

Returning to Learning

2020-2021

Developed by:
St. Edward Catholic School and
the Archdiocese of Galveston-Houston Catholic Schools Office

Adapted in part from the works of:
The Diocese of Corpus Christi - COVID-19 Preparing for the Future AND
Andrew M. Greeley Center for Catholic Education School of Education
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OVERVIEW

This planning tool is intended to be fluid (a living document) as it is designed to reflect the latest information from national, state, and local public health experts regarding COVID-19 disease transmission and mitigation strategies. The information contained within is subject to change at any time as new information emerges from the Center for Disease Control (CDC) and the Texas Department of State Health Services (Texas DSHS) and in accordance with updated guidance from the Texas Catholic Conference of Bishops Education Department (TCCBED), the Archdiocese of Galveston-Houston, and our local government and county health departments.

St. Edward Catholic School has prepared two models in planning for the 2020-2021 school year, in preparation for the ongoing pandemic. The school will adapt each model to make specific adjustments based on the individual needs at each grade level. In each of these models, the goal and focus is to deliver the rigorous St. Edward education you are accustomed to during a normal school year.

LEARNING MODELS

Parents may select On-Campus Learning or Remote learning for their child. Parents choosing the Remote Learning are asked to commit to that model for a 9-week grading period.

ON - CAMPUS LEARNING:

School is conducted with students on campus while regarding social distancing guidelines and mitigation measures in place at the time.

REMOTE LEARNING:

School is conducted remotely with students in their individual homes and faculty and staff on campus. This model is available for parents to choose and will be employed for all students in the event of school closure.

PRIOR TO ARRIVING ON CAMPUS

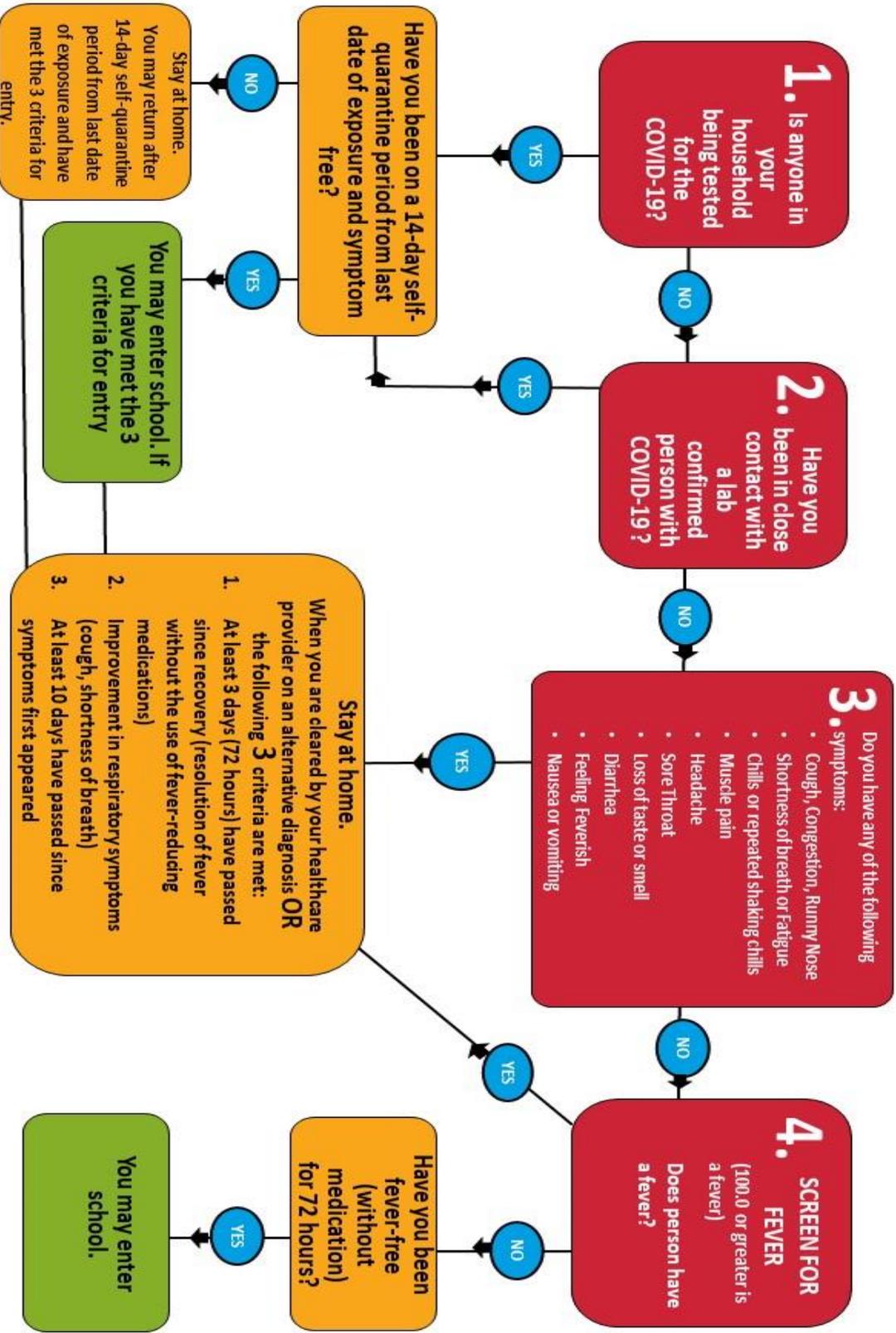
Following a strict COVID -19 screening protocol is vital to providing a safe and healthy environment at St. Edward. Parents should take their child's temperature and complete the self- assessment tool on the following page before bringing their child to school **every morning**. By dropping your child off at school, you are agreeing that you have done these things for sake of our community.

We ask that children and staff stay home if they have a strong reason to believe their symptoms could be related to the virus. We ask that you err on the side of caution and use good judgement at all times.

DECIDING WHEN TO STAY HOME: A SELF ASSESSMENT TOOL

May I enter the school? Start with the 4 red questions below...

Updated July 2020



PERSONAL PROTECTIVE EQUIPMENT (PPE) REQUIREMENTS FOR STUDENTS, FACULTY & STAFF

In accordance with current CDC guidelines for the safe reopening of schools all members of our community (Faculty, staff, and students in grades PK – 8) will be required to wear masks during times of transition and other times as designated by the teacher. Masks should not have an exhalation valve.

All students should have their masks on before they exit their cars at morning drop-off. Any student exiting a car without a mask will be reminded to put their mask on.

MORNING & AFTERNOON DROP OFF/ PICK UP

Doors to the school will be open during Morning Drop off to limit contact with the handles. All doors are locked and secured at 8:00 AM and the campus is secured throughout the day.

All students who arrive late must enter through the main school office in the Junior High building (Office Parking Lot).

MORNING DROP OFF – PK

Drop Off will take place in the regular car line beginning at 7:30 AM. PK students will be dropped off at the covered port cochere next to the church. The PK teacher and aide will be present to receive the students. At 7:50 AM they will move as a class to the PK building.

MORNING DROP OFF – Kinder – 4th Grade ELEMENTARY BUILDING

Drop Off will take place in the regular car line beginning at 7:30 AM. Students will enter the elementary building on through the double doors in the center of the building. Staff will be present to supervise students as they enter the building. Students will proceed directly to their classroom.

MORNING DROP OFF – 5th – 8th Grade JUNIOR HIGH BUILDING

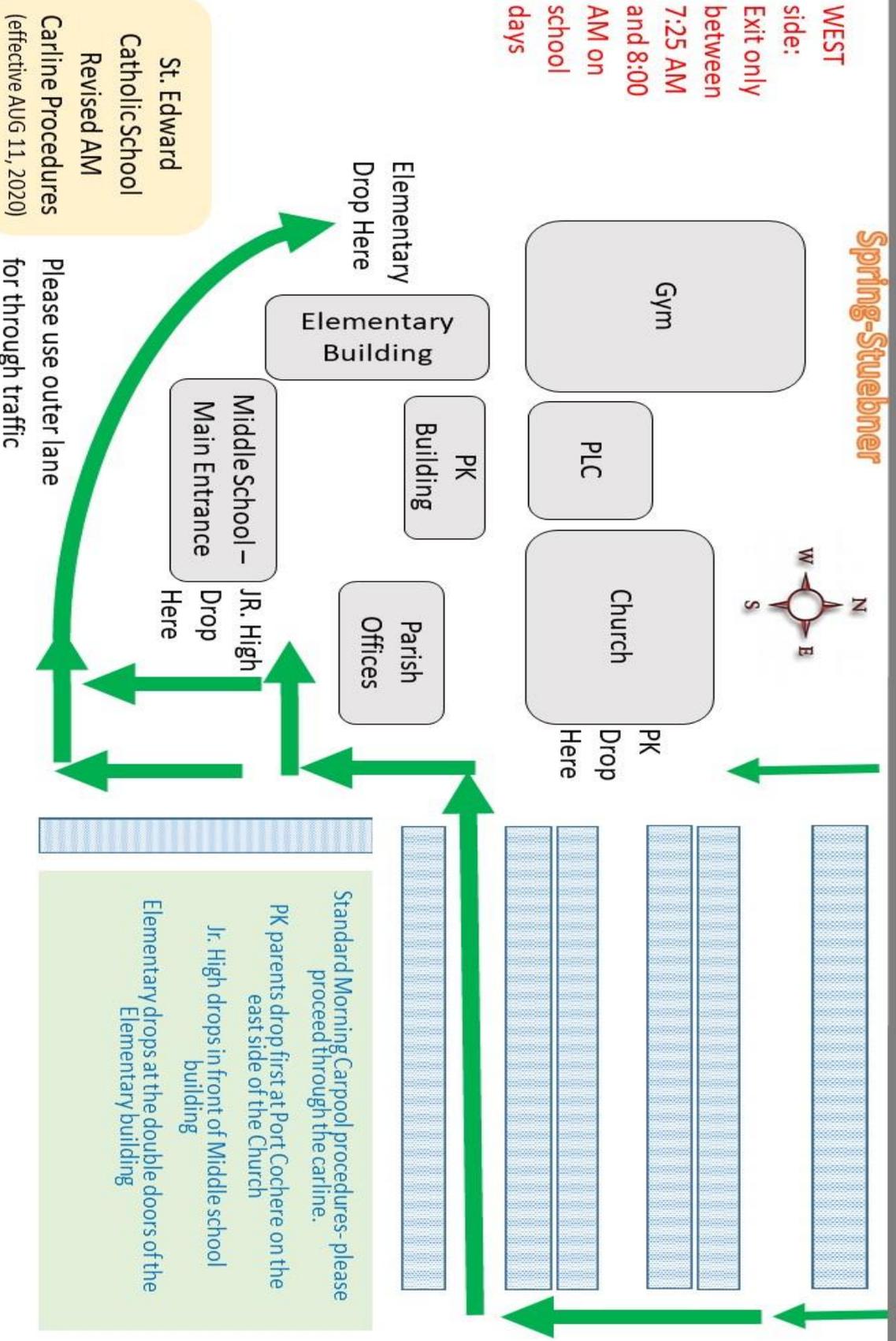
Drop Off will take place in the regular car line beginning at 7:30 AM. Students will enter the building at the main entrance. Staff will be present to supervise students as they enter the building. Students will proceed directly to their classroom.

Families with multiple children will drop PK students first, junior high building students next and Elementary students last.

Spring-Stuebner



WEST side:
Exit only between 7:25 AM and 8:00 AM on school days



Standard Morning Carpool procedures- please proceed through the carline.
 PK parents drop first at Port Cochere on the east side of the Church
 Jr. High drops in front of Middle school building
 Elementary drops at the double doors of the Elementary building

Please use outer lane for through traffic

St. Edward Catholic School
 Revised AM Carline Procedures
 (effective AUG 11, 2020)

AFTERNOON PICK UP

PK

Pick up will begin at 3:00 PM. Parents will park in the Church side parking lot and walk to the PK building to pick up their child. Students not picked up by 3:10 will be escorted to SEED.

K-8th Grade

Pick up will take place in the car line beginning at 3:15 PM. Students will be socially distanced outside (weather permitting) and will proceed to their cars when their parents arrive to the front of the line. More information and carline assignments will come out August 10.

Reminder: Parents should never exit their vehicles during drop off or pick up. Please stay off your cellphones for safety reasons.

MORNING ASSEMBLY & WEEKLY MASS

Morning Assembly is important for our community at St. Edward Catholic School, and therefore we will continue to broadcast morning assembly to each classroom and our remote learners through Microsoft Teams. While following safety protocols, we will attend Mass together each week.

IN THE CLASSROOM

St. Edward Catholic School will operate a pod model, where grade levels or clustered groups will stay together throughout the school day, with very limited interaction with other pod groups on campus. Pod groups will be arranged by grade level, class, and building.

Teachers will provide demonstration and instruction for students on appropriate hygiene practices, handwashing techniques, and all other mitigation practices St. Edward Catholic School has adopted. Teachers will review and reteach throughout the year as necessary.

Early Childhood and Elementary pods will stay in their homeroom, with teachers rotating into the appropriate classroom throughout the day. Ancillary teachers will travel with supplies to the pod groups to provide prepared lessons with the exception of P.E. The Middle School pod will rotate within their classroom quad.

Hand Sanitizing Stations will be placed inside each classroom and all students, faculty, and staff will be required to sanitize upon entry to the classroom. Staff will take student temperatures during lunch.

In all classrooms and school spaces, shared items and frequently touched surfaces will be surface-cleaned continuously throughout the day. Teachers will also incorporate more frequent hand-washing and hand sanitizing for all students. Classes will also move to outside spaces for learning when possible.

LUNCH

For the 2020- 2021 school year, all students will eat in their classrooms. We are still finalizing lunch offerings for this year.

Parents are asked to provide easy open items in lunches. Repacking items like fruit snacks, chips, lunchables, etc. in Ziploc bags allows young children to be independent.

At the conclusion of lunch periods, staff and faculty will wipe down all surfaces and clear away trash. Students will also wipe down their designated desks and chairs to maintain a clean surface.

WATER FOUNTAINS

We have updated one water fountain in both the Junior High and Elementary buildings with bottle filling stations. Students should bring their own water bottle each day. Water fountains will be inaccessible on campus.

BATHROOM USE

Each pod group will be assigned a specific bathroom for use throughout the day, with a maximum of three students in the restroom at any given time. Bathrooms will be thoroughly cleaned periodically throughout the day, as well as fully cleaned each evening. Students are required to sanitize their hands upon reentry to the classroom.

Signs will be posted to encourage approved cleaning and social distancing as visual reminders.

PK: In-classroom

Grades 1 and 2: Breezeway Restrooms

Grades K, 3, and 4: Elementary Restrooms

Grades 5 – 8: Junior High Restrooms

RECESS/PHYSICAL EDUCATION

St. Edward Catholic School recognizes the importance of frequent movement throughout the day. The school will be implementing staggered recess and physical education schedules to accommodate the important activity time for each grade level.

NURSE/CLINIC VISITS

In the event a student needs to visit the school nurse, their teacher will call the clinic. Nurse Lanthier will travel to the individual classroom to consult with the student, administer first aid, or conduct a temperature check if needed. Teachers will be trained to recognize symptoms and separate students in a rapid fashion.

Students exhibiting symptoms of Covid-19 will be moved to the isolation room next to the clinic for supervision until parents arrive to pick up the student.

CAMPUS CLEANING

Faculty and staff prop doors and wipe down frequently touched surfaces throughout the school day. Classrooms will have cleaning supplies readily on hand for teachers and students.

Cleaning crew members will disinfect the bathrooms twice a day and nighttime cleaning crews will clean and sanitize all classrooms, bathrooms, offices, and the school clinic.

VISITOR POLICY

St. Edward Catholic School has established a NO VISITOR POLICY for its campus for the 2020-2021 school year. The school will reassess this policy in light of changes in the state of the pandemic.

Parents that come to campus to pick up their child for appointments, etc., must enter through the main office located at the front of the Junior High Building. Parents may be asked to wait for their child outside the door. There can be a maximum of two people in the front office at a given time, including School Office staff.

Student deliveries will not be allowed at this time.

BEFORE AND AFTERSCHOOL

Morning SEED will continue to be available beginning at 7:00 AM in the Annex. Students arriving for Morning SEED will go to their assigned homeroom at 7:30 AM, when they will report to their homeroom classroom.

Afternoon SEED will be held from 3:15 pm – 6 pm for those families that have registered. Drop-ins for SEED are not allowed at this time. Students will be separated by building.

SOCIAL AND EMOTIONAL CARE & CONCERN

The return to on campus learning will be an adjustment for all students, faculty and staff, particularly with the significant modifications to daily routines addressed here. We encourage you to speak with your children about the new modifications and listen to their concerns. Comfort them and let them know that St. Edward Catholic School will continue to place complete focus on their safety and security.

Mrs. English, our on-campus counselor will work with our faculty and staff to support the social and emotional needs of all our students. This counselor, alongside the faculty and staff, will provide age appropriate information on staying safe.

AFTER SCHOOL SPORTS AND ACTIVITIES

As St. Edward Catholic School continues to monitor safety protocols for after school and extracurricular activities, more information on this matter will be made available prior to the start of school August 11, 2020.

RESPONSE IN THE EVENT OF EXPOSURE REVIEW

Individuals Confirmed, Suspected, or Exposed to COVID-19

1. Any individuals—including teachers, staff, students, etc—who themselves either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 must stay at home throughout the infection period, and cannot return to campus until the Catholic school screens the individual to determine any of the below conditions for campus re-entry have been met:

In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:

- at least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications)
- the individual has improvement in symptoms (e.g., cough, shortness of breath); and
- at least ten days have passed since symptoms first appeared.

In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.

If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical doctor –licensed in the state of Texas, note clearing the individual for return based on an alternative diagnosis or (b) receive two separate confirmations at least 24 hours apart that they are free of COVID-19 via acute infection tests at an approved COVID-19 testing location found at <https://tdem.texas.gov/covid-19/>.

2. Individuals—including students, teachers, staff, volunteers or other campus visitors—who have had close contact (defined as being directly exposed to infectious secretions without a mask or face shield or being within 6 ft for a duration of 15 minutes while not wearing a mask or face shield in the 14 days which the individual was infectious) with someone who is lab-confirmed to have COVID-19, as narrowly defined in this document and as determined by the appropriate public health agency, should stay at home through the 14-day incubation period, and should not be allowed on campus.

Catholic schools should screen individuals after the incubation period has concluded, and if the individual did not experience COVID-19 symptoms during that period, the individual can be allowed back on campus. If the individual experienced symptoms, they must stay at home until the conditions outlined above have been met.

Identifying Possible COVID-19 Cases on Campus

1. Schools must immediately separate any student who shows COVID-19 symptoms while at school until the student can be picked up by a parent or guardian and immediately notify the (arch) diocesan superintendent. Schools must clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as is feasible.
2. Students who report feeling feverish should be given an immediate temperature check to determine if they are symptomatic for COVID-19.

Required Actions if Individuals with Lab-Confirmed Cases Have Been in a School

1. If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify their Archdiocesan superintendent and its local health department, in accordance with applicable federal, state and local laws and regulations.
2. Schools must close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 3 days have already passed since that person was on campus. This guideline may be changed as new information is received from the CDC.
3. Consistent with Archdiocesan and school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, schools must notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers or staff who participate on any on campus activities.

REMOTE LEARNING 2020 -2021

St. Edward Catholic School aims to increase the ease of navigating multiple platforms used by teachers to instruct, assess, and collect assignments from our students. Should the school be required to close all students will transition to the remote learning platform. Students will follow their daily schedule as much as possible and complete all assignments in a timely manner.

Families who have opted for Remote learning will sign a Remote Learning Agreement prior to the start of school. Students will be expected to be present for morning announcements in Teams and to join us for Mass on Fridays through Teams. They are not required to wear uniforms while at home. Remote learners are expected to complete assignments for all their classes.

REMOTE LEARNING TIME RECOMMENDATIONS

3rd through 5th grade – 180 instructional minutes
6th through 12th grade – 240 instructional minutes
PK - 2nd grade –asynchronous methods are encouraged.

EARLY CHILDHOOD (PK and Kinder)

Teachers will provide weekly lists of activities that can be completed online or at home.
Teachers will conduct morning circle time in Microsoft Teams
Teachers will have weekly check in with parents via Teams to monitor student progress.

Grades 1 – 8

Students will follow their daily class schedule on Teams.
Students will complete assignments within 48 hours.
Teachers will conduct weekly check-ins with students via Teams to monitor student progress.

AFTER REVIEW, I STILL HAVE QUESTIONS

If you still have specific questions that were not addressed in this document, please email info@stedwardschool or call the School Office 281-353-4570.