


July 17, 2020



Dear St. Patrick Catholic School Family,

I pray daily that everyone is well, healthy, and safe. We are planning and preparing for the 2020-21 school year, following the CDC, state, local and Archdiocesan guidelines and recommendations for reopening on August 12, 2020. Our school re-entry task force offers the following plan for St. Patrick Catholic School, Robertsdale. Guidelines are evolving and will continue to change. Let us all be kind and patient with each other in the “new normal” time.

 RE-ENTRY SCENARIO PLANNING 2020-2021		
<b>SCENARIO A</b>  TRADITIONAL  (ON CAMPUS)	<b>SCENARIO B</b>  HYBRID  (MOST STUDENTS ON CAMPUS WITH SOME REMOTE)	<b>SCENARIO C</b>  DISTANCE LEARNING  (ALL STUDENTS)

*Jesus we place our trust in you. Guard us in Your ways.*

# **Arrival Procedures**

Covid-19 and other infectious respiratory illnesses are primarily transmitted through person-to-person contact via droplets exhaled by sneezing, coughing, and talking. To help prevent the spread of illnesses, parents must keep their child at home and contact their pediatrician if he/she has any of the symptoms associated with Covid-19 and other infectious diseases.

**1. Parents must do a self-screening on each of their children before coming to school.**

***Do you have any of the following symptoms?***

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- Have contact with someone diagnosed with COVID-19

**2. Temperature checks will be taken in the carline for students and upon entry for faculty/staff and essential visitors. Temperatures will also be taken before lunch and before dismissal.**

- A temperature of 100.4 degrees or more will require a student to go home. All other student riders in the car will also go home.
- Students (K5 - 8) will wear a face mask provided by the parent, upon entering the building, sanitize their hands at stations provided, and go directly to the classroom.
- Drop off times will begin at 7:15 AM. PreK3 students will be dropped off at the gym. PreK4 - Grade 8 will be dropped off in front of school. Face coverings are not required for PreK3 and PreK4.

- Unfortunately, parents will not be able to escort their students to their classrooms this year. This will minimize the number of individuals on campus and further reduce COVID-19 virus possibilities.
- Students using bus services are required to wear masks/face covering. All siblings must sit together and students are asked not to talk to each other. On arrival at school, temperatures will be taken, students will sanitize their hands and go to the classroom. Any student with a temperature of 100.4 degree or more will require a student to go home.
- Cell phones must be in a ziplock bag, with the student's name and placed in a basket at the office entrance.

## **Dismissal Procedures**

- Buses will be dismissed first.
- PreK3 students and their siblings will dismiss at the gym.
- Grades 4 - 8 and their siblings will dismiss at the gym.
- PreK4 - 3rd grade will dismiss through the front doors.
- Social distancing will be in place.

## **School Facility**

- Classroom desks will be socially distanced and all face in the same direction. Assigned seats will be given in all classrooms. Doors and windows may remain open when possible for improved circulation.
- Students will follow a highway model (walk on the right side of the hallway) when a two way passage is necessary.
- Students will use their own personal school supplies. No sharing allowed. Students will remain in their class group at all times.

- In grades 5 - 8, teachers will change classrooms.
- We will have structured snack breaks daily. Each class group will remain together.
- Preschool teachers will clean frequently during the day. Curriculum/center toys will be cleaned after each use and all toys will be disinfected at the end of the day. Students will have frequent hand-washing opportunities throughout the day.
- Mass will be celebrated with social distancing and sanitation guidelines in place at a time to be announced.
- NO field trips at this time.
- The school has purchased a spray and mist device that can sanitize a classroom in 10 minutes. Each classroom will be sanitized daily.
- In order to keep static classroom groupings, a bathroom schedule will be maintained. Bathrooms will be sanitized throughout the day.
- Touchless faucets and touchless soap dispensers are installed in all restrooms. Water fountains are closed and there are four water-fill stations in the building - one in each hall and two in Presentation Hall. All students must have their personal refillable water bottle.
- Hand sanitizer stations are set up at the entrance of each hallway and at the school office.
- Convenience Lunch will be available.
- The school library is open for book check out with social distancing and sanitation protocols which will include returned books not being put back on the shelf for 24 hours.
- The computer lab and computers will be sanitized after each class.
- Students in grades 3- 8 will be assigned a chrome book, which will be kept in their classroom charging station.

- The number of students in the after-care program may be limited to allow for proper social distancing. Extended Day will be offered with social distancing and sanitization. No drop-ins, except for an urgent emergency. Sorry, no play dates!!!
- P.E. will be held for each class separately and occur outside as much as possible.

## **Positive COVID-19 Tests**

- In the event of a reported positive Covid-19 test of a student or faculty member, we will contact the Baldwin County Health Department. We will follow health agency guidelines and the Department of Catholic Education guidelines and protocols regarding notifications, quarantines, additional sanitization requirements and required testing of other staff or students.
- Students who are required to miss school due to a diagnosed Covid-19 infection or a required quarantine due to exposure to a person who tested positive for the virus, will have those absences excused. Teachers will work with the parents to ensure classroom assignments can be completed at home and appropriate time will be given to allow the student to make up tests, quizzes, or assignments.

# Instructional Scenarios

## A. Traditional

- Students attend class in a traditional on-campus setting. The school would follow health, safety, and social distance measures set up by the Archdiocese of Mobile and the CDC, state and local guidelines for schools.
- If a student is absent due to sickness not related to COVID-19, assignments would be sent to the student by the teacher by email or picked up at school office, if requested.

## B. Hybrid - most students in class with some remote

- Our hybrid model states virtual learning will be available for grades K5 - 8th grade with a family medical condition or an extensive family factor that prevents the student from attending on site school for the 2020-21 school year. PK3 and PK4 will have a Google Classroom with educational activities available. Families must elect participation in the virtual learning model for a full quarter. There is no reduced tuition for virtual learning.
- All teachers grades PreK3 - 8th grade will have a Google Classroom. Teachers will instruct parents and students how to access their Google Classroom.
- Classes will be live streamed through Google Meet. A link to Google Meet will be provided in Google Classroom. The teacher will send home a class schedule. It will be the responsibility of the student to log in at the assigned time. The student will be able to see the teacher and will be given instructions on how to ask questions and submit work. The classes will not be recorded.
- There may be additional scenarios that would require hybrid options to be implemented, such as a COVID-19 case in a specific classroom.
- Please know we are most compassionate and understanding with any emergency situation that might arise.

## C. Distance Learning

- As we experienced this past spring, distance learning will be provided in emergency circumstances for grades PreK3 - 8th if the school must close. It is our prayer we will not return to full remote learning, but if we do we are prepared.
- All teachers in PreK3 – 8<sup>th</sup> grade will be trained as Level 1 Google Educators.
- Grades PreK3 - 8th will all have Google Classrooms for distance learning.
- Parents will receive information from SPCS teachers in how to access and navigate through Google Classroom.
- Google Meets for grade levels K5 – 8 will be daily and mandatory. (We do understand emergencies.)
- The purpose of the Google Meets are for teachers to introduce content and daily instruction activities.
- A Google Meet should be no longer than 30-45 minutes.
- Students must be appropriately and fully clothed during Google Meets.
- Students must be in an area of the house where the family gathers (Example: kitchen, family room – no bedroom) during the entire Google Meet.
- The teacher will lead the meeting and will give a recap of the daily lesson plan and will teach new material. There will be time at the end of the meeting/lesson to answer student questions.
- Google Meets will be coordinated using the Google Calendar so that teachers do not schedule during another grade level Meet.
- Parent Contact – Teachers will contact parents about missing work (via email).

- Grading:
    - Incomplete assignments will remain as “I’s” in the gradebook until the deadline (quarter end) when they will result in a zero. The teacher will have proof of their active parent communication (emails) regarding missing assignments. All parent communications will be cc’d to the principal.
    - Tests will be graded for accuracy and should be completed without parental assistance.
    - Intermediate and Middle School students (3-8) should be reminded of plagiarism. If a teacher can prove that a child copy and pasted directly from the Internet, the grade will result in a zero. The child may redo the assignment for half credit.
    - Google Classroom has an “Originality Report” that will be used to audit submitted assignments.
  
  - Parents (grades 1 – 8) agree to check PlusPortals weekly. The previous weeks work will be graded by the following Sunday.
  
  - There will be regular communication from the homeroom teacher to his or her parents/students to help them maintain a sense of connection to our St. Patrick community.
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*These measures outline our plan for the reopening of school in August 2020 and are designed to provide the safest environment possible while also providing a positive, fun, and engaging learning atmosphere. We understand that the effects of the disease on our community are rapidly evolving and change from one day to the next. Therefore, the administration of the school reserves the right to change, alter, modify, add, or discontinue these measures depending on new information and the impact to our school.*