



## MEMORANDUM

TO: Staff of Trinity Lutheran Church and Trinity Lutheran Christian School & Early Learning Center  
FROM: Jay Jackson, Lead Pastor; Mark Cogar, Director of Operations; Randy Gast, Head of School; Rick Jester, Principal  
DATE: August 16, 2022  
RE: COVID-19 regulations

Due to changing recommendations from the CDC, Trinity Lutheran Church and Trinity Lutheran Christian School & Early Learning Center have revised our COVID-19 regulations so that *all* Trinity operations (church and school) are now operating under the same guidelines. The current policy in effect as of today is as follows. This applies to all students, staff and volunteers as described below. As the situation changes, we will revisit these procedures so that they reflect the most up to date information. The leaders/organizers of individual ministries are permitted to impose more restrictive policies at their discretion but may not implement policies that are less restrictive than those outlined below.

### **WORSHIP/CHAPEL SERVICES:**

Masks are not required for staff or volunteers at worship services. Those serving communion are required to wear gloves as provided.

### **DURING NORMAL WORKING HOURS:**

Masks are not required unless notification is given by the Lead Pastor, Director of Operations, Head of School, or Principal due to a confirmed infection or contact of a student or staff person within Trinity. The decision on when to require mask usage is in the sole discretion of the above personnel.

### **TRAVEL:**

It is recommended that any student, staff member, or volunteer who travels outside the states of Maryland, Washington DC, Virginia, Pennsylvania, or Delaware obtain a COVID-19 test with a negative result prior to returning to school/childcare, work, or their volunteer activity.

### **IF YOU HAVE CLOSE CONTACT WITH SOMEONE WHO IS POSITIVE FOR COVID-19:**

Any student, staff member, or volunteer who has come into "close contact" (defined as having been in the presence of a person for a cumulative total of at least 15 minutes in a 24-hour period) with someone who has confirmed or suspected COVID-19, regardless of the student, staff member, or volunteer's vaccination status, can continue to attend school/childcare, work, or their volunteer activity as long as they remain asymptomatic.

- Those who can wear a mask must do so for 10 days (day 0 is the last date of exposure).
- A test at 3-5 days after exposure is highly recommended, especially for those who cannot wear a mask (ex. children under 2 years of age).

**IF YOU HAVE SYMPTOMS CONSISTENT WITH COVID-19:**

If any student, staff member, or volunteer has any symptoms consistent with COVID-19, that individual may not come to school/childcare, work or to their volunteer activity until the individual is tested for COVID-19. If the test is *negative*, the individual may return when:

- (1) symptoms are improved, and
- (2) they have no fever for 24 hours without medication.

If the test is positive, follow the instructions below for “If you test positive for COVID-19.”

**IF YOU TEST POSITIVE FOR COVID-19:**

If any student, staff member, or volunteer tests positive for COVID-19, regardless of vaccination status and regardless of whether symptoms are present, the individual may not come to school/childcare, work or to their volunteer activity until completing isolation as follows:

- Stay home for at least 5 full days from:
  - The date the individual first started experiencing symptoms if the individual is symptomatic; or
  - The date of the positive test if no symptoms are present.

Day 0 is considered the day the symptoms started in symptomatic persons or the day of the positive test (based on the date of testing) if asymptomatic.

- After day 5, if the person has no symptoms or if symptoms are improved and they have had no fever for at least 24 hours without medication, then they may return if they wear a well-fitting mask for 5 additional days (day 6 through day 10). Masks do not need to be worn while eating, drinking, sleeping or outside.
- If a child is too young and therefore unable to wear a mask (generally under the age of 2 years old), the child may return to school/childcare if he or she has a negative test at day 5 or later; otherwise, he or she should remain at home for day 6 through day 10. A negative test at day 10 or after is not needed to return.

Thank you for your understanding and for working with us to continue our vitally important ministries while seeking to protect our students, ourselves, and our community.