# RETURN TO SCHOOL PLAN 2020-2021

FAMILIES,

Welcome to your 2020-2021 school year. The decisions made by our Board of Education and Administration were difficult ones that took into account the safety of our students and the best interest of our families. This has been a difficult decision, in which, there have been no easy choices.

In the proceeding slide, you will find a living document that outlines our plan to return your students to the classroom and the quality education that our children need. I state that it is living because the information from our governing agencies changes weekly and sometimes daily. We will notify you of any significant changes that happen from this point forward.

Our teachers, staff, church, and school are excited to have our students learning in our building again.

SINCERELY,

MATT TUOMI, PRINCIPAL

## WELCOME BACK FAMILIES

- RETURN TO 5 DAY, IN-PERSON LEARNING, ALONG WITH A SUPPLEMENTAL FLEX LEARNING PROGRAM FOR STUDENTS THAT MUST PARTICIPATE FROM HIS/HER HOME.
- School will be divided into two Teams. The Blue Team will consist of Preschool through  $2^{\text{ND}}$  Grade. The Silver Team will consist of  $3^{\text{RD}}$  through  $8^{\text{TH}}$  Grade. Mixing of the two teams will be kept to a minimum if at all. This will ensure the school is divided into groups of 50 or less at all times, at a minimum.
- ALL FIELD TRIPS ARE CANCELLED UNTIL DEEMED SAFE BY THE PRINCIPAL AND/OR BOARD OF EDUCATION
- All school events are currently cancelled until deemed safe by the Principal and/or Board of Education
- School will begin on September  $8^{\text{th}}$ , 2020 to accommodate the needed changes for a full safe reopening.

# GENERAL MANDATES

#### WHO CAN PARTICIPATE IN THE FLEX PROGRAM?

- There are a number of reasons a student would enter our Flex Program. A few of them include:
- A FAMILY IS UNCERTAIN ABOUT SENDING THEIR CHILD TO SCHOOL DUE TO CONCERNS OF COVID-19
- A STUDENT HAS A HEALTH CONDITION THAT PREVENTS THEM FROM BEING IN IN-PERSON LEARNING SAFELY.
- A STUDENT WAS REMOVED FROM SCHOOL FOR DISPLAYING SYMPTOMS OF COVID-19
- A STUDENT MUST QUARANTINE FROM EITHER EXPOSURE TO COVID-19
   OR VISITING AN AREA CONSIDERED A HOTSPOT BY IDPH.
- A STUDENT THAT WILL HAVE A PROLONGED PERIOD OF ABSENCE FOR A LONG PERIOD OF TIME
- STUDENTS IN 1ST THROUGH 8TH GRADE

#### How do I participate in the Flex Program?

IF YOUR CHILD CAN NOT PARTICIPATE IN SCHOOL FOR THE REASONS ABOVE, SIMPLY CONTACT OUR PRINCIPAL AND WE WILL WORK WITH OUR FLEX TEACHER TO SET-UP DAILY TIMES FOR YOUR STUDENT TO PARTICIPATE ONLINE.

### Can I begin my child in the Flex Program and eventually move them into regular in-person learning as the year progresses?

Yes, as long as there is space in our classroom to have them safely back.

Our class sizes will be very <u>limited in the fall?</u>

#### WILL THE FLEX PROGRAM HAPPEN FOR THE DURATION OF THE SCHOOL YEAR?

The Flex Program will be available from the 1st day of school and continue as long as the pandemic does. If ISBE, the State of Illinois, CDC, and IDPH determine that school can resume in its normal capacities (Phase 5), then the Flex Program would phase out.

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#### WILL MY CHILD STILL DO THE SAME WORK AS THE OTHER STUDENTS?

Your child will be doing the exact same work and workload as the students that participate in in-person learning. Your child may spend a short period of time each day with our Flex teacher or a longer period depending on their needs. Some students may be able to complete some or all of the work without the assistance of our Flex teacher. The teacher will still check-in with these students daily to ensure they are on task and schedule.

#### How is attendance done in the Flex Program?

Your Child, whether help is given, or lessons are taught, will need to check in with our Flex teacher daily, while in the Flex program. Checking-in with the teacher daily AND completing all the daily assignments will allow your student to be considered in attendance for that day.

### If schools in Illinois shut down, will all students join the Flex Program?

No. If schools in Illinois are no longer allowed to participate with in-person learning, Zion-Concord Lutheran School will then revert to Remote Learning Days. You may even see a few of these on the calendar this year. A Remote Learning Day is when our teachers will teach live, through a program like Microsoft Teams, to all students on a class schedule. We concluded last spring with Remote Learning Days. These days look different from Grade to Grade.

Our school will work with our cleaning company to follow all practices and procedures to align with ISBE, IDPH, and DCHD guidelines. These procedures may be updated as new information is presented by these agencies.

- Washing hands and using hand sanitizing practices will be utilized during key times.
- As necessary, desks will be cleaned with soap and water after certain activities
- STUDENTS' USE OF THE RESTROOMS WILL BE CLOSELY SUPERVISED TO AVOID GATHERINGS
- SCHOOLS WILL DISCOURAGE THE USE OF ITEMS THAT ARE DIFFICULT TO CLEAN
- Restrooms will be disinfected daily by our cleaning company
- HIGH TOUCH AREAS WILL BE DISINFECTED EVERY 2 HOURS BY OUR SUPPORT STAFF
- Hand sanitizers will be made available throughout the building.
- EPA APPROVED DISINFECTING PRODUCTS WILL BE USED TO DISINFECT HARD SURFACES THROUGHOUT THE DAY AND AFTER SCHOOL.
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# CLEANING & DISINFECTING

□ PRAC	TEACHERS/STAFF WILL EDUCATE AND MODEL HAND WASHING/SANITIZER CTICES WITH STUDENTS
□ AND	HAND SANITIZING STATIONS WILL BE PLACED IN EACH OF THE CLASSROOMS IN GENERAL LOCATIONS AROUND THE BUILDING
	AMPLE SUPPLIES OF HAND SOAP WILL PROVIDED
□ WOR	GLOVES AND HAND SANITIZER/HAND WASHING SOAP IN KITCHEN FOR FOOD KERS
	Plan to educate parents on masks and cleaning
	PLANNED BREAKS IN CLASS TO REMOVE CLASS
□ DIST <i>A</i>	New Bathroom Break Procedures (BY CLASSROOM) TO ENSURE SOCIAL ANCING IN RESTROOMS

# HEALTHY HYGIENE PRACTICES

	FLOOR SIGNS AND POSTERS NEAR DRINKING FOUNTAIN AREAS
	PLAN TO RESTORE WATER SYSTEMS AFTER PROLONGED SHUTDOWN
	EDUCATE TEACHERS/STAFF ON PROPER DRINKING FOUNTAIN USAGE
INCL MEAS	SIGNS WILL BE DISPLAYED IN COMMON LOCATIONS THAT SHOULD UDE SYMPTOMS OF COVID-19, 6 FOOT SOCIAL DISTANCING SURES, THE MANDATING OF FACE COVERINGS, AND THE PROHIBITING OF TIMES HANDS OR ANY OTHER PHYSICAL CONTACT
VIDE	THE SCHOOL MUST BROADCAST REGULAR ANNOUNCEMENTS, SHARE OS, AND COMMUNICATE THROUGH SOCIAL MEDIA/EMAIL/WEBSITE AVIORS THAT PREVENT THE SPREAD OF COVID 19

# HEALTHY HYGIENE PRACTICES

- REQUIRE STUDENTS TO WEAR FACE COVERINGS AT ALL TIMES INDOORS, EVEN WHEN SOCIAL DISTANCING CAN BE MAINTAINED
- EDUCATED STUDENTS ON WEARING MASKS PROPERLY SO IT COVERS BOTH THE MOUTH AND NOSE AND FITS SNUGLY TO THE FACE WITH NO GAPS
- REQUIRE STUDENTS TO HAVE A MINIMUM OF 3 MASKS AT SCHOOL AT ALL TIMES. (EXTRA MASKS WILL BE ADDED TO THE SUPPLY LISTS)
- CONDUCT CLASS, AS OFTEN AS POSSIBLE, OUTDOORS SO THAT MASKS MAY BE REMOVED WHEN SOCIAL DISTANCING CAN TAKE PLACE.
- CONDUCT LUNCH, AS OFTEN AS POSSIBLE, OUTDOORS SO THAT MASKS MAY BE REMOVED WHEN SOCIAL DISTANCING CAN TAKE PLACE.
- REQUIRE FAMILIES TO MACHINE WASH OR HAND WASH MASKS ON A DAILY BASIS
- THOSE WHO ARE MEDICALLY EXEMPT ARE REQUIRED TO BRING A PHYSICIAN'S NOTE THAT STATES THAT THE INDIVIDUAL STUDENT CAN NOT WEAR A MASK AND WHY. STUDENTS WHO ARE EXEMPT FROM WEARING MASKS MUST WEAR A FACE SHIELD.

MASK REQUIREMENTS

- LIMIT THE NUMBER OF STUDENT IN THE CLASSROOM BASED ON SQUARE FOOTAGE AND AGE LEVEL
- REPLACE GROUP DESKS IN CLASSROOMS WITH INDIVIDUAL DESKS
- REMOVE ALL NON-ESSENTIAL MATERIALS FROM THE CLASSROOM
- PLACE FLOOR DECALS AND/OR SIGNS IN THE HALL WAY, IN AND AROUND THE OFFICES, IN LARGER SPACES, AND NEAR DRINKING FOUTNAINS THAT SHOW STUDENTS PROPER DISTANCES FROM ONE ANOTHER
- STAGGER RELEASE TIMES FROM CLASS PERIODS, USE OF BATHROOMS, AND START TIMES FOR LUNCH
- EDUCATE AND REMIND STUDENTS AND STAFF TO REMAIN FROM PHYSICAL CONTACT, NOT LIMITED TO: HANDSHAKES, HIGHFIVES, HUGS, ETC..

# SOCIAL DISTANCING

- KEEP MORNING CARE AND AFTER SCHOOL CARE TO LIMITED NUMBER OF STUDENTS TO ENSURE SOCIAL DISTANCING. DO NOT ALLOW STUDENTS FROM EITHER TEAM BLUE AND TEAM SILVER TO MIX WHEN POSSIBLE
- Have two separate chapel services or stream chapel into the classrooms to keep groups under 50 students

# SOCIAL DISTANCING

- TEMPERATURE SCREENINGS WILL BE CONDUCTED ON ALL STUDENTS AND STAFF UPON ENTRY INTO THE BUILDING AND IMMEDIATELY AFTER LUNCH.
- PARENTS MUST ACKNOWLEDGE AND SIGN THAT THE "SELF SYMPTOM CHECKLIST" HAS BEEN READ AND UNDERSTOOD
- PARENTS MUST ACKNOWLEDGE AND SIGN THE "STAY AT HOME ILLNESS PROCEDURE" HAS BEEN READ AND UNDERSTOOD
- Students and staff with symptoms of COVID-19 or a fever of 100.4 F or greater will not be allowed to enter the building.

### SYMPTOM SCREENING

- PARENTS WILL ACKNOWLEDGE THAT SENDING THEIR CHILD (REN) TO SCHOOL IS ACKNOWLEDGMENT THAT THE CHILD (REN) IS SYMPTOM FREE AND THAT THE STUDENT HAS NOT HAD EXPOSURE THROUGH CLOSE CONTACT (WITHIN 6FT OF ANOTHER PERSON FOR 15 MINUTES OR LONGER),
- PARENTS WILL BE REQUIRED TO REPORT COVID-19 EXPOSURE THROUGH CLOSE CONTACT (WITHIN 6FT OF ANOTHER PERSON FOR 15 MINUTES OR LONGER), SYMPTOMS, AND DIAGNOSES WHEN REPORTING ABSENCES
- EDUCATE TEACHERS AND STAFF ON SYMPTOMS AND SPREAD OF THE COVID-19 VIRUS.
- INDIVIDUALS WHO EXHIBIT SYMPTOMS SHOULD BE REFERRED TO A MEDICAL PROVIDER FOR EVALUATION, TREATMENT, AND INFORMATION ABOUT WHEN THEY MAY RETURN TO SCHOOL
- STUDENTS AND/OR STAFF THAT HAVE BEEN EXPOSED SHOULD CONTACT THEIR PHYSICIAN FOR GUIDANCE ON TESTING AND ARE NOT ALLOWED TO RETURN TO SCHOOL UNTIL DESIGNATED DCPHD AND CDC CRITERIA HAS BEEN MET

### SYMPTOM SCREENING

- STAFF OR STUDENTS WHO DISPLAY SYMPTOMS OF COVID-19 WILL BE REPORTED TO THE OFFICE AND IMMEDIATELY ISOLATED IN THE DESIGNATED MEDICAL AREA.
- TO WEAR A MEDICAL GRADE MASK PROVIDED BY THE SCHOOL.
- Parents are required to pick up their child within 30 minutes or the school will contact the listed Emergency Contacts
- STUDENTS AND/OR STAFF WITH SYMPTOMS OF COVID-19 WILL BE RECOMMENDED TO SEE THEIR HEALTH CARE PROVIDER. SYMPTOMS MAY APPEAR 2-14 DAYS AFTER EXPOSURE TO THE VIRUS
- SYMPTOMS INCLUDE: FEVER OF 100.4 OR GREATER OR CHILLS, COUGH, SHORTNESS OF BREATH OR DIFFICULTY BREATHING, FATIGUE, MUSCLE OR BODY ACHES, HEADACHE (NOT DUE TO CHRONIC CONDITION), NEW LOSS OF TASTE OR SMELL, SORE THROAT, CONGESTION OR RUNNY NOSE (NOT DUE TO KNOWN ALLERGIES), NAUSEA OR VOMITING, DIARRHEA
- STUDENTS AND/OR STAFF THAT HAVE SYMPTOMS OF COVID-19 WILL FOLLOW CDC GUIDELINES BEFORE RETURNING TO SCHOOL.

## SICKNESS OF A STUDENT OR STAFF MEMBER

### COVID-19 EXCLUSION GUIDANCE-DRAFT



### Decision Tree for Symptomatic Individuals in Pre-K, K-12 Schools and Child Care Programs

Send home or deny entry if ANY of the following symptoms are present: Fever (100.4°F/38°C or higher), fatigue, muscle or body aches, headache, shortness of breath, cough, sore throat, congestion or runny nose, new loss of sense of taste or smell, nausea, vomiting, diarrhea, abdominal pain. This is in addition to general infectious disease exclusion guidance.

People who are ill should contact their health care provider for additional guidance and be tested.

#### Has the person been clinically evaluated by a healthcare provider?

#### YES NO Continue monitoring of symptoms at home Alternate clinical Clinical diagnosis of diagnosis or laborato Tested positive for COVID-19 If any of the following symptoms are COVID-19 (Preferred) confirmed condition (e.) Other symptoms not consistent with (not tested) present: Fever (100.4°F/38°C or higher), norovirus, strep throat,) COVID-19 fatigue, myalgia (body aches), headache, Follow provider directions/ shortness of breath, cough, sore throat, Stay home at least 10 days Stay home at least 10 days recommended treatment congestion or runny nose, new loss of sense from onset of symptoms from onset of symptoms & return to school of taste or smell, nausea, vomiting, and for 24 hours with no and 24 hours with no fever guidance as per school diarrhea, abdominal pain. (without taking feverpolicies and IDPH fever (without taking fever-reducing reducing medications) and Communicable Diseases in Stay home at least 10 days from onset of Return to school as per school policies and medications) and improvement of other Schools. symptoms and for 24 hours with no fever IDPH guidance for Communicable Diseases in improvement of other symptoms - whichever is https://dph.illinois.gov/site (without taking fever-reducing medications) Schools. symptoms -whichever is s/default/files/publications longer. and improvement of other symptoms https://dph.illinois.gov/sites/default/files/pu /commchartschoollonger. whichever is longer. blications/commchartschool-032817.pdf 032817.pdf Testing for COVID is recommended. Physician note is required.

🏋 Individuals who are close contacts to a suspected or confirmed COVID-19 case should stay home for 14 days after their last exposure to the case.

- ☐ VISITORS TO THE SCHOOL WILL BE EXTREMELY LIMITED
- ☐ **VISTORS MUST COMPLETE A HEALTH SCREENING BEFORE ENTERING THE SCHOOL**
- SIGNS AND PROCEDURES IN REGARDS TO VISITORS WILL BE PLACED ON THE ENTRIES TO THE SCHOOL
- A VISITOR'S LOG WILL BE KEPT FOR ALL VISITORS THAT INCLUDES CONTACT INFORMATION, REASON FOR VISIT, AND LOCATIONS WITHIN THE SCHOOL VISITED
- VISITORS THAT SHOW SYMPTOMS OF COVID-19 WILL NOT BE ALLOWED TO ENTER OR REMAIN ON SCHOOL GROUNDS AND SHOULD CONSULT WITH THEIR HEALTHCARE PROVIDER

# VISITOR HEALTH SCREENING

- THE OFFICE WILL KEEP AN UPDATED LIST OF STATES AND/OR AREAS THAT ARE IDENTIFIED WITH A HIGH POSITIVITY RATE ACCORDING TO THE DCHD
- NOTIFY PARENTS/STAFF TO CHANGES IN THE AREAS OF HIGH POSITIVITY
- REQUIRE FAMILIES AND STAFF RETURNING FROM TRAVEL TO NOTIFY THE SCHOOL OFFICE
- REQUIRE STUDENTS AND/OR STAFF TO SELF-QUARANTINE FOR 14 DAYS UPON RETURNING HOME FROM ANY OF THE LISTED HIGH POSITIVITY AREAS ACCORDING THE DCHD

# TRAVEL HEALTH SCREENING

- Some students have medical conditions that might interact with COVID-19 exposure or with the health precautions the school is using to prevent that exposure
- PARENTS SHOULD ALWAYS NOTIFY THE SCHOOL OFFICE ABOUT ANY CONDITION LISTED ON THIS PAGE.
- IF YOUR CHILD HAS ONE OF THE FOLLOWING CONDITIONS, THEN YOU MUST PROVIDE A DOCTOR'S WRITTEN PERMISSION FOR THE CHILD TO ATTEND IN-PERSON LEARNING. YOUR DOCTOR MAY BE ABLE TO PROVIDE THIS WITHOUT AN OFFICE VISIT. THIS PERMISSION MUST DESCRIBE ANY MODIFICATIONS TO THE SCHOOL ENVIRONMENT THAT ARE NECESSARY
  - O DIABETES, EVEN WITHOUT OTHER COMPLICATIONS
  - O HEART-RELATED ISSUES
  - O CEREBRAL PALSY
  - O SPINA BIFIDA
  - O BLOOD DISORDERS
  - O CANCER OF ANY TYPE
  - O ACUTE SEIZURES
  - O KIDNEY DISEASE
  - O MMUNO-SUPPRESSED DIAGNOSIS
- OTHER CONDITIONS MIGHT AFFECT YOUR CHILD'S ABILITY TO WEAR A MASK OR PERFORM OTHER HEALTH PRACTICES REQUIRED FOR IN-PERSON INSTRUCTION. EXAMPLES ARE ASTHMA, AUTISM, OR BEHAVIORAL CONCERNS. YOU SHOULD CONSULT YOUR SCHOOL'S TEACHER BEFORE THE SCHOOL YEAR BEGINS.

# STUDENTS WITH MEDICAL CONDITIONS

- CLASSES WILL BE ALLOWED TO HAVE OUTDOOR RECESS ACCORDING TO A SET SCHEDULE
- RECESS WILL BE SCHEDULED TO LIMIT THE GROUP SIZES AND TO TO ENSURE THAT NO MORE THAN TWO CLASSES WILL BE ALLOWED AT ONE TIME.
- STUDENTS WILL PERFORM HAND HYGIENE PRIOR TO TOUCHING PLAYGROUND EQUIPMENT AND UPON RETURN FROM THE PLAYGROUND
- HIGH-TOUCH SURFACES MADE OF PLASTIC/METAL, WILL BE CLEANED AND DISINFECTED AFTER EACH GROUP UTILIZING THE PLAYGROUND ACCORDING THE CDC Guidance

### **PLAYGROUNDS**

- EACH INDIVIDUAL CLASSROOM WILL CONDUCT ITS OWN GYM CLASS. AN EXEMPTION WILL BE MADE FOR 5<sup>th</sup>-8<sup>th</sup> GRADE AS LONG AS TOTAL NUMBERS REMAIN UNDER 18 STUDENTS.
- FACE COVERINGS MUST BE WORN INDOORS AT ALL TIMES AND OUTDOORS.
  WHEN SOCIAL DISTANCING CAN NOT BE MAINTAINED
- PHYSICAL CONTACT OR ACTIVITIES WITH CLOSE GUARDING WILL BE PROHIBITED
- Physical education activities must allow for 6-foot distancing as much as possible

TEACHERS WILL BE ENCOURAGED TO SELECT OUTDOOR PHYSICAL EDUCATION
ACTIVITIES THAT ALLOW NATURAL SOCIAL DISTANCING

# PHYSICAL EDUCATION

- Music related courses will be kept within single class sizes, exemptions would be 5<sup>th</sup> to 8<sup>th</sup> grade, and highly encouraged to be outside when possible
- STUDENTS MUST WEAR FACE COVERINGS WHILE SIGNING.
- BAND LESSONS WILL BE DONE VIRTUALLY WHENEVER POSSIBLE
- SIGNING IN CHURCH IS BEING REVIEWED AND TBD

# MUSIC RELATED COURSES

- STUDENTS WILL EAT WITHIN THEIR CLASS GROUPS. LUNCH WILL TAKE PLACE OUTSIDE WHEN POSSIBLE OR IN THE CLASSROOMS
- STAGGERED LUNCH TIMES WILL BE SCHEDULED TO PREVENT LARGE GROUPS OF STUDENTS OBTAINING HOT LUNCH
- HOT LUNCH WILL CONTINUE. ALL WORKERS MUST WEAR BOTH MASKS AND GLOVES
- ALL MEALS WILL BE INDIVIDUALLY PLATED.
- FAMILIES THAT PACK THEIR CHILD (REN) WITH A LUNCH SHOULD UTILIZE AS MANY DISPOSABLE MATERIALS AS POSSIBLE.
- HAND HYGIENE MUST BE PERFORMED BEFORE AND AFTER EATING A MEAL OR CONSUMING ANY FOOD.
- FACE COVERINGS MAY BE REMOVED WHILE STUDENTS/STAFF ARE EATING.

### **FOOD SERVICE**

Our school is still awaiting more guidance. Decisions about sports have not been made as of 7/28/2020.

**ATHLETICS** 

