



St. John's Ev. Lutheran School

7379 Berne Road (Pigeon, MI)

2020-2021 COVID-19

Safe Start Preparedness Plan

Introduction

The purpose of this document is to set the stage for the re-opening of in-person instruction in August 2020. On June 30, 2020 Gov. Whitmer released her MI Road to School Roadmap with various "Requirements", "Strong Recommendations", and "Recommendations" for the various stages of our recovery from COVID-19. All PreK-12 schools are required to follow the safety protocols outlined in the Roadmap that are marked "Required." St. John's will comply with those requirements. Schools may choose to comply with the "Strong Recommendations" and "Recommendations" as they seem fit to their unique circumstances. St. John's will implement those suggestions when suited for our setting.

Listed below are the actions St. John's will implement in order to provide a safe environment to re-open for in-person instruction on August 25. They are broken into phases based on the MI Safe Start Plan depending upon what phase our Governor deems us to be in at the time of re-opening.

Please observe the new guidelines as an outward display of the love and concern we have for others within our school community. We also know that questions will arise, and you as parents can provide valuable feedback as we travel through this school year. It is important that we work together and strive to follow the words of the Apostle Paul, "If it is possible, as far as it depends on you, maintain peace with everyone" (Romans 12:18). May this be at the forefront of all our thoughts and discussions!

MI Safe Schools: Return to School Roadmap

Executive Order 2020-142

- By August 15, 2020, the designated administrator of a nonpublic school must approve a nonpublic school's Preparedness Plan.
- By August 17, 2020, the designated administrator of a nonpublic school must transmit copies of approved Preparedness Plans to the Superintendent.
- Districts and nonpublic schools must prominently post their approved Preparedness Plans on the home page of their public internet sites.
- All schools, public and private, are subject to the rules governing workplace safeguards established in section 1 of Executive Order 2020-114.
- All schools, public and private, must cooperate with the local public health department if a confirmed case of COVID-19 is identified, and in particular must collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present at the school.
- A district or nonpublic school without an approved Preparedness Plan is not permitted to open or to continue in operation for in-person instruction for the 2020–2021 school year.

St. John's reopening plan addresses the categories listed by the Michigan Safe Schools Roadmap.

- Phases 1-3: Distance learning only (In-person schooling is not permitted by the state), see p. 3.
- Phase 4: In-person schooling with more stringent required safety protocols, see p. 4-6.
- Phase 5: In-person schooling with moderately required safety protocols, see p. 7-10.
- Phase 6: In-person schooling with "normal" safety protocols, see p. 10-11.

St. John's reserves the right to make modifications to this preparedness plan based on the developments of the COVID-19 situation and future recommendations and requirements from our government officials.

Phases 1-3

In-person instruction not permitted.

St. John's Lutheran School will be closed for in-person instruction and will move to the Virtual Learning Plan.

- If the Virtual Learning Plan is implemented, the students will still receive a quality education. Modifications to instructional methods will be made as necessary to ensure quality instruction for each student.
- Our teacher will be in regular communication with the parents or legal guardians and students to ensure homework is being finished in a timely manner at a high standard.
- During Virtual Learning, students should be completing homework daily and student accountability will be reflected in grades and feedback. All homework should be placed in the Dropbox at School by the following Monday.
- Our teacher will be in close contact with the parents or legal guardians concerning their child's homework and grades.

Families will need access to reliable internet and a computer, tablet, or smartphone to complete homework.

- St. John's will have Chromebooks available to loan. To borrow a Chromebook, please contact Mr. Luedtke at luedtkeae@stjohnspigeon.com.
- There will be initial materials pickup at the beginning of virtual learning. Parents or legal guardians will be notified of any additional pickup as needed.
- Whether textbook, Chromebook or any other materials, St. John's expects the school materials to be returned in the same condition they were loaned out.

Parent or Legal Guardian Responsibilities

- It is important for the parents or legal guardians to check on their child's work daily.
- Parents should be in regular communication with their child's teacher to keep up to date with assignments, announcements, etc.

Student Responsibilities

- Students will show their parents that their homework is finished.
- Students are required to participate in classes and lessons posted by the teachers, reading anything the teacher assigns, and turn in the homework for grading.
- It is important for the students to keep up with classes and homework and not fall behind. When school does resume in-person classes, the teachers can continue with the material instead of catching up.

Phase 4

Schools open for in-person instruction with more stringent required safety protocols in place.

Personal Protective Equipment (PPE)

- Facial coverings will be worn by staff and students in the hallways and common areas unless a person is not medically able to do so.
- Facial coverings will be worn in the classroom (except while eating) by staff and students (grades 6-8) unless not medically able to do so.
- Facial coverings are optional for students (grades K-5) in classrooms.
- Homemade or fabric face coverings must be washed daily by student's family. Disposable face coverings will be discarded after each day.
- Individuals who are unable to medically tolerate a facial covering must not wear one, and must submit a doctor's note to the School. If an individual is not able to tolerate a face mask, additional safety measures can be taken.
- Facial coverings will be worn by students, staff, and drivers during school transportation.

Hygiene

- Adequate supplies will be provided for healthy hygiene behavior. Hand sanitizer (at least 60% alcohol) will be available in the classroom.
- Proper signage will be posted to encourage proper hand washing hygiene (washing for 20 seconds with warm water).
- Teachers will educate students on how to cough into their arm/sleeve. Hand washing will be allowed and encouraged after each sneeze or tissue usage.
- Hand washing/sanitizing will be required before school, before each meal, and regularly during the day. (Ideally every 2-3 hours)
- All common use supplies will be properly sanitized after use.

Spacing, Movement, and Access

- Desks will be spaced about 6 feet apart in the classroom.
 - If a classroom is not able to accommodate the 6-foot recommendation, each desk will be spaced as close to 6 feet apart as possible.
- All desks will face the same direction.
- Teachers should remain about 6 feet apart from the students.
- Proper signage will be posted to encourage social distancing.
- Weather permitting, classroom windows will be open as much as possible.
- Efforts will be made to have staggered movement and social distancing in all non-classroom situations.
- Drop off/pick up:
 - Students should enter and exit the building through the original school entrance (the door closest to Berne Road).
 - Parents and caregivers will not enter the building unless necessary.

- If a person must enter the building, face coverings will be worn by anyone entering and that person must wash hands/sanitize upon entering.
- Staff will monitor dismissal allowing parents and caregivers to wait for their child in their car.

Screening Students and Staff

- St. John’s will cooperate with the Huron County Health Department regarding screening protocols for students and staff.
- Parents will take their child’s temperature every morning and children with a temperature of 100.4 or greater must stay home.
 - A child must be fever free for 24 hours without fever-reducing medication to return to school.
 - If your child is sick it does not necessarily mean your child has COVID-19.
- St. John’s staff will monitor children’s health throughout the school day. Children who display signs of illness (i.e. fever of 100.4 or higher, etc.) will be isolated and parents will be contacted for immediate pickup.
- The Conference Room will be used as a quarantine area for students who fall ill during the school day until they can be picked up from school.

Testing Protocols for Students and Staff and Responding to Positive Cases

- St. John’s will cooperate with the Huron County Health department regarding screening protocols for students and staff.
- Students who develop a fever or become ill with COVID-19 symptoms at school should wait in the designated quarantine area until they can be picked up by a parent or guardian.
- Symptomatic students sent home from school should be kept home until they have tested negative or have completely recovered according the CDC guidelines.
- Staff should conduct daily self-examinations, including a temperature check, prior to coming to work. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should stay home.
- In the event that a positive COVID-19 test is identified from someone on campus, immediate efforts will be made to contact anyone in close contact with the individual so that they can be quarantined as directed by the local health department.
- Following confidentiality laws that protect student and staff health information, families will be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home.

Responding to Positive Tests Among Staff and Students

- St. John’s will cooperate with the local public health department to initiate contact tracing while following confidentiality laws that protect student and staff health information.

- In conjunction with the local health department, St. John's faculty and staff as well as students will only return to school after they are no longer infectious.
- Specific areas on campus may be closed for 24 hours before cleaning to minimize the risk of any airborne particles.

Food Service, Gathering, and Extracurricular Activities

- Whole school assemblies will be prohibited.
 - Citing religious exemption, weekly chapel will be conducted. Students and staff will socially distance and wear masks.
- There will be no sharing of food.
 - Monthly pizza days will not take place.
 - No shared treats will be allowed (i.e. birthday, etc.).
- Students and Staff will wash/sanitize their hands before meals and snacks.
- No indoor extracurricular activities will not take place.
- No indoor field trips are allowed.

Athletics

- As a one-room school, St. John's does not offer athletics at this time.

Cleaning

- Frequently touched surfaces (light switches, door handles, bathrooms, and benches) will be cleaned every 4 hours with either an EPA-approved disinfectant or diluted bleach solution.
- Art and science lab supplies and music equipment will be cleaned after each use with either an EPA-approved disinfectant or diluted bleach solution.
- Faculty & Staff will wear gloves, masks, and face shields when cleaning surfaces.
- Cleaning products will be used and stored properly.

Busing and Student Transportation

- St. John's does not provide daily transportation of students.
- Any student who receives transportation through the local public school will be expected to follow their transportation guidelines.

Medically Vulnerable Students and Staff

- Individuals with special healthcare needs should work with school administration to accommodate their needs and decrease their risk for exposure to COVID-19.
- St. John's will work with any and all students/families/staff that self-identify as high-risk for severe illness due to COVID-19 to address any and all needs that might result in alternative learning arrangements or work arrangements.

Phase 5

Schools open for in-person instruction with moderate required safety protocols in place.

Personal Protective Equipment (PPE)

- Facial coverings will be worn by staff and students in the hallways and common areas unless a person is not medically able to do so.
- Facial coverings will be optional in the classroom.
- Homemade or fabric face coverings must be washed daily by student's family. Disposable face coverings will be discarded after each day.
- Individuals who are unable to medically tolerate a facial covering must not wear one, and must submit a doctor's note to the School. If an individual is not able to tolerate a face mask, additional safety measures can be taken.
- Facial coverings will be worn by students, staff, and drivers during school transportation.

Hygiene

- Adequate supplies will be provided for healthy hygiene behavior. Hand sanitizer (at least 60% alcohol) will be available in the classroom.
- Proper signage will be posted to encourage proper hand washing hygiene (washing for 20 seconds with warm water).
- Teachers will educate students on how to cough into their arm/sleeve. Hand washing will be allowed and encouraged after each sneeze or tissue usage.
- Hand washing/sanitizing will be required before school, before each meal, and regularly during the day. (Ideally every 2-3 hours)
- All common use supplies will be properly sanitized after use.

Spacing, Movement, and Access

- Desks will be spaced about 6 feet apart in the classroom.
 - If a classroom is not able to accommodate the 6-foot recommendation, each desk will be spaced as close to 6 feet apart as possible.
- All desks will face the same direction.
- Teachers should remain about 6 feet apart from the students.
- Proper signage will be posted to encourage social distancing.
- Weather permitting, classroom windows will be open as much as possible.
- Efforts will be made to have staggered movement and social distancing in all non-classroom situations.
- Drop off/pick up:
 - Students should enter and exit the building through the original school entrance (the door closest to Berne Road).
 - Parents and caregivers will not enter the building unless necessary.
 - If a person must enter the building, face coverings will be worn by anyone entering and that person must wash hands/sanitize upon entering.

- Staff will monitor dismissal allowing parents and caregivers to wait for their child in their car.

Screening Students, Staff, and Guests

- St. John's will cooperate with the Huron County Health Department regarding screening protocols for students, staff, and guests.
- Parents will take their child's temperature every morning and children with a temperature of 100.4 or greater must stay home.
 - A child must be fever free for 24 hours without fever-reducing medication to return to school.
 - If your child is sick it does not necessarily mean your child has COVID-19.
- St. John's staff will monitor children's health throughout the school day. Children who display signs of illness (i.e. fever of 100.4 or higher, etc.) will be isolated and parents will be contacted for immediate pickup.
- The Conference Room will be used as a quarantine area for students who fall ill during the school day until they can be picked up from school.
- Strict records, including date and time, should be kept of non-school employees or other visitors entering and exiting the classroom.

Testing Protocols for Students and Staff and Responding to Positive Cases

- St. John's will cooperate with the Huron County Health department regarding screening protocols for students and staff.
- Students who develop a fever or become ill with COVID-19 symptoms at school should wait in the designated quarantine area until they can be picked up by a parent or guardian.
- Symptomatic students sent home from school should be kept home until they have tested negative or have completely recovered according the CDC guidelines.
- Staff should conduct daily self-examinations, including a temperature check, prior to coming to work. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should stay home.
- In the event that a positive COVID-19 test is identified from someone on campus, immediate efforts will be made to contact anyone in close contact with the individual so that they can be quarantined as directed by the local health department.
- Following confidentiality laws that protect student and staff health information, families will be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home.

Responding to Positive Tests Among Staff and Students

- St. John's will cooperate with the local public health department to initiate contact tracing while following confidentiality laws that protect student and staff health information.

- In conjunction with the local health department, St. John’s faculty and staff as well as students will only return to school after they are no longer infectious.
- Specific areas on campus may be closed for 24 hours before cleaning to minimize the risk of any airborne particles.

Food Service, Gathering, and Extracurricular Activities

- Whole school assemblies will be prohibited.
 - Citing religious exemption, weekly chapel will be conducted. Students and staff will socially distance and wear masks.
- There will be no sharing of food.
 - Monthly pizza days will not take place.
 - No shared treats will be allowed (i.e. birthday, etc.).
- Students and Staff will wash/sanitize their hands before meals and snacks.
- All gatherings, including those that occur outdoors, will comply with current and future executive orders that set caps on congregations of people.
- If field trips occur, they should comply with transportation guidelines within this document including mandatory facial coverings.

Athletics

- As a one-room school, St. John’s does not offer athletics at this time.

Cleaning

- Frequently touched surfaces (light switches, door handles, bathrooms and benches) will be cleaned every 4 hours with either an EPA-approved disinfectant or diluted bleach solution.
- Art and science lab supplies and music equipment will be cleaned after each use with either an EPA-approved disinfectant or diluted bleach solution.
- Faculty & Staff will wear gloves when cleaning surfaces.
- Cleaning products will be used and stored properly.

Busing and Student Transportation

- St. John’s does not provide daily transportation of students.
- Any student who receives transportation through the local public school will be expected to follow their transportation guidelines.
- If field trips occur:
 - Hand sanitizer will be used before entering the vehicle.
 - Masks will be worn during school transportation at all times by the driver and all passengers.
 - To the extent possible, all riders will be spaced out.
 - Vehicles will be cleaned and disinfected before and after each use.
 - Circumstances permitting, doors and windows will be kept open when cleaning the vehicle and between trips to let the vehicles thoroughly air out.

Medically Vulnerable Students and Staff

- Individuals with special healthcare needs should work with school administration to accommodate their needs and decrease their risk for exposure to COVID-19.
- St. John's will work with any and all students/families/staff that self-identify as high-risk for severe illness due to COVID-19 to address any and all needs that might result in alternative learning arrangements or work arrangements.

Phase 6

Schools open for in-person instruction.

Hygiene

- Adequate supplies will be provided for healthy hygiene behavior. Hand sanitizer (at least 60% alcohol) will be available in the classroom.
- Proper signage will be posted to encourage proper hand washing hygiene (washing for 20 seconds with warm water).
- Teachers will educate students on how to cough into their arm/sleeve. Hand washing will be allowed and encouraged after each sneeze or tissue usage.
- Hand washing/sanitizing will be required before school, before each meal, and regularly during the day. (Ideally every 2-3 hours)

Spacing, Movement, and Access

Safety Protocols are no longer required

Screening Students, Staff, and Guests

Safety Protocols are no longer required

Responding to Positive Tests Among Staff and Students

- St. John's will cooperate with the local public health department to initiate contact tracing while following confidentiality laws that protect student and staff health information.
- In conjunction with the local health department, St. John's faculty and staff as well as students will only return to school after they are no longer infectious.
- Specific areas on campus may be closed for 24 hours before cleaning to minimize the risk of any airborne particles.

Food Service, Gathering, and Extracurricular Activities

Safety Protocols are no longer required

Athletics

Safety Protocols are no longer required

Cleaning

Safety Protocols are no longer required

Busing and Student Transportation

Safety Protocols are no longer required

Medically Vulnerable Students and Staff

Safety Protocols are no longer required

St. John's reserves the right to make modifications to this preparedness plan based on the developments of the COVID-19 situation and future recommendations and requirements from our government officials.