

# PEACE LUTHERAN SCHOOL

## *K – 8 Operation Plan 2020-2021 School Year*



---

### **PREMISE**

Safe but practical. This is our pledge to our school families and faculty as we look forward to re-starting Christian education on campus this fall. This Operation Plan makes every effort to minimize risk for students and teachers, enables Christ-centered learning in a practical manner, and provides flexible options for our school families. **As new research emerges and situations change, these guidelines may also change.** To that end may God bless our continued efforts in keeping our school safe as we prepare students for life and eternity.

### **GOALS**

- Maintain essential school services so that all students of Peace Lutheran School continue to grow in their Christian education.
- Minimize the spread of the virus within our school, church, and community.
- Maintain continuity of learning for all students.
- Minimize social disruption to our families and staff.

### **K – 8 EDUCATIONAL MODELS**

We recognize the need for flexibility when it comes to offering Christian education to our families. Therefore, Peace Lutheran School plans to offer the following educational options for the 2020-2021 school year:

1. **Face-to-Face Learning** – This is traditional schooling on campus following the guidelines listed in the remainder of this document. This option follows the established school calendar for the 2020-2021 school year and normal instruction hours. If a second wave of COVID negatively impacts our community during the 2020-2021 school year, it is possible that we would need to pivot to option #2.
2. **Distance Learning** – While this is not our desire, we must be prepared to work through distance learning should circumstances (school closing or health department mandated quarantining) make it necessary. Packets of school work will be sent home on a weekly basis aligned to our curriculum. Peace teachers will be available in various ways to provide teaching, support, and feedback. **However, this option definitely will require parent facilitation and strong student initiative.** All work will be corrected by Peace teachers and quarterly report cards will be issued as in option #1.



## **FACE-TO-FACE LEARNING GUIDELINES**

The following guidelines are established to minimize risk of exposure for our faculty and students. While the guidelines are extensive, they do not 100% eliminate the risk to exposure. Parents must recognize this and work with the school in a spirit of cooperation to uphold these guidelines.

- **Before the School Day**
  - Parents should regularly reinforce healthy hygiene practices to reduce risk of infection. (washing of hands with soap and water, use of hand sanitizer when available, coughing and sneezing into sleeve, avoiding hand to face contact, not sharing food or drink with others, social distancing, etc.)
  - **Parents should screen their child before sending them to school.**
    - **If you can answer “no” to all of the following questions, your child is cleared to come to school.**
      - Have you been exposed (less than 6 feet apart for 15 minutes or more) to anyone who has tested positive for or is suspected to have COVID-19?
      - Have you had any of the following (not related to allergies or other illness) in the past 48 hours? . . .
        - **Fever (above 100.4 degrees)**
        - **Cough**
        - **Shortness of breath**
        - **Sore throat**
        - **Body aches**
        - **Diarrhea**
        - **Vomiting**
        - **Loss of taste**
        - **Loss of smell**
    - **If you answer “yes” to any questions, do not come to school and please call your medical provider.**
  - **It is important that a child’s fever is NOT reduced by medication and then sent to school.**
  - Many people deal with **seasonal allergies** and may exhibit some of the symptoms mentioned above. If a child has seasonal allergies, he/she may come to school. We will rely on parents to determine if symptoms are related to seasonal allergies or sickness. Parents are asked to communicate the situation with their child’s classroom teacher.
  - Faculty and staff will be screened for a fever using an infrared thermometer. Faculty members with a fever of 100.4 or higher will not be permitted to be at school.
- **Arrival at School/Dismissal from School**
  - All students will be asked to enter the school building on the south end through the Walker Ave entrance. No students should enter the building before school through the entryway off of the school/church parking lot.
  - Parents are encouraged to NOT accompany their child into the school in the morning. If they feel it necessary to do so, please see “Parents in School” guidelines below.



- Upon entrance into the building, students and parents must sanitize their hands before proceeding to their classrooms.
- All students will have their temperature taken upon entering their classroom using an infrared thermometer.
- At the end of the school day, all students who are being picked up by parents/guardians will leave the school on the north end through the entryway off of the school/church parking lot.
- Parents are encouraged to wait for their child(ren) in the parking lot and not enter the school at the end of the day. Any parents entering the school will need to follow the guidelines below.
- **Busing**
  - Students making use of public school busing will be expected to adhere to the guidelines of the busing companies. These may or may not include distancing on the bus and wearing of facemasks.
- **Parents/Guardians, Volunteers, and Visitors in School**
  - Any visitors (parents/guardians, volunteers, etc.) to Peace Lutheran School will need to **make an appointment** to enter the building. All appointments will be at the teachers' discretion.
  - All parents, volunteers, and visitors **must wear a mask** during their visit---before school, during school, and at the end of the school day.
  - All visitors are asked to practice proper social distancing guidelines.
- **Face Masks and Face Shields for Faculty and Students**
  - **UPDATE – Due to the recent state mandate regarding masks, all staff and students of Peace Lutheran School will be required to wear masks in the building. Students should have masks on when they enter the building. When the mandate ends we will return to the policy you see below regarding wearing of masks and/or shields.**
  - Faculty members will wear a mask or face shield at all times in the building.
  - Masking or face shields will be **optional** for students when interacting **within their own classroom**. However, out of Christian love and concern, students **will be required** to wear masks when interacting with others outside of their classroom. This will include time spent in the hallways, bathrooms, library, and at church for chapel services. Masks will not be required at outside recess or phy-ed periods.
  - Effort will be given to promote and maintain physical distancing throughout the school day. However, we recognize that there will be times when this is not possible. (recess, phy-ed)
- **Coat Hooks**
  - Coat hooks will need to be used to store student belongings as in the past.
  - Teachers will develop classroom procedures to minimize risk and time spent in the hallway at coat hooks.
  - All food items should remain in a closed container and personal belongings kept in a back pack.



- **Onsite Symptoms of Sickness While at School**
  - If a student displays symptoms of sickness during the school day, he/she will be given a mask and directed to the designated sick room.
  - Parents/guardians will be notified and should pick up their child promptly. Families are asked to contact their personal physician for further advice. If your physician decides to test for COVID, please inform the school of that decision as soon as possible.
  - The student may return to school after 24 hours of being fever free, vomit free and improvement in respiratory signs like cough and shortness of breath, unless otherwise advised by your personal physician.
  - A child who tests positive for COVID will need to follow Green Lake County Health Department guidelines before returning to school.
  
- **Confirmed Case of COVID**
  - Should a faculty member or student test positive for COVID, Peace Lutheran School will work closely with the Green Lake County Health Department to determine the best course of action. It may be necessary for a classroom or the school to close for a period of time.
  - Peace Lutheran School is committed to:
    - Supporting the privacy of the person diagnosed to the extent possible.
    - Working with Green Lake County Health Department to seek guidance and consider recommendations.
    - Engaging in any and all cleaning, disinfecting and screening requirements necessary to reopen.
  - If a home quarantine is required, distance learning will be required until the quarantine period has passed.
  - If your child has been knowingly exposed (less than 6 feet apart for 15 minutes or more) to someone with COVID, they will need to quarantine for a period of 2 weeks following the exposure.
  
- **Classroom Instruction**
  - Efforts will be made to maintain self-contained classrooms to lower the risk of exposure, but we cannot guarantee six-foot physical distancing between desks. (Please keep this in mind when making a decision for your child regarding the wearing of facemasks.) However, desks will be separated as much as possible and all desks will be front-facing.
  - Teachers will regularly remind students of best hygiene practices in a Christian and loving manner so as not to instill fear or anxiety.
  - Fresh airflow will be increased in each classroom through the HVAC system's air to air exchanger.
  - Virus killing air purification units will be placed in each classroom to provide cleaner air.
  - Phy-ed will be conducted outdoors as long as possible. Further decisions will be made in regard to indoor classes as the school year progresses.



- **Lunchtime**
  - Students will continue to bring their lunches from home as in the past.
  - All students will continue to eat in their classrooms as in the past.
  - Absolutely no sharing of food or snacks will be allowed.
  - Hot lunch will continue to be provided by volunteers with separate guidelines being established for the safe distribution of food.
  - Hot lunch times will be staggered to help maintain social distancing.
  
- **Birthday Treats**
  - All birthday treats will need to be individually pre-packaged (whether store bought or homemade) to avoid excessive handling.
  
- **Recess**
  - Students will sanitize hands before going out to recess and after coming in the building.
  - Staggered times will be used for each cohort when reentering the building.
  
- **Drinking Fountains**
  - Access to clean drinking water is essential for students and faculty.
  - Water fountains will be in operation, but students will be required to use a personal water bottle throughout the school day.
  - Water fountains will be in operation only for the purpose of filling water bottles.
  - Water bottles must be taken home each day to be cleaned.
  - Drinking fountains will be sanitized daily.
  
- **Bathrooms**
  - Classrooms will take turns using bathrooms as they practice physical distancing.
  - Bathroom doors will be propped open and no touch trash cans will be used.
  - Students will need to wash their hands with soap and water before leaving the bathroom.
  - A maximum of 3 students will be allowed in the large bathrooms at one time.
  - Bathrooms will be cleaned and sanitized daily.



- **Choirs**
  - At this time, there will be no singing schedule or performances planned during the first semester. This issue will be revisited as the school year progresses. We are hoping to be able to prepare a Christmas service, but at this point we just don't know for certain.
  
- **Band Lessons & WLA/LPS Recruitment Visits**
  - The WLA Band director will be required to wear a face mask or shield during band lessons. Anyone coming into the school for a high school recruitment visit will also be required to wear a mask while in the building.
  
- **Field Trips**
  - Off campus field trips will not be allowed for the start of the school year. This will be reviewed throughout the school year should any changes be warranted.
  
- **Chapel**
  - Students and staff will wear masks to chapel.
  - Distancing will be enforced.
  - No singing will be used during chapel services.
  
- **Extra-Curriculars**
  - At this time no decisions have been made for these events. Risks and guidelines will be determined before any event takes place.
  
- **Large-Group Events**
  - At this time, the only final decision that has been made is that Entertainment Night will not happen in the fall and students will not be singing in church during the first semester (with the possible exception of a Christmas service). Decisions for the second semester have not been made at this time.

