

# St. John's Lutheran School

## "2020-21 Reopening Plan – Phase 4"

### Stage 1: Implementation

This reopening plan will run from the start of the 2020-21 school year until the end of the first quarter. Based on the new realities at that point, this plan will either be extended to cover the second quarter, or altered to reflect the new environment.

### Staff Training:

- Staff will undergo professional development in the following areas:
  - Understanding and implementing the Fall Reopening Plan
  - Sanitation and disinfection of classrooms and work spaces
  - Quarantine procedures and caring for sick students
  - Teaching "Best Practices" in personal hygiene and social distancing to our students
  - Physical classroom layout for social distancing
  - Assessing their own health and recognizing symptoms of COVID -19 in others

### Student Training & Education:

- Students will be provided with training/education in the following areas:
  - Proper Hygiene
    - Proper coughing and sneezing into elbow or tissue
    - Proper handwashing with soap and water for at least 20 seconds
    - Proper use of hand sanitizer
    - What 6 feet looks like and the importance of social distancing
- Schedules
  - Day and class schedules will be slightly altered to compensate for additional time lost to safety measures (see individual schedules)

### Arrival & Health Screening:

- Families are encouraged to take each student's temperature and monitor any COVID-19 symptoms at home each morning to avoid having their child sent home once arriving at school.
  - If you can answer YES to any of the following screening questions, your child should NOT come to school. Please contact your doctor for medical advice regarding testing or patient care, and then contact the school office.
    - Screening questions include:
      - Do you or anyone in your household have a fever, cough, diarrhea, rash on hands or feet or shortness of breath?
      - Does anyone in your household have any symptoms of a communicable disease like the cold or flu?
      - Do you live with anyone who has had close contact with person diagnosed with COVID-19 in the last 14 days?
- All staff and parents entering the building will undergo mandatory temperature checks. Temperatures must be less than 100.4 degrees to access the building. **Face coverings are mandatory for everyone to enter the building.**

- Morning Arrival Access Points...
  - Grades 5-8
    - These students will enter the building through the playground blue doors. (West side of building.)
  - Infant -4
    - These students will enter the building through the main entry doors
- Families should have an emergency contact who is available to quickly come get students who get ill at school.

**New Temporary Employee Policies:**

- Sick Day Symptom Log
  - A log of all symptoms causing a staff member to take a sick day will be kept in order to track possible Covid-19 outbreaks.

**Limits on Visitors:**

- No parents or visitors in the school between 7:45-2:45 unless they are picking up a student or dropping off school materials, in which case they will utilize the school office.
- Preschool and kindergarten students are limited to one adult accompanying them to their class in the morning.
- Only one preschool parent/adult may enter the school to pick-up their preschool student.
- Parents of grade 1-8 students will not be allowed to accompany their child to their classroom in the morning.
- All building visitors will be health screened and required to have a facial covering before entering the building, and will be limited to specific parts of the building based on the reason for visit.

**Screening of Children During the Day:**

- Students who do not feel well will be sent to the sick room. The office staff will screen the child to determine whether they may return to class, or need to be quarantined in the sick room until a parent or emergency contact can pick them up.
  - The sick room will be thoroughly disinfected after each student use.
  - Staff caring for sick children will do so with surgical mask, gloves, and face shield.

**Testing & Responding to Positive Cases:**

- Any staff or students that exhibit multiple Covid-19 symptoms (as determined by the school), including a fever, will not be allowed to return until they can provide a negative testing result from their doctor or other medical facility, or have been released from isolation according to CDC guidelines.
- Any staff or student that tests positive for Covid-19 will have to self-quarantine for up to 14 days until they are no longer infectious.
  - The school will notify parents of any laboratory positive or clinically diagnosed cases of Covid-19. Student/staff identities are always kept confidential according to ADA.
  - Students or staff members that are determined to have been in “close contact” of the positive case will be asked to self-quarantine for up to 14 days or provide the school with a negative test.
    - Close contact definition...individuals that spent more than 15 continuous minutes within 6 feet of the positive case.

## **Personal Protective Equipment: (PPE)**

- Facial Coverings
  - Students and staff members are expected to wear a face mask to school every day. Face masks will be worn while walking throughout the building and when social distancing can not be maintained.
  - Families are encouraged to wash/clean their masks daily at home.
  - Students in PS-4<sup>th</sup> grade must wear a facial covering when they enter or leave the building and anytime they are in common spaces or hallways. While in their classroom or outside, PS-4<sup>th</sup> grade students will not be required to wear face masks. If a parent wants their child to wear a face mask in the classroom, the child must be able to put on and take off their mask by themselves and leave it on without issue.
  - Students in 5<sup>th</sup>-8<sup>th</sup> grade must wear a facial covering when they enter or leave the building and anytime they are in common spaces or hallways. Students in grades 5<sup>th</sup>-8<sup>th</sup> must wear a facial covering in the classroom as well.
- Teachers will wear shields during classroom instruction, and masks when moving throughout the building.

## **Cleaning and Sanitizing:**

- Each room will be sanitized daily as part of our off hours cleaning.
- Each teacher will sanitize doorknobs, counters, and light switches throughout the day.
- Water fountains will be used to refill personal water bottles from home only.
- Each classroom has a hand sanitizing station that will be used regularly.
  - Hand sanitizer stations will also be added to common spaces throughout the building.
- As part of classroom routines, students will be taught to sanitize their area under the teacher's supervision.
- All trash cans will be touchless.
- The playground will undergo periodic cleaning each day.
- Rooms occupied by an individual that tests positive for Covid-19 will be closed until they are fully disinfected.
  - Cleaning staff will wear surgical mask, gloves, and a face shield while cleaning these areas.

## **Social Distancing:**

- All classroom seats will be placed at maximum safe social distance and face one direction.
- Staggered hallway schedules will allow our students and teachers to avoid large mixed groups.

## **Food Service:**

- Sharing of food between students is strictly prohibited.
  - This includes a temporary ban on birthday treats
- All classes will eat lunch in their homerooms.
- St. John's will still provide a hot lunch program, but additional steps will be taken to ensure the safe preparation and distribution of the food.

- No shared condiment items like ketchup, mayo, salt/pepper, etc. These items will be single serve packets.

### **Other Health & Safety precautions:**

- Cohorting
  - Cohorting will be used in scheduling activities like physical education, recess, chapel services, etc. to reduce the chance for wide-spread illness.
    - The gym will not be used for recess. We will only use our outdoors space for recess. Alternative arrangements will be made if the weather does not allow for outdoor recess.
- Field Trips
  - No off-campus field trips will be scheduled during the first semester.
- Chapel Services & Assemblies
  - We will have weekly chapel services, but the format will include social distancing and cohorting.
  - Assemblies will only occur if social distancing protocols (including cohorting) can be met, and will include only the grade level pertinent to the content.
- Lockers
  - Student lockers will be divided to accommodate social distancing when each grade level is utilizing them.
- Middle school classes will remain in their homeroom during core instruction, and teachers will move to them.
  - This is to eliminate large numbers of students in close proximity during passing periods.
- School-Home Communication
  - All school to home communication will be digital. The school will not use paper fliers to communicate information.
- Before & After School Care
  - Students will be cohorted to avoid mixing students from middle, elementary, and early childhood grade levels.
  - Snacks will not be allowed to be shared.
  - Remove a portion of toys to lessen the number of contaminated surfaces
  - Existing square footage ratios will continue to be followed
- Athletics & Extra-Curricular Activities
  - The decision to provide a sport and/or extra-curricular activity will be determined based on the health and safety of that specific activity and in compliance with the MHSAA. The school administration will make those decisions at the time of the sport/activity season based on real time information.
  - It is the hope of the administration that we will be able to offer as many sports and activities as possible; but this will be based on the ability to do so in a safe and healthy manner.
  - If sports or extracurricular activities are offered, the school will follow the guidelines of the Michigan Safe Schools Plan.
- At Home Learning
  - St. John 's will be prepared to quickly and seamlessly transition to At Home Learning for a short period of time if the State or Federal government mandates it.

