

Our Savior's Lutheran School

Crookston, MN

2020 – 2021 SCHOOL PREPAREDNESS PLAN

A return to school will look different than it has any fall prior to this year. Our Savior's Lutheran School staff and families will need to be flexible as we adjust to the new procedures. Our priority is protecting the health of our students and staff while fulfilling our mission of "effectively educating, training, and equipping students of our church and community to achieve their God-given potential by providing a Christ-centered education."

To best protect the health and safety of our students and staff, Our Savior's Lutheran School will be guided by recommendations from the Department of Health and other knowledgeable governmental agencies. All plans are subject to change based on the recommendations provided by the agencies and adjustments may need to be made quickly. As communication is key in these situations, please regularly monitor Remind communications for information from Our Savior's Lutheran School.

Scenarios for the 2020-2021 school year would consist of one of the following

- A. Scenario 1: In-person learning for all students. **(This is our plan for this fall, beginning Tuesday, September 8, 2020.)**
 - a. School building will be open with preventative measures
- B. Scenario 2: Distance learning only.
 - a. Targeted closure (individual classroom(s)) – isolate and disinfect affected areas
 - b. Short-term closure – Close temporarily for facility-wide deep cleaning
 - c. Extended closure – Full-time distance learning

The Decision-Making Process

This School Preparedness Plan was developed by Our Savior's Lutheran School staff and board members, in consultation with the Minnesota North District Principals and in accordance with the MN Department of Health Planning Guide for Schools, the CDC guidelines, and the DHS COVID-19 Preparedness Plan for preschool.

The COVID-19 Program Coordinators are the Principal along with the Our Savior's Lutheran School staff.

1. Frequent Handwashing

- We will build routines of hand hygiene into the daily school schedule for all students and staff, including handwashing and sanitation breaks during or between classroom activities. We will be teaching and reinforcing handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 60% alcohol by staff and older students.
- Supervise the use of hand sanitizer by students.
- Ensure that children and staff with sensitivity or skin reactions to hand sanitizer can use soap and water.
- Reinforce handwashing during key times including but not limited to: arrival and dismissal; before, during, and after preparing or eating food; after using the bathroom; after blowing one's nose, coughing, or sneezing; after touching objects with bare hands that have been handled by other people.
- Handwashing guidelines are posted at each handwashing sink.
- Appropriate supplies to support healthy hygiene behaviors (e.g., soap, hand sanitizer, paper towels, disinfectant wipes, and tissues) will be available and placed in areas where they may be frequently used.

2. Cleaning and disinfecting

- High-touch surfaces such as doorknobs, light switches, stair rails, counters, tables and chairs, shared toys, equipment and other items are regularly cleaned and disinfected.
- Bathrooms are regularly cleaned and disinfected.
- Environmental cleaning and disinfection of high-touch surfaces in common areas of the building will be mid-morning, mid-day, and after school. We will increase the frequency of disinfection during high-activity periods during the school day.
- Established procedures for cleaning and disinfection will be implemented that focus on areas of potential contamination, after person suspected or confirmed to have COVID-19 have been in the program.

3. Arrival and Departure

Arrival (7:30 – 8:10) Health Screening Process will include:

- Temperature scan
 - No temperature above 100.4 will be allowed entrance.
 - Temperatures around 99.0 will be monitored throughout the day.
- Current guideline benchmarks by the CDC and MDH

Parents should not leave until their child has been screened and admitted into the building.

- Students will immediately wash or sanitize their hands and proceed to their classroom.

Departure (2:45 pm):

- The end of the day dismissal pattern will remain unchanged from current, other than each class will remain in classrooms until mode of transportation has arrived.
- Students will wash or sanitize hands before leaving the building.

4. Plans for sick children, staff, and volunteers

Staff and faculty are asked to self-monitor for signs and symptoms of COVID-19.

Parents should monitor their child(ren)'s symptoms prior to sending them to school.

Staff and students are required to stay home if:

- They have tested positive for or are showing COVID-19 symptoms, until they meet criteria (see MDH Decision Tree, below) for return.
- They have recently had close contact with a person with COVID-19, until they meet criteria for return.
- Sick policies established in the parent handbook will be enforced to prevent the spread of disease.

If a student, staff member, or volunteer becomes ill in any nature or begins to show COVID-19 symptoms while at school:

- Staff member will be sent home.
- Student will be provided with an isolated space to rest while waiting for the arrival of parent/guardian.
 - No staff other than the staff member caring for the child will enter this space while the child is present or until the area has been thoroughly disinfected following the use.
 - Parents will be requested to pick up the student (and in the case of a fever above 100.4 or COVID-19 symptoms, any siblings) as soon as possible.
 - Students will be removed from the classroom area as soon as possible in order for cleaning and sanitation before re-entry into the classroom area.
- If COVID-19 conditions are present, the local health officials will be contacted for further advice. Following health department guidance, staff and/or families may be contacted to be notified while maintaining confidentiality as required by the American with Disabilities Act (ADA) and Family Education Rights and Privacy Act (FERPA).
- Sick children and staff will not return to school until they have met the criteria to discontinue home isolation (currently 10 or 14 days) and/ or provide proof of wellness from a physician.

5. Social distancing throughout the day

- We will systematically review and evaluate classroom capacity with the goal of creating as much space between people as possible, recognizing that it is not always feasible to have 6 feet of social distancing during primary instructional time in the classroom. We will be using alternative outdoor spaces as much as possible and also may consider using areas in our facility with greater capacity to allow for more physical space between people.

- Group sizes will be limited as much as possible and students will remain in consistent groups of children and providers, staff, or volunteers who stay together throughout the day.
- Chapel & Sing along: class groups will be socially distanced from other class groups.
- We will have staff monitor arrival and dismissal to curtail congregating and ensure students go straight from vehicle to their classroom, and vice versa.
- Nonessential visitors, volunteers, and activities involving external groups or organizations will be monitored and limited.
- Visual cues will be used to direct traffic flow and distancing. (i.e. marks on floor 6ft apart)

6. Face coverings

- Preschool
 - Students will not be required to wear a face covering unless their parent/guardian wishes them to do so.
- Kindergarten through grade 6:
 - In general, unless the individual is exempt under paragraph 8.a or .c of Executive Order 20-81 or is under the age of two, all students, staff, and other persons present indoors in school buildings and district offices or riding on school transportation vehicles are required to wear a face covering (for the duration of the mandate). This paragraph does not apply to childcare, prekindergarten or preschool programs on school premises, which are subject to the requirements of childcare.
 - Face coverings include a disposable or cloth face mask, a scarf, a bandana, or a neck gaiter.
 - One cloth face mask will be provided for each student. Additional disposable masks will be provided as needed.
 - Face coverings may be temporarily removed:
 - When engaging in physical activity (recess, P.E.)
 - To eat and drink
 - During practices or performances involving singing, acting, public speaking, or when playing a musical instrument (performers should maintain 6ft distance).
 - Staff may remove face coverings when working alone, including when alone in an office, classroom, vehicle, cubicle with walls at least face level when social distancing is maintained, or other enclosed work area.
 - Preschool staff may temporarily remove their face covering when in an indoor classroom setting that is confined to one group or cohort.
 - Exempt: People who have medical or other health conditions, disabilities, or mental health, developmental, or behavioral needs that make it difficult to tolerate wearing a face covering. Children age 5 or younger.
 - Face shields may be used as an alternative to face coverings in the following situations:
 - For students who are unable to tolerate a face covering due to a developmental, behavioral, or medical condition.
 - For teachers of all grades when a face covering would impede the educational process.

- For staff providing direct support student services when a face covering would interfere with the services provided.
- For students in kindergarten through grade 6 when wearing a face covering is otherwise problematic for the student.
- People who are entering the school building during the day may be required by school staff to briefly remove their face covering for the purposes of checking identification.

For optimal protection, the face shield should extend below the chin anteriorly, to the ears laterally, and there should be no exposed gap between the forehead and the shield's headpiece

- One face shield will be provided for each student. Face shields will be labeled for each student, sanitized at school, and remain at school.
- Accommodations may be made regarding face coverings. Parents/guardians should speak with the classroom teacher.

7. Workplace ventilation & Water

- Ventilation systems are maintained within the building. We will increase circulation of outdoor air as much as possible, for example by opening windows and doors, and using fans to blow internal air outside. Air purifiers may be used as available.
- A water bottle filling station will be used instead of the drinking fountain. Students are to bring their own labeled water bottles.

8. Playground use

- Stagger playground use rather than allowing large groups to play together.
- Wash hands before and after touching play structures. If possible, high touch areas of the play structure may be cleaned between groups.

9. Meals and snacks

- Snacks will be served in the classroom if this is a normal practice for the classroom. If you are sending a birthday treat/snack, please contact the teacher prior to the day it is sent in.
- Each class group will eat at a separate time at their own designated table and disinfecting will take place between class groups.

10. Field trips and events

- Large group events will be projected into individual classrooms when possible.
- In house speakers will be screened and social distancing and cleaning protocols will be followed.
- No field trips or large in-person family events will be scheduled unless deemed safe.
- Chapel & Sing along: class groups will sit separated from other class groups in the Sanctuary.

11. Communications and training

- Staff and faculty will have the COVID-19 School Preparedness plan emailed to them and will have online and in-person training. Additional updates and training will be ongoing throughout the course of the pandemic.
- The plan will be sent to families through Remind communications and with back to school information.
- The plan will be available to all in the school office.
- Training will be provided to staff during back to school in-service days.
- Instructions will be communicated to all students and staff regarding: 1) social distancing protocol and procedures; 2) arrival and departure procedures; 3) hand washing and hygiene; 4) use of face coverings
- Signage will be posted at the main entrance requesting that people who are experiencing symptoms or have contracted COVID-19 not enter the building.
- This plan will continue to be evaluated, monitored, and updated as necessary, on a regular basis.