



OUR SAVIOR LUTHERAN

Church and School

Learn, Live, Share...Christ

COVID-19 ADDENDUMS TO THE STUDENT & FAMILY HANDBOOK 2020-2021

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I. COVID-19 RESPONSE

Our ministry remains committed to helping people Learn, Live, and Share Christ during the COVID-19 pandemic crisis. This addendum is for updates and protocols related to advancing the mission while adjusting our methods.

II. SCHOOL AND CHURCH OFFICE

Our church and school offices are open Monday-Friday from 8am-4pm. Non-staff are required to wear masks in the building as we maintain our clean environment. Staff are required to wear masks while interacting with non-staff and in common areas, according to our state and community health guidelines for businesses and organizations with offices.

III. ADDENDUM TO STUDENT ILLNESS POLICY

In addition to the student illness policy on page 11 of the OSL School Handbook, the guidelines from the COVID-19 Response Health and Operations Manual will be implemented.

IV. ADDENDUM TO SCHOOL COMMUNICATION

If an individual who has been in school is lab-confirmed to have COVID-19, the school will notify the local health department, in accordance with applicable federal, state, and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Education Rights and Privacy Act (FERPA).

Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, Our Savior will notify all teachers, staff, and families of all students in the school if a lab-confirmed COVID-19 case is identified among students, teachers, or staff who participate in any on-campus activities.

V. ADDENDUM TO SCHOOL LUNCH PROGRAM

Hot Lunch: Students purchasing hot lunch will be served their meal in their homeroom classroom based on their scheduled lunch time.

Cold Lunch: Students who bring a cold lunch from home must include their own silverware and all necessary items for their meal. Microwaves will **NOT** be available to use at this time. Lunch will be consumed in the classroom.

VI. ADDENDUM BEFORE AND AFTER SCHOOL PROCEDURES

School Drop off and Pick up procedures will be restricting parents or guardians entering the building. Students will be screened each day before entering the building.

Drop off will take place at the church entrance overhang. Students should line up socially distanced to be screened and answer the daily questions.

All times and guidelines outlined in the school handbook and extended care handbook are applicable.

VII. FIELD TRIP ADDENDUM

Field trip opportunities will be limited or cancelled until further notice.

VIII. EXTRA CURRICULAR ACTIVITIES ADDENDUM

Athletics: MI District Superintendent will make the determination if school athletics will take place. Communication will be shared with families.

After School Clubs: Tentatively canceled at this time. Communication will be shared with families if this changes.

IX. TECHNOLOGY USE POLICY & GUIDELINES ADDENDUM

Distance Learning guidelines will be shared with families separately. All technology rules and guidelines apply for students learning in the classroom and via distance learning. Please refer to page 22 of the OSL School Handbook.

X. SCHOOL RULES AND BEHAVIORAL EXPECTATIONS ADDENDUM

School Dress Code: Students participating in distance learning should dress appropriately while on calls with their classroom, teachers and/or staff. Modesty, cleanliness, and neatness are guidelines to follow in respect to all wardrobe selections.

Books and Supplies: Distance learning families will be contacted to arrange distribution of their textbooks and other school provided materials. Students should still follow the guidelines from the school supply list for their student's grade.

XI. SCHOOL SAFETY GUIDELINES ADDENDUM

School safety guidelines will remain the same with the following additional guidelines. Visiting during school hours will not be permitted. Please follow the guidelines below if you are picking up or dropping off your children outside the normal school schedule (dentist, doctor appointments, etc.).

Parents will not be able to visit the classrooms or join their child for lunch.

XII. MISCELLANEOUS

Volunteers: School volunteers will not be able to be in the building at this time.

Extended Care & Extension Program: Please refer to the Extended care COVID-19 Preparedness & Response Plan for the Early Childhood & Extended Care Programs at Our Savior Lutheran School

Library Policies and Procedures: The Our Savior Lutheran School library will not be available for books to be checked out until further notice.