

Shiner Catholic School



2020-21

COVID-19

Return to School Plan

NOTE: The details in this document are subject to change at any time based on directives from local, state, or national governing authorities.

Texas Education Agency and Texas Catholic Conference of Bishops Education Department Guidelines

PROVIDING NOTICE

Shiner Catholic School is providing information to parents, families, and the community regarding back-to-school plans and instruction through this initial document. As further required, one week prior to the start of school, any changes to our plan to mitigate COVID-19 will be disseminated via email to all families and posted on our school's website. Preliminary information is posted in this guidance and is subject to change based on state and local decisions.

HEALTH AND SAFETY GUIDANCE

Masks – For the purposes of this document, masks include non-medical grade disposable face masks, cloth face coverings (over the nose and mouth), or full-face shields to protect eyes, nose, and mouth. **Schools are expected to comply with the Governor's Executive Order No. GA-29 relating to the use of face coverings during the COVID-19 disaster.** Exceptions to this requirement include lunch breaks, when engaging in outdoor activities or when appropriate social distancing can be practiced.

- **Students PK-12:** Students are required to wear coverings when riding the bus or in the building, common areas, classrooms, and/or offices.
- **Classroom Teachers/Employees:** All employees are required to wear masks when riding in a school vehicle when more than one person is an occupant, in the building, common areas, classrooms, and/or offices, during classroom monitoring and circulations.

Handwashing/Sanitizing - Students and staff are required to use hand sanitizer when entering a bus, building, classroom, and/or office. Frequent handwashing and sanitizing will also be incorporated in the daily schedules. Buses, classrooms, and other common areas within the school will be thoroughly disinfected daily and deep cleaning schedules will be conducted daily.

Temperature Checks/Screening – Per the Center for Disease Control (CDC) guidelines, **initial monitoring of symptoms begins at home. Parents are expected to do a daily monitor check of their children before sending them to school.** Individuals who are feeling ill, including symptoms like fever, cough, shortness of breath, sore throat, abdominal pain, fatigue, muscle aches, or headache, should stay at home and consult with a medical professional regarding school participation.

- **Students:** Per TEA guidance, students will not be required to have their temperature checked or perform a screening each day. **However, daily monitoring for symptoms should be done at home. Any child having symptoms should not be sent to school.** A full-time nurse will be on campus each day to attend to all medical needs of our students.

- **Teachers and Staff:** Will be required to complete a self-screening assessment including taking their temperature for COVID-19 symptoms before coming onto campus each day.

Social Distancing – Staff and students will maintain six feet of social distancing in indoor and outdoor settings, to the greatest extent possible.

Personal Protective Equipment – Staff and students are expected to provide their own face coverings. If individuals need assistance with this matter, the school will have the equipment, e.g., masks, sanitizers, etc. available.

Students with Health Conditions – Parents and families know their child's needs. While we are taking all measures to ensure each student's safety, parents must place their child's health needs first. **Virtual learning options are discussed later in the document.**

SCHOOL CAMPUS AND CLASSROOMS

Campus and Classrooms

To the greatest extent possible, students and staff will remain clustered together throughout each day. The use of common areas, such as gyms and playgrounds will occur as a group.

Cafeteria

Students will be eating in the classrooms or in outdoor spaces rather than in the cafeteria. This concept is intended to minimize interaction with other students and staff around campus. For the first 9 week grading period, students will need to bring a lunch from home. We will not provide microwaves so please send food items that do not need to be heated. This will be evaluated and further decisions will be made as the year progresses.

Visitors, Drop-off, and Pick-Up – All campus visits must be scheduled by appointment. Please call the school office to arrange a time. **Limited visits and volunteering will be allowed until further notice. The number of visitors in the school will be limited to ensure students are safe.** Alternative meeting options may be scheduled, including virtual meetings. We will have procedures in place for daily drop-off and pick-up. This information will be communicated prior to the first day of school.

Restrooms and Water Fountains - Students' physical needs are extremely important. Social distancing and hand washing will remain the priorities during restroom breaks. Because water dispensers have shared surfaces, these will be disabled/turned off. **Students are highly recommended to bring full water bottles from home in order to stay hydrated.** Students may use clear, reusable water bottles or disposable water bottles.

Materials and Supplies – Students will be expected to use their own materials and supplies which will be kept in individually assigned areas. Sharing of materials will not be allowed. In instances where technology, books, etc. are used with multiple students, proper sanitation protocols will be enforced.

Backpacks and Other Personal Items – We strongly encourage the limiting of bringing personal items to the campus. Backpacks and clear water bottles will be allowed. **Please clean your child's backpack and reusable water bottle on a daily basis.**

Classroom Sanitizing

- Shiner Catholic School Custodial Staff is following the CDC recommended disinfectants which are proven to kill viruses like COVID-19, as well as others, and are using other products certified by the EPA safe for school use.
- Custodial staff will also use a disinfectant electrostatic sprayer to complement the deep cleaning process at the end of each day.
- Custodial staff will frequently wipe high traffic surfaces, including handrails, door handles, countertops and other horizontal surfaces over the course of the day
- Hand sanitizer will be placed throughout the campus in easily accessible and high traffic areas.
- Custodial staff will increase the frequency of cleaning and disinfecting of restrooms and common areas throughout the day.
- Classrooms will be deep cleaned and sanitized at the end of each school day.

Recess / PE / Electives / Assemblies / Mass

We will continue important activities related to recess, PE, and other electives with some modifications.

- Faculty and staff will make modifications to activities (when feasible) to increase social distancing. Shiner Catholic School will provide parents with more information on specific strategies for these classes before school begins.
- Staff on duty during recess will enhance monitoring of student distancing for student safety.
- It may be impractical for students to wear masks while participating in some activities during PE or non-athletic or other extracurricular activities. In these instances, staff will ensure safe distancing.
- Our school will limit or eliminate school-wide /grade level assemblies and large gatherings of students.
- Plans are currently being reviewed for how students will safely attend weekly Mass.

INSTRUCTIONAL MODELS

In-Person Instruction and Virtual Learning Option – Shiner Catholic School will continue to provide high-quality, rigorous instruction that supports the whole child while also taking multiple precautions to protect both students and staff in school

operations. We will offer parents the option of either in-person instruction or a virtual learning option. In both instances, students are expected to participate and remain engaged in instruction daily. Please note that paper instructional packets will not be available as they were during the Spring 2020 school closure. Each option is described below:

- **In-person Instruction** – Students attend school daily and follow safety, sanitation, and social distancing expectations.

- **Virtual Learning Option** – Students will receive instruction that is delivered in real-time and are expected to complete and submit assignments as communicated by the teacher. Teachers may supply supplemental instructional resources to work along with the school's Learning Management System (Google Classroom). Grading practices for the Virtual Learning Option will be consistent with those for in-person instruction.
 - ***For the Virtual Learning Option, each student will be required to work on and submit their assignments on a device (laptop, tablet, etc). Each student will also need a web camera and a microphone. Reliable Internet connection will also be needed for the Virtual Learning Option.***
 - ***Students participating in the Virtual Learning Option will not be able to participate in extracurricular activities.***

For both In-Person and the Virtual Learning Option, Shiner Catholic School will provide instruction of the required curriculum for the grade level, subject or course. Ongoing progress monitoring is a critical component of both the in-person and virtual learning instructional models. **This will include monitoring of daily attendance, grades, formative/summative assessments, and other systems that help teachers know how students are making progress.**

- **Commitment** – Each student's family will make a commitment to one of these instructional models (in-person or the Virtual Learning Option) to start the year. Students will have the opportunity to transition between these models at the end of each nine-week grading period. For example, if a student begins the school year with the Virtual Learning Option but finds the model is not suitable, the student can request to transition to in-person campus instruction at the end of the first nine-weeks grading period. Likewise, a student who begins the year in-person on campus can choose to transition to the Virtual Learning Option at the end of the first nine-weeks grading period. Changing instructional models at the end of grading periods requires planning adjustments; therefore, please pay close attention to the change request deadlines. **The deadline to request a change to your student's instructional model will be two**

weeks prior to the end of each nine-week grading period. Information will be sent to you by the school for you to make that change.

- **Attendance** – Attendance will be taken each day for both In-Person learning **and** for Virtual Learning to ensure students are actively engaged. For the Virtual Learning model of instruction, students are expected to participate and fully engage, as communicated by the teacher, to receive attendance credit.

- In addition, per the TEA and TCCB ED guidelines, students must attend 90% of the days a course is offered in order to be awarded credit for the course and/or to be promoted to the next grade. This requirement remains in force during the 2020-21 school year. This requirement applies to both In-Person and Virtual Learning instruction.

- Attendance awards will not be given out for the 2020-21 school year.

Grading – State law requires each school to adopt its own grading policies. This policy must require a classroom teacher to assign a grade which reflects the student’s relative mastery of an assignment. Shiner Catholic School’s grading policies are published annually in the Student Handbook. Progress reports and report cards, along with parent conferences, will be used to communicate each student’s progress and performance.

TRANSPORTATION

- Seating arrangements will be established to comply with social distancing requirements for school transportation.
- Hand sanitizer pumps will be placed on all buses.
- Everyone riding on buses will wear face coverings.
- An area will be designated on all buses to accommodate any student who may need to be isolated.
- Buses will be thoroughly disinfected daily
- Shiner Catholic School highly encourages all families to transport their children to and from school when possible.

Texas Association of Private and Parochial Schools (TAPPS) Extracurricular Activities

In the near future, specific rules will be released on student and audience participation at events for Fall 2020. When attending events all Shiner Catholic School students, families, and guests will follow health and safety guidelines laid out by the University Interscholastic League (UIL) and TAPPS.

EXTRACURRICULAR ACTIVITIES AND ELECTIVES

Fine Arts Programs (Art, Band, Theater) Details are being developed for extracurricular and elective programs to align with the COVID guidelines for these activities. Shiner Catholic School will be releasing safety guidelines for these classes before the beginning of the school year.

P.E. – Whenever possible, physical education classes will be held outside to allow for maximum physical distance between students.

Procedures and safety protocols will be put into place to address locker rooms. Protocols will be in place for the disinfection of common, shared equipment, students changing clothes, showering, and other areas where distancing is essential.

Cheerleading - Details are being developed for our cheerleading program to align with the COVID guidelines for this activity. Shiner Catholic School will be releasing safety guidelines for cheerleading before the beginning of the school year.

SPECIAL PROGRAMS

Program Participation and Services – Students currently participating in special program services, e.g., speech, occupational therapy, etc., will continue to receive services whether through face-to-face or remote/virtual learning. Student ARD meetings will be held using virtual meeting platforms. If in-person ARD meetings are conducted, all of those attending will be required to wear a face covering and social distance.

Evaluations and Testing - Sanitation, social distancing, and/or personal protective equipment (PPE) will be used, as appropriate.

COVID-19 DIAGNOSIS/EXPOSURE RESPONSE PROTOCOLS

Shiner Catholic School has implemented the following response protocols to address incidents of COVID-19 confirmed diagnosis or exposure of a student or employee:

- If a student displays symptoms of COVID-19, the school nurse will administer a clinical assessment to determine if the student needs to be sent home.

- Students who are ill will be separated from their peers and should be picked up within 30 minutes and no later than 1 hour from the time the campus contacts the parent/pick-up contact. These students will remain in an isolated area in the nurse's office until the parent arrives. Details on the procedures for picking up a sick child will be sent out one week prior to the beginning of school.
- Other students in the classroom will be immediately removed and taken to another location until the classroom is properly disinfected.
- Shiner Catholic School will notify families if their child has come in contact with an infected student or staff member.

Symptomatic: A student/employee exhibiting symptoms associated with COVID-19 will be sent home immediately or denied entrance to the building. Symptoms include:

- Fever (temp over 100.0)
- Cough
- Shortness of breath
- Chills
- Muscle ache
- Extreme fatigue
- Recent loss of taste or smell
- Nausea, vomiting, diarrhea
- Headache

Confirmed Diagnosis: A student/employee or a member of their household has a confirmed diagnosis of COVID-19 from a certified testing location or by a treating physician.

Student/Employee Confirmed Diagnosis

- Report of a student/employee having a confirmed diagnosis should be made to the school nurse, principal or assistant principal. This can be done by calling the school office.
- 14-day isolation (at home)
- Exposure notifications will be made to students/employees identified to have been exposed through contact tracing assessment
- Closure of classroom, hallway, or building to allow for sanitization
- Return to school or work will require the student or employee to not have had symptoms for 72 hours without the use of fever-reducing medication and symptom-free prior to their return with a release from their treating physician
- Students may move to virtual learning during this time

Member of Household Confirmed Diagnosis

- Report of a student's/employee's member of a household having a confirmed diagnosis should be made to the school nurse, principal or assistant principal. This can be done by calling the school office.

- 14-day quarantine (at home)
- Closure of classroom, hallway, or building to allow for sanitization.
- Return to school or work will require the student or employee to not have had symptoms for 72 hours without the use of fever-reducing medication and symptom-free prior to their return or with a release from their treating physician.
- Students may move to virtual learning during this time.

Primary exposure: A primary exposure would include proximity (within 6 ft.) to a person with a confirmed diagnosis of COVID-19 for a period of more than 15 min. without a face mask.

- Report of a student/employee having a primary exposure should be made to the school nurse, principal or assistant principal. This can be done by calling the school office.
- 3-day quarantine(at home)
- Return to school or work will require the student or employee to not have had symptoms for 72 hours without the use of fever-reducing medication and symptom-free prior to their return or with a release from their treating physician.
- Students may move to virtual learning at this time.

Secondary exposure: A secondary exposure would include a person in the employee's household was in proximity (within 6 ft) of a person with a confirmed diagnosis of COVID-19 for a period of more than 15 min. without a face mask.

- Student/Employee may come to school or work
- Monitor for symptoms

