

BETHLEHEM LUTHERAN SCHOOL – FALL 2020

COVID-19 PROTOCOLS AND PROCEDURES

DEVELOPED FROM CDPHE (8/10/2020)

- A. Wellness check at home – This is SO IMPORTANT!!!
 - a. Check your children for any of the following symptoms. If any are present DO NOT bring your children to school.
 - i. Fever of 100.4 degrees
 - ii. Shortness of breath
 - iii. Excessive coughing
 - iv. Sore throat
 - b. If your student has been exposed to someone with a positive COVID-19 test, please do not bring them to school.
 - c. Please make sure all their school supplies that are coming from home (backpack, lunch box, etc.) have been wiped down and cleaned each morning.
- B. Wellness check at school
 - a. Before entering the building, you and your student(s) will be asked if you have any of the four symptoms above or have been exposed to anyone with COVID-19.
 - b. Before entering the building, you and your student(s) will have your temperature taken with a touchless thermometer.
 - c. Before entering the classroom, you and your student(s) will wash your hands for twenty seconds with soap and water.
 - i. ELC parents and children will wash hands in the bathrooms at the entrance of the church and school. Elementary parents and children will go to the second floor and wash hands before going to the classroom.
 - ii. Parents drop your child off at the door to the classroom but do not enter the classroom to limit exposure. ELC parents may enter their child into Procure at any kiosk after they have washed their hands.
 - iii. Parents exit immediately after dropping off your student(s).
- C. Student Cohorts
 - a. Students will be in groups in their classes based on state ratios for licensing and this will be their cohort or family group for the day.
 - i. Every student is screened and declared healthy before entering the classroom.
 - ii. These will be the only students they are in contact with during the school day.
 - iii. There will be specific areas for recesses so that two cohorts do not come in contact with each other. For example, during the 3rd through 5th recess, one class is only on the soccer field, one is just on gravel playground, and one is on the black top. Next recess the three groups rotate spots. All students will wash hands before going into their classroom.

- iv. Cafeteria will have specific tables for each cohort and there will be distancing between cohorts and their tables. Every table will be sanitized between lunches.
- v. We are asking every student to have a set of earbuds/headphones that can plug into the standard jack for a chromebook or ipad. Please bring them in a baggie with the student's name on it and they will use these anytime they need to listen to something online. We want them to stay at school so something easy and cheap.
- vi. Whole group assemblies will not be possible as we do not have a space big enough to ensure social distancing and ventilation for the entire school. Chapel will be pre-recorded and then every class will watch it in their rooms at 8:30am on Wednesdays. An email blast will go out with the recording so parents can watch it also.
- vii. For middle school that is departmentalized, the students will stay in a "home room" and the teachers will rotate to the students for their different subjects. They will not be issued lockers but keep all school supplies in their room/desk.
- viii. Specialty teachers will go to the classrooms for music, art, and computers to limit shared spaces by students in K-5. Junior high will have their fine arts classes in their cohorts for the start of the quarter. They will each get to be in four of them a day a week plus one study hall. Once it is safe to mix cohorts we will get them back into the elective of their choosing.
- ix. PE will be for each cohort individually and held outside as much as possible. When in the gym, all materials and equipment will be sanitized between cohorts. No lockers will be issued in the locker room.
- x. The library will be open and the class will wash their hands before entering and returned books will be stored for 72 hours before being replaced to the shelf.

D. After school pick up

- a. Drive through the car line and we will get your child to you for grades K-5.
- b. No walk ups here for the start of school, you must drive through and get your child.
- c. If there is a gym dismissal due to weather, again, drive up and we will get you your child.
- d. Middle school will be cohort distanced at the front of the church and they will go to their parent's car as they see them.
- e. If you go inside the school to get your student, you must wash hands and wear a mask before entering the school. Please wait at the door of the classroom and the teacher will release the student to you.

E. Fall Sports

- a. All fall sports have been postponed until the spring. We will have a volleyball season and we will get you the details. There will still be spring track as well and students may participate in both.

F. Before and After Care (CHILDWATCH)

- a. We can offer before and after care. K8 will start at 6:30am and go until 6pm. ELC will start at 7am and go until 6pm.
- b. For the before care: parents and children will use their FOB to get in and must wash hands before going to the Childwatch or ELC room.

- c. At the door the leader will check their temperature and ask if they are healthy. Then they will be allowed into the room. Parents can at that time check them into Procure using the check in station. Parents you will have to walk your child into before care every morning you use it.
- d. When they enter aftercare, they will be screened and wash hands before coming into the room. Parents use your FOB to enter the building when you come to pick them up, wash your hands, and then check them out on Procure.

G. Masks:

- a. Students who are ten and under do not have to wear masks at any time. We will have middle school be the age we start having students wear masks. Any student is more than welcome to wear a mask if they want or choose.
- b. Those over the age of ten: if there are fewer than ten students in the room and are six feet apart, they do not have to wear masks.
- c. Those over the age of ten: if there are more than ten students in the cohort, they will be asked to wear a mask. This is just until the governor's executive order expires.
- d. All adults have to wear masks while in the school building: both employees, volunteers, and parents.

H. Positive Tests:

- a. If a student gets sick in the classroom, we will send them to get a COVID test. If they receive a positive test, that student will be out of school for two weeks and must show two negative tests before returning.
- b. The rest of the families of students in that cohort will be notified and they may go get tested if they want but it is not required.
- c. Everyone in that cohort will also have to quarantine for two weeks based on the latest order from the CDPHE. All siblings of the student with the positive test must also quarantine.
- d. If you choose to use our before or after care service, this is a second cohort and if the student with the positive test attended this cohort, everyone who was there will also have to quarantine.

I. Field Trips

- a. We will suspend all field trips for the first six weeks of school to minimize exposure for our students. We will do our best to reschedule them at a later, safer date.
- b. 7/8th grade retreat to LVR will occur in the spring this year

J. During a Quarantine

- a. If you child's class/cohort is out for two weeks in the elementary school, there will be remote learning.
- b. The teacher will use Google classroom and Youtube live streaming to conduct all the classes that would have been taught that day. Your student will be set up on Google classroom and know how to use it here at the start of the year.
- c. The schedule will go as such: Monday – all classes, Tuesday – all classes, Wednesday is an administration and office day so students can ask questions of the teacher via Zoom during office hours and catch up on work from the first two days. Thursday – all classes and Friday – all classes.
- d. This is just for two weeks and then they will be back to in person learning.