



August 27, 2020 (Revised October 8, 2020)

Return to School Plan, 2020-2021

As a private Lutheran school in New York State, serving PreK-8th grade students, St. John Lutheran School's mission statement, "to nurture children academically and spiritually toward a life of witness and service in Christ" continues to be our greatest purpose as we safely reopen for the 2020-2021 school year. We will learn from our progress in the last several months and navigate our changing world while offering a safe and exceptional educational platform.

A Safe Reopening Committee met July 15, July 28, and August 25, 2020. The purpose of the committee is to assist with the safe reopening of St. John Lutheran School through reviewing recommendations/guidance provided by the CDC, DOH and NYS, while carefully considering expectations from a parent/student/teacher perspective.

Those serving on the Safe Reopening Committee are: Katie Gundell, Heide Cornell, Erica Redmond, Edie Gath, Amanda Biddle, and Pastor Ben Bahr.

Listed below are the safety precautions St. John will be taking for the students and staff, in order to return safely to In-Person Instruction for the 2020-2021 school year. These plans may change as the COVID19 pandemic evolves and NYS mandates and guidelines are updated. Any such changes would be communicated to the families, students and staff via Fast Direct email and or website.

Day to Day Operations/Facility

- Students/staff/visitors will wear acceptable face coverings/masks when unable to maintain social distancing. Students may wear masks all day, with the exception of eating, if requested, in writing, by a parent or guardian.
- Students/staff will keep an extra mask at school at all times in a ziplock baggie for potential use. Once used, the student/staff will take it home and replace it with a clean/new mask.
- Hand sanitizer will be available in all classrooms and building entries.
- Building is professionally cleaned and disinfected daily. All cleaning and disinfecting will be conducted per NYSDOH guidelines. Custodian will provide documentation of cleaning completion.
- Classrooms, bathrooms and drinking fountains are also cleaned and disinfected mid-day.
- Large groups of students will only gather if adequate spacing and ventilation can be maintained.
- Playground will be open with precautionary measures taken. Masks will be worn when students are unable to maintain social distance. Students will be given an opportunity to remove masks in a socially distant designated area.
- Hazard drills (lockdown, evacuation and fire) will be conducted in compliance to NYS guidelines. Students/staff will wear masks during these practices to the best of their ability.
- A social distancing plan will be in effect in the restrooms.
- Personal, refillable water bottles will be required. Water fountains will only be used to refill water bottles.

Signage/Training

- Signage concerning handwashing, cough/sneeze etiquette will be posted as well as instructed by staff.
- Students and staff will be trained on COVID-19 symptoms, proper hand and respiratory hygiene, and proper use and maintenance of PPE.

Food Service

- Students will eat lunch in their classrooms and/or the cafeteria with appropriate social distancing. A designated area will be assigned for students with food allergies.
- Birthday treats or food for school activities need to be commercially packaged. Snacks/lunch will not be shared.

Classrooms

- Classrooms will be ventilated every day.
- Classrooms will be arranged with required spacing/distancing. (i.e. positioning of desks...) Dividers may be used in areas where students are unable to maintain social distancing.
- Extra furniture and/or learning rugs will be removed from classrooms.
- Classroom teachers will periodically clean high touch zones in the classrooms.
- Sharing of items will be limited and/or wiped between uses. Students will be assigned their own materials to the greatest extent possible.
- Students may continue to change classes for specials, with cleaning and disinfecting protocols in place.

Entry/Exit

- All students will be dropped off at the school entrance (preschool-8th grade). Tardy students will be signed in by a guardian in the glass vestibule and buzz to allow the student to enter the school building.
- Temperature screening will be required of students, staff, visitors, and classroom volunteers, upon entry daily. Parents should take the temperature of their child before leaving their home daily.
- Children will be dismissed from their classrooms directly to the bus or the car line. K-8 parents must remain in vehicles. Pre-K dismissal begins at 2:40. K-8 dismissal begins at 2:50.

Health/Administration

- The school principal is the primary 'responsible party' to oversee the implementation of the protocols for reopening.
- Staff will respond daily to a health screening questionnaire. Responses will be documented.
- Students will respond to periodic health screening questionnaires. Responses will be documented.
- A student/staff member/visitor is not permitted to stay at school with a temperature of 100 degree F or if they appear visibly ill. Students and staff must stay home if they are sick.
- Gloves will be supplied in every classroom for teacher and/or student usage.
- School will maintain a log that indicates the date, time, and scope of cleaning/disinfecting.
- Attendance will be taken daily, regardless of instructional setting (In School or Distance Learning).
- Hand hygiene will be done before entering the classroom and at several other times during the school day, including but not limited to: after bathroom use, as well as, before and after eating.
- Social-emotional support will be available to students through special programs and our local school district, as well as through prayer, daily study of God's Word, and weekly Chapel services.

Communication

- Parent/school communication will take place by phone, Fast Direct email, virtual, or scheduled appointment.
- Communication will be sent home regarding signs and symptoms of COVID19.

Response to COVID related symptoms/illness/exposure

*Refer to "NYSDOH COVID-19 In-Person Decision Making Flowchart for Student Attendance" link on Fast Direct, document A-1 and A-2.

- Doctor documentation is necessary to attend school after an illness related to a symptom of COVID.
- If a child is tardy or absent due to a reason separate from the symptoms or reasons provided on A-1 of the document, a parent MUST fill out the excuse form attached to that document. (Paper copies are available in the glass entryway.) If you are able to answer no to all of the questions on the excuse form, your child is able to attend school and the excuse should be handed to the teacher upon entry to the classroom.