

SAINT PAUL CATHOLIC CLASSICAL SCHOOL



2021-2022

COVID-19 PROTOCOLS

August 6, 2021

Dear Saint Paul Parents,

Saint Paul says “We walk by faith, not by sight.” (2 Corinthians 5:7) It is with this in mind that we place our faith in God and continue to navigate the COVID -19 Pandemic. Last year, at the end of the year, SPCCS was hopeful for a return to normal as the threat of the COVID-19 Pandemic began to decrease and the ability to vaccinate our teachers, staff, and students ages 12 years and up increased. Unfortunately, as we begin the 2021-2022 school year, the pandemic continues with the case counts continuing to rise, specifically in Dallas County, and the introduction of the new variants. This most recent spike has led SPCCS to reevaluate its current COVID Protocols in order to keep all of students, faculty, and staff safe.

Given the recent increase in positive COVID-19 cases in North Texas and the presence of the Delta Variant, we are **requiring masks indoors for all students, faculty, and staff** to begin the school year. Masks will not be required outside but may be optional. This decision is being made in the interest of keeping all of our school family safe since many students on campus are not yet eligible to be vaccinated.

If there is a positive COVID-19 case in the classroom, all unmasked students who are not fully vaccinated will need to be quarantined in accordance with County guidance. Therefore, out of an abundance of caution and to avoid lengthy quarantines, we **are requiring masks while indoors**. The use of masks will reduce the risk of closing whole classrooms if a student tests positive for COVID-19.

By requiring masks, many school activities will return to normal. These activities include changing classes and moving about the school, using lockers or cubbies in the hallways, the return of extracurricular activities, the return of classroom buddies, gathering in common spaces, and the return of visitors and volunteers. The cafeteria will be used for lunches this year following the CDC guidelines for social distancing.

SPCCS will continue many of its COVID protocols from the previous year such as increased ventilation by keeping windows open and encouraging classes to go outdoors for lessons and eating lunch outdoors. The cleaning and sanitizing procedures established in 2020-2021 will continue and hand sanitizer will be available in the classrooms and imbedded into daily classroom procedures.

SPCCS is discontinuing the eLearning option, daily health screenings, and daily temperature checks. If students are absent, teachers will provide the daily work for students as in years prior to 2020-2021 and stated in the handbook.

During the school year, all parents, visitors, and vendors on campus will be required to wear masks while indoors.

SPCCS recognizes this situation is fluid and is carefully monitoring the situation while in consultation with CSO, CDC, and medical professionals. At the end of the 1st Quarter, SPCCS will reevaluate the status of the COVID-19 Pandemic and determine if changes to the mask requirement may be made. We are hopeful this is the case.

We appreciate your prayerful consideration with respect to the above and your support in ensuring the safety of our school community.

Yours in Christ,

Courtney DeMakas Principal

August 2021

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HEALTH AND SAFETY

Every effort is being made to provide a safe environment for all. Stay home when ill, masks, handwashing and cleaning/disinfection are the greatest weapons in prevention of the spread of COVID-19. Saint Paul Catholic Classical School (SPCCS) will do its part in using these strategies to keep our students and faculty safe.

All teachers and staff have been in trained in CPR and First Aid.

Screening

The best way to prevent the spread of ANY illness, (COVID-19, influenza, strep throat, pneumonia, stomach flu, etc.), **is to keep your child(ren) home if they are sick.**

Please monitor your child(ren) every day for the following symptoms of COVID-19. If your child has one or more of the following symptoms, **he or she must stay home.** Please contact Anna Lee, the school nurse, at (972) 235-3263 for further instruction.

- Runny nose
- Sore throat
- Cough
- Loss of taste and smell
- Chills
- Muscle/Body Aches
- Diarrhea
- Feeling feverish or measured temperature greater than or equal to 100.00 degrees Fahrenheit
- Known close contact with a person who is lab-confirmed to have COVID-19

Filling out a daily screening form is NOT required at this time.

Diagnosis of COVID-19 Cases/Symptoms

If a student has symptoms consistent with COVID-19, have received a positive test result for COVID-19, or were exposed to someone who is COVID-19 positive within the previous 14 days, **they are to stay home.** Nurse Lee should be contacted and informed by all students, families, and staff immediately.

Any student, faculty or staff member living with someone who is experiencing COVID-19 symptoms should self-quarantine for two weeks. Nurse Lee should be informed immediately.

If a student is experiencing any symptoms at school, the student will be sent to the nurse and be picked up immediately (within 30 minutes). PPE for the student or staff affected will be changed and/or reinforced. Any staff exhibiting suspected symptoms will be isolated immediately, PPE reinforced and sent home. The room will be cleaned and disinfected immediately upon departure.

If a student, faculty or staff member has a lab confirmed positive case of COVID-19, the Dallas County Health and Human Services, faculty, staff, and families of the school community who have been in close contact will be appropriately notified maintaining school confidentiality following reporting per Diocesan procedures. The school nurse is the point of contact for the school reporting purposes and contact tracing.

SPCCS will identify other individuals who had regular or close contact with the affected participant whether class, other teachers, or other students. This identification will determine if isolation or quarantine is to be recommended or required. Anyone who is considered to have regular or close contact with someone who may have been exposed to COVID-19 must stay home for 14 days. In some cases, this may require closing a single classroom or in other cases, multiple classes or the entire school.

Areas in which the affected student are primarily used will be restricted until a thorough cleaning and sanitization is completed.

The school nurse will remain in contact with parent/guardians and staff members to monitor recovery, isolation and quarantine period.

Vaccinated Individuals (Includes Students 12 and up)

Fully vaccinated individuals do not need to undergo medical screening unless there is known exposure.

If a fully vaccinated person has known exposure, he or she should be tested 3-5 days after exposure and wear a mask in indoor settings for 14 days or until the person receives a negative test result.

Individuals are considered fully vaccinated two weeks after their second dose in a 2- dose series, such as the Pfizer or Moderna vaccines, or 2 weeks after a single-dose vaccine, such as the Johnson & Johnson's vaccine.

Return to School Policy

The school nurse in collaboration with the administration will oversee that Diocesan guidelines for students, faculty, and staff return to school are adhered to:

Confirmed Positive Case-Symptomatic:

- At least 1 days (24 hours) has passed since recovery,
- Resolution of fever without use of fever-reducing medications,
- Significant improvement in respiratory symptoms,
- *AND* At least 10 days have passed since symptoms first appeared.

OR

- Resolution of Fever without use of fever-reducing medication,
- Significant improvement in respiratory symptoms,
- ***AND* Negative results from at least two consecutive PCR tests collected \geq 24 hours apart.**
- A physician's note will be required for return

Confirmed Positive Case-Asymptomatic:

- At least 10 days have passed since the date of their first positive COVID-19 test,
- *AND* If they have not subsequently developed symptoms since their first positive test.
- If they did develop symptoms, the above symptom-based or test-based strategy must be used,

OR

- **Negative results from at least two consecutive PCR tests collected \geq 24 hours apart**
- Because of the absence of symptoms, it is not possible to gauge where they are in the course of their illness.

*Nurse Lee will be in contact with anyone who has tested positive, has possible COVID symptoms, or is in quarantine for 14 days on continuing basis.

If the individual has a diagnosis from their doctor regarding the illness that is *not* COVID-19, they may return to work / school

- If at least 24 hours (1 complete day) has passed since the resolution of fever without the use of fever reducing medications.
- **A physician's note will be required for return**

If there is not a diagnosis or the diagnosis is ambiguous, in addition to the lack of fever the following conditions must be met:

- Improvement in respiratory symptoms (cough, shortness of breath)
- At least 10 days have passed since symptoms first appeared.

OR

- **A negative PCR test.**

In the case of an individual testing positive for COVID-19 and it can be determined to have exposed the school to the same, the school will move people the individual has been in contact with for more than 15 minute consecutive period to asynchronous learning for a ten-day period.

Any testing for COVID-19 should be delayed until five days after the initial exposure and following the ten-day period. All individuals would be allowed back on campus provided that they do not display any symptoms. Individuals will not need to provide a negative test to be allowed back on campus.

Medication Distribution

Medication distribution will be scheduled to only allow one student at a time in the nurse's office to receive the medication. All appropriate forms must be completed and on file. Please see SPCCS Parent/Student Handbook for operating procedures.

Face Masks

As per guidance from the CDC and the Dallas County Health & Human Services, facemasks will be worn by everyone while on campus while indoors. This includes all faculty, staff, students (PK-8th) and family members.

Facemasks must be worn in the restrooms.

Facemasks are not required outdoors, but are optional.

Facemasks with ventilation valves are not permitted.

Students are required to wear their own cloth face masks to school. Students should keep an extra clean face mask in their backpack in a Ziploc-type bag. 3-ply, cotton blend face masks are the recommendation for best mitigation against COVID-19.

Gaiter-style face coverings are **NOT** permitted.

Students may choose their own facemasks and are not restricted by uniform guidelines at this time. Facemasks must be school appropriate.

Avoid touching eyes, nose, and mouth.

Hand Washing/Hand Sanitizer Use

Each student will wash hands or use hand sanitizer upon entering the building each morning and before exiting in the afternoon, before and after lunch, before and after recess, blowing one's nose, coughing or sneezing, after touching common objects, and throughout the day.

All students and staff will be trained in proper handwashing protocols to prevent COVID-19 and the spread of germs.

Students should keep a personal hand sanitizer in their backpack.

School Supplies

All personal belongings including clothing, water bottles, and personal masks should be clearly labeled.

All students will have their own set of supplies (pens, pencils, crayons, markers, scissors, etc.) in a box/bag kept at their desk. Students will not share basic classroom supplies.

Textbooks and consumable books are assigned to each student.

Students will wash hands or use hand sanitizer prior to use of computers or devices. Computers/devices will be assigned to students for continual use of the same device and disinfected between uses. Computers/devices will be used by multiple students and will be assigned to allow for tracking. Students will wash hands or use hand sanitizer after the use of computers or devices.

Students will wash hands or use hand sanitizer prior to entering the PE class and again afterwards. PE equipment will be sanitized between classes. Students will wash hands or use hand sanitizer after PE class.

Classes will have a class set of recess equipment which will be sanitized after use and students will wash hands after use.

Students are permitted to check out books from the library. Students will visit the library during their designated time. Hand sanitizer will be used prior to entering the library and again afterwards. Library books will be disinfected with a UV Wand after each return and removed from circulation for 48 hours after return and disinfection.

Any item that must be shared will be cleaned after each use and students will wash their hands.

Visitors

Visitors and volunteers to the school will be permitted this year. **ALL visitors and volunteers MUST wear a facemask covering nose and mouth, regardless of vaccination status.**

Visitors & volunteers must sign-in at the front office to for campus safety.

FACILITIES

Overall Building Protocols

Windows will be opened throughout the building to increase airflow.

Classroom windows are encouraged to be open throughout the school day.

Touchless hand sanitizer will be available at the front door and in classrooms.

Water fountains will be turned off. Water bottle refill stations have been installed and will be available.

Students (5th-8th) will not change for PE.

Hygiene posters will be posted throughout the building, specifically in restrooms.

Classes will be encouraged to conduct lessons in outside learning spaces and courtyards.

SPCCS has contracted with an outside cleaning and janitorial service for nightly deep cleaning and disinfecting of classrooms, restrooms, common areas, and high-touch surfaces.

Cleaning and Disinfecting Protocols

SPCCS will utilize the use of an electrostatic sprayer with disinfectant to clean and disinfect the campus.

Classrooms

Classrooms will be cleaned and disinfected every night. During the day, one cleaning will occur.

Teachers will have access to cleaning supplies safely stored in each classroom to clean materials and desks as needed.

Common Room (Hallways, Gym, etc.)

All common rooms such as the gym, morning and aftercare classrooms, hallways, cafeteria, etc. will be cleaned and disinfected nightly.

A scheduled time will be designated to allow for one cleaning during the school day.

Custodial staff will be available to clean and disinfect in the instance of an emergency.

Restrooms

Restrooms will be cleaned and disinfected nightly.

During the day, the restrooms will follow a schedule for class use which allow for a minimum of two thorough cleanings throughout the day.

Prekindergarten classes will utilize the classroom restrooms and will be cleaned regularly throughout the day.

Touch Point Surfaces

All touch point surfaces such as door handles, fixtures, light switches, and bottle filler fountains will be wiped down throughout the day and again during the nightly cleaning.

All doors except exterior doors, will be open to prevent the need for touching.

Touchless hand sanitizer will be available at the front door and in classrooms.

Any unnecessary items will be removed to prevent unnecessary touching.

Additional deep cleanings of the whole school will be prompted by an employee or student identified as positive for COVID-19 based on testing.

SCHOOL ARRIVAL AND DISMISSAL

Morning Care

Morning Care will be available beginning at 7:00am for the first semester for those needing extra care.

Arrival will utilize the circle drive in front of the main entrance.

Upon permitted entrance, students will proceed to the cafeteria, where 3 ft social distancing will be used. Classes will be seated together.

All students must bring a book to read during Morning Care.

Student Arrival

Staff members will oversee morning arrival at the carline.

Please be patient. To minimize the numbers of students entering the building and provide for social distancing, please unload between the cones.

Parents will remain in their vehicles.

Once cleared, students will exit the vehicle and report directly to the gym and sitting with their class. 3 feet of social distancing will used and a seating chart for contact tracing.

Parents joining the school assembly for morning prayers are to park in the middle parking lot. Use the crosswalk as directed by staff on duty. Parents may walk their child to their class and return to the back of the gym during prayers.

The entryway doors will be held open beginning at 7:30am and closed at 7:50 am. After 0:50am, the outside entry door will remain closed and locked for safety.

Additional staff members will position themselves throughout the hallway to assist students to the gym.

If a student arrives late or during the day, **parents must park and escort their student to the door**. After ringing the bell, a staff member will meet the student at the door. **DO NOT allow your student to wait outside the door alone; this is to keep them safe!**

Student Dismissal

The carline will be utilized for dismissal for all families for student pickup. Parents do not exit the car.

Stations marked by numbered cones will be the designated spaces for car to pull to.

Students in family groups will be called to an assigned station and wait for their car to pull to the cone station.

All students will be dismissed from the gym.

Once students are safely loaded into the car, the next group of cars pulls forward to students waiting at the assigned stations.

Families should hang their car tag on the rearview window for easier readability by staff to call students to the assigned station. All cars must have a car tag.

Aftercare

Aftercare will be available until 6:00pm.

Any student remaining after the carline dismissal is complete will be taken to Aftercare beginning at 3:30pm.

Aftercare will be in the cafeteria, where 3 ft social distancing will be used.

SOCIAL DISTANCING

Desks will be arranged facing one direction.

Outdoor spaces will be encouraged and utilized for instruction whenever possible.

Hand sanitizer will be available in each classroom.

Students will share supplies such as manipulatives as needed; they will handwash/hand sanitize before and after using shared supplies. Any shared supplies will be sanitized. Students will have their own basic classroom supplies.

Teachers will have access to cleaning supplies safely stored in each classroom to clean materials and desks as needed.

Faculty is encouraged to disinfect their own personal workspace throughout the day, paying special attention to commonly touched services.

Classrooms

Prekindergarten Classes:

Students will move to specials classrooms.

Doors will remain open to limit touch points.

Students will sit two or three students to a table at either end.

Tables and students will be 3'-6' apart.

Stations are arranged throughout the room to allow for social distancing and are disinfected after use.

Classroom windows are encouraged to be open when possible.

Use of outdoor spaces is encouraged.

Students will be assisted by teachers in washing hands at designated times utilizing both sinks in the PreK classrooms.

Elementary School:

Students will move to specials classrooms.

Classrooms will maintain social distancing protocols of 3'-6' from student desk to student desk.

Doors will remain open to limit touch points.

Students have assigned desks.

Classroom windows are encouraged to be open when possible.

Use of outdoor spaces is encouraged.

Middle School:

Students will move to specials classrooms.

Classrooms will maintain social distancing protocols of 3'-6'/or best possible from desk to desk.

Doors will remain open.

Students have assigned desks.

Classroom windows are encouraged to be open when possible.

Use of outdoor spaces is encouraged.

Student Lunches

All students will eat lunch in the cafeteria or outside with assigned seating and social distancing of 3'. Talking will be permitted.

Information about the lunch catering will be provided once a contract is negotiated.

Microwaves will not be available.

If bringing lunch from home, be sure to include food already warmed in thermoses and necessary utensils and napkins.

Custodial staff will be available during lunches to assist with waste collection, provide trash cans, and sanitize between classes.

After lunch, when classes go to recess or PE, the room will be cleaned and disinfected.

COMMUNITY EVENTS AND STUDENT ACTIVITIES

School Mass

Students will attend weekly Mass for there is no greater prayer or participation in the sacrament of the Eucharist.

- Mass Schedule:
 - Fridays at 9:30am - Students will attend a separate Mass at 9:30am as long as the mask is required.
 - As conditions allow and the masks are no longer required, SPCCS will return to the 8:00 am Friday morning Mass.
- Parents are welcome to attend and sit in the empty pews in the back and sides with at least 6' separated from the students Parents must wear a mask covering nose & mouth.
- Students will sit socially distanced with their classes.
- Classes will be separated from other classes for social distancing. Seating charts will be utilized for contact tracing.
- The church will be cleaned and disinfected before students enter for Mass and after they leave the church.
- Students may serve as lectors and altar servers.
- Students may receive the Eucharist.
- All safety protocols observed at Sunday Masses will be followed by the SPCCS.
- Facemasks must be worn at all times inside the church.

Community Events

Community events WILL take place this year, more details to follow.

Athletics

Sports WILL take place this year, more details to follow. DPL will be providing more guidance on protocols as the season nears.

Activities

Extracurricular activities WILL take place this year. Extracurricular activities will follow the same health and safety protocols as during the school day.

SPCCS will monitor the current health situation and make changes as necessary.

ACADEMICS

The SPCCS Administration team, faculty and staff recognize that these are uncertain times and pose many questions and difficult decisions that families must make for themselves and their children for their safety, well-being, educational needs and social-emotional needs. SPCCS is dedicated to delivering meaningful and rich curriculum and instruction to our students despite the methods in which it is delivered. SPCCS will do its best and provide a rich, classical, Catholic liberal arts curriculum.

Half Day Protocols

- All students and families must be dropped off, park in the middle lot and use the cross walk to attend morning prayer. All families must be picked up in the carpool line.
- Students should bring labeled water bottles and snack.
- Aftercare will be provided until 6 pm provided the student's paperwork has been completed and turned in.
- Students staying for Aftercare must bring their own lunch

Attendance

Per Texas Education Code (TEC), §25.902, students must attend 90% of a course 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 2021-2022 school year. Attendance will be required of all students.

To receive course credit and attendance for this school year, students are expected to complete the assignments. All SPCCS Grading Policies are in effect.

Specials Classes

Students will travel to specials classrooms.

Students will attend PE in the gym and/or outside. The full-size gym will provide space for social distancing.

Outside lessons and activities are highly encouraged.

Support of Student Social and Emotional Health

Each of us has learned to adapt to the changes that the pandemic has brought to our lives in individual ways. SPCCS recognizes that returning to campus and learning new protocols and procedures may be an additional stressor for some students. Please know that SPCCS teachers and administrators are aware of these stressors and will be discussing coping strategies in their homeroom class times and in weekly Guidance lessons.

Instructional Options

Students MUST attend class in-person this year. NO virtual options will be available. Asynchronous learning will be provided to students who are isolating or quarantining due to COVID-19.

Curriculum

The Diocese of Dallas CSO approved curriculum will continue to be utilized within the transition of the liberal arts philosophy/classical model being implemented at SPCCS.

Beginning of the year assessments will be utilized to determine students' current level of mastery of curricular content. These are the IOWA tests and will be administered in October. More information to follow.

Progress monitoring strategies are strategically scheduled in order to consistently measure each student's progress and growth.

Student services, differentiation and enrichment opportunities will still be provided to students.

Field trips may occur this school year; more information to follow. The current state of the Pandemic and destination will determine necessary protocols. Field trip protocols will be communicated on a case-by-case basis.

Technology Requirements

In the event of a school closure, SPCCS is prepared to move to distance learning. The following technology platforms will be needed:

PK-2nd: iPad (best) or Laptop, Chromebook, Desktop with Camera for video calls

3rd-8th: Desktop, laptop, or Chromebook with Camera for video calls

Internet Connection – contact the school office if you needed assistance with a network connection

Should a school closure due to COVID-19 be necessary, parents will be notified at that time of the plan to continue schoolwork. In a closure, SPCCS will continue to use the same platforms as 2020-2021: PK-2 grades will use Seesaw and Grades 3-8 will use the Google platform.

Note: Recording/photographing any eLearning or virtual instruction is prohibited. All SPCCS eLearning guidelines must be followed at all times.

COMMUNICATIONS

Important and necessary information will be communicated as soon as possible to all faculty, parents, and students.

Weekly Updates

Beginning with the first week of school, Mrs. DeMakas will send home a weekly newsletter/email on Wednesdays.

School Emergencies

In case of a school emergency, families will be notified via Parent Alert via text and email.

Other Means of Communication

SPCCS School Website: www.spsdfw.org

Facebook: <https://www.facebook.com/spsdfw/>

Weekly Communication from Teachers

SPCCS Family Contact Information

Please update all contact information in FACTS/RenWeb. This includes emails and phone numbers. Emergency alerts and messages are sent to the contact information you have listed.

This plan is subject to revisions and changes based on guidance from the CDC, TEA, TCCBED, and CSO.

Per the Diocese of Dallas Catholic Schools Office, the following Student Waiver will be required before a student attends school.

Activity Participation Consent And Release Form

By my signature below, I/we consent to _____’s (“Student”) participation in activities sponsored by Saint Paul Catholic Classical School (the “School”)’s, including activities held on the School’s premises and activities held at other venues. I/we understand and acknowledge that Student’s participation in school-sponsored activities may expose Student to contact with one or more persons or objects that have been infected with, and/or exposed to, diseases or viruses, including the virus commonly known as COVID-19. I/we understand that, as a result, Student’s participation in school-sponsored activities may expose Student to the risk of exposure to or infection with diseases or viruses (such as COVID-19). I/we understand that the potential risks associated with exposure to or infection with the diseases or viruses (such as COVID-19) are not fully known, but may include significant and serious illness, bodily injury, disfigurement, or temporary or permanent disability. I/we understand that the use of personal protective equipment may not fully protect against or mitigate the risks posed by Student’s participation in school-sponsored activities. I/we understand and agree that information regarding the COVID-19 status of Student and/or individuals that live in the same household as Student may be disclosed to others in the School community, as the School—in its sole discretion—deems necessary.

Nevertheless, having considered the risks, including those outlined in this Release, I/we consent to Student’s participation in school-sponsored activities. Accordingly, for good and valuable consideration, including without limitation admitting Student to the School and allowing Student to participate in school-sponsored activities, **I HEREBY ASSUME ALL OF THE RISKS OF STUDENT’S PARTICIPATION IN SCHOOL-SPONSORED ACTIVITIES, INCLUDING WITHOUT LIMITATION, THE RISK THAT STUDENT MAY BE EXPOSED TO OR BECOME INFECTED WITH DISEASES OR VIRUSES (SUCH AS COVID-19). I/WE HEREBY, FOR MYSELF AND MY HEIRS, SUCCESSORS, AND ASSIGNS, AND ALL THOSE CLAIMING BY OR THROUGH ME, WAIVE, RELEASE, AND AGREE TO DEFEND, INDEMNIFY, AND HOLD HARMLESS THE SCHOOL AND ITS AGENTS, EMPLOYEES, OFFICERS, DIRECTORS, DONORS, AND AFFILIATES (COLLECTIVELY “INDEMNITEES”) FROM AND AGAINST ANY LIABILITY, LOSS, EXPENSE, OR OTHER DAMAGE, INCLUDING PERSONAL INJURIES, PROPERTY DAMAGE, DEATH, COSTS OF COURT, AND ATTORNEYS’ FEES, ARISING FROM OR IN CONNECTION WITH STUDENT’S PARTICIPATION IN SCHOOL-SPONSORED ACTIVITIES, INCLUDING THOSE WHICH ARISE OR ARE ALLEGED TO ARISE FROM THE NEGLIGENCE OF ANY INDEMNITEE.**

Parent Signature:
Parent Printed Name:
Date:
Parent Signature:
Parent Printed Name:
Date:
Student Signature (if age 18 or over):
Date: