

COVID-19 Response Plan

2020-2021 ACADEMIC YEAR

In preparing for the 2020-2021 academic year, the Kanakuk Institute remains unwavering in our commitment to the health and safety of our students, faculty, staff, and campus community. We look forward to having our students on campus this Fall and this packet will outline how we will make that happen in a safe manner for all involved.



Kanakuk Institute Class of 2021-

We are so excited for the class of 2021 to be in Branson in just a few short months. What a blessing it is to have so many students who are dedicated to and excited about diving into the Word of God together. We are so thankful for each one of you! We have been praying for you and the upcoming year in Branson, hopeful for what the Lord will do in your lives as you learn even more of His Word.

The Kanakuk Institute began in 2002 with one goal in mind- to equip men and women with Biblical skills for a lifetime of ministry. Since then, the Kanakuk Institute has graduated more than a thousand alumni. Our alumni are living all across the country and a few the world, taking what they have learned at the Kanakuk Institute and applying it to their lives, being world changers for Jesus regardless of their occupation. What a blessing to see them making such a difference for Christ in this crazy world. We are excited to equip you to do the same this coming year.

We are committed to each student's health and safety. With the world that we are living in today, this is a top priority. One thing you can count on is that we have done and will continue to do extensive research through the CDC, state and local guidelines to make our campus as safe as it can be. While we are striving for health and safety, we are seeking to do this without hindering our purpose of living in community so that we can push each other towards Jesus and knowing His Word more.

This packet explains our plan for our arrival to and living on campus in response to the COVID-19 pandemic. I hope it will answer many of the questions that we are sure you have. Again, our goal is to keep everyone safe and healthy, all while continuing to achieve our core values of community, discipleship, purpose, truth, and character. If you have questions that are not answered in the packet or if you just want to talk to someone about your concerns, please reach out to us!

Thank you so much, looking forward to meeting each of you in person in September!

Keith Chancey

Health & Safety

Behaviors for mitigating risk of
transmission of COVID-19

While COVID-19 is a virus that is easily spread, there are a few simple principles that can help keep everyone healthy. They include washing your hands, covering your mouth/nose and maintaining six feet social distancing from others. The things you were likely taught as a child take on additional importance during these times.



WASH YOUR HANDS

The first behavior to reduce your risk is to regularly and vigorously wash your hands with soap and water for at least 20 seconds. Between hand washings, use hand sanitizer.



COVER YOUR MOUTH/NOSE

The second behavior to reduce your risk is to cover your mouth and nose. This is normally done by wearing a cloth face covering or mask to prevent the spread of germs. It also includes covering your cough or sneeze when you are without a face covering.



DON'T STAND TOO CLOSE

The third behavior to reduce your risk is keeping at least six feet of physical distance between you and others. This is generally called social distancing. We have all felt uncomfortable when someone stands too close and is in our personal space. With COVID-19, our personal space has been extended to six feet because it is generally spread through droplets caused by someone coughing, sneezing, or even talking. **I**



FACE COVERINGS

Masks or cloth face coverings will be required when a student must leave the campus. A mask is required for staff and teachers, unless six feet of social distance can be met.



SYMPTOM MONITORING AND SELF ASSESSMENT

According to the Centers for Disease Control and Prevention, reported illnesses have ranged from mild symptoms to severe flu-like illness and death for confirmed COVID-19 cases. Symptoms may appear 2-14 days after exposure. Common symptoms include:

- Fever 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.

If you are experiencing any symptoms of COVID-19 or think you might have been exposed to someone with COVID-19, please:

- Stay home or in your cabana.
- Do not go to class, events, work or elsewhere.
 - Contact Grant Gaines, Dean of Men, or Lindsay Rother, Dean of Women, to discuss your concerns and get further guidance. Seek care and guidance from your healthcare provider.
- Staff will then give direction on either staying in your cabana for a virtual class option or moving you to a different room to separate from your roommate until we determine next steps.



HAND HYGIENE AND HEALTH ETIQUETTE

Throughout our day, we touch door handles, handrails, and many surfaces others have touched. While students will be taking additional actions to keep those surfaces clean, it is not possible to do this between every person. Germs left on a surface can be picked up by the next person to encounter it, who may then become infected when they touch their mouth, nose, or eyes. Good health etiquette helps prevent germs from being spread onto surfaces and to others. Basic hand hygiene prevents the spread of COVID-19 by washing away the virus you have picked up from touching surfaces others have touched.

- **Health etiquette** – Good health etiquette involves covering your mouth when you sneeze or cough. The best way is to use a cloth or the inside of your elbow. While covering your mouth with your hands is better than not covering your mouth at all, remember to immediately wash your hands thoroughly.
- **Hand washing** – To keep germs from being spread in this manner, frequent hand washing is essential. This is more than simply turning on the water and getting them wet. It includes vigorous hand washing – using soap and water for at least 20 seconds – regularly throughout the day.
- **Hand sanitizer** – A second way to maintain good hand hygiene between hand washings is using hand sanitizer. Hand sanitizer stations have been placed across campus. Use them regularly. You may also want to consider carrying a personal-size bottle of hand sanitizer, so you have one with you at all times.
- **Avoid touching surfaces** – People have a tendency to touch objects when they walk by them. To reduce risks, only touch surfaces when necessary.
- **Avoid using your hands** – While it is natural to push a door open with your hands, consider using an arm, shoulder or foot to avoid touching the surfaces with your hands.
- **Avoid shaking hands and hugs** – Shaking hands or giving a hug has long been the standardized way of greeting others. However, it can risk the health of each person, so a friendly smile and a wave helps keep everyone healthier.
- **Face coverings** – Cloth face coverings show others you care about them by limiting the spread.



CLEANSING, SANITIZING, AND DISINFECTING

In an effort to prevent the transmission of COVID-19 throughout the campus community, the Institute is issuing the following guidelines regarding cleaning and disinfecting. Cleaning frequencies have been revised to place more time and emphasis on public, high-touch spaces:

- Public spaces including the **lounge** and **library** will be cleaned and disinfected twice a day.
- The **classroom** and **public bathrooms** will be cleaned and disinfected twice a day.
- The **dining hall** will be cleaned and sanitized three times a day, as well as disinfected once a day.
- In the **weight room** and **indoor basketball court** disinfecting products will be available for users to disinfect equipment before and after use. This is expected to be done after each use.
- Students will be responsible for daily cleaning their cabanas. There will be a weekly inspection by our staff. Disinfecting products will be available, but students will be responsible for cleaning products for their own cabana. Students are asked to keep all personal items in their rooms unless they are actively using them in order to maintain cleanliness of the campus.
- In all buildings, cleaning will focus on high touch surfaces, including push and pull plates, door knobs, handrails, entrances, push and pull partitions, desks and table tops, light switches, sink faucet handles, soap, toilet paper and towel dispensers, and water fountains.
- Hospital grade disinfectants EPA registered for use against COVID-19 will be used in the public areas. . Our Health advisory team and Executive Team will continue to monitor and revise the plan to meet the needs and support the safety of students, faculty, staff and guests.



OUR COMMITMENT TO A HEALTHY CAMPUS

In an effort to keep our campus safe and healthy we commit to do the following:

- Work with local healthcare providers to make testing available as needed.
- Work closely with the Taney County Health Department to support their investigation, contact tracing, testing and isolation/quarantine of campus community members who have contracted COVID-19 or had a close contact with someone with COVID-19.
- Have procedures to manage students needing to quarantine/isolate as required. This includes using the Kanakuk Kauai Staff Quarters as well as the Kanakuk Kamps Covid Stations in Branson exclusively for students who test positive to allow them to be physically separated from other students. There is also a process to provide daily health checks and food service.
- Work closely with local officials to assess the health care/public health systems' capacity to manage cases on campus.
- Have specific KI COVID Protocol for students to follow that is addressed later in this document.

Program Specifics

Specific adjustment for mitigating
risk of transmission of COVID-19

The following pages give details for our specific protocol on campus such as move in, living quarters, mask wearing, community involvement, etc. The goal of these guidelines is to maximize ministry opportunities on campus while still ensuring the safety of students and staff.



REQUIRED QUARANTINE

All students will do a two-week pre-arrival quarantine. This includes each student remaining in one living situation during that time. Students may interact with those they live with per usual, but any interaction with anyone else needs to exhibit great discernment and wisdom. Please maintain more than six feet apart from all people who are not living under the same roof as you. Outside environments are always better than sitting indoors together and please wear a face mask in these public spaces.

During this quarantine, it would be preferred for you to do drive through only for food and grocery pick up. You must also monitor your temperature for seven days before arrival.



MOVE IN

Upon arrival, students will submit their paperwork stating that they completed their two weeks of quarantine and monitored their temperature leading up to arrival. We will also take their temperature. Once this is done, the students may check in.

- **Health Card**– students will submit their health card stating that they completed their two weeks of quarantine.
- **Waiver**– students will sign two waivers. One agreeing to the use of K-Kauai and another agreeing to the KI COVID protocol/signing that they understand the risks associated with attending.
- **Parents**– will be allowed to help move in on opening day if they are masked during the duration of their time on campus.
- **Alumni** – will be allowed to help move in on opening day if they are masked during the duration of their time on campus.



FAMILY UNITS

All students will be a part of one family unit. This means that students do not have to wear masks around each other. We encourage social distancing when you can, but masks are not required when around other students in the class of 2021.

Each staff member & touchpoint group leader will not be part of the Institute class family unit. This means that they will wear a mask when they are around students/other staff and cannot be six feet apart from them.



CABANAS

Students will be responsible for daily cleaning their cabanas. There will be a weekly inspection by our staff. Disinfecting products will be available, but students will be responsible for cleaning products for their own cabana. Students are asked to keep all personal items in their rooms unless actively using them in order to maintain cleanliness of the campus.



FACE COVERINGS

Masks or cloth face coverings will be required when a student must leave the campus. A mask is required for staff and teachers, unless six feet of social distance can be met.

Each student will be provided with a buff/mask upon arrival, but will only be required to wear it around staff members, teachers, or if they go off campus.



TEMPERATURE CHECKS

Student temperatures will be taken as they enter class before class starts. They will also be taken as they enter the dining hall for dinner.



CLASSROOM

Classes will meet Monday - Friday from 8:00am - 12:10pm. All students will be in the classroom with social distancing as much as possible, unless they are sick.

The classroom will be cleaned and sanitized twice a day. This includes door handles, light switches, water fountain, a/v equipment, and bathrooms.

If a student uses the classroom outside of class hours, there will be disinfectant to spray and wipe down surfaces after being used.

If someone has immune health issues and would like to social distance more from the rest of the class, we will gladly section off a part of the classroom for them to social distance while indoors. They are also welcome to wear face coverings anytime they feel they need to. We want to make every student feel as comfortable as possible in the environment and will seek to accommodate requests in this area.



LOUNGE/LIBRARY/STUDY AREAS

The lounge and library will be cleaned and sanitized twice a day. This includes door handles, light switches, water fountain, a/v equipment, and bathrooms.

After a student utilizes a table or desk in these buildings, we ask that they wipe the table with disinfectant.



DINING HALL

Each student will serve in the dining hall for one meal each week. During this time students will wear gloves and a mask during the entirety of the time they are serving. Students will wash hands before each meal.

- Students will be served their meals by the dining hall crew that is wearing gloves and masks. We ask students to wear a mask when going through the line to get their food.
- Dish washers will wear rubber gloves
- DH crew will be responsible for making and taking meals to the porch of those that are sick. Lindsay and Grant will get this list to the DH each day if needed.
- The dining hall will be cleaned and sanitized three times a day, as well as disinfected once a day.
- For leftovers, food will be stored in the fridge and under the counter in personal sized servings. Students may put a glove and mask on and access this food for themselves.
- Full-time maintenance team will eat breakfast and lunch before the students each day. Staff may eat with students if they are six feet apart.



CAMPUS JOBS

Every student at the Kanakuk Institute receives a \$7,500 scholarship. As part of the scholarship, students are asked to spend two hours a week completing a campus job.

Any campus jobs that require interaction with a staff or full time maintenance person will be done through social distancing and the wearing of masks.



INTRAMURALS

We will continue playing intramural sports on the campus with Institute students only.



LAUNDRY

Paid laundry facilities are on campus and available to students. There is a possibility we will have a send-off laundry option for students at their expense as well. We are currently exploring options for this.



INTERNSHIPS

Internships provide students with hands-on opportunities to apply what they are learning. As the world continues to get creative with how jobs and schools work, we are going to as well. Internships are going to be virtual/electronic experiences through the fall, then we will re-evaluate and make a decision about the spring.

The Institute will provide opportunities to do online internships via ministries similar to KLIFE and Kanakuk in both administration and ministry.

If a student desires to do an internship in another avenue, they are allowed to set that up on their own, however, it must all be online/electronic and approved through Julie Brinkman.



COMMUNITY SERVICE

During your time at the Institute, you will have the opportunity to serve the community in various ways. This is another way to apply what is being learned at a practical level. These opportunities will be pre-planned, outdoors and completed with the utmost integrity in the realm of social distancing.



PART TIME JOBS

Students will be allowed to have part-time jobs at places we believe are handling the COVID protocol in a manner that lines up with the Kanakuk Institute's practices (wearing masks, etc.).

A list of our expectations include:

- Masks for all employees
- Social distancing
- Hand cleanliness
- Staff approval

If a student would like to work, they must research their potential employer's COVID protocol and get the option approved through Cody Terrill.



VISITORS ON CAMPUS

Visitors are allowed on campus with approval from Lindsay Rother at least two weeks in advance.

Visitors must abide by the following rules:

- Wear a mask the entire time they are on campus
- Social distance as much as possible around students
- Visitors will not be allowed to spend the night on campus



CHURCH

Students may attend church in Branson, however, they must social distance as much as possible and wear a mask the entire time they are at church.

Volunteering at church will not be allowed in the fall semester. We will re-evaluate in the middle/end of the fall semester.



IN-TOWN PROTOCOL

In order to maximize relationship ministry and allow for freedom of movement on campus, we are going to be incredibly conservative in what our interactions look like within the cities of Branson, Hollister, and Forsyth. The requests and guidelines include:

- **Shopping/Store Visits**– When at all possible, students will do online shopping and pick-up orders. If there is a scenario where this isn't possible, wearing a mask is allowed with social distancing and a quick in-store visit.
- **Restaurants**– In order to protect our campus, students will utilize drive-thru or carry-out options, then bring it back to campus or take it to a park where they can social distance.
- **Parents Weekend**– This special weekend is on pause for now and we will re-evaluate in early October.
- **Local Friends and Boyfriends/Girlfriends**– In an effort to preserve the ability for the community at KI to be possible, there must be great discernment expressed in these scenarios. Students can meet outside in one-on-one situations while wearing a mask. When more than six feet apart, masks do not need to be worn. In an effort to protect our community, we will ask that these interactions are limited to once a week.



OUT-OF-TOWN PROTOCOL

We understand life must go on and special events and occasions will be happening throughout the year.

If a student leaves campus to go on a special trip, event, or family gathering, it first must be approved through Lindsay Rother or Grant Gaines. Then the following guidelines must be followed:

- The student will wear a mask and practice six feet social distancing while on the trip whenever possible.
- Upon return from the trip, the student will live in a quarantine room for two weeks, wear a mask at all times while on campus, be six feet away from others, and watch class online.

This includes visiting friends or boyfriend/girlfriends that are out of town.

For now, trips as a class will be postponed. We will re-evaluate middle of the fall semester and hope to still be able to do an Israel trip in the spring if the climate allows and it is deemed safe.



STUDENT BREAKS

Thanksgiving– Students are encouraged to stay at the Institute through the Thanksgiving holiday, November 23-27, in order to be able to finish the semester in person. We will provide a Thanksgiving meal during the week they are here, but students will be off from classes.

If a student chooses to go home for Thanksgiving break, they will be required to stay at home for the rest of the fall semester, partaking in Institute classes online via Google Classroom/Google Hangout.

Christmas– Students will leave campus for Christmas break on December 19 and have two weeks off to see family and celebrate the holidays.

Beginning January 3rd, students will be required to do a two week pre-arrival quarantine (like they did for the beginning of the fall semester).

During this pre-arrival quarantine for the spring semester, we will do the first two weeks of the spring semester classes via Google Hangout/Google classroom. Students will be expected to attend all of these online classes to start the semester and then arrive on campus on Sunday, January 17th.

This is the plan for right now and as things are constantly moving, we will adjust accordingly. Please be flexible with us as we try to seek the best option.



KI COVID PROTOCOL

People with infectious disease may have a wide range of symptoms - ranging from mild symptoms to severe illness. The following symptoms have been found to be connected with COVID:

- Fever > 100.4* F
- Shortness of Breath
- New Cough (Must be associated with fever or shortness of breath)
- Headache
- Cough
- Congestion
- Sore Throat
- Loss of Appetite
- Body Aches / Fatigue
- Loss of Taste or Smell
- Nausea / Vomiting
- Chills
- Diarrhea

If a student is feeling sick, we would ask that they do not come to class and notify Lindsay Rother or Grant Gaines and access class from their room online via Google Classroom/Google Hangout. If the student exhibits one or more of the above symptoms, we encourage them to contact their medical provider to seek further care and the Kanakuk Institute staff may initiate the following protocol:

- The student will be removed from their room to a quarantine room (located at the nurses station or at the Kanakuk COVID center).
- The roommate will clean and sanitize the room and also be quarantined, but to their cabana.
- The sick student will go to get a COVID test (or be taken to get one depending on level of sickness).
- The student and roommate will remain separately quarantined until test results are back.
- Food will be brought to the porch of where the student is quarantined by the DH crew for each meal.
- If a negative test, the student may go back to their room and the roommate may unquarantine.
- If a positive test results, the student will remain quarantined and the entirety of the campus/students will be quarantined for two weeks. This means no jobs, leaving campus, etc for all students.

We are excited for our students to join us at the Kanakuk Institute where they will have eight months to be equipped with an understanding of the Bible from cover to cover and develop a foundation of truth establishing what they believe and why. They will be trained on knowing God's purpose for their lives, understanding their gifts, and how they can live a life that is intentional and fulfilling. This will result in genuine transformation as they live in a community of people that are growing in Christ together.

