

# Health and Safety Plan – 2023-2024

Hope Lutheran School  
2600 Haines Road  
Levittown, PA 19055  
**Revised: July 2023**

This is a living document. It may be changed based on future recommendations from the Bucks County Department of Health, PA State Department of Health and/or CDC recommendations. All teachers will post a grade-level Health and Safety Plan on their Website page. You may refer to it regarding your child's classroom protocols. **Portions of the Health and Safety Plan that are in red type are revisions made for the 2023-2024 school year.**

**As always, please feel free to reach out to Mrs. Puls or Mrs. Rambo at the school office with specific questions and/or concerns (215) 946-3467.**

## Facilities

- The school building & classrooms are professionally cleaned and disinfected after each school day;
- Signage concerning hand washing and sanitizing and cough/sneeze etiquette are posted;
- Classrooms are wiped down throughout the day by teachers and students (particularly before and after snack times and lunch);
- Classrooms may be ventilated every day as is appropriate, specifically:
  - upper level classroom doors & windows may be open (weather permitting) and air purifiers will be running throughout the day
  - dehumidifiers and air purifiers will be used throughout the day in lower level rooms
  - inside connecting doors will be opened to increase air flow
  - standing and pedestal fans will be used as is appropriate during the instructional day.
- All classroom doors will remain locked; however, the doors may be propped open during the day for increased air flow and ease of daily movement.

## School Operations

- Access to Hope Lutheran School during the daytime hours is available by signing in at the Lobby entrance window;
- All playgrounds remain open for use;
- Treats sent in for birthdays may be commercially packaged or homemade. If homemade treats are sent in, it is preferable that the portions be in a plastic baggie or wrapped.
- Treats sent in to support BAKE SALES should always be commercially packaged or if homemade be placed in baggies or wrapped. REMEMBER: NO NUTS or PEANUT BUTTER treats due to students with food allergies.
- **Students will eat lunch in their classrooms between noon and 1 pm.**
- All students *except those using our Before Care Program* will be dropped off in the morning in the parking lot off of Haines Road (see A.M. DROP OFF). For Before Care Program practices, consult the program instructions;
- Students will continue to change rooms for Music, P.E. and Computer Skills with cleaning and disinfecting protocols in place

## Wellness

- A student is not permitted to enter or stay at school with a temperature of **100.1** degrees or higher OR if they appear visibly ill (***please do not give your child any medications to counteract a sore throat, low-grade fever, etc. before coming to school!***)
- **A student may not come to school for 24 hours after throwing up and/or may not stay in school after throwing up; parents will be called immediately to pick up their student if that occurs;**
- Hand sanitizer will be available in all classrooms and entryways;
- Hand washing/sanitizing will be done whenever entering a classroom and throughout the day (see the individual classroom plan posted on your teacher's Web page). **Please do not send in personal hand sanitizer with your student as it becomes a distraction to the students.**
- Drinking fountains ***will be in use*** this year; however, ***personal, refillable water bottles and/or disposable water bottles are recommended.*** **Please LABEL the water bottle with your child's name and grade. Please do not send your child to school without a source of drinking water!**

## Morning Drop-off

- **8:45 a.m.** - Drop off your student in the morning in the Haines Road parking lot by pulling into the lot ***and all the way up to the flagpole***
- K-8 students will enter the building at the doors by the preschool playground. Preschool students enter the building at the Lobby entrance;
- All students will follow health/safety protocols upon entering their classroom;
- ***Walking your student into the building is not allowed – please do not park your car and attempt to cross the busy parking lot with your student.***
- **Please do NOT drive around the car or bus in front of you – please wait in line until the car/bus in front of you pulls away! This is where patience comes into play. You should always wait for the car ahead of you to move away before you move forward. This is for everyone's safety.**
- Please have your child exit your vehicle **ON THE SCHOOL SIDE OF THE PARKING LOT** where the teacher is standing. This is for your child's safety!

## Afternoon Pick-up 3:25 p.m. – Students are ready to be picked up in the gymnasium;

- **3:25 p.m.** – Students are ready to be picked up in the gymnasium
- Park in the Haines Road parking lot; additional spaces face Millcreek Road
- Walk to the gym entry doors using the sidewalk between the school building and the preschool playground; **staff will dismiss the student(s) to the parent**
- Sign out your student and leave the same way you came in. **We encourage Christian fellowship as you pick up your children but ask that you DO NOT allow children to play on the preschool playground while you visit.** You may use either the large playground behind the gymnasium or the Kinder-playground near the shed. Feel free to visit with each other and the teachers anywhere outside of the school buildings.
- If we do not recognize the person picking up a child, we will ask to see a photo ID; **NEW FAMILIES:** until we get to know you/recognize you, we may ask for your photo ID as well – we're just being safe!

### Health Self-screening Protocol

- We recommend that everyone continues to self-screen for the following symptoms:
  - + fever of **100.1** or higher
  - + persistent\_cough
  - + shortness of breath
  - + fatigue (not just being tired)
  - + severe\_headache
  - + muscle aches
  - + diarrhea
  - + vomiting
  - + sore throat
  - + runny nose
  - + severe congestion
  - + NEW loss of or altered taste and smell
- If you or your student(s) have any of these symptoms, please do not come to school but rather consult your family physician and follow his/her instructions. Call the school office to report your student's absence for the day.
- If you have questions about pre-school or Day School protocols, please reach out to Mrs. Terri Rambo (pre-school) and **Mrs. Maryann Puls (K-8 Day School)**.