



St. John the Evangelist Catholic School

321 North Market Street

Logan, OH 43138

(740) 385-2767

stjohnlogan.org

June 26, 2020

Dear St. John Families,

Topic: Restart of School, August 2020

It is safe to say that we have all been anxious about the restart of school. This letter is to begin to give you information on how St. John School will be approaching the new normal for school operations. The Diocese of Columbus has a comprehensive plan for the Catholic Schools that will be implemented locally for each school. As far as St. John is concerned, we have developed a small task force to implement some changes so that we can be ready in August. We are using the guidance of the Diocese of Columbus and other guidance from the CDC and the Big 8 +Health & Safety Coalition, (Ohio Guidelines for School Re-entry). I'm not going into great detail in this letter. However, I want to give you a broad overview of a schedule, and school procedures that we will be implementing for your planning. As a school, we try to follow the Logan-Hocking Schools Calendar for transportation purposes with exceptions as indicated in the enclosed school calendar. Please understand that things may change as we receive further guidance and information.

Dates:

August 19-21 - No Regular Open House: Instead we will be scheduling families to come into the school as a family unit where they can drop off supplies, students can find their desk, do a meet and greet with the teacher. Also I will be on-boarding families on our new Student Information System, Digital Academy, that will be our central hub for all communication with families. We will use Sign-Up Genius for time slots or schedule with the office by phone or email. More information will go out closer to that week.

August 24, Monday - First Day of School Gr. K-6

Preschool: Scheduled individual screening appointments.

August 25, Tuesday - Preschool: Scheduled individual screening appointments.

August 26, Wednesday- First day of Preschool for 3, 4, or 5 Day schedule

August 27, Thursday - First Day of Preschool for 2 Day schedule



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- COVID 19 has changed how our procedures and school will operate during restart. Below is a short list of changes. It is not comprehensive, **a full plan will be given out to families in August**. I also plan to do a student video to show students what school will look like in the fall.
- **Daily Temperature Testing and Health Assessment**. We plan to do a health assessment before students enter the school. We will be setting up a station by the parking lot. There will be at least 2-3 adults screening students. Students will be allowed to enter the building earlier beginning at 8:25 AM to provide time to complete assessments before School starts at 8:45 AM. Anyone arriving later will be greeted at the door by a staff member and assessed before entering.
- **Social Distancing** - desks will be spread out in the classroom, working to get to the 6 foot distance. Classes will move at separate times in the hallways.
- **Face Shields** - All students will be provided with a child size face shield that will be worn when in small groups or table group time. It will not be required when sitting at their desk.
- **Gr. 1 & 2 will be moved to the School Hall**. Miss Halley will have at least 26 students and is our largest class. Dividers will separate a space from a walk through area and that area will provide that group with social distancing, their own restrooms and water fountain. Her previous classroom will be designated as a small group learning area and our required COVID isolation area in case someone is detected at school.
- **Gr. K, 3-4, 5-6** have less than 16 students in each class so social distancing will be more possible in their current rooms.
- **Preschool** - As of now, requirements are 1 adult to 9 students. We will be grouping students and partitioning spaces according to the early childhood guidelines. Face shields will not be practical, but, sanitation/disinfecting will be the priority.
- **Sanitation/Disinfecting** - Wall mounted hand sanitizing stations have been installed in every room, hallway, entrance, and playground area. School will be sanitized throughout the day as well as in the evenings. Handwashing and hand sanitizing protocols will be directly instructed to students/staff and will be reinforced daily. Employee roles will change to make this happen.



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- **Cafeteria** - plans are to use the Church Social Hall or possibly individual desks in the current cafeteria to maintain social distancing while eating.
- **Restricted access to school building** -Students and adults will be screened before coming into the school and adults will drop off/pick up students outside of entrance areas.
- **Distance Learning** - Should we be forced to close schools, students will have been trained on our new learning platform, Digital Academy, that will provide a centralized distance learning module called "Live Classroom". Teachers and students/families will be more seamlessly connected to course content and instruction. (More on this later.) <http://www.digitalacademy.org/lms.html>

As I said earlier, this is not the comprehensive list of changes, but I want families to know that we will be doing our best to protect the St. John school community. Information regarding the restart of school will be posted on the school website as it becomes more available. Stjohnlogan.org

In His Peace,

Andrew E. Potter,
Principal