

**St. Bartholomew Academy  
2020-2021 Re-entry Plan  
(Update 11/15/20)**

**Ms. Kimberly Harrigan, Principal**

# Principal's Message

Hello. During this time of Covid-19, **it is important to read and understand the precautions we need ALL families to follow in order to keep our school community safe and open.**

**Please read the updated guidelines for our school which were reviewed and updated by our Re-entry Committee. Changes will be marked in red.**

It is **IMPERATIVE** that we all follow the guidelines in this re-entry plan and that parents, faculty, and staff refer to it when you have a question pertaining to COVID safety.

If you have any questions, please email the school nurse or principal at:

Kimberly Harrigan, Principal      [sbapincipal@stbacademy.org](mailto:sbapincipal@stbacademy.org)

Maria Polo,RN, School Nurse      [nurse@stbacademy.org](mailto:nurse@stbacademy.org)

# Arrival/Dismissal

- Staggered arrival/dismissal times and door assignments allow for reduced traffic and social, *“physical” distancing*.
- *Face masks must be worn by students and parents on school property at all times and must be on securely before exiting your car.*
- Health questionnaires must be filled out online no later than 7:30 am and will be checked by staff upon your car’s arrival in line. *Temperature must now be taken at home and answered on the questionnaire.*
- *Students will get out of the car and line up at their door on the social distance spots.* They will be given hand sanitizer before entering the school building.

**ENTRANCE AND EXIT TIMES ( NO congregating at arrival and dismissal...All students and parents must leave promptly)**

**Family car with students in grades K-8:** 7:45 am/2:40 pm Door #2 rectory

**Family car with students in grade 5-8:** 7:45 am/2:50 pm Door #6convent

**Family car with only Pre-school students:** 8:10 am/2:15 pm Door #2 rectory

# Classrooms

- No items will be shared throughout the day. Faculty will have extra pencils, crayons, etc. on hand for students who need it.
- Students will wear face masks in classrooms, bathrooms, hallways and recess. Masks will be taken off for eating behind desk shields at lunch and must be replaced when finished.
- Hand sanitizer will be available at all entrances, exits, and classrooms in the school.
- Technology used will be wiped down after each individual use.
- Classroom windows will be opened at all times for circulation.
- Fans may be used to increase window air flow only.

# Social /Physical Distancing

- Desks are arranged six feet apart in all classrooms.
- Floor spots and wall signage are applied throughout the building to remind students and staff to social distance.
- Students have desk shields on their desks and at all small instructional areas.
- Students eat lunch behind desk shields at their assigned desks six feet apart.
- *Students will physically distance themselves and play in their grade level zone at recess.*

# Daily Cleaning Procedures

- Enhanced cleaning of high touch areas such as light switches, doorknobs, door bars, etc.
- Increased restroom cleaning throughout the day
- Thorough night cleaning of entire building including sanitizing desk surfaces.

# Lunch

- Students will eat lunch in their classrooms.
- Lunch can be brought from home or ordered through Chase Foods. Chase Foods offers pre-packaged lunches.
- There will be no outside deliveries due to the current health situation. Students who forget their lunch will be provided with an alternative cold option meal.
- Parents will not be permitted to drop off lunches due to the revised visitor policy.
- Recess will be outside (weather permitting) Classes will be spread out. No more than two grades in recess at one time. **(Send proper coats, hats, gloves each day. Students will be going outside as long as weather is above thirty-two degrees.)**
- Students can play physically distanced appropriate games or take class walks.
- Any play equipment used outside must be sanitized between uses.

# Visitor Policy

- Parents visiting the school will be limited to emergencies only.
- In-school assemblies and other gatherings will be suspended until further notice.
- The school will maximize the use of online platforms to hold meetings whenever possible (Zoom, Google, etc.)
- Students will attend Mass or prayer services in small, physically distanced groups.
- If it is necessary for a guest to enter the building, they must have an appointment, fill out a health screening form, and practice physical distancing.



# Remote Learning

- Families may choose to attend school in-person or remotely. If you choose remote learning, you will fill out a form agreeing to such and adhere to the remote learning protocol.
- Remote learning will follow the live-streamed classroom lessons on Zoom each day, with time to work independently, and then rejoin class.
- If you choose remote learning you must remain in this choice. At the beginning of the second and third trimester, you will be asked if you would like to return to the school for in-person learning or remain remote for the rest of the year.
- Students may not attend remote classes if they are out sick for a day. They may only make arrangements to attend remote class if they are out on quarantine for COVID.

# Specials Classes

- Teachers of Special Classes will travel to student classrooms for instruction (Art, Spanish, Library, STEAM, and Technology)
- Physical education classes will be held outside, weather permitting.
- Physical education classes will take place in physically distanced circles. Minimal equipment will be used and will be sanitized after each use.
- In the event that physical education class cannot be held outside, a health class will be taught on the classroom.

# Face Coverings

- *All individuals above the age of two must wear a face mask on school property.*
- *Students, faculty, staff, visitors, and parents must wear masks on school property at all times.*
- All students should carry a spare face covering.
- Face coverings should fit snugly to the face, cover the nose and mouth, and washed daily.
- Students must wear masks in the classroom, hallways, and traveling to and from restrooms.
- Any request by an individual to be exempt from this requirement must present a note from their doctor.

# Daily Health Screening

Parents will be required to conduct daily health screenings *BEFORE* students come to school via a google generated form link by 7:30 am.

- *Parents are liable for filling out the correct information and checking off the temperature range of their child's MORNING temperature which needs to be re-taken each morning in their household before coming to school.*
- If your child's temperature registers 100F or higher, you should re-check their temperature. If the second reading is 100F they may not report to school. If the second reading meets the acceptable range of 98.5-99.0 they may report to school.
- If your child is experiencing COVID like symptoms, answer this on the form and remain HOME.

# Procedure for a Positive COVID Case

- If the school has a positive COVID case, the principal in collaboration with the school nurse will call the Local Health Department.
- The school will follow the suggestion of the Local Health Department.
- Close contacts (*person who has spent 15 min. or more with the infected individual*) will be quarantined for 14 days from the last contact with the individual.
- Communication with close contacts will come from the Local Health Department, the school principal, or the school nurse.
- School closures are decided and made in collaboration with the local health department, NJDOH, and the Archdiocese of Newark.

# Reporting/Contact Tracing

- The school must report anyone with positive results or COVID symptoms to the Local Health Department.
- The Local Health Department will notify the principal or school nurse when there is a positive case in the school.
- *Parents are to notify the school principal and nurse immediately if their child tests positive for COVID-19.*
- As with any communicable disease outbreak/investigation, the Local Health Department is the primary agency to conduct a disease investigation. The Local Health Department will work with the school to identify close contacts and assist in contact tracing activities.

# Protocols for Symptomatic Students and Staff

- **No one with two consecutive temperature readings of 100 F or higher will be admitted to the school building. Students or staff that register a temperature of 100 F and/or display symptoms of COVID-like illness will be required to leave the school.**
- List of possible symptoms:
  - Fever 100 F or above
  - Respiratory symptoms (cough, congestion, runny nose, sore throat, difficulty breathing)
  - Gastrointestinal symptoms
  - New unexplained loss of taste or smell
  - Tested positive for COVID-19
  - Had a close exposure to a confirmed case.
- Student/staff will be brought to an isolation room with supervision until parent picks up student or transportation can be arranged for the staff member if needed.
- Students/staff will be required to wear a face covering in the isolation room
- All symptomatic students/staff will be advised to seek medical care.

# Return to School Protocol for COVID-19

## SYMPTOM-BASED STRATEGY

*If you have COVID like symptoms and do not get tested,* the following must **ALL** occur before your return to school: **1.** 24 hours passed since resolution of fever without fever reducing medicine, **2.** improvement of respiratory symptoms, and **3.** 14 days since the onset of symptoms has passed.**4.** One negative test before returning to school.

## TEST-BASED STRATEGY

*If you have COVID-like symptoms and get tested,* the following must **ALL** occur before returning to school: **1.** resolution of fever without the use of fever-reducing medicine,**2.** improvement of respiratory symptoms, and **3.** A negative COVID-19 test result .

## TIME-BASED STRATEGY

*If you have covid like symptoms and get tested,* (Asymptomatic positive cases) the following must **ALL** occur before returning to school:

**1.** At least 14 days has elapsed since the date of the first positive COVID-19 test assuming no symptoms have been developed since the testing was completed. **2.** If symptoms have developed, the symptoms-based or test-based strategy must be applied.



# Vaccinations

- The NJDOH will not waive vaccination requirements.
- There will be no extensions for the 2020-2021 school year. Students will be expected to comply with all vaccine requirements prior to attending school in-person.
- Religious exemptions **MUST** be approved by the Superintendent of Schools of the Archdiocese of Newark. You must present your case in writing.

# Quarantine

- If you have had close-contact with a known or suspected case of COVID-19, you will need to quarantine for 14 days. You can not test out of quarantine.
- *Quarantined students, parents of student, or siblings of student may not be on school grounds or in the school building during quarantine.*
- If you have traveled to a state or country currently on the restricted travel list, you are required to quarantine for 14 days prior to your return to school.

# Return to School for NON-COVID Illness

For other diagnosed conditions:

- After the first 24 hours of antibiotic treatments for non-covid related illnesses such as the common cold or flu, you will need a doctor's note verifying the diagnosis and be fever free for 24 hours without fever-reducing medicine.
- For re-entry after other illnesses, a doctor's note with a diagnosis will be required. (strep, flu,etc)

# Return to School Protocol

- If you are exposed to a positive COVID case in a group setting you must:
  1. quarantine for 14 days and
  2. be fever-free and
  3. have a negative test resultbefore you return to school.

# HOW CAN PARENTS HELP?

- Each child will be assessed a \$40 covid fee to assist in the continuous purchase of PPE supplies.
- **FOLLOW THE RULES** so that everyone remains safe! **Spread the word about how important it is to be able to keep our school OPEN.**
- Participate in fundraising and carefully read all newsletters, emails and and messages that are sent home.
- **BE PATIENT.** We are all in this together and are doing what is BEST for our students and community.
- In person instruction is Monday, Tuesday, Thursday, and Friday. Virtual instruction is on Wednesday.

*All of us want the same thing....to BE SAFE and learn in a NON-JUDGEMENTAL environment all of the time!*

8:40 AM (2  
minutes ago)

# Credits

## COVID-19 Re-entry Committee

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