

July 10, 2020

Dear Parents,

I hope this letter finds you well and enjoying your summer.

As you are aware we will physically return to school in the fall. We will, of course, adhere to any additional guidance issued by the Archdiocese of Portland or the government over the summer, and we are prepared to change our current plans if necessary.

Though we are excited for the return of all students in the fall, it is important to know our school will look different. In order to return in the fall, St. Francis Catholic School (SFCS) must follow the mandates from The Oregon Department of Education (ODE) and follow the Archdiocese of Portland's Return to School Framework. The changes listed below are due to the mandates and the framework.

In the Archdiocese of Portland's Return to School Framework on page 39, it states all Catholic Schools must allow students the opportunity to stay home in the fall if they choose to for health complications. If you have a child/ren with health complications or if a child's parents have any health complications, they can choose to stay home in the fall. I am working closely with Gray Wolf IT and teachers on a plan to accommodate students. Please let me know if you are considering this option. **I will know more by the end of July.**

**Major Changes from the Archdiocesan Return to School Framework:**

- Parents are not allowed to get out of their car at the end of the day to pick up their child/ren, all children must be picked up in carline (more information and maps will be released in August)
- No parents are allowed to volunteer in the school for the first couple of months of school
- To limit the risk of infection, parents need to contact the school office for appointments with administration or teaching staff. Zoom/Google Hangout meetings will be encouraged unless there is an emergency
- Grades PreK-8 will have daily scheduled recess/lunch/bathroom breaks to reduce and control numbers in the restrooms
- Grades PreK-8 teachers will eat lunch with designated classes in their classrooms (there will be no heating up lunches and no milk served, except if milk is requested in PreK)

## **New Health and Safety Procedures**

To ensure the well-being when we return to campus the new practices have been developed following the Oregon Health Authority (OHA), ODE, and the Center for Disease Control (CDC) guidelines and the Return to School Framework. While not yet finalized, below are several of the measures that we currently plan to implement as we return to school. We will continue to monitor guidance and adjust our protocols to align with all guidelines.

### **Face Coverings**

Employees will be required to wear face coverings. Given local guidance for masking indoors, we encourage students to wear masks, face shields, or face coverings, but they are not required under 12 years of age. **We will continue to follow local guidance as it evolves to inform our protocols.**

### **Physical Distancing**

Movement on campus will be controlled and directed as much as possible to reduce the mixing of students. We have analyzed classroom space. In grades 4-8, students will be seated with at least 6' of spacing to minimize transmission risk. In grades K-3 they have been given a space that follows the 6' spacing, although, we must remember their development level. All specialists will come to the classroom. In grades 5-8 teachers will move from classroom to classroom.

### **Hand Hygiene**

Students and faculty will follow a regular schedule of hand washing or use of hand sanitizer throughout the day. The teachers will determine this; however, the administration will create a detailed schedule for recess and bathroom use for each grade level to eliminate mixing. This includes a detailed schedule for lunch recess and hand washing for each grade level and will be followed by sanitizing by custodial staff. SFCS expects parents to educate their children on the importance of hand washing.

### **Enhanced Cleaning**

Daily cleaning practices will comply with ODE requirements and CDC recommendations, including the types of cleaning products used and the frequency of cleaning. Special attention will be paid to the cleaning of high touch surfaces throughout the day, as well as cleaning between classroom spaces if different groups enter and exit. Deep cleans will be scheduled often.

**Bell Schedule for the 2020-2021 School Year:**

- Monday-Friday 8:10-3:15, except Wednesday 2:15 dismissal for faculty meetings
- Health screenings for faculty, staff, and morning care students start at 7:00am
- Doors for students will open at 8:00am for all student health screenings
- SFCS will have three entry and exit points for students (more information will follow)
- Morning care will take place at 7:00-8:00 and Extended Care from 3:15-6:00 (more information follows regarding guidance for Extended Care).

**Health Screening (screening times listed above)**

Families and employees will be asked to monitor their symptoms, including scanning for fever of 100.4 F or higher every morning. The school will also conduct mandatory morning health screenings. SFCS has the right to send home staff/students who show symptoms of being sick, erring on the side of caution.

**Social, Emotional, Self- Care, and Well-Being**

Pedagogy and classroom practices will provide greater attention to student mental health and well-being to build resilience and to cope with the stress or anxiety students may be experiencing during this pandemic. Title II funding will be used for staff training and guest speakers for students on the topic of self-care. Additional resources are being reviewed.

**Training**

There will be student, faculty, and staff training in the fall. Training will include, but not limited to:

- Social distancing and health practices in the classroom and on the play ground
- Use of storage and personal items
- Following flow maps
- Beginning and ending day procedures
- Restroom and recess routines
- Sanitation and hygiene instruction
- Identifying COVID-19 related symptoms
- Proper temperature screening

Our goal was to get all PreK-8 students to school in the fall and as of now, we can say we will see your children on September 8th. We will continue to keep in contact throughout the summer should any additional guidance alter any plans. There will be communication in the late summer regarding carline protocols, supply drop-off, and expectations for the first weeks of school and beyond.



Office of the Principal

**In August the completed Return to School Framework will be reviewed to ensure all action items meet guidelines. Additionally, parent Zooms will be scheduled to answer concerns prior to school commencing.**

I would like to thank you for your continued support of the SFCS administration, faculty, and staff! This is a wonderful community to be a part of, and I look forward to seeing you and the children in the fall.

God bless and stay well,  
Ms. Gonzalez  
Principal