

CATHOLIC SCHOOLS ONWARD PLAN FOR POPE JOHN PAUL II REGIONAL CATHOLIC ELEMENTARY SCHOOL FOR SY 20-21

This plan was written in accordance with the guidelines set forth by the following governing agencies: Center for Disease Control, Pennsylvania Department of Education, Chester County Health Department and the Archdiocese of Philadelphia, for the reopening of schools during the 2020 COVID pandemic.

Arrival / Beginning of the Day

All students will wear masks while in the building and will wash hands before entering the classrooms. Teachers, students and staff will wear masks all day during the school day.

Every PJPII student will be given a PJPII cloth mask in school colors with the school logo.

ALL Parents will be responsible to monitor and report their child's health; temperatures and presence and/or absence of other symptoms.

Bus Riders:

Bus companies will be responsible for health monitoring and social distancing of students on their busses. Students arriving on the bus will be welcomed directly into the building and will report to their classrooms. 3 additional entrance points will be available to safely unload busses and allow children to enter the building while keeping 6 feet apart (Students will begin individual work in the classrooms).

Arrival times will be extended to allow for safely distanced lines from the busses.

(Arrival patterns may need to be adjusted to accommodate more busses and expedite student transfer).

Car Riders:

Upon arrival, students will be welcomed into the building and will report to their classrooms (Students will begin individual work in the classrooms using technology)

Arrival times will be extended and extra entrances will be added to allow for safely distanced lines from the busses. (Arrival patterns may need to be adjusted to accommodate more busses and expedite student transfer).

During the Day

Hands-free hand sanitizing dispensers will be installed at every classroom door. Students will sanitize their hands before entering the room.

Students' homerooms will act as cohorts. These will function as families, limiting the exposure to others. These student cohorts (homerooms) will stay together throughout the day, not interacting with other cohorts. This will minimize exposure for all. Students will stay in their cohorts safely distanced, and wear masks in the classroom. There will be opportunities for mask breaks provided for students as needed. (snack, lunch, outside time) During these times, students will be safely distanced.

Specials teachers will go into the classroom for Specials instruction (Art, Music, Spanish, STEM, Technology). Physical Education will be in the gym and will reflect safe distance guidelines and procedures.

Classroom setup:

Desks will be set socially distant as required by Chester County Health Department recommendations and will all be forward facing. Students will remain in their seats for instruction with some flexibility for movement around the room. Tables will still be used for PreK and Kindergarten students, and students will be assisted to safely distance themselves throughout the day.

Instruction:

Teachers will teach in a position where they can be captured on a video broadcast for students who may need to view them virtually. Teachers will provide students with individual support in person as well as with screencasts or other technological tools. PreK and Kindergarten classes will still be taught in whole groups gathered safely distant at tables. Students may use hands-on materials which will be provided as individual sets for single student's use and sanitized daily.

Lunch and Recess:

PreK and Kindergarten classes will eat in their classrooms. Kindergarten and PreK students will have recess in their cohorts. The cohorts will rotate each day to different areas of the play area to give each group an opportunity for access to all. Grades 1-8 will have lunch in the MPR. Students will stay in their cohorts at all times and the seating will be adjusted to allow for safe distancing of cohort groupings. Cafeteria tables will be fitted with plexiglass barriers allowing students to sit safely across from others while seated safely distanced apart from students on their sides. Students will leave the cafeteria in cohorts and have outside recess in cohorts as well. The cohorts will rotate each day to different areas of the play area to give each group an opportunity for access to all.

Transitions throughout the Day

Students will wear masks while walking in the hallways. Classes will move in cohorts with scheduled times for bathroom and outside break time. Hallways will have one way traffic patterns, and transition times will be scheduled throughout the day.

5-8th grade classes will remain in their homerooms while teachers will move into the classrooms to teach their individual disciplines. This will limit exposure during transitions and minimize the number of students in the hallways throughout the day. Middle school students will be able to visit their lockers individually if needed, but all students will be encouraged to keep all materials they need for their day in the classroom. Students will be able to use the bathroom or go to the nurse as needed and will be reminded of the need for social distancing, mask wearing, and clean hands during such transitions.

Health Monitoring

Parents will be responsible to monitor their child(ren)'s health before sending them to school. Parents will take their child's temperature, check symptoms and fill out a health check form (electronic/application). Students with an elevated temperature or who exhibit other symptoms will stay home and attend class remotely.

Teachers will do health checks at mid-day by taking students' temperatures and monitoring for symptoms. Students exhibiting symptoms will be removed to a supervised health monitoring room, and the parents will be called. Students will go home and can attend class remotely until the situation is resolved either by testing or by doctor's note indicating another, non-COVID illness. The remainder of the students in that cohort will be relocated to an alternate classroom while the classroom is sanitized and can continue their instruction in the alternate location.

The health monitoring room will not be the nurse's office. The nurse's office will be reserved for students who need medication and non COVID related illnesses and regular health policies will apply.

If a student or teacher in a cohort develops the virus, the entire cohort will quarantine for 2 weeks and receive instruction remotely.

Sanitizing Student Spaces

Classrooms, bathrooms, stairways and railings, and other spaces used by students will be sanitized throughout the day. The entire school will be sanitized at the end of each day, including carpets.

Catholic Identity

Daily Prayer

Prayer will be done as a community over the loudspeaker twice per day; once everyone has arrived and again before beginning the dismissal process. We will pray as a school community, and then each cohort will pray together as a family within the community. Families affected by COVID will be prayed for daily and the world as a whole will also be remembered in our daily intentions.

School Masses

Monthly school Masses will now be offered twice on Mass days and Holy Days of Obligation at 9:30 and 12:00. This will allow us to safely take the entire student body to Mass by dividing them into two groups. Kindergarten - 4th grade will attend the 9:30 Mass and 5-8th grades will attend the 12:00 Mass. This will allow us to safely distance the students for seating in the church. Stations of the Cross and Holy Days of Obligation will follow the same procedure. Confessions will also be organized so that students can safely distance while receiving the sacrament.

Religious Traditions and Celebrations

Religious traditions which are unique to the Catholic school experience will always continue!

Some of these traditions, which historically have been done in large groups, (May Procession, Christmas Show) will be restructured to be in the classroom cohort or virtually or a combination of both. Luckily many of these traditions originated as small celebrations in homes and classrooms so this will be consistent with those original traditions.

Compassion

These are extraordinary times which historically are moments of great change in humanity. Since our students will be together in their cohorts all day, our teachers will give special considerations to the social and emotional needs of the class as a whole and to students individually. Compassion for those who are suffering physically, emotionally or socially due to these or any other circumstances, will be modeled and reinforced. Mrs. Pernisi, our school counselor, will assist us in putting together a program to help alleviate students stress and facilitate effective classroom communities. As a Catholic school, we are blessed to be able to talk to our students about these extraordinary times from a religious perspective. Relying on God's goodness and trusting in His care for us, we can provide for each other the care and compassion which is most needed now.

Confidentiality

As always, confidentiality will be paramount. No information about student illness will be shared outside of the family. If a cohort is required to quarantine due to COVID complications, no name will be used in notifying the families involved. It is crucial that we all trust each other during this time so that timely and efficient reporting will occur and exposure can be contained.

Dismissal/ End of the Day

Bus Riders

Dismissal time will be extended to provide for safe transition throughout the hallways. Students will stay in their classrooms until their bus is called and then will walk, keeping a safe distance through the hallway, and will board the bus. Additional exits will be used to facilitate the safe dismissal of our bus riders.

Car Riders

The students will move safely through the hallways, keeping a safe distance and will exit the building and line up safely distant on the sidewalk. When their car arrives, the family will be called using walkie-talkies and the students will come forward from the line to their car. Additional staff will be available to assist with this procedure. PreK carline will follow the same procedure they do now, with students lined up at safe intervals while they wait to be called.

CARES

Students attending CARES will remain in the classroom until all bus riders and car riders have been dismissed. They will then be dismissed in their cohorts to the MPR for snack and then to their individual CARES rooms. PreK 3 and 4 students will remain in their individual classrooms for CARES.

Virtual Instruction/Attendance

Every teacher will be equipped with a device capable of providing reliable, efficient instruction using various learning platforms. A learning management system (LMS) is the tool through which students receive online instruction and communicate with faculty. Google Classroom will serve as the LMS for students in grades 4-8 and SeeSaw will serve as the LMS for grades PreK through 3. Teachers will provide continuous instruction, assessment, and progress monitoring for students both in the classroom and virtually.

Every student in grades 3-8 will be assigned a Chromebook for use in the classroom and at home if necessary. Every teacher will also be equipped with a web camera and microphone. This will allow for recording of lessons as they occur and streaming of lessons as needed.

This will enable uninterrupted instruction in the event of the following scenarios:

Student Illness/Absence

Students who are unable to come to school due to illness (not COVID), quarantine due to COVID exposure or illness, anxiety, or other medical issues which are complicated by COVID can remain home and receive their lessons by streaming or by accessing the recorded lessons and using the Learning Management System (Google Classroom or See Saw) to complete and submit lessons.

Teacher Illness/Absence

If a teacher must be quarantined due to COVID exposure, but not ill, the class will be taught remotely by the teacher from home while students are present in their cohort in the classroom. An adult moderator will be in the classroom to manage and assist the students during this time. If the teacher is ill with COVID or other illness, a substitute teacher will access the recorded lessons and assignments to utilize in the classroom to instruct and assess the students in the teacher's absence.

Cohort Quarantine

If an entire class must be quarantined due to COVID exposure/illness, the students can access the instruction and submit their assignments through either Google Classroom or SeeSaw, depending on the grade level.

School Closure

If the school is compelled to close again due to government regulations related to COVID, all students will have access to the teacher's instruction and assignments through these learning platforms. The students will already be familiar with the use of these systems and the devices and therefore should be able to function independently, depending on age and development during the closure.

In the event of state mandated school closure, PreK 3, PreK4 and Kindergarten will remain open. PJP11 is licensed through both the Department of Education and the Department of Human Services. This will allow us to remain open as essential providers if schools must close. Parents will have the option to choose virtual or in-school instruction for their Early Childhood Children.

Attendance

As it has always been, attendance will be reported daily through OptionC. Parents will call the office or email the teacher to report about their students. There will now be two options for students who are present; present in class and present virtually. Students who are ill or away and thereby unable to attend either physically or virtually will be marked absent.

Large Group Events/ Field Trips/ Classroom Events

According to the Chester County Health Department, Pennsylvania Department of Education, The CDC and The Archdiocese of Philadelphia, the following restrictions will apply to all schools.

Field Trips

Due to the risk of exposure by combining cohorts on busses and traveling to other locations field trips (actual) will not be provided this year. We are currently exploring a variety of virtual field trip opportunities for students. It is our intention to continue to provide a holistic, well-rounded education, and we realize that experiential learning is an important component of that education.

Classroom Celebrations

Sharing of food, (cupcakes or other homemade treats) will not be allowed. Homeroom parents can provide individually wrapped, prepackaged treats to the homeroom teacher in advance for use in classroom parties. Volunteer homeroom helpers will not be allowed into the classroom. This would break the cohort.

Large Group Events

Events with large groups of people, which bring in people from various locations, would also break the cohort and be in violation of the regulations, therefore events which traditionally have occurred will be discontinued for the school year or restructured to be provided virtually.

Back To School Night

This large group event will be restructured. The general information will be recorded and sent to parents to view as their schedule allows. The individual classroom meeting will be conducted by Zoom so that questions and discussions can occur, and the meeting will be recorded to allow for people with scheduling conflicts to access.

Parent Teachers Conferences

Parent teacher conferences will be held by phone with appointments during the week scheduled for these conferences.

Instrumental Band

Northeastern Music has constructed a health and safety plan according to the guidelines from CDC and PDE as they pertain to musical instrument use in schools. This plan will be provided to those families who have students involved in the program. Any and all components of this program are subject to the approval of the administration of Pope John Paul II Regional School and should adhere to the school's health and safety plan.

In The Event of Alternating Bus Schedules

Pope John Paul II Regional School will be open for students 5 days per week. We will not impose an alternating schedule on students. If a student's public school district imposes alternating schedules for transportation, parents may choose to drive their student to school or may choose to have the students attend virtually. Parents have three options for their students' education. They are as follows:

- **In-person, live instruction 5 full days.**
- **Virtual instruction via live streaming and recorded lessons, full time.**
- **Partial/situational virtual instruction, as needed due to health or anxiety**

Parents are encouraged to choose the best options for their child's needs and their family needs. Accommodations will be made for families who require virtual instruction during certain times or to address health and emotional well being concerns. Arrival and dismissal time will be adjusted as necessary.

While it is our intention to remain open for the entire school year, we are implementing these strategies to ensure uninterrupted, effective, quality Catholic education in either the best case or worst case scenario.

This is a constantly evolving situation and Pope John Paul II School will continue to adapt so that we can provide the least restrictive, continuous educational program for our students.

The plan was written collaboratively by the members of the Pandemic Team.

The team is comprised of the following members:

Patty Tarquinio, Jill Wentzel- Co-Coordiators
Janet Tutin- Finance
Tomi Pezone- Communication
Maria Samson- Events/Community Relations
Christina Merkal- Curriculum/Instruction Middle School
Kathy Vanic- Curriculum/Instruction Elementary Education
Amy Miller- Curriculum/Instruction Early Childhood
Jackie Fuller- Childcare/Summer Camp
Barb Knezo-Technology Coordinator

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Purpose

The purpose of this document is to provide public health guidance to schools based upon the guidance issued by the Pennsylvania Department of Education (PDE) for the phased re-opening of pre-K to 12 schools.

Health and Safety Considerations

The following health and safety considerations were taken directly from the [Preliminary Guidance for Phased Reopening of Pre-K to 12 Schools](#) published by the Pennsylvania Department of Education. Guidance specific to public health is provided for each consideration.

PDE Considerations	Public Health Guidance	Pope John Paul II RCES Plan
Pandemic Team		
Identification of a “pandemic coordinator” and/or “pandemic team” with defined roles and responsibilities for health and safety preparedness and response planning	<ul style="list-style-type: none"> ● Chester County Health Department will serve as a resource/ consultant to schools: Jeanne Casner, MPH, PMP County Public Health Director 	<ul style="list-style-type: none"> ● Team consists of 12 members including administration, teachers, day care, and facilities management members
Cleaning, Sanitizing, Disinfecting, and Ventilation		
Procedures for cleaning, sanitizing, disinfecting, and ventilating learning spaces and any other areas used by students (i.e. restrooms, hallways, and transportation)	<ul style="list-style-type: none"> ● Cleaning, sanitizing, disinfecting and ventilating guidelines apply to areas used by anyone on school property, not just students. ● Disinfect frequently touched surfaces and objects within the school at least daily, including desktops, chairs, electronic devices, door handles, sink handles, etc. ● Disinfect frequently touched surfaces on school buses such as handrails, tops of seats, etc. after each run; clean and disinfect the entire bus daily. ● Clean shared equipment including but not limited to technology, gym equipment, etc. after each use. ● Use disposable gloves when cleaning and disinfecting and dispose immediately. ● Ensure ventilation systems operate properly and increase circulation of outdoor air by opening windows in places that do not conflict with the school’s existing safety measures and do not pose a health and safety risk to staff and students, ● Make hand sanitizer available in common areas, hallways, and classrooms where sinks for handwashing are not available. 	<ul style="list-style-type: none"> ● Upon entering and exiting a room learning surfaces are sanitized ● “High-touch” surfaces sanitized multiple times per day

	<ul style="list-style-type: none"> ● Provide continuous reminders/education about hand washing/sanitation. ● Staff and students wash hands before and after lunch/snacks. ● Discontinue the use of drinking fountains and provide safe alternatives for providing water when possible; alternatives include use of disposable drinking cups, personal water bottles from home, touchless fountains, etc. ● When someone in the school develops COVID-19 symptoms, or tests positive for COVID-19: <ul style="list-style-type: none"> ○ The building does not need to be evacuated. ○ Close off areas used by a sick person and do not use these areas until after cleaning and disinfecting. ○ Wait at least 24 hours before cleaning and disinfecting. If not feasible, wait as long as possible. If seven days have passed since the individual was in the affected area, cleaning is not needed. ● See CDC's guidance for cleaning and disinfecting for additional information. 	
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Social Distancing & Other Safety Protocols		
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<p>Classroom/ learning space occupancy that allows for 6 feet of separation among students and staff throughout the day, to the maximum extent feasible</p>	<ul style="list-style-type: none"> ● Staggered schedules to limit the number of individuals in classrooms and other spaces is an option but not required. ● Regardless of staggered or non-staggered schedules, six feet between students, staff, and faculty must be maintained in classrooms and spaces that can physically support the distance; for classrooms and spaces that cannot support six feet, three feet is the minimum. ● Cohort classes to minimize crossover among students and staff within the school; or keep students in classrooms and rotate staff instead. ● Maximize use of non-classroom space to increase physical distancing. ● In classrooms and spaces where six feet cannot be maintained, the use of 	<ul style="list-style-type: none"> ● Classrooms arranged to promote safe distance between students ● Reading corners and other potential social spaces are eliminated ● Create one-way traffic patterns ● Assign school entrances and stairwells to specific groups of students
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	<p>face coverings is imperative.</p> <ul style="list-style-type: none"> ● Turn desks to face in the same direction or have students sit on only one side of tables to limit face-to-face seating. ● Limit activities in classrooms and other spaces that do not support physical distancing. ● Enforce physical distancing in offices and staff lounges, and during staff meetings. ● Limit large gatherings, events, and extracurricular activities to those that can maintain physical distancing. ● Implement strategies to reduce the number of individuals in the hallways at one time such as: <ul style="list-style-type: none"> ○ Use one-way traffic patterns to include physical guides such as tape, for routes ○ Stagger end of class periods to reduce the number of students in the hallways at one time ○ For older students, consider requiring masks when in hallways and restrooms. ● Monitor school to ensure staff or students do not commune; close communal areas if needed. 	
<p>Restrict the use of cafeterias and other congregate settings, and serving meals in alternate settings such as classrooms</p>	<ul style="list-style-type: none"> ● Schools can utilize cafeterias if students can sit in staggered arrangement to avoid “across-the-table” seating with three feet physical separation, or all students face in one direction with six feet physical distance. ● Schools not able to utilize cafeterias as specified above will use classrooms for lunch and use plated meals/box lunches and avoid buffet style meals. ● Staff avoid face-to-face seating while eating. ● Staff and students avoid sharing food and utensils. ● Compliance with Chester County Rules and Regulations, Chapter 300, is required as well as additional COVID-19 guidelines provided by Chester County Health Department. 	<ul style="list-style-type: none"> ● Plexiglass barriers installed on cafeteria tables to reduce particle spread ● Cohorts seated six feet apart ● Plated meals to be served ● No shared fruit bowls or milk distribution

<p>Hygiene practices for students and staff including the manner and frequency of hand-washing and other best practices</p>	<ul style="list-style-type: none"> ● Teach and reinforce frequent washing hands/hand sanitation, covering coughs and sneezes among students, staff, faculty, volunteers and visitors. ● Staff, faculty and students wash hands before and after lunch/snacks, and after use of restroom. ● Hygiene reminders are posted throughout the facility, to include restrooms, staff lounges, etc. ● Hand sanitizer will be made available in all common areas, hallways, and/or in classrooms where sinks for handwashing are not available. ● Prohibit physical contact such as handshakes, fist-bumps, high-fives, etc. 	<ul style="list-style-type: none"> ● Hand sanitizer stations at each classroom door--students and staff to use as they enter and exit ● Smocks to provide additional coverage for adults who enter a classroom ● Create videos/posters, etc. that show students demonstrating proper hygiene procedures ● Masks required for adults, face shields may be added if teacher desires them ● Masks required during transition/movement for students, whether it be individuals, small groups or full cohorts ● Masks may be worn by students in classroom
<p>Posting signs, in highly visible locations, that promote everyday protective measures, and how to stop the spread of germs</p>	<ul style="list-style-type: none"> ● Visual/written information about everyday protective measures such as by proper washing hands, proper face covering and physical distancing is available throughout the school (signage, announcements, etc.) is posted throughout facilities and buses, and made available to parents/guardians (websites, emails, etc.). ● Verbal reminders via teachers and/or announcements are made daily. 	<ul style="list-style-type: none"> ● Hygiene posters placed in restrooms, classrooms, cafeteria and hallways
<p>Identifying and restricting non-essential visitors and volunteers</p>	<ul style="list-style-type: none"> ● Restrict non-essential visitors, volunteers, and activities that involve outside groups. ● If non-essential visitors and volunteers cannot be restricted, school must: <ul style="list-style-type: none"> ○ conduct on-site screening for symptoms and temperature prior to entry ○ require face covering while on school property ○ track visitors and volunteers for contact tracing purposes. 	<ul style="list-style-type: none"> ● Only virtual field trips will be planned ● No homeroom volunteers will access the classrooms ● Classroom celebrations will be carefully planned to remain in compliance with the health guidelines ● Openhouse and back to school nights will be virtual ● Large events which require many people in the building will not be held.
<p>Handling sporting activities for recess and physical education classes consistent with the CDC Considerations</p>	<ul style="list-style-type: none"> ● Stagger use of playgrounds to create smaller groups of students. ● Clean high touch services on playground equipment and play resources (jump ropes, balls, etc.) 	<ul style="list-style-type: none"> ● Parish CYO (Catholic Youth Organization) to determine protocols for sports ● Cohorts stay together at recess at play in designated areas

for Youth Sports	<p>after each use (minimum daily).</p> <ul style="list-style-type: none"> For additional sports and athletic guidance see: Chester County Health Department guidance for sports related activities 	<ul style="list-style-type: none"> Playground structures (slides, climbing structures, swings, etc.) off limits Playground equipment like balls, jump ropes, etc. kept within the cohort and are sanitized at the end of each day Students taught new games that reduce contact
Limiting the sharing of materials among students	<ul style="list-style-type: none"> Keep each student's belongings separated from others and in individually labeled containers, cubbies, lockers or other areas. 	<ul style="list-style-type: none"> Shared materials at centers, etc divided up so that part of the supply can be used while others are being disinfected Each student will have personal school supplies in an individual, labeled container
Adjusting transportation schedules and practices to create social distance between students	<ul style="list-style-type: none"> Encourage families to drive students to school. Seat a maximum of two students per seat; students from the same family should sit together. Use assigned seats (knowing who is seated near an individual will support contact tracing). Use markings that show students where to sit in each row – inside and outside seats of each bench. Bus drivers must wear face covering whenever others are on the bus; or a barrier between the driver and students must be present. Required all riders to face forward throughout the route. Reserve the first seat for students who board the bus and look visibly ill, or for students who exhibit/express illness while in route. Wear gloves when assisting students on and off the bus. Follow the same guidance for face covering while on school property. 	<ul style="list-style-type: none"> Several entrances will be utilized to facilitate safely distant disembarking from the bus and entrance to the school Faculty and staff will supervise arrival and dismissal to ensure student safety
Limiting the number of individuals in classrooms and other learning spaces, and interactions between groups of students	<ul style="list-style-type: none"> See "Classroom/learning space occupancy..." above. 	
Coordinating with local childcare regarding on site care, transportation	<ul style="list-style-type: none"> Require on-site before and after care providers to follow requirements of the school's COVID-19 health and 	

protocol changes and, when possible, revised hours of operation or modified school-year calendars	safety plan.	
Other social distancing and safety practices	<ul style="list-style-type: none"> ● Refrain from scheduling large group activities such as field trips, inter-group events, and extracurricular activities. ● Limit movement in and out of classrooms with high-risk students. 	
Monitoring Student and Staff Health		
Monitoring students and staff for symptoms and history of exposure	<ul style="list-style-type: none"> ● Provide ongoing education and communications to students, staff and parents/guardians about the importance of staying at home if they are ill. ● On-site screening of staff, faculty and students is preferred and highly recommended by the Chester County Health Department – see Symptom Monitoring. ● If on-site screening cannot be implemented, staff, faculty and students must be screened at home. Direct guidance (written, video, electronic, etc.) must be provided to staff and parents/guardians to include: <ul style="list-style-type: none"> ○ All current, relevant symptoms – see Symptom Monitoring. ○ Temperatures must be based upon type of thermometer – see Symptom Monitoring. ● On-site screening for symptoms and temperature is required for all non-essential visitors and volunteers – see Symptom Monitoring. ● No students with symptoms or elevated temperature are allowed on a bus, or at school. ● No staff or faculty with symptoms or elevated temperature are allowed at school. ● Staff, faculty and students must notify the school if an absence is due to COVID-19. ● Monitor symptoms of students, staff and visitors throughout the day; proactively monitor classrooms, cafeterias, hallways, common areas, 	<ul style="list-style-type: none"> ● Frequent announcements and reminders to be sent to families ● Temperature checks and symptom monitoring to be scheduled throughout the day ● Daily electronic form for all families and staff to be completed before students or staff enter the building ● Inclusion of parents responsibility for students health monitoring policy in handbook ● Guidance provided for parents on effective health monitoring ● Non essential visitors and volunteers will have limited access to the building ● Any essential visitors will report first to the office for on-site screening ● Teachers required to wear masks/face shield ● Temperature checks and symptom monitoring occur throughout the day

	<p>etc. for symptoms and compliance with other prevention measures.</p> <ul style="list-style-type: none"> ● Provide reminders to students about COVID-19 symptoms and importance of immediately going to the nurse if feeling ill; daily reminders to staff and faculty about COVID-19 symptoms and importance of immediately going home if feeling ill. ● Empower and support teachers in dismissing students to the school nurse/office if symptoms arise or are suspected. ● Send regular reminder messages to staff and parents/guardians about daily symptom monitoring. ● Students boarding buses with visible symptoms must sit in the first seat and must immediately report to the school nurse/office upon arrival at the school. ● Establish a process for staff, parents/guardians and volunteers to self-report COVID-19 symptoms or exposure to the school nurse, or designee. ● Any individual on school property who develops COVID-19 symptoms, tests positive for COVID-19, or is suspect for COVID-19 must be directed immediately to the isolation room/area of the school until dismissal from school is possible. School must follow guidance in the Cleaning, Sanitizing, Disinfecting, and Ventilation section. 	
<p>Isolating or quarantining students, staff, or visitors if they become sick or demonstrate a history of exposure</p>	<ul style="list-style-type: none"> ● Designate an isolation room/area to separate anyone who exhibits COVID-19-like symptoms until the individual is able to go home, or to a healthcare provider; the isolation room/area should not be the existing nurse's office. ● If a separate isolation room is not attainable, the nurse's office can be used if space permits barriers to be installed to avoid commingling of students with and without COVID-19 symptoms. ● Immediately separate individuals with COVID-19 symptoms, or report of COVID-19 test into the designated 	<ul style="list-style-type: none"> ● An isolation room will be designated, near to front office for students who present with symptoms. They will wait with a staff member until their parent can pick them up. ● Classroom evacuation and disinfection protocols are in place in accordance with Chester County Department of Health ● Provide professional development to train staff to recognize symptoms and learn protocols ● If a student is sent home with

	<p>isolation area.</p> <ul style="list-style-type: none"> ○ Face covering is required for individuals sent to the isolation area. ○ Staff assisting individuals in the isolation area must wear mask, eye protection, gloves, and gown; ensure proper use and disposal of personal protective equipment. ● Immediately Report suspect or confirmed COVID individuals the Chester County Health Department. ● Immediately close off the area(s) used by a sick person and do not use before cleaning and disinfection – see Cleaning, Sanitizing, Disinfecting, and Ventilation. ● Individuals who are sick or have an elevated temperature must go home, or to a healthcare facility depending on how severe their symptoms are; prior to leaving the school, provide guidance for self-isolation at home and returning to school – see Home Guidance and Exclusion From and Return to School Requirements. ● If an individual requires transportation by an ambulance, alert the ambulance and hospital that the person may have COVID-19. ● Thoroughly clean and disinfect isolation room after each use. ● Train staff on the symptoms and procedure for sending individuals with symptoms to the school nurse or designee; ensure parents/guardians are aware of the classroom protocol. ● Educate and encourage parents to be prepared in the event their student has to stay home per the exclusion requirements. <ul style="list-style-type: none"> ○ Schools should consider remote learning for students excluded from school who are well enough to continue learning. ● Maintain adequate personal protective equipment for use when individuals become ill: gowns, N95 masks, eye protection, gloves. 	<p>symptoms the following occurs within the cohort</p> <ul style="list-style-type: none"> ○ Students and teacher move to auxiliary instruction space until classroom can be sanitized ○ If student tests positive for Covid-19, entire cohort quarantines and received virtual instruction

Returning isolated or quarantined staff, students, or visitors to school	<ul style="list-style-type: none"> Each individual who is isolated or quarantined will be provided the appropriate information and timeline for isolation/quarantine by the Chester County Health Department following the Exclusion From and Return to School Requirements. Individuals returning to school after isolation or quarantine should notify the school prior to return. 	
Notifying staff, families, and the public of school closures and within-school-year changes in safety protocols	<ul style="list-style-type: none"> Consult with the Chester County Health Department prior to school closures and within-school-year changes in safety protocols. 	
Other monitoring and screening practices	<ul style="list-style-type: none"> Partner with the Chester County Health Department to support contact tracing. 	
Other Considerations		
Protecting students and staff at higher risk for severe illness	<ul style="list-style-type: none"> Conduct temperature checks at school for high-risk students and staff, as well as the staff responsible for working with high-risk students; consult with the school nurse regarding high-risk students; high-risk students and staff include those who have high-risk household members. Enforce face coverings for adults working in classrooms with high-risk individuals Staff with higher risks should avoid gathering in groups of any size and avoid common areas such as staff lounges, and ensure diligence with face coverings. Limit movement in and out of classrooms with high-risk students. 	<ul style="list-style-type: none"> Students remain in one room in a “cohort” structure as much as possible; cohorts remain together for lunch and recess Specials teachers “push-in,” and departmentalized teachers move while students remain in place Flexible attendance policies are in effect--virtual and in-school instruction is available
Use of face coverings (masks or face shields) by all staff	<ul style="list-style-type: none"> Universal face coverings is required for all adults while on school property, or when using school vehicles <ul style="list-style-type: none"> It is recognized that some individuals may be unable to wear masks to personal ability, age, health conditions, etc. If universal face coverings is not possible, face covering when in hallways, restrooms and areas where physical distancing is not possible is required (excluding those unable to 	<ul style="list-style-type: none"> Adults will wear face coverings at all times while in the building. Every adult will be provided with a school issued cloth mask.

	<p>wear masks due to personal ability, age, health, etc.)</p> <ul style="list-style-type: none"> ● If an adult is in a work-space/vehicle alone, removing the face cover is acceptable. ● If an adult is in a shared work-space, removing the face cover is acceptable when 6 feet distance can be maintained, or physical barriers are in place. ● All bus drivers must wear face coverings (mask or shield) while on the bus or in the presence of students and staff. ● Share mask covering guidance with staff, faculty, volunteers, and visitors – see Mask Guidance. <ul style="list-style-type: none"> ○ Fabric masks should be washed regularly ○ Non fabric masks should be changed regularly, or when soiled. 	
<p>Use of face coverings (masks or face shields) by older students (as appropriate)</p>	<ul style="list-style-type: none"> ● Universal face coverings is required for all students while on school property, or when using school vehicles <ul style="list-style-type: none"> ○ It is recognized that some students may be unable to wear masks due personal ability, age, health conditions, etc. ● If universal face coverings is not possible, face covering when in hallways, restrooms and areas where physical distancing is not possible is required (excluding those unable to wear masks due to personal ability, age, health conditions, etc.) ● Share mask covering guidance with students and families – see Mask Guidance. <ul style="list-style-type: none"> ○ Fabric masks should be washed regularly ○ Non fabric masks should be changed regularly, or when soiled. 	<ul style="list-style-type: none"> ● Students will wear face coverings upon entrance to the school and during all times of transition through the buildings. Adults will wear face coverings at all times while in the building. ● Students will not be compelled to wear face coverings while in their cohorts but may do so if they so choose. ● Every student will be provided with a school issued cloth mask.
<p>Unique safety protocols for students with complex needs or other vulnerable individuals</p>	<ul style="list-style-type: none"> ● Update care plans and/or IEPs to include unique mitigation strategies for individual students. ● Ensure families who choose to not send their children to school receive remote learning opportunities aligning 	

	<p>with IEP guidelines.</p> <ul style="list-style-type: none"> ● Leverage classroom supports (e.g. teacher aides) for students who need special assistance with hygiene measures. ● Enforce face coverings, gloves, gowns for adults working with students with complex needs, or vulnerable students, particularly when working one-on-one with students. ● Face shields are better for staff and students with hearing impairment. ● Increase frequency of cleaning high touch surfaces in spaces used by students with complex needs or other vulnerabilities. ● Increase frequency of hand washing for students with complex needs or other vulnerabilities, and staff that interact with them. ● Temperature and daily health checks of staff and students in special needs classrooms. 	
Organized sports	<ul style="list-style-type: none"> ● The decision to resume sports-related activities, including conditioning, practices and games, is the discretion of a school entity's governing body. Each school entity must develop and adopt an Athletics Health and Safety Plan per Pennsylvania Guidance. ● Follow Chester County Health Department guidance for sports related activities. 	<ul style="list-style-type: none"> ● Pope John Paul II school is governed directly by the Archdiocese of Philadelphia and it is this governing agency which will make decisions regarding the continuation of CYO sports. In the event they will be reinstated, an Athletics Health and Safety plan will be developed to ensure the program adheres to the CCHD guidelines.

Symptom Monitoring

- Take temperature with temporal or forehead touchless thermometer
- Are you taking any medication to treat or suppress a fever? Yes/No
- Are you currently experiencing any of the following symptoms?

Group A 1 or more symptoms	Group B 2 or more symptoms	
Fever ² Cough Shortness of breath Difficulty breathing	Lack of smell or taste (without congestion) Sore throat Chills Muscle pain	Headache Congestion or runny nose Nausea or vomiting Diarrhea

"Has Symptoms" is defined as having 1 or more symptom(s) in Group A

OR 2 or more symptoms in Group B

OR Yes to medication to suppress a fever.

¹ Elevated temperature is based For a current list of symptoms see CDC's website: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>. Individuals with a known chronic condition that presents symptoms like those in either Group A or B will be exempt with documentation from a physician.

² Elevated temperature is based upon the mode by which the temperature obtained. Any elevated fever reported by an employee, even if no thermometer was used, should be considered as symptomatic.

Mode	Temperature for Fever
Walk through scanner	97.5°F or higher
Axillary and temporal	99.5°F or higher
Oral	100.0°F or higher

Reporting COVID-19

Coronavirus must be reported to the Chester County Health Department to ensure an investigation and contact tracing can be conducted.

Schools must anticipate reports of COVID-19 will be received directly from parents/caretaker, students, staff, or rumors. All reports must be taken seriously and require the following actions:

- If the individual(s) involved are not on school property, they must be contacted to by the school to remain off school property until they seek care from a healthcare provider (for those with symptoms) or are provided return to school guidance from the Chester County Health Department (for those reporting positive test result, or are a close contact).
- If the individual(s) involved are on school property, they must be sent to the isolation room/area of the school – see [Monitoring Student and Staff Health](#) and [Cleaning, Sanitizing, Disinfecting, and Ventilation](#).
- The school nurse or designee must submit COVID-19 reports to Chester County Health Department – see [Reporting COVID-19](#).
- The district/school should consider sharing a standard communication to the community at the time of the FIRST confirmed positives test result – see Sample Community Communication (*pending*). It is not advised that schools communicate about every COVID-19 report or subsequent positive test result. The Chester County Health Department will collaborate with schools for public communications to ensure accuracy and consistency.

What to Report

Immediately report all **suspected** and **confirmed** reports of COVID-19 in **students, staff, faculty, volunteers or visitors** to the Chester County Health Department while maintaining confidentiality. A suspect report could include a verbal illness report from a parent or caretaker, student, or teacher. A confirmed report could include a report from a healthcare provider's office or doctor's note.

How to Report

The Chester County Health Department requests that school nurses be the primary point of contact for reporting suspected or confirmed reports of COVID-19.

School nurses or designee when a nurse is unavailable must complete a [COVID-19 Disease Report Form](#) and click *Submit*. The disease report form may also be printed and faxed to 610-344-5405. If necessary, the disease report may be done via telephone by calling 610-344-6452 during 8:00am-4:30pm Monday-Friday. Questions about submitting the report form should be emailed to cdesk@chesco.org.

Investigation of COVID-19 Reports

The Chester County Health Department investigates all suspected or confirmed reports of COVID-19. The results of the investigation aid the Chester County Health Department in providing guidance to the individual(s) involved and to the school. A team at the Health Department will be established to specifically support schools.

Investigations are initiated within 24 hours of receipt on weekdays. The time necessary to complete an investigation varies based upon the uniqueness of the case.

If the investigation involves a confirmed positive test result, the Chester County Health Department will provide the individual the following information verbally and in writing:

- Notification of isolation timeline
- Expectations for isolation
- Information about who and how to report new or worsening symptoms
- Information about COVID-19.

If the investigation does not involve a confirmed positive test result, the Chester County Health Department will provide the individual the appropriate guidance.

At the completion of any investigation, the Chester County Health Department will notify schools if any staff, faculty or student tests positive, are exposed, or become ill and have to self-isolate, provide guidance for communication to those impacted, and address outstanding questions from the school. School districts, or individual schools will provide the Chester County Health Department with a list of contacts, including the school nurse, with contact information for such notifications.

The Chester County Health Department will not notify the general community if staff, faculty or students test positive, are exposed, or become ill and have to self-isolate.

Contact Tracing for COVID-19

COVID-19 investigations include the identification of close contacts during the contagious period. Contact tracing helps manage COVID-19 from spreading in schools and is used to break chains of transmission and to help prevent future surges of cases. Close contacts are those who are within 6 feet distance for ≥ 15 minutes with the COVID-19 patient.

Close contacts will be contacted by the Chester County Health Department (not the school) to identify those at risk of exposure during the contagious period and provide the following information both verbally and in writing:

- Notification of the individual's last date of exposure which factors into determining the timeline for quarantine and therefore release from quarantine
- Expectations for quarantine
- Information about who and how to report new or worsening symptoms
- Information about COVID-19

The success of contact tracing is dependent upon schools partnering with the Chester County Health Department on contact tracing and other mitigation actions, such as:

- Reviewing attendance records
- Identifying potential contacts
- Providing the Health Department with contact lists and contact information.

Exclusion From and Return to School Requirements

Scenario	Exclude From School	Return to School After...
#1 – No Symptoms	No	Not applicable
#2 – COVID-19 Symptoms	Yes	<p>Individuals should be tested for COVID-19; individuals awaiting test results should be excluded from school.</p> <ul style="list-style-type: none"> ☐ If the test result is <u>negative</u>, return to school following readmission criteria illustrated in PA Code, § 27.73. Readmission of excluded children, and staff having contact with children. If no alternative diagnosis is known, return to school 24 hours after symptoms are improved. ☐ If test result is <u>positive</u>, follow return to school guidance for scenario #3. <p>If individual is not tested, follow return to school guidance for scenario #3 (assumed positive).</p>
#3 – Positive COVID-19 PCR Test <u>with</u> Symptoms	Yes	<ul style="list-style-type: none"> ☐ 3 days with no fever and ☐ improvement in symptoms and ☐ 10 days since symptoms first appeared
#4 – Positive COVID-19 PCR Test <u>without</u> Symptoms	Yes	<p>10 days after the PCR test was collected</p> <ul style="list-style-type: none"> ☐ If symptoms develop during 10 days, follow return to school guidance for scenario #3.
#5 – Close Contact <u>with</u> Symptoms	Yes	<p>Individuals should be tested for COVID-19; individuals awaiting test results should be excluded from school.</p> <ul style="list-style-type: none"> ☐ If the test result is <u>negative</u>, return to school 14 days after last exposure to the person with COVID-19 and symptoms have resolved. ☐ If test result is <u>positive</u>, follow return to school guidance for scenario #3. <p>If individual is not tested, follow return to school guidance for scenario #3 (assumed positive).</p>
#6 – Close Contact of COVID-19 <u>without</u> Symptoms	Yes	<p>14 days after the date of last exposure to the person with COVID-19</p> <ul style="list-style-type: none"> ☐ If symptoms develop during 14 days, follow return to school guidance for scenario #5.

Notes:

- The 10 day period focuses on the time during which an individual is contagious (estimated infection period). This is the focus of individuals with a positive test result. This is also the focus for close contacts because the contact has been exposed and could develop the illness and become contagious.
- The 14 day period focuses on the time between exposure and development of illness (estimated incubation period). These time frames are based upon currently known information. This is the focus for individuals without a positive test result.