

# Our Lady of Peace School Coronavirus (COVID-19) Preparation and Response Plan

The following information outlines our school's preparedness and response plan for addressing COVID-19 related incidents that could arise at OLP in the future, as well as a list of helpful resources.

## Proactive Measures Being Taken by OLP

- **Monitoring Health Conditions of Students and Employees:** OLP is currently monitoring the health conditions of students and employees as necessary to keep abreast of any potential presence of an infectious illness, including the COVID-19 virus. You can help OLP in this effort by providing the Main Office details of your child's symptoms if they are home with an illness. Read about COVID19 symptoms on the Minnesota Department of Health's (MDH) website [here](#).
- **Daily Cleaning of Facility:** As a general practice, our Building and Grounds Department clean our facilities and classrooms daily. In recent weeks, we've delivered Clorox wipes to all OLP classrooms, and our plan includes enhanced cleaning procedures.
- **Working to Stop the Spread of Germs:** Students and teachers have been discussing the importance of good hand washing hygiene and how to help stop the spread of germs, which is always best practice. We will also be reminding students to avoid touching their eyes, nose, and mouth with unwashed hands.
- **Monitoring reliable sources of information:** The administrative team meets regularly to monitor and review relevant information and make decisions in a timely fashion.
- **Review of OLP Events, Gatherings, and Local Field Trips:** At this time, there are no plans to cancel any events or gatherings hosted at OLP. We will continue to monitor new information and make decisions accordingly. Local Field trips will be approved on an individual basis in consultation with the Principal in conjunction with guidelines and recommendations provided by reliable sources.

- **Ongoing Communication:** We will continue to update our families, students, and faculty/staff via email and the Peace Post in the coming weeks and months as the situation evolves.

### What Parents/Guardians and Staff Can Do to Help

- **Help Stop the Spread of Germs:** As with any infectious illness, we encourage you and your family to try to avoid close contact with people who are sick, cover your cough, avoid touching your eyes, nose, and mouth, and wash your hands often with soap and water for at least 20 seconds.
- **Stay Home If Sick:** As always, OLP recommends that people stay home when sick. These recommendations are especially important during the cold and flu season. This not only protects the individual but others who may come in contact with them.
  - As usual, parents are asked to contact the Main Office (612-823-8253 or cbergen@olpmn.org) if your son or daughter will be absent from school. Please indicate all the symptoms.
- **Consider Limiting Travel:** We know that families engage with a wide range of people while traveling, particularly when it comes to domestic and international travel. With Spring Break taking place from March 23-27, family travel will likely increase exponentially. OLP would not ask anyone to alter travel plans, however, know that travel during this time could add to the risk of student and employee exposure to the virus. The Center for Disease Control has posted additional information for travelers [here](#).
- **Travel Guidelines:** If you do travel, please review and follow the [guidelines](#) that have been published by the CDC.
  - Please pay special attention to CDC protocols for those who have visited a “High-Risk Country.” It is important to be aware that if you or your student(s) has traveled in **the past 14 days** to countries designated by the CDC as high risk: which at this point is China, Iran, Italy, or South Korea, **you must notify OLP immediately** and **NOT return to school** pending further instruction. **This directive is regardless of whether you or anyone in your household is experiencing symptoms.**
- Learn more about the virus from reliable sources: Read about CO-VID19 symptoms on the MDH website [here](#) and review information being provided by the CDC.

## **If an OLP Student, Visitor or Faculty/Staff Member Has a Confirmed Case of COVID-19**

- Contact the Main Office (612-823-8253 or cbergen@olpmn.org) and the Principal, Paul Berry at pberry@olpmn.org immediately.
- OLP would contact the MDH in the event of exposure and take appropriate action based on guidelines, direction provided, and best practice.
- OLP would communicate with you as appropriate to provide general information and guidance. Our practice would be to not release the name of anyone who has a confirmed case.

## **OLP's Response Plan**

- If we receive notification that a student, faculty/staff member, or visitor has a confirmed case of COVID-19, the school would most likely close. Preschool through 4th grade would receive material and directions for continued learning opportunities. 5th through 8th grade would move to online learning via Google Classroom and email. The length of time will be determined based on when the case was confirmed. It is likely our building would stay closed for a two-week period.
- All activities would be canceled during this same time period.
- The school building would not be open to students, faculty or staff during a closure. Students would not be allowed to enter the building under any circumstance.
- If the building were to be closed, all school communication would be directed to and from Paul Berry, school Principal, via email and the Peace Post.
- It is reasonable to expect that OLP Faculty and Staff members will be responding to emails during the regular workday.
- We will communicate decisions with families via e-mail, Peace Post, and on our website - as we do in any situation that alters the regular school day (ie severe weather, etc.).
- We advise all students and faculty/staff to bring laptops, and any necessary work-related items home with them each night and especially before they depart for Spring Break in the event we need to close the school campus.
- OLP will continue to monitor information that is provided to us by the Minnesota Department of Health and the Center for Disease Control and

Prevention, as well as other governmental agencies as appropriate. Additionally, we've included a list of helpful resources below.

**Resources:**

How to Talk to Teens About CO-VID19

How to Stop the Spread of Germs (Poster)

MDH COVID-19 Resource Page

MDH COVID-19 Fact Sheet

Center for Disease Control COVID-19 Updates

If you have further questions about our preparedness plan, we ask that you address them to Paul Berry at [pberry@olpmn.org](mailto:pberry@olpmn.org).

If you have questions about COVID-19 itself, please contact the Minnesota Department of Health hotline at 651-201-5414.