

In these uncertain times, please be assured that St. Peter School continues to work to provide purposeful learning for each child whether working remotely from home or attending in person.

The school recognizes the difficult decisions faced by our families. With this concern in mind, St. Peter School has developed the following protocols. These protocols are based on guidance provided by The Archdiocese of NY, the CDC, and all NYS and Local Health Departments.

As of the creation of this plan, all classes will participate in 5 days live instruction. This decision is based on the results of the parent survey sent on July 24, given the requirement to have no more than 16 students plus 1 teacher (Grades 1-8), 15 students + 2 Teachers in Kindergarten, and 15 students +2 teachers in Prek and UPK.

All updates will be communicated via Iris Alert and Email. *It is Vital that current contact information be updated regularly.*

- All students and staff will be required to wear facemasks while in the building. Parents should be working to encourage the proper usage of a face mask, length of time, covering nose and mouth, etc.
- Students should be encouraged to use social distance greetings including thumbs up, heart hands, peace sign, wave or any other non contact form or greeting.
- The school encourages the parents of our younger students to utilize a mask lanyard. The mask can be attached to the lanyard so that it remains in the possession of the student.
- Appropriate mask breaks will be provided throughout the school day.
- All breaks, including recess will be designed to limit interaction of one class with another, to minimize contact.
- Students will be required to bring a filled water bottle, clearly marked with the child's name each day.
- Reusable water bottles are encouraged, also clearly labeled with the child's name.
- Students will be seated in an arrangement to provide for 6 feet of social distancing. All student materials will be kept in this six square feet (to be referred to as the personal space) Children will be required to keep all personal items, including coats in their space. Each teacher will plan to provide a means of organization of the personal space, including but not limited to, seat back organizers, storage boxes for under the desk, hooks attached to the front of the desk, etc.
- Parents should limit the number of personal items brought to school each day. Supply list materials for each class will be kept in school and will NOT travel back and forth. Parents are encouraged to keep extra supplies (pens, pencils, crayons) at home for this reason.
- Bathrooms will be utilized according to a schedule providing for social distancing, with sanitization occurring throughout the day.
- Each classroom will be provided with a touch less sanitizer station, but parents are encouraged to include hand sanitizer in the student supplies.
- Each classroom will ensure proper ventilation of outside air.

During Phase 1 of reopening, there will be no early drop-off or afterschool programs, including sports.

- Please refer to the Guidance for Reopening Catholic Schools found here:
<https://catholicschoolsny.org/opening/>

Entry:

- All students and staff will have a temperature screening upon entry to the building.
 - Students or staff who are identified as having a fever will not be admitted to the building.
 - Parents are requested to do a temperature check at home to verify the student wellness before coming to school.
 - Those students, who will be using the Yonkers School bus, will also be subject to temperature screening prior to boarding the bus by bus personnel.
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- Grades PK3, UPK, K 1, and 2 will enter the building via the front door. Students and families will be required to follow social distancing guidelines while waiting for entry.
 - Doors will be opened at 7:35 for front door student entry.
 - Students will be escorted by staff to their classrooms.
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- Grades 3, 4, 5,6,7 & 8 will line up, practicing social distancing in the school yard. Entry to building will take place through the brown doors.
 - Students will walk upstairs directly to classrooms
 - Doors will be open at 7:40. Doors will be staffed until 8 am
 - Once doors are closed, all students must enter the front doors of the building and obtain a late pass.
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- Signage will be posted to indicate hallway traffic.
 - For AM entry only, the main staircase (to be referred to as Staircase A) will be an up staircase only.
 - For the remainder of the day, through dismissal, Staircase A will be a down staircase.
 - Signage will be posted.
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- The back staircase at the far end of the hallway (to be referred to as staircase B) will be a down staircase only for the entirety of the school day.
 - Signage will be posted.

Student or Staff Illness:

- If a student or staff member presents with illness during the school day, the student or staff member will be required to go home. Parents must be ready to pick up a student quickly and should create a plan of contact for that purpose. All contact information is to be kept current both with the office as well as the student's teacher.
- If the student or staff member is exhibiting covid like symptoms, the student or staff member will be brought to our computer lab adjacent to the office (to be referred to as the Guardian Angel room). A staff member in full PPE will monitor the student until pickup. The Guardian Angel Room will be sanitized following usage.
- Students or staff who exhibit covid like symptoms will be required to provide a doctor's note of clearance prior to returning to school.
- Families are reminded of the need to quarantine for 14 days prior to the return to school if international travel or travel to those states identified by the NYS Health Department has occurred. See <https://coronavirus.health.ny.gov> for a list of states.
- Should a student or staff member become covid positive, social distancing and limited interaction among classes should enable the school to limit groups required to quarantine. Quarantine would result in individual students or classes to work remotely from home.
- It is for this reason that the school continues to stress the need for a parent to keep the student home if the student is unwell.

Procedures for Cases of COVID 19

- School leaders are to notify the regional superintendent with relevant details.
- School leaders will then be provided with the approved e-mail communication to distribute to school communities from the Office of the Superintendent of Schools. No identifying information is to be used in any communications regarding the individual who may be symptomatic.
- School leaders must then distribute this notification to school staff members and families once approved by their regional superintendents.
- School leaders will follow all health department directives on school closures, because of COVID-19, and on facilities, which are provided by the Health and Safety Task Force of the Office of the Superintendent of Schools.
- School leaders will coordinate with the appropriate vendor from the Office of the Superintendent of Schools for disinfection procedures and timelines according to CDC guidance.
- Individuals who are COVID-19 positive may only return after providing a note of medical clearance and two negative COVID-19 test results after they are without fever for three days. ***In keeping with HIPAA law, at no time should the identity of the individual, who is COVID-19 positive, be revealed.***
- Schools must take extreme and extenuating measures to protect the identity of the individual and not foster gossip or watercooler talk. This is a critical violation of a person's civil rights, and

appropriate action for the failure to do so will result in disciplinary action up to and including termination.

Parent / Office Interaction

Given the requirement to limit access to the building to minimize contact, all business with the office will be conducted via telephone, email, or zoom call. Families may not “drop off” anything to the building during the school day. If the School needs to have personal contact with a parent, arrangements will be made to provide that contact in a safe manner, exterior to the building.

Dismissal

- No parent will enter the building at dismissal time. Students will be escorted by staff to the door to pick up students.
- Grades 5-8 students will be dismissed at 2:50 through the front doors.
- Parents must continue to remind the students of social distancing following that dismissal.
- Grades PK3, and UPK will begin dismissal at 2:40. Parents will meet by the kitchen door. (Yellow doors at the east end of the building on Downing Street).
- Grades K, 1, 2, 3 and 4 will be dismissed through the front doors at 2:40.
- Parents will wait for the students to be brought to them. The school will implement a procedure to notify the school of the parent arrival for pick up.
- Given the need to provide, first and foremost, for the safety of the students, no student will be dismissed prior to the designated time without prior approval by the principal. No approval will be given if the request is made within 2 hours of dismissal time.
- St. Peter School will require the complete cooperation of families to assist in providing safe, distanced dismissal of the students.
- All pickups will be completed by 3 pm.

Daily Sanitizing

- All student areas will be sanitized at the end of each day.
- Bathrooms will be sanitized multiple times each day on both a prescribed schedule as well as an as needed basis.
- All touch points including handrails, light switches and door handles will be sanitized through the day.

Instruction

Whether students are working in person or remotely, St. Peter School will continue to provide purposeful instruction to meet the needs of each child.

Remote Learning

- Students working remotely will be provided with a Chromebook, whiteboard, text books and access to all digital platforms. Each class will have specific needs for other learning materials. These will be provided to the students as needed.
- Parents of students working remotely should identify a space at home to be designated as the student *personal space*. This will allow all references to personal space to be understood at home and at school.
- All students working remotely will be required to participate in class activities at the time they are presented. Based on grade level and age appropriateness, the teachers will provide time specific requirements for each class.
- The Personal space should be ready each day to fully participate in learning. That means the students must be in the uniform of the day, all materials at hand in the space, and all assignments ready.
- Parents should work to be able to scan and send assignments.
- Instruction and support in using Google classroom and all digital products will be provided to both students and parents as needed.

In Person Learning

- Students working in person will be provided with a Chromebook, whiteboard, text books and access to all digital platforms. Each class will have specific needs for other learning materials. These will be provided to the students as needed.
- All materials will be kept in the personal space, with the exception of the Chromebook. A Chromebook will be identified for the individual use of each student. The Chromebooks will be sanitized prior to returning them to the recharging cart.

During Instruction

- The teacher will provide access via a zoom link on Google Classroom each day for remote learners. Each classroom will have access to upgraded Smart Boards or ActivePanels, document cameras, and Chromebooks designated for the teacher use to broadcast zoom links and monitor students.
- All Teachers will be masked in the classroom, particularly when working with a student directly within the personal space.
- At times, in the younger grades, it may become necessary for the teacher to remove her mask for a brief period while exhibiting proper enunciation of phonics in the reading program. Such instances will be kept brief, and the teacher will not be within the personal space of a student.

Food Services

Breakfast and lunch will be provided in the classrooms, distributed by staff.

- Students will be permitted to bring their own meals; sharing will not be permitted (i.e., parents are not permitted to provide snacks for anyone other than their own child).
- For the safety of all, individual snacks must be brought from the home. These snacks must be labeled by parents clearly indicating the child's name because vending machines will not be operable.
- Students are required to bring their own reusable water bottle labeled with their names; no glass bottles or containers will be permitted.
- There will be absolutely no provisions for heating meals brought from home.
- All food service workers will wear gloves in addition to proper face coverings.
- Students may not share meals under any circumstances.
- No student birthday celebrations in school which include food or "goody bags" will be permitted at this time.
- Parents are encouraged to practice opening food items prior to the start of school to minimize the need for handling. For example, can your child open a juice box without assistance? Can your child open a thermos without assistance? If sending lunch from home, parents should consider using flip-top bottles, ziplock bags and other containers the child can open.

Please be advised that as guidance changes, the school will update this plan.