

Zion Lutheran School

2021-2022 Handbook Addendum: COVID

This addendum is subject to change in accordance with federal, state, and local laws and as seen best suited for our school community.

All employees, students, families and guests of Zion Lutheran School must be in full compliance with all COVID policies.

School Wide Procedural Changes

- **Drop Off Procedures**
 - Drop off for students will take place from 7:45 am until 8:00 am, and will return this school year to the middle “School Entrance” doors.
 - Parents will enter the parking lot through the Lisbon Road driveway and continue west to exit on the North Emerald Hills Drive driveway.
 - Parents are encouraged to utilize the “drive-thru” drop off method described above, but will be able, especially in the case of our youngest students, to park in the large lot and enter up the ramp west of the “School Entrance” doors.
 - All students who are dropped off prior to 7:45 am must enter with an adult in the “Child Care Entrance” to be checked into Before School Care. Please make sure that you are registered with the Child Care Office if you plan to utilize this option

- **Absences**
 - Students who are not physically present in the classroom by 8:00 am will be marked absent.
 - No two situations are the same. Each case of close contact will be treated on a case by case basis. In many scenarios, close contacts may not need to quarantine.
 - Students who are not present due to COVID quarantine requirements, yet are still well enough to participate in class, will be marked absent at the beginning of the day. This absence will be amended at the end of the day if the student was in attendance virtually throughout the day in all classes required by the teacher(s).
 - Students attending virtually will only be marked present for COVID related virtual attendance. Virtual attendance for any other reason will still be marked as an absence.

- **Building Cleaning**
 - Each classroom will continue to utilize supplied Quat Disinfectant to sanitize classroom surfaces and educational supplies throughout the day as used and needed.

- **Face Masks**
 - Students and parents will have the option of wearing face masks during the school day.
 - Parents who prefer their child wear a face mask throughout the day should communicate this to their classroom teacher.

- All masks should be in compliance with our dress code; without messages or graphic themes that are contradictory to the beliefs endorsed and taught at Zion.
 - Families that opt to utilize masks will be responsible for supplying their student with a clean mask each day (masks will not be supplied by the school).
 - Zion Lutheran School reserves the right to require masks if a significant outbreak occurs within our school or surrounding communities.
- Pick Up Procedures
 - Pick up procedures will run as it has been in the past.
 - Parents will enter the parking lot through the Lisbon Road driveway and continue west to pick up students outside the “Church Entrance.”
 - Car line will run from 3:00 pm – 3:15 pm. Students remaining after 3:15 pm will be sent to Child Care for After School Care. Parents are responsible to pay any fees that may accumulate in a timely fashion.
 - To expedite the end of day procedures, NO PARENTS WILL BE ALLOWED TO PICK UP INSIDE THE BUILDING BETWEEN 3:00 pm and 3:15 pm.
 - Parents whose children are in Child Care will have to enter through the “Child Care Entrance” and check them out in the office.