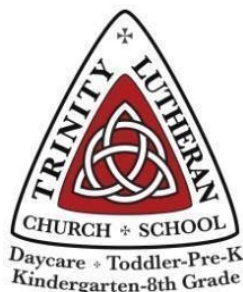


**Covid-19 Safety Plan  
for  
Trinity Lutheran School  
2021-2022  
School Year**



This Covid-19 Safety Plan (formerly known as the Reopening Plan) includes Trinity's Early Childhood Center (ECC) and Trinity Lutheran School's grade school -- elementary and middle grades. The goal of the plan is to implement protocols to help ensure the health and safety of Trinity Lutheran School's staff and students according to the guidance provided by state and local authorities, the New York State Coalition for Independent and Religious Schools, and the Lutheran Schools Association. This plan has been developed with input from Trinity's Covid-19 Task Force and stakeholders. This plan continues to be revised to reflect updates from the New York State Department of Health, the governor's office, the Centers for Disease Control and Prevention, and American Academy of Pediatrics.

**Part One: Repopulating the Campus, Fall 2021**

**Classrooms:** Trinity's classrooms are large and the class sizes average approximately 15 students. Based on current registration with planning for additional registrations, grades have been assigned to specific spaces in the building that guarantee 3 to 6 square feet per student with additional properly distanced space for the teacher. Preschool classrooms will be kept separate in learning pods and the number of students per class will follow NYS guidelines.

**Learning Cohorts/Pods:** Each classroom will be a cohort, also known as a pod, in which students will learn and move. Special subject teachers will come to the classes.

**Remote Learning:** All K-8 students will have a remote learning option if they are required to quarantine. Students who are ill should not participate remotely. All K-8 students will be required to have a device. In K-2, this device should be available at home for remote learning and can be a laptop or Chromebook, an iPad, or a desktop computer. Students in grades 3-8 must have a Chromebook and bring it to school each day. Remote students will participate with their class in real-time, and learning will be synchronous unless asynchronous learning is needed. In the event of a school-wide shutdown, remote learning will be made available to all students via synchronous and

asynchronous learning. ECC classes will provide in-person learning except in the event of a school-wide shutdown. If a shutdown occurs, classes will continue, every day, remotely via synchronous and asynchronous learning.

**Cafeteria:**

K-8 students will be permitted to use the cafeteria. Students will be socially distanced and grouped according to their learning cohorts/pods. Meals and snacks will be available and students will be permitted to bring their lunches from home. Reusable lunch bags/boxes, thermoses, and water bottles are permitted but must be clearly labeled with the student's first and last name. Preschool meals will be delivered to the ECC classrooms by preorder. ECC students will eat in their classrooms. All utensils, condiments, plates, bowls, cups etc. will be single-use, disposable items. Cafeteria surfaces and lunch tables will be cleaned and disinfected between lunch periods.

**Gymnasium:**

As much as possible, physical education classes will take place outside. Students will be socially distanced and instructed in their cohorts. When the gymnasium is used, social distancing will be maintained. Surfaces and equipment will be cleaned between class periods.

**Worship Space:**

For K-8 students, Chapel services will be streamed to classrooms via Zoom. Each week, 2 classes will be permitted to worship in the church, while all other classes will participate via Zoom. Social distancing will be maintained and masks will be worn. Preschool chapel will be conducted separately, for each learning pod.

**Outdoor Play Spaces:** Each cohort/pod will be permitted to play outside for recess. Play equipment will be allowed to be used and will be cleaned and disinfected between play periods. If the weather is inclement, recess will be held in the classroom.

**Library:** The library will not be open to full class visits but will be available for small groups. The librarian or designee will visit the K-8 classrooms with materials and activities, each week.

**Extra-curricular Activities; Before and After Care (Playing and Learning Under Supervision (PLUS):** There will be Before Care, PLUS, and some extracurricular activities. Since these programs will involve students co-mingling from other cohorts/pods, masks will be worn at all times, and strict social distancing will be observed. Organized sports for middle school students will be available. Teams will follow strict CDC guidelines and testing will be required to participate.

**Co-mingling of Cohorts/Pods:** Co-mingling of cohorts/pods will be limited to situations where specific needs and circumstances require it. In such cases and any other similar situation, Covid protocols will be strictly followed and monitored.

### **Beginning of the Year Orientation of Protocols:**

A special Covid-19 Addendum will be added to the Parent/Student Handbook, outlining the protocols related to Covid-19, and the expectations for students and families. Additionally, Town Hall Meetings will be conducted via Zoom Conferencing to review the Addendum and discuss questions and concerns.

### **The Wearing of Personal Protective Equipment (PPE)**

#### **Masks:**

Masks will be required for all staff, students 2 years of age and older, and for anyone permitted in the building. Masks will be worn throughout the school day in accordance with public health guidelines. Mask breaks will be required for all classes. Students and staff will be expected to wear masks to school and will not be permitted to enter the building without wearing them. Cloth masks are to be washed daily. Single use masks will be disposed of at home. Students should come to school with 2 masks each day. Use of a fanny pack is encouraged to keep extra PPE, tissues etc. close at all times.

**Special Education:** Service Providers will be permitted entrance to the building according to their schedule for service provision. They will be met at the main entrance for a temperature and health check prior to entering. PPE will be worn during sessions.

#### **Other Procedures:**

- When students are not in the classroom, the doors and windows will be opened to facilitate an “airing out” of the classroom..
- Students are to use the bathroom in their rooms exclusively, if available. If not, only one child at a time will be permitted to use the bathroom.
- Classrooms, bathrooms, all public areas, all surfaces, light switches, door handles, banisters etc. will be cleaned and disinfected frequently throughout the day. Cleaning and disinfecting will use alcohol, soap and water, bleach and water solutions, and disinfecting wipes.
- Hand sanitizing stations are available outside of each classroom and at the entrances and exits of the building.
- Signage will be posted throughout the building to remind students and staff about proper hand hygiene and proper use of masks, disposal of masks, and social distancing.
- Students who need to visit the nurse should alert an adult who will call ahead to the nurse. Students are not to visit the nurse’s office without notifying an adult first.
- Staff, students, special education service providers, and inspectors will be permitted in the building. Inspectors and providers will be met at the door for a temperature check and to be logged in. Individual visitors will be allowed to enter the building by appointment and will need to have a temperature check and complete a health attestation.
- Parents will be required to call the school with a minimum of a 30 minute notice when dropping-off a late arriving student or when coming before regular dismissal time to collect a student.

- When moving throughout the building, students will walk 6 feet apart, in one direction.
- Evacuation and lockdown drills will take place according to schedule and will observe prescribed protocols.
- Communication with all stakeholders will occur on a weekly basis via electronic newsletters, mass notify text messages, and emails. As needed, Town Hall Meetings will be held for staff and families for on-going communication, information sharing, and input.

### **Part Two: Monitoring the Health of Students, Faculty, and Staff**

1. Prior to leaving home, all school and church employees will be required to check their temperatures and attest to their wellness via health attestation that will be called into the employee attendance line each morning. Any staff member exhibiting symptoms and/or registering a fever of 100 degrees or greater is required to report her/his temperature and/or symptoms and remain home.
2. Prior to leaving home, families of children who ride a school bus will be required to check their children's temperatures and attest to their children's wellness by calling the student attendance line. This will be required before a student can board a bus. Any student exhibiting symptoms and/or has a fever of 100 degrees or greater is required to remain home.
3. Before a student enters the building, the child's temperature will be taken (including bus students). This will be done by trained staff members. A child exhibiting symptoms and/or registering a fever of 100 degrees or greater, will not be permitted to enter the building and will be required to return home with the parent or caregiver. Any bus student arriving with symptoms and/or a fever will be escorted to the nurse's office, isolated, and a family contacted to come to school to pick up the child.
4. Mental Health—Two, part-time mental health professionals will be on-site to help address mental health concerns. Each professional will have expertise in the following grade levels, early childhood, elementary, and middle school. Also, additional Social/Emotional Learning (SEL) classes have been added to the weekly schedule.
5. Teachers are required to provide a 5 minute mask break for every 40 minutes of instruction for students. Teachers will keep a log of these breaks.
6. Unvaccinated staff will be required to test weekly and submit documentation of a negative Covid test on a weekly basis.

### **Part Three: Containment**

1. A student or staff member who has been exposed, that is, had direct contact, with someone who has Covid-19, outside of the confines of the school, will be required to report the exposure to the school office and specifically the "Site Safety/Covid-19 Coordinator" or principal.
2. The person who has been directly exposed will be required to get tested and to self-quarantine for at least 10 days without symptoms, unless they are fully vaccinated and symptom free. Vaccinated students and staff are required to

provide proof of vaccination to the school nurse on or before the first day of school or as soon as vaccination is received.

3. If a child or staff member should become ill while the school is in session, a call will be made to the office. The nurse or another designee will come to escort the child or staff member to the nurse's office or the ECC director's office, where there will be an isolated area where the child or staff member can rest and wait for a family member to collect him/her.
4. Anyone with any Covid-19 symptoms will be required to present a medical clearance note from a physician **OR** documentation of a negative Covid test to be permitted to return to school. Signs of Covid-19 are as follows: **1.** fever or chills, **2.** cough, shortness of breath or difficulty breathing, **3.** body aches or headaches **4.** vomiting or diarrhea, **5.** new loss of taste or smell **6.** nasal congestion or sore throat. **Chronic illnesses such as asthma, seasonal allergies, etc. are required to have such conditions documented by his/her physician and on file with the school.**
5. Should a student or staff member test positive for Covid-19, that student or staff member will be required to self-quarantine for a minimum of 10 days without symptoms.
6. No one is permitted to come to school after receiving cough medicine, fever reducing medication, or any other medication that might mask symptoms. In such cases, he or she should present a medical clearance from a physician **OR** documentation of a negative Covid test to be permitted to return to school.
7. The Site Safety/Covid-19 Coordinator or principal will contact the Nassau County Department of Health to assist in conducting contact tracing and to provide guidance regarding the school's isolation and quarantine protocols.

#### **Part Four: Closure**

The school will close if ordered by the governor or by order from Nassau County. Public school closures will not mean that Trinity must close. Yellow school busing will continue, even if a particular district has closed its public schools. Should the school be ordered to cease in-person learning by the state or local governments, all K-8 students will operate remotely, according to a regular bell schedule. ECC instruction will continue, every day, remotely, as well.

We attest that we have developed and have on file a COVID-19 Reopening Plan that Contains the Following Elements: Re-population, Monitoring, Containment, Closure.

Name of School: Trinity Lutheran School  
School Address: 40 West Nicholai Street, Hicksville, NY 11801

Name of Covid-19 Coordinator: Jennifer Forte  
Email of Covid-19 Coordinator: jforte@trinityli.org

Name of School Administrator: Mary-Elaine Leake, Principal  
E-mail of School Administrator: mleake@trinityli.org

Contact Phone of School Administrator: 516-931-2211  
Contact Phone of Covid-19 Coordinator: 516-931-2211

Intended date of arrival of the first students: 9/8/2021  
Date Plan Submitted: 8/30/21

Name of Person Submitting Plan: Mary-Elaine Leake