

***BACK TO SCHOOL PLAN
2020 - 2021***

IN-PERSON LEARNING

We are committed to be open 5 days a week in school instruction for all students ensuring social distancing can safely be maintained under the direct supervision of a Teacher under the overall guidance of the Principal. We will be creative with space, while ensuring that the health and safety are primary in their decision-making. All plans and procedures indicated in this document are subject to re-evaluation and revision as circumstances warrant.

Parents requiring an option to learn at home for five full days of instruction must contact the principal to discuss options by August 14.

MORNING DROP-OFF

- Drop-off is from 7:30 a.m.
- Preschool students will enter from the main street side of the building doors closet to the church (door #2) where the staff will be waiting to admit them.
- Bus riders will enter the building through the Faculty Entrance or left-side door of the gym off the teacher's parking lot.
- All other students will enter through the Monument Place plaza entrance through the two outermost doors. Parent must pull-up and drop students at the entrance one at a time and should not leave until the student is received into the school building.
- Doors close at 7:50 a.m. All students arriving after this time must be walked into the by his/her parent into the office via the main door facing Main St. with the welcome flag and signed in. Masks must be worn and temperatures will be checked upon entry. A tardy slip will be provided and is required to be admitted to the classroom.
- Inside each of these entry points, each entering student's temperature will be checked under the supervision of a staff member.
- Preschool has separate entry from the "church-side" door where the staff will meet them and temperatures will be checked upon entry.
- Students will NOT gather in the gym for prayer. Prayer will be held in the student's individual classrooms.
- Upon arrival, each student must report directly into the classroom and take his/her assigned seat.
- Visitors/Parents may not walk in the building without an appointment and must drop students at the assigned entry point.
- The only exception will be on the first day of school for Preschool and Kindergarten. Parents may on this one day, with masks and social distancing, drop students directly to the classroom door.
- Teachers will be in their classrooms by 7:30 a.m. to receive students

AFTER-SCHOOL PROGRAM & OTHER POST-SCHOOL ACTIVITIES

The after-school program will be an extension of the school day with the same regulations and guidelines in place for social distancing, masks, and limited access to areas outside of the assigned classroom (cohort). After-school programs will not include any sports programs, third-party vendors, clubs, CYO activities, until further notice. Two weeks

Resumption of extracurricular programs and activities will not be possible until such time that the CDC, local governments and the Diocese of Bridgeport deem that it is safe.

Facility Requirements & Guidelines

BUILDING & CLASSROOM

Signage to indicate direction in which to travel in hallways and stairways for consistent flow, social distancing, and proper distancing for line-up and movement of students and/or classes.

Visitors to the school will be limited. All visitors must follow school guidelines. One entrance/exit only for visitors into the building – the main entry doors by the office. All visitors must announce themselves by buzzing the buzzer and waiting to be addressed.

Classrooms may only accommodate space for a limited number of students to allow for distances of six feet.

All students are to be facing one direction and are not to be grouped in configurations that would require facing one another.

Teachers' desks should be in the front of the classroom facing the students.

Shared spaces are to be eliminated (cafeteria, gym, and science lab). These spaces may be appropriated for additional classes as per social distancing norms and expectations as long as teacher/ student ratios are in place for teaching purposes.

No use of student lockers.

All water fountains will be turned off. Students must provide their own water bottles, which must be labeled with the student's name.

No touch sanitation in all facilities.



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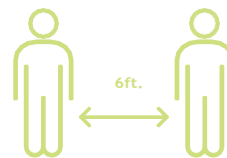
We have some new rules to ensure we can continue to gather together



PLEASE WEAR A FACE MASK OR OTHER PROTECTIVE COVERING.



PLEASE WASH OR SANITIZE YOUR HANDS.



KEEP AT LEAST 6FT BETWEEN YOURSELF AND OTHERS.



DO NOT SHAKE HANDS. PLEASE WAVE INSTEAD.

BUILDING & CLASSROOM (CONTINUED)

We will have designated a separate isolation room, located across from the Nurse's office, for when a child is ill or showing symptoms of illness.

Hand sanitizer stations will be located at the entrance of the building as well as at the entrances and exits of each classroom and throughout the building as appropriate.

Proper ventilation must be ensured with airflow from outdoor air, this includes having windows and doors open at the same time across all rooms to maximize cross ventilation when feasible.

Schools should suspend special events involving outside groups to maximize security and sanitization.

All trips, public events, and onsite activities will be suspended until further notice.

Communication about permissible gatherings, once determined, will be communicated by the Principal, in consultation with the Town Health and Safety Officer and the Office of the Superintendent of Schools.



GENERAL HEALTH PROTOCOL

Staff and students should stay home if they do not feel well.

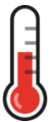
Staff and students should stay home if they were within six feet of a person with COVID-19 for a prolonged period.

We strongly recommend that parents take their child's temperature every day before the child comes to school. If the temperature is 100.0 degrees Fahrenheit or greater, the child should stay home and see a doctor. This will ensure that students who likely would be excluded upon arrival will self-monitor and remain home.

In preparing the school's entrance for admitting students and staff, social distancing markers outside the building should be set up along the sidewalk and parking lot adjacent to the front doors. School leaders will identify and mark-off the best available space for students and staff to safely line up for screening and admittance.

Signs should indicate six-foot distances and should have directional arrows pointing toward the temperature screening area.

TEMPERATURE SCREENING



Persons who have fevers of 100.0 degrees Fahrenheit or above or who are exhibiting other signs of illness shall not be admitted to the school. School staff will conduct the screening. Children should go straight to their assigned rooms after clearing the temperature check screening.

POLICY & PROCEDURE FOR A SICK CHILD OR STAFF MEMBER

To ensure safety and best practice, schools must designate an isolation room where students and staff with COVID-19 symptoms are to be placed while they await pick-up and safe exit from the building.

School leaders should monitor staff and students throughout the day for signs of illness.

Symptoms potentially include the following:

- Fever of 100.0 degrees Fahrenheit or higher
- Cough
- Stuffy nose
- Chills
- Shortness of breath/difficulty breathing
- Loss of taste or smell
- Congestion/runny nose
- Nausea/vomiting/diarrhea
- Muscle/body aches
- Fatigue
- Sore throat
- Headache



School Supplies

Items and supplies will not be shared. Students and staff are not permitted to share electronic devices, clothing, toys, books, games, or learning resources. Items must be cleaned and disinfected between uses if devices are shared.

Keep students' personal items in individually labeled containers or cubbies.

Ensure the safety of children at all times by making certain that disinfecting products or cleaning materials are kept away from them and that when such items are utilized, proper ventilation is guaranteed.



Visitor Policy

Visitors must have an appointment to enter the building. No one shall be permitted to enter the building during operating hours.

Authorized school food vendors shall make their deliveries directly to kitchen entrances.

All authorized visitors shall be required to wear a mask and follow school guidelines.

Food Services

- Meals shall be served in the classrooms under teacher supervision and sanitization will take place before and after lunch.
- Students will be permitted to bring their own meals; sharing will not be permitted.
- Students are to come to school with their lunch – Parents may not come to school at lunchtime to bring lunch to the classroom.
- Lunches that are forgotten may be brought to the office.
- Students who forget lunch will be offered pre-packaged individually portioned of Cheerios.
- All snacks and lunch MUST be NUT FREE. We are a nut free school.
- There will be absolutely no provisions for heating meals brought from home.
- Family-style meals are not to be served.
- All food service workers must wear gloves in addition to proper face coverings.
- Students may not share meals under any circumstance.

To be responsible stewards of one another's health, the practices outlined below must be communicated to all constituents of the school community, and relevant training must be provided:

- All constituents are to be taught—and will be expected to review on a periodic basis—the proper methods for using tissues and to cough/sneeze into a tissue or their elbows.
- Students and staff shall practice frequent hand washing with soap and water for at least twenty seconds, scrubbing thoroughly, and drying with paper towels
 - Upon arriving at school
 - Before meals and snacks
 - After using the restroom,
 - Periodically throughout the day,
 - Any other times that require such hand hygiene.
- Hand sanitizer will also be available for when hand washing is not possible. It should not replace hand washing, which is the most effective protection against germs and the spread of disease.
- Students must bring their own water bottles (plastic or reusable) labeled with their names; no glass bottles or containers. Please consider more than one bottle.
- Teachers will be responsible for sending weekly reminders to stay home when sick or exhibiting symptoms that may lead to sickness as well as information about COVID-19.
- School leaders shall reiterate the importance of “non-touch acknowledgements” to show friendship and to reiterate the importance of socialization -- Nofist bumps, elbow bumps etc., are allowed.
- Students shall not be permitted to congregate in large groups before, during, or after school.
- School staff members are to discontinue permanent passes and hard copy sign-in/sign-out logs to mitigate the spread of germs through shared surfaces or writing implements.
- Windows should be opened as frequently as possible, weather permitting, to allow for maximum airflow, even when the students occupy the space.

FACE COVERINGS

Guidance on face coverings and other social distancing guidelines are based on the information available to us currently. Guidelines may be subject to change should it be deemed necessary.

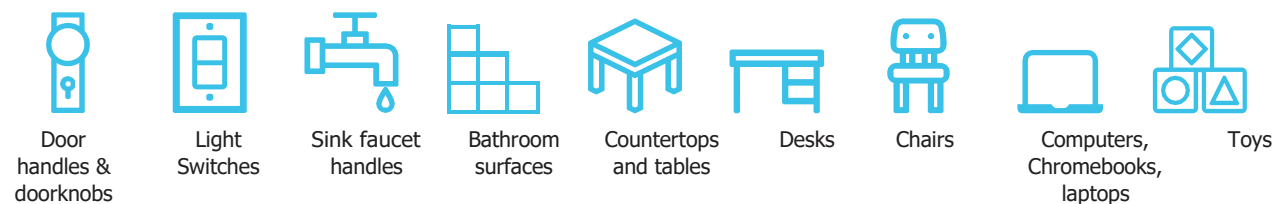
- All adults who enter the building must supply and wear a cloth mask or face covering that covers their nose and mouth.
- Students are asked to supply their own mask or face covering.
- School will maintain a supply of extra masks for students.
- Masks may not include any graphics or wording that would be contrary to the teachings of the Catholic Church, offensive, or insensitive manner.
- Children in grades K-8 are required to wear face coverings during times when social distancing (6 feet as described below) cannot occur, including but not limited to:
 - entering and exiting school
 - in the hallway or bathroom
 - working in small groups/one-on-one instruction in the classroom
 - in common areas
- Children in grades K-8 are not required to wear face coverings when social distancing can occur, including but not limited to:
 - Working independently at their desks
 - During PE class and recess
 - If there are health reasons that prohibit them from doing so.
- Preschool students are encouraged but not required to wear face coverings when entering and exiting the school building.
- Teachers and staff will be required to wear a face covering when social distancing is not possible.

Sanitizing & Disinfecting

The COVID-19 pandemic has necessitated continuous attention to the cleaning, disinfecting, and sanitizing of school facilities and materials.

With the aforementioned considerations in mind, the expectations and clear directives should be to clean and disinfect frequently touched surfaces at least daily and, as practicable, regularly throughout the day. Periodic sanitizing room sprayer will be utilized as well. Frequently touched surfaces include, but are not limited to, the following:

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Mental Health & Social-Emotional Development

The school leader must establish a culture that supports and emphasizes mental health services available for faculty, staff, students, and families. Key responsibilities here include, but are not limited to, the following considerations:

- Educating staff, parents, and students on symptoms that identify mental health needs
- Promoting social-emotional learning competency and building resilience
- Helping ensure a positive, safe school environment
- Teaching and reinforcing positive behaviors and decision-making
- Encouraging and helping others
- Encouraging good physical health
- Helping ensure access to school-based mental health support
- Ensuring the integration of Catholic spiritual doctrine as it relates to ministering to the whole person—body, spirit, and soul.

Staff and families must know they can consult with a school counselor, nurse, or administrator and with the student's parents if one of more of the following behaviors are observed:

- Feeling very sad or withdrawn for more than two weeks
- Sudden overwhelming fear for no reason, sometimes with a racing heart or fast breathing
- Dramatic weight loss or weight gain
- Intense worries or fears that provide obstacles to daily activities
- Severe mood swings that cause problems in relating to others

This document contains policy and procedures that may be subject to change as determined by the Administration of the School. All concerns and questions are to be directed to the Principal:

Mr. Jack E. Lynch
jack.lynch@sjsst.org
203-375-5994, ext. 1