



## BCS 2023-24 COVID Safety Guidelines

### Before School:

1. Anyone who has cold/flu symptoms should stay home.
2. Wearing masks in school is optional..

### In Classroom:

1. Thermometers are available at the campus office. Room parents can check out the thermometers if needed from the office administrator.
2. Wearing a mask is optional inside the classroom.
3. Eating and drinking are not allowed inside the classroom.
4. Students should not share their personal items with others during the class.
5. Students should always practice general personal hygiene

### Campus Office:

1. Wearing a mask is optional inside the building.
2. Office Assistants will keep a copy of the emergency contact list of all students.
3. Additional thermometers, masks, and PPEs are available in the office.
4. Room parents should accompany the sick students who are sent to the office, until parents pick them up.
5. Students who are not well should be isolated from others in the office.
6. Campus manager (office assistant) will take note of sick students who are sent to the office. Campus manager will follow up with parents.
7. Parents are advised to test the students for Covid-19 at home.

### Teachers:

1. If tested positive at home, teachers should stay at home and contact the Dean immediately. The Dean should arrange for a substitute teacher if possible, otherwise; the class will be canceled.
2. If teachers have a high temperature upon entering the classroom, the teacher will need to go home, and class will be canceled.
3. Teachers tested positive within 48 hours of the last school day should contact the Dean immediately. The school will contact the affected class, parents should monitor their kids for symptoms.

### After School:

1. If a student is tested positive within 48 hours of the last BCS school day, parents should notify the BCS immediately. BCS Covid-19 reporting voicemail/text phone number: (669) 696-7556
2. Anyone who tested positive can return to BCS if they have tested negative for 2 consecutive days