



## Saint Patrick School Reopening Health and Safety Plan July 2020

a/o7/23/20

<b>School Name</b>	Saint Patrick School	<b>School Location</b>	Carlisle, PA
<b>Principal</b>	Antoinette Oliverio	<b>Reopening Date</b>	August 24, 2020
<b>Type of Reopening</b>	Total Reopening for all students and staff		

Dear Saint Patrick School Families,

The following document outlines the plans for Saint Patrick School to reopen August 2020. Please note that an extensive and detailed plan is provided on our website. The highlights are mentioned below. This plan will go into effect given that our situation remains in the yellow or green phase. If the Governor should move our county into phase red, we will transition to remote learning, and a detailed plan will follow.

Please know that many hours were put into this plan with a lot of consultation with the Diocese of Harrisburg, Department of Education, CDC and our local community. Thank you for your patience and continued support as we work together to place our children in the safest environment possible while providing them with the best quality education.

Antoinette Oliverio  
*Trust in the LORD and do good*  
*Psalm 37:3*

### ***Logistics and Planning***

***Arrival Procedures*** - The main office door will be used by students in grades 5-8 as they arrive in the morning. The doors by the playground will be used by students in grades PreK-4. Bus riders will enter through the church narthex doors. Face coverings should be worn as students enter the building.

***Dismissal procedures*** - The students will dismiss from the PAC while social distancing 6 feet away from each other. Outdoor space, PAC area and school hallways will be used to assure that students are appropriately distanced. Masks will be worn at this time.

***Signage and Travel in the Building*** - There will be clear signage about who is to proceed in what direction in the school hallways and building. One-way hallways will be used when feasible. The school will also have signage that encourages proper hygiene and social distancing.

***Recess*** - A schedule will be designed so only one cohort will be present at each playstation: playground, track field, blacktop, blacktop field and Forrey field.

**Lunch** - The cafeteria will be used for lunch. A very comprehensive schedule has been developed that will allow students to be six feet apart. Students will be brought in shifts, and assigned spaces and markings/signage will be available to assist students where to sit or stand while waiting. The attached gymnasium will be used as well for lining up students as they are entering and exiting the cafeteria. Each area used will be disinfected between shifts.

All water fountains are scheduled to be replaced with refillable water bottle stations. Students will be encouraged to bring refillable water bottles to school.

**Visitors** - Visitors (lunch volunteers and classroom assistants) will have their temperature checked and symptom screenings questions asked by front office staff (see Appendix A) upon entering the school, and they will wear face coverings for their entire visit. All the screening information will be documented. All visitors will sign in and out.

At this time there will be no visitors/volunteers allowed into the school. The only volunteers allowed will be those assisting with lunch duty and classroom assistants. Those volunteers will self-report a temperature check and symptom screening, which will be provided at check in. They will be required to wear a face covering and, when necessary, disposable gloves. The lunchroom volunteers will wash their hands with soap and water before putting on gloves, and they are to wash their hands whenever they change gloves and before leaving the school.

**Parent/Guardian and Student** - Parents or guardians of each student will take the student's temperature each morning before the student departs home for school and will assess for symptoms as well. Parents or guardians will check-in through a locally-established system. Any student with a fever of 100.4 degrees F or greater (38 degrees C) or a coronavirus symptom will not report to school.

**Designated Individual** - Parents will document the above information on the check-in sheet that was provided digitally. The classroom teacher and the school nurse will evaluate each classroom document daily.

A designated staff member will verify that each student has been checked in. Any child who was not checked in from home must report to the nurse once at school to be checked. The school nurse will evaluate the health of students during the school day. SPS will have several volunteer certified nurses that will be assisting us through this process. The school nurse, or nurse volunteers, will be taking temperatures of each class throughout the day. Each classroom will be checked at least once a day.

The nurse will do three things: a) Go through appropriate professional development on how to do these evaluations. The Diocese will provide options and parameters for this PD. b) Adhere strictly to CDC protocols for these evaluations and c) Closely guard the dignity and privacy of the student being evaluated.

When students have visited the health room due to illness, parents will be informed and should be apprised of the results. The area used by the sick individual will be closed off (isolation room) and will not be used until it has been cleaned and disinfected.

**Other Methods of Verification and Symptoms** - The nurse's station has been moved across the hall from the previous location to accommodate all the staff and students. This allows more space for the nurse to evaluate the illness of a student/staff and provides an isolation space. It also provides fresh air (windows) and conveniently located bathroom facilities.

Any student with a fever of 100.4 degrees F or greater (38 degrees C) or a coronavirus symptom will be quarantined in a dignified manner in a designated room in the school building. Parents will be called to pick the child up immediately. As of today's date, July 2020, the student will not be allowed back at school until a "fever-free" period of 48 hours has elapsed AND when the student has been cleared by a physician's note. A parent who keeps a child home because of fever or coronavirus symptoms will follow the same protocols.

**Structure of Classes/Cohorts** - Saint Patrick School will make every reasonable effort to limit the number of students and staff with whom each student comes in contact, to the extent feasible, while also offering a full academic program. With younger students (pk-5), classes should remain as self-contained as possible. Instead of students switching classes, teachers will come to them.

Middle school students will need to switch classes in order to use more advanced materials or facilities and to take advantage of higher-level classes, but we will balance those needs with the needs to minimize the contact group. Switching will be kept to a minimum and teachers, whenever possible, should come to the students.

Saint Patrick School will ensure, to the extent feasible, that social distancing protocols are maintained in hallways, at lockers, and at other "common" times. A schedule will be developed so that students are staggered when transitioning between classes.

SPS will use the entire school campus, inside and out, in order to maximize the usage of space for social distancing and to keep offering the best possible academic program and activities. Outdoor tents will be set up so that teachers have access to an outdoor classroom. The outdoor reading garden will also be accessible for teacher instruction time. Students will be encouraged to bring a beach towel for seating in outdoor space.

**Face Masks/Shields - Face Masks/Shields** - Note: In some situations in which a face mask is indicated, a face shield may be used as an alternative. The PA DOH face covering requirement allows for this. It will be under the discrepancy of the teacher whether a face shield can be worn in place of a face mask.

When face masks are required, some students may not be able to wear a mask for various reasons. SPS will provide those individuals that are unable to use a face covering with a waiver that must be signed by a medical professional. If a student has a school-written support plan that should indicate exemption from the mask; or brings a current IEP established at a public school to our school that indicates the same; or previously written medical directives on file that indicate the same, then that will suffice for documentation for the waiver. If the above occurs, a face shield will be provided for the student.

We intend to welcome all students to return to school in person in August 2020. SPS will make every effort, to the extent feasible, to adhere to federal and state social distance guidelines and the CDC standards during the entire school day. The students will always be seated at a minimum of three feet apart, the WHO standard, if a six-foot distance is not feasible. When students are not able to be seated six feet apart, face coverings will be required, per the PA DOH order of July 1, for all students age two and older.

SPS will be sensitive to the challenges of wearing face coverings in the school environment and will strive to create an environment where student face coverings are not needed in the classroom setting, whenever possible. When face coverings are needed in the classroom setting, schools will provide regular breaks for students. SPS will understand that these breaks, like recess, are necessary and helpful to the learning environment.

SPS will strive to have very limited use of face masks in classroom settings for younger elementary students (PK-5), in particular. Face shields may be more practical and helpful for students and for teachers rather than face masks. Staff members may wear face coverings at any time when in school.

Parents will be expected to provide face coverings. Schools will provide masks at school, as well, in the expectation that students will lose or forget masks, and that masks will break. Each teacher will be able to have access to extra masks. Students will bring face masks home, and parents will be responsible for cleaning the masks, if they are reusable, before students return the following school day. Disposable masks should be disposed of each day, and students should return to school the following day with a new mask. These same guidelines will apply to school staff.

**Classroom Environment and Spacing** - Each teacher will ensure that their classroom set-up is arranged so that all students are facing the same direction and the desks are socially distanced (six feet apart when feasible). During regular school hours the windows and doors to each classroom will remain open to assist with ventilation and the movement of fresh air in the room. Tent classrooms will be available as well as our reading garden. SPS will use outdoor space for learning opportunities as much as possible. SPS will be mindful that cleaning will be needed before and after any change in seating in the classroom environment.

**Coronavirus Parent Information** - Parents will be provided with Coronavirus Information and will sign that they have read and understood them. Schools will do everything possible to maintain the confidentiality of the sick person. Likewise, SPS will inform parents when a staff member or student contracts other communicable diseases, such as chicken pox, influenza, etc.

**Communication and Quarantine** - SPS will use a communication template that is HIPAA compliant to inform staff and parents promptly whenever a community member (staff member, student or immediate family member of same) is diagnosed with coronavirus or with a presumed positive. Communication will be through emails, AP Notify, Constant Contact and/or phone messaging.

If one student in a cohort (class) is diagnosed with coronavirus or has a presumptive positive test, that student and his/her family will quarantine for 14 days (determined by the school in consultation with the Board of Health.) If more students become ill, the school will consult with the Board of Health and the Office of Catholic Schools to make determinations on when to have the whole cohort, or possibly the whole school, quarantine. The school will maintain a low threshold for risk due to Covid illness in the school community in making determinations on short- and long-term school closures. The use of the cohort system will increase the likelihood that we can keep more students healthy and present in the school building.

SPS, in collaboration with the Board of Health, will make every effort to provide a full list of those people an ill student or staff member has come in contact with, and promptly inform members of the SPS community, while respecting the privacy and dignity of all ill individuals. The school will stay in close contact with the LEA (South Middleton School District) and any pertinent transportation agencies so that they may have the proper information about student illness.

The decision whether to close or remain open will be determined by SPS and not the local school district (South Middleton or Carlisle.) We will make an independent decision on the status of our school in consultation with the Board of Health.

**Hygiene Practices** - Each teacher will have in place a handwashing schedule that will

attempt to have hand washing with soap and water or use hand sanitizer four times during the day, upon entering the school, before snack/lunch, after snack/lunch and before exiting the school. Students will also wash their hands or use hand sanitizer after using the restroom or blowing their nose.

Automatic hand sanitizer stations will be located in each classroom and throughout the school to be used when washing with soap and water is not feasible.

***Cleaning Plan and Schedule*** - Cleaning and disinfecting will occur on frequently touched surfaces and objects within the school at least daily. This will include door handles, sink handles, and drinking fountains. A full cleaning service has been contracted to clean and disinfect daily in addition to the cleaning duties of the teachers and maintenance staff.

SPS will work closely with the parish to ensure that if the school facility is shared then it will be thoroughly cleaned before the school children re enter the following day. The school has a plan with the parish for the details of cleaning when parish programs use the school facility.

### ***Creating and Maintaining Community***

***Community and Culture*** - Creating Catholic community and meaningful relationships is at the core of what SPS does and who we are. SPS intends to make every effort to create a positive community and establish healthy relationships in order to establish and maintain a culture of learning and growth in academics, athletics, spirituality, social/emotional well-being and leadership.

***Communication*** - SPS will communicate all information through AP Notify, Constant Contact, Weekly Newsletters, SPS website, social media, and school-wide phone messaging. Each teacher will post information on their website and send out important information through emails as well as communicate through conference calling/video calling through the phone and/or computer.

***Catholic Identity and Social Emotional Health*** - SPS is actively working with the school counselor to address the social and emotional needs of staff and students in the school.

SPS will continue to offer opportunities for students to pray throughout the day. SPS will provide other moments as not only prayer but also as ways for students to find some quiet, peaceful time. This is the time to help students develop a positive, growth mindset.

Lindsey Waters, SPS school counselor, will be available for the students and will provide classroom, large group, small group and individual assistance throughout the school day. Students will need time to express their feelings and thoughts at school, regardless if we are brick and mortar or online, in a helpful and structured way.

### ***Curriculum and Instruction***

***Distance Learning and Blended Instruction*** - The faculty of SPS will prepare lessons for their units of study with both in person and distance learning methods of instruction. This will provide for a seamless transition of instruction. Each teacher at SPS will have an established learning management system for their classes. In grade 4-8 the teachers will use Google Classroom, and for grades K-3 the teachers will use See Saw.

SPS faculty have been attending Professional Development classes this summer on effective strategies for online teaching methods so that they can maximize learning in a remote environment.

At SPS we will embrace blended instruction -- that is, instruction that incorporates the best of in-person, traditional instruction with the best of educational technology. Teachers will consistently integrate educational technology in instruction so that students are actively engaged in all aspects of the SPS blended learning environment.

SPS will be ready to use online learning to embrace those students who will be enrolled and learn from home in the school year 2020-21. We will attempt to use "simultaneous teaching," in which certain students are learning from home, and certain students are learning in the classroom. We are devising methods to accomplish simultaneous teaching for at-risk students so that those at home are as connected as possible to the teacher and the in-person instruction. The teacher will develop a thoughtful approach that allows for the integration of these two groups.

***Specials and Electives*** - All cultural arts classroom teachers will be traveling to students in Prek - 5th with the exception of the music teacher. Music class, due to the nature of the curriculum content with an increased noise level, will occur in the designated music classroom. Students will wash their hands on their way into class, and on their way out of class...maintenance will wipe down the classroom at the end of class as the music teacher is taking the children to the restroom. All effort will be taken to have the children use outdoor space for cultural arts classes. All PE classes will be outside, unless there are extreme weather issues. Middle School students will travel to the following cultural arts teachers ~ art, music, Spanish, P.E. ~ library and technology will be infused into all content areas.

***Testing and Grading*** - SPS will begin STAR testing from Renaissance this fall. STAR tests can be used to establish academic proficiency in early literacy, reading and math. STAR tests can be used reliably once a month in order to chart progress (each of the three tests takes about twenty minutes) and all students will take the tests in three Diocesan testing windows each year. The STAR tests are excellent tools to be used in intervention and academic support. If needed, STAR tests can be taken from home under parental supervision.

### ***Maintaining our Catholic Identity in Virtual Spaces***

***Spiritual Focus*** - As people of hope, as "resurrection people," SPS realizes we must seize this moment in our Catholic schools and let our identity as a Catholic institution shine through.

***Mass*** - Saint Patrick School will hold school Masses with limited grades present and the other grades will watch via livestream. The grades will rotate on a scheduled basis. During mass, cohorts will be seated 6 feet apart from each other as to social distance. The masses will be closed to any outside visitors.

Masses will be held in accordance with the guidelines established by the Diocese of Harrisburg.

### ***Technology***

***Accessibility*** - All teachers will create an at-home learning schedule that incorporates best practice in both synchronous and asynchronous learning.

Saint Patrick School is now a one-to-one school: each student in grades K-8 will have a school device to use while at school (K-2 students will have an iPad; 3-8 students will have a Chromebook). The students will be permitted to take their devices with them in the event we move to a remote learning situation.

At Saint Patrick School parents will be encouraged to utilize Rediker to monitor their students' progress. Parents will be allowed access to the LMS (Google Classroom and SeeSaw) to maintain awareness of student assignments and work.