



COVID-19 Preparedness Response Plan

(Executive Order 2020-142)

Peace Lutheran School Preparedness Plan

Approved by SPC 8/3/2020

Greetings Peace Lutheran School Families, Faculty, Students and Friends,

I pray that you are safe and well. This document is the follow up to Governor Whitmer's Executive Order MI 2020-142 that all public and nonpublic schools in the state of Michigan are to have plans in place for schools in operation during Phase 4 and Phase 5 of the MI Safe Schools Return to School Roadmap Plan.

This plan was prepared by the Peace Lutheran School Return to School Task Force. The Task Force has carefully looked at the MI Safe Schools: Michigan's 2020-21 Return to School Roadmap, the CDC, the Saginaw County Department of Health along with local area health officials to provide the best plan for the safe return and daily operation of Peace Lutheran School. The well being of all students, staff, parents and families along with an excellent education environment is the main goal of this Preparedness plan.

I would like to thank all the members of the task force for their hard work and dedication to drafting this plan. We are excited at this time that we are working together to start in person instruction on Aug. 25th. We will continue to monitor the situation and have plans in place for all phases of the COVID-19 Executive Orders. In this Plan Phases 4 and 5 will be addressed. Peace has already drafted plans for Phases 1, 2 and 3 which are posted on the Distance Learning website at [www. peacesaginaw.org](http://www.peacesaginaw.org). This plan will also be posted on that same site.

Blessings,

Keith Trent
Director of School Ministries/Athletic Director

Peace Lutheran Return to School Task Force:

Pam Eschmann- Parent, Teacher of lower elementary, Preschool to 12th grade experience
Matthew Jacobs- Parent and medical professional
Joel Keup- Parent, Teacher and Director of Facilities and School Safety
Mary Koboldt- Teacher of middle school science
Henry Pahlkotter- Executive Director of Peace Lutheran Ministries and educator
Melanie Rattray- Parent, Peace Lutheran PTL president, pharmaceutical
Keith Trent- Director of School Ministries/Athletic Director
Thaddeus Wolfram- Parent and health and science professional

Preparedness Plan Introduction

Governor Whitmer's [Executive Order 2020-142](#) "provides a structure to support all schools in Michigan as they plan for a return of pre-K-12 education in the fall. Under the order, school districts must adopt a COVID-19 Preparedness and Response Plan laying out how they will cope with the disease across the various phases of the [Michigan Safe Start Plan](#). In turn, the accompanying Michigan Return to School Roadmap offers a guide to the types of safety protocols appropriate during each phase. There's no one-size-fits-all solution: What works in Lansing may not work in Sault Sainte Marie. Districts will retain the flexibility to tailor their instruction to their particular needs and to the disease conditions present in their regions." (EO-2020-142)

Preparedness Plan Assurances

The District agrees to meet all of the following requirements of Executive Order 2020-142

- Peace Lutheran assures that when it provides in-person instruction to its students without disabilities, Peace will also provide in-person instruction to its students with resource needs, consistent with the Peace Lutheran Education Plan.
- Peace Lutheran assures that when schools are closed to in-person instruction, Peace will strive in good faith and to the extent practicable, based upon available resources, technology, training, and curriculum, as well as the circumstances presented by COVID-19, to provide equal access to any alternative modes of instruction to students with disabilities from Preschool thru 8th grade.
- Peace Lutheran assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will close its buildings to anyone except: (a) Peace employees or contractors necessary to conduct minimum basic school operations consistent with a Preparedness Plan, including those employers or contractors necessary to facilitate alternative modes of instruction, such as distributing materials and equipment or performing other necessary in-person functions. Licensed child-care may be provided during the school closure as allowed through the Governor's executive order.
- Peace Lutheran assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will suspend athletics, after-school activities and any inter-school activities.
- Peace Lutheran assures that during **Phase 1, 2, or 3** of the *Michigan Safe Start Plan* it will provide for the continued pay of school employees during the school closure period. Families will still be required to pay tuition in full to fulfill this obligation as staff will continue to deliver excellent education opportunities.
- Peace Lutheran assures that during **Phase 4** of the *Michigan Safe Start Plan* it will prohibit indoor assemblies that bring together students from more than one classroom.
- Peace Lutheran assures cooperation with the local public health department if a confirmed case of COVID-19 is identified, and agrees to collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present in school.

Preparedness Plan

Phase 1,2 and 3:

Peace will continue to provide instruction with a virtual learning platform. Non-public schools are exempt from submitting academic plans, however Peace has a Distance Learning Plan that is already in place in the case Phase 1,2 or 3 are reinstated.

Phase 4:

PERSONAL PROTECTIVE EQUIPMENT:

1. Face coverings (homemade or disposable level-one grade surgical masks) will be worn entering the school building by all staff and students.
2. Face coverings will be worn by all staff members at all times except during meals.
3. Face coverings will not be required for preschool or lower age level classes.
4. Pre-k thru 5th grade will wear masks in the hallways or common areas shared by other classes.
5. Pre-k thru 5th grade may take masks off in their classroom unless (1) students do not remain with their cohort class throughout the day and (2) come into close contact with students in another class.
6. Face coverings for 6th thru 8th grade must be worn at all times while in the school building. The exceptions for this will be for meal time (lunch) at recess if in the same cohort, gym class again if in the same cohort and for extra-curricular activities once on the playing field of their sport.
7. If any student or staff has a medical condition that does not allow them to follow the above protocols, they may be exempt from wearing face coverings if appropriate medical documentation is filed with the school office.

HYGIENE:

1. All classrooms will have hand soap, hand sanitizer, paper towels tissues and signs reinforcing proper handwashing techniques. (Hand sanitizer has to be at a minimum of 60% alcohol)
2. Proper hand washing will be enforced by staff. Hands will be washed for a minimum of 20 seconds with soap and warm water. When soap is not available, students will be able to use hand sanitizer.
3. Opportunity for hand washing will be done both before and after lunch, after bathroom use and at a minimum of every 2-3 hours.
4. Systematically and frequently check and refill soap dispensers.
5. Teachers will educate and work with students on how to cough and or sneeze into their elbow or to cover their mouth and nose with a tissue
6. Students will be encouraged to have their own school supplies and not share with other students.

SPACING, MOVING AND ACCESS:

1. Students will be spaced as far apart as feasible and facing the same direction in their classrooms.
2. When tables are used, students will be spaced as far apart as feasible.
3. Teachers and staff will maintain 6 feet of spacing between themselves and students when feasible.
4. Signs will be posted reminding students and staff to maintain social distancing of at least 6 feet when feasible.
5. Restrict entrance to the school to students and staff only, with the following allowances: Family members or other non-staff adults will be permitted entrance only to the school office. Any further access will be considered by the school administration. All non-staff adults entering the building must be screened for symptoms using a monitoring form, wear a facial covering, and wash/sanitize hands prior to entering. Strict records, including date and time, should be kept of all non-staff adults entering and exiting the building.

SCREENING OF STUDENTS AND STAFF:

1. Cooperate with the local public health department regarding implementing protocols for screening students and staff.
2. Identify and designate a quarantine area and a staff person to care for students and staff who develop signs or symptoms of COVID-19 at school.
3. Students and staff who become ill with signs or symptoms of COVID-19 will be placed in an identified quarantine area with a facial covering in place, if able, until they can be picked up. Identified people caring for these children/staff must wear a facial covering.
4. Symptomatic students and staff sent home from school will stay home until they have tested negative or have completely recovered according to CDC guidelines.
5. Staff will conduct daily self-examinations, including a temperature check, prior to coming to work. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should not attend school in person.

TESTING PROTOCOLS FOR STUDENTS AND STAFF RESPONDING TO POSITIVE CASES:

1. Cooperate with the Saginaw County Department of Public Health (SCDPH) regarding protocols for screening students and staff.
2. Symptomatic students and staff will be kept home until they have tested negative for COVID-19 or have been released from quarantine according to CDC guidelines.
3. Families will be notified of the presence of any **laboratory positive** or **clinically diagnosed** cases of COVID-19 in the classroom and/or school to encourage closer observation of any symptoms at home.
4. As stated earlier, parents are strongly encouraged to monitor their child at home for symptoms of COVID-19 before sending them to school.

RESPONDING TO POSITIVE TESTS AMONG STAFF AND STUDENTS:

1. Cooperate with the SCDPH if a confirmed case of Covid-19 is identified and will collect contact information of any one in close contact of an infected individual from 2 days before the person showed symptoms to the time this person was last present in the school building.
2. Notify the SCDPH, staff and families of any positive case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act and other applicable federal and state privacy laws.

FOOD SERVICE, GATHERINGS AND EXTRACURRICULAR ACTIVITIES:

1. Indoor assemblies of more than one classroom are prohibited.

ATHLETICS:

1. Cooperate with all guidelines published by the Michigan High School Athletic Association and with the National Federation of State High School Association.
2. Students, teachers and staff will use proper hand washing techniques before and after every practice or game. Each athlete will need to report to the coach if they are feeling healthy at each practice or game.
3. All equipment will be disinfected before and after use.
4. Inter-school competitions may be held provided that facial coverings are worn if school transportation is provided.
5. Spectators will be limited to immediate family members or designated caregiver only. Families may sit together and maintain 6 feet of social distance from another family. Face coverings will need to be worn at all times. School staff will monitor entry ways for overcrowding during events. Face coverings will be worn by all Peace staff before, during and after event.
6. Athletes will need to provide their own water bottle and no sharing will be permitted.
7. Athletes, coaches, officials and spectators will not be allowed to shake hands, fistbump or other unnecessary contact at events. Prayers will be done with teams at their perspective benches.
8. Large indoor spectator events are suspended and outside spectator events are limited to 100 people while observing the 6 feet social distancing outside of family members.

CLEANING:

1. Frequently touched surfaces (light switches, doors, benches, bathrooms) will undergo cleaning every four hours with either EPA- approved disinfectant or diluted bleach solution.
2. Libraries, computer labs, art and other hands-on classrooms will undergo cleaning after every class period with either EPA- approved disinfectant or diluted bleach solution.
3. Students desks must be wiped down with EPA- approved disinfectant or diluted bleach solution after every class period.
4. Playground structures must undergo normal routine cleaning.
5. Safe and correct use and storage of cleaning and disinfecting products, including storing products securely away from children, and with adequate ventilation when staff uses products.
6. Staff must wear gloves, surgical masks, and face shields when performing all cleaning activities.

BUSING AND STUDENT TRANSPORTATION:

1. Students who use public school district busing will defer to all safety guidelines of those providers. Peace does not offer bus transportation to students.

MEDICALLY VULNERABLE STUDENTS AND STAFF:

1. Provide all staff with timely, responsive and ongoing training/professional development.
2. Provide a point person to facilitate mental health referrals, communications to families/students and public-facing wellness materials.

Phase 5:

PERSONAL PROTECTIVE EQUIPMENT:

1. Face coverings (homemade or disposable level-one grade surgical masks) should be worn entering the school building by all staff and students.
2. Face coverings should be worn by all staff members at all times except during meals.
3. Face coverings will not be required for preschool or lower age level classes.
4. Pre-k thru 5th grade should wear masks in the hallways or common areas shared by other classes.
5. Pre-k thru 5th grade may take masks off in their classroom unless (1) students do not remain with their cohort class throughout the day and (2) come into close contact with students in another class.
6. Face coverings for 6th thru 8th grade should be worn at all times while in the school building. The exceptions for this will be for meal time (lunch) at recess if in the same cohort, gym class again if in the same cohort and for extra-curricular activities once on the playing field of their sport.
7. If any student or staff has a medical condition that does not allow them to follow the above protocols, they may be exempt from wearing face coverings if appropriate medical documentation is filed with the school office.

HYGIENE:

1. All classrooms will have hand soap, hand sanitizer, paper towels tissues and signs reinforcing proper handwashing techniques. (Hand sanitizer has to be at a minimum of 60% alcohol)
2. Proper hand washing will be enforced by staff. Hands will be washed for a minimum of 20 seconds with soap and warm water. When soap is not available, students will be able to use hand sanitizer.
3. Opportunity for hand washing will be done both before and after lunch, after bathroom use and at a minimum of every 2-3 hours.
4. Systematically and frequently check and refill soap dispensers.

5. Teachers will educate and work with students on how to cough and or sneeze into their elbow or to cover their mouth and nose with a tissue
6. Students will be encouraged to have their own school supplies and not share with other students.
7. Students should wash their hands or use sanitizer after changing any classroom, teachers in the classroom should wash their hands or use sanitizer every time a new group of students enters their room.

SPACING, MOVING AND ACCESS:

1. Students will be spaced as far apart as feasible and facing the same direction in their classrooms.
2. When tables are used, students will be spaced as far apart as feasible.
3. Teachers and staff should try to maintain 6 feet of spacing between themselves and students when feasible.
4. Signs will be posted reminding students and staff to maintain social distancing of at least 6 feet when feasible.
5. Restrict entrance to the school to students and staff only, with the following allowances: Family members or other non-staff adults will be permitted entrance only to the school office. Any further access will be considered by the school administration. All non-staff adults entering the building must be screened for symptoms using a monitoring form, wear a facial covering, and wash/sanitize hands prior to entering. Strict records, including date and time, should be kept of all non-staff adults entering and exiting the building.

SCREENING OF STUDENTS AND STAFF:

1. Cooperate with the local public health department regarding implementing protocols for screening students and staff.
2. Identify and designate a quarantine area and a staff person to care for students and staff who develop signs or symptoms of COVID-19 at school.
3. Students and staff who become ill with signs or symptoms of COVID-19 will be placed in an identified quarantine area with a facial covering in place, if able, until they can be picked up. Identified people caring for these children/staff must wear a facial covering.
4. Symptomatic students and staff sent home from school will stay home until they have tested negative or have completely recovered according to CDC guidelines.
5. Staff will conduct daily self-examinations, including a temperature check, prior to coming to work. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they should not attend school in person.

TESTING PROTOCOLS FOR STUDENTS AND STAFF RESPONDING TO POSITIVE CASES:

1. Cooperate with the Saginaw County Department of Health regarding protocols for screening students and staff.
2. Symptomatic students and staff will be kept home until they have tested negative for COVID-19 or have been released from quarantine according to CDC guidelines.
3. Families will be notified of the presence of any **laboratory positive** or **clinically diagnosed** cases of COVID-19 in the classroom and/or school to encourage closer observation of any symptoms at home.
4. As stated earlier, parents are strongly encouraged to monitor their child at home for symptoms of COVID-19 before sending them to school.

RESPONDING TO POSITIVE TESTS AMONG STAFF AND STUDENTS:

1. Cooperate with the SCDPH if a confirmed case of Covid-19 is identified and will collect contact information of any one in close contact of an infected individual from 2 days before the person showed symptoms to the time this person was last present in the school building.
2. Notify the SCDPH, staff and families of any positive case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act and other applicable federal and state privacy laws.

FOOD SERVICE, GATHERINGS AND EXTRACURRICULAR ACTIVITIES:

1. Indoor assemblies of more than one classroom are prohibited.

ATHLETICS:

1. Comply with all guidelines published by the Michigan High School Athletic Association and with the National Federation of State High School Association.
2. Students, teachers and staff will use proper hand washing techniques before and after every practice or game. Each athlete will need to report to the coach if they are feeling healthy at each practice or game.
3. All equipment will be disinfected before and after use.
4. Inter-school competitions may be held provided that facial coverings are worn if school transportation is provided.
5. Spectators will be limited to immediate family members or designated caregiver only. Families may sit together and maintain 6 feet of social distance from another family. Face coverings will need to be worn at all times. School staff will monitor entry ways for overcrowding during events.
6. Athletes will need to provide their own water bottle and no sharing will be permitted.
7. Athletes, coaches, officials and spectators will not be allowed to shake hands, fistbump or other unnecessary contact at events. Prayers will be done with teams at their perspective benches.
8. Large indoor spectator events are suspended and outside spectator events are limited to 100 people while observing the 6 feet social distancing outside of family members.

CLEANING:

1. Frequently touched surfaces (light switches, doors, benches, bathrooms will undergo cleaning every four hours with either EPA- approved disinfectant or diluted bleach solution.
2. Libraries, computer labs, art and other hands-on classrooms will undergo cleaning after every class period with either EPA- approved disinfectant or diluted bleach solution.
3. Students desks must be wiped down with EPA- approved disinfectant or diluted bleach solution after every class period.
4. Playground structures must undergo normal routine cleaning.
5. Safe and correct use and storage of cleaning and disinfecting products, including storing products securely away from children, and with adequate ventilation when staff uses products.
6. Staff must wear gloves, surgical masks, and face shields when performing all cleaning activities.

BUSING AND STUDENT TRANSPORTATION:

1. Students who use public school district busing will defer to all safety guidelines of those providers. Peace Lutheran does not provide transportation for students.

MEDICALLY VULNERABLE STUDENTS AND STAFF:

1. Provide all staff with timely, responsive and ongoing training/professional development.
2. Provide a point person to facilitate mental health referrals, communications to families/students and public-facing wellness materials.

Phase 6:

PERSONAL PROTECTIVE EQUIPMENT:

1. Safety protocols no longer required.

HYGIENE:

1. All classrooms will have hand soap, hand sanitizer, paper towels tissues and signs reinforcing proper handwashing techniques. (Hand sanitizer has to be at a minimum of 60% alcohol)
2. Proper hand washing will be enforced by staff. Hands will be washed for a minimum of 20 seconds with soap and warm water. When soap is not available, students will be able to use hand sanitizer.
3. Systematically and frequently check and refill soap dispensers.
4. Teachers will educate and work with students on how to cough and or sneeze into their elbow or to cover their mouth and nose with a tissue

SPACING, MOVING AND ACCESS:

1. Safety protocols no longer required.

SCREENING STUDENTS AND STAFF:

1. Safety protocols no longer required.

RESPONDING TO POSITIVE TESTS AMONG STAFF AND STUDENTS:

1. Cooperate with the SCDPH if a confirmed case of Covid-19 is identified and will collect contact information of any one in close contact of an infected individual from 2 days before the person showed symptoms to the time this person was last present in the school building.
2. In the event of a lab or clinically diagnosed case of Covid-19 among staff or a student, the classroom or area exposed must be immediately closed until cleaning and disinfection can be performed.
3. Cleaning staff must wear a surgical mask when performing cleaning of these areas along with gloves and face shield.
4. Notify the SCDPH, staff and families of any positive case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act and other applicable federal and state privacy laws.

FOOD SERVICE, GATHERINGS AND EXTRACURRICULAR ACTIVITIES:

1. Safety protocols no longer required.

ATHLETICS:

1. Safety protocols no longer required.

CLEANING:

1. Safety protocols no longer required.

BUSING AND STUDENT TRANSPORTATION:

1. Safety protocols no longer required.

MEDICALLY VULNERABLE STUDENTS AND STAFF:

1. Safety protocols no longer required.