



# CAMPUS REOPENING PLAN & COVID-19 RESPONSE PLAN

## CHRIST LUTHERAN SCHOOL 2020-2021

2 September 2020

**MISSION AND PURPOSE** *“Let us hold unswervingly to the hope we profess, for He who promised is faithful. And let us consider how we may spur one another on toward love and good deeds. Let us not give up meeting together, as some are in the habit of doing, but let us encourage one another – and all the more as you see the Day approaching.” Hebrews 10:23-25.*

**MISSION** To reopen the Christ Lutheran School campus for the 2020-2021 school year on time and for on campus learning as safely and fully as possible.

**PURPOSE** To advance the gospel of Jesus Christ through private Christian Education, as an in-person gathered community of teachers, administrators, staff, and students to God’s glory, our joy and for the benefit of all connected with Christ Lutheran School.

**SUMMARY** This document provides guidance surrounding the reopening of Christ Lutheran School campus as it relates to the measures to mitigate risks. The risks of infection and transmission in children, which appear to be minimal, need to be balanced with the harms of school closure, which is impacting their spiritual, emotional, physical, and mental health. On balance, it is recommended that children return to school and that the messaging around this clearly articulate the rationale for the recommendations outlined in this document in order to help reduce the fear and anxiety in parents, children and school staff. In our view, a daily school model is best as it allows for consistency, stability, and equity regardless of the region in which children live. An important factor to consider in this respect is emerging evidence indicating inequalities in the social and economic burden of COVID-19, which may further disadvantage children living in higher burden areas where educational inequality and barriers to online learning may be more pronounced. In addition, we appreciate that the living conditions for children vary across socioeconomic groups and, therefore, recommend that further work be done to develop guidance and identify supports needed for situations where children reside within the same home as individuals with underlying conditions that put them at increased risk of more severe disease.

Finally, it is important to note that these recommendations reflect the evidence available at the present time and may evolve as new evidence emerges and as information is gathered from other jurisdictions that have opened schools already.

**INTRODUCTION** The goal of Christ Lutheran School’s campus reopening plan is to provide re-entry that fosters the overall health of students, staff, and the community that we serve. The plan is based on evidence that is currently available and will be monitored as new information or situations arise. We hold as true that not opening our school would have a negative impact on the spiritual, mental, behavioral, and developmental health of our students. We trust that this plan will provide a framework for safety as the Christ Lutheran School campus hopes to reopen for in-person instruction on September 2, 2020.

There are many federal, state and local guidelines available when it comes to making decisions on how to best mitigate the risk and protect our school and community. Christ Lutheran School has carefully considered the available guidelines and will lean most heavily on the medical advice from the American Academy of Pediatrics, Centers for Disease Control and Prevention, and the California Department of Public Health.

From the American Academy of Pediatrics: *“Schools are fundamental to child and adolescent development and well-being and provide our children and adolescents with academic instruction, social and emotional skills, safety, reliable nutrition, physical/speech and mental health therapy, and opportunities for physical activity, among other benefits. Beyond supporting the educational development of children and adolescents, schools play a critical role in addressing racial and social inequity. As such, it is critical to reflect on the differential impact SARS-CoV-2 and the associated school closures have had on different races, ethnic and vulnerable populations. These recommendations are provided acknowledging that our understanding of the SARS-CoV-2 pandemic is changing rapidly.”*

**ONGOING MONITORING OF OUR PLAN** Christ Lutheran School recognizes that the COVID-19 environment is constantly changing and has assembled a task force that will continue to meet on a regular basis to monitor outbreaks within the school, the families we serve, and our community, as a whole. This team is made up of the school administration, church leadership, school counsel, teachers, and parent representatives. They make recommendations to the administration for any alterations that may be needed.

This team will follow the key principles as outlined by the American Academy of Pediatrics:

- School policies must be flexible and nimble in responding to new information, and administrators must be willing to refine approaches when specific policies are not working.
- It is critically important to develop strategies that can be revised and adapted depending on the level of viral transmission in the school and throughout the community and done with close communication with state and/or local public health authorities.
- Policies should be practical, feasible, and appropriate for the child and adolescent’s developmental stage.
- Special considerations and accommodations to account for the diversity of youth should be made, especially for our vulnerable populations, including those who are medically fragile, live in poverty, have developmental challenges, or have special health care needs or disabilities, with the goal of safe return to school.
- No child or adolescent should be excluded from school unless required to adhere to local public health mandates or because of unique medical needs. Pediatricians, families, and schools should partner together to collaboratively identify and develop accommodations, when needed.
- School policies should be guided by supporting the overall health and well-being of all children, adolescents, their families, and their communities.

Any questions or comments that you have can be directed to [xschwarz@lutheranschool.org](mailto:xschwarz@lutheranschool.org).

**THE FAMILY’S RESPONSIBILITY** While medical experts agree that the risk to the individual child is very low and reasonable precautions are being taken, there is a risk that a child could become infected while attending Christ Lutheran School and infect others. No one knows the interactions of their child better than the parents. We are asking that the parents make the ultimate decision and accept the

responsibility that enrolling their child at Christ Lutheran School for in-person instruction is appropriate. Please prayerfully consider whether you would like to have your child attend our school for in-person instruction and that the steps that we are taking as a community are in the best interest of your family.

**CHRIST LUTHERAN SCHOOL'S PLAN FOR REOPENING** The following summarizes our current plan for school reopening based on the available evidence as well as expert opinion, organized into the categories below:

#### *14 Criteria for the San Diego County Elementary School Waiver Application*

1. Posting of the school's reopening plan on school's website
2. Distance Learning
3. Physical Distancing
4. Small, stable, cohorting
5. Face coverings and other essential protective gear
6. Cleaning, disinfection, and ventilation
7. Entrance, egress, and movement within the school
8. Health screenings for students and staff
9. Healthy hygiene practices
10. Identification and tracing of contacts
11. Staff training and family education
12. Testing of staff and students
13. Triggers for switching to distance/remote learning
14. Communication plans

#### **1. Posting of Christ Lutheran School's Reopening Plan on school's website**

Christ Lutheran School has posted this re-opening plan on the school's website:

[www.lutheranschool.org](http://www.lutheranschool.org). A link to the plan can be found on our website's home page. The plan will also be digitally shared with currently enrolled families.

#### **2. Distance Learning**

Christ Lutheran School will offer a remote learning option for all CLS families who do not feel comfortable returning for in-person instruction throughout the 2020-2021 school year regardless of a student's health condition.

When schools were forced to shut down in March 2020, Christ Lutheran School pivoted quickly and provided daily instruction, robust academic content, relevant assignments and assessment, and students were given feedback, including grades and report cards.

Christ Lutheran School will continue to offer remote instruction for families not ready or able to return to the physical classroom and if the school were to need to physically close due to COVID infection.

Christ Lutheran School's remote learning plans vary depending on the enrolled grade level of each student based on age appropriate instructional strategies. Remote instruction plans will include: the use of Google Classroom as the platform to communicate and post all remote learning activities, Live and/or recorded classroom sessions (whole group and small group instruction) using Zoom, the use of a variety of online competency based learning programs, safe and healthy packet pick-up/assignment return, and

timely and relevant teacher communication and feedback. Each classroom teacher will communicate remote learning plans, schedules, tools, and strategies with enrolled families (Christ Lutheran School's remote instruction plan submitted as supplemental evidence).

### **3. Physical Distancing**

The objective of physical distancing is to reduce the likelihood of contact that may lead to transmission and has been a widely used strategy during the pandemic. Physical distancing, as feasible, will be practiced.

Christ Lutheran School's staff will practice social distancing by conducting all meetings and professional training either with physical distancing measures in place or virtually. Lunch and break schedules have been staggered to minimize congregating of adults in the lounge/ eating area.

Christ Lutheran School classrooms are 775 square feet. All students have an individual workstation (desk/chair – no shared tables or benches). When students are in the classroom, Christ Lutheran School will arrange the classroom furniture to leave as much space as possible between students with marks on the floor to help keep desks in their designated spots. Non-essential classroom furniture has been removed. All individual, student desks will face in a single direction and be placed as far apart as possible. The teacher's desk and instructional space will be a minimum of 6-feet from students.

Large gatherings/assemblies will not take place for the immediate future. Lunch breaks and times will be staggered and take place outdoors. Hand hygiene will be performed prior to and after lunch breaks.

During outdoor activities, such as recess, physical distancing will be encouraged. Students will be required to perform hand hygiene prior to outdoor play/playground use and at the conclusion of recess. Physical education classes will take place as part of the staggered recess schedule with no use of locker rooms. Sports equipment will be assigned to each cohort group and will be cleaned at the conclusion of the day.

Non-essential visitors, volunteers, and guests will not be permitted on campus. This includes drop-off and pick-up of students to and from school. All drop-off and pick-up will take place in the designated carlines and parents are required to stay in their vehicles.

We will avoid the use of shared items to the maximum extent possible. Students' belongings will be individually labeled and stored. If sharing cannot be avoided, items will be disinfected between use. Christ Lutheran School is suspending the use of commonly touched areas, such as drinking fountains. Students will be required to bring their own reusable water bottles.

### **4. Small, Stable, Cohorting**

The purpose of cohorting (contained classroom) is to limit the mixing of students and staff so that if a child or employee develops infection, the number of exposures would be reduced. Students and teachers will stay with the same class cohort/group. Christ Lutheran School has only one classroom and teacher per grade level and has always operated contained classrooms.

Christ Lutheran School classrooms have always had a limit of 26 students per room with an average class size of 22 students. The school will offer remote instruction in addition to in-person instruction (when

we're able to do so) so we anticipate actual, in-person attendance will be between 18 – 22 students, taking into consideration the families that will choose the remote learning option.

All instruction will take place in a single classroom (1<sup>st</sup> grade in the 1<sup>st</sup> grade classroom). Recess and lunch schedules will be staggered so that classrooms of students will remain consistent throughout the day and will not share space (schedules included at the end of this document pages 13-15). Christ Lutheran School will have a staggered drop-off and pick-up schedule with multiple entry and exit points (schedule included at the end of this document) to avoid cross cohort gatherings.

## **5. Face Coverings and Other Essential Protective Gear**

Christ Lutheran School will comply with civil authority regarding the use of face coverings for children and adults. As of July 17, 2020, the state of California mandates masks for all school children in third grade and older. Face coverings are strongly recommended, but not required, for students in grades K-2. All school personnel will wear masks, except for while eating during scheduled meal periods. All staff and students (to include K – 2<sup>nd</sup> graders) will wear face coverings during transitional times (enter/exit school, and using restroom) when physical distancing may not be as feasible.

Students will be exempt from wearing a face covering if they fall within the CDPH guidelines for individual exemptions. Individuals who refuse to wear a face covering but who are not exempt will not be permitted to remain on campus and will be given the option of distance learning.

The following procedures will be implemented to support students and staff in adhering to this policy:

- Children will be trained in the appropriate use of face coverings.
- Face coverings must cover the nose and mouth.
- Children will be taught to avoid touching of the face and eyes.
- Children will have breaks from wearing masks throughout the school day. Masks are not required for outdoor play and while eating (which will also take place outdoors). During these times, students will store their masks in a clean paper bag with their name.
- Families will provide clean reusable masks for their children. The school will provide disposable masks if a student's mask becomes lost or soiled during the school day.
- Information will be provided to all staff and families on proper use, removal, and washing of cloth face coverings (included as supplemental evidence).

## **6. Cleaning, Disinfection, and Ventilation**

It is possible that infection can be transmitted by touching contaminated surfaces and then touching mucous membranes (i.e. mouth, nose, eyes). As a matter of utmost importance, Christ Lutheran School is committed to the regular use of high quality cleaning and sanitizing agents (approved for use against COVID-19 on the Environmental Protection Agency "List N:") to provide deep, thorough, comprehensive cleaning of the school in order to mitigate the possibility of transmission infection on school surfaces.

Maximum efforts will be made to reduce the need to touch objects/doors (no-touch waste containers, prop doors open, assigned person to open doors and turn on/off lights, etc.). The use of drinking fountains will be suspended. Students will be required to bring individual water bottles.

Christ Lutheran School bathrooms are already equipped with no-touch flushing toilets and sinks. High-touch surfaces in bathrooms will be cleaned mid-day and the bathroom will be thoroughly cleaned at the end of the day. Christ Lutheran School employs a professional custodial company (cleaning protocols and check lists included in supplemental evidence).

Classroom sinks, student desks/tables/chairs, door handles, and light switches will be cleaned mid-day and all classrooms thoroughly cleaned at the end of the day (check lists included at the end of this document).

To the greatest extent possible, classroom materials and equipment will have limited sharing (students are required to provide their own supplies) and/or shared objects will be disinfected between use.

Christ Lutheran School has invested in an upgraded UV air filtration system that has recently been installed (installation took place the week of August 10, 2020). This UV air filtration system kills virus and bacteria. Intake vents are located at the entrance to classrooms.

## **7. Entrance, Egress, and Movement within the School**

Christ Lutheran School will have a staggered drop-off and pick-up schedule with multiple entry and exit points (schedule included at the end of this document) to limit and manage student movement and hallway capacity. Parents will stay in their vehicles during drop-off and pick-up.

Hallways are 7.25 feet wide and will include signage to help direct students.

Lunch, recess, arrival, and departure schedules will be staggered to manage movement and number of students (schedules included at the end of this document).

All students will be required to wear masks during transitional movement (to and from school and when using the restroom) when physical distancing may not be as feasible.

Exterior doors will be propped open during student arrival and departure for no touch entry. Classroom doors will be propped open for no touch entrance and exit.

Parent and volunteer school entrance will be limited to the front doors/ first level entry where there are no classrooms. When parents are on campus and outside their vehicle, they will be required to wear a mask. Parent and volunteer school access will be extremely limited to protect classroom cohorts.

Christ Lutheran School does not operate buses or a transportation system.

## **9. Health Screenings for Students and Staff**

Christ Lutheran School hereby states and implements a strict exclusion policy for symptomatic students and employees. Teachers and administrators will be provided with information on signs and symptoms of COVID-19 in children so that appropriate action can be taken if children develop symptoms during the day (included at the end of this document).

Christ Lutheran School has a ventilated health room (18 feet by 10 feet) with a connected restroom located near the administrative offices where students who start showing symptoms during the day can be isolated until they are able to be transported home. Students waiting to be transported home will be required to wear a mask.

Christ Lutheran School staff will be asked to screen themselves at home for COVID-19 symptoms, confirm they are without symptoms and submit to a temperature screening with a no-touch thermometer upon arrival to school to confirm their temperature is below 100.

Christ Lutheran School will screen all students in the car drop-off line or upon arrival at the beginning of the school day. Parents and caregivers are also responsible for the screening of their children, daily, at home. Prior to entering campus, parents will be asked to confirm that the child is without any symptoms, as annotated on the checklist (included at the end of this document), nor been in close contact with a confirmed COVID-19 case.

Student temperatures will be checked using a no-touch thermometer. Students with a temperature of 100°F or higher, who answer yes to any of the screening questions, or with visible symptoms of illness will not be admitted to school (return to campus guidelines included at the end of this document and included as supplemental evidence).

Remote learning will be implemented for children who are required to stay home because they are sick or in isolation due to SARS-CoV-2 infection or exposure.

## **9. Healthy Hygiene Practices**

Frequent and proper hand hygiene (soap and water or hand sanitizer) is critical to limit transmission. Proper hand hygiene is one of the most effective strategies to prevent the spread of most respiratory viruses including SARS-CoV-2.

Students will be taught how to clean their hands properly (with age appropriate material) and to avoid touching their face, eyes, nose and mouth as much as possible.

Students who have symptoms of a respiratory tract infection must stay home and students will be reminded to sneeze or cough into their elbow/sleeve.

Age-appropriate signage will be placed around Christ Lutheran School to remind and instruct students to perform hand hygiene. A regular schedule for routine hand hygiene, above and beyond what is usually recommended (upon arrival to school, before and after recess, before and after eating food, after using the restroom, and when exiting the school) will be adopted. For practical reasons and to avoid excess traffic and congestion on campus, the preferred strategy for these required extra hand hygiene occurrences will be hand sanitizer and classroom sinks (located in every classroom). Hand sanitizer (60-90% USP grade alcohol, not technical grade alcohol) will be available at all school entry/exit points and in all classrooms. Adequate resources and a replenishment process will be implemented to ensure supplies are available to perform hand hygiene frequently. Liquid soap and hand sanitizer will be replenished and tissues available for drying. No-touch waste receptacles will be available for disposal of materials. CDC-approved disinfectant and clean towels and paper towels will be readily available so that commonly used surfaces can be wiped down frequently.

Christ Lutheran School will partner with parents to provide adequate supplies to support healthy hygiene behaviors, including disinfectant, clean towels, paper towels, soap, tissues, no-touch trash cans, and hand sanitizer.

## **10. Identification and Tracing of Contacts**

Due to the fact our school community is so small and serves several families with multiple siblings in attendance, the entire school would quarantine and pivot to remote only instruction for 14-days or per the guidelines at the time, in the event a student or staff member has a confirmed case of COVID-19. Close contacts will be identified and communicated with, as necessary. The school principal and secretary will be the staff people responsible for creation and submission of lists of exposed students and staff to the local health department and notifying exposed persons. The principal will also be the designated person for the local health department to contact regarding COVID-19.

## **11. Staff Training and Family Education**

Staff will be trained in the following areas: enhanced sanitation practices, physical distancing guidelines, proper use, removal, and washing of face coverings, screening practices, how COVID is spread and signs and symptoms of COVID-19, the importance of staying home when sick and not coming to work if they live with someone who has COVID, and what the procedures are for staff and students that may become ill during the day. This training will take place during physically distanced or remote staff meetings prior to the start of in-person instruction and throughout the school year as a reminder. Educational materials and tools will be provided to implement protocols in their classrooms.

Christ Lutheran School will provide a digital copy of this plan and digital educational resources regarding COVID-19 to families (included at the end of this document) regarding physical distancing, enhanced sanitation practices, proper use, removal, and cleaning of face coverings, how COVID is spread, screening practices and home screening checklist, and identifying signs and symptoms of COVID-19.

English meets the linguistical needs of currently enrolled Christ Lutheran School families and our school staff. Should alternate linguist needs arise, Christ Lutheran School will meet these linguistic needs.

## **12. Testing of Staff and Students**

A staff or student who has symptoms of COVID-19 or has been in close contact (less than 6 feet for more than 15 minutes) to someone who has tested positive for COVID-19 will contact their primary care physician and follow the recommendations of their health care provider with regards to testing and treatment or participate in a community testing site. The staff or student will follow Christ Lutheran School's return to school guidelines (provided at the end of this document and included as supplemental evidence).

If a student shows signs of COVID-19 and was in close contact with a confirmed COVID-19 case, testing will be recommended and return to school guidelines (included at the end of this document and submitted as supplemental evidence) will be followed.

An enrolled student or staff member who lives with a person that tests positive for COVID-19 or was in close contact (less than 6 feet for more than 15 minutes) with a person who tests positive for COVID-19 would be required to quarantine and participate in distance learning for 14-days.

Staff will get periodic COVID-19 testing as testing capacity permits and as practicable. As recommended by the CDPH, 50% of the staff will be tested every month to rotate the testing of all staff over time.



Christ Lutheran School staff will be directed to contact their primary care provider or community testing site for testing.

### **13. Triggers for Switching to Distance/Remote Learning**

A remote, distance learning option will be provided throughout the 2020-2021 school year. All students/families will switch to the distance learning option for 14 days if a Christ Lutheran School staff or student were to test positive for COVID-19.

An enrolled student or staff member who lives with a person that tests positive for COVID-19 or was in close contact (less than 6 feet for more than 15 minutes) with a person who tests positive for COVID-19 would be required to quarantine and participate in distance learning for 14-days.

Christ Lutheran School will cooperate and consult with San Diego Public Health and comply with civil authority.

### **14. Communication Plans**

Christ Lutheran School is very devoted to clear, timely, and transparent communication with school families while guarding the privacy of enrolled students and families as required by law and related to privacy of education records (Health Insurance Portability and Accountability Act and Family Educational Rights and Privacy Act). If there is a confirmed case or a known exposure to COVID-19 on campus, a school community notification will be sent out.

Christ Lutheran School administration will continue to evaluate procedures and address concerns throughout the school year and we will continue to communicate with families via email, school website, surveys, and other media.

English meets the linguistical needs of currently enrolled Christ Lutheran School families and our school staff. Should alternate linguist needs arise, Christ Lutheran School will meet these linguistic needs.

Christ Lutheran School will cooperate and consult with San Diego Public Health and comply with civil authority.

#### **REFERENCES (partial):**

- Association of Christian Schools International: Coronavirus Resources Home - ACSI Coronavirus Resources
- American Academy of Pediatrics: COVID-19 Planning Considerations: Guidance for School Re-entry
- University of Toronto, Hospital for Sick Kids: Recommendations for School Reopening
- National Association of Independent Schools: Coronavirus (COVID-19) Guidance for Schools
- Western Association of School and Colleges
- California State Department of Education: Stronger Together - Coronavirus (COVID-19) (CA Dept of Education)
- California State Department of Public Health: COVID-19 Industry Guidance: Schools and School-Based Programs
- Center for Disease Control: Considerations for Schools

# Mid-day Cleaning Plans and Protocols

## Classrooms

- Don gloves and facemask
- Using a neutral disinfectant cleaner...
  - Wipe down student desks
  - Wipe down student chairs
  - Wipe down classroom counter and sink
  - Wipe down light switches and plates
  - Wipe down classroom door handle
- Remove and dispose of gloves
- Wash hands

## Bathrooms

- Don gloves and facemask
- Using a neutral disinfectant cleaner...
  - Wipe down toilet seats
  - Wipe down toilet paper and seat cover dispensers
  - Wipe down all door latches
  - Wipe down soap dispensers
  - Wipe down paper towel dispensers
  - Wipe down bathroom sinks
  - Wipe down light switches and plates
  - Wipe down door push plate
- Remove and dispose of gloves
- Wash hands

## Common Hallways

- Don gloves and facemask
- Using a neutral disinfectant cleaner...
  - Wipe down staircase handles
  - Wipe down student locker handles
- Remove and dispose of gloves
- Wash hands

## Entrance and Exits

- Don gloves and facemask
- Using neutral disinfectant cleaner...
  - Wipe down door handles
- Remove and dispose of gloves
- Wash hands

# Building Spaces with Planned Student Contact

## Classrooms

- Kindergarten
- 1<sup>st</sup> grade
- 2<sup>nd</sup> grade
- 3<sup>rd</sup> grade
- 4<sup>th</sup> grade
- 5<sup>th</sup> grade
- 6<sup>th</sup> grade
- 7<sup>th</sup> grade
- 8<sup>th</sup> grade

## Bathrooms

- 2<sup>nd</sup> level bathroom
- Kindergarten bathroom
- 3<sup>rd</sup> level bathroom

## Common Hallways

- 2<sup>nd</sup> level
- 3<sup>rd</sup> level

## Entrance Exits

- 2<sup>nd</sup> level recess entrance/exit
- 1<sup>st</sup> level front entrance
- 3<sup>rd</sup> level back entrance

## Mid-Day Cleaning Schedule

- 10:45 a.m.:** K/1, 2<sup>nd</sup> level, and 3<sup>rd</sup> level bathrooms
- 11:20 a.m.:** 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> grade classrooms
- 12:00 p.m.:** 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> grade classrooms
- 12:40 p.m.:** K, 7<sup>th</sup>, and 8<sup>th</sup> grade classrooms
- 1:00 p.m.:** 1<sup>st</sup> level staff bathroom, entrance/exits, hallways

## Recess and Lunch Schedules

### Morning

Time	Grade	Location
9:40 – 10:00 a.m.	5th grade	1st level Playground
9:40 – 10:00 a.m.	4th grade	ESC Playground
10:00 – 10:20 a.m.	6th grade	1st level Playground
9:45 – 10:00 a.m.	2 <sup>nd</sup> / snack	Amphitheatre
10:00 – 10:20 a.m.	2nd grade	ESC Playground
10:05 – 10:20 a.m.	3 <sup>rd</sup> /snack	Upper Terrace
10:20 – 10:40 a.m.	3rd grade	1st level
10:05 – 10:20 a.m.	K/ snack	Amphitheatre
10:20 – 10:40 a.m.	Kindergarten	ESC Playground
10:40 – 11:00 a.m.	7 <sup>th</sup> grade	1 <sup>st</sup> level A
10:40 – 11:00 a.m.	8 <sup>th</sup> grade	1 <sup>st</sup> level B
10:25 – 10:40 a.m.	1 <sup>st</sup> /snack	Amphitheatre
10:40 – 11:00 a.m.	1st grade	ESC Playground

### Mid-Day

Time	Grade	Location
11:00 – 11:20 a.m.	5th grade	ESC Playground
11:00 – 11:20 a.m.	4 <sup>th</sup> grade	1 <sup>st</sup> level Playground
11:20 – 11:40 a.m.	6th grade	1st level Playground
11:40 a.m. – 12:00 p.m.	2nd grade	ESC Playground
12:00 – 12:20 p.m.	1st grade	ESC Playground
12:00 – 12:20 p.m.	3rd grade	1st level Playground
12:20 – 12:40 p.m.	Kindergarten	ESC Playground
12:20 – 12:40 p.m.	7 <sup>th</sup> grade	1 <sup>st</sup> level
12:40 – 1:00 p.m.	8 <sup>th</sup> grade	1 <sup>st</sup> level

### Lunch Schedule

Time	Grade	Location
11:20 – 11:40 a.m.	4th grade	Outdoor Terrace
11:20 – 11:40 a.m.	5th grade	Outdoor Amphitheater
11:40 a.m. – 12:00 p.m.	6th grade	Outdoor Terrace
12:00 – 12:20 p.m.	2nd grade	Outdoor Amphitheater

12:20 – 12:40 p.m.	3rd grade	Outdoor Terrace
12:20 – 12:40 p.m.	1st grade	Outdoor Amphitheater
12:40 – 1:00 p.m.	Kindergarten	Outdoor Amphitheater
12:40 – 1:00 p.m.	7 <sup>th</sup> grade	Outdoor Terrace
1:00 – 1:20 p.m.	8 <sup>th</sup> grade	Outdoor Terrace

## Afternoon

Time	Grade	Location
1:15 - 1:30 p.m.	5th grade	1st level
1:30 – 1:45 p.m.	6th grade	1st level
1:30 – 1:45 p.m.	4th grade	ESC Playground
1:45 – 2:00 p.m.	2 <sup>nd</sup> grade	ESC Playground
2:00 – 2:15 p.m.	3rd grade	1st level
2:00 – 2:15 p.m.	1st grade	ESC Playground
2:15 – 2:45 p.m.	Kindergarten	ESC Playground
2:15 – 2:45 p.m.	Alternating 7 <sup>th</sup> or 8 <sup>th</sup>	1 <sup>st</sup> Level

## Drop-off Schedule and Procedures

Time	Location	Youngest Student's Grade
8:00 – 8:10 a.m.	Front of school	3 <sup>rd</sup> and 4 <sup>th</sup> grades
8:00 – 8:10 a.m.	Back of school	2 <sup>nd</sup> grade
8:10 – 8:20 a.m.	Front of school	5 <sup>th</sup> & 6 <sup>th</sup> grades
8:10 – 8:20 a.m.	Back of school	1 <sup>st</sup> grade
8:20 – 8:30 a.m.	Front of school	7 <sup>th</sup> & 8 <sup>th</sup> grades
8:20 – 8:30 a.m.	Back of school	Kindergarten

- Two staff members will be located at drop-off location to review the screening check list and check temperatures with a no-touch thermometer
- Parents will remain in vehicle, put on mask, and roll down window to review COVID screening
- Students will remain in their vehicle until they arrive to the first or second drop-off spot.
- Once to the drop-off spot, staff will confirm with parent/guardian that the student isn't showing any COVID symptoms (temperature over 100, sore throat, uncontrolled cough, shortness of breath, new loss of taste or smell, diarrhea, vomiting, abdominal pain, severe headache) and hasn't been knowingly exposed to anyone who has tested positive to COVID, the student will then put on their mask, exit the vehicle, and have their temperature taken
- If the temperature is less than 100 degrees, the student may proceed into the building and clean his/her hands with hand sanitizer
- If the temperature is 100 degrees or higher the student will not enter the school building.
- If the parent/guardian thinks that the temperature is a false reading, they are welcome to wait in the parking lot for a few minutes and have the temperature re-tested when the staff member has completed screening for other CLS families.

## Pick-up Schedule and Procedures

Time	Location	Youngest Student's Grade
2:50 – 3:00 p.m.	Lower Parking Lot	Kindergarten
2:50 – 3:00 p.m.	Upper Parking Lot	4 <sup>th</sup> grade
3:00 – 3:10 p.m.	Lower Parking Lot	1 <sup>st</sup> grade
3:00 – 3:10 p.m.	Upper Parking Lot	5 <sup>th</sup> grade
3:10 – 3:20 p.m.	Lower Parking Lot	2 <sup>nd</sup> grade
3:10 – 3:20 p.m.	Upper Parking Lot	6 <sup>th</sup> grade
3:20 – 3:30 p.m.	Lower Parking Lot	3 <sup>rd</sup> grade
3:20 – 3:30 p.m.	Upper Parking Lot	7 <sup>th</sup> & 8 <sup>th</sup> grade

- Students will hand sanitize as they exit the building
- Teacher walks their grade and siblings to the designated pick-up area (everyone wears masks)
- Students sit/stand with their sibling(s), socially distanced as much as feasible
- Parents/guardians stay in their vehicle
- Parents/guardians pull to the first available spot

# COVID – 19 Staff and Family Educational Materials





## **Know about COVID-19:**

- Coronavirus (COVID-19) is an illness caused by a virus that can spread from person to person.
- The virus that causes COVID-19 is a new Coronavirus that has spread throughout the world.
- COVID-19 symptoms can range from mild (or no symptoms) to severe illness.

## **Know how COVID-19 is spread:**

- You can become infected by coming into close contact (about 6 feet or two arm lengths) with a person who has COVID-19. COVID – 19 is primarily spread from person to person.
- You can become infected by respiratory droplets when an infected person coughs, sneezes, or talks.
- You may also be able to get it by touching a surface or object that has the virus on it, and then by touching your mouth, nose, or eyes. This is not thought to be the main way the virus is spread.

## **Preventing the spread of COVID-19:**

- Maintain good physical distance (about 6 feet).
- Wash your hands often.
  - Before, during, and after preparing food.
  - Before eating food.
  - Before and after caring for someone who is sick
  - Before and after treating a cut or wound.
  - After using the bathroom.
  - After blowing your nose, coughing, or sneezing.
  - After touching garbage.
  - If your hands are visibly dirty, or greasy.
- Wash your hands with soap and water. If soap and water is not available use a hand sanitizer that contains at least 60% alcohol.
  - Wet your hands with clean running water (warm or cold) and apply soap.
  - Lather your hands by rubbing them together with soap.
  - Scrub all surfaces of your hands, including the palms, backs, fingers, between your fingers, and under your nails. Keep scrubbing for at least 20 seconds.
  - Rinse your hands under clean, running water.
  - Dry your hands using a clean towel or air dry them.
- Routinely clean and disinfect frequently touched surfaces (doorknobs, bathrooms, light switches, etc.).
- Cover your mouth and nose with a face covering when around others.

### **Wear your face covering correctly:**

- Wash your hands before putting on your face covering.
- Put it over your nose and mouth and secure it under your chin.
- Try to fit it snugly against the side of your face.
- Make sure you can breathe easily.
- Do not place a mask on a child younger than 2.

### **Use the face covering to help protect others:**

- Wear cloth face coverings in public settings and when around people who don't live in your household, especially when physical distancing measures are difficult to maintain.
- Do not put the face covering around your neck or up on your forehead.
- Do not touch the face covering, and if you do, clean your hands.

### **Take off your cloth face covering carefully when you are home:**

- Untie the strings behind your head or stretch the ear loops.
- Handle only by the ear loops or ties.
- Fold outside corners together.
- Place covering in the washing machine.
- Wash your hands with soap and water.

### **How to wash and dry face covering:**

- You can include your covering in your regular laundry.
- Use regular laundry detergent and the warmest appropriate water setting for the cloth used to make the covering.
- Use the highest heat-setting and leave in the dryer until completely dry.
- To air dry – lay flat and allow to completely dry. If possible, place covering in direct sunlight.

### **At home screening practices:**

- Families will check for symptom identification:
  - Temperature (100 degrees or lower to attend school)
  - Sore throat
  - Uncontrolled cough that causes difficulty breathing
  - Diarrhea
  - Vomiting
  - Abdominal pain
  - New onset of severe headache, especially with fever
  - Live with or had close contact (within six feet for at least 15 minutes) with a person confirmed with COVID-19

## **Return to Christ Lutheran School Decision Guide for COVID-19 Symptoms and Exposures**

### **What if my student has COVID-19 like symptoms (see screening list above)?**

- ❖ Stay home! Please do not send students with symptoms to school.
- ❖ If the student is at school, they will be isolated in the health room with a mask and parent/guardian will be notified to pick-up the student.

### **The student may return to school when one of the following are met:**

- ❖ 10 days from the day symptoms first appeared and no fever (or fever reducing meds) for 24 hours
- ❖ Proof of negative COVID viral test and 3 days without symptoms
- ❖ A signed note from your child's doctor/health care provider explaining how the symptoms are unrelated to COVID and fever free for 24 hours

### **What if my student was in close contact with a COVID-19 positive case?**

- ❖ Keep the close contact home to quarantine
- ❖ Contact health care provider for further instructions

### **The student may return to school when the following are met:**

- ❖ 14 days after the date of contact with the close contact if symptoms do not develop during this timeframe
- ❖ If symptoms develop, delay return until the student is 10 days past the onset of symptoms and without a fever for 24 hours

### **What if my student tests positive for COVID-19?**

- ❖ Immediately notify the school
- ❖ Christ Lutheran School will pivot to remote learning for all staff and students
- ❖ Close contacts of the infected student will be notified (student/family identity will be kept confidential)
- ❖ School will be deeply cleaned

### **When will school resume for in-person learning?**

- ❖ 14 days from date of potential exposure
- ❖ All students who are symptom free at the conclusion of the quarantine may return
- ❖ If a student develops symptoms during quarantine they can return when:
  - 10 days from the day symptoms first appeared and no fever (or fever reducing meds) for 24 hours
  - Proof of negative COVID viral test and 3 days without symptoms
  - A signed note from your child's doctor/health care provider explaining how the symptoms are unrelated to COVID and fever free for 24 hours