



RE-ENTRY PROTOCOLS

2020-2021 School Year

GOAL

Westminster seeks to glorify God by providing an excellent education that equips students to live extraordinary lives for Jesus Christ. Our goal is to maintain on campus learning as long as possible while prioritizing the health and wellness of our students, faculty and staff.

Westminster Schools of Augusta will follow guidelines set forth by the Center for Disease Control, Department of Public Health, and American Academy of Pediatrics for our health and wellness information.

COVID-19 HEALTH & WELLNESS POLICIES

Temperature

- All students will have their temperature checked upon arrival to school. Any student or faculty member with a temperature over 100.0 F will not be allowed to stay at school. If a student presents a fever they will be immediately isolated with a mask on and the parent/guardian will be called to pick them up.
- To return back to school the student must be fever free without the aid of medication for 72 hours. A doctor's note that states it is safe for them to return to school may be required.

Mask

- Every mask should cover your nose and mouth. Your mask may have a pattern, Westminster logo, college logo, or be a solid color. Masks should follow school dress code guidelines which includes no large graphics or logos. If your student forgets his/her mask at home a paper one will be provided for them. For further clarification please see your division handbook, all mask policies will follow the student/s grade level dress code guidelines.
- LS: All Lower School students will be wearing a mask while outside of their classroom, in the hallway, and in the carline. LS students should arrive and leave in a mask. Students in grades 3-5 will wear a mask in their designated classroom.
- MS/US: Due to our limitations on socially distancing, we are asking all Middle and Upper School students to wear a mask at all times unless they are eating lunch or participating in outdoor activities where social distancing is possible.
- Teachers: All teachers will be wearing a mask unless they are socially distanced from students teaching at the front of the classroom. All teachers will have access to clear masks for when they are working one on one with students.

Cleaning

- Extra measures have been implemented to clean and disinfect daily. There will be disinfecting wipes and spray located in every classroom for use during the day. All buildings, classrooms and bathrooms will be thoroughly cleaned by maintenance and housekeeping daily.
- We will also be eliminating the use of all water fountains. Please have your student bring his/her water bottle everyday, and they will have the opportunity to refill them throughout the day.

Symptoms to monitor (from the Center of Disease Control & The Department of Health)

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| • Fever over 100.0 F | • Headache |
| • Chills | • New loss of taste or smell |
| • Cough | • Sore throat |
| • Shortness of breath or difficulty breathing | • Congestion or runny nose |
| • Fatigue | • Nausea or vomiting |
| • Muscle or body aches | • Diarrhea |



COVID-19 SYMPTOMS, TESTING & EXPOSURE

Someone in your immediate family tests positive

- If someone in your immediate family tests positive, please report this to your division principal and Westminster Schools of Augusta Nurse, Kelly Hitchcock, RN at khitchcock@wsa.net.
- The student/s must be quarantined at home and not return to school for 14 days from the last potential exposure of the positive family member.

Your student/s tests positive

- If your student/s tests positive for Covid-19, please report this to your division principal and Westminster Schools of Augusta Nurse, Kelly Hitchcock, RN at khitchcock@wsa.net.
- Westminster Schools of Augusta's policy states that to return to school you must be 10 days from the start of symptoms arriving and 72 hours being symptom and fever free without the aid of medication. We also may require a doctor's note giving your child clearance to return back to school.

Your student/s or someone in your family may have been exposed to COVID-19

- If you think a family member or your student/s has been exposed to COVID-19, he/she should wear a mask, and you should monitor symptoms on a more regular basis.
- If COVID-19 symptoms appear, your student should stay home from school as well as consult your physician in order to get clearance to continue at school.

If your student/s presents symptoms

Please keep your student home if he/she is feeling sick or presenting symptoms.

- We know that COVID-19 testing is not always easily available for those under the age of 16. If your student/s presents COVID-19 like symptoms then he/she must consult his/her doctor to receive clearance to return to school.
- If a LS student/s presents COVID-19 symptoms at school, he/she will put on a mask and remain in our LS clinic and isolated from others until safely transported home or to a healthcare facility.
- If a MS student/s presents COVID-19 symptoms at school, he/she will remain in the Middle School office clinic with a mask and isolated from others until safely transported home or to a healthcare facility.
- If a US student/s presents COVID-19 symptoms at school, he/she will remain in the Upper School office clinic with a mask and isolated from others until safely transported home or to a healthcare facility.
- Please note that if a student leaves school with a fever or develops a fever at home, they must be fever free for 72 hours without the aid of medication in order to return to school. A doctor's note may also be required.

Faculty, staff and students are not required to get tested for COVID-19

- We are not requiring any students, staff or faculty members to get tested. We are encouraging all community members to continue to monitor their health and wellness.

Faculty and Staff members will have daily temperature and symptom checks

- All faculty and staff members are required to keep a log of their temperatures and any symptoms before they arrive to campus.
- If an employee is uncomfortable with the phase that the school is in, he/she should speak to his/her division head.

As a Westminster community member, you are expected to inform Westminster Schools of Augusta if your student or a member of your household has tested positive for COVID-19

- If your student/s tests positive, please report this to your division principal and Westminster Schools of Augusta Nurse, Kelly Hitchcock, RN at khitchcock@wsa.net. We will be keeping track of all COVID-19 in the Westminster community. We will maintain confidentiality of each student and family. A positive case of COVID-19 will be communicated via email to the parents of the classroom and division affected.

Steps taken when a teacher tests positive for COVID-19

- We will notify the parents who have students in that classroom or division. The teacher may return to school when fever and symptom free for 72 hours without the aid of medication and 10 days from the onset of symptoms.

In addition to the aforementioned requirements, anyone who is required to be off-campus due to a COVID-19-related concern must consult and receive clearance from the school nurse before being allowed back on campus. Please email Kelly Hitchcock at khitchcock@wsa.net.



ON CAMPUS PROCEDURES

Visitors

- Although we love seeing our parents and community members on campus, for the health and safety of the Westminster Community we will be limiting the visitors on campus this year. As of now, there will be no visitors in classrooms, lunch or chapel. We will be allowing speakers on campus, with the purpose of lecturing or teaching.
- Parents who need to dismiss a student early in the Lower School may enter into the main entrance of Pamplin Hall with a mask on and wait for the student.
- Parents who need to pick up a MS/US student will contact the division office and wait in the car for the student to come to you.
 - MS: 706.731.5260 x-2346
 - US: 706.731.5260 x-2301

Communication

- We will be evaluating the number of cases each week and do our best to continually communicate with parents through the Wildcat Scratch, released every Monday. To sign-up for the weekly Wildcat Scratch Newsletter click [here](#). If you have any issues with the newsletter please contact publications@wsa.net.
- Parents may check our COVID-19 response page wsa.net/coronavirus for current updates.

Student Phone Policies

- MS: Students will still turn in cell phones everyday before school to the Middle School office. They will not be allowed to check it throughout the day unless it is a message from a parent to help limit the number of students in the office at one time.
- US: Students will not turn in their cell phones to the Upper School office. Phones must remain out of sight throughout the day. Students may only be on their phones during lunch and open study hall (for juniors and seniors).

Co-curricular and Chapel

- We will not have 50 or more people in one meeting space indoors unless all attendees are masked, and the gathering is no more than 20 minutes in length.
- MS/US Chorus: Students will sing outside or in the gym with social distancing and masks.
- MS/US Physical Education: P.E. classes will be held outdoors when possible or held in the U.S. gym and students will participate in low impact activities.
- MS/US Band: Students will social distance, work in small groups, and meet outside (weather permitting). Two teachers will be available so that students can spread out to other locations.
- MS/US Chapel: Chapel will be held outside or indoors with all attendees properly masked.
- LS Chapel: Chapel will be virtual and periodically outside.
- LS Curriculars: Art, Music and Technology will all be visiting the students in their classrooms, or will host students in the curricular classrooms when mask wearing is appropriate and sanitization between each class is available.
- LS Physical Education: P.E. classes will be held outdoors when possible or held in the L.S. gym and students will participate in low impact activities

Lunch Program

- LS: All students will be eating in their classroom. Teachers Assistants will pick up lunches from the cafeteria and bring it to the classroom.
- MS/US: Students will be spaced out with 3-4 students per table and spread out by grade level. Pre-packaged hot food meals, salads and sandwiches will be available through Flik Dining service.
- Westminster is not allowing visitors for lunch at this time.

Drop Off/Pick Up

- Please note that all students should arrive and leave in a mask.
- PK-TK: Students will go straight to their rooms after they get their temperature checked.
- K-Grade 1: Students will wait around the breezeway and get their temperatures checked.
- Grade 2-5: Students will be spaced out in their grade bubbles while they get their temperature checked.
- With parent approval, grade 4-5 students may continue to help with the carline as long as each student wears a mask.
- MS: All students will get their temperatures taken upon arrival to campus, but there is no change in drop off/pick up.
- US: All students will get their temperatures taken in the US parking lot upon arrival to campus. Students are not allowed to hang out in the parking lot, and they cannot get into another student's car at any time.
- If a student/s leaves campus for any reason, he/she must report back to the office upon return to school to have their temperature taken again.
- Seniors: As long as students are wearing masks and in their own vehicle, senior off campus privileges may continue. Seniors should not share rides when leaving campus during the day or bring food for others back to campus. Students must report back to the office upon return to school to have their temperature taken again.

Westminster Extended Day Activities

- LS: XD will not be offering Xplorations at this time. XD will consist of homework time, snack, and socially distanced activities. All PK3 - grade 5 students remaining in XD will be required to wear a mask.