

# St. Mark's Ev. Lutheran School

## Covid Plan for School Year 2020-2021

August 23, 2020

School is a social environment. All care will be taken to ensure that students can socialize in a safe and appropriate manner to reduce the risk of spreading disease.

St. Mark's plans for face-to-face Learning five days per week following the regular annual calendar. Changes in instruction may be made according to health department guidelines throughout the school year.

The St. Mark's Health Committee will provide guidance in areas related to health and safety of the students. The Board of School Ministry will approve the school plan. The plan will not be in conflict with guidelines established by the congregation for various congregational activities.

### Classroom Instruction Definitions:

- 1. In-Person Learning** - Traditional schooling model with students in their classrooms. In this model, we follow the normal school times and calendar.
- 2. Learning for Those that have Health Issues-** For different reasons, students may not be able to attend school in-person. In this model, students would receive assignments each day/week. If a teacher is able they would record instructional lessons for certain classes. Equipment and training would be provided to teachers who wish to record instructional lessons.
- 3. Virtual Learning** - This model has the students and families do at home learning and it may involve packet pickup and drop off for some grades.

### Goals - St. Mark's will:

- Strive to maintain essential school services in a flexible manner so that all students of St. Mark's Lutheran School continue to grow in their Christian education.
- Minimize the spread of the virus within our school, church, and community through careful planning and social distancing whenever possible.
- Maintain continuity of learning for all students when possible.
- Minimize social and emotional disruption for families, students, and staff.

### Morning Arrival at School

- Parents, before leaving your home, please check your child's temperature using an infrared thermometer. Signs of not feeling well = (see list below)  
An incident log will be used to record illness.
- A child needs to be fever free for 24 hours without fever reducing medications to attend school.
- Consider your child's overall wellness each morning. Does my child have any of the following symptoms?
  - Cough, shortness of breath, headache, sore throat, diarrhea, loss of taste, persistent pain or pressure in the chest, shaking with chills, nausea, etc.?
  - If they are experiencing these symptoms in the morning due to an illness, your child **must not** attend school.
- If your child has a condition that may cause these symptoms (cough, runny nose, shortness of breath, etc.), like allergies or asthma, the school and teacher should be notified.
  - ***Each family will fill out a health form at the parent meeting notifying the school of any regular symptoms that their child may face due to other conditions (e.g. seasonal allergies)***

## **Masks / Face Shields**

We will follow the governor's order with the exceptions built into the order. All people entering the building will be required and reminded to wear a mask. If a parents or child enter without a mask, they will not be asked why they are not wearing a mask. No person will be denied entrance to school for lack of wearing a mask according to the governor's order.

- When governor's order expires, the Board in consultation with the Heath Committee will determine the next course of action concerning masks. Some considerations for a teacher to wear a mask would be:
  - the teacher will be within 6 feet of students during their instruction
  - moving around the classroom
  - when working with students in small groups.
- Visitor entry will be restricted and 'normal' volunteer helpers will be minimal.

## **Morning Arrival**

- Families may begin arriving by 7:00a.m.
- Families will enter through the Main School Entrance

### **Arrival Procedures:**

- Each morning, each adult person entering the building will have their temperature checked. If their temperature is at or above 100.4, they will not be allowed to enter the school building.
- Students that are sent home due to a fever alone may only return to school once they are fever-free for 24 hours without medication.
- Students that have a fever and exhibit other symptoms (e.g. cough, shortness of breath) may not return to school for 72 hours after symptoms and fever have disappeared.
- After getting their temperature checked, students proceed directly to their classrooms, keeping distance from other students as much as possible.
- Coat hooks and cubbies will be used to store student belongings.
- When entering the classroom, students will follow the teachers' morning procedures.

## **Breakfast**

Student eating breakfast will do so in the commons practicing social distancing. When finished eating they will go immediately to their classrooms.

## **Busing**

- Any students who ride the bus to school must follow all guidelines set forth by the bus company.

## **Parents/Guardians, Volunteers, and Visitors in School**

- For the safety of all in the school, we will limit visitor entry. Parents will be allowed to accompany their child to the classroom but are encouraged to leave as soon as possible.
- All visitors should practice physical distancing when possible.
- Individuals may not enter the building if they have recently been sick or are experiencing symptoms of sickness. (Covid Protocol Check List)
- Our school will need volunteers throughout the school year in the following areas:
  - Several staff volunteers each morning to take students' temperatures (7:00 to 7:45am)
  - General cleaning in high foot traffic areas at 11:30ish and again at 3:30ish
  - Other service opportunities may arise

## **Classroom Instruction**

Students in grade K-2 will have a maximum of 14 students in a classroom most of the day. (Teacher aides will be utilized to split the classes as much as possible.) Grades 3-8 will practice social distancing in the

classroom when possible.

- Students will remain in homeroom classrooms to lower the risk of exposure, but we cannot guarantee six feet of physical distance between desks. In departmentalized classes the teacher will move for instruction.
- Teachers will teach and remind students regularly of best hygiene practices in a Christian loving manner so as not to instill fear or anxiety.
- Teachers will build into their schedules frequent opportunities throughout the day for students to wash their hands and clean surfaces.
- Teachers will follow best practices and keep student safety in mind as they set their desk arrangements.
- The teacher will remain in the front of the classroom for the majority of their instruction (at least 6 feet away from the students).
- For the lower grades, students may still bring an item from home for show and tell, but will not be permitted to be passed around the class.

### **Extended Learning Room**

- The EL room will still be staffed and available for students who need extra help. Social distancing and some plexiglass barriers may be provided when possible.
- Students will use hand sanitizer or wash hands each time they enter the room.
- The teacher may wear a face shield or mask during her work with students.
- The table and resources will be disinfected prior to each student's arrival.

### **Technology**

- Students will not share Chromebooks or other devices in school unless they have been disinfected.

### **Lunchtime**

- Students in grades K-3 will eat in the cafeteria practicing social distancing. Students in grade 4-8 will eat lunch in their classrooms. Carts for trays will be placed by each classroom door.
- Absolutely no sharing of food between students at lunch or at snack time will be allowed.
- We will provide daily breakfast and lunches served by our kitchen staff, but the menu will be adjusted for simplicity and ease of serving.
- All kitchen staff will wear masks or shields while working to prepare food for the day.
- A schedule for lunch will be followed by all classrooms.

### **Water Bottles and Snacks**

- Students should bring a water bottle to school with their name written on the bottle. Consider purchasing water bottles that can be capped or the drinking spout can be hidden. Water bottles must be taken home for students in grades 3-8 each day.
- Hallway bubblers (drinking fountains) will not be used by students to drink from, but they may fill up their water bottles from the bottle fill-up stations.
- Students may bring snacks each day but they may not be shared with other students.
- If a student brings a birthday treat, the treats must be pre-packaged/factory sealed foods.

### **Recess and Phy Ed**

- Recess is important for a child's physical, social, and emotional well-being. Outdoor recess has always been encouraged and will continue to be encouraged.
- When students are outside for recess, classrooms will not need to be isolated but social

distancing will be encouraged.

- Students will use hand sanitizer or wash hands prior to going to recess and upon return to the building from recess.
- When possible, P.E. classes will take place outside.
- Physical distancing will be followed as students move in and out of the locker rooms.
- P.E. equipment and outdoor equipment will be sanitized regularly. The playground will have some limitations and will be cleaned daily.
- Classrooms will avoid intermingling with other classrooms during Phy. Ed. when they have to be indoors to minimize the risk of exposure.

### **Music**

- Choir - Students in Grades 3-8 will not have Choir during the 1<sup>st</sup> quarter of the school year. A decision regarding Choir during the remainder of the school year will be made at a later time.
- Piano Lessons - We plan to host piano lessons at St. Mark's this school year. Piano teachers will be wearing face masks during their lessons and will sanitize the piano and bench prior to the next student's arrival.
- Band - The Band Program will communicate their safety plans to the participants. Group band will be handled in the most safe and equitable manner.

### **Bathrooms**

- Classrooms will take turns using bathrooms as they practice physical distancing. A schedule for bathroom use will be created by the staff.
- Students must wash their hands with soap and water before leaving the bathroom.
- A maximum of five students will be allowed in the bathroom at one time.
- Bathrooms will be cleaned and disinfected multiple times per day.

### **Field Trips**

- Off-campus field trips will not be allowed. Instead, teachers are encouraged to utilize virtual field trips to provide enhanced learning experiences.

### **Chapel**

- Weekly chapel services will be held each Wednesday morning.
- The students may attend in person or may tune into the chapel live stream from their classroom.

### **School Dismissal**

- Students shall use hand sanitizer or wash hands before leaving the classroom. Dismissal will take place at staggered times. (Dismissal plan is at **3:00pm families with names form A-H** are released, **3:05pm families with names I –P** are released, **3:10pm families from Q-Z** are released. Grades 7&8 will be released at 3:00pm so the teachers can help with crossing the street. Parents will not be allowed into the building to pick up their child(ren). If these times do not work for daily pick-up, please contact the school office.

### **Extended Child Care**

- Physical distancing will be promoted and measures will be taken to help mitigate risk.
- Outdoor activities will be utilized whenever and as often as possible.

## **Extracurricular and School Activities (1<sup>st</sup> Quarter Activities will not take place)**

- The BLAC Athletic League has moved all fall sports to spring. Soccer will have friendly games only. The winter season will be decided upon at a later date.
- All non-athletic after-school activities (math bowl, forensics, musicals, etc.) will be considered individually and communicated when necessary.
- All activities that may occur during the school day (Grandparents' Day, Lion's Pride, Geography Bee, etc.) will be considered individually and communicated when necessary. This may include visits and invitations from LLHS and LPS. First quarter will not have any of these outside activities.

## **Cleaning and Disinfecting Procedures**

- Daily cleaning of the hallways, bathrooms, classrooms, locker rooms, and high-touch areas (door handles, light switches, bathroom faucets, etc.) will take place using approved cleaners that kill the virus. Throughout the day, high-touch areas will be disinfected by custodial staff, teachers, students, and volunteers.
- St. Mark's will use approved cleaners and the students may assist the teachers and custodians in the cleaning of their own workspaces. Training on how to clean will be shared with staff and volunteers before school begins.
- Although it will be rare, if a classroom is used the night before for a meeting/activity, the desks will be cleaned prior to students arrival.

***Doorways throughout the school will be wide open so door handles will not have to be used. The main doors to school will be secure to protect the safety and well-being of all in the building.***

## **Student Sickness While at School – Quarantine will be based on Exposure Risk determined by the Health Department**

- If a student displays symptoms of sickness during the school day (fever, new cough, unable to participate in normal classroom activity, lethargy, etc.) he/she will be given a mask and directed to a designated sick room.
- Parents/guardians will be notified and should ***pick up their child promptly***. Utilize a local or online COVID-19 screening protocol to determine whether or not your child needs to be tested.
- Following student pickup, the sick room will be sanitized.
- If a child is tested and tests negative for COVID-19, she/he may return to school as long as no fever is present.
- A child who tests positive for COVID-19, along with any of their siblings, will need to remain at home following health department guidelines, and also follow other County guidelines before returning to school.
- If any school family has a household family member that tests positive for COVID-19, they must notify the school and follow health department guidelines.

***Health safety reminders will be sent home to the parents on a regular basis.***

## **Teacher Sickness at School - Quarantine will be based on Exposure Risk determined by the Health Department**

If a teacher becomes ill at school, the teacher will be asked to leave and contact their doctor.

If a teacher tests positive for covid, health department guidelines will be followed.

The school will review guidelines for the students that were exposed and take the appropriate actions necessary.

***\*\*If a substitute teacher cannot be secured to teach the class, then the class may have to convert to at home online / virtual learning until the classroom has a teacher!***

All precautions will be taken to protect the health and safety of all of the staff and teachers that have health conditions or are over the age of 55 years old.

## **Vacations and Travel**

- During this pandemic, health agencies and government authorities strongly suggest that you limit your travel.
- If you must travel, please take all necessary precautions to keep your family safe. If your family decides to travel and that travel puts you at greater risk of contracting the virus, St. Mark's reserves the right to ask your child to remain at home for a designated period of time.

***Summary: Our goal is multi-faceted. First and foremost, we want to provide school families and the faculty with a safe learning environment on campus. Simultaneously, we want to provide school families and students with a practical and reasonable Christ-centered learning experience. These guidelines will continually be reviewed and amended in light of new research and emerging developments. At any time they may be modified to meet the needs of our students, staff, and families.***

***Please come to a special information meeting if you have any questions about our plan to open for the 2020-2021 school year. We will meet Thursday night, August 6<sup>th</sup>, at 6:30pm in the School Gymnasium.***