



# **IMMACULATE CONCEPTION SCHOOL RETURN-TO-SCHOOL PLAN**

*IN RESPONSE TO COVID-19*

Miss. Mary Erath  
Principal  
August 23, 2021

## Immaculate Conception School Reopening Committee

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Dear ICS Family,

In the hope of providing you with as much detail about the re-opening of school as possible, the ICS Re-Opening Committee presents you with the results of its work.

Thank you to the committee members for so generously giving of their time and talent to help create this plan. Their expertise and commitment to Catholic education is commendable.

**Please note that Father Jack and I have the right to amend this document as needed. This plan may change if we receive additional guidelines from the New Jersey Department of Education, Department of Health, and/or the CDC.**

Sincerely,

Miss Mary Erath

Principal

## INTRODUCTION

We have created this plan to aid in navigating the reestablishment of our school where employees, students, and families feel safe and to reduce the impact of COVID-19 conditions upon returning to the school. The guidelines referenced in this plan are based on guidance from the Centers for Disease Control and Prevention (CDC), World Health Organization (WHO), and the State of New Jersey Department of Education (NJDOE) *The Road Back*. Regular updates will be made to this plan based on information provided by the CDC, WHO, and applicable federal, state and local agencies.

### SOURCES

Center for Disease Control: [https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html#anchor\\_1589931942037](https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html#anchor_1589931942037)

New Jersey Department of Education:  
<https://www.nj.gov/education/reopening/NJDOETheRoadBack.pdf>

## GUIDING PRINCIPLES

In order to ensure the continued well-being of our employees and students the following guiding principles have been put in place:

1. EMPLOYEE AND STUDENT SAFETY MEASURES
2. HEALTH GUIDELINES

## HEALTH PROTOCOL AND SCREENINGS (EMPLOYEE AND STUDENT)

Upon arrival each morning, Immaculate Conception students, faculty, and staff will be screened for symptoms of COVID-19, but will not undergo a temperature check before being admitted to the building unless warranted by developing circumstances. At that time, anyone determined to have a temperature of 100° (F) or higher will be denied entry, will be sent home, and should be seen by a physician.

The school's policies for screening must include the following:

Staff must visually check students for symptoms upon arrival every day and/or confirm with families that students are free of COVID-19 symptoms.

COVID-19 symptoms including:

- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain

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- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea
- Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit
- Known close contact with a person who is lab confirmed to have COVID-19

*All screening information will be kept confidential by the school and school nurse.*

### **Employees:**

School staff are required to wear face coverings, either cloth or disposable masks, and/or face shields, unless doing so would inhibit the individual's health.

**\*\*As per the most recent state mandate, all faculty and staff must be full vaccinated or must submit to a weekly screening.**

- If an employee becomes ill at work or if another person is exhibiting symptoms of COVID19 at work, they will be asked to leave work and go home or to the nearest health center.
- Employees returning to work from an approved medical leave should contact Human Resources. Employees will be asked to submit a healthcare provider's note before returning to work.
- If an employee has been diagnosed with COVID19, the school, Office of Schools, and local health department must be contacted. The health department will determine the next steps.
- **Un-vaccinated school employees will be required to quarantine at home for 10 days, with testing on days 3 to 5, if they have traveled to states and countries that are recognized by the State of New Jersey to require such quarantines.**

### **Students:**

- Parents are encouraged to be on the alert for signs of illness in their children and to keep them home when they are sick.
- Students are required to wear face coverings, cloth or disposable mask, and/or face shields, and are required to do so when social distancing cannot be maintained, unless doing so would inhibit the student's health (i.e. in cases of extreme heat). This includes at arrival and dismissal, in common areas (including the hallway, in restrooms, and when moving around the classroom). It is also necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities. Please label masks and provide an extra mask in your child's backpack. It is requested that parents/guardians practice using face coverings with their child before the start of the school year.

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- Student health checks must be conducted safely and respectfully, and in accordance with any applicable privacy laws and regulations.
- Results must be documented when signs/symptoms of COVID-19 are observed.
- Any screening policy must take into account students with disabilities and accommodations that may be needed in the screening process for those students.
- Students will be required to quarantine at home for 10 days if they have traveled to states and countries that are recognized by the State of New Jersey to require such quarantines.

### Protocol for Symptomatic Staff and Students

Immaculate Conception School has adopted the following procedures for symptomatic staff and students. Procedures include the following:

- Students and staff with symptoms related to COVID-19 will be safely and respectfully isolated from others in the Nurse's Isolation Room.
- Students will remain in isolation with continued supervision and care until picked up by an authorized adult.
- Continuous monitoring of symptoms will take place.
- The school nurse will follow current State of New Jersey Communicable Disease Service guidance for illness reporting - <https://www.nj.gov/health/>
- If the school becomes aware that an individual who has spent time in the school tests positive for COVID-19, school officials will immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality.
- Adequate amount of personal protective equipment (PPE) is available, accessible, and provided for use.

If an employee or student becomes ill on campus, he/she will immediately report to the **nurse's isolation room** and the case form will be completed.

Once the employee or student arrives at the isolation room, he/she will immediately be provided with a mask and gloves. It will be explained that this is to help protect other employees and students and prevent the spread of the potential virus.

- The nurse will call the local health authority and seek advice.
- The nurse and others attending the suspected infected person will also wear a protective mask and gloves while working with the suspected infected person. If a mask is not tolerated by the child, staff will use a face covering and follow social distancing guidelines (3 ft. away).
- The nurse will direct the ill employee to leave work or call the parent/guardian of the student to be picked up and go home.
- The nurse and principal must identify persons who may have come in contact with the suspected infected person. *Unless required by the local health authority, the name of the employee should not be provided.*

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- Advise employees that they may have been in contact with a suspected employee and to carry out self-screening every morning, and based on the results, contact the HR department.
- The isolation area and suspected employee's or student's work area/classroom will be thoroughly cleaned and disinfected, in addition to all other common surfaces recently touched by the employee or student.

When an individual tests positive for COVID-19, the facility should immediately notify local health officials, staff and families of students who have been identified as a close contact of a possible or confirmed case while maintaining confidentiality.

Facilities should be prepared to provide the following information when consulting public health:

- The identity of the person with COVID-19 or probable COVID-19 (i.e. staff, child in care, household contact).
- The date the person with COVID-19 or probable COVID-19 was last in the building
- The date the person developed symptoms.
- Types of interactions the person may have had with other persons in the building or in other locations.
- How long their interactions were with other persons in the building.
- If other persons in the childcare program have developed any symptoms; and
- Any other information to assist with the determination of next steps.

### **Re-admittance Procedures After Recovery From COVID:**

Immaculate Conception School has developed a re-admittance to school plan for employees and students after recovering from COVID-19. The plan and procedures have been established by the school nurse under the guidance of CDC and NJ Department of Health guidelines.

- Employees or students who **have symptoms of COVID-19, have tested positive, or have not been tested** should stay home and away from others until:
  - a 10 day quarantine period has passed since symptoms first appeared AND
  - have had no fever for 24 hours without the use of fever reducing medications AND
  - other symptoms, such as a cough and shortness of breath, show signs of improvement.
- Employees or students who are **asymptomatic, but have tested positive for COVID-19**, should stay home and away from others until:
  - 10 days have passed from the date of the positive COVID-19 test AND the individual has remained symptom free.
  - If the individual develops symptoms, guidelines for symptomatic individuals should be followed starting from the date of the onset of symptoms.
- Any Student or Staff having a positive COVID-19 test must report these findings to the School Nurse/Administrator.

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- Employees or students who **have symptoms of COVID-19 and have tested negative** should stay home and away from others until:
  - 24 hours fever free without the use of fever reducing medications AND are showing signs of improvement in symptoms.
- Non-vaccinated employees and students who have come in contact with an individual who has tested positive or is a presumptive positive, will be required to self-quarantine for a period of 10 days AND until they have tested negative for COVID-19. Any siblings or household members of the students and employees should remain at home and be tested as well.
- School Nurse will report the finding to the Board of Health. Any recommendations made by the Health Department will be followed.

Any student required to quarantine will have the ability to move to virtual learning.

If a suspected/confirmed case of COVID-19 occurs in one specific classroom (cohort), the other non-vaccinated staff and children in that cohort would be considered close contact of that individual and would be required to self-quarantine for 10 days AND until they have tested negative for COVID-19. Vaccinated staff, students, and other cohorts may continue to function as outlined under these guidelines as long as they remain symptom free.

\*\*\*These recommendations are subject to change depending on Department of Health and CDC guidelines.

## SOCIAL DISTANCING

Social distancing is an effective way to prevent potential infection. Immaculate Conception School employees, students, and parents should practice staying approximately 3 feet away from others and eliminating contact with others.

- Schools must allow for social distancing within the classroom to the maximum extent practicable. This can be achieved by ensuring students are seated at least 3 feet apart and considering the flow of student traffic around the room.
- Additional modifications are in place. These include using physical barriers between desks and turning desks to face the same direction (rather than facing each other) or having students sit on only one side of the table, spaced apart.
- Traffic Flow – Arrows on the floor will mark the walking direction throughout the halls in order to maintain the social distancing requirement of 3 feet.
- When weather allows, windows should be opened to allow for greater air circulation. Indoor environments with recirculated air are the riskiest of environments for COVID-19 spread.
- Ad-hoc Interactions/Gatherings – Non-essential/informal meetings and visiting should be avoided

## PERSONAL PROTECTIVE EQUIPMENT (PPE)

In order to minimize exposure to COVID-19, PPE may be needed to prevent certain exposures. PPE can include:

**Face Coverings:** Face masks, cloth or disposable, and/or face shields, are an important part of employee protection, as well as personal hygiene, social distancing, and frequent cleaning efforts.

School staff are required to wear face coverings, cloth or disposable masks, and/or face shields, unless doing so would inhibit the individual's health (i.e. in cases of extreme heat). Students are strongly encouraged to wear face coverings and are required to do so when social distancing cannot be maintained, unless doing so would inhibit the student's health. It is necessary to acknowledge that enforcing the use of face coverings may be impractical for young children or individuals with disabilities.

When entering the building and until students are at their individual seats, students will be required to wear a cloth or disposable mask. Masks will be required when exiting the school, when moving around the classroom, in hallways, bathrooms, and in common areas. Children will be provided the option of face shields that will be kept in their desk. Once at their desks, one face covering, a cloth or disposable face mask and/or a face shield, will be required to remain in place all day. Masks will be purchased and will be on hand in case a child needs a replacement during the day. Parents are asked to pack extra masks in their child's backpack.

**Gloves:** Touching your face with contaminated hands, whether gloved or not, poses a significant risk of infection. Wearing gloves does not diminish the need to wash your hands. Please remember to wash your hands properly as it is the number-one defense against any virus. Additionally, the proper removal of gloves reduces the risk of being exposed to contamination.

*Please note that social distancing will still be practiced even with the use of gloves and masks.*

In addition to using PPE, please remember to:

- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available
- Avoid touching your eyes, nose, and mouth
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow

## CLASSROOM AND COMMON SPACES

Immaculate Conception School staff will use the signage provided to indicate the room for sanitizing and disinfecting. All teachers and students are asked not to visit another classroom outside of their team or grade level. Middle School students will be able to move



from classroom to classroom. All students will be able to move to their Specials classrooms. Physical Education may be held outside. Employees are encouraged to disinfect their own personal workspace (teacher desk, phone, etc) throughout the day, giving special attention to commonly touched surfaces.

**Classrooms:**

- There should be a 3 foot separation of desks and children. Students are required should be required to wear masks. Turn desks to face in the same direction (rather than facing each other) or have students sit on only one side of tables, spaced apart. For furniture that is intended to accommodate more than one student the school should explore bringing in furniture to replace the multi-student furniture or consider some type of partitioning system.
- **It is highly recommended that students do not change classes or leave their rooms.** Consider keeping classes together to include the same group of children each day (cohorts). **Where applicable, teachers will change classrooms, with students staying in the same classroom.** For all grade levels: Students will be directed under the supervision of the teacher to clean their personal space (including desks, cubby and/or lockers). This includes students using approved cleaning products to wipe down desks when leaving the classroom and arriving in the classroom.
- Excess furniture will be removed from classrooms to ensure proper distancing between student desks.
- Larger rooms (i.e. auditorium, cafeteria, gym) can be used as classrooms to allow for social distancing.
- Minimal mixing between groups/cohorts is allowed.
- Outdoor classes are allowed and welcome where possible and when seasonally appropriate.
- Hand sanitizer is provided in every classroom, in accordance with CDC guidelines.
- Parents/guardians are encouraged to send small, individual hand sanitizer for their children to be kept at desks.
- Parents/guardians are asked to provide their child with a reusable water bottle to be kept at their desks as water fountains cannot be used.

**School Entrances, hallways, and common spaces:**

- If physical distancing (six feet) cannot be maintained for individuals in line waiting to enter or exit a building, utilization of face coverings, cloth or disposable masks and/or face shields, are required. Physical guides, such as tape on floors or sidewalks and signs on walls, to help ensure that staff and students remain at least 6 feet apart in lines and at other times (e.g. guides for creating "one-way routes" in hallways).
- Minimize interaction of students between drop-off and entrance to school facilities.
- Locations of arrival and drop-off areas by student last name have been established. Families with last names from A-H will enter will enter the building through Door 2. Students will last names from I-Q will enter through the Main Door into the Church lobby. Students with last names from R-Z will enter through the gym doors. Beginning at 7:30, students will exit their car and be greeted by a staff member.

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Upon entering the building, students will report directly to their classrooms. All students must arrive by 8am. For dismissal, students will be dismissed to the same doors as morning drop-off, and dismissals will be staggered. No gathering in the parking lot after dismissal is permitted at this time.

- "One-way routes" have been created in the hallways with tape and signage.
- Social distancing in hallways and common areas will be maintained
- The number of non-essential interactions between students and staff throughout the school day will be minimized.
- Student cohorts will be created and maintained as an effective strategy to limit exposure and contact.
- Commingling between classes or other groups of students will be limited.
- Large group gatherings will be minimized.
- A system that allows for physical distancing has been established.
- Hand sanitizer will be provided.
- Signage around school buildings has been placed to provide hygiene advice and reminders.
- There will be increased frequency of cleaning all surfaces, including walls (to the appropriate height based on age of students).
- The number of students in the hallway at the same time will be limited by staggering release from classrooms.
- If feasible, physical barriers, such as sneeze guards and partitions, particularly in areas where it is difficult for individuals to remain at least 3 feet apart (e.g., reception desks) will be installed.
- Locker use is suspended to keep traffic in hallways to a minimum.
- Additional entry/exit points have been established to ensure a balance of social distancing and security protocols.

### **Other Considerations:**

- Supplies and equipment are limited to one group of children at a time and cleaned and disinfected between use.
- Adequate supplies will be available to minimize sharing of high touch materials to the extent possible.
- Sharing electronic devices, toys, books, and other games or learning aids, will be avoided, or thoroughly cleaned and disinfected between use.
- Each child's belongings separated from others'. No toys or extra items should be brought to school at this time.
- Increase circulation of outdoor air as much as possible, for example, by opening windows and doors, unless doing so poses a safety or health risk (e.g., risk of falling, triggering asthma symptoms) to children using the facility.
- Ensure students have time to wash and sanitize their hands during and after lunch and recess periods.
- The practice of handwashing or hand sanitizing will be built in throughout the day, during transition times.

## FACILITIES CLEANING

The safety of our employees and students are our first priority. Upon reopening, our school has been completely cleaned and disinfected and we will continue to adhere to all necessary safety precautions. In addition to the deep clean of the office and school before employees and students return, the cleaning steps outlined below are to be taken to disinfect workplace surfaces, chairs, tables, etc. to protect employees and reduce the risk of spread of infection. We will require employees to maintain this safety standard by continuously cleaning and disinfecting based on the frequency stated below. Deep cleaning is triggered when an active employee or student is identified as positive for COVID 19 based on testing.

## GENERAL DISINFECTION MEASURES

Category	Area	Frequency
<b>Workspaces</b>	Classrooms, Offices	At the end of each use/day
<b>Appliances</b>	Refrigerators, Microwaves, Coffee Machines	Daily
<b>Electronic Equipment</b>	Copier machines, Shared computer monitors, TV's, Telephones, keyboards	At the end of each use/day and/or between use
<b>General Used Objects</b>	Handles, light switches, sinks, restrooms	Several times a day
<b>Buses</b>	Bus seats, handles/railing, belts, window controls	At the end of each use/day
<b>Common Areas</b>	Cafeteria, Library, Conference rooms, Gyms, Common Areas	At the end of each use/day; between groups

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 lunchrooms and bathrooms.
- Children ages 5 and younger should be supervised when using hand sanitizer.
- Students should wash or sanitize hands for at least 20 seconds at regular intervals, including before eating, after using the bathroom, and after blowing their nose/coughing/sneezing.

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- Use alcohol-based hand sanitizer (at least 60% alcohol) if washing with soap and water is not possible.

### For Early Childhood programs, when possible:

- Keep children three feet apart during nap time (can have cots oriented head to foot), when eating, and doing other activities.
- Avoid close group learning activities like reading circles.
- Designate times on the schedule to take students out of the classroom to wash hands with soap and water or hand sanitizer, including, at a minimum:
  - at the start of the day when children enter the classroom
  - before snacks and lunch
  - after using the toilet or helping a child use a toilet
  - after sneezing, wiping, and blowing noses
  - after snacks and lunch
  - when students come in from outdoor play or recess

Hand hygiene with an alcohol-based sanitizer or alcohol-based wipes, when there is no visible soiling of hands, are alternatives to hand washing 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, then wash hands with soap and water as soon as possible.

## SIGNAGE

Signage will be placed throughout the offices and school.



## **BUS DRIVERS/BUS PROTOCOLS**

Schools will follow the protocols outlined by the local district providing busing. For schools with their own buses, bus drivers or custodial staff must disinfect the buses at a minimum:

1. Right before starting a route to pick up students
2. Right after the morning and afternoon routes

Bus drivers must not report to work if they suspect they are sick or if they have symptoms such as fever or difficulty breathing, or have been in contact with other people who have any confirmed respiratory illness or disease the last 10 days.

## **RESTROOM USAGE DURING THE SCHOOL DAY**

The school will establish maximum capacity for the facility that allows for social distancing. The school will post the maximum capacity sign on the door. There will be limited shared use of restrooms.

## **RECESS, PHYSICAL EDUCATION, LOCKERS AND LOCKER ROOMS**

- Outdoor recess will be held, weather permitting, in designated area by cohorts/classes.
- Recess will be staggered. If two or more groups are participating in recess at the same time, they should have at least 6 feet of open space between them.
- Cones, flags, tape, or other signs will be used to create boundaries between groups.
- Hands will always be washed immediately after outdoor playtime.
- The use of playground equipment will be staggered to establish frequent disinfecting protocols. An inventory of outdoor spaces will be completed in order to designate zones, use stations, mark off areas, floor markers, floor tape, poly spots, etc., to ensure separation among students (six feet for social distancing).
- Physical Education and recess will include games and activities that require limited or no physical contact or sharing of equipment. If equipment must be shared, it will be cleaned and disinfected between each use.
- Specific areas will be designated for each class during recess to avoid cohort mixing.

## **VISITORS ON CAMPUS**

Until further notice there will be no visitors allowed on campus or in the school building. Fewer people entering the school building allows for greater implementation of safety measures. Parents who enter the building for any reason must wear a mask.

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Packages or other items (student forgets lunch) will be left at school entrance. A drop off box will be established outside of the school entrance for such packages.

Students who arrive after 8am, must report to the Main Entrance and ring the doorbell. Only the child will be admitted to the building.

### **CAFETERIA AND MEAL PERIODS**

The school will continue to provide students with the opportunity to purchase lunch through our cafeteria. Lunch will be served in the cafeteria five days a week. For safety reasons, no students or staff will enter the kitchen for safety reasons. Each class will receive a tub with the individual lunches bagged separately and will be distributed to students. Lunch ticket and ordering procedures will remain online. If circumstances permit, snacks will be sold separately starting in October.

- Disposable food service items will be used (e.g., plastic utensils, brown bags).
- Students bringing their lunch must provide their own disposable food service items.
- Proper hand washing and sanitizing will be practiced before and after meals.
- Students are not allowed to share food.

### **SNACKS AND FOOD DELIVERY**

Bringing refreshments to share during school is prohibited in order to limit the risk of contamination. Snack time is permitted, but students should bring their own snack items and drinks to school. We ask that there be no food delivered and that food be kept at assigned spaces. Personal deliveries such as packages should not be delivered to the school. Reusable water bottles may be kept at students desks. Birthdays may be celebrated with a dress down day, but food, snack items, or goodie/craft bags may not be brought or sent in at this time.

### **COMMUNICATION WITH FAMILIES**

To stay updated on the most current information:

1. Teachers, students, and parents need to check their email often.
2. Visit the school website for updates.
3. Follow our social media platforms.
4. Google Classroom for Grades K-8 will be utilized.
5. Check PowerSchool Student Information System for grade updates.
6. Register for SwiftK12 Alert System.
7. Keep up to date on all IC Express emails.

## **ACADEMICS AND HOME-BASED LEARNING**

Immaculate Conception School will be opening with traditional five day in school sessions for student instruction. We will be prepared to provide other models of instruction, as can be seen in a hybrid or remote school setting, if necessary.

If a student is sent home to quarantine, provisions will be made to provide these students with virtual instruction. There will be a waiting period of 1-3 days to begin live, temporary, remote learning so that teachers can properly prepare for students to join their classes remotely. Temporary remote learning will not be available for any reason other than close contact or a positive Covid-19 test. Students will be expected to attend their regularly scheduled classes via live streaming. Students who participate in virtual learning will be expected to wear their uniform during hours of instruction. Tuition for in virtual instruction is the same as it will be for in-person learning.

Immaculate Conception School's goal is to design flexible instructional plans that work best in both traditional face to face and remote environments. The following has been considered:

- Creating year-long plans to facilitate more meaningful, interdisciplinary units that can be delivered face to face or remotely.
- Ensuring all instructional experiences include modeling, guided instruction, collaborative work, and independent work rather than over-reliance on independent work during remote learning. This requires strategic use of synchronous and asynchronous lessons.
- Reviewing and implementing best practices in synchronous and asynchronous instruction to meet student needs and engagement.
- Making adjustments to school-based services plans for students with disabilities to account for accommodations and modifications needed in a remote learning environment.
- Ensuring meaningful support is provided for English Learners and their families including that teachers, students, and parents are adept at utilizing translation tools.
- Creation of an "early warning system" to identify and intervene with students who may be exhibiting academic and/or behavioral concerns.
- Developing a plan for benchmark screening and intervention delivery during face-to-face and remote learning.

## **CATHOLIC IDENTITY**

Catholic schools have a two-fold charge: to provide an education that is academically excellent and one that is deeply rooted in Catholic identity. Catholic values will be infused intentionally across all grade levels and all subject matter. Participation in liturgy and prayer will continue to be encouraged for both traditional face to face and remote settings. First Friday Mass will be streamed into each classroom. Service learning opportunities will remain a priority in our schools.

## **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.

## **REMOTE LEARNING**

In the event that the school has to close in 2021-2022, we will follow the guidelines below for receiving and returning student work.

Immaculate Conception School will continue to use Google Classroom for grades K-8. Google Classroom will be another communication method for parents to be able to contact the classroom teachers.

Immaculate Conception School will provide daily online virtual instruction for all students.

## **ONLINE INSTRUCTION**

The Virtual Learning Plan is posted on our school website. Please refer to the plan in the event that we are required to return to remote learning.

Zoom/Google Meets is our online component to help deliver daily live and instruction from the classroom teacher. Work will be assigned and sent via Google Classroom.

## **EXTRACURRICULAR ACTIVITIES/BEFORE AND AFTERCARE PROGRAMS**

- Use of school facilities will be restricted until further notice.
- Before Care will be available starting at 7am.
- After care will be available with the following conditions:
  - Hours of operation are from 2:15-5:30pm.
  - In an effort to keep our after care numbers down so that the building can be thoroughly cleaned and sanitized during the afternoon hours, we ask that this service be reserved for families who work outside of their home with no other options for child care.
  - If a student would like a snack or entertainment during after care, it must be brought from home.
- Maximize the use of technology and online resources to continue some extra-curricular activities without additional person-to-person contact.
- Cleaning/disinfecting schedule may not allow for in-person gatherings outside school hours.
- Once the building is vacated, no one may return until school reopens the next day.