



2020-2021 Re-Opening Plan for Good Shepherd Lutheran School

Grades Kindergarten through 3rd grade

November 13, 2020 (updated)

Dear Good Shepherd families,

After meeting with the TEA this week, there have been some guidelines updated in our COVID Operational plans & policies. I have italicized any updated information that is additional or different.

Operational Items:

Instruction

Students will practice social distancing and the staff will minimize the number of students who they encounter regularly.

1. We have purchased desk barriers, in addition to face shields and masks for the children to wear. The masks and shields are available and permitted when the shield and 6 ft social distance can't be reasonably accommodated.
2. All students will be taught in self-contained classes. Teachers will rotate between classes while students stay in one room to minimize encountering others in the hallways. Only one grade level at a time will be attending specials and chapel.
3. Students will not be brought together in the Family Life Center during the school day.

Attendance and Enrollment

1. Per Texas Education Code (TEC), §25.092, students must attend 90% of the days a course is offered (with some exceptions) in order to be awarded credit for the course and/or to be promoted to the next grade. This requirement remains in force during the 2020-21 school year.

2. Any parent may request that their student be offered virtual instruction from any school system that offers such instruction. If a parent who chooses virtual instruction wants their child to switch to an on-campus instructional setting, they can do so, but school systems are permitted to limit these transitions to occur only at the end of a grading period, if it will be beneficial to the student's instructional quality.

Health and Safety

The Good Shepherd Bastrop Administration Team places the utmost importance on student and staff health and safety. Our decisions have utilized the research and recommendations of the Texas Education Agency (TEA), Bastrop County Health Department and the Center for Disease Control (CDC). We are committed to offering instruction and learning on campus, and in this section you will see how we're keeping our community safe right now during camp and early childhood as well as in August for all our students and staff.

Personal Protective Equipment (PPE)

All staff will wear masks and/or face shields while on campus throughout the day. Teachers and staff will use face masks and/or face shields both in the classrooms and in the hallways.

Students are permitted to wear face masks in the classrooms and hallways when 6 ft social distance cannot be maintained, and/or desk shield is not in use. This will be closely monitored by the teacher trained in this, and administrative personnel who are closely monitoring the situation.

Water Fountains

All PS-3rd grade students must bring their own reusable water bottle to be refilled if needed in our water fountains. Students will not be allowed to use the mouthpiece of the water fountain. Please affix your child's name on the water bottle.

Temperature Checks and COVID-19 Questions

The morning drop off process will involve you communicating answers to these required COVID questions as well as taking every student and staff member's temperature prior to entry. A student or staff member with a fever may not stay on campus. The morning drop off and afternoon pick up processes are explained later in this letter.

COVID-19 Questions:

1. *Have you had a temperature of 100.0 or above?*
2. *Have you had any respiratory illness/symptoms?*
3. *In the last 14 days have you or anyone in your family had contact with someone with a confirmed diagnosis of COVID-19 or been under investigation?*
4. *In the last 14 days have you or anyone in your family traveled internationally or to any hot spot areas in the United States?*

Handwashing and Cleaning Procedures

Regular handwashing times will happen throughout the day. Every classroom will be equipped with hand sanitizer and hand sanitizer will also be available for students and staff in common areas. Restrooms, playground equipment, lunch tables and classroom furniture will be disinfected throughout the day. Restroom stalls and urinals will be sprayed with liquid disinfectant after every class restroom break. Playground equipment will be sprayed with liquid

disinfectant after every class. See our section on recess for additional information about recess procedures. In addition to classroom furniture being disinfected throughout the day, every other Saturday we will also have all of the classrooms disinfected with the Orkin Vitalclean (an EPA-registered, liquid disinfectant/virucide formulated for hospital use) as a precautionary measure.

Lunch and Recess

Lunch

Good Shepherd Bastrop will continue to offer meals through our kitchen staff. Students will eat lunch in their classrooms/or by grade level in FLC. Lunches ordered through the kitchen will be delivered in closed containers to the classrooms at the class' appointed lunch time. The kitchen staff will offer condiment packets rather than shared squeeze bottles. Napkins and utensils will be pre-bundled and distributed with the lunches by kitchen staff wearing masks and/or face shields and gloves.

Recess

Good Shepherd Bastrop recognizes the importance of recess time. Physical activity is essential for social, emotional and physical growth and offers students a "brain break" during their day. Here is a description of how recess will look at Good Shepherd Bastrop this year:

Kinder – 3rd grade recess: The Kinder-3rd grade classes will go to recess according to a schedule based on grade level. Each grade level will stay with their class only and have a designated area for recess.

COVID-19 Procedures

Individuals Confirmed or suspected with COVID-19

1. *Any individuals who themselves either: (a) are test-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met:*
 - a. *In the case of an individual who is symptomatic and is diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:*
 - i. *at least one day (24 hours) has passed since recovery (resolution of fever without the use of fever-reducing medications);*
 - ii. *the individual has improvement in symptoms (e.g., cough, shortness of breath); and*
 - iii. *at least ten days have passed since symptoms first appeared.*
 - b. *In the case of an individual that is asymptomatic but has received a positive COVID-19 test result, the individual may not return to the campus until ten days have passed since a positive test.*
 - c. *In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual*

is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.

- d. If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis, though for health privacy reasons the note does not need to indicate what the alternative diagnosis is, or (b) obtain an acute infection test (at a physician's office, approved testing location, or other site) that comes back negative for COVID-19.*
- e. If the individual has tested positive for COVID-19 and believes the test was a false positive, and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis, though for health privacy reasons the note does not need to indicate what the alternative diagnosis is, or (b) obtain two PCR acute infection tests (at a physician's office, approved testing location, or other site) at least 24 hours apart that come back negative for COVID-19.*

Identifying Possible COVID-19 Cases on Campus

- o Schools must immediately separate any student who shows COVID-19 symptoms while at school until the student can be picked up by a parent or guardian.*
- o Schools should clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as is feasible.*
- o Students who report feeling feverish should be given an immediate temperature check to determine if they may be symptomatic for COVID-19.*

To ensure a safe environment, every member of the Good Shepherd Bastrop family is asked to monitor his/her health and be alert to the following symptoms of COVID-19:

- Fever or chills*
- Cough*
- Shortness of breath or difficulty breathing*
- Fatigue*
- Diarrhea*
- Feeling feverish or a measured temperature of 100.0 degrees or higher*
- Known direct close contact with a person who is lab-confirmed to have COVID-19*
- Headache*
- New loss of smell or taste*
- Sore throat*
- Congestion or runny nose*

- *Nausea or vomiting*
- *Shaking or exaggerated shivering*
- *Significant muscle pain or ache*

All staff and students are expected to stay home if they exhibit any of these symptoms.

Communication

Our communication and procedures when notified of a confirmed positive case in staff and students are:

1. Move the directly affected group to a separate unused classroom/space.
2. Good Shepherd Bastrop notifies health officials, including Child Care Licensing, Bastrop County Health Department.
3. Good Shepherd Bastrop communicates to those classrooms directly exposed to the confirmed positive case.

Quarantine and Return to Campus

- A. *A student or staff member confirmed/presumed positive cannot return on campus until completion of each of the following:*
- *10 day quarantine from time of test*
 - *at least 3 days or more without a fever*
 - *improvement in respiratory symptoms*
 - *one negative test to return or physician's note*

Note: The rest of the class is not required to quarantine unless there is evidence of classroom spread. Good Shepherd Administration will work with individual families through virtual classroom learning should they choose to self-quarantine at any time throughout the school year.

2. *If a student or staff member has been in direct close contact* with a person who is lab-confirmed to have COVID-19, they should follow these steps:*
 - *notify the school administration*
 - *should not return to school until the end of the 14 day self-quarantine period from the last date of exposure OR until they obtain a negative test result/physician's note clearing the individual for return based on a COVID-19 free diagnosis (test/diagnosis should be made no sooner than 72 hours after direct close contact exposure)*

Close contact

This refers to close contact with an individual who is test confirmed to have COVID-19. The definition of close contact is evolving with our understanding of COVID-19, and individual

scenarios should be determined by an appropriate public health agency. In general close contact is defined as:

- *being directly exposed to infectious secretions (ex: being cough on); or*
- *being within 6 ft for a total of approximately 15 minutes throughout the course of the day; however additional factors like case/contact masking (both infectious individuals and potential close contact have been consistently and properly masked), ventilation, presence of dividers, and case symptomology may affect this determination.*

Either (a) or (b) defines close contact if it occurred during the infectious period of the case, defined as two days prior to symptom onset to 10 days after symptom onset. In the case of asymptomatic individuals who are test-confirmed with COVID-19, the infectious period is defined as two days prior to the confirming test and continuing for 10 days following the confirming test.

Communication is critical and potentially life-saving during this global pandemic. You must communicate immediately if you have any suspicion of exposure or experience any symptoms of COVID-19 so that Good Shepherd can effectively notify our community.

On Campus Access

In an abundance of caution, the Good Shepherd campus will be closed to non-essential: visitors, parents, volunteers and activities involving external groups or organizations.

- Essential meetings will be conducted through virtual appointments or limited face-to-face visits.
- All visitors must follow the check-in process and will be screened for signs and symptoms of COVID-19.

Drop Off Procedures

All Kinder- 3rd grade students' drop off location will be at the front of the LSLC building 6:30am-8:00am. Students will be temperature checked and parents will be expected to communicate the previously mentioned COVID-19 screening questions while at drop off.

If dropping off between 08:00 am - 2:30 pm, students will be temperature checked and parents will be asked the previously mentioned COVID-19 screening questions at the door. A staff member will then escort your child to his/her classroom. Please practice proper social distancing around the campus.

Pick Up Procedures

If picking up between 9:00 am - 2:30 pm, you must notify our front desk staff that you are signing out your student(s) and they will be brought to you. Please practice proper social distancing in and around the campus.

After School Care

Extended care is an extension of the school day and will continue to keep students healthy and safe during the after school hours.

Elected Virtual Learning

**** please note that this learning option needed to have been requested by 8/1**

Our world is truly in a unique time, and Good Shepherd Bastrop recognizes that families may not be comfortable or able to send their children to school on campus during the COVID-19 pandemic. Good Shepherd is thankful for your partnership and desires to provide a challenging, quality education for students whether they are on campus or electing to learn virtually.

Each learning environment - on-campus and elected virtual learning - offers different experiences for students to grow spiritually, academically, emotionally and socially. Parents play a key role as facilitator in the elected virtual learning environment. The amount of parental involvement varies based on age and needs of the child.

Elected virtual learning is designed for families who feel uncomfortable sending their child(ren) to school right now or who need to be off campus due to quarantine or long-term illness. It is not intended for students who will be absent a day here or there during the school year. If you choose to participate in elected virtual learning, you do **not** have to commit to an entire quarter.

The goal for elected virtual learning is to allow students at home to be “virtually present” with their classmates on campus. Live, synchronous instruction in core classes (and enrichment classes as possible) will continue to keep your child(ren) current.

Good Shepherd Bastrop has invested in additional technology for K-3rd “Swivl” which allows students to truly feel part of the classroom while at home. Other technology to connect our students will be Zoom conferencing in Kinder-3rd grade. Good Shepherd Bastrop will provide instructions on using these platforms to allow families to begin in August learning virtually or transition as needed during the school year.

To ensure a healthy and involved partnership for student success, Good Shepherd Bastrop has outlined responsibilities of the school and family for elected virtual learning.

Good Shepherd Bastrop Lutheran School will:

- Communicate necessary information regarding activities and assignments that will correspond with on-campus instruction

- Provide virtual classroom interaction (frequency and duration will vary based on grade level)
- Make learning materials available to students who are at home
- Provide feedback and grading (if applicable) for student growth
- Consider the students at home part of our school family and pray for them

Parents and students will:

- Participate in virtual classroom interactions
- Complete activities and assignments by the due date to stay current with classmates
- Pick up learning materials from Good Shepherd Bastrop as needed while at home
- Recognize that the teacher is maintaining an on-campus learning schedule, so the parent plays a key role in assisting the student at home with activities and assignments
- Stay in communication with the teacher(s)

If you intend to participate in elected virtual learning or want additional details, please contact the following administrator ASAP.

Kinder-3rd grade, headofschool@goodshepherdbastrop.org

Thank you for your patience as we update our plans to bring you the great care and education you've come to expect from Good Shepherd Bastrop. We look forward to continuing our partnership and appreciate your support and trust.

Forever Grateful,

Good Shepherd Bastrop Administrative Team

