



TRINITY LUTHERAN SCHOOL

Safe School Year Guide

Trinity Lutheran School is first and foremost a community of learning, and our plan for a safe school year will continue to evolve as we learn throughout the year.

These guidelines are to help parents, students, and staff make decisions about their health and hygiene not only to protect themselves, but also everyone they come in contact with each day at Trinity.

We are all in this together, and we all have a responsibility to take care of each other.

Our top priority is the well-being of our children and school community.

Trinity's Safe School Year Guide will be adapted as needed, but will always put our families first.

Daily operations and procedures:

- Trinity Lutheran Church and School is disinfected daily with a Clorox Electrostatic Sprayer. This commercial machine is capable of eliminating germs and viral particles in large areas in a matter of minutes. Portable sprayers are also used throughout the building and on our school buses.
- Our school's HVAC system has been evaluated and optimized for maximum fresh air circulation. Whenever possible, windows are open in classrooms to maximize airflow. Additionally, outdoor classroom spaces are utilized in order to provide well-ventilated areas for instruction.
- Masks are required for all staff, faculty, students, and visitors who enter the church and school buildings and whenever social distancing is difficult to maintain outdoors. Keeping the "3 Ws" in mind-- Wash your hands, Wear a mask, Watch your distance-- masks are an important component of prevention for the spread of germs.

- Students should bring **2** clean masks each day in a labeled bag. Masks must cover nose and mouth, and any designs should not be distracting to a learning environment.
- To the maximum extent possible, our classrooms allow for a distance of **6 feet** between desks. In situations where this may not be possible (such as the science lab), we adhere to the minimum standard recommended by the CDC which is 3 feet, while educating students about how to maximize additional safety measures.
- Buses are disinfected twice a day. Masks are required for all passengers, and distancing among passengers is implemented as much as possible. All bus riders are screened for temperature and symptoms by their bus driver before boarding the bus each morning. Buses will drop off and pick up students at the side entrance of the school, in the parking lot.
- Students are assigned specific entrances to the building to minimize their travel time and exposures when getting to their classrooms. Additionally, drop-off and pick-up times have been extended to allow for the temperature/symptom screenings in the drop off line.
- All students and staff undergo temperature and symptom screening before exiting their cars for school each day. Parents are also asked to screen their students at home before departing for school (a screening form is attached at the end of this guide). Parents will not be able to accompany students to their classrooms in the morning, in order to keep hallway traffic and interaction to a minimum.
- All visitors are asked to ring the bell at the front entrance and undergo a temperature check and wellness screening before entering. Whenever possible, it is advisable to call the office to alert staff of your arrival if you must enter the building.
- Students will learn in a more insulated environment this year, with limited movement throughout the building. Students and teachers will remain in their respective classrooms for the majority of the school day, including lunchtime.
- Students who buy lunch will have it delivered to their classrooms. Students will need to bring their own water bottles to school, and the traditional water fountains will not be in use.
- Recess and outdoor breaks will continue, but each class will go outside individually in order to give our students plenty of space at recess.

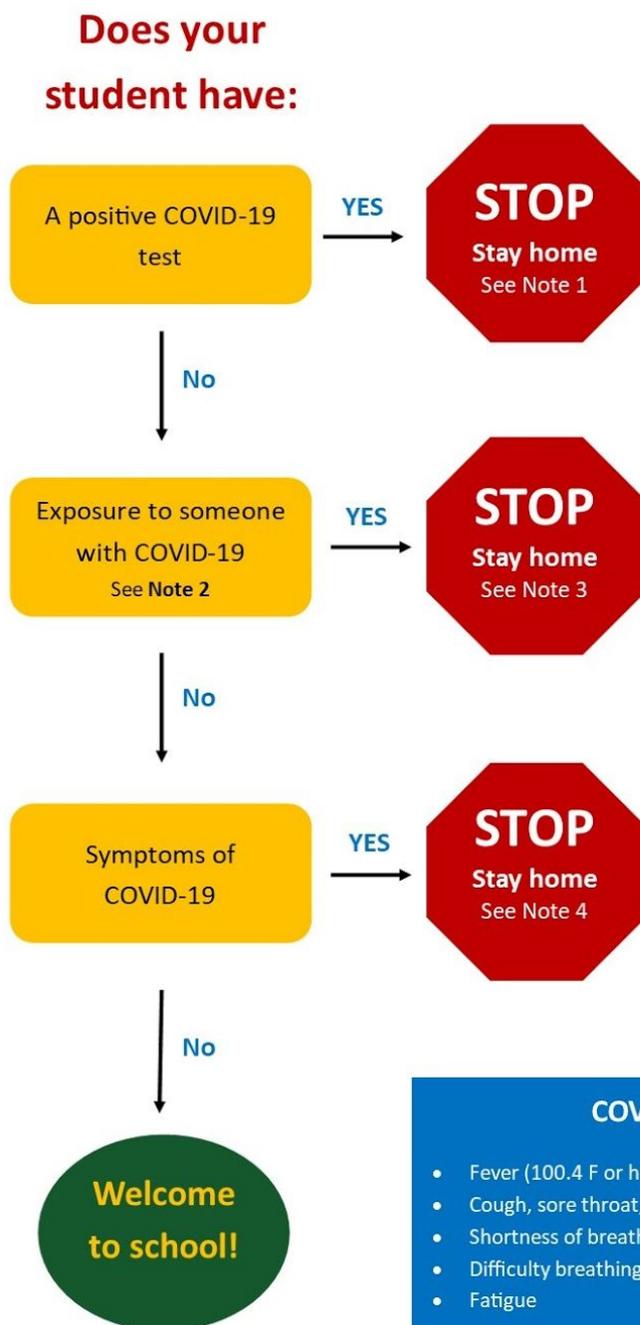
- If at any time a family feels that in-person instruction is not the best option, virtual learning will be made available. All classes except preschool may be live-streamed daily to accommodate any students who must, or choose to, learn from home.
- Extended care will continue this school year, with the addition of temperature screening for each student. Students will be divided into smaller groups for extended care in order to maximize social distancing and to limit the mixing of different age groups or classes (cohorts).
- In the event of a possible exposure to coronavirus or a probable case of COVID-19 in our school community, we will work quickly and collectively with the Virginia Department of Health to notify all affected families and staff with information and next-step guidelines.

When to stay home:

- **Your student has tested positive for COVID-19. Please contact the school office immediately.** Your student must remain at home (isolation) for 10 days from his test date OR the start of his symptoms--whichever is LATER. Students must be fever-free with no medication and no symptoms in order to return to school. *Isolation for 20 days is mandated in cases involving hospitalization or severely immunocompromised patients. (From CDC, updated 8/24/20)*
- **Your student has been exposed to someone who is COVID-19 positive.** Students must remain at home (quarantine) for 14 days from their last exposure. Students must be fever-free with no medication and no symptoms in order to return to school.
- **Your student is experiencing any symptoms that could be related to COVID-19:** fever, cough, congestion, sore throat, headache, vomiting, or diarrhea. For fever or symptoms suggestive of possible COVID-19 infection (see home screening symptom list) a student should not come to school and instead see a physician for further assessment. **Your student must remain at home (quarantine) for 10 days from the start of his symptoms OR may be cleared to return to school with a note from his doctor.**
- **After travel or engaging in any activity considered to be high risk.** Virtual learning can be implemented for any students who have recently traveled so they may quarantine at home.

Any student or staff member who stays home for a COVID-19 related reason should get tested for COVID-19, to aid with contact tracing, in the event the test is positive.

Deciding When to Stay Home

Sources: [CDC](#), [VDH](#)**Note 1 Returning to school after COVID-19**

Students must remain at home (isolation) for 10 days from their test date OR the start of their symptoms— whichever is LATER. Students must be fever-free for 24 hours with no medication and no symptoms. Parents must call the office before returning to school.

Note 2 What is Exposure?

- Being within 6 feet of a person who is COVID-19 positive for 15 minutes or longer within a 24-hour period *even with masks on*
- Direct physical contact with someone who is COVID-19 positive
- Sharing eating utensils with someone who is COVID-19 positive
- Being sneezed or coughed upon by someone who is COVID-19 positive

Note 3 Returning to school after exposure to COVID-19

Students must remain at home for 14 days from their last exposure. Students must be fever-free for 24 hours with no medication and no symptoms. Parents must call the office before returning to school.

Note 4 Returning to school after experiencing symptoms of COVID-19

Students must remain at home for 10 days from the start of their symptoms OR may be cleared to return to school with a note from their doctor. Students must be fever-free for 24 hours with no medication and no symptoms. Parents must call the office before returning to school.

COVID-19 Symptoms Include:

- Fever (100.4 F or higher) or chills
- Cough, sore throat, or congestion
- Shortness of breath
- Difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Nausea, vomiting, or diarrhea

Important Terms:

Isolation-- Separating sick people with a contagious disease from those who are not sick.

(Source: [CDC](#))

Quarantine-- Separating and restricting the movement of people exposed (or potentially exposed) to a contagious disease. (Source: [CDC](#))

Exposure--

- Being within 6 feet of a person who is COVID-19 positive for 15 minutes or longer over a 24-hour period *even with masks on*
- Direct physical contact (hugging, kissing, etc.) someone who is COVID-19 positive
- Sharing eating utensils with someone who is COVID-19 positive
- Being sneezed or coughed upon by someone who has COVID-19 (Source: [VDH](#))

What To Do if Your Child Gets Sick at School

Because of the current health risks in our environment, any symptoms exhibited by students during the school day that are consistent with COVID-19 will be treated as a potentially serious medical condition.

Sick students will be accompanied by a staff member to Trinity's designated isolation room, and parents will be called to pick up their children immediately.

If students are not able to attend TLS in person, they will be able to live-stream their classes and participate via their technology devices.

Closure/quarantine scenarios:

For all of the following scenarios, even if you test negative for COVID-19 or feel healthy, you should stay home (quarantine) since symptoms may appear 2 to 14 days after exposure to the virus.

- ***Students/household members must quarantine for 14 days*** if a student or family member is exposed to coronavirus or tests positive for the virus. Because symptoms may take 2-14 days to appear, it is important to remain at home for 14 days. Keep any household members who may have been exposed isolated in a separate room or rooms, and keep contact to a minimum.
- ***A class must quarantine for 14 days*** if a student or teacher in that class tests positive for coronavirus and was in contact with the class within 48 hours of symptom onset or positive test result (whichever is earlier).
- ***A full school closure*** would be mandated by state authorities, or would be necessary if a large group of students or faculty become ill. In the case of a full school closure, extended care will also be closed.

Learning from home:

In all of the above cases, virtual learning is available and will be implemented for all grade levels except preschool.

Any students who quarantine will be able to continue learning in real time with their classmates and will be able to have daily communication with their teachers.

In the event of a class- or school-wide transition to online instruction, families will be asked to pick up all necessary supplies before classes begin. Teachers will be given at least one workday to prepare for the transition before online classes begin.

Family Action Plan:

[At-Home Screening for TLS Families](#) A checklist to use before departing for school each day

[Mask Information](#) What to get, how to make masks, etc.

Staying connected and informed all year:

Trinity will review and adapt our school operation plan as needed using the following resources as well as the expert guidance of our community leaders to drive decisions:

[The Virginia Department of Health \(VDH\)](#)

[The Centers for Disease Control \(CDC\)](#)

[The World Health Organization \(WHO\)](#)

[Johns Hopkins University and Medicine](#)

[Harvard Health](#)

[How to Protect Yourself and Others](#) infographic

[Stop the Spread of Germs](#) infographic

Latest update: August 24, 2020