

# **JAHE-PIONEERS CO-OP**

## **Covid Safety Procedures & Guidelines**

I. **Covid Liability Waivers** - Every student, parent, and staff member **MUST** sign the Covid 19 waiver form in order for to participate in PIONEERS. The form dismisses liability for Ganson Street Baptist Church, PIONEERS Co-op leaders and staff, and the Jackson Area Home Educators Organization. Once the form is on file, parents/staff will not need to sign another form throughout the year.

II. Covid Safety Screening & Safety Protocol and Procedures:

### **A. Weekly Check-in – SOUTH ENTRANCE**

In respect for the governor's executive orders apart from political affinities for "safe school start", and a desire to protect the witness of the GSB church in their neighborhood, as well as Pioneers; **Masks will be required along with social distancing when physically entering the building at any time during the day. Due to the large number of people arriving at the same time, we ask that families try to social distance from other families as they enter the building. Entrance is only available via the south ramp entrance.** Families should social distance when waiting on the ramp to enter the building. Unless you have a medical reason not to wear a mask, we would appreciate your cooperation with this request.

It is very important that we respect the wishes of the church and local authorities and **PUBLICALLY NOT** present ourselves in any manner disrespectful to the Executive Orders in place that require social distancing and masks while visible in the parking lot & building. Our goal is **NOT** to draw attention to our group, by appearance of disregarding "safety guidelines".

B. Please keep your masks on until check-in is complete and individuals have arrived in their classroom or work area.

C. Hand Sanitizer Station - All **individuals will be required to pass through the hand sanitizer station upon entrance to the building.**

D. **Non-Touch Temperature Scan - All individual will be required to pass through a non-touch temperature scan area at the South Entrance.** Temperatures will be recorded and on remain on file for 30 days. Anyone showing a temperature of 100.4 or above, will not be allowed to remain in the building.

E. In the event of Sickness - Families, please be considerate of others and attentive to the goal of not having to shut-down the co-op due to sickness. If you have a child exhibiting flu-like symptoms (cough, sore throat, green mucus discharge, diarrhea, vomiting, chills) with or without a temperature, please keep them home as well as any other family member exposed to an ill person in your household.

F. Proceed to Classroom or Service Area - After check-in, students/adults should proceed to their classroom and/or service area and may remove their mask upon arrival. Students are **NOT** to congregate in the the Narthex, Fellowship Hall, etc., unless their mask is in place. It is important these areas remain open to allow safe traffic flow of students and staff.

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G. In order to better maintain SOCIAL DISTANCING, Parents are asked NOT to congregate in the building to visit while we are under the Current Phase 4 Executive Orders.

H. Changing Classrooms and/or Passage through tight hallway areas. Due to limited hallway passages, **Masks are required** when students/teachers are changing classrooms at the end of the regular class periods.

I. Masks or shields are required by all Students while Sharing Science Equipment or Working in Labs, where social distancing can not be reasonably maintained.

J. Masks or Shields are required for teachers/aides who are working with students but can not maintain reasonable social distancing in the classroom.

K. Masks or Shields and Gloves are required by all Cantina Staff when serving food.

L. When not wearing a Mask, please store your mask in a "ziplock" sandwich bag, in your pocket, purse, or backback. Please make certain to write your name on both the Ziploc bag and somewhere on your mask, be it cloth or disposable so if dropped, the owner can be found. Disposable masks will be available for purchase (\$1.00) at the South Entrance should you forget to bring one from home.

### III. DRINKING FOUNTAINS are CLOSED.

All individuals should bring their own personal refillable Water Bottle, marked with their name on it. There will be Igloos with cold water available in both the Fellowship Hall and YP Office for refills throughout the day. Only adults, with sanitized, gloved hands are permitted to refill water bottles. Due to germ contamination in the spout areas, Disposable Water Bottles are NOT to be refilled at the Water Stations. Water Bottles are available for purchase for \$1.00 in the Cantina Area. Please mark your name on your water bottle, if left unattended with NO NAME indicated, the disposable water bottles will be immediately disposed of in order to prevent unknowing sharing of same.

### IV. HAND SANITIZER

Hand Sanitizer will be available throughout the building. Students/Staff are expected to cleanse their hands each time they enter a new classroom or change classes. There will be hand sanitizers available in the following areas:

- A. South Entrance
- B. Monitor Station
- C. Fellowship Hall – Lunch Area
- D. YP Classrooms
- E. 6-12 Class Rooms

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- V. Safety Cleaning for Building
  - A. All tables and chairs used throughout the day should be wiped down by a teacher or assigned student at the end of each class period. Gloves will be provided for this task.
  - B. High touch areas – Door knobs/handles, stair railings, and Bathrooms will be wiped down 4 x each day. Once after 1<sup>st</sup> period (10:00), After Lunch (12:00), 4<sup>th</sup> Period (2:00), End of Day (4:00). Light switches will be wiped down at the end of the day.
  
- VI. Family Files – Monitor Station

To keep any extra people from entering the building, the Family Monitor Station will be moved from the lower level to the South Entrance area. Parents/Students will NOT access the Family Files, but request the Monitor Station attendant to pull your file for you. There will be a file tray available to drop off anything you wish to go to a family and/or teacher file. Payments of any type can also be dropped off to the Monitor Attendant. Please have your payment in a sealed envelope and clearly marked for the purpose of the payment. Monitor attendants will be make certain all monies are passed onto the Accounting Office in a Timely manner.
  
- VII. Socialization is an added benefit of PIONEERS. Students will have opportunity to socialize in a controlled environment, with social distancing in place both in and outside of the classroom. However, we ask that for parents and children not enrolled in a class to socialize and enjoy each other's company outside of class, please bring a lawn chair and set up outside. Masks again are required if you are unable to social distance in the parking lot.
  
- IX. Drop-off and Pick-up – Parents who are NOT involved in the program, need to drop-off and pick-up their kids at the SOUTH Entrance. Please pull in through the WEST Drive-way when dropping off or picking up your student(s). Parents need to wait in their vehicle or at the Ramp if you have younger children, please do NOT enter the building if possible. We would like to limit extra human traffic inside the building as much as possible.
  
- X. Parents, feel free to suggest anything we could be doing to help you feel comfortable with your child participating during the evolving health climate. We are open to suggestions and advice as these are uncharted waters for us all. We believe with some modifications and everyone's willingness to help - we can make it a fantastic, healthy co-op year for everyone.