



# SAINT JAMES

## CATHOLIC SCHOOL

### **COVID-19 Reopening Procedures and Response Plan for Opening School 2020 - 2021 July 24, 2020**

**O, Mary, Queen of Peace, pray for us!**

St. James Catholic School is committed to providing the best Catholic education for your children in a safe environment. As we continue to live the COVID-19 pandemic we recognize that our best laid plans could easily be adjusted to the needs that present itself as we move forward.

School is scheduled to open for the new school year on Monday, August 10 in person. Due to the changing health conditions, this could change. The Procedures and Response Plan can and will be revised as needed and parents will be notified by email/text. Over the next two weeks, we will communicate some of the details that are not included here to help facilitate a smooth opening of the school year. We begin with FAITH, not fear!

#### **Goals for a Safe Return to In School Learning**

- Maintain a healthy and safe environment for students, faculty, and staff.
- Provide a quality, Catholic education in person, but prepared to move to virtual learning, if necessary.
- Implement risk reduction strategies as part of the plan to reduce exposure and limit transmission of COVID-19.

#### **Beginning of the Year Preparations**

- All faculty and staff members are required to have a negative COVID-19 test prior to the opening of school.
- All faculty, staff, and parents are required to sign a Consent Form and Liability Waiver prior to returning to work or school. This will be sent to each family by email and you are asked to return it promptly by August 7 by mail, email, in the labeled basket in the Narthex of Church on Sunday (8/2), or by dropping it off at school in the box outside the front door.
- All faculty, staff, students, and parents will be reminded of good hygiene measures.
- All classrooms will be set up to support social distancing.
- New signs are posted throughout the campus to increase awareness about wearing masks, cleaning hands, traffic patterns, hand sanitizer stations, and physical distancing requirements.
- New Parents Welcome, Back to School Nights, and parent conferences will be held by Zoom, Teams, or video. More details will be available soon regarding these plans.
- The school buildings will be sanitized before the opening of school on Monday, August 10, 2020. St. James Catholic School partnered with FaciCare Southeast Commercial Cleaning Company to combat the spread of COVID-19. FaciCare Southeast has recently invested heavily in GenEon renewable technology solution for sanitizing to go green against COVID-19 by using their Fogging Equipment with GenEon's environmentally friendly and safe chemical-free electrolyte solution. This is the same technology being used at the CDC and most Atlanta Universities to combat COVID-19. To learn more about GenEon: <https://www.geneontechnologies.com/markets/education/>.

- With the generosity of a donor, our air conditioners will be fitted with a filtration system that will help prevent the spread of COVID-19. More info coming soon. (Please say a prayer for our donor!)

### **Parental Responsibilities**

- Parents are asked to screen students each morning for symptoms of COVID-19 including cough, elevated temperature (100.4 or above according to the current CDC Guidelines without medication), aches and pains. If students are sick, please keep them home from school. Temperatures should be taken before medications like Motrin or Tylenol are given.
- Parents should keep students at home if the student displays any symptoms of illness. During the time at home, students will be able to access remote learning and will be counted as present. Students may not participate in outside activities if they access remote learning. Parents will need to notify the homeroom teacher and the school office if/when this is needed.
- Provide an appropriate mask for students to have in school. Students may have designs on the masks, but they should be in keeping with the appropriate tee shirt policy. The school will provide each student with a plain cotton mask in a small plastic bag in case the first one gets soiled or wet.
- Parents are asked to remain in the car for drop off and pick up.
- Visitors to the school office are required to wear masks and may be asked to have a temperature check. Please do not stop in the office unless it is a very important reason. Parents/Guardians will not be permitted drop off items that students forgot at home including lunch, homework, or projects.
- Students will need to have school supplies in a pencil case or similar container as we will limit the use of shared materials. Unfortunately, students will not be able to borrow materials from each other.
- Provide students with a labeled water bottle each day for their personal use. When possible, students will be able to re-fill water bottles once during the day.

### **Facilities**

- High touch areas, including school doors, restrooms and water fountains will be sanitized during the school day.
- Social distancing will be practiced in the hallways and in the restrooms. Please remind students that hugs, high fives, fist bumps, etc. are not acceptable practices currently.
- The school buildings will be sanitized before the opening of school on Monday, August 10, 2020.

### **Food Service**

- Students will be required to bring water bottles to school as the water fountains will not be available for drinking; the fountain will be available to refill bottles.
- Students may bring a snack for morning snack, but students may not share food items.
- Any treats for birthdays or other celebrations in the classroom must be pre-packaged and limited to just the homeroom teacher and the homeroom students.
- Students will wash hands or use sanitizer before and after eating lunch or snack.
- Lunch will initially be in the individual classrooms; lunch can be outdoors when possible.
- The lunch program will begin in September with grab & go items from the vendors. Students should bring a packed lunch to school including plastic silverware and napkins, along with the table towel. The milk order will be available online next week.
- Lunch deliveries are not be permitted for students.

## **Arrival and Dismissal of Students**

- Students in grade PK - 8 will wear a mask during the school day, especially for arrival and dismissal, when moving through the building, and at times when social distancing cannot be practiced.
- Temperatures will be taken for each person arriving on campus. We are still working on when and where this will be done.
- Students will report directly to the classroom upon arrival at school.
- Morning Care students report to the patio or cafeteria until 7:30 a.m. At 7:30 students will report to the classrooms.
- Students who arrive late should report to the homeroom teacher.
- We are still working on the details for dismissal and rainy-day dismissal. Please prepare a sign with the family name in large letters

## **Moving between rooms and locations at School**

- Social distancing will be practiced when feasible. Faculty will practice transitioning with students to follow specific travel pathways throughout the school.
- Students in a homeroom will stay together with the teacher and there will be no mixing of students between grades. Specials teachers and middle school teachers will rotate into classrooms to teach their respective subject areas.
- Each grade level will be assigned a bathroom to use and time to use it in the school building to lessen the transmission of germs across different student groups.
- Only one class of students can transition through the hallway at a time. Students should be reminded that hugs, high fives, fist bumps and other touching are not permitted at this time.
- Homerooms will be assigned space for outdoor recess.
- Recess and PE equipment will be sanitized between classes.

## **Student Learning**

- Students in grades 7 - 8 are encouraged to bring a personal device to school for use during the school day. Students are responsible for the devices and for appropriate use of the device. (See Technology Agreement)
- Students in grades 1 - 6 are encouraged to have a personal device available for use in case we would have to move to virtual learning. Teachers will practice using Microsoft Teams so students will be comfortable with the technology should it become necessary.
- Teachers will be able to switch to virtual learning quickly should that become necessary for a homeroom or the whole school. Students who are learning virtually due to illness, quarantine, or an underlying health condition should be dressed in the school uniform, have the camera on, and participate throughout the day.
- Field trips will be suspended for the Fall semester and will be reconsidered for the Spring.
- Prayer partner activities will be suspended for the Fall semester and will be reconsidered for the Spring.
- School Masses, assemblies, and other large group activities will be suspended or held virtually.
- If a student has an underlying health condition or there is a health condition within the family that prevents a student from returning to school face to face, please contact Sister Joan by email ([srjoan@sjcs-savannahga.org](mailto:srjoan@sjcs-savannahga.org)) to request returning with remote learning. Students who access class remotely may not participate in other outside activities (sports, dance, etc.). This request will be re-visited each quarter.
- If a student stays home for an illness that is not COVID related and is able to join the class remotely, parents should notify the homeroom teacher and the school office so this can be arranged. This is a temporary arrangement for the short time a child displays symptoms or a cold, flu, respiratory infection,

stomach flu, etc. that is not COVID-19. Students who access class remotely may not participate in other outside activities.

### **Visitors and Volunteers**

- All visitors are expected to wear masks. Visitors must report to the school office directly for official business.
- Volunteers will only be permitted in the building when students are not present. This will be reevaluated as local conditions change.

### **When a Student, Staff Member, or Family Member becomes Sick**

- The Faculty and Staff will respect privacy policies regarding disclosure of COVID-19 status.
- The school will provide an isolation area to separate anyone who exhibits COVID-like symptoms. While in this area, staff will use precautions for caring for sick people at school.
- If the school believes that a student might be exhibiting the symptoms of COVID-19, the parents will be called and be expected to pick up the child immediately. The student must have a negative COVID-19 test before returning to school.
- When someone in a class has a positive COVID-19 test, contact tracing is very important to prevent a school-wide outbreak. Those who have been in contact with a suspected or confirmed COVID-19 case will be notified as soon as possible so they can follow current quarantine procedures.
- Local health officials, staff, and families will be notified immediately if we have a case of COVID-19 at school. Everyone is expected to respect the confidentiality and privacy of patients.
- If a student or staff member is suspected or confirmed to have COVID-19, they will be asked to stay home (with remote/virtual learning or work options) until the appropriate criteria are met as described below or the current criteria:
- If a sick staff member or student suspects or knows they had COVID-19, and had symptoms, they may return to School after:
  1. 3 days with no fever and
  2. Symptoms improved and
  3. 10 days since symptoms first appeared; or
  4. a negative COVID 19 report or doctor's note of release to return to school

Depending upon a student or staff member's healthcare provider's advice and availability of testing, they might get tested to see if they still have COVID-19. If tested, they may return to school when they have no fever, symptoms have improved, and they receive two negative test results in a row, at least 24 hours apart.

- If a sick staff member or student tested positive for COVID-19 but had no symptoms, and continue to have no symptoms, that sick staff member or student may return to school after:
  1. 10 days have passed since test

Depending upon a staff member or student's healthcare provider's advice and availability of testing, they might get tested to see if they still have COVID-19. If tested, they may return to school after they receive two negative test results in a row, at least 24 hours apart.

If a staff member or student has a weakened immune system (immunocompromised) due to a health condition or medication, additional precautions may need to be taken. People with conditions that weaken their immune system might need to stay home longer than 10 days. Students and Staff Members are encouraged to contact their personal healthcare provider for more information. If testing is available, it may be recommended by a healthcare provider. A student or staff member may return to School after they receive two negative test results in a row, at least 24 hours apart.

If testing is not available in the area, the student or staff member's doctor should work with an infectious disease expert at the local health department to determine if they are likely to spread COVID-19 to others and need to stay home longer.

- For Anyone Who Has Been Around a Person with COVID-19  
I understand that anyone who has close contact with someone with COVID-19 may need to quarantine for 14 days as outlined by the CDC before returning to school.

*St. James Catholic School will update these plans as needed as we progress through the COVID-19 pandemic. We are in consultation with the Department of Catholic Education and we monitor the guidelines of the CDC and the local health department.*