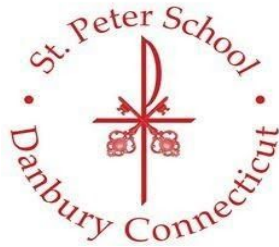


2020-2021



COVID - 19
ADDENDUM TO
PARENT/STUDENT HANDBOOK

During the 2020-2021 school year, this handbook will supersede the regular handbook for the sections in this addendum. Every other policy unrelated to COVID-19 remains in place.

Therefore, be sure to read both handbooks and sign the signature page provided.

This handbook is based on the St. Peter School Re-Entry Plan.

When School Is In Session - In - Person

Arrival Procedures:

- ❑ Students who ride the bus will enter through the St. Peter doorway across from the rectory.
- ❑ Students who are dropped off by a parent or guardian will enter through the Playground doorway. Parents must remain in the car and refrain from walking on the campus.
- ❑ Temperatures will be taken. Students with a temperature of 100.0 Fahrenheit or higher will return home and bus riders will be escorted to the quarantine area and await parent pick up.
- ❑ Students will report directly to the homeroom upon arrival.
- ❑ Students will be able to pick up breakfast in the entryway prior to proceeding to the classroom.
- ❑ Sanitizing stations will be available at all entrances and throughout the building.
- ❑ Masks must be worn.
- ❑ Students will maintain social distancing while walking on the campus and in the hallways. There will be visuals on sidewalks, playground area, and in hallways to assist in this process.
- ❑ Tardy Procedures:
 - ❑ Parents will walk his/her child to the front door and ring the bell for the student's entry into the building.
 - ❑ Practice social distancing while waiting for your child to enter the building.
 - ❑ Masks must be worn at all times by EVERYONE.
 - ❑ Temperatures will be taken upon arrival.
 - ❑ Students will sanitize hands upon entering the building. A secretary will greet the student.

Dismissal Procedures

- ❑ Bus students will be dismissed when their bus is called from their homeroom.
- ❑ Those students who are walkers will depart through the side door across from the rectory when called over the loudspeaker.
- ❑ Those students who are attending after care via reservation only will remain in their homeroom until picked up by the aftercare staff member.
- ❑ Students will practice social distancing while travelling to their after school destination.
- ❑ Masks must be worn!
- ❑ All students must leave by bus or through the carline unless they are walking home from school.

Aftercare:

- Students will be picked up for aftercare.
- Students will be socially distanced from one another and from other cohorts.
- Students may have quiet time or homework time.
- Students may have outside time in cohorts.
- Students will remain in static groups as much as possible.
- Parents will pick up their children by buzzing the Playground Door. Their child will be escorted to the location for pick up.

Students Should Bring the Following Items Each Day:

- Face covering
- Bottled Water
- Lunch if they are not eating school meals

Lunch:

- Students will eat in classrooms.
- Students will face in one direction and chairs will be placed for social distancing in the classroom.
- Prior to lunch, students will wash hands with soap and water or use sanitizer.
- One way movement will be used to travel to the cafeteria and back to the classroom.
- Students will be dismissed one by one to dispose of lunch trash.

Recess:

- Students will wash their hands before and after recess.
- Homeroom cohorts will play together being mindful of social distancing. Mask wearing outside is not required.
- High touch areas will be cleaned daily.

Face Coverings:

- CDC recommends cloth face coverings for those 2 years and above.
- Students are required to provide and wear masks while at school unless otherwise directed by their teacher. Mask breaks will be provided throughout the day. Extra masks will be available - just ask!
- All visitors/parents must wear a face covering
- All faculty and staff will wear a face covering.
- Suggestions: Have multiple masks which can be washed daily, and have back-ups ready. Choose masks that:
 - Fit snugly but comfortably against the side of the face.
 - Completely cover the nose and mouth.
 - Are secured with ties or ear loops.

- ❑ Include multiple layers of fabric.
- ❑ Allow for breathing without restriction.
- ❑ Can be washed and machine dried without damage or change to shape.
- ❑ Label your child's mask clearly in permanent marker so that they are not confused with those of other children.
- ❑ Practice with your child putting on and taking off masks without touching the cloth.
- ❑ Explain the importance of wearing a mask and how it protects other people from getting sick.
- ❑ Consider talking to your child about other people who may not be able to wear masks for medical reasons.
- ❑ As a family, model how to wear a mask, especially when social distancing is difficult or impossible to maintain.
- ❑ Consider providing a container (labeled, resealable bag) to bring to school so your child can store the mask when it is not being worn, such as when eating or drinking or taking a mask break.
- ❑ For younger children:
 - ❑ Praise your child for wearing a mask correctly.
 - ❑ Put a mask on a stuffed animal.
 - ❑ Draw a mask on a favorite book character.
 - ❑ Show images of children wearing a mask.

Visitors:

- ❑ As a preventative measure, visitors/parents are not allowed to enter the school building unless they have a scheduled and pre-arranged appointment.
- ❑ Birthday celebrations and classroom visitations will not be allowed this school year due to the need to contain the spread of COVID-19.
- ❑ Anyone with pre-arranged office/school business will enter through the front door, wear a face covering, sanitize hands and have their temperature checked. After business concludes, visitors will sanitize their hands and leave the campus.
- ❑ Due to safety concerns and minimized student movement, any items forgotten at home and brought to school by parents will remain in the office area until retrieved by the teacher. Items will be left in a box outside the front door. Buzz to notify the office staff that you are leaving a forgotten item.

Facility and Cleaning Protocols:

- ❑ Classrooms and office areas within the school have been set up in accordance with guidelines from the state of CT to maximize social distancing and with all students' desks and chairs facing in the same direction.
- ❑ All unnecessary furniture and rugs have been removed from the classroom.
- ❑ Floor markings have been installed in hallways and classrooms to illustrate to students social/physical distancing.
- ❑ Touchless hand sanitizer dispensers are available throughout the building.
- ❑ A quarantine room has been designated for students who need to be isolated from the rest of the population until parent pick-up.
- ❑ Signage has been posted around the building related to good hygiene and the requirement of masks in all areas of the school building.
- ❑ We have hired CleanTek to perform nightly cleaning of the building, including sanitizing classrooms nightly.
- ❑ In addition, the school has purchased a fogger which will be used on a routine basis to clean the classrooms.

Addressing Student or Faculty COVID-19 Positive Cases:

- ❑ The school is working with local health officials to develop and implement procedures for individuals who are ill or who are suspected to have been in contact with someone who is affected by COVID-19. Each case will be individually assessed.
- ❑ Contact tracing and close contact considerations, family relationships, etc. are some factors that will be considered to determine who needs to be quarantined.
- ❑ The classroom and other areas visited by a person testing positive for COVID 19 will be thoroughly cleaned and sanitized. Our cleaning company will handle such situations.
- ❑ Students may take advantage of temporary home instruction as appropriate due to COVID 19.
- ❑ Learning will continue for students at school or virtually depending on advice from the medical official.

Student Health Management:

Students having symptoms that indicate a possible illness should stay home.

Parents and caregivers are encouraged to monitor their child for signs of infectious illness every day.

- ❑ Temperature of 100.0 Fahrenheit Degrees of higher...
- ❑ Sore throat...
- ❑ New uncontrolled cough that causes difficulty breathing...
- ❑ Diarrhea, vomiting, or abdominal pain...
- ❑ New onset of severe headache, especially with a fever...

Students should not return to school until at least 24 hours after they no longer have a temperature of 100.0 or higher or signs of a fever (chills, feeling very warm, flushed appearance, or sweating) without the use of fever-reducing medicine such as Tylenol.

Students who have severe symptoms of infectious illness while at school or have a fever will be isolated and parents will be called to pick up the child immediately.

Students with a positive COVID -19 test are asked to contact the school principal immediately. The information will be kept confidential, but notifying those who may have been in contact with the person helps to stop the spread of the disease.

As stated in the document, We Face It Together, the Catholic schools in the Diocese will be partnering with MyCatholicDoctor, a leader in the telehealth industry.

Mental Health and Social Emotional Wellbeing:

This school year will look very different from any other school year due to desks being placed farther apart, teachers maintaining proper physical distance from students, students eating in the classroom, everyone wearing a mask, etc.

Please consider the following actions...

- Talk to your child about how school will look different.
- Talk to your child about how school is going once it begins. Find out how your child is feeling and reassure them that what they are feeling is normal under the circumstances. If you feel your child needs more support, contact your child's principal for more information if necessary.
- Anticipate behavior changes in your child. Watch for excessive crying, worry, sadness, unhealthy eating or sleeping habits, difficulty concentrating as these may be signs that your child is struggling with anxiety or stress.
- Stay informed and up to date with the information shared by the school.
- As a parent, practice self-care!
 - Take breaks.
 - Get plenty of sleep.
 - Exercise.
 - Eat well.
 - Stay socially connected.

Sudden School Closure:

Decisions to close a school will be made in collaboration with the Diocesan School Superintendent, local health officials, and the Principal.

If you need assistance to secure a Chromebook or tablet, please contact the principal as soon as possible.

- ❑ If schools close, students will attend school from home in accordance with the school's distance learning policy as defined in the Diocesan document, We Face It Together.

Tuition Policy for COVID - 19:

Due to continuing financial obligations relating to operations costs, including administration, faculty and staff salaries, there will be no suspension, reduction, or refund of tuition or applicable fees.

The school will continue to provide distance learning in the event school can not continue for safety or health reasons.