



**GENESEE
COUNTRY
CHRISTIAN SCHOOL**

Loving Learning ♦ Knowing God ♦ Serving Others

**RE-OPENING PLAN
2020-2021**

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TABLE OF CONTENTS

Introduction	3
I. Reopening of School Facilities for In-Person Instruction	3
a. Educational Options.....	3
b. Social Distancing Practices.....	3
c. PPE and Face Coverings.....	4
d. Operational Activity.....	5
e. Practicing Proper Hygiene.....	6
f. Cleaning and Disinfection.....	7
g. Cleaning Following Suspected or Confirmed Case of COVID-19.....	8
h. Extracurriculars.....	8
i. Before and Aftercare.....	8
j. Vulnerable Populations.....	8
k. Transportation.....	9
l. Food Services.....	9
m. Emergency Drills.....	9
n. Mental Health, Behavioral, and Emotional Support Services.....	9
o. Communication.....	10
II. Monitoring of Health Conditions to Ensure Detection of Infections	10
a. Monitoring of Health Conditions.....	10
III. Containment to Prevent Spreading of the Disease if Infection is Detected	12
a. Containment of Potential Transmission of COVID-19.....	12
b. Health Screening.....	12
c. In-Person Screening.....	12
d. Positive Screening Protocols.....	12
e. Presentation of COVID-19 Symptoms.....	13
f. Isolation, Quarantine, Lifting and Returning to School.....	14
IV. Closure if Infection Cannot be Contained or if Closure is Otherwise Necessary and/or Required by the State or Local Department of Health	15

Introduction

It is the intention of the School Board and administration to resume on-campus instruction at GCCS on September 9, 2020. In accordance with New York State Education Department and Department of Health guidance, GCCS submits the following school reopening plan. The plan is an effort to provide a safe environment against the spread of COVID-19 for the students, faculty, staff and guests of the school.

The plan covers the following four components:

- I. Re-opening of school facilities for in-person instruction,
- II. Monitoring of health conditions to ensure detection of infection,
- III. Containment to prevent spreading of the disease if infection is detected, and
- IV. Closure if infection cannot be contained or if closure is otherwise necessary and/or required by the state or local department of health.

I. Reopening of School Facilities for In-Person Instruction

a. Educational Options

- With the ample facility and small class sizes, GCCS will be able to have in-person instruction five days per week.
- GCCS is prepared to have hybrid instruction when students are absent for more than three days. There is an online tutor who will be the liaison between the classroom teacher, parents and students.
- If COVID-19 cases develop, GCCS will restrict access within school facilities and across school grounds, particularly in affected areas to avoid full school closures.
- GCCS will temporarily move classes where an individual has tested positive for COVID-19 to remote/virtual format until all contacts can be identified, notified, tested, and cleared.
- GCCS is prepared to go to distance learning if a class is put into quarantine or if there is a surge of COVID-19 cases in the area or state.
- The principal and vice principal are the designated COVID-19 safety coordinators whose responsibilities include continuous compliance with all aspects of the school's reopening plan, as well as any phased-in reopening activities necessary to allow for operational issues to be resolved before activities return to normal or "new normal" levels.

b. Social Distancing Practices

- Music and chorus classes will be conducted in the gymnasium where students can be spaced 12 ft apart. Floor decals will help students stay distanced from each other. Students will wear face masks to and from the gymnasium.

- Students will be 12 ft apart in the gymnasium during PE class. In their spots, students will exercise and work on basic skills and techniques.
- K-4 cohort will be in the gymnasium for chapel maintaining the 6 ft distance.
- There will be signage throughout the building reminding students and staff of the importance of appropriate hygiene habits including respiratory etiquette, the wearing of masks and social distancing.
<https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/schools-childcare/COVID19-k-12-school-posters-keep-space-when-outside.pdf>

c. PPE and Face Coverings

- The school nurse will train GCCS staff on how to adequately put on, take off, clean, and discard PPE.
- Prior to the start of school through a zoom meeting, teachers will train students on how to adequately put on, take off, clean, and discard PPE.
<https://www.cdc.gov/coronavirus/2019-ncov/downloads/cloth-face-covering.pdf>
- Through zoom meetings, letters to parents, school website, and signage, students, faculty, staff, and visitors will be informed that they are required to wear face coverings in common areas or situations where social distancing may be difficult to maintain.
- Upon entering the building, vendors and contractors will be instructed by the school nurse or administration on how to adequately put on, take off, clean, and discard PPE.
- GCCS will purchase PPE equipment for faculty, staff, and students. Face coverings that are transparent at or around the mouth for instruction or interventions that require visualization of the movement of the lips and/or mouths have been ordered.
- GCCS will obtain and maintain adequate supplies of face coverings for school staff, students, and visitors who forget their masks, and PPE for use by school health professionals.
- GCCS will supply lanyards, so staff and students will have their mask with them at all times.
- All employees, visitors, and students will wear a cloth face covering whenever social distancing cannot be maintained: exiting the bus, in line to get a health check, putting away supplies, working on projects together, in the hallways, and restrooms.
- Students will have a mask break when working at their desk and while eating snack and lunch.
- Any adults or students that have contact with more than one cohort (closer than 6 ft or 12 ft for singing) will wear a mask and disinfect hands for any contact outside of their homeroom.

- Students who are unable to medically tolerate a face covering, including students where such covering would impair their physical health or mental health, or where such covering would present a challenge, distraction, or obstruction to education services and instruction are not subject to the required use of a face covering. PreK students who are incapacitated or otherwise unable to remove the cloth face covering without assistance are not subject to wearing a mask. (as per the “New York State Education Department's Recovering, Rebuilding, and Renewing: the Spirit of New York's Schools Reopening Guidance” pg. 36)
- Staff will assist students who may have difficulty in adapting to wearing a face covering.
- Face coverings will be cleaned or replaced after use and will not be shared. Students and parents will be advised to take responsibility for maintaining their student's face coverings.

d. Operational Activity

■ **Student Drop - Off and Pick - Up**

- Each of the cohorts will use a separate entrance/exit to the building (5th-8th playground entrance, PreK main entrance and K-4th gym entrance).
- Parents will not enter the school when dropping off or picking up the student. If a parent needs to visit the office, they will do so by buzzing in through the main entrance where they will have a health screening and then hand sanitize.
- Teachers will enter through the main entrance where a health screening will take place.

■ **Schedules**

- Each of the cohorts will use a separate entrance/exit to the building (5th-8th playground, PreK front and K-4th gym entrances).
- Upon entering the building, students will social distance in their designated area while they wait to have a daily temperature check and completion of a screening questionnaire (pass/fail temperature and pass/fail if student feels well) done by school staff.
- Students will be dismissed one class at a time.

■ **Cohorts**

- The smallest group of containment will be the grades that share a “homeroom class,” generally between 12 and 15 students.
- A second layer of contact containment is the “cohort” (i.e. PreK, K-4, 5-8), which will be well under 50 students, recognizing there will be some contact between some classes. Students will wear masks when they come in contact with other classes.
- As much as possible, contact between cohorts will be prevented.
- The exception to the separation of classes will be for joint use of large well-ventilated shared spaces such as the playground and gym, where classes that are in the same cohort (i.e. PreK, K-4 and 5-8) there may be some interaction. Hand sanitizing before and after mingling of classes will be required.

■ **Space Configurations**

- Students will be taught in their homerooms as much as possible and by their own teacher.
- Desks will be spaced 6 ft apart and will be maintained when it does not interfere with learning or activities. Students would not be required to wear a face mask when sitting at their desks. Barriers may be used in preschool and kindergarten.
- Schedules are in place providing for one class in the hallways at a time.
- Arrows and distance markers will be placed on hallway walls and in screening areas.
- 5-8 cohort locker use will be limited to housing backpack, boots and jackets. Students' books and lunches will be kept in the classrooms.
- Signage will be placed near the playground indicating closed to the public.

■ **Small Spaces**

- Staff will enter the office and break room wearing masks and will distance from each other.

■ **Faculty and Staff Meetings**

- Teacher meetings will be held in the lunchroom with teachers sitting 6 ft apart.

■ **Common Areas**

- Each cohort will use separate bathrooms, PreK and Kindergarten use the classroom bathrooms.
- No more than two students will be allowed in the bathrooms at one time. Students will wear masks and floor decals will be in place to ensure distancing.
- The 5-8 cohort will have art class in the art room, while K-4 cohort will have the art teacher push in to each classroom.
- The library will be closed for students.
- Hand sanitizer or disinfecting wipes will be available in all common areas.
- There will be signage in common spaces reminding students and staff of the importance of appropriate hygiene habits including respiratory etiquette.
- Faculty will have separate break times to reduce density in enclosed areas.

■ **Shared Objects**

- Students will use their own school supplies, (i.e. writing instruments, scissors, books, dry erase boards, paper, etc.), which will be kept in a caddie near their desk.
- Each student will have their own Chromebook to use.
- When supplies or areas in the classroom need to be shared, proper hygiene and clean up will take place.

e. Practicing Proper Hygiene

- Everyone entering the building is expected to use hand sanitizer at the entry or wash hands with soap and water for at least 20 seconds.
<https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/schools-childcare/COVID19-k-12-school-posters-wash-your-hands.pdf>

- Students and staff will wash hands often, especially after touching others or shared surfaces, before and after eating, and after coughing, nose blowing, or sneezing.
- If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol will be throughout the hallways and classrooms.
- Appropriate signage will be placed in bathrooms, classrooms, and hallways instructing staff and students in correct hand and respiratory hygiene.
- Responsive Classroom techniques will be modeled and practiced daily to ensure students know proper mask wearing, hand washing, and sanitizing.
- All hygiene, cleaning and disinfecting supplies are CDC approved.
- Custodian and staff will maintain logs that include the date, time, and scope of cleaning and disinfecting.
- GCCS's medical director has approved and permitted the use of alcohol-based hand sanitizers in school facilities.
- Student use of alcohol-based hand sanitizers will always be supervised by adults to minimize accidental ingestion and promote safe usage.
- If parents do not want their child to use alcohol-based hand sanitizers, they will be required to send a written notice to the school. GCCS will provide accommodations for students who cannot use hand sanitizer, to allow for their use of hand washing stations.
- Signage will be placed near hand sanitizer stations indicating that visibly soiled hands should be washed with soap and water; hand sanitizer is not effective on visibly soiled hands.
- Receptacles are place throughout the school for disposal of soiled items.

f. Cleaning and Disinfection

- A custodian to be at the school five days a week to ensure that cleaning and disinfecting of frequently touched surfaces, such as desks, door knobs, sinks, bathrooms is done throughout the day.
- PPE has been ordered for custodian and other personnel cleaning and engaging in disinfecting.
- The custodian will inspect areas throughout the school to ensure they have sufficient supplies each day (e.g., face covering, tissues, hand hygiene supplies, cleaning supplies, paper towels, etc.).
- Bathrooms will be disinfected twice daily and thoroughly cleaned each day after school.

- High touch surfaces such as tables, door handles, light switches, counter tops, handles, desks, phones, keyboards, toilet levers and seats, faucet handles, and sink edges would be wiped with disinfectant after each use when possible, and at least once a day at the beginning or end of the day.
- Cleaning and disinfecting supplies will be placed in classrooms, offices, and teachers' room to wipe down shared and frequently touched surfaces.
- Touch-free amenities are installed throughout the school.
- Water drinking fountains will be closed; students, faculty, and staff are required to bring their own water bottles.

g. Cleaning Following Suspected or Confirmed Case of COVID-19

- Custodian will clean and disinfect all heavy transit areas and high-touch surfaces exposed areas in the event an individual is confirmed to have COVID-19.
- CDC guidelines on “Cleaning and Disinfecting Your Facility,” if someone is suspected or confirmed to have COVID-19 will be followed.
- School nurse or principal will consult with local health department in the development of protocols for shutting down areas.
- Areas will be shut down, outside doors and windows will be opened, custodian will wait as long as possible to clean and disinfect the areas.
- Routine cleaning and disinfecting will continue in those areas.

h. Extracurriculars

- No extracurricular classes or activities will be offered for this year.
- GCCS's gymnasium and other facilities will not be used by outside organizations.

i. Before and Aftercare

- GCCS is not offering before and after school care programs.

j. Vulnerable Populations

- Enrolled students who become ill and can no longer participate in in-person instruction, will have access to the online tutor and the online component to the hybrid model.

k. Transportation

- Students who are transported by home district buses will follow the guidelines that are implemented by that school district.
- With three different entrances that GCCS students will arrive at, there isn't a need to stagger arrival times.

l. Food Services

- Students will eat all snacks and lunches in their classroom unless the weather permits them to eat outside while socially distancing.
- GCCS school policy prohibits the sharing of food and beverages.
- Students pack their own snack, lunch and drinks.
- For snack and lunch time, arrangements will be made to allow for social distancing and implement specific disinfecting protocols for each classroom. The school has purchased Hillyard cleaning products for daily sanitation of the building as well as an ample supply of wipes and sanitizer for each classroom.

m. Emergency Drills

- GCCS will conduct the eight mandatory evacuation drills required by State Education Law regulation and Fire Code Section 404.
- Each of the cohorts will exit the building through different doors (5th-8th playground, PreK front and K-4th gym exits). Students will wear masks while in the hallways and social distance once at the designated meeting area.
- GCCS will conduct the required four mandatory lock down drills each school year. Half the students in the class will retreat to the coat room while the other half will retreat to the corner of the room. Students in both groups will wear a masks.

n. Mental Health, Behavioral, and Emotional Support Services

- In cooperation with Lima Christian School, GCCS administrators will participate in training on how to identify and support students having difficulty with the return to school.
- The parents of students having difficulty with the return to school will be informed.
- Resources and referrals through GCCS administrators, the local school district, and the Livingston County Mental Health Department will be made available to the student's parents.

- Additionally, GCCS has as the basis for discipline and classroom management two programs already in place that deal specifically with emotional health:
 - 1) “The Responsive Classroom”, a program of the Northeast Foundation for Children, Inc., whose premise is: “The social curriculum is as important as the academic curriculum. There is a specific set of social skills children need to learn and practice in order to be successful academically and socially: cooperation, assertion, responsibility, empathy, and self-control.”
 - 2) “Shepherding a Child's Heart” a faith based approach to working with children that focuses not just on dealing with behavioral issues, but provides ways of working with students to identify the motivation for such behavior and help them understand and correct it. In this case specifically looking for fears, trauma, or anxiety that may be a contributing factor.
- Students engage in daily spiritual practice such as prayer, Bible study and worship that encourage them to find confidence and comfort in their faith.

o. Communication

- GCCS's reopening plans will be submitted to the state and put on GCCS's website for parents to view by August 7, 2020.
- GCCS's principal and vice principal have been engaged with faculty, staff, students, parents (phone calls, emails, parent survey), the school physician and local health department while developing the reopening plans.
- GCCS uses its web page, email groups, texting, social media groups or posts, Remind, and Google Classroom to communicate plans for students, parents, staff, and visitors that include applicable instructions, training and signage, as consistent means to provide individuals with information.
- The school nurse, principal, and vice principal are the designated points-of-contact upon the identification of positive COVID-19 cases and will be responsible for subsequent communication. They will answer questions from students, faculty, staff, and parents regarding the COVID-19 public health emergency and plans implemented by the school. They also work closely with local health department and other schools to monitor public health conditions and jointly develop monitoring strategies.

II. Monitoring of Health Conditions to Ensure Detection of Infection

a. Monitoring of Health Conditions

- Upon entering the building, staff will be required to have a health screening including daily temperature checks and completion of a screening questionnaire that determines whether the individual has: knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had symptoms of

COVID-19; has experienced any symptoms of COVID-19, including a temperature of greater than 100.0°F in the past 14 days; or has tested positive for COVID-19 and/or has traveled internationally or from a state with widespread community transmission of COVID-19 per the New York State Travel Advisory in the past 14 days.

- Visitors and workers entering the school will undergo the same screening as the staff.
- GCCS will be limiting the number of visitors on school grounds or in school facilities.
- Each of the cohorts will use a separate entrance/exit to the building (5th-8th playground, PreK front and K-4th gym entrances) where they will have a daily temperature check and completion of a screening questionnaire (pass/fail temperature and pass/fail if student feels well) done by school staff.
- Parents are required to take their student's temperature while at home. If the student's is greater than 100.0°F, the student should stay home from school. Parents should refer their student to their healthcare provider. Parents are to call the school informing them of the student's illness.
- A periodic screening questionnaire will be completed by parents at home determining whether the individual has:
 - knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had symptoms of COVID-19;
 - tested positive through a diagnostic test for COVID-19 in the past 14 days
 - has experienced any symptoms of COVID-19, including a temperature of greater than 100.0°F in the past 14 days: and/or
 - has traveled internationally or from a state with widespread community transmission of COVID-19 per the New York State Travel Advisory in the past 14 days.
- Any student or staff member who has a temperature of 100°F or greater or has a positive response on the screening questionnaire, will be isolated from others and supervised in the isolated area while awaiting transport home.
- The school nurse will train personnel performing in-person screening activities, including temperature checks, and to ensure they are appropriately protected from exposure to potentially infectious individuals entering the facilities.
- Screeners will be provided and will use PPE, which includes at a minimum, an acceptable face covering or mask, gloves and may also include, a gown, and/or a face shield.

III. Containment to Prevent Spreading of the Disease if Infection is Detected

a. Containment of Potential Transmission of COVID-19

- Any student or staff member who has a temperature of 100°F or greater or has a positive response on the screening questionnaire, will be isolated from others and supervised in the isolated area while awaiting transport home.

b. Health Screening

- Upon entering the building, staff will be required to have a health screening including daily temperature checks and completion of a screening questionnaire that determines whether the individual has:
 - knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had symptoms of COVID-19;
 - has experienced any symptoms of COVID-19, including: a temperature of greater than 100.0°F in the past 14 days; or
 - has tested positive for COVID-19 and/or has traveled internationally or from a state with widespread community transmission of COVID-19 per the New York State Travel Advisory in the past 14 days.
- Visitors and workers entering the school will undergo the same screening as the staff.
- Each of the cohorts will use a separate entrance/exit to the building (5th-8th playground, PreK front and K-4th gym entrances) where they will have a daily temperature check and completion of a screening questionnaire (pass/fail temperature and pass/fail if student feels well) done by school staff.

c. In-Person Screening

- Screeners will be provided and will use PPE, which includes at a minimum, an acceptable face covering or mask, gloves and may also include, a gown, and/or a face shield.

d. Positive Screening Protocols

- The school will utilize a remote electronic home screening questionnaire to screen faculty, staff, and visitors for the following symptoms, and parents must also monitor their children for these symptoms every day. An electronic screening questionnaire will also periodically be required of parents for their students.

- In the last 24 hours have you (or your child) had any of the symptoms below that are unusual for you?
 - Fever (100°) or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/community/schools-childcare/COVID19-k-12-school-posters-stay-home-when-sick.pdf>
- Positive responses must be reported to the school nurse or designee. As per state recommendations, the school plans to also implement daily temperature checks.
- If a child becomes sick during the day, the teacher will remove the child immediately to the office, or preferably outdoors weather-permitting, where the child will be kept comfortable and supervised until the family can arrive. If the child is not having labored breathing, a mask will be placed on the child.

e. Presentation of COVID-19 Symptoms

- GCCS will have 2 rooms designated for school health service personnel. The nurse's office will be for healthy students to obtain medications and nursing treatments. The second room will be in room 4 for isolating ill persons.
- The school nurse will train staff for signs of illness in their students that require them to see the nurse to be sent home from school.
- Symptoms according to the CDC, people with these symptoms may have COVID-19:
 - Fever (100.0) or chills
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea

- Any student or staff member who has a temperature of 100°F or greater or has a positive response on the screening questionnaire, will be isolated from others and supervised in the isolated area while awaiting transport home.
- If a child becomes sick during the day, the teacher will remove the child immediately to the isolation room where the child will be kept comfortable and supervised.
- Screeners will be provided and use PPE, which includes at a minimum, an acceptable face covering or mask, gloves, and may also include a gown, and/or a face shield.
- People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus. Anyone (students, teachers, parents, or visitors) with new onset of these symptoms may not enter the school building. While many conditions can cause these symptoms, they must be assumed to be due to COVID-19. We recognize that about half of those with COVID-19 may have no symptoms, and that peak infectivity occurs in the couple of days before symptoms emerge, but symptoms are still a marker of those more likely to spread the virus. We also recognize that these symptoms are usually caused by infections other than COVID-19, so influenza vaccination and avoiding contact with others with these symptoms is strongly encouraged to minimize alarm and lost time from school for all.
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/symptom-screening.html>
- The school nurse or designee is authorized to make a final judgment as to whether a common symptom like a cough, nasal congestion, or diarrhea is new or repetitive enough to justify isolation.

f. Isolation, Quarantine, Lifting, and Return to School

■ **Isolation**

- Separate people infected (those with COVID-19 both with and without symptoms) from people who are not infected. Isolation of the individual is for 10 days after the first symptom, or after the positive test if there were no symptoms. Students, teachers, and other persons must remain strictly at home during isolation. Even if another explanation is found for symptoms, no one may return to the school until at least 24 hours after the last fever, and until any symptoms have improved.

■ **Quarantine**

- Is used to keep someone who might have been exposed to COVID-19 by a close contact away from others. Quarantine is for 14 days, because symptoms do not begin immediately after exposure.
<https://www.cdc.gov/coronavirus/2019-ncov/downloads/COVID-19-Quarantine-vs-Isolation.pdf>

- While trying to maintain privacy, the school reserves the right to notify others associated with the school of a potential exposure for the purpose of identifying those who must quarantine and alerting school families of the possibility of exposure.
 - The school is required to notify the Department of Health of exposures to those with a positive COVID-19 PCR test. The school will maintain email groups for the rapid notification of student families and staff of closures and potential exposures.
 - If an entire class is quarantined for 14 days, distance learning be implemented until the quarantine is complete. The entire school may need to return to online education if the pandemic is severely escalating in our area. A hybrid combination of in-person and remote learning may be implemented for classes with high rates of illness (i.e. a quarter of the class or more).
- **Lifting**
- If the symptomatic person is proven not to have COVID-19 by a negative COVID-19 PCR test or by an alternative explanation documented after a medical evaluation, the quarantine can be lifted.
- **Return to School**
- Based on current CDC guidelines, a person must be symptom-free for 24 hours without fever reducing medications before returning to school. However, to return to school a person must have either a negative COVID-19 PCR test or a health evaluation documenting that there is an alternative explanation for the symptoms if local test positivity rates are above 5% or if any of the following close contact (within 6 ft for at least 15 minutes) criteria apply:
 - A close contact has had a fever, cough, shortness of breath, or loss of taste or smell in the last 14 days.
 - Had close contact with a person with presumed or confirmed COVID-19.
 - Had close contact with person under quarantine for possible exposure to SARS-CoV-2.
 - In the last 14 days have visited or been in close contact with someone who has visited a high-risk area for which authorities have issued a travel advisory.
 - The decision that a student should be isolated by the school nurse or designee(s) is not negotiable.

IV. Closure if Infection Cannot be Contained or if Closure is Otherwise Necessary and/or Required by the State or Local Department of Health

- GCCS is prepared to have hybrid instruction when students are absent for more than three days.
- There is an online tutor who will be the liaison between the classroom teacher, parents and students.

- If COVID-19 cases develop, GCCS will restrict access within school facilities and across school grounds, particularly in affected areas to avoid full school closures.
- GCCS will temporarily move classes where an individual has tested positive for COVID-19 to remote/virtual format until all contacts can be identified, notified, tested, and cleared.
- GCCS is prepared to go to distance learning if a class is put into quarantine or if there is a surge of COVID cases in the area or state.
- GCCS's distance learn model includes:
 - students will receive learning packets every 2 weeks
 - student participation in Google Classroom on a daily basis to complete assigns and receive live instruct daily from their homeroom teacher
 - teachers will use Google Classroom to post a number of teaching methods such as: pre-recorded lessons, videos, flipped classroom, live streaming, on-line interactive lessons, and on-line resources for students and parents
 - a daily schedule will be set to guide students and to accommodate multiple students in a single home
 - teachers will have set office hours
 - teachers will touch base weekly with parent.