case, Mr. Lovvorn will share the individual's name with individuals who may have been exposed. Any individual considered exposed must follow FBA's guidelines for returning to campus after potential exposure. All individuals involved must respect the privacy of one another and not disclose personal information.
5. Tyler Hill, FBA's Director of Operations, will schedule a deep cleaning through City Wide of DFW, focused on any areas that may have been exposed to COVID-19.

6. Any individuals with a confirmed case of COVID-19, exhibiting symptoms of COVID-19, or exposed to COVID-19 must follow all of the protocols outlined in the section “Return to School Protocols.”
7. All negative test results and doctors’ notes for any individuals returning to FBA’s campus must be turned in to Mr. Lovvorn.

It is the medical professional’s responsibility to contact Dallas County (not the school’s).

RESPONSE TO A CONFIRMED CASE OR SYMPTOMS WITHIN A HOUSEHOLD

When an individual in a student or staff member’s household tests positive for COVID-19 or is exhibiting symptoms of COVID-19, please immediately contact Head of School, Jason Lovvorn, at jlovvorn@fbacademy.com or 214-923-2813. The school will *not* be contacting other FBA families if a household member tests positive for COVID-19 or is exhibiting symptoms of COVID-19, but the student or staff member living in the household must quarantine due to exposure.

RETURN TO SCHOOL PROTOCOLS (CONFIRMED CASE, EXHIBITING SYMPTOMS, OR EXPOSURE)

CONFIRMED CASE OF COVID-19

Teachers, staff, or students *testing positive* for COVID-19 must meet and document **all** of the following conditions before being permitted to return to the FBA campus:

- At least ten (10) days must have passed since symptoms first appeared, or if no symptoms appeared, at least ten (10) days must have passed since the first positive COVID-19 test.
- The individual must be symptom-free for at least 72 hours without fever-reducing medication.
- The individual must receive a negative test result on an FDA-approved COVID-19 test.

- The individual must be released by a medical professional to return to work (evidence of a negative test result is not sufficient for a release by a medical professional).

EXHIBITING SYMPTOMS OF COVID-19

Teachers, staff, or students *exhibiting* symptoms of COVID-19 must meet and document the following conditions before being permitted to return to the FBA campus:

- The individual exhibiting symptoms is assumed to have COVID-19 until proven otherwise. The individual must quarantine immediately and be *evaluated by a medical professional or tested for COVID-19*.
 - The individual must be symptom-free for at least 48 hours without fever-reducing medication **AND** meet and document either one of the following two conditions:
 - The individual must obtain a note from a medical professional clearing the individual for return to work or school based on an alternative diagnosis; or
 - The individual must receive a negative test result on an FDA-approved COVID-19 test and must provide documentation.
 - An individual testing positive on a COVID-19 test must follow the protocols listed above under “Confirmed Case of COVID-19.”
 - If an individual has exhibited symptoms but does not obtain a note from a medical professional or a negative COVID-19 test, the individual may not return to the FBA campus for ten (10) days since symptoms first appeared.
 - **Scenario A:** An individual goes home sick exhibiting symptoms on Wednesday and reports continued symptoms from Wednesday-Saturday. The individual is diagnosed with strep throat on Thursday. Symptoms end without the use of fever-reducing medicine on Saturday at 4:00 pm. 48 hours from the last symptoms will be on Monday at 4:00 pm. In this scenario, the individual will be permitted to return to FBA on Tuesday morning due to the following conditions being met and documented:
 - 48 hours have passed since exhibiting any symptoms; **AND**
 - A note from a medical professional has been obtained and submitted to FBA, clearing the individual based on an alternative diagnosis.
 - **Scenario B:** An individual goes home sick with symptoms on Monday morning, and symptoms ended without the use of fever-reducing medicine on Monday at 6:00 pm. 48 hours from the last symptoms will be on Wednesday at 6:00 pm. The individual takes an

FDA-approved rapid response COVID-19 test on Tuesday at 8:30 am and receives a negative test result. In this scenario, the individual will be permitted to return to FBA on Thursday morning due to the following conditions being met and documented:

- 48 hours have passed since exhibiting symptoms; **AND**
- The individual has received a negative result on a COVID-19 test.

EXPOSURE TO COVID-19

Teachers, staff, or students who have no symptoms, but have been exposed or in close contact (as defined below) with someone with a confirmed case of COVID-19 or exhibiting symptoms of COVID-19 must meet and document the following conditions before being permitted to return to the FBA campus:

- The individual must immediately quarantine for 14 days and self-monitor symptoms.
 - If the individual exhibits any symptoms, the individual must follow the protocols listed above under “Exhibiting Symptoms of COVID-19”; or
- The individual must immediately quarantine until taking an FDA-approved COVID-19 test at least 48 hours from the *last known exposure* to the individual with a confirmed case or symptoms of COVID-19. The individual must then receive a negative test result on the FDA-approved COVID-19 test.
 - The individual must continue to monitor all symptoms, and if any symptoms are exhibited, the individual must follow the protocols listed above under “Exhibiting Symptoms of COVID-19.”
- **If an individual has continuous exposure (continuing to live in the same household as an individual who has tested positive for COVID-19 or exhibited symptoms of COVID-19), the exposed individual must quarantine immediately.** *Last known exposure* is considered when the person with the positive case or symptoms is cleared based on FBA’s COVID-19 protocols. At that time, the exposed individual may begin the “Exposure to COVID-19” steps to return to school.
- If an individual is exposed to someone exhibiting symptoms of COVID-19, *once the individual with symptoms has received a note from a medical professional or a confirmed negative test*, the exposed individual may return to the FBA campus. If the individual exhibiting symptoms does not obtain a note from a medical professional or a negative COVID-19 test, the individual with symptoms may not return to the FBA campus for ten (10) days since the symptoms first appeared. Therefore, the exposed

individual must quarantine immediately and must follow the “Exposure to COVID-19” protocols above.

Exposure or “close contact” is defined as:

- being directly exposed to infectious secretions (e.g., being coughed on); or
- being within 6 feet for a cumulative duration of 15 minutes; however, additional factors like case/contact masking (i.e., both the infectious individual and the potential close contact have been consistently and properly masked), ventilation, presence of dividers, and case symptomology may affect this determination
 - Individuals are presumed infectious at least two days prior to symptoms onset or, in the case of asymptomatic individuals who are lab-confirmed with COVID-19, two days prior to the confirming lab test.
- ***Additionally, First Baptist Academy defines exposure as living in the same household as an individual who tests positive for COVID-19 or exhibits symptoms of COVID-19.***

SYMPTOMS OF COVID-19

- | | |
|--|--|
| ➤ Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit | ➤ Cough |
| ➤ Sore throat | ➤ Difficulty breathing or shortness of breath |
| ➤ Headache | ➤ Fatigue |
| ➤ Diarrhea, nausea, or vomiting | ➤ Chills, shaking, or exaggerated shivering |
| ➤ Loss of taste or smell | ➤ Significant muscle pain or ache |
| ➤ Congestion or runny nose | ➤ Did an individual in the household travel outside of the state of Texas? If so, please notify the school office. |

Information on contact tracing from Dallas County Health and Human Services

- When you receive an initial call from a contact tracer at Dallas County Health and Human Services (DCHHS), the number displayed will typically be 214-819-2000. If you receive a call, text, or email regarding contact tracing and you are unsure if it’s legitimate, please call the Dallas County Health and Human Services COVID-19 Call Center at 972-692-2780.
- Contact tracers will NEVER ask for your social security number, bank information, or credit card number.

DFW RAPID COVID-19 TESTING CENTERS

The locations below offer rapid response COVID-19 tests.

Richardson

ER Near Me
469-382-1283
15767 North Coit Road
Dallas, TX 75248
ernearmetx.com
No Appointment Necessary
Free with Insurance
Self-Pay - \$240
Will travel to FBA for Test

Rockwall

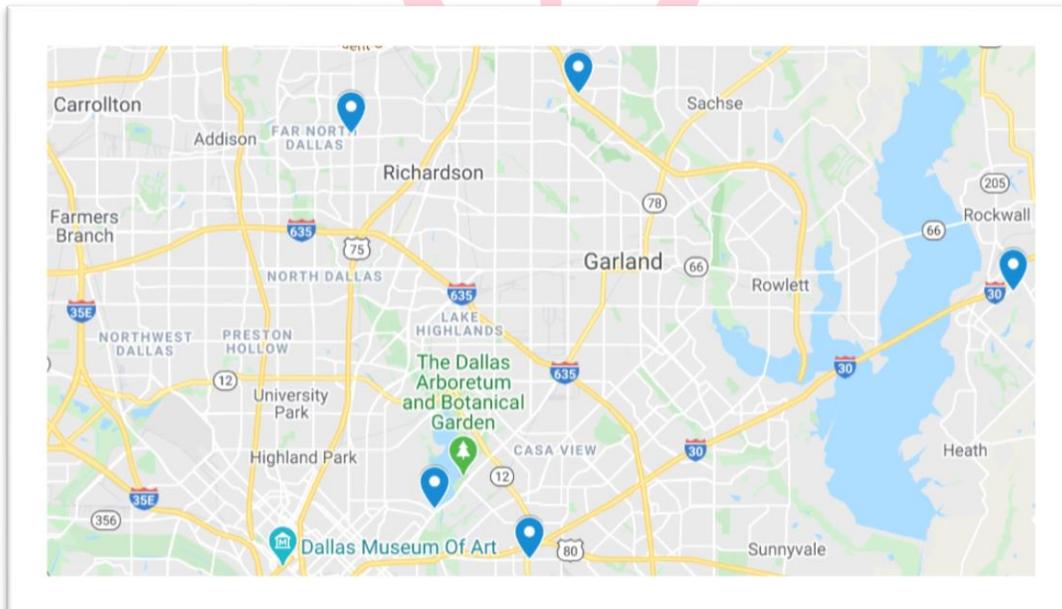
Rockwall Urgent Care
469-402-3400
810 E. Ralph Hall Pkwy, #100
Rockwall, Texas 75032
rockwalluc.com
By Appointment Only
No Insurance Accepted
Self-Pay - \$150 with no symptoms
Self-Pay - \$200 with symptoms

Dallas

Frontline ER Gaston
214-499-9555
7331 Gaston Ave. Suite 180
Dallas, TX 75214
frontlineerdallas.com
By Appointments Only
Insurance Accepted
Self-Pay - \$200

Garland

Urgent Care Kids
214-919-3170
7150 N President George Bush Turnpike
#100
Garland, TX 75044
urgentcarekids.com/locations/garland/
Online Registration Encouraged
Potentially Free through CARES Act
Insurance Accepted
Self-Pay - \$200 In-Clinic
Self-Pay - \$100 Virtual Consultation with
Drive-through Test
Virtual Visit Required for Adults



FEVER/SICK POLICY AND NURSE'S CLINIC

Only sick students will go into the nurse's clinic. Students with injuries or medication needs will be treated outside the clinic. No students, staff, or visitors will be permitted on the FBA campus with a fever at or above 100.0 Fahrenheit. Anyone with a fever at or above 100.0 will be quarantined in the nurse's clinic until they are picked up.

AFTER SCHOOL CLEANING POLICY

CityWide of DFW will clean and sanitize the school facilities. At the end of the school day, teachers will clean desks and tables in the classroom with disinfectant wipes or spray. Desk shields, locker rooms, athletic equipment, and the weight room will be disinfected using foggers.

CAMPUS VISITOR POLICY

Visitors will not be permitted during the school day unless they are an essential part of the educational process. Any visitors will be required to check-in with the One Screen Go Safe device and the Raptor security system. Their access will be limited to the areas in which their services are required. Parents can drop off items for students during the day in the lobby of the Rogers Building but will not be able to enter past the lobby doors. Face coverings must be worn when entering the building, even if it is to quickly drop off an item in the lobby. Visitors from college admissions offices will not be permitted during the first semester, but online meetings will be organized to allow FBA students to interact with colleges.

STUDENT DISCIPLINE

If students do not abide by the COVID-19 guidelines, they will be sent home immediately, and their status as an FBA student will be reviewed by administration.

CLASSROOM PARTIES

Classroom parties will be held in the classroom, but parents and volunteers may not attend.

SPECIAL EVENTS

Alternative plans for the Mentor/Mentee Program, Senior Trip, service days, and school programs will be made during the school year. These programs are integral parts of the FBA experience, and we will determine how to appropriately and safely continue them at the right time.

FBA DISTANCE LEARNING (STUDENTS IN QUARANTINE)

Parents who are not yet comfortable having their children return to school on August 10 can elect the online distance learning option. This program will be offered for as long as necessary based on the preference of the parent. This program is also how we will provide instruction to students who need to be quarantined during the school year due to COVID-19. Classroom teachers will provide a Zoom link via email, and students may join for live interaction. This year for any online resources, we will be utilizing Google classroom rather than Schoology. Students will be enrolled in the classes and user names and passwords will be given to the students. Because the classroom teachers will also be delivering in-person classroom instruction, one-on-one access will be limited. Middle and high school teachers will be available for Zoom study halls. A Zoom Chapel link will also be provided via email, but there are no Zoom links for special elementary classes (Spanish, Art, Music, and PE). Whenever you feel

comfortable with your child returning to FBA in person, please let us know and we will make that transition as seamless as possible.

FBA ONLINE

FBA Online is the name of the program FBA will launch if the state requires all schools to go online as we did in the spring. We plan to only shift to FBA Online in the unlikely event that it is mandated by the state. FBA Online will shift from the Schoology platform to Google classroom. All students will receive access to Google classroom at the beginning of the school year to allow for an easy transition to FBA Online or FBA Distance Learning if necessary. FBA teachers have received Google classroom training this summer and will continue to receive training to become more familiar with the learning management platform. FBA completed the integration process between RenWeb and Google classroom, so the gradebook and attendance in both platforms will work together. The ability to shift to FBA Online will benefit FBA long-term in ways unrelated to COVID-19. For example, a snow day will no longer have to be a missed school day, as students can receive their materials through Google classroom and meet with their teachers on Zoom.

Some schools communicate a threshold that includes a percentage of positive cases in a grade-level or school that would cause the school to shut down and shift to online school. Because of our small class sizes, percentages can be skewed by just a few cases. Therefore, if greater than 50% of a class or grade level has confirmed cases of COVID-19, that class or grade level will temporarily shift to FBA Online.

ACADEMIC TESTING

Our plan is for academic testing to resume on a normal schedule in the 2020-2021 school year. ACT, PSAT, Aspire, and Stanford standardized testing will return for the upcoming school year.

ATHLETIC EVENTS

Visitors must abide by FBA COVID-19 policies for all events. Face coverings must be worn indoors and social distancing should be practiced at both inside and outside events. Temperature checks will be required for any visitors entering FBA indoor facilities, and capacity limits will be enforced.

PHASING OUT

Although FBA is one of the first schools in the state starting school in-person, we believe that we can effectively implement the procedures to provide a Christ-centered, college-preparatory, *in-person* education in a safe environment for our students! While we are one of the first to start school, we will be extremely conservative and slow in phasing out of these COVID-19 protocols as the pandemic comes to an end.