Christ The King Lutheran Church and School

Preschool License # 360-90-4286
Elementary School Age License # 360-90-8925

Emergency Response Plan

Coronavirus/COVID-19

2021

This Emergency Response Pandemic Plan, is intended to be a working guide as we navigate through uncharted times. This plan will help school staff and families work within the same expectations and protocols. As we collaborate our efforts it is our prayer that Christ the King is being an active participant in the overall global solution. Following these steps and other prudent actions as instructed by health officials, it may reduce the chances of Christ the King Lutheran School and our families from becoming impacted from this virus. These policies, however, cannot offer complete protection from COVID-19, therefore, employees and families must remain vigilant and take appropriate measures to protect themselves. We want to assure you that Christ the King will always make the health of your children and our staff a priority. We will rapidly pivot when necessary, to adhere to all the new or changing protocols. Most importantly, we are deeply committed to praying for each of our families and staff. Please partner with us in prayer for our families, school, community and country.

"Fear not, for I am with you, be not dismayed, for I am your God. I will strengthen you. I will help you. I will uphold you with my righteous right hand". Isaiah 41:10

Christ the King has prepared this plan with guidance from the San Bernardino County Health Department, Community Care Licensing and the Center for Disease Control. As policies and idealogues change, we will adjust our policies to meet the needs of our community.

Important Phone Numbers:
Christ the King Lutheran School -909-793-8722
Community Care Licensing- 951-782-4200
Center for Disease Control- 1-800-232-4636
Health Promotion & Education for San Bernardino County Health Department – 909-387-4557

A "High-Risk" exposure period for persons who develop symptoms is defined as "two days before a person developed symptoms until 10 days after they developed symptoms.

A "High-Risk" exposure period for persons who test positive but do not develop symptoms is defined as "two days before a person's specimen was collected until 10 days after their first positive test.

Pre-outbreak Precautions:

Education: Christ the King Lutheran School staff will be educated on the prevention of the COVID-19 infection and the symptoms associated with the virus. Resources for Coronavirus education can be found at: www.cdc.gov/coronavirus/2019 and https://www.cdph.ca.gov/.

Monitoring Your Own Conditions:

Christ the King Lutheran School employees and our families must monitor their own health. If an employee or family notices symptoms consistent with COVID-19 infection in themselves and/or an immediate family member with whom they have had close personal contact, they should take exceptional precautions to insure they do not infect other school members. If anyone suspects that they may be infected based on their own symptoms or those of someone with whom they are in close contact, the employee or family should not risk infecting others by coming to school.

Symptoms may include, but are not limited to:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Nausea or vomiting, and or diarrhea

Symptoms may appear anywhere from 2 to 14 days following exposure to the virus. Recovery from COVID-19 is dependent on the patient's immune response.

One of the greatest defense strategies against COVID-19 is an educated populous; employees and school families must educate themselves about Coronavirus/COVID-19. This 5-minute summary from the Center for Disease Control (CDC) provides a brief but well-articulated overview:

https://www.youtube.com/watch?v=drMw2evwMFA

According to the CDC, COVID-19 can be contracted:

- between people who are in close contact with one another (within about 3 feet),
- via respiratory droplets produced when an infected person coughs or sneezes,
- when these droplets contact the mouths or noses of people who are nearby or when the droplets are inhaled into the lungs.
- when a person touches a surface or object that has the virus on it and then touches their own mouth, nose, or possibly their eyes; this, however, is not thought to be the primary way this virus is spread.

The best way to prevent illness is to avoid being exposed to the virus, however, the CDC always recommends everyday preventive actions to help prevent the spread of respiratory diseases, including:

- avoiding close contact with people who are ill.
- avoiding touching your eyes, nose, and mouth.
- staying home when you are sick.
- covering your cough or sneeze with a tissue, then throwing the tissue in the trash.
- frequently cleaning and disinfecting touched objects and surfaces using a regular household cleaning spray or wipe.
- following CDC recommendations for using a facemask.
- washing your hands often with soap and water for at least 20 seconds, especially after going to the bathroom, before eating, or after blowing your nose, coughing, or sneezing.
    - If soap and water are not readily available, an alcohol-based hand sanitizer with at least 60% alcohol is recommended.
    - Always wash hands with soap and water if hands are visibly dirty.

There is no specific anti-viral treatment recommended for COVID-19. People with COVID-19 should receive supportive care to help relieve symptoms. For severe cases, treatment should include care to support vital organ functions. People who think they may have been exposed to COVID-19 should contact their healthcare provider **immediately** for instructions and guidance.

Drop Off/Pick Up Procedures: Dropping off your little one has changed a bit, but it is still important to us that you get to send your kiddo off to school with a hug and a smile.

Please remember that all people on campus, over two years of age must wear a face covering, even if it is for a quick drop off or pick up! Thanks for helping us cultivate healthy habits.

- Before 8:45am, you will walk your children to the office for their morning screening. At 9 am you may walk your child to the classroom door, but you may not enter the classroom. When you pick up at 12pm you may wait outside your child's door for the teacher to dismiss your child and sign out. After 12 pm we will bring your child to the office where you will sign them out on the computer.
- There is hand sanitizer and extra masks on the counter for your convenience.
- Temperature checks and verbal screenings will be conducted in the office before 9 am, after 9 am it will be at the classroom doors.
- When you arrive, the staff will take your child's temperature with a non-contact thermometer, and ask some screening questions.
    - Do your live with anyone or have had close contact with anyone who has been diagnosed with COVID -19 in the last 14 days?
    - Do you or anyone in your family have a fever, cough, or shortness of breath?
    - Do you have any signs of illness such as cold, flu or body aches?

Remember to social distance in the office or in front of the office if there is a line for check in. Please refrain from socializing in the school office, as many families need to check in, thank you!

Social Distancing Strategies: Preschool is a place to learn, and will practice social distancing in many ways by:

- Reducing our class sizes to allow for more room in the classroom so that children can practice socially distancing.
- Removing excess classroom furniture from the classrooms to allow for more floor space.
- Placing markers on the rug for circle time to model to the children what three feet looks like.
- Putting tape on our tables so that children are further apart at our tables.
- Changing our playground schedule so that only one class is playing at a time.
- Sensory tables, stuffed animals, and soft books have been removed from the classrooms
- Parents will not be allowed in the classrooms, to limit the number of people in the rooms.
- School wide events have been canceled if they cannot be outside.
- Children who attend preschool from 9-12 will not mix with any daycare children during their preschool time. If you come early or stay later for daycare, we will do our best to keep groups as small as possible.
- Parent volunteering has been put on pause for this year.
- Signage has been added to the office to encourage parents to spread out or wait outside if there are a few parents in the office.

Healthy Habit Strategies: Preschool has always been a place to learn about self-care, we will continue this by:

- Taking the children's temperature as they enter through the office or at the classroom door.
- Only allowing drop off outside of the classroom doors.
- Having the children wash their hands as soon as they enter the classroom.
- We will post signage that models healthy hand washing, as well as practice fun songs to encourage hand washing.
- We will not be sharing snack
- We will continue to practice common etiquette such as using a tissue, covering your mouth when coughing or sneezing.
- We will wash hands at transition times, before and after we eat, after returning from the playground, using the restroom, coughing, sneezing and whenever necessary.
- We will keep a close eye on children's "normal" behavior and eating patterns. Often before a child becomes under the weather these can be small signs to monitor.
- Children will be sent home if they are feeling sick.
- If a child feels sick in class, they will be removed from class and wait in our isolation area to be picked up.
- If your child is sent home, they will need to stay home for 48 hours and be symptom free before returning, if they have not had any direct exposures to COVID -19.
- Please refrain from medicating your child before school to mask any fevers, or cold symptoms.

- Please consider the whole group, only send healthy children to school.
- If you have any questions, please feel free to clarify with the school office before coming to school.

Healthy Habits Strategies for Our Staff: As a staff we will do our very best to adhere to the ever-changing protocol by:

- Monitoring our own health daily.
- We will take our temperature upon arrival and wash our hands as soon as we arrive to work.
- We will answer the following questions daily:
  - Do you live with anyone or have come in close contact with a person who has been diagnosed with COVID-19 in the last 14 days?
  - 2. Do you or anyone in your house have a fever, cough, or shortness of breath?
  - 3. Do you have any signs of illness such as a cold, flu, or body aches?
- We will stay home for 48 hours if we exhibit any signs of illness.
- We will wear a face masks at all times while on the school campus.
- We will actively engage in COVID training as it changes and evolves.
- We will be diligent about cleaning and disinfecting the classrooms in a way that is as safe as possible with windows open for improved ventilation.

Cleaning Strategies: Our school gets a lot of love! We make sure our school is regularly cleaned and disinfected by:

- Having a nightly professional janitorial service come and clean each night.
- Clean frequently touched areas several times a day.
- Disinfect playground equipment and bikes as we leave the playground one class at a time.
- Removing stuffed animals and any toys that are harder to clean.
- Wiping tables and chairs off after eating and at the end of the day.
- Cleaning carpets regularly.
- Disinfecting doorknobs and computers several times a day.

Best Practice Strategies: Every day we will do our best to make school a place where children love to come and feel safe, we will do this by:

- Praying for you before each and every new day.
- Not allowing parents in the classrooms, to limit adult exposure.
- Offer the children individual sensory boxes for fine motor growth.
- Encourage large motor play outside where children can spread out.
- We will be diligent about adhering to our sick policy.
- We will stay current with changing policies and procedures.
- We will communicate with you when policies change or need to be adjusted.
- We will have fun and offer God's word to your children every day.

Return To School/ Work Strategies: Before a staff or student can return to work safely, we will follow these guidelines:

- At least 48 hours have passed since a fever of 100.4° or higher has resolved without the use of fever-reducing medications; **and**
- COVID-19 symptoms have improved; **and**
- At least 10 days have passed since COVID-19 symptoms first appeared.
- COVID-19 cases who tested positive but never developed symptoms must not return to school until a minimum of 10 days have passed after the date of the specimen collection of their positive COVID-19 test.
- A negative COVID-19 test shall not be required for a staff or student to return to school.
- If an order-to-isolate or order-to-quarantine was issued by a local or state health official, the staff or students will not return to school until the period of isolation or quarantine is completed or the order is lifted. If no period was specified, the period will be 10 days from the effective date of the order-to-isolate, or 14 days from the effective date of the order-to-quarantine.

Reporting and recordkeeping strategies: If a child or Staff Member test positive for COVID -19:

- Christ the King will immediately seek counsel from The San Bernardino County Health Department
- The Health Department will advise us if a school closure is needed or where a classroom shut down is needed.
- All reports and contract tracing strategies will be conducted with the Health Department.
- We will communicate with Community Care Licensing regarding any positive cases of COVID-19 within the staff and families.
- We will file an Unusual Incident Report through Community Care Licensing.
- We will follow any cleaning procedures deemed necessary as directed by the Health Department.
- We will always communicate with the families and staff as soon as possible.
- We will keep all personal and medical information confidential.

Our school community thrives under God's grace and provisions. It is my prayer that as a collective community we will do our best to promote healthy habits, follow changing protocol, be deep in prayer and remember that above all, God is in control.