

# Lutheran High School

## “Return to Learning” Plan

As we prepare for the opening of school for the 2020-2021 school year during this unprecedented time, we must all allow for flexibility as new information comes to light. As always, student and faculty safety is at the forefront of all of our reopening plans and procedures. A student not feeling well for any reasons must not come to school. Parents must make sure that the student remains at home.

Please know that while our current plan calls for in-person instruction, we are also developing plans for distance learning for the entire school should it become necessary to make the switch due to guidance from Governor John Bel Edwards and other state and local authorities. Toward that end, we are pleased to announce that Lutheran High School has been approved to be a Google school which will facilitate distance learning and taking attendance

Louisiana is still in Phase Two of the state's COVID-19 plan. With the guidance of the State Department of Education, Jefferson Parish local government, and the Jefferson Parish Public School System, we have formulated a plan to open school with in-person instruction. While we are hopeful for a return to "normal" in the coming months, current conditions require that we implement extra measures to help keep our students safe.

As we plan for reopening school in the fall of 2020, we will continue to balance the following priorities:

- The health and safety of everyone in our school community
- The impact this pandemic continues to have on our families
- Effectively educating your children through in-person, hybrid learning, and virtual learning

### **In-Person Learning (Monday-Thursday)/Virtual Learning (Fridays)**

The following non-negotiable **SAFETY PROTOCOLS** are in place and will remain in place for the foreseeable future:

#### **Daily temperature checks upon arrival at school:**

- Students will report directly to their grade level cohort upon arrival at school.
- First Period teachers in each grade level cohort will ensure that each student's temperature will be taken upon arrival.
- Each student, faculty member, staff member, and visitor will be required to have his/her temperature taken. If a student has a temperature of 100.4 degrees Fahrenheit or greater, he or she will be directed to a supervised isolation room where his/her temperature will be taken again. If the fever and/or symptoms remain, the student must be picked up promptly by a parent or guardian. Students will be isolated from their cohort until such time he or she is picked up by a parent or guardian. Students, faculty, and staff with a temperature above 100.4 degrees Fahrenheit will not be permitted to attend school until fever-free for at least 24 hours as per a doctor's instructions.

#### **Arriving/Leaving Campus:**

- All students will enter campus via the 17th Street main entrance. Students may arrive at 7:50 AM. School begins at 8:15 AM. Students arriving on campus will enter the building and report directly to their assigned grade level cohort where their temperatures will be checked.

- Students arriving after the 8:15 AM tardy bell will need to call the school office to enter the building. A school faculty or staff member will be assigned to check the temperature of those students arriving late prior to them being admitted to their grade level cohort.
- Students will be dismissed from their assigned grade level cohorts in a staggered approach. Students who walk or drive themselves to school will be dismissed immediately. Faculty will monitor bus arrivals and carpool arrivals and notify the grade level cohort teacher on duty who to dismiss.
- All students must be picked up no later than 3:45 PM.
- Until further notice, the school office will be closed to visitors.

### **Physical Distancing:**

- All students will be assigned grade level cohorts and socially distanced within their grade level cohort classroom.
- Students and faculty will maintain a physical distance of six feet in classroom/indoor settings to the maximum extent possible.
- Students and faculty will continue to maintain appropriate group sizes and specific social distance as dictated by the current phase.
- All classroom spaces have been modified where necessary to achieve the maximum physical distance and group size restrictions. Modifications will be made as necessary from phase to phase.
- Select classrooms will be used for socially distanced grade level cohorts and select elective classes.
- The lunchroom will not be used in Phase Two as students will eat at their desks in their assigned grade level cohorts.
- School transitions have been minimized by students remaining mainly in their grade level cohorts. Teachers will move to each cohort instead of allowing students to transition in the hallways. Where possible, students will remain in their grade level cohort throughout the day.
- Lockers will not be used to mitigate congregation and contact. Students will instead be assigned “cubby” space in their grade level cohort.

### **Extra-Curricular Activities/Group Gatherings:**

- Initially extracurricular activities, clubs, field trips, and group gatherings of any size will be temporarily suspended.
- Athletics will resume when the Athletic Director and Principal, following the recommendations put forth in the Louisiana High School Athletic Association’s *Guidance for Opening Up High School Athletics and Activities*, determine it is safe to do so.
- As spiritual formation is at the heart of Lutheran High School’s commitment to providing a quality body, mind, and spirit education to students, great care will be taken to ensure that this Christian formation remains central to the student experience at Lutheran High School. Chapel will continue to be held weekly in the separate grade level cohorts.

### **Face Coverings:**

- All students, faculty, staff, and visitors MUST wear a cloth or disposable face mask upon entering the building. Disposable face masks will be on hand if needed.
- Face masks must cover the nose and mouth. Neck gaiters, bandanas, face shields, and the like do not qualify as an approved face covering.

### **Frequent environmental cleaning and handwashing/hygiene**

- Hand sanitizing stations are located throughout the campus and at the main entrance.
- All grade level cohort classrooms are outfitted with hand-sanitizing stations. Handwashing with soap and water or hand sanitizer will occur upon entering the classroom. Teachers in the classroom should wash their hands or use sanitizer every time they enter a new grade level cohort.
- Faculty will clean high-touch surfaces and equipment at the beginning of each class period as needed.
- COVID-19 informational signs will be displayed throughout campus that promote everyday protective measures such as social distancing and hand sanitization.

### **CLEANING AND DISINFECTING EFFORTS/CAMPUS MODIFICATIONS**

- All faculty have cloth face masks that will be worn during all interactions.
- Partitions have been installed in the main school computer lab to protect students and faculty.
- Computer stations have been physically distanced to create socially distanced stations in the small computer lab.
- School facilities have been evaluated to determine what kinds of surfaces and materials comprise each area and cleaning and disinfecting protocols have been established following CDC guidelines
- Ventilation systems and windows have been checked to ensure proper operation and increased circulation of outdoor air where possible
- School water fountains have been sanitized and closed for use.
- Bathrooms will be sanitized throughout the day, the school will be sanitized daily, and a “deep sanitization” will occur weekly.

### **FOOD SERVICE/MEALS**

- Students will bring a lunch everyday and eat at their desk in their grade level cohort.
- Students should bring a refillable clear water bottle each day to school.
- Bottled water is available as needed.

### **IN PERSON/VIRTUAL FRIDAY REOPENING PLAN**

As outlined above, Lutheran High School’s top priority will be to safely reopen campus to all students on a daily, in-person basis. Currently, school will open on August 26, 2020 with face to face instruction Monday-Thursday, and will engage in virtual learning every Friday. Virtual learning on Fridays will employ the use of GSUITE for Education applications and Google Classroom.

Lutheran High School’s Learning Plans may be adjusted at any time. We do not anticipate any change to the start date of the school year. Any changes to the school calendar will be communicated to parents as soon as possible, especially regarding instructional days and school holidays. The learning plans have been determined by school leadership after consultation with the Board of Directors, based on guidance, recommendations, and/or consultation from the Governor of Louisiana, the Jefferson Parish President’s office, local Public Health officials, the Louisiana Resilient Commission K-12 sub-committee, the state Department of Education, and school faculty and leadership.

Increase to a more-normalized learning plan will be considered if a local transition to an advanced phase of safe reopening and restriction of gatherings occurs. Decrease to a more-restrictive learning plan will be considered if a state stay-at-home order or phase restriction is reinstated or if recommendations of closure are offered by local public health officials due to local community spread, concerns about hospital or testing capacity, and/or in response to exposures or cases within the school community. Lutheran High School will

collaborate with Children's Hospital through our appointed Region 1 Medical Director for guidance and information regarding best practices.

### **School Planning for COVID-19 Cases (adapted from the "LDH Reopening Guidelines for Schools"):**

Given the levels of COVID-19 currently in our communities, Lutheran High School has planned for and expects that some students may get COVID-19 during the school year and that those students will possibly expose other students/staff in the school setting. In all circumstances, the following should be considered:

- Students who are sick should stay home (regardless of illness).
- Students who have COVID-19 should stay home and remain isolated until they have recovered and have been determined to no longer be infectious by their doctor.
- Individuals who were in close contact with the student may be identified and contacted by the Office of Public Health (OPH) as part of the OPH contact tracing process.
- Close contact of a case is defined as a person who was less than six feet away from the infected individual for more than 15 minutes as determined by the OPH contact tracing process.
- Close contacts (not every student/faculty member) may be asked to stay home and monitor symptoms for 14 days.
- In the event that a student, staff member or visitor to the school is or is presumed to be positive for COVID-19, regional or local public health officials will be contacted to determine any additional steps related to communication, quarantining practices, enhanced cleaning or disinfection processes, or school facility closure. State of Louisiana contact tracers will conduct contact tracing activities, including school-based contacts.

### **Lutheran High School will take the following steps when a student or staff member has been identified as having COVID-19:**

- Communicate to appropriate faculty, students, and parents as soon as possible while maintaining the privacy of each individual
- Plan for both routine and "deep" cleaning as warranted
- Ensure continuity of education for students/staff who are quarantined or isolated
- Prepare plans for school closures if the school environment is determined, in consultation with our Regional Medical Director, to be a source of ongoing COVID-19 spread

### **Instructional Models - Possible Scenarios:**

In all learning scenarios, Lutheran High School remains committed to the instruction philosophy of educating the whole child to provide a quality body, mind, and spirit education to its students. All efforts for seamless transitions will be made among the three options. At all times, remote learning competency and technology must be maintained among students and faculty.

#### **Normal Learning, Instruction, & Campus Operation**

- Classes and schedules return to normal while adhering to maximum group sizes.
- Some safety protocols continue indefinitely into the future.
- Teachers will lead instruction from their classrooms at school.
- Teachers or students identified as ill or who are under quarantine will participate in instruction from home via the "Remote Learning Plan". This plan is flexible depending on the specifics of each situation.

### **Virtual Friday Instruction Model**

- Teachers will assign work to students on Thursday during face to face instruction to be turned in on Fridays via Google Classroom and/or will post assignments in Google Classroom Friday mornings.
- Students will check in to their classes via Google Classroom on Virtual Fridays for attendance purposes and to engage in learning resources, enrichment activities, and to receive instruction and assignments.
- Students and faculty will use GSuite for Education applications and resources to engage in the virtual learning classroom.

### **Remote Learning, Instruction, & Campus Operation**

- Learning and instruction will be fully-remote in the event of a closed campus.
- Remote Learning Principles & Guidelines will be instituted with the commencement of remote learning and will carry a higher standard of expectation with respect to the use of live conferencing, attire/composure of students, and classroom engagement and assessments as compared to Virtual Learning Fridays.
- Specific guidelines will be communicated in the event that this scenario is necessary

### **Remote Learning for Vulnerable Students**

- While all efforts will be made to provide a safe learning environment for all students, Lutheran High School will not offer virtual learning and in-person learning simultaneously.