



**LUTHERAN
HIGH SCHOOL**

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Teaching Truth. Changing Lives.

www.lhsi.org

2020 -2021 School Year

Covid-19 Pandemic Reopening Plan

Introduction

This plan had been created to guide the safe continuation of Lutheran High School's mission to its students and families of central Indiana while under the impact of COVID-19 pandemic conditions. The conditions of this current pandemic continue to evolve and this plan is based on guidance from the Centers for Disease Control and Prevention (CDC), the Indiana Department of Education, and specifically the Marion County Public Health Department. Modifications and changes that affect these guidelines will be communicated as the guidance evolves.

Lutheran High School's Guiding Principles

1. Safety for All

Ensure a safe learning and working environment for students, teachers, staff, and families by promoting healthy and respectful behaviors.

2. In-School and In-Person

Encourage in-school and in-person learning experiences for all students as allowable by state and local guidelines.

3. Continuous Mission and Learning

Care for each student's success by providing a continuous mission and engaging curriculum when in-school or in-person learning is interrupted and conditions require either individuals or the community to stay home.

4. Support the Plan

Provide training, time, and the support necessary for all members of Lutheran High School to prepare for the successful reopening of its campus.

LHS Guiding Principle # 1: Safety for All

Health Assessment

1. Self Assessment before entering the building
2. Health Screening: Symptoms check upon entry
 - a. Upon entering the building someone may check your temperature and ask you various questions related to COVID-19 symptoms of illness.
 - b. The symptoms of concern:
Fever of 100.4 and higher and/or a new onset of multiple symptoms (two or more of the following):
chills, cough, shortness of breath, fatigue, body aches, headache, loss of taste or smell, sore throat, congestion, nausea or vomiting, diarrhea.
3. A student or worker who has tested positive for COVID-19 or is experiencing a new onset of multiple symptoms of concern should not attend school. (*More on symptoms and guidelines are addressed below*)
4. A student or worker who calls into school administration to report an absence due to illness may be asked additional questions to inquire about COVID-19 symptoms.
5. LHS has a separate waiting room that is designated for quarantine should a student become ill while in school and need to wait for transportation. That room will be disinfected after each use.
6. Persons exposed directly to someone who has been tested as positive should quarantine, seek out a COVID test, and be fever/symptom free for a minimum of 72 hours before returning to school.

Facial Coverings

1. All persons (students/teachers/staff/visitors/service personnel) must wear facial coverings that cover both the nose and mouth upon entering the building and any time when walking or moving about inside any building or when in close proximity to another person. By example facial coverings must be worn
 - a. before walking through an entry door of the building.
 - b. when going to or leaving a classroom.

- c. when getting up to move in a classroom for any reason.
 - d. when using the bathroom.
 - e. when standing or sitting close to someone.
 - f. when working with a partner who is within six feet like in a lab situation or while studying the same document on a computer at the same time.
 - g. when walking to or entering the office.
 - h. when standing in line for a vending machine.
2. Facial coverings may be taken off when seated as long as there is adequate social distancing with others in the immediate area. Examples of when a facial covering can be taken off would include
- a. when seated in a classroom that has appropriate distancing
 - b. when seated at a table for eating lunch that has established appropriate distancing.
 - c. when seated at a study table or office desk that has appropriate distancing.

Hand Cleaning

1. Hands are to be cleaned / sanitized each time a person enters or leaves an occupied space.
 - a. Every door in the building that allows passage from one space to another locate hand cleaner dispensers.
 - b. All halls and common spaces in the building locate multiple hand cleaner dispensers.
 - c. All events will have hand cleaner dispensers at entry and exit points.
2. Hands are to be cleaned before and after the consumption of food.
 - a. Options include hand cleaner dispensers or hand soap located in the bathrooms.
3. Hands are to be cleaned before and after any object has passed from one person's hands to another.

Distancing

1. Any person moving about the building must wear a facial covering and maintain appropriate distance to avoid touching another person's clothing, possessions, or body.
2. Any person sitting and not moving about in the building should be at an appropriate distance to prevent any transfer of germs.
 - a. When **unable** to separate at least six feet from another person, a facial covering must be worn.
 - b. When **able** to separate a least six feet apart, a facial covering does not need to be worn.

Cleaning

1. Classrooms will be cleaned at multiple times throughout the day.
 - a. Student and teacher touch points would include desk tops, chairs, classroom resources that are handled, door knobs, light switches, sink hardware, and counter tops.
 - b. All active touch points will be cleaned after each classroom use with certified and safe disinfectant.
 - c. All other surfaces that are not considered touch points but have been part of a contained shared space will be cleaned before the beginning of each school day.
2. Lunch area
 - a. Student, teacher, staff, and personnel touch points would include table tops, chairs, trash cans, hand rails, counter tops, microwaves, vending machines, door knobs, light switches, and paper towel dispensers.
 - b. All active touch points will be cleaned after each lunch period and between scheduled groups of users with a certified and food safe disinfectant cleaner.
 - c. All other surfaces that are not considered touch points but have been part of a contained shared space will be cleaned before the beginning of each school day.
3. Halls and lockers
 - a. Individual student lockers should only be touched by the registered student occupant. Students should not share lockers.
 - b. Lockers, carpet, light switches, door knobs and the water bottle fill stations will be cleaned before the beginning of each day.
 - c. Students will only be able to access water through vending machine purchase or personal water containers. Bottle fill stations can be used only by students during the day but the user should clean their hands immediately after using the bottle fill station. Hand sanitizer will be located by each bottle fill station. Note: Bottle fill stations should not be used by athletes during conditioning, practice, or games.
 - d. Student lockers are close in proximity to each other. This is a point of congestion. Extended passing period times will allow for students to practice both patience and distancing while getting and leaving supplies in their personal student lockers.

Contact Tracing

It will be important to local health officials that records are kept concerning the location of students, the rooms they occupy, who they are in close contact with (sitting next to, locker location, who they ride to school with, who they eat with) for the purpose of contact tracing. A student or teacher who tests positive for COVID-19 could infect others around them before they are aware of their condition. Tracing their path and potential contacts with other people is important in the prevention of further viral transmissions. Although not uncommon for Lutheran High School, students will be assigned seating charts.

Symptom Onset and/or A Positive Case of COVID-19 infection

Anyone testing positive for COVID-19 or experiencing an onset of multiple symptoms during the school year must report that to the administration of LHS.

Schools and local health departments are encouraged to keep schools open and operating as much as possible. If someone experiences symptoms or has been tested and is positive for COVID-19, that student and potentially those in recent close contact may be required to stay home for several days for the purpose of health assessment and contact tracing.

The following should be considered concerning COVID symptoms:

1. *Untested and Symptomatic*

Persons who have not received a test proving or disproving the presence of COVID-19 but is experiencing a new onset of multiple related symptoms will need to self-quarantine until the following three conditions are met:

- They have not had a fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers); and
- Other symptoms have improved in the past three days (for example, when your cough and nausea have improved); and
- At least 10 calendar days have passed since your symptoms first appeared.

2. *Tested Positive- Symptomatic*

Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following conditions are met:

- The individual no longer has a fever for 72 hours (without the use of medicine that reduces fevers); and
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); and
- At least 10 calendar days have passed since symptoms first appeared.

3. *Tested Positive- Asymptomatic*

Persons who have not had symptoms but test positive for COVID-19 may return when they have gone ten calendar days without symptoms.

4. *Tested Positive- Impact on School Operations*

LHS will work with our local health department in following the CDC guidance. It is reasonable to think that normal school functions will be cancelled for several days to allow for deep cleaning, communications, and contact tracing.

Guiding Principle #2: In-School and In-Person

School Day

It is the desire for all students and teachers to engage in the spirit of fellowship and community. Both social and emotional well-being requires an environment that allows for in-person relationships to thrive through human interactions. To be able to worship, interact, serve, engage, and respect each other's needs is best served in-person. Many changes will need to be made to allow for all students to experience this positive culture of LHS in-person. Changes are listed below:

Three types of School Days:

It is anticipated that the following types of school days could be used at any given time during the year. LHS will do what it can to help prevent the spread of viral infections from person to person. This prevention may require LHS to implement a change in the delivery of our continuous learning plan. The administration is confident that students and teachers can effectively rely upon each of the following given the situational requirements. Individual students and/or teachers may need to stay home due for health reasons and therefore may need to employ one of the following while the majority experience in-person traditional school.

1. In-School and In-person

This is the desired traditional school day where students are in attendance according to a printed schedule. Non-traditional safety protocols are in place to prevent the spread of viral contagions from passing from person to person.

2. Live OnLine

This is in place to allow students to have 2-way visual and audio access to the teacher's instruction. This digital platform is accessible by mobile devices and therefore students and teachers may progress through the curriculum together without being in an in-person environment. This learning plan does follow a specific daytime schedule.

3. eLearning

This is available for situations in which both students and teachers continue a learning plan that is not dependent on a live video or audio instruction. Students and teachers can actively communicate via a digital platform. This does not require a specific schedule related to day time hours.

Student Handbook:

All guidelines, rules, and expectations as outlined in the 2020-2021 handbook will apply unless noted otherwise. This includes normal in-school dress guidelines with the addition of a facial covering that is not visually distracting to others who expect the educational environment of W.I.S.E.R.

Year Calendar:

The major dates associated with the school year are intended to stay the same. Any changes in major dates (start of the year, end of the year, vacations, graduation, end of quarters, finals) will be due to unforeseen conditions caused by COVID-19 protocols.

Additions to the calendar have not yet been determined, but it is believed that several professional development days will be inserted into the year. These days will become eLearning days for students in which they will follow a continuous learning plan from their home as established by their instructors and the curricular material of the particular day(s).

Daily Schedule:

LHS will engage in block scheduling to reduce frequent student movement and allow for more time when changing rooms. Class times will be adjusted to allow for activity period on Tuesday and Chapel on Thursday. **There will no longer be a late start Wednesday for professional development.**

Monday/Wednesday/Friday

Period	Begin	End
Block 1	8:00	9:30
Block 2	9:40	11:10
1st Lunch	11:10	11:40
Block 3	11:50	1:30
(or)		
Block 3	11:20	11:50
2nd Lunch	11:50	12:20
Block 3	12:30	1:30
(or)		
Block 3	11:20	12:30
3rd Lunch	12:30	1:00
Block 3	1:10	1:30
Block 4	1:40	3:10

Tuesday/Thursday

Period	Begin	End
Block 1	8:00	9:20
Chapel/Act	9:30	10:10
Block 2	10:20	11:40
1st Lunch	11:40	12:10
Block 3	12:20	1:40
(or)		
Block 3	11:50	12:20
2nd Lunch	12:20	12:50
Block 3	1:00	1:40
(or)		
Block 3	11:50	1:10
3rd Lunch	1:10	1:40
Block 4	1:50	3:10

Class time:

Teachers will be required to instruct from behind a face covering or shield. This could include a cloth mask or facial covering, a clear face shield, or from behind a stationary clear shield. In-person classrooms will also require students to be socially distant from each other, which will limit seats. Being socially distant in a classroom will allow for students to remove their facial covering if they should desire that. Students who wish to keep their facial coverings on will be allowed to do that. All teachers will deliver instruction live in-person and live online simultaneously. Students who are not able to attend the in-person classroom will be expected to be Live OnLine unless their health and condition do not allow for any school engagement until their health returns. Students who are absent from class, either in-school or Live OnLine will need an excuse from the parent, guardian, or a doctor.

Passing Period/ Before School / After School:

The school will be open at 7am for students to gather in the morning. Students must enter wearing a facial cover. They may sit at tables without facial covering as long as social distancing is maintained (no more than four at any table at any time). During times of congestion (immediately before and after school) students will need to wear facial coverings when they are sitting in common areas but not able to socially distant themselves from others standing or walking about.

Students who are not involved in after school activities or are not working with a teacher on curricular problem solving must wait in the commons area for their ride. Students may remove facial coverings if proper social distancing is established.

Students will be required to wear facial coverings while moving about in passing period or before and after school. Students will need to practice patience while waiting to get into their own lockers. Students will be allowed to have conversational fellowship in the hallways as long as they are wearing masks and are not touching each other, not creating a traffic problem, are maintaining their personal belongings, and are not sharing items. Students will need to clean their hands when entering a new space after passing period. Students can remove their facial coverings when seated at a table with proper distancing being applied.

Lunches:

Students will be allowed to eat together but are limited to 4 students per table to allow for appropriate distance. Lunch tables will be set up in both the commons and auditorium lobby. New tables are being purchased from monies raised by students and LuFest. Supervision, microwaves, restrooms, and vending machines will be available in both areas. Teachers and their students will be assigned a lunch period and lunch location.

Attendance:

It is important that all students attend all classes as their schedules dictate. Students who are healthy and able should be in-school and attend classes in-person as much as possible. Students who are quarantined, sick, or unable to attend in-person classes should attend via Live OnLine during the scheduled class time. Students unable to attend Live OnLine due to the symptoms of sickness should have their parent or guardian notify the school of their absence. Students who are quarantined or sick will not be allowed to be in school or attend extra-curricular activities.

Guiding Principle #3: Continuous Mission and Learning

The vision of Lutheran High School is that all students will **Move with Purpose, Pursue Opportunities, and Champion the Positive**. The resources for this vision come from God's Word and His people. The more we can bring both of these together in the same place the more our vision becomes alive and real. Being in-person at LHS each and every day is real powerful for the students and this living vision. When we are not together due to situations beyond our control, the next best thing is to connect remotely and hopefully visually. When students, teachers, and leaders can connect remotely in a Live OnLine environment the vision is sustainable and therefore we can continue the mission environment. LHS will continue to seek out the best way to include all students and teachers in its mission to show Christ, prepare for His calling, engage in academic excellence, and build His kingdom environment no matter the location of our Saints. A good school day with LHS can happen in-person and in-school or at home and online with our excellent relational staff. Any of the following may be in place for students and teachers as a shared school-wide plan in the prevention of the COVID-19 viral spread.

1. In-School and In-person

This is the desired traditional school day where students are in attendance according to a printed schedule. Non-traditional safety protocols are in place to prevent the spread of viral contagions from passing from person to person.

2. Live OnLine

This is in place to allow students to have 2-way visual and audio access to the teacher's instruction. This digital platform is accessible by mobile devices and therefore students and teachers may progress through the curriculum together without being in an in-person environment. This learning plan does follow a specific daytime schedule.

3. eLearning

This is available for situations in which both students and teachers continue a learning plan that is not dependent on a live video or audio instruction. Students and teachers can actively communicate via a digital platform. This does not require a specific schedule related to daytime hours.

In the event that a teacher becomes ill and is unable to deliver the planned curriculum, the school administration will assign an appropriate substitute teacher to the classroom.

Worship and Prayer Life – This will continue as the mission of LHS through weekly chapel, student/faculty/staff devotion, and personal/organized prayer time.

Guiding Principle #4: Support the Plan

1. Students, parents, workers, and leaders who regularly engage in the functions of the school will be asked to sign a statement that they have read and understand the conditions of this document.
2. Teachers will engage in professional development that prepares for the following:
 - Recognizing the symptoms of a COVID-19 infection.
 - Understanding and leading school safety protocols to help prevent the spread of COVID-19
 - Structuring the classroom for optimal use and instruction
 - Delivering course content through a new in-person and simultaneous Live-OnLine digital classroom.
 - Shepherding students when moving through a day's schedule.
 - Preparing for a professional year and establishing a calendar of professional development.
3. Students will be oriented to the new practices concerning COVID-19 prevention. Students will be guided and allowed to practice behaviors to encourage new habits in social distancing, hand washing, and facial covering protocols.
4. Signage will be posted throughout the building and campus to inform all members of the Saints community concerning the prevention of the spread of COVID-19.
5. It has been made clear that the COVID-19 prevention plan will continue to evolve and new information becomes available. LHS will adopt and modify this plan in accordance to federal, state, and local guidelines as related to the CDC.