



SUNBEAMS LUTHERAN SCHOOL
PARENT HANDBOOK
2022-23

LUTHERAN CHURCH OF THE CROSS

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WELCOME

Welcome to Lutheran Church of the Cross and Sunbeams Lutheran School. Greetings in the name of our precious Savior, Jesus Christ. It is with glad hearts that we welcome your family to our church and school family. Your student is a precious gift from God! Our school program has been designed to prepare your student for their further school experience. With the Washington State Learning Standards as our guide and through our Project Construct Curriculum Framework and hands-on learning activities, your student will begin to acquire the necessary skills for preschool, kindergarten, and elementary school.

Sunbeams Lutheran School has provided a quality Christian education program for more than 40 years! Your student will have many opportunities to experience and learn new things and explore many new challenges.

Your student will grow spiritually, physically, mentally, creatively, socially, and emotionally. Each student will be encouraged to be the best they can be, using their God given talents and abilities. Each student will be encouraged and prepared to be a life-long learner.

This handbook has been designed to give you a better understanding of our program at Sunbeams Lutheran School. We look forward with excitement to the coming year filled with new opportunities, new experiences, new challenges, and growth for you and your student.

May God bless our year together!

Denise Pacilli
Director

Dear Sunbeams Family,
Greetings in Jesus Christ!

On behalf of Lutheran Church of the Cross, welcome to our church and school family! We consider you our Family! We thank you for the opportunity to teach your students and for entrusting them to our care. We believe that you and your family are here at Sunbeams for a reason.

Jesus says, *“Let the little children come to Me and do not hinder them, for the Kingdom of Heaven belongs to such as these.”* (Matthew 19:14). Here at Sunbeams, your student will meet Jesus. In the daily lessons, the weekly chapels, and the overall experience of being a Sunbeam, your child will grow familiar with the name of Jesus. Jesus loves your student. He wants the best for your student. He will continue to guide and equip your student for a life lived in Him.

Not only does Jesus love your student; Jesus loves you! As a sign of that love, you now have a pastor. Whether you attend a church or not, whether you know me or not, I consider myself to you be your pastor. That means I’m here for you, to support you and encourage you, to care for you as I am able. Please know that I am praying for you and for your family. If there’s ever anything that we can do to support you and your family, please let me know.

You are invited to attend all events at the Lutheran Church of the Cross. You are especially invited to our worship services on Sunday mornings. If you have any questions regarding faith and life (or anything else for that matter) please do not hesitate to ask. I may not have an answer, but I’m here to listen and to pray.

May God bless you and your family throughout this school year! May He fill you with joy and confidence in your student’s education and in the growth that will happen this year! At Sunbeams, you can rest assured that God is planting your student like tree, a tree planted by streams of Living Water, deeply rooted in a quality education and in the love of Jesus (Psalm 1:3).

Your servant in Christ,
Pastor Kirk S. Hulvey

Proverbs 22:6 - Train a child in the way he should go, and when he is old, he will not turn from it.

SUNBEAMS LUTHERAN SCHOOL BOARD & STAFF AND LUTHERAN CHURCH OF THE CROSS STAFF

Daphne Davis, School Board Chair

Denise Pacilli, Director/Teacher
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Jennifer Jamieson, Instructional Aide

Rev. Kirk Hulvey, Pastor
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Emilie Braatz, Church Office Administrator
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Lidia Kusmu, Church/School Custodian

EDUCATIONAL PHILOSOPHY

Sunbeams Lutheran School uses rich learning center environments, engaging unit studies, international curriculum, and parental involvement to enhance a student's growth in six developmental areas:

1. **SPIRITUAL:** Students will learn that God loves them. He loves them so much that He sent His Son, Jesus, to die for their sins. God created everything and cares about their daily needs. Through faith the Holy Spirit draws them into His family, and He has prepared a mansion for them in Heaven.
2. **SOCIAL/EMOTIONAL:** Students need to feel positive about themselves, know that they are special, and know that they can do things well. They will learn that others are special too and will respect their feelings and ideas through socially appropriate behavior.
3. **PHYSICAL:** Students can discover more about themselves through body movement. Physical well-being and fitness help them develop their fine and gross motor skills.
4. **LANGUAGE:** Students will improve their listening skills through hearing and retelling stories, listening to songs, and following directions. Their expressive language will develop through sharing ideas with others, communicating their needs, singing songs while incorporating American Sign Language, and acting out stories. Students will also be encouraged to develop their written language

skills. Students will build skills in reading, spelling, and writing based on their grade level.

5. **COGNITIVE:** Students will learn problem solving, classifying, and researching through hands-on learning experiences. They will learn more of the world around them and the community in which they live through exploration and discovery. They will explore math, science, and social studies through meaningful learning activities.
6. **CREATIVE:** Students will express their creativity both musically and artistically using a variety of materials as a means of self-expression and self-satisfaction. This is done through art and music classes and through individual and group projects relating to the unit studies students are exploring.

STAFF

Our staff consists of Christian teachers, instructional aides, and auxiliary staff. We are completely committed to the students we teach and to sharing our faith and educational training. Staff continues to attend classes and seminars to keep the quality of teaching high and current.

CURRICULUM

It is the philosophy of Sunbeams Lutheran School that students learn most effectively when they can explore their environment and experience a variety of materials and situations. Sunbeams also believes in a developmental approach to learning which emphasizes that students develop at their own rate and that progress is measured individually rather than in comparison to other students in the group.

Sunbeams Lutheran School is a Christ-centered program. Learning experiences are taught from the Christian perspective that each student is a child of God and that all people are deserving of respect as creatures of God. In accordance with this philosophy, we include prayer,

worship, Bible stories and teachings, and service to others. More information about the Project Construct Curriculum Framework on page 19.

ADMISSION POLICY

Sunbeams Lutheran School celebrates our multi-cultural diversity and admits students of any race, color, national, or ethnic origin to all rights, privileges, programs, and activities generally accorded or made available to students at the school. It does not discriminate on the basis of race, color, national, or ethnic origin in administration of its educational policies or other school-administered programs.

Some students may not be ready yet for a school situation. Therefore, there is a two-week trial period which enables a student to become accustomed to the routine, format, and rules. If, after this two-week period, the teacher feels the student is not ready or is not adapting to the daily routine, the teacher will meet with the parents to discuss alternative strategies. If acclimation to the program fails to progress, the teacher may request that the student leave our program. This recommendation will be brought to the Director for review.

BEHAVIORAL GUIDELINES

Our philosophy of discipline is to teach students what behaviors are appropriate and acceptable. Explaining to students why their behaviors are inappropriate provides an opportunity for students to learn how to function acceptably with others. We use the “Peace Table” approach. The student is encouraged in an alternate behavior and sent back into the situation to practice the new behavior. We will be positive and consistent in following the school and classroom rules.

If serious misbehavior occurs, parents will be notified. If the behavior continues, a conference with the parents will be scheduled, and the director will be consulted. Should this meeting be unsuccessful then parents, teacher, Director, and Pastor will meet with the Sunbeams

Lutheran School Board. Together, as a team, we will work to resolve the problem. If the situation cannot be resolved, and all options have been explored, the parents may then be asked to withdraw their student from our program. Corporal punishment is not practiced.

SPECIAL NEEDS

The physical safety and emotional stability of your student are of utmost importance to us. If a student has special needs which we cannot satisfy, we will offer to assist the parents in finding a learning environment whereby the student’s needs are met. This may be done prior to the beginning of the school year or during the year as the need requires.

REGISTRATION

A registration fee is payable upon registration. This fee is non-refundable unless the school is unable to enroll your student in the event that the class is already full. This fee is used to purchase supplies, a school T-shirt, curriculum, art materials, books, and learning games.

ENTRANCE REQUIREMENTS

Multi-Age Preschool	3 years old by August 31
Kindergarten	5 years old by August 31
First Grade	6 years old by August 31
Second Grade	7 years old by August 31
Third Grade	8 years old by August 31
Fourth Grade	9 years old by August 31
Fifth Grade	10 years old by August 31

All students MUST be toilet trained prior to admission. In order to enroll, parents of students must complete an application form, a

Certificate of Immunization Health, and provide a copy of the student’s *Birth Certificate*. An Emergency Information form, a Child Release form, and the 2022-23 Parent Agreement form are also required for admission, as well as an interview with the school director. These forms may be obtained from the school office. **It is REQUIRED by law that each student has documentation of required immunizations on file on or before the first day of class.** (A signed medical or religious exemption must be signed by the parent and a medical professional.) Parents are required to attend an orientation meeting prior to the beginning of school.

CLASS SESSIONS

Green Class	Multi-age	M/T Th/F	12:45PM - 3:30PM
Red Class	Multi-Age Preschool	Tues/Th	9:00AM – 12PM
Orange Class	Pre-Kindergarten	M/W/F	9:00AM – 12PM
Purple Class	Kindergarten	M - F	9:00AM - 3:30PM
Yellow Class	First Grade	M - F	9:00AM - 3:30PM
Lime Class	Second Grade	M - F	9:00AM - 3:30PM
Navy Class	Third Grade	M - F	9:00AM - 3:30PM
Sapphire Class	Fourth Grade	M - F	9:00AM - 3:30PM
Maroon Class	Fifth Grade	M - F	9:00AM – 3:30PM

TUITION AND FEES

TUITION PAYMENTS

Tuition is due on the **FIRST** day of each month. Tuition is figured on the cost per student for the total days per year. It may be paid in one of 3 ways:

- 1) Pay one payment for the entire year by Sept. 15th and receive a 5% discount off the total fees.
- 2) Pay automatically with ACH bank payments monthly.

- 3) Pay in cash, check, credit or debit card (4% service fee added) by the first day of each month for 10 monthly installments.

*Please make checks payable to "Sunbeams Lutheran School."

TUITION DISCOUNTS

Sunbeams offers a 10% discount to families with more than one student in the school. The first student's tuition is the full amount; each additional student receives the 10% discount **OR** you may pay in advance for the entire year for a 5% discount. Only one discount per student may be applied.

LATE TUITION

Tuition is due by the 1st of each month! If monthly tuition payments are more than five (5) days late, the student's parents will be sent a delinquent notice and they will be charged a **\$25.00 late fee**. *If payment becomes two (2) months overdue, it will result in the removal of the student from school.*

NSF FEES

Should a check be returned to the school because of insufficient funds, a **\$25.00** fee will be applied. If NSF checks occur more than one time, all further payments must be made by cash or money order.

LATE PICKUP

Students should be picked up promptly when their school session ends for the day. Students who remain at school longer than **15 minutes** after dismissal will be charged a **\$10.00** fee for every 10 minutes or portion thereof that they remain at school.

UNFORESEEN FINANCIAL CIRCUMSTANCES

If financial circumstances occur which prevent timely payment of tuition, parents may contact the office on or before the tuition due

date. Parents needing tuition assistance must speak to the school director to see if an emergency scholarship is available.

EXTENDED PERIODS OF ABSENCE

Should a student be away from school for an extended period of time, due to travel or other circumstances, and the parent wishes to keep the student enrolled, payment must be made for the time the student is not in attendance, otherwise, the position may be filled by another student on our waiting list. The student that was withdrawn will need to reapply. If a parent chooses to withdraw a student during the time of absence, written notice must be given to the director.

PARENT INVOLVEMENT WITH LEARNING

Showing a daily interest in your student's work and activities helps the student to grow in the school experience. Encourage your student to share their day with you. Ask them about what they learned that day. You can use the weekly lesson plan prepared by each teacher as a guide.

ADULT VOLUNTEERS AT SCHOOL

Adult volunteers are an asset to our school. Volunteering will be limited to adults only and on a prearranged basis. Volunteers are welcome for scheduled weekly tasks. All volunteers must submit to an annual background check through the WATCH program. Volunteers must be able to provide proof of Covid-19 vaccination. If you would like to be a volunteer, let the Director know.

ARRIVAL/DEPARTURE

CLASS SCHEDULES

- ☆ *Morning preschool classes* will be in session from 9:00AM to 12PM.
- ☆ *Afternoon preschool classes* will be in session from 12:45PM to 3:30PM
- ☆ *Kindergarten - 5th Grade* classes will be in session from 9:00AM to 3:30PM.

Students will be dropped off at the main entrance each day. Their teachers will escort Preschool-1st Graders to their classrooms. 2nd- 5th Graders will be responsible to walk to their classrooms independently. Parents will not walk their students to class.

The school doors are locked except during drop-off and pick-up times. If you enter the building at any other time, you will need to ring the doorbell to enter the gray door near the church administrator's office. If the church administrator is not available, please call the school office. (253) 854-3240

Signs will be used in car windows to identify student's class colors for students in grades K-5.

Classes will come to the narthex for dismissal. Please arrange to pick up your student on time. Our teachers have other commitments and will not be able to stay after school hours. A grace period of 15 minutes following dismissal time will be allowed. If you pick up your student after the grace period, you will be charged a late pickup fee. (See *LATE PICKUP FEE* section). In case of an emergency in which you are unable to pick up your student on time, please call the school office.

ATTENDANCE

Regular class attendance is essential for learning. If your student arrives late or leaves early, they will miss significant learning opportunities. Since our curriculum is Project-Based, missing school hinders a student's learning experience. Please make sure your student arrives on time, ready to learn!

If your student will not be attending school for any reason, please contact your student's teacher or the school office to inform them of the absence. Tardiness will be recorded. Five (5) days of tardiness or leaving school early will be considered one (1) day absent. Ten (10) days of absence may jeopardize promotion to the next grade level.

Please try to schedule student vacations during school breaks.

SNOW DAYS

If snow or ice makes driving hazardous, school may have a late start or be closed. A decision will be made by 8:00AM as to whether school will be in session for that day. If school is being canceled or has a late start for that day, it will be posted on the school website:

www.sunbeamlutheranschool.com. School cancellations will also be on both KIRO 7 and KOMO 4 News, the Sunbeams Lutheran School Facebook page and Seesaw. We will **NOT** always follow what the Kent School District does. If we have a late start, there may not be morning preschool classes.

CHANGES IN FAMILY CIRCUMSTANCES

It helps us to better understand and work with your student if you keep us informed of any major changes that occur at home such as a death

or serious illness, a parent away from home, a new baby, the death of a pet, separation or divorce, disruption in the regular routine, and so on. You do not need to give details, you may just say that there has been a change in family circumstances. These things do affect a student, and our awareness will help us better care for and understand your student. Pastor Kirk Hulvey is available to you if you would like to meet with him. Call the church office to make an appointment with him.

DRESS ATTIRE

For students to be comfortable and eager to participate in all activities we ask that they wear comfortable clothing that cannot be harmed by paint, spilled food, or soil. Students will also be washing their hands frequently, so sleeves that are able to be pushed up easily are helpful. Label each item that will be taken off and put on such as, boots, hats, mittens, scarves, coat, etc. with your student's name. Please dress your student warmly on cold or wet days. We will play outside weather permitting. In case of heavy rain or extreme cold, we may play indoors. Don't forget to send a change of clothing in a Ziploc bag for your student. Closed toed shoes with socks are required for all students.

COMMUNICATION

Our goal is to keep you informed and an active participant in our school program. This will be done through weekly schedules and lesson plans sent home by each teacher, a school newsletter with monthly activities emailed at the beginning of each month. Classroom teachers will also send out reminders on paper, email, and through Seesaw.

MATERIALS AND SUPPLIES

A classroom supply list will be provided to each family prior to orientation. Optional supplies and other items needed for special projects may be requested as needed.

FIELD TRIPS

We plan field trips and special events each school year to expand and enhance our students' understanding of their studies. On occasion, there is a slight cost involved in the field trip. Please watch for field trip permission slips to go home with your student prior to each event. Permission slips must be signed by a parent or guardian and returned to school prior to every field trip to be able to take these trips.

Parents are often needed to help provide transportation to our destinations for other students. Those driving other students need to provide a copy of their valid Washington State Driver's License, proof of insurance, and be cleared by the Washington State Patrol via the WATCH Program. A field trip may be canceled if we don't have enough parents to transport or supervise a trip safely.

Students 1 - 4 years old between 20 - 40 pounds are required to ride in a forward-facing child car seat; ages 4 - 8 years old or 40 - 80 pounds are required to use a booster seat until they are 4'9" tall.

BRINGING THINGS FROM HOME

Children may bring something to school to show related to the unit of study. Please don't allow your child to bring something too valuable to let others touch, or that the possibility of loss or damage would cause great upset. The staff will do their best to take care of shared items but will not be responsible for replacing them. Please do not send electronic devices to school. **ABSOLUTELY NO ITEMS THAT**

ENCOURAGE VIOLENCE SHOULD BE SENT TO SCHOOL such as: play knives, guns, action figure toys, or other cartoon characters.

PRESCHOOL SNACKS

Please DO NOT send candy or gum to school with your student. Preschool students will be asked to sign up to bring in snacks to share with the entire preschool class during the school year. Snacks must be store-bought and in the original packaging. Whole fruits and vegetables are also acceptable. Please send enough juice or milk for the class along with the snack. **WE ASK THAT ALL SNACKS ARE NUTRITIOUS!** See your student's teacher for a suggested snack list and the number of students in each class. Occasionally, students will be involved in a cooking project. These will be listed on the weekly class schedule.

Some students suffer from food allergies. **Please do not send anything that contains nuts, peanuts, meat, or seafood.** Check with your student's teacher so we can make sure snacks are safe for all.

KINDERGARTEN – FIFTH GRADE SNACKS

Students may bring an individual snack to consume during one of their recess periods.

LUNCH

Kindergarten - Fifth Grade students will need to bring lunch and a water bottle to school each day along with any necessary personal utensils. We will not be providing the option to microwave lunches, and we also do not have refrigeration space for lunches. If needed, use a thermos for warm food or an ice pack for cold food in lunch boxes.

Please do not bring in food from fast food restaurants, such as McDonald's, Burger King, Taco Bell, or Dairy Queen.

BIRTHDAYS AND CLASS PARTIES

A student's birthday is a very special time and cause for celebration. In celebration of your student's birthday, your student will receive a small gift and snack treat from their teacher. Summer birthdays will be celebrated before the end of the school year.

We ask that NO special snacks may be brought for this occasion. Each class will celebrate 4 parties each school year: Harvest in the fall; Christmas in December; Valentine's Day in February; and Easter in the spring. We would invite you to sign-up with your child's teacher to bring special snacks for these times.

We ask that you NOT pass out party invitations at school. If the entire class is invited to a party, please give the invitations to your student's teacher to hand out to everyone in the class. Please DO NOT bring birthday gifts to school for other students.

PROGRESS REPORTS

Kindergarten - Fifth Grade: Our school year is divided into three (3) trimesters. Progress reports will be sent home three (3) times each school year. Two parent-teacher conferences, one in the late fall and one in the spring, will be scheduled for the purpose of evaluation and

informing you of your student’s progress throughout the year. A final progress report will be mailed in June at the completion of the school year. Special conferences may be requested at any time during the school year as needed.

Preschool: Progress will be communicated regularly. Students are assessed continually throughout the year using portfolios, anecdotal records, and observational assessments. An informal conference will be held in the fall. A formal conference will be held in the spring after developmental screenings have been completed.

If you have any questions or concerns, the staff will be happy to talk to you at any time.

PROJECT CONSTRUCT CURRICULUM FRAMEWORK

This curriculum framework has been designed for use in early childhood and elementary education. It is a process-oriented framework and builds upon the way that students learn.

SOCIOMORAL DOMAIN

RELATIONSHIPS

- * Build relationships of mutual trust and respect with adults
- * Build relationships with peers
- * Consider the perspectives of others
- * Negotiate and apply rules

DISPOSITIONS

- * Be curious
- * Be creative
- * Take initiative
- * Be confident

COGNITIVE DOMAIN

LOGICO-MATHEMATICAL KNOWLEDGE

- * Discover the various ways things may be classified
- * Order things according to relative differences
- * Construct numerical relationships
- * Construct spatial relationships

PHYSICAL KNOWLEDGE

- * Act on objects and observe reactions
- * Act on objects to produce desired effects

CONVENTIONAL KNOWLEDGE

- * Know personal information
- * Know about the community
- * Know conventional notations, manners, and customs

REPRESENTATIONAL DOMAIN

SYMBOLIC DEVELOPMENT

- * Represent ideas and feelings through pretend play, movement
- * Music, art, and construction

LANGUAGE DEVELOPMENT

- * Use language for a variety of functions
- * Expand and refine the form and organization of language
- * Construct meaning from language
- * Represent ideas and feelings through language

PHYSICAL DEVELOPMENTAL DOMAIN

- * Motor Skills
- * Develop motor skills for personally meaningful purposes
- * Health and Safety
- * Develop healthy living practices

SAFETY DRILLS:

Safety drills are conducted monthly. Those include Fire, Earthquake, and Safety Lock Down.

For your child's safety all school doors remained locked during the school day.

TECHNOLOGY IN THE 2022-23 SCHOOL YEAR

Technology is integrated into the classroom in a purposeful manner. Chromebooks are provided for in-school use by students in grades 2nd-5th. Some platforms utilized by teachers include:

- SeeSaw
- Epic
- Discovery Education

MEDICAL EMERGENCIES

If a medical emergency should arise during school hours, every effort will be made to contact the parents. There may be circumstances that make this impossible and immediate treatment is necessary. On your emergency form, you have given permission for us to take whatever measures necessary for immediate medical care and treatment.

Should any changes occur in phone numbers, place of employment, etc., please let us know, so that we may be as prepared as possible.

The church is covered by an accident policy for students engaged in school activities. During field trips, all drivers must carry their own primary coverage and the church's insurance is secondary.

CLEANING AND DISINFECTING PROCEDURES

Sunbeams will continue cleaning, sanitizing, and disinfecting and using disinfectant products that comply with CDC guidelines. Lysol/Clorox wipes, a rubbing alcohol/water mixture, hydrogen peroxide, or a bleach/water mixture may be used in the classrooms. Each day after students leave, all classrooms will be vacuumed, swept, mopped, and disinfected meeting CDC guidelines. Bathrooms will be disinfected.

VENTILATION

Ventilation is important to have good indoor air quality. Sunbeams will offer more outside time, open windows, and allow the maximum amount of outside air to enter the building. Air purifiers with a HEPA filter will be used in each classroom.

HEALTH OF STUDENTS AND STAFF

Students must be free from any symptoms of illness for 24 hours prior to attending school, without taking any fever reducing medication.

- If your student has any of the following symptoms they should not attend school.
 - A cough
 - Shortness of breath or difficulty breathing
 - A fever of 100.4°F or higher or a sense of having a fever

- A sore throat
 - Chills
 - New loss of taste or smell
 - Muscle or body aches or nausea/vomiting/diarrhea
 - Congestion/running nose – not related to seasonal allergies
 - Unusual fatigue
- Does anyone in your household have any of the above symptoms?
 - Has your student been in close contact with anyone suspected of or confirmed COVID-19? If so, student who is symptom free may attend school and wear a mask for 10 days-testing on day 5 for Covid-19.

ILLNESS

If a student is sick, or showing signs of illness, vomiting, experiencing diarrhea, or has a fever, please keep them at home! Contact your student's teacher or the school office in the morning to let us know of your student's absence. Students must be fever free for 24 hours **without** taking fever reducing medication before they can return to school. If the student has been vomiting, they must have gone at least 24 hours **without** vomiting before they can return to school.

If a student should come down with a communicable disease, such as chicken pox, monkey pox, measles, impetigo, head lice, ringworm, or pink eye **they should NOT attend school**. Please call the school office that morning to let us know of your student's absence.

Should your student become ill at school, you or others listed on their emergency form will be contacted to come pick up your student.

If students are well enough to come to school, they are well enough to participate in the regular program, including indoor and outdoor activities.

Tuition is not refunded for absences.

Requirements and Guidance to Mitigate COVID-19 Transmission in K-12 Schools and Child Care

All employees and volunteers in educational settings are required to be fully vaccinated or have a medical or religious exemption per Governor’s proclamation 21-14.3

Students, children, and staff who have symptoms of COVID-19 are required to stay home and should get tested and/or see a health care provider and follow the return to work/care/school guidance accordingly. Follow the DOH, “What to do if a Person is Symptomatic” flowchart and Isolation Protocol below.

At-Home Isolation Protocol and Returning to School, Child Care, or Program

An individual who tests positive for COVID-19 with a viral test (Molecular (PCR/NAAT) or antigen, including self-tests) is required to follow isolation guidelines outlined below. A student, child, or staff who tests positive for COVID-19 is required to isolate at home or where they are currently residing, regardless of vaccination status. The individual may return after 5 full days of isolation if they are asymptomatic, or their symptoms have improved, and they have had no fever for the past 24 hours without the use of fever-reducing medications. Day zero is the first day of symptoms. For people without symptoms, day zero is the day of the positive viral test.

Repeating initial tests does not change the isolation protocol; a positive test initiates the isolation protocol. Additionally, individuals who test positive using antigen or at-home tests towards the end of the full 5 days of isolation, and/or on days 6-10, are required to complete the 10 full days of isolation. Testing after day 10 is not recommended. For additional considerations, please see section below:

Staying Home When Sick.

Isolation of COVID-19 Cases within a Facility. Any student, child, or staff who reports or has COVID-19-like symptoms is required to be immediately isolated from others, sent home or where they are currently residing, and referred to diagnostic testing as soon as possible, regardless of vaccination status. **While waiting to leave the school or child care, the individual with symptoms is required to be isolated and wear a well-fitting face mask, if two years of age or older and not exempted from wearing a mask.** Schools and child care should provide masks and other appropriate personal protective equipment (PPE) to staff, students, and children as needed or desired. Anyone providing care or evaluation to the isolated individual is required to wear appropriate PPE. All children, staff, and visitors aged two years and older are required to wear masks in the nurse/health room and in the isolation area, as these are considered health care settings. Staff may require a certain level of respiratory protection when working with individuals in isolation who are known or suspected to have COVID-19. Refer to Labor and Industries (L&I) Coronavirus Facial Covering and Mask Requirements for additional details.

K-12 schools are required to ensure access to timely diagnostic testing for students and staff with symptoms or who were potentially exposed and want to test. This can be done at the school (including distributing self-tests for home use), at a centralized site for the district or organization, and/or in partnership with a trusted and accessible

community-based testing provider* and local public health. Timely testing of symptomatic students and staff helps reduce lost days of in-person instruction. DOH’s Learn to Return testing program is available to help K-12 schools meet diagnostic testing requirements. Schools or districts that would like more information about COVID-19 testing programs should contact schools@healthcommonsproject.org. See the DOH Testing in Schools page for more information. School districts must receive permission from parents or guardians for students to receive school-based testing.

Staying Home When Sick Preventing: exposure to COVID-19 is the first line of defense against transmission. Students, children, and staff who have symptoms of COVID-19 are required to stay home and should get tested. Follow the DOH “What to do if a Person is Symptomatic” flowchart. Any student, child, or staff member who tests positive for COVID-19 is required to isolate at home following At-Home Isolation Protocol as outlined in this document. Individuals should continue to wear a well-fitting mask for an additional 5 days (day 6 through day 10) if they return to school after the end of their 5-day isolation period. If an individual is unable to wear a well-fitting mask, they should continue to isolate for a full 10 days. See the Masking section below for additional considerations. To further protect their school or child care community, individuals who test positive using antigen or at-home tests towards the end of the full 5 days of isolation, and/or on days 6-10, are required to complete the full 10 days of isolation. Testing after day 10 is not recommended.

Correct use of well-fitting masks protects the wearer as well as others which reduces the risk of spreading the virus that causes COVID-19. When the COVID-19 Community Level is high, CDC recommends universal indoor masking in schools and child care. While masks are no

longer required universally in schools or child care settings, there may be situations when a school, child care provider, LHJ, or DOH temporarily recommends or requires wearing well-fitting masks. Consult your LHJ to determine when universal masking is recommended

Students, children, and staff may choose to wear a mask at school and in child care settings, with the expectation that others' choices will be respected. Some may need to wear a mask because they or a member of their household are at high risk for severe COVID-19 disease.

***Washington State Department of Health updated the definition of a COVID-19 close contact to align with new CDC guidance. The new guidance states that a close contact is defined as someone who was within six feet of someone with COVID-19 for at least 15 minutes.**

