Revised March 2022

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.

**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 5 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 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 asked to drive through the carpool lanes. Drop off at the gym or any surrounding area is strongly discouraged. 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:**

- Beginning March 14, 2021, masks will be optional on campus. If wearing a face mask, it should be black or navy blue. (See Masks section below)

- Verification of vaccination status will be required for:
  - All staff
  - Visitors remaining in the building more than 10 minutes
  - Students 5 years and older

- 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 Mrs. Prall

Masks:

- While masks are still strongly recommended by the Snohomish Health District, beginning March 14, 2022, mask wearing will be optional for students, staff and visitors.
- However, students who test positive for COVID-19 and return to school before day 10 of quarantine will be required to wear a mask through the remainder of their 10 days.
- Students and staff may choose to continue to wear a mask for a variety of reasons. These individuals will be supported and no assumptions will be made regarding someone’s belief or health status.

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:
  - Per the Department of Health guidance:
    - Students and staff who have symptoms of COVID-19 are required to stay home and should get tested and/or see a health care provider and follow the return to work/school protocol accordingly
    - Any student or staff who reports or exhibits COVID-19-like symptoms is required to be immediately isolated from others, sent home, and referred to diagnostic testing as soon as feasible, regardless of vaccination status.
    - Any student or staff who tests positive for COVID-19 is required to isolate, regardless of vaccination status.
  - Student will be sent to the office immediately
○ A staff member will take them to the health room. **Students exhibiting symptoms will immediately put on a mask and the staff members helping them will mask also.**

○ 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.**

○ Test-to-stay will be available for students who are designated as close contacts.

○ 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.

**Protocols regarding close contacts and notifications:**

- If a student tests positive, the class(es) will be notified via email that there has been a confirmed case. Families should monitor for symptoms and report any symptoms/illness to the school office.
- Close contacts will be offered the opportunity to have a rapid test performed at school at day 3-5 post exposure.
- Positive cases are required to be reported to the Health District and Archdiocese of Seattle.

**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/hand sanitize

**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
  ○ Students will no longer be required to wear masks during music/choir/band. Bell covers will no longer be required for instruments. Students may choose to continue to utilize both of these safety measures during music/choir/band.