

**Our Savior Lutheran School**  
**K-8 School Reopening Plan**  
**Frequently Asked Questions**

*As of 8/20/2020; subject to change*

Dear K-8 Our Savior Lutheran School Families,

We have been engaged in some wonderful conversations with parents, staff and leadership over the past several weeks. I am very grateful for your input as it leads us to consider various topics before our reopening occurs on August 26th.

This journey through COVID-19 days is unique to each individual household and circumstances. We are to remain respectful of various viewpoints on the subject while keeping our children safe. With all that being stated, we have created this FAQ after reading through the CDC, state, and local health department guidelines for school reopening. In addition, we are in weekly communication with the health department to always have current information to guide our decisions. We welcome your counsel, prayers and support. We will continue to change and evolve as we learn more about the virus.

Once school is in session, we will be evaluating the effectiveness of our protocols and adjust as necessary.

Peace through Christ alone,

Matthew Couser  
Principal

**K-8 HEALTH AND SAFETY FAQ**

**Q: What is the criterion for Our Savior Lutheran School to be open?**

A: The State of Michigan is currently in Phase 4, which allows for schools to be open, with safety measures in place .

**Q: What does “reopening our school” really mean?**

A: Gathering as a school community is an integral part of education. Our plan is to reopen our school building to students this fall as we are in Phase 4. This means that all students are welcome to return to classes for face-to-face instruction. We have developed an in-depth plan that addresses numerous aspects of the reopening process, and how our school will function once reopened.

**Q: Will students be safe when school is reopened?**

A: Safety is one of our top priorities at Our Savior Lutheran. In constructing our reopening plan, we have referenced the CDC, the Michigan Roadmap for Schools, and the Barry-Eaton County Health Department. The protocols we are adopting comes from this guidance.

**Q. What cleaning guidelines will be in place?**

A: Disinfecting of surfaces, hallways and shared spaces will be expected every 2-4 hours by spraying tables and desks allowing to air dry. Disinfecting wipes will be used when available. Students will wash their hands after using shared items/spaces; the items/spaces will be sprayed and allowed to air dry while the students wash their hands.

Restrooms will be cleaned and sanitized multiple times throughout the day. Church pews will be wiped down after sanctuary usage. Classrooms will be thoroughly cleaned every evening. We thank Mr. Smelker, our facility manager, and his custodial staff for their checklists and regular sanitizing and cleaning practices.

**Q: Will students and staff need to wear masks at school?**

A: As we are in Phase 4, per the Governor's order, the following are the masking requirements.

All students in grades 6-8 are required to wear masks at school both in common areas as well as in the classrooms. Masks may be removed for brief periods of time under certain circumstances (such as snack time, recess, outdoor activities, playing wind instruments, and lunch). However, when masks are removed, students must remain physically distant from one another (at least six feet).

All students in grades Kindergarten through 5th grade will be required to wear masks in common areas such as hallways, but will not be required to wear facial coverings in their classrooms, unless (1) students do not remain with their cohort class (i.e. – homeroom) throughout the school day or (2) they come into close contact with students in another class. K-5 teachers will also advise masks to be worn in the classroom during prolonged activity involving student interactions.

All staff will be required to wear facial coverings in common areas as well as when in classrooms, except during meals. Teachers will be supplied clear face masks so that students can see the teachers' faces.

A doctor's note will be required for any students or staff who cannot medically tolerate wearing a mask.

Should the state shift to Phase 5, masks will become a recommendation rather than a requirement.

**Q: Do I need to purchase masks for my child?**

A: Yes. We are asking all parents to purchase masks for their child. Parents may opt to buy disposable or reusable masks.

*For disposable masks*, each mask must be thrown away at the end of every school day and parents should send extra masks to school with their child.

*For reusable masks*, each mask should be washed at home after each day of use, and students should bring at least one extra reusable mask to school. Masks do not need to be solid color; but please do not have any inappropriate messages or artwork.

Students should be able to put on and take off their own facial covering. Hand hygiene should be performed after handling a mask.

**Q: Can face shields be used instead of masks?**

A: Public health experts advise that face shields are not to be used in place of masks, primarily because they are open on the sides. Clear masks (often referred to as ‘smile’ masks) have been ordered for our teachers. Neck ‘gaiter’ masks are also acceptable.

**Q: Will teachers teach children how to use masks?**

A: Yes. We know that students will need training to learn how to properly wear masks. We will spend time at the beginning of the year helping children learn how to safely keep masks in place. We appreciate parents sharing this information at home as well.

**Q: Will students be required to physically distance at school?**

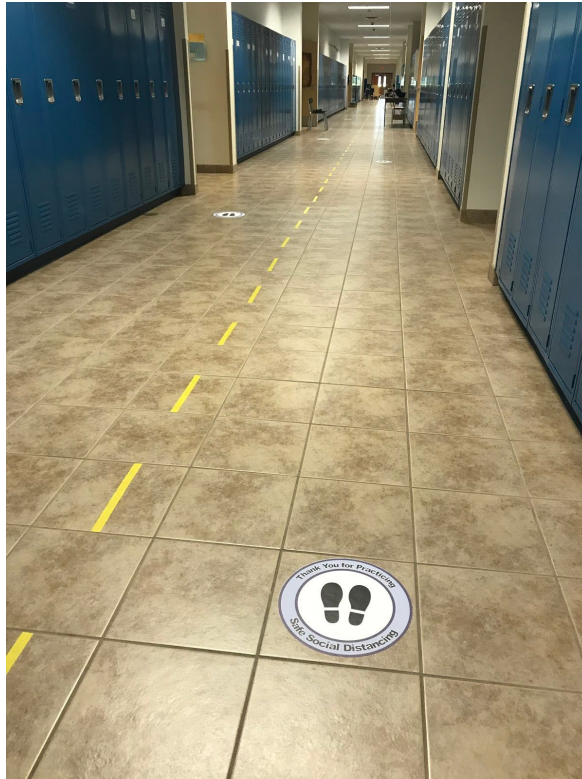
A: When students are with their class or cohort, safe distancing practices will be practiced and taught by our teachers and staff, who will also provide gentle reminders throughout Phase 4.

**Q: What is a cohort?**

A: A cohort is a class of students that will remain self-contained throughout the school day. The cohort will remain together for all school day activities.

**Q: What health screening measures will be implemented before people enter the building?**

A: All students will receive a wellness check that includes having their temperature checked before entering the building. Parents will daily screen their child for all COVID19 symptoms. Faculty and staff will self-screen before coming to work.



**Q: Should I take my child's temperature every day before school?**

**A:** Yes. Though the school is screening students upon arrival, we would encourage families to be attentive to their child's daily health. A high fever is a symptom of COVID-19. We ask that

parents take their child's temperature every day before their child is taken to school. If your child has a fever of over 100.4°F your child should be kept home from school. You should contact your child's doctor and the school office. Similarly, you should ask your child if he/she has any of the other [symptoms](#) of COVID-19, such as a sore throat, coughing, or nausea. If your child complains of these symptoms, you should keep him/her home and contact your doctor and our School Office.

**Q: How will drop-off and pick-up be handled?**

A: During all school transitions, including drop-off and pick-up, all students, staff, and parents/guardians will wear masks.

**Morning Drop-Off 7:55-8:15am:**

1. **Grades 1-8** will enter through the church entrance where they will receive a wellness check. Parents are permitted to enter the building, hallways, and classrooms.
  - a. Curbside drop-off is available for K-8 students.
  - b. If a driver chooses to park and walk their child across the parking area, he or she may say their good-byes in the designated "Hello/Good-bye Zone" located under the overhang and release the students to the wellness screening.
2. **Kindergarten and Early Childhood** will enter through the school doors. One parent/guardian is permitted to enter with these young children. The parent/guardian will also receive a wellness check. The parent/guardian is only permitted to access the Early Childhood/Kindergarten hallway.
  - a. Early Childhood families should park in the parking lot and walk across the crosswalk to enter through the school entrance.
  - b. Both Curbside drop-off and walk-in drop-off are available for Kindergarten students.



### Dismissal/After School Pick-up 3:15-3:30pm

1. **K-8 students will exit the building as a cohort/classroom through their assigned exit. Grades K-3 will exit the south building doors. Grades 4-8 will exit the church entrance doors. All classes will gather as a cohort in assigned spaces in the curbside pick-up location south/right of the trapezoid crosswalk.**

2. Students will remain with their classroom/cohort in the assigned outdoor curbside location.
3. Students will be released to their parent/guardian when their ride arrives curbside or when their parent/guardian walks up to meet them.
4. Please note the curbside pickup is solely one lane.
5. **Early Childhood** will exit the school entrance doors with their parent/guardian.

**Q: Will parents be allowed to access the lobby and offices during drop off and pickup?**

- Phone calls and emails to the office are always welcomed. We will be happy to serve you! Parents may call ahead to schedule an office appointment
- Parents may only access the receptionist office for assistance or to conduct business.
- Only Our Savior employees will be allowed in the interior work areas of the office and its attached rooms except for approved circumstances.

**Q: What does the plan say about safety and cleanliness requirements for school buildings?**

A: Our plan includes very specific requirements for the ongoing cleaning and sanitizing and disinfecting of our school. Generally speaking, our building will be cleaned very frequently, with a particular focus on high traffic areas and common surfaces.

**Q: How will lunch take place when school reopens?**

A: Serving and cafeteria staff will use barrier protection including gloves, face shields, and surgical masks. Hot Lunch will be plated and delivered to the classrooms. Lunch runners will be on hand to distribute the hot lunch and manage the cold milk purchases. Students will eat in their classrooms. Lunch trash will be disposed of in large hallway trash bins and removed after the lunch period. Students eating cold lunch may retrieve their lunches from their locker. Cold milk will be available for purchase. Student access to microwaves will not be available in the first weeks of school. The lunch program will notify students/families when the microwaves are later available. A La Carte will not be available until after Labor Day and will be available on Friday only for ice cream sales.

**Q: What about recess?**

A: Our Savior Lutheran School will still conduct recess, while fulfilling safety requirements. For example, classes(cohorts) must remain spread out from one another on the playground. If more than one homeroom is outside at the same time. Whenever recess is outdoors, students may remove masks while staying with their own homeroom/classroom/cohort, while still maintaining safe distancing. Each classroom/cohort will have their own recess bag of balls and equipment that will be disinfected after each recess.

**Q: Will students have outside learning time?**

A: Yes. Teachers will be taking their classes/cohorts outdoors for learning activities. Our Savior has purchased several outdoor canopies for classrooms to reserve outdoor learning time. These canopies will be spread out across the south side of the building. We look forward to capitalizing on a beautiful fall with outdoor activity this school year.

**Q: How will the library work?**

A: The library will not be available until later this fall. Classrooms do have their own classroom libraries.

**Q: How about shared church and school space?**

A: Our church and school share areas such as the sanctuary. Volunteers and staff from both church and school will clean the areas as instructed before the next group uses that specific area.

**Q: Can I still volunteer at school?**

A: We will be minimizing the number of volunteers to begin the school year in an effort to mitigate risk as required in the Michigan Roadmap for Schools. We will continue to review our volunteer program to implement volunteers at a later date while following health protocols.

**Q: Will K-8 extended care (before and after care) be available this year?**

A: No. To begin the year, we will not be offering K-8 extended care in an effort to mitigate risk as required in the Michigan Roadmap for Schools. We will revisit returning to this school program later this fall.

**Q: My child and/or another member of my household is in an at-risk group for COVID-19. Should I send my child to school?**

A: Centers for Disease Control (CDC) has defined [conditions in which certain people may be more at risk for severe illness through COVID-19](#). If your child or another member of your household is in an at-risk group, we encourage you to speak to your doctor. Ultimately you should decide whether you feel it is safe for your child to attend school.

**Q: Is it okay for my family to travel out of town during the COVID-19 pandemic?????**

A: We recommend that you not travel out of the region during the current pandemic. However, if travel is necessary, we encourage you to become familiar with the [CDC's Travel Guidelines](#). If you or a member of your household travels to another country or to a state identified by the CDC as having a surge in COVID-19 cases, Our Savior Lutheran School may ask you to wait for 14 days until returning your child to school.

**Q: What happens if there is a COVID-19 surge in central Michigan and the state imposes more restrictions on schools?**

A: If a COVID-19 surge occurs, we will work closely with our local health department and state officials to determine whether we can continue face-to-face instruction (even on an alternate schedule). If necessary, we will return to at-home distance learning. At-home distance learning instruction will look different than last spring, with students receiving live instruction throughout the day. Please look for more information in future communications as we work through the plans for this scenario

## **INFECTION PROTOCOLS FAQ**

### **Q. What if my child has to sneeze or cough?**

A. Cough or sneeze into mask or tissue. We will remind students to cough or sneeze into their elbow or in tissues, and then wash hands or use hand sanitizer. We will ask that your child maintain handwashing throughout the day for 20 seconds minimum each time.

### **Q: What are the symptoms of COVID-19?**

A: The Centers for Disease Control (CDC) has identified several [symptoms](#) of COVID-19, including high fever above 100.4 degrees F, sore throat, coughing, nausea, headache, muscle aches, loss of taste or smell, runny nose, fatigue, diarrhea and difficulty breathing.

### **Q: What should I do if my child has symptoms of COVID-19?**

A: If your child shows [symptoms](#) of COVID-19, you should contact your doctor. Your doctor may ask that your child be tested for COVID-19. You should alert the School Office and not send your child to school. If the symptoms occur during the school day, your child will be walked to the school's wellness room, and you will be contacted to pick your child up from school. Students are not allowed to return until COVID tests are completed. If the initial test is verified negative, documentation shall be submitted to the School Office and the child is welcomed back into school. (If parents opt to not have their child take the test, they are required to have the student quarantine until at least 10 days since their symptoms began with at least one day with no symptoms, per the CDC guidelines).

### **Q: My child had COVID-19-like symptoms, but tested negative for COVID-19. When can he/she return to school?**

A: If your child does not have COVID-19, they may return to school when their other illness has subsided as referenced in our school handbook.

### **Q: What should I do if my child tests positive for COVID-19?**

A: You should immediately contact your doctor for additional instructions. You should also contact the School Office. ***You should not send your child to school.***

**Q: When can a student return to school after receiving a positive COVID-19 test?** A: If a student tests positive for COVID-19, the student must isolate and not return to school until they have met [CDC's criteria to discontinue home isolation](#). This includes:

1. At least 24 hours since last fever, without using medicine (e.g., Tylenol, Motrin) to reduce the fever;
2. A reduction of other COVID symptoms by at least 75 percent; and
3. 14 days have passed since symptoms first appeared.

### **Q: What should I do if a member of my household (who is not my child) tests positive for COVID-19?**

A: You should immediately contact the School Office and you will be asked to keep your child home for at least 14 days. If your family member recovers from COVID-19 (by meeting the criteria in the previous question) AND your child shows no COVID-19 symptoms for the 14-day period, your child may be allowed to return.

**Q: What happens if my child's teacher tests positive for COVID-19?**

A: Should any Our Savior employee have COVID-19 symptoms or test positive for COVID-19, we will follow the same protocols used for students (see above). If your child's teacher becomes sick and is unable to work, Our Savior will provide a substitute teacher.

**Q: What if another student in my child's class tests positive for COVID-19?**

A: As mentioned above, Our Savior Lutheran School will follow the Barry-Eaton County Health Department guidelines. It is anticipated that Our Savior will make parents aware that a student has tested positive for COVID-19, similar to our current process for communication in regards to communicable diseases. All students in the cohort will be monitored closely for COVID-19 symptoms. If more than one student tests positive for COVID-19, it is likely that the entire cohort will be isolated (sent home) for at least 14 days. Students will be allowed to complete work virtually while the cohort is away from school.

**Q: Could Our Savior Lutheran School be closed due to COVID-19 this year?**

A: We will do our best to ensure a safe and healthy environment in the coming year. However, if numerous cases appear, resulting in the isolation of multiple classes/cohorts, with guidance from Barry-Eaton County Health Department, we may need to close the school building and transition all students to virtual learning for a time. Parents will be updated regularly should that need arise.

**ACADEMICS AND PROGRAMMING FAQ**

**Q: Will my child's curriculum be changed this year?**

A: Our school will still deliver high quality instruction in core subjects (Christian Studies, Language Arts/Reading, Math, Science and Social Studies). Special requirements will be in place for departmentalized classes and special area subjects (see sections below). The implementation of safety and health requirements (outlined earlier in this FAQ) will create new complexities in instruction, but our commitment remains to provide your child the best possible Christ-centered education.

**Q: How will our middle school departments teach? Will students change classrooms?**

A: In Phase 4, students will be self-contained in their cohort/classroom. Middle school teachers will rotate teaching in each of the 6th grade, 7th grade, and 8th grade classrooms. In phase 5, the school will either maintain the same teacher rotation or consider rotating students.

**Q: How will K-8 specials classes operate (band, recorder, music, PE, art, computer, handbells/chimes)?**

Special subject area teachers will travel to each class's homeroom for instruction whenever possible. If students visit spaces such as the gymnasium, sanctuary, or library, the room must be cleaned after every cohort.

- **Band/Recorder:** The current plan is to provide Recorder class for Grade 4, Beginning Band (6th Grade) as well as Advanced Band (7th/8th Grade), with guidelines. Students must be physically distant, and special regular cleaning procedures will be implemented. Band and Recorder may be held outdoors under a tent as weather permits. Additional details will be shared as plans are finalized.
- **Music/Choir:** The current plan is to offer music class within each independent classroom. Each grade will be taught independently. Singing (Choir) will be phased in later and limited and requiring face masks during phase 4 and 5.
- **Handbells and Chimes** (Grade 7-8) will occur in the sanctuary and other large rooms with social distancing requirements.
- As in the past. **K-8 Art and Computer** class will occur in the homeroom/cohort.
- **PE** will be held inside and outside (weather permitting). Masks will not be worn during physical activities and social distancing will be required.

**Q: How will extracurricular activities be impacted this year?**

A: Our plan provides guidance on specific extracurricular activities. Highlights of this guidance include (by activity):

- **Athletics:** We will reference Michigan High School Athletic Association (MHSAA) guidelines for general athletics information. We are specifically awaiting further information from our league, the Lansing Catholic Youth League (CYL) and the Michigan District. More information will be provided to parents as it is known.
- **After-School Clubs:** Our Savior is canceling the October after-school clubs. We remain hopeful to offer the after-school clubs in March and May. We must meet specific health and safety requirements. If such requirements cannot be met, these activities will be conducted virtually or canceled.

**Q: Will classroom buddy programs be available?**

A: In an effort to maintain classroom cohorts, K/6th grade reading buddies, early childhood chapel buddies (grades 4 and 5) and 1st/7th Grade writing buddies will be unable to mix cohorts during phase 4. We look forward to the return of our buddy program and the blessings of these relationships.

**Q: Will my child's classroom look different?**

A: We will space apart desks and tables in classrooms to practice safe distancing measures. In order to maximize floor space, teachers have removed non-essential furniture and other items. Desks and tables are arranged so that they face the front of the room. All students in K-8 will have personal workspaces. These steps were taken to minimize risk of any infection in the classroom. Meanwhile, the classrooms remain inviting and full of life with the return of our staff

and students.

**Q: Will students have access to a locker?**

A: Absolutely. Students will have a locker available for their belongings.

**Q: Will students share school supplies?**

A: No. It is strongly suggested that students label all supplies. Students will not share school supplies (e.g., books, crayons, technology, music folders, etc.), including for such subjects as art and music. Exceptions may be made for activities outdoors (such as outdoor physical education classes). Additional Chromebooks have been ordered to provide 1 to 1 technology for grades 2 - 5 as well as grades 6 - 8 which was already in place. If it is impossible to not share supplies, those items will be cleaned immediately.

**Q: Will students participate in field trips?**

A: Due to the COVID-19 pandemic, Our Savior Lutheran School will not participate in in-person field trips while the state is in Phase 4.

**Q: Will I still be able to meet with teachers and the principal?**

A: Yes. These meetings can take place virtually via phone or video chat or face-to-face, while practicing safe distancing. Previously scheduled personal appointments may also be available, on a limited priority basis.

**Q: Will school chapel still take place?**

A: School chapel falls under the guidelines of worship. Chapel will be held in the sanctuary, where seating accommodates spacing requirements using alternating rows and three students six feet apart within each pew. Masks will be worn by all chapel worshipers. To keep within capacity requirements, there will be a K - 3 chapel and a 4 - 8 chapel. Students will remain in their cohorts, and chapel families will not occur at this time.

**Q. Is there a distance learning option?**

A. Our Savior Lutheran School recently shared information about a distance learning instruction option for the 2020-2021 school year, for K - 8, as an option for parents not ready for their children to return to campus.

**Q. What if we have to go to distance learning?**

A. Should the state shift to Phase 3, or should we need to be at remote learning this year for a period of time, remote learning would apply for K - 8 students, with an enhanced technology and instruction plan from the spring. Expectations, live teaching lessons and teaching of specials will all be a part of remote learning if we go into Phase 3. Look for more information in future communications as planning continues.

## **TUITION AND FEES**

### **Q: Will tuition and fees be adjusted?**

A: While this school year may look different, our school will continue to provide a rigorous academic experience while supporting the moral and spiritual development of each student. In addition, Our Savior Lutheran School depends upon tuition revenue to pay our employees who do this work and to support other school-related expenses, as salaries and benefits are the majority of our budget.

### **Q: I am having difficulty paying tuition, as my own workplace has been impacted by COVID-19. What do I do?**

A: We know that some families may have difficulties paying tuition due to the loss of pay during workplace closures, and we are ready to support those in need of assistance. If this is happening to you, please contact the school office for more information. We encourage families with a K - 8 student to submit a financial aid application to myTADS.com for tuition assistance, throughout the school year. We will do our very best to work with you.

## **GENERAL FAQ**

### **Q. Will there be Parent Teacher League (PTL) events, class parties, or other school assemblies?**

A. We will review PTL events, special events, class parties, and school assemblies based on state guidelines and requirements. Updates will be provided frequently.

### **Q. What about air circulation of the classrooms?**

A. Our facilities manager is reviewing all air exchanges, to ensure they are working with peak performance and to ensure proper ventilation and air circulation.

### **Q. Will learning take place outdoors?**

A: Our faculty will capitalize on good fall weather to move learning outside. Multiple large canopies have been purchased and will be placed on the South side of the building. These outdoor learning spaces will be reserved by teachers for use by their class. Our Savior is blessed with beautiful grounds to conduct learning activities.

### **Q: What about the bathroom sinks and drinking fountains?**

A. New touchless faucets have been purchased and are being installed in the bathrooms. Classroom sinks are located in every K-8 classroom for frequent handwashing. Our water bottle filling station will be available for filling water bottles. Drinking fountains will not be available. Students are requested to bring a labeled water bottle to school to keep at their desk.

*This information is prepared based on guidance and information available from the Center for*

*Disease Control, The Barry-Barry-Eaton County Health Department, Michigan Association of Non-Public Schools (MANS), and the Michigan District-Lutheran Church Missouri Synod.*

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