



The following is Immaculate Conception and Our Lady of Perpetual Help School's COVID-19 safety plan for the 2021-2022 school year. To create this plan, ICOLPH has adhered to the requirements and recommendations of the Department of Health's *K-12 COVID-19 Requirements for Summer 2021 and the 2021-2022 School Year*, as well as the Archdiocese of Seattle's Office for Catholic Schools, Snohomish County Health District, and the Center for Disease Control. The driving force behind this plan is the health and safety of our staff and students. School will resume on September 7, 2021 with all students in-person.

COMMUNICATIONS:

- Communication will be sent through the weekly school newsletter via email. Please notify school immediately if you are not receiving this.
- Emails will be sent updating families on important information including information from the state and local authorities around COVID-19.

VERIFICATION OF VACCINATION STATUS

- All school staff members will have their vaccination status verified and recorded, in accordance with L&I guidelines.
- All students who are eligible for vaccination (currently 12 years old and up) will have their vaccination status verified and recorded, in accordance with DOH and Archdiocese of Seattle guidelines. This will be done by:
 - Parents present the COVID-19 vaccination card or immunization record showing both doses of the COVID-19 vaccine, including dates and location to a school office staff member or administrator. A clear photograph of the card or record is sufficient.

- The school office staff member records the verification on the Archdiocese of Seattle verification form. The vaccination card or record is NOT kept on file.
- **For students who are 12+ years of age at the beginning of the school year, this verification must happen before 9/7/21.**
- For students who become eligible for the vaccine during the school year, this should happen upon completion of the second vaccine.
- All volunteers or visitors of the school who will be in the school buildings for more than 10 minutes will have their vaccination status verified and recorded, in accordance with DOH and Archdiocese of Seattle guidelines. This will be done by:
 - Volunteer/visitor presents the COVID-19 vaccination card or immunization record showing both doses of the COVID-19 vaccine, including dates and location to a school office staff member or administrator. A clear photograph of the card or record is sufficient.
 - The school office staff member records the verification on the Archdiocese of Seattle verification form. The vaccination card or record is NOT kept on file.
- **Volunteers or visitors who are not fully vaccinated will be unable to be around students and will not be permitted in the school buildings for more than 10 minutes.**

HEALTH AND SAFETY

Morning protocols

- Drop-off
 - Parents will assess for illness prior to leaving for school. If the student is ill or has had any potential exposure to someone with COVID-19, they are not permitted to come to school. The Snohomish County Health Department's *COVID-19 Student Symptom Flow Chart* will be used to assess when they may return to school.
 - Upon entering the building, a staff member will distribute hand sanitizer. Students go straight to the classrooms and follow the classroom protocol on hygiene.
 - **ALL families are required to drive through the carpool lanes.** Drop off at the gym or any surrounding area will no longer be allowed. Children can walk or ride their bike to school with parent permission.
 - Students at morning Extended Care will be escorted to the building at 7:40am.

Protocols for entering the buildings:

- All students, staff, and visitors will be required to wear face coverings indoors on campus. Face masks for students should be black or navy blue, have ear loops, fit appropriately, and cover the nose and mouth. Students should bring an extra mask each day.
- Verification of vaccination status will be required for:
 - All staff

- Visitors remaining in the building more than 10 minutes
- Students if there is an exposure and quarantine guidelines are being considered
- All staff and students will use hand sanitizer when entering the building

Protocols for Dismissal:

- All students are to be dismissed from the classrooms
- Families must have a sign with the student's last name in the car window
- Staff member at the gate will walkie the family name to the office
- Office staff will announce the family being dismissed
- 2:50-3pm Pick-up for single students only
- 3-3:10pm Pick-up for multi-student families
- Students attending Extended Care will be called to meet Ms. Gillett

Social Distancing:

- Classrooms/school will follow guidelines for social distancing (3'-6') to the best of our ability
- Barriers in place as needed
- Water fountains will be disconnected but water bottle fillers will be functional. Students are asked to bring a reusable water bottle daily
- A space has been assigned as an "isolation" / health room

Protocols regarding Illness:

- If student becomes ill/looks ill:
 - Student will be sent to the office immediately
 - A staff member will take them to the health room
 - Parents will be contacted; siblings may or may not be sent home, depending on the symptoms. Siblings will remain at the office if going home.
 - Parents will work with their primary care physician for appropriate next steps
 - If a COVID test is advised, testing results must be given to school administration prior to return
 - The decision tree provided by the Snohomish Health District will be followed to determine next steps for the school and for the student's return
 - If COVID-19 positive, school will follow protocol of alerting appropriate authorities
 - **Quarantine guidelines will be followed based on the situation and current recommendations from the Health District.**
 - For students who must quarantine, an academic plan will be created with the teacher, student and parent to address how best to ensure the least disruption in learning.

DAILY PROCEDURES AND OPERATIONS:

- Establish expectations and protocol for frequent hand washing and disinfecting of hands
- Arrival and dismissal procedures (see above)
- Establish procedures for entering into the building after recess
 - Students will go to recess via the north or main doors to avoid congestion
 - After recesses, students will go directly to wash their hands
 - Teachers will pre-wet/soap hands as students wait in line for the sinks
- Lunch procedures:
 - Lunch in the classroom
 - Wash hands before lunch
 - Wash desks before and after eating
 - A clean dish towel will come daily in the lunchbox to put on top of the desk for lunch; dish towel and garbage will be placed in the lunchbox to return home
 - Students will bring a clean mask to put on after lunch
- Classroom Environment:
 - Classroom doors and windows will remain open during the day and windows should be open for as long as weather conditions allow
 - Air purifiers and window fans will be working in each classroom with an in/out flow to increase air circulation
 - Clearly marked areas for student coats, lunches, personal belongings