

Plan for Reopening St. Patrick School

Pasco, Washington
2020-2021 School Year

St. Patrick School is a small school community; approximately 18 adults serving approximately 200 students aged roughly 3 years old to 14 years old. Because of the small number of households served by the school, we have the ability to manage the sanitation and social distancing needs of our students using procedures outlined in this document. Classroom population has been limited based on classroom dimensions to allow for social distancing, and programs which may have proven to place students and staff at a higher risk, have been cancelled for this coming school year.

This plan, which has been primarily written by the teaching faculty, is driving our building preparation, parent communication, teacher and staff training and in-service, as well as classroom management instruction.

It is our desire to begin facemask-to-facemask instruction on August 31st in a safe manner as outlined in this plan, knowing that the social and emotional benefits of young students being at school far outweigh possible contagion risks. At times when it may be beneficial to limit in person instruction, we are prepared to move to a Continuous Learning Model until such time as in-person instruction can be realized.

Through this health crisis we are dedicated to our Catholic school community, ensuring safety and sanitation for our students, staff, and families; and delivering the highest quality curriculum and instruction.

In a desire to present our clear plans for reopening of school, this document will present the plan for St. Patrick School in Pasco in the following categories:

- Health & Safety Requirements
- Worksite Employee Health & Safety Requirements
- Key Statutory Requirements
- Continuous Learning
- Plans for implementation

Health & Safety Requirements

General Guidance

Individuals (staff, students, parents & visitors) will not be allowed on-campus if they are showing signs of COVID-19 or have been in close contact with someone who has confirmed or suspected COVID-19 in the last 14 days.

Staff will be trained in health and safety protocols as part of the staff in-service program. As a component of the back to school instruction, students will be trained on maintaining physical distancing, handwashing and care for their facemasks (PPE).

Drop-Off & Pick-Up

- St. Patrick School will employ the use of scheduled staggered drop off times between 7:15 and 8:05.
- We will implement car lines in the Parish Parking Lot with multiple (3-4) health screening points (volunteers).
- Directions (written and visual) will be sent home to parents prior to the start of the school year and we will make use of signs and cones in the parking lot directing traffic.
- Students will be asked to stay in their car until screening is complete.

Health Screening at Entry

Staff and students with any illness must stay home. The following screening protocol will be followed daily with all students and staff:

Screening:

1. Does your student/you have any of the following symptoms [when following a break or for a new student, ask about symptoms in the past 73 hours]
 - A cough
 - Shortness of breath or difficulty breathing
 - A fever of 100.4 F or higher or a sense of having a fever
 - A sore throat
 - Chills
 - New loss of taste or smell
 - Muscle or body aches
 - Nausea/vomiting/diarrhea
 - Congestion/running nose - not related to seasonal allergies
 - Unusual fatigue
2. Does anyone in your household have any of the above symptoms?

3. Has your student/you been in close contact with anyone with suspected or confirmed COVID-19?
4. Has your student/you had any medication to reduce a fever before coming to school?

If the answer to these questions above is “yes”, the student/staff member must be excluded from school. Additionally, any other students or staff in the car will be sent home. They will follow the protocol outlined below as a Suspected COVID Case. The office will be notified and the Health Department contacted for guidance.

If the answer to all of the above questions is “no,” the school will check the student for signs of being sick, such as flushed cheeks or tiredness and take the student’s/staff member’s temperature.

Once Health Screening is complete, the students (with mask on) will move to the sidewalk and walk safely to the school building.

The school doors will be open and teachers will be waiting in the classroom welcoming students and facilitating hand washing and safe material handling.

Suspected COVID Case

If a student or staff member tests positive for COVID-19, the Benton Franklin Health Department will advise, but it is likely that many of the student’s classmates will be considered close contacts and need to be quarantined for 14 days.

A staff member or student who had signs of suspected or confirmed COVID-19 can return to the program when: At least three days (72 hours) have passed since recovery - defined as no fever without the use of medications and improvement in respiratory signs like cough and shortness or breath; AND at least 10 days have passed since signs first showed up, OR it has been at least three days (72 hours) since recovery AND a health care provider has certified that the student does not have suspected or confirmed COVID-19.

Reducing Transmissions

Grouping Students

- Students will remain with the same teachers and aides throughout the day to limit cross contamination,
- Students will remain in same classroom throughout the day to avoid cross contamination,
- Classrooms will be selected based on ability to achieve adequate social distancing for student population,
- In order to limit exposure, lockers will not be used during the 20-21 school year,

- Computer lab use will require disinfecting mouse, keyboard and desk after each student,
- Windows in the computer lab and classrooms will remain open to the extent possible to increase air flow, and
- All tables in classrooms and the computer lab will be arranged so students are facing the same direction.

Physical Distancing

6' Social Distancing will be the standard during all activities on campus. In order to help assure this the follow adaptations will be implemented:

- Classroom desks will be placed 6 feet apart and each student will have an assigned desk,
- All desks will be facing the same direction,
- No centers will be allowed in the classroom,
- No “carpet time”,
- All “specials” (ie. PE, Music, Art) will be integrated into the regular curriculum and will avoid high risk activities and cross-contamination,
- Windows will remain open as long as it is possible,
- When possible teachers will make use of the outside to conduct learning activities,
- Only one class will be in the hall at a time,
- Students will walk in the center of the hallway to allow adequate space,
- Primary grades will make use of spacers (ie jump ropes) when in the hallway to ensure adequate social distancing,
- Staircases will be assigned directions to maintain distancing,
 - the stairwell on the south-end of the building will be used to go up stairs,
 - the stairwell on the north-end of the building will be used to go down,
 - the middle stairwell can be used to exit the building from either level going to and from the playground or annex,
- In Mass settings student will space 6' apart on the pews side-to-side and with students sitting on every 2nd pew front-to-back,
- There will be no singing during Mass,
- Altar servers will be spaced throughout the church,
- Faith community will be conducted daily in a virtual manner with possible video sharing or multiple prayers throughout the day,
- Recesses will ideally be “mask-free” times, so social distancing will be even more critical,
- Toys (ie swings) are set up for ideal social distancing (removing every other swing)
- Two areas designated for play during any one recess to allow for increased distancing.

Meals

Since face masks will be removed, social distancing is critical during snack and lunch times.

The following protocols will be strictly enforced:

- Washing of hands before & after food consumption,
- Disinfecting of desks before & after,

- Snacks and lunches will be eaten in the classrooms to limit cross contamination,
- No trading or sharing meals between students,
- Approved food list will be provided to parents in keeping with allergy concerns,
- Sack lunches only with possible “special” meals brought in by local businesses,
- Drinking fountains closed.

Hygiene Practices

The following will be taught and enforced:

- Everyone will wash their hands upon entering the building (students, staff & volunteers/visitors) and wash hands prior to leaving the building,
- Floors will be vacuumed daily in classrooms and hallways,
- All Hands-on materials will be cleaned and sanitized after each use (books and other paper materials do not need to be sanitized),
- Handrails on stairs, door handles and other high touch areas will be cleaned and sanitized regularly,
- Recess equipment will be cleaned and sanitized regularly, additionally the ball cart will be left outside for uv exposure,
- Bathroom use will be scheduled by class to allow for adequate cleaning time between classes,
- Teachers will record any bathroom use outside of dedicated classroom time,
- Classrooms will employ a “Stop and Wash” strategy to ensure regular hand washing throughout the day.

Cloth Face Coverings

Wearing cloth face coverings may help prevent the spread of COVID-19 and is required for staff and students. All students, volunteers, or guests must wear cloth face coverings at school when indoors.

For staff, cloth facial coverings must be worn by every individual not working alone at the location unless their exposure dictates a higher level of protection under Department of Labor & industries safety and health rules and guidance.

Cloth face coverings should not be worn by:

- Those with a disability that prevents them from comfortable wearing or removing a face covering,
- Those with certain respiratory conditions or trouble breathing,
- Those who are deaf or hard of hearing and use facial and mouth movements as part of communication.

Students may use face shields as an alternative to a cloth face covering. If used, face shields should extend below the chin, to the ears, and have no gap at the forehead. A drape is also a good alternative. Younger students must be supervised when wearing a cloth face covering or

face shield and will need help putting them on, taking them off, and getting used to wearing them.

Even when cloth face coverings are worn, students and staff will continue practicing proper physical distancing. Students may remove cloth face coverings to eat and drink and when they go outdoors for recess, physical education or other activities.

Children 5 years and older must wear face coverings at preschool, children 3 & 4 may wear face coverings.

Additional Preventative Measures

- Visitors limited to appointment only
- Encourage phone and Zoom conversations
- Volunteers limited
- All visitors and volunteers to complete health screenings

What to do if someone develops signs of COVID-19

If during the course of a school-day a student or staff member begins to exhibit symptoms of COVID-19, they will report to the designated isolation room until they can leave the campus. This room will be used for potential cases only, all other health care concerns will be taken care of in an alternate location.

Only one staff member will be in contact with the student and will maintain full PPE protection throughout the time of contact. This will include eye protection, medical grade mask, gloves, disposable gown. The administration or their designee will contact the families and Benton Franklin Health Department. The employee, parent or other caregiver will be asked to inform the school right away if the individual is diagnosed with COVID-19.

If a student or staff member tests positive for COVID-19, Benton Franklin Health Department will advise on the need to quarantine close contacts for 14 days. This may include the teacher and fellow classmates and the school will abide by the health department recommendations.

Returning after having suspected signs

If diagnosed with COVID-19, an employee may return to work when criteria below are met:

- At least 3 days (72 hours) have passed since recovery (fever without use of fever-reducing medications)
- Local Health Department or Health Care Provider confirms release to return safely to work.

- If an employee has symptoms that could be COVID-19 and does not get evaluated by a medical professional or tested for COVID-19, schools will assume the employee has COVID-19 and may not return to work until the criteria listed above have been met.

Cleaning & Disinfecting Procedures

In an effort to limit transmission in the school building, a thorough cleaning program will be implemented by maintenance and education staff. These procedures will include regular sanitation and disinfection. Cleaning removes germs, dirt, food, body fluids, and other material. Cleaning increases the benefit of sanitizing or disinfecting. Sanitizing reduces germs on surfaces to levels that are safe. Disinfecting kills germs on surfaces of a clean object.

In order to ensure the best possible outcome of cleaning practices, the maintenance staff will participate in a webinar to get the latest information on cleaning and disinfection during the COVID crisis.

In general, in addition to increased cleaning the following areas will be of focus:

- Cleaning and sanitizing of toys, equipment and surfaces in the classroom and school space,
- Clean and disinfecting of high-touch surfaces:
 - Doorknobs
 - Faucet handles
 - Check-in counters, restrooms
 - Keyboards
 - Electronics
- Cleaning of any areas visited by multiple different groups of students between use.

Disinfection will occur following the instruction on the label including:

- In a ventilated space
- In case of heavy disinfectants, when children are not present
- In proper concentration
- Allowing proper wet contact time
- Use of gloves and eye protection
- All chemicals kept out of reach of children and recorded on a Safety Data Sheet

Carpets

Will be vacuumed daily when students are not present

Outdoor areas

While use of disinfectant outdoors is not effective, high-touch surfaces made of plastic or metal will be cleaned routinely.

Each group of students will have their own playground equipment (ie balls) to reduce concerns of cross contamination between groups. Additionally, outdoor playground equipment will remain outside during the day to allow for UV disinfection.

Ventilation

For as much as possible due to weather limitations, windows of classrooms will remain open to allow for maximum ventilation from the outside.

Shared hands-on teaching materials

Any shared materials will be sanitized after use and instruction will be designed to limit use of this type of material. Based on information provided by the health department, books and other paper-based materials are not at high risk for spreading the virus and therefore will not be a focus of sanitation and/or disinfection.

Employee

Safety & Health Requirements

In keeping with our commitment to maintaining a safe workspace, we will commit to:

- Educate all staff about Coronavirus and how to prevent transmission,
- Limit all indoor spaces to a capacity in which a six-foot distance can be kept between all staff, students and others,
- Maintain six-foot distance via markings on floors around desks, and a variety of measuring tools (6 foot segments of cording, 6 foot segments of dowels) to ensure safe social distancing,
- Stagger lunches, breaks and recesses to limit contact,
- Use of the faculty break room, faculty supply area and work room will be scheduled in order to ensure that only one individual is in that space at any time,
- Staff will be free to wear their own selected PPE or may chose to wear PPE provided by the school,
- All staff will be required to wear cloth face coverings unless they are working alone in their classrooms (no students present),
- Facilities for regular hand washing will be provided and maintained for all staff as well as disposable gloves,
- Staff will make use of gloves during cleaning, sanitizing and disinfection, and will use disposable gloves as needed for work with use of shared items.
- Staff and all individuals who will be on campus for longer than 15 minutes will be screened for signs/symptoms of COVID-19 upon arrival on campus. This will include the taking of temperatures,

- Sick staff members and students will be encouraged to stay home when feeling ill and removed from the general school population if they begin to feel sick or exhibit symptoms during the school day.

Staff are encouraged to voice concerns about the safe operation of the school to the principal so that corrective action can be taken. Additionally, the school recognizes that employees may have access to certain leave or unemployment benefits during this pandemic if the school is not able to correct the safety concerns to an acceptable level per department of health recommendations.

Because the school setting is considered a medium-risk transmission area the following will be enforced:

- All employees are required to use a cloth face covering which fully covers the mouth and nose,
- Any person (students included) who will be in the building for longer than 15 minutes are required to use cloth face coverings that full cover mouth and nose,
- If an individual is unable to wear a face mask due to exemption criteria, additional safeguards and steps will be taken to mitigate against spread of the virus to others, this may include a remote learning environment, alternative safety equipment (ie. face shield or drape), additional steps to ensure six-foot distancing.

Key Statutory Requirements

School District Reopening Plan

This plan will be approved by the Parish Priest, School Advisory Council & Diocese Superintendent prior to submission to Benton Franklin Health Department.

Instructional hours/days (1027 hours, 180-day)

It is the intent to provide the required hours of instruction either through direct in-person instruction, or via continuous education using an online platform in conjunction with monitored independent student learning activities.

Attendance/Enrollment

Attendance will be taken and records kept during the school year.

Continuous Learning Model

Key Characteristics

It is our desire to begin facemask-to-facemask instruction on August 31st in a safe manner as outlined in this plan, knowing that the social and emotional benefits of young students being at school far outweigh possible contagion risks. At times when it may be beneficial to limit in person instruction, we are prepared to move to a Continuous Learning Model until such time as in-person instruction can be realized.

St. Patrick School will engage in a Continuous Learning Model during the 2020-21 School Year. Should the school feel it necessary to enact online instruction, parents will be notified and expectations clearly shared with students and parents. In using this model, students and teachers will be able to move from facemask-to-facemask instruction to online instruction while maintaining academic progress.

The Continuous Learning Model will allow the school to quarantine students or groups of students while still maintaining academic progress in response to potential exposure or confirmed cases.

Additionally, if a student or parents are in a high risk category online access can occur in alignment with in-class instruction. This option will also be available to parents who would prefer the distance option during this health crisis.

Assessments

St. Patrick School will continue to maintain current testing protocols which include DIBELS and MAP testing to monitor student development.

Learning Standards

With the increased focus on sanitation, coupled with likelihood of students, teachers and possibly entire classes/school moving to continuous learning using an online platform, the curriculum will need to be adapted. The principal in concert with teachers and the Diocesan Education Office will ensure that the offered curriculum prepares students for success in future coursework when any adaptations are made.

Grading

There are not any plans at this time to change grading practices and grades will be available to parents throughout the school year. Students will continue to receive feedback from teachers on their progress through grading of assignments and assessments. Full academic participation is expected from all students.

Plans for Implementation

In order to assist students and families in the online portion of this model, the school will use the FACTS platform for all online instruction. Teachers will receive training on this program before the start of the school year and training students and parents will be a part of our back to school programming. Delivery of instruction as well as communication regarding assignments and performance is included in the platform.

This plan for reopening is also a blueprint for action. Several points will be shared with parents via designated check lists; training sessions with staff, students and parents are being designed to serve the practices outlined herein; and checklists/protocols for movement within the school building will follow the directions in this reopening plan. Major portions of the beginning of year communication with home and staff retreat time will be also driven by the needs outlined in the reopening plan.

Presented to:

Submitted by: Arlene M. Jones,
St. Patrick School Principal

August 5, 2020

Presented to: School Advisory Council on

Presented to: Father Robert Turner,
St. Patrick Parish Priest

Presented to Spokane Diocesan Education
Office

Addendum

In accordance with the Department of Health recommendations dated August 4, 2020 the following is being added to this reopening plan:

Returning to school after being in close contact to someone with COVID-19

If a person believes they have had close contact with someone with COVID-19, but they are not sick, they should watch their health for signs of fever, cough, shortness of breath and other COVID-19 symptoms during the 14 days after the last day they were in close contact with the person sick with COVID-19. **Staff members and students should not report to the school building or go into public places for 14 days.** If a person develops symptoms of COVID-19 during this quarantine, they should seek testing. The 14 day quarantine will be honored even if the testing during the quarantine comes back negative.

Environmental cleaning after a suspected or confirmed case

Should the school send a person with symptoms home, or learn of a confirmed case on the campus, maintenance will clean and disinfect the areas where the ill person spent time as follows:

- Close off areas visited by the ill person
- Open outside doors and windows and use ventilating fans to increase air circulation for 24 hours before cleaning and disinfecting
- Cleaning staff will clean and disinfect all areas such as offices, bathrooms, common areas, shared electronic equipment used by the ill person

Note: if it has been over seven-days since the ill person was on campus, additional cleaning and disinfection is not necessary.

COVID-19 outbreaks in the school

Definition: Two or more laboratory-confirmed COVID-19 cases among students or staff with onsets within a 14-day period, who are epidemiologically linked, do not share a household, and were not identified as close contacts of each other in another setting during standard case investigation or contact tracing.

Dismissal of entire classroom for home quarantine for 14 days if two or more confirmed cases occur within the class within a 14 day period. Remote learning will take place unless the health of the students prohibits.

The school will switch to remote learning when:

- 2 or more classrooms are dismissed to to outbreaks
- School cannot function due to insufficient teaching or support staff