

Martin Luther School COVID 19 Response Plan

MLS is working with local and state health departments and will continue to do so throughout the pandemic. Our goal is to return to in school classes for 5 days a week. This situation is evolving and we are ready to provide students with a quality virtual education should the need arise. Remaining flexible will be key to a successful school year. Teachers have been trained in proper cleaning and disinfection techniques. MLS is using disinfectant listed by the EPA as appropriate for killing COVID 19. There are a few things that students, parents, and staff can do at home to keep their families safe: Wash your hands with soap and water for at least 20 seconds, avoid touching your face with unwashed hands, cough or sneeze into your elbow, avoid contact with people who are sick, stay home if you are sick, and clean and disinfect high touch surfaces. Parents should discuss the importance of social distancing with their children before school begins. Masks should be taken home and washed daily. Students should have a spare mask at school in case their mask would become soiled or dirty. Students will be trained in proper mask removal by staff.

Early Childhood Program

- Class sizes will be limited to 20 students each.
- Students will remain with their classrooms throughout the day (known as “groups”).
- Large gatherings of students will not occur (no assemblies).
- Teachers will practice assigned seating when possible.
- MLS will make the best possible effort to reduce the risk of exposure, however there are inherent risks in attending in person classes.
- Center time is an important part of the early childhood education and we cannot guarantee that social distancing will occur.
- Students will have ample time to play outside during the day.

Elementary and Middle School

- Class sizes will be limited.
- Students will remain with their classrooms throughout the day.
- Students will have ample time to play outside and receive brain breaks during the day.
- Large gatherings of students will not occur (no assemblies).
- Teachers will practice assigned seating.
- MLS will make the best possible effort to reduce the risk of exposure, however there is an inherent risk in attending in person classes.
- Students will continue to receive PE.
- Students will continue to receive art instruction. The art teacher will deliver lessons in the individual classrooms or via zoom.

- Students will continue to receive music instruction. The music teacher will deliver lessons in the individual classrooms or via zoom.
- Students in grades K through 5 will continue to have the opportunity to check out library books. Library teachers will visit individual classrooms with a cart of a variety of books for students to select from. Students can request certain books or genres the week before. All returned books will be held for a minimum of 72 hours before being recirculated.

Safety and Well Being

MLS is committed to providing effective, quality education while also ensuring the safety and health of our students and staff. The following safety protocols have been developed to help provide the safest environment possible. We will continue to implement the latest safety protocols set forth by local and state health departments along with the CDC.

- Social distancing will be attempted at all times.
- Masks will be worn by 4th through 8th graders inside the school building, except when eating and drinking.
- Masks will be worn by K through 3rd graders in hallways, bathrooms, and anytime close contact is necessary.
- Masks will be worn by Pre-school and Pre-kindergarten in hallways and anytime close contact is necessary.
- Movement within the classroom will be discouraged when possible.
- Students and staff will be trained on measures to prevent infection.
- Hand sanitizing stations will be spread throughout the school.
- Regular hand washing will be expected.
- Parents and staff will complete a daily health screening.
- Students and staff will undergo a temperature scan before entering the building. Anyone who has a temperature at/or above 100 degrees will be sent home (must be fever free for 48 hours before returning to school).
- Students, parents, and staff who come into contact with someone who tests positive for COVID 19 should follow the CDC/health department instructions.
- All entrances to the school will remain locked.
- Staff and students will be the only ones permitted into the school building.
- Parents needing to meet with the administration or teachers will be given the opportunity to do so virtually.
- Necessary visitors (plumbers, electricians, etc.) will undergo a health screening and temperature screening and will be expected to wear a mask at all times. The date, time, location, and any classes they may have come into contact with will be recorded.
- If a child needs to be picked up for any reason they will be escorted to the front door to wait for parents.

- No large gatherings (assemblies) will occur.
- No field trips will be allowed.
- Classroom parties will be limited to the teacher and students only.
- Pre-packaged, individually wrapped treats will be allowed at birthdays and holiday parties.
- Students will bring refillable water bottles as only the water bottle filling station will be open.
- High touch areas will be cleaned throughout the day.
- Access to MLS by clubs like Boy Scouts will not be allowed.
- Classrooms/common areas will have disinfectant and hand sanitizer available.
- Adequate supplies of personal protective equipment, soap, paper towels, hand sanitizer, and tissues will be maintained

Arrival and Dismissal

- Parents and staff will complete the daily health screener for each child before leaving home or from the parking lot (entry not allowed without completion).
- Parents will log into FastDirect to order their child's lunch, milk, or snack milk before leaving home or from the parking lot.
- Parents will remain in their vehicles (exception for removal of young children from car seats).
- Students and staff will undergo a temperature screening outside the school building. Temperatures will be recorded.
- Students will report immediately to classrooms (or gym for Before School Care).
- Staff will monitor students for possible COVID symptoms.
- Parents should not gather outside the school entrance/ entryways.
- To aid in social distancing Pre-school and Pre-kindergarten will dismiss from their respective play areas in the front of the school. Kindergarten and 1st grade students will be dismissed from the north facing school doors. 2nd and 3rd graders will be dismissed from the back parking lot on St. Louis street. 4th through 8th graders will dismiss from the north facing church office doors.

Cafeteria

- Students will pick up lunches one class at a time and return to their classrooms to eat.
- Desks and tables will be thoroughly cleaned and disinfected before students eat snacks or lunch.
- Students will wash their hands with soap and water before eating snacks or lunch.
- No external food deliveries or lunch visitors will be allowed.

Classroom Environment

- Students will be assigned seats (this helps in the event we need to provide the health department with a list of students that were in close contact with a positive student or staff member).
- Classes will not combine or mix.
- Classroom materials will be disinfected regularly.
- All soft items such as pillows, couches, etc. will be removed (exception for nap items for early childhood).
- Outdoor spaces will be utilized whenever possible.
- Students will not be in small groups for more than 15 minutes.
- School supplies will not be shared.
- Any school supplies that must be shared will be sanitized.
- Students will be washing their hands with soap and water throughout the day.
- When it is possible student desks will be facing the same way to avoid face to face settings.
- Every effort will be made to keep desks 6 feet apart.

Recess

- Students will have recess with their own classroom.
- Students will wash or sanitize their hands before and after recess.
- Playground equipment will be sanitized regularly.

Masks

- Any time a student leaves the classroom they will be required to wear a mask (restroom breaks included).
- Students working closely with each other will be required to wear masks.
- Staff will wear masks at all times (except when eating and drinking) as the virus is more likely to be transmitted from staff to students.

Nurse Visits

- School nurse is not available each day.
- A log will be kept of each student or staff that visits the nurse (or staff helping at that time). Students or staff with fevers and new coughs will be recorded, parents will be notified and any pertinent information will be shared with the health department.
- The health department will provide MLS guidance on students and staff who test positive for COVID 19 or have had contact with someone who is COVID 19 positive.

Student and Staff Illness

- Parents and staff will complete a daily health screener.
- If a student or staff member becomes ill at school they will be isolated and sent home immediately.
- Parents must pick up students as quickly as possible to avoid exposure.
- Students and staff will be required to stay home for 72 hours from the beginning of symptoms.
- Students and staff will be allowed to return before the 72 hours if they have a doctor's note stating the illness was not COVID 19.
- If you aren't feeling well, don't come to school.
- If you have symptoms of COVID 19 do not come to school- symptoms include
 - Fever of 100 degrees or higher (without using fever reducing medication)
 - Persistent cough
 - Chills, sore throat, headache
 - New loss of taste or smell
 - Muscle aches
 - Diarrhea
 - Vomiting

Confirmed Case of COVID 19

- Students or staff who have been told to self isolate should contact the school office.
- If a student or staff member tests positive the school will notify families of students in the same class and all staff members immediately. Close contacts will need to be picked up from school.
- Students and staff who have been identified as a close contact will not be permitted to return to school until they have been released by the health department.
- Expect follow up calls from the school.
- The health department will be contacted for further guidance.

Communication

Information will be put out via the following steps:

- Direct contact with a phone call
- FastDirect (sign up for email and text alerts)
- School Facebook page
- Class Facebook pages

School Closure

- The decision to close MLS will be made to prevent any spread of illness.
- Decisions will be made with the community situations in mind and in conjunction with the health department. (If a student resides in another county, they will be contacted by that county also).
- The decision to close will be based upon recommendations by the health department and the current CDC recommendations.
- All above guidelines are subject to change based upon the community situation and as the knowledge of this illness evolves.

Thank you for your undivided attention and cooperation in these guidelines.