

The Road Forward-Guidelines for the 2021-2022 School Year



ST. BENEDICT
CATHOLIC CHURCH AND SCHOOL

EST. 1962

Introduction:

As we enter the 2021-2022 school year the world is still dealing with the effect of the Covid 19 global pandemic. We have made adjustments to our COVID protocols in accordance with directives from the Diocese of Trenton, the State of New Jersey, and the Center for Disease Control (CDC). Our focus is on making employees, students, and families as safe as possible while reducing the impact of COVID-19 conditions upon returning to the school. We will continue to revisit these guidelines based on updated data and guidance over the course of the school year.

VISITOR RESTRICTIONS

St. Benedict school believes in the importance of collaboration between schools and families. As part of this collaboration, we have welcomed visitors from our school community to enrich the social, emotional, and academic growth of our students. In order to ensure the safety of our faculty, staff, and students visitors to St. Benedict School will need to follow these guidelines

1. Provide identification that will be scanned into our visitors' management system.
2. Have their temperature taken
3. Wear a mask at all times while in the school building

HEALTH PROTOCOL AND SCREENINGS (EMPLOYEE AND STUDENT)

Students, Faculty, and Staff will have their temperature taken as they enter the building. Anyone who exhibits a temperature of 100.4 or higher will not be permitted to attend school.

Students and employees may be asked to leave school if exhibiting one or more symptoms of COVID-19, based on CDC guidance, that is not otherwise explained:

1. A fever 100*4 Fahrenheit or greater
2. Cough
3. Shortness of breath or difficulty breathing
4. Chills
5. Repeated shaking with chills
6. Muscle pain
7. Headache
8. Sore throat
9. New loss of taste or smell
10. Fatigue
11. Congestion or runny nose
12. Nausea or vomiting

13. Diarrhea

If the students or employees are sent home from school, they must remain out of school for ONE FULL DAY or until symptoms are fully gone.

Example: Student or staff member is sent home with a fever on Monday; the earliest they may return to school is Wednesday.

Students, Faculty, and Staff **may not** return to school until they have been **fever-free for 24 hours** without fever-reducing medications.

Parents are encouraged to be alert for signs of illness in their children and to keep them home when they are sick. Always err on the side of caution. If your child is complaining or presenting even minor symptoms, please keep them home.

Students must stay home if they are awaiting the results of a COVID test. We also encourage you to keep students home if anyone is awaiting a COVID test in your home.

Positive Case Protocol

When an individual tests positive for COVID-19, St. Benedict will immediately notify local health officials, staff, and families of a confirmed case.

In the K–12 indoor classroom setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student (laboratory-confirmed or a clinically compatible illness) where

- both students were engaged in the consistent and correct use of well-fitting masks; and
- other K–12 school prevention strategies (mask use, physical distancing, increased ventilation, etc) were in place in the K–12 school setting

Keeping students at least 3 feet apart and masking indoors may help reduce the need for quarantining large numbers of students. **The final decision of who is considered a close contact is The Monmouth County Health Department.**

Personal Protective Equipment and Social Distancing

Face Coverings	
Non-Negotiables	Flexible Implementation
PreK Students	
<ol style="list-style-type: none">1. A cloth face mask must be used outside of the classroom (i.e. transitions, bathroom usage, arrival/dismissal, busses, etc.)2. A face covering must be used in the classroom except when eating or drinking.	<ul style="list-style-type: none">• Students do not need to wear masks while outside.• Executive Order guidance for when masks may be removed: When the individual is exposed to extreme heat indoors;

<p>3. Students do not wear face coverings when resting or napping</p>	<p>When the individual has trouble breathing, is unconscious, incapacitated, or otherwise unable to remove a face covering without assistance;</p> <p>When a student's documented medical condition or disability, as reflected in an Individualized Education Program (IEP) or Educational Plan pursuant to Section 504 of the Rehabilitation Act of 1973, precludes the use of a face-covering;</p> <p>When the individual is under two (2) years of age;</p> <p>When an individual is engaged in an activity that cannot be performed while wearing a mask, such as eating and drinking or playing an instrument that would be obstructed by the face-covering;</p> <p>When the individual is engaged in high-intensity aerobic or anaerobic activity;</p> <p>When a student is participating in high-intensity physical activities during a physical education class in a well-ventilated location and able to maintain a physical distance of six feet from all other individuals; or</p> <p>When wearing a face-covering creates an unsafe condition in which to operate equipment or execute a task</p>
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Kindergarten-8th Students and All Adults

<ol style="list-style-type: none"> 1. A cloth face mask must be used outside of the classroom (i.e. transitions, bathroom usage, arrival/dismissal, busses, etc.) 2. A cloth face mask must be used inside the classroom except when eating or drinking. 	<p>KDG-8th grade students and all adults may remove their masks outside the building.</p>
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Guidelines for Selection of Face Coverings

<p>Cloth Face Coverings (Masks or Gaiters): All cloth face coverings must:</p> <ul style="list-style-type: none"> ● Fit snugly but comfortably against the face ● Completely covers the nose and mouth ● Is secured with ties, ear loops, or elastic that does not require significant/repeated adjustments ● Includes multiple layers of fabric ● Allows for breathing without restriction ● Design/color is student choice <p>All students should have a minimum of 2 face coverings. Students in grades PreK-1 should have 3 face coverings per day, labeled with their name and numbered #1, #2, and #3 along with two bags labeled "clean" and "used".</p>	<p>Style and Color of face covering</p>
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Rationale	
<u>CDC</u>	<u>State of New Jersey Guidance</u>
<ul style="list-style-type: none"> • Due to the circulating and highly contagious Delta variant, CDC recommends universal indoor masking by all students (age 2 and older), staff, teachers, and visitors to K-12 schools, regardless of vaccination status. • Many schools serve children under the age of 12 who are not eligible for vaccination at this time. Therefore, this guidance emphasizes implementing layered prevention strategies (e.g., using multiple prevention strategies together consistently) to protect students, teachers, staff, visitors, and other members of their households and support in-person learning 	<ul style="list-style-type: none"> • All students, educators, staff, and visitors will be required to wear face masks indoors for the start of the 2021-2022 school year. The Governor signed Executive Order (EO) 251, which will mandate masking in the indoor premises of all public, private, and parochial preschool, elementary, and secondary school buildings, with limited exceptions.

Social Distancing	
Non-Negotiables	
<ol style="list-style-type: none"> 1. No activity can be done with less than 3ft of distance between people, with limited exceptions (including addressing students, personal hygiene, providing specific IEP services, etc.) 2. Activities of 3ft must be done using appropriate face coverings (depending on age) 3. For the beginning of the school year, implement batching* practices by wing (PreK3-2nd grade, 3rd-5th grade, and 6th-8th grade) <i>Batching</i> refers to the practice of keeping groups of students together and with the same teacher throughout/across school days, 4. Desk shields will be used by each student. 5. Student desks will all be facing the same direction. Students may turn their desks for group learning for short periods of time but must remain 3ft apart. 6. Outdoor areas will be inventoried, identified, and marked for instruction and physical activity. Masks are not required outdoors. 	
Rationale	
<u>CDC Guidance</u>	<u>NJ "The Road Back" Guidance</u>
<ul style="list-style-type: none"> • In addition to universal indoor masking, CDC recommends schools maintain at least 3 feet of physical distance between students within classrooms to reduce transmission risk. • Cohorting means keeping people together in a small group and having each group stay together throughout an entire day. Cohorts can be used to limit the number of students, teachers, and staff who come in contact with each other, especially when it is challenging to maintain physical distancing, such as among young children, and particularly in areas of moderate-to-high transmission levels. The use of cohorts can limit the spread of COVID-19 between cohorts but should not replace other prevention measures within each group. <p>Physical Barriers and Guides</p>	<p>The LEA may consider implementing one or more of the following strategies to maximize opportunities to increase distance between students:</p> <ul style="list-style-type: none"> • Consider maintaining three feet of distance between students in classroom settings to the extent possible while offering full-time, in-person learning to all students • Consider structural interventions within classrooms to aid with social distancing including ~Facing desks in the same direction. ~Avoiding grouped seating arrangements. ~Arrange participants of early childhood programs head-to-toe during scheduled naptimes (refer to CDC Guidance for Operating Childcare Programs). • Consider maintaining cohorts or groups of students with dedicated staff who remain together throughout the day, including at recess, lunchtimes, and while participating in extracurricular activities.

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| <ul style="list-style-type: none">• Install physical barriers, such as sneeze guards and partitions, particularly in areas where it is difficult for individuals to distance | |
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Pickup and Drop- off procedure

Drop-Off

Entry to the school will remain the same as during the 2020-2021 school year. First wing students will be dropped off at the front of the building, Middle Wing students will be dropped off at the end of the middle wing and Third Wing students will be dropped off at Door 15.

Buses will proceed through the Drop-off Chute and students will enter through door 8B

Late arrivals

If your child arrives late they must enter the building through the front entrance. Parents of Middle Wing(PreK-2) students must walk their children to the front entrance if they arrive after 8:05.

Dismissal

Pickup procedures for car riders will remain similar to our traditional pickup, but we will dismiss fewer children at a time and spread out dismissal time. Bus riders will be dismissed by wing.

Daily Cleaning

Bob Cogat and the St. Benedict custodial staff are responsible for the daily cleaning and maintenance of the St. Benedict School Facilities. The Custodial staff has created a plan to increase routine cleaning and disinfection of high-touch surfaces throughout the building. A log of all cleanings will be kept.

Fundamental Cleaning Solutions is the contracted cleaning service employed by St. Benedict School. The company follows a cleaning process for healthy schools. This System is a management-based cleaning procedure that follows a process cleaning model. The emphasis is placed on cleaning student and staff spaces for health.

Typical Classroom Cleaning Daily Routine:

- Clean Door Glass
- Disinfect Door Handles, light switch, and phones
- Disinfect all desks (2 Steps) (Disinfect, rinse/sanitize)
- Clean/Disinfect Sink and Countertops (if applicable)

- Empty trash & pencil sharpener
- Clean whiteboards & blackboards
- Dust the room if it falls within the designated deep cleaning area that week.
- Vacuum/Dust mop all classrooms using a backpack vacuum or Microfiber dust mop
- Mop Classroom Floor

Typical Bathroom/Locker room Cleaning Daily Routine:

- Spray Disinfectant on all cleanable surfaces and let chemical dwell per manufacturer recommendation to achieve proper disinfection and kill claim
- Empty Trash
- Replenish all paper supplies and soap
- Wipe down Sinks and Countertops
- Wipe down Paper and Soap Dispensers
- Clean Mirror
- Wipe down Toilets and Urinals
- Mop Floors

Hand Sanitizing and Washing

St. Benedict School will prepare and maintain hand sanitizing stations with alcohol-based hand sanitizers (at least 60% alcohol):

- In each classroom (for staff and older children who can safely use hand sanitizer).
- At entrances and exits of buildings.
- Near toilets.
- Children ages 5 and younger will be supervised when using hand sanitizer.

St. Benedict School will provide opportunities for handwashing throughout the day.

- Students should wash their hands for at least 20 seconds at regular intervals, including before eating, after using the bathroom, and after blowing their nose/coughing/sneezing.
- Use alcohol-based hand sanitizer (at least 60% alcohol) if washing with soap and water is not possible.
- If portable hand washing stations are not available within the classroom, classes will have designated times to wash their hands with soap and water at other locations in the building.
- In limited cases, hand hygiene with an alcohol-based sanitizer or alcohol-based wipes, when there is no visible soiling of hands, are alternatives to handwashing with soap and water by children over 24 months of age, under the supervision of the teacher. The CDC recommends an alcohol-based sanitizer that is at least 60% alcohol and to rub the product over all surfaces of your hands and fingers until your

hands are dry (about 20 seconds) and then wash hands with soap and water as soon as possible.

RESTROOM USAGE DURING THE SCHOOL DAY

When in the bathroom, students should remain 3 feet away from each other. Teachers and class aides in grades PreK-2 should monitor the number of students in the bathroom to ensure that students can maintain 3 feet of distance. Students in grades 3-8 have a better understanding of what constitutes 3 feet and will be permitted to enter the bathroom without staff monitoring distance. To ensure that there are not too many students in the bathroom at one time teachers in grades 3-8 may permit one boy and one girl to use the bathroom at a time. As long as a mask mandate is in place, masks must be worn at all times while in the bathroom.

RECESS, PHYSICAL EDUCATION, AND LOCKERS

- Recess will remain staggered by grade
- Students will only use outdoor designated spaces.
- Activity will be organized and coordinated by Cafeteria/Recess Aides
- Hands should be washed or sanitized after outdoor playtime.
- At this time, Middle School Students will not utilize lockers. Students will store all supplies and books at their desks. If restrictions are lifted we may switch to locker usage later in the year.

CAFETERIA AND MEAL PERIODS

Until Social Distancing restrictions are lifted, St. Benedict students will be eating lunch in their classrooms.

- Students may bring lunch from home. Please remember that SBS is currently a nut-free school.
- Students who order a school lunch will have the lunch delivered to their classroom.
- All school lunch items will be disposable.
- Students must remain at their desks during lunch and may not share food.

COMMUNICATION WITH FAMILIES

- Teachers, students, and parents should check their St. Benedict email often.
- Teachers will keep updated class pages on the school website.
- Beginning in the 2021-2022 school year, School Messenger will replace Honeywell Instant Alert as our school-wide notification system

REQUIRED REMOTE LEARNING

Our "Required Remote Learning Module" plan will be enacted if the Governor's Executive Order closes schools again due to COVID 19 health concerns. In addition, this plan will be used should we have to go to a remote learning plan for any reason during the school year.

The objective of the Required Remote Learning Module (RRLM) remains the same as the objective of our school during in-person instruction- to educate and enrich our students academically, socially, and spiritually. In order to accomplish this goal while all students are learning from home, the Saint Benedict School team constructed a framework that includes expectations for students, teachers, and parents. During "Required Remote Learning" all students would participate in the learning of new material, continued standard pacing, interactive lessons, graded assignments, and assessments. Students will receive Live Daily Instruction from teachers. The best way for any child to learn and stay engaged with schoolwork is to have a regular routine and predictable structure they can count on - every day. A daily structure will also help give them a sense of normalcy. A detailed explanation of the RRLM can be found on the school website under the Required Remote Learning Module.

GRADING AND ATTENDANCE POLICY

To receive credit for the courses for this school year students are expected to complete the assignments. The grading policy is located in the school handbook.

Attendance: In order to receive credit and be promoted to the next grade, students must be present in their classrooms. If a student is virtual for any reason they must remain visible to the teacher.

CATHOLIC IDENTITY

St. Benedict is fully committed to providing a high-quality academic education rooted in the Catholic faith. Gospel values are interwoven into every subject and the cornerstone of everything we do on our campus. At the current time, we plan to resume First Friday Mass. Since this will be considered a school activity, students will be required to wear masks until the mask mandate is lifted or schools are permitted to make masks optional.