**Trinity Lutheran School**

**Reopening Plan**

**Operating Assumptions**

The coronavirus remains with us and TRINITY LUTHERAN SCHOOL will likely not return to normalcy until there is a vaccine or a cure. A return to school will look different. Trinity families, students and staff will need to be flexible and nimble, understanding that the priority of protecting the health of our students may require changes in procedures, sometimes with minimal notice.

The Reopening Plan laid out in this booklet is based on Moderate or Mild Community Spread allowing TRINITY LUTHERAN SCHOOL to function using a Modified Traditional structured response.

**Guiding Principles**

School will look different than it did before March 16, 2020. To best protect the health of and safety of our students, TRINITY LUTHERAN SCHOOL will abide by recommendations from the Department of Health and other knowledgeable governmental agencies. Whatever the circumstances, we remain committed to providing a loving Christian environment which supports the Whole Child.

While it is our goal to prepare a plan as best as we possibly can. All plans are subject to change based on government, CDC, and Health Department recommendations. Please note situations may arise where adjustments must be made quickly as such communication is key and families are asked to regularly monitor Trinity’s Facebook page and All Calls for communication.

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| **Severity of Spread** | **Substantial Spread and Risk** | **Minimal/Moderate Spread and Risk** | **Low/No Spread and Risk** |
| ***Instructional Model*** | ***Distance Learning \**** | ***Modified Traditional*** | ***Distance Learning\**** | ***Hybrid Schedule*** | ***Traditional***  |
| **Response** | **Short Term Closure**- Facilities closed for 13 days or less OR**Extended Closure** – Facilities closed for 14 days or more days Facility Deep cleaning occurs | **Facilities Open**- Implement intensive mitigation strategies, enhance social distancing with self-contained classroom, modified schedules and maximizing social distancing. | **Minimal use of Facilities-** Follow Practices initiated during Spring 2020 with additional information provided by the school if necessary | **Minimal use of Facilities-**Staggered in person instruction or Flex Schedule | **Facilities Open-** Implement preventative practices and proactive health and safety protocols |

**\*School Closures and Implementing Distance Learning**

If school is closed for more than 5 days (consecutive or nonconsecutive), we will transition to distance learning. These closures can be the result of illness, weather, etc. Our goal with Distance Learning is to maximize instructional opportunities.

**Our School is addressing these specific items:**

* Implementing social distancing strategies
* Implementing screening procedures upon arrival
* Intensifying cleaning and disinfecting efforts

**Social Distancing Strategies**

* Parents or volunteers will be admitted beyond the office during school hours only if they are following the mask mandate and have temperature checked.
* Schedules in will be staggered to minimize the overlap of grades in common areas such as the gym, playground, or cafeteria.
* Each group of children are in a separate room as much as possible.
* Desks and seating will be spaced out as much as possible
* When necessary teachers will move and students stay in the same rooms.

**Drop Off Screening**

All children will be screened upon arrival. Children and staff who have a fever of 100.4 or above or other signs of illness will not be admitted. Parents must help be on alert for signs of illness in their children and must keep them home when they are sick. Even if the child does not have a temperature, but they appear sick (cough, runny nose, etc.) the Principal has the right to deny the child’s attendance for that day or days thereafter.

* Principal will be outside the school for drop-off
* A parent or caregiver will escort young students
* Please have your child dropped off before 8:00am. If circumstances are such that you cannot, please come to the main office door to have your child screened.
* Staff doing screening will follow proper hand hygiene and put on personal protective equipment (PPE) including a mask.
* Staff will make a visual inspection of the child for signs of illness, which could include flushed cheeks, rapid or difficulty breathing (without recent physical activity), or fatigue, and confirm that the child is not experiencing coughing or shortness of breath.
* Staff will take the child’s temperature using a non-contact, temporal thermometer.
* Students may be asked some or all of the following questions:
	+ Have you been in close contact with a confirmed case of COVID-19?
	+ Are you experiencing a cough, shortness of breath or difficulty breathing, sore throat?
	+ Have you had a fever in the last 24 hours?
	+ Have you had a new loss of taste or smell?
	+ Have you had muscle pain or chills?
* Students will use hand sanitizer upon entering the building
* After screening children, staff will wash hands with soap and water for at least 20 seconds.
* Direct anyone who exhibits COVID-19 symptoms (e.g. answers yes to any of the screening questions or who is running a fever) to leave the premises immediately to seek medical care and/or COVID-19 testing, per CDC guidelines.
* If TRINITY LUTHERAN SCHOOL learns that a staff member or student has tested positive for COVID-19, we will consult CDC guidelines and contact the local health department to discuss the appropriate management of potentially exposed staff and students, and to determine whether school should immediately cease in-person gatherings, close for additional cleaning, or otherwise change protocols.

**Students or Staff who Become Sick at School**

* If a student becomes ill while at school:
	+ TRINITY LUTHERAN SCHOOL will provide an isolated space for the ill student to rest while waiting for the arrival of parent/guardian.
	+ TRINITY LUTHERAN SCHOOL will contact the student’s parent/guardian to pick up the student as soon as possible.
	+ Staff person, wearing PPE, should stay with the student while awaiting parent/guardian’s arrival.
	+ Close off areas used by a sick person and do not use before cleaning and disinfection.
	+ Notify local health officials, staff, and families immediately of a possible case while maintaining confidentiality as required by the Americans 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,
* 24 hours must elapse from resolution of fever without fever reducing medication and 10 days must pass after symptoms first appeared.
* Those who had contact with someone who tested positive for COVID-19 or is suspected of having COVID-19 infection should isolate at home and monitor for symptoms for 14 days.

**Handwashing and Hygiene**

Staff will wash hands with soap and water for at least 20 seconds and will assist children in doing the same. Alcohol-based hand sanitizers with at least 60% alcohol can be used with if soap and water are not readily available. Children will be supervised if they use hand sanitizer to prevent ingestion.

All children and staff will engage in hand hygiene at the following times:

* + Arrival and after breaks
	+ Before and after preparing food or drinks
	+ Before and after eating or handling food, or feeding children
	+ Before and after administering medication or medical ointment
	+ After using the toilet
	+ After coming in contact with bodily fluid
	+ After playing outdoors
	+ After handling garbage

Trinity Lutheran School will:

* Teach and reinforce washing hands and respiratory etiquette among students and staff.
* Practice frequent handwashing and advise students and staff to avoid touching their face.
* Have adequate supplies to support healthy hygiene behaviors, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), tissues, and no-touch trash cans.
* Have alcohol based hand sanitizing stations at entrances and in classrooms.

**Face Masks and Cloth Face Covers**

* Face coveringsmustbe worn by staff and students at all times when inside the school building.
* Face coverings do not need to be worn while outside and physical distancing is able to be practiced.
* Individuals will be frequently reminded not to touch their face covering and to wash their hands frequently.
* Note: Cloth face coverings should not be placed on:
	+ Anyone who has trouble breathing or is unconscious
	+ Anyone who is incapacitated or otherwise unable to remove the cloth face covering without assistance

**Recommendations for Cleaning and Disinfecting**

* *Cleaning* is physically removing dirt, debris, and sticky film by washing, wiping, and rinsing.
* *Disinfecting* kills nearly all germs on a hard, non-porous surface when applied correctly. Prior to disinfecting, cleaning must be completed. Note: Disinfecting is different than sanitizing.
* *Sanitizing* is the reduction of bacteria to safe levels as set by public health standards. It is required for any surface that comes in contact with food.
* The following will be disinfected at least daily:
	+ Door and cabinet handles
	+ Sink handles
	+ Shared objects (e.g., toys, games, art supplies) should be cleaned in between uses.
* TRINITY LUTHERAN SCHOOL is taking steps to ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible by opening windows and doors, using fans, or other methods. We will not open windows and doors if they pose a safety or health risk (e.g., allowing pollens in or exacerbating asthma symptoms) to children using the facility.
* Cleaning and Disinfecting Materials, Toys, and Manipulatives
* Toys and objects that cannot be cleaned and sanitized will not be used.
* Cloth toys will not be used.
* Toys and objects that children have placed in their mouths or that are otherwise contaminated by bodily fluids will be set aside until they are cleaned.
* Staff will not share toys and manipulatives with other classrooms, unless they are washed and
sanitized before being moved to another classroom.
* Children’s books, like other paper-based materials such as mail or envelopes,
are not considered a high risk for transmission and do not need additional cleaning or disinfecting procedures.

**Drinking Fountains**

Drinking fountains will not be used at this time. Students are encouraged to bring their own water bottles labeled with their name from home, or the school will provide water bottles that are disposable and labeled with student’s names.

**Limit Sharing**

* TRINITY LUTHERAN SCHOOL will keep each student’s belongings separated and in individually labeled storage containers, cubbies, or areas, or have them take their belongings home each day to be cleaned.
* Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (art supplies, equipment etc. assigned to a single student) or limit use of supplies and equipment by one group of students at a time and clean and disinfect between use.
* Avoid sharing of foods and utensils.
* Avoid sharing electronic devices, toys, books, and other games or learning aids.
* Discourage families from bringing materials/toys from home.

**Recommendations for Cafeteria**

* All food service workers should wear a face mask or cloth face covering.
* Frequently wash and sanitize of all food contact surfaces and utensils.
* Workers must practice frequent hand washing and glove changes before and after preparing food.
* Serve food using gloves.
* Children should be seated with at least 6 feet of distance in between each other.
* TRINITY LUTHERAN SCHOOL will stagger meal times to provide adequate physical distancing.
* Encourage staff to sit with and talk to children (from an appropriate distance of six feet), serving as role models and offering support and normalcy.
* All kitchen/cafeteria/dining areas will be cleaned and disinfected after use and prior to a new group of students entering for meals.

**Recommendations for Gym and Playground**

* Face masks should not be worn while engaged in outdoor physical activity.
* Physical distancing will be encouraged with non-contact sports and activities.
* According to Johns Hopkins School of Medicine and other credible health resources, COVID-19 is not spread through sweat. However, surfaces touched by multiple people and that are dirty will be cleaned prior to disinfection.
* TRINITY LUTHERAN SCHOOL staff members will be responsible for ensuring regular cleaning and disinfection.
* TRINITY LUTHERAN SCHOOL will minimize sharing of equipment as much as possible and disinfect shared equipment between uses.

**Recommendations for Restrooms**

* TRINITY LUTHERAN SCHOOL will increase cleaning frequency for restrooms
* TRINITY LUTHERAN SCHOOL will place a trash can by the door if the door cannot be opened without touching the handle, so restroom users can cover the handle with a paper towel and easily dispose of it afterward.
* There will be signs instructing students and staff to wash hands after using the restroom.