

# **The Good Shepherd Lutheran Day School**

## **2020-2021 School Year COVID-19 Response**

### **August 1, 2020**

The 2020-2021 school year will be structured in a way that students and their families have never experienced before. The risk of COVID-19 continues to be at the front of many people's minds, and the staff of The Good Shepherd Lutheran School will work to keep your children as safe as possible. The home/school connection is one that is highly valued and sought after at Good Shepherd. This is true not only of our academics, but also our daily lives. We will need to work together to keep our community as safe as possible while engaging in face-to-face learning and returning to our homes each evening. The social and emotional aspects of school are important components to a student's well-rounded education. By working together as a community both at home and at school, we can help to keep our students in the building, and keep our families safe at home as well.

The back to school plan for The Good Shepherd Lutheran School is designed around the practices that have been tested on our campus over the last several weeks during Summer Day Camp and providing care to children in the Early Childhood Center. The premise behind the plan is to keep groups of children mostly contained in primary groups in an attempt to limit exposure to other individuals, and to make it easier to track what needs to be shut down should the need arise. Our plan is reliant on parents and other caregivers taking their roles seriously, keeping in mind that it is not only their household that can be potentially be effected, but the households of the rest of our community as well.

#### **Temperatures/Self-Reporting**

- Parents will be expected to monitor their children for symptoms of COVID-19 such as temps greater than 99.9° F (without the help of fever reducing drugs), cough, difficulty breathing, sore throat, pressure in chest, extreme fatigue, persistent headache, loss of smell or taste, etc.
- It will be assumed that students do not have a temp greater than 99.9°F (without the help of fever reducing drugs), they have not been in close contact with anyone diagnosed with COVID-19 within the last 14 days, and have not tested positive for COVID-19 themselves. Any change to those three assumptions *must* be communicated via email or voicemail to the school office by 9AM on school days, and students will be expected to stay at home.
- Any student found to have a temp greater than 99.9°F, or beginning to exhibit other symptoms deemed questionable by the staff of The Good Shepherd Lutheran School will be expected to be picked up within the hour.
- Student temperatures will be taken at their vehicle upon drop-off each morning, or as late drop-offs are checked through the school office. A parent is required to be present during the check-in process.

#### **If/Then**

- If a staff member/student tests positive for COVID-19, the remainder of the school will be notified, respecting the privacy of the affected staff member/student. The teacher and the remaining students in that class will quarantine for 14 days from the last contact with the individual. Distance learning will be implemented, and students will be expected to be engaged in their learning through this model.
- If a live-in family member of a staff member/student tests positive for COVID-19, the student/staff member will quarantine for 14 days from the last contact with the individual. Distance learning will be implemented, and the student will be expected to be engaged in their learning through this model.
- If it becomes necessary to reduce the number of students in the school building, the students will engage in distance learning as needed.
- If distance learning is engaged, students will utilize their home computer, or if unavailable, Good Shepherd will provide a Chromebook laptop.
- Families of Good Shepherd School who travel during the school year are asked to adhere to Centers for Disease Control and Oklahoma State Department of Health recommendations.

**Plans are subject to change as new information becomes available or as new situations arise related to COVID-19**

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- If school continues either in the building or through distance learning, tuition will be expected to be paid as outlined in the Enrollment Contract.

**Face Coverings**

- Students in 3<sup>rd</sup> Grade through 8<sup>th</sup> Grade will be required to wear a face covering. Students in Preschool through 2<sup>nd</sup> Grade may wear a face covering but it is not required.
- Face coverings may be of any print or color, as long as they are school appropriate. Words and sayings should be avoided.
- Face coverings will be worn in hallways, in the library, and when engaged in small group activities in classrooms.
- The wearing of a face covering will not be required of any student while they are participating in recess. Students need the opportunity to run, play and socialize outdoors with friends without restrictions.
- Face coverings are the responsibility of each student/family. Each student required to wear a face covering should have a clean, well-fitting face covering available daily. Disposable masks will be available through the school office if a student occasionally forgets their face covering.

**Visitors**

- Parents will not be allowed beyond the front entrance door during late drop-off.
- No lunch visitors will be allowed.
- All visitors who must enter the building will have their temperature taken, hands sanitized, and will wear a face covering.

**Drop-off/Pick-up**

- Students will be dropped off and picked up along west curb line of the school building. Signs will be posted to guide parents to the proper drop-off/pick-up location.
- **The following arrival times and departure times are staggered to maximize the flow of students coming and going without crowding.**
  - **Grades 5, 6, 7, 8 will arrive at 8:15; will depart at 3:45**
  - **Grades 1, 2, 3, 4 will arrive at 8:30; will depart at 3:30**
  - **Preschool, Pre-K, and Kindergarten will arrive at 8:45; will depart at 3:15**

If two or more family members are attending, the drop-off/pick-up time of the youngest student in the family will be observed.

- **Students will remain in their vehicle and their temperature will be taken by staff.** Parents will wait until given the OK to leave by staff. Before entering the building, students will sanitize their hands.
  - Students in Grades 1 – 8 will enter through the south entrance door and go up the back staircase to their classroom.
  - Students in Preschool, Pre-K, and Kindergarten will go directly to their classroom.

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**Before/After Care**

- Students will need to be enrolled in the program before utilizing the service or the parent will be charged a drop-in rate if a student requires this care.

**Handwashing/Sanitizing**

- Teachers will reserve time for frequent handwashing/sanitizing in their classrooms.
- At a minimum, students will wash/sanitize when moving between rooms or returning to their homeroom.
- Touch-free hand sanitizing stations have been installed in each classroom. Each classroom also has a sink and hand soap for student to practice good hygiene.
- Bathrooms and high touch points will be cleaned more frequently throughout the day.

**Classrooms**

- **Our class sizes are limited to 12 students with the exception of Preschool which is limited to 6 students per session. With the exception of Preschool, our classrooms are on average 525 square feet, so providing proper social distancing of 6 feet per student allow us to comfortably have 12 students per classroom.**
- School supplies will not be shared as much as feasible or cleaned in between use as appropriate.
- Desks in Grades 1-8 will be spread apart as much as possible to allow for as much room between desks as the population and square footage of the rooms allow.
- Teachers will provide ample opportunities to wash/sanitize hands.
- Teachers will wear face coverings and/or face shields when they are interacting closely with students.
- Teachers will spend time rehearsing appropriate distancing procedures, and remind students as appropriate to practice social distancing.
- Students who repeatedly cannot adhere to safety procedures may be subject to discipline action.

**Chapel**

- Chapel will be conducted in each classroom on Wednesdays.
- Alternatively, chapel will be live streamed to classrooms.

**PE**

- Classes will have enough time in between to sanitize equipment used.

**Lunch/Recess**

- Lunch/Recess time will be staggered to accommodate up to 24 students at a time.
  - Pre-K and Kindergarten
    - Lunch 11:00 to 11:30
    - Recess 11:40 to 12:10

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- Grades 1, 2, 3, & 4
  - Lunch 11:40 to 12:10
  - Recess 12:20 to 12:50
- Grades 5, 6, 7, & 8
  - Lunch 12:20 to 12:50
  - Recess 1:00 to 1:30
- Students will sit with space between them at the tables and offset across the tables.
- Classes will be completed with lunch before the next class is allowed to enter the gym.
- Water and milk will be brought to tables instead of picked up at window.
- Alternatively, lunch may be in classrooms with hot lunches plated and delivered by the kitchen staff, or hot lunch offerings eliminated completely.

**Field Trips**

- We will be providing more field trips this school year as conditions allow. Field trips may be anything from visiting a museum to simply going to a local park and conducting a class or two in the open fresh air. We have purchased a new school bus which will allow us to go to locations farther away more often.