

HOLY SPIRIT SCHOOL PLAN 2021-2022

Holy Spirit School is dedicated to the safety and well being of the students and staff. Due to the current health situation in our state, Holy Spirit School requires that masks are worn inside the building for the time being. This will continue to be monitored and all teachers, staff, and families will be notified immediately with any changes. Students who are sick **MUST** stay home.

Important Dates:

August 25th, 26th, 27th: Students will be brought to the school in small groups of students. They will only attend one day this week and it will be assigned based on the family last name. Teachers will ease students back into the classroom learning experience. **This day will be assigned.**

August 30th - First official day of the school year for all students. All students must attend.

Education:

- We have a new school information system: FACTS. This replaces Digital Academy. **Parents are required to use this system.** Students and families will have access to grade book, homework, recorded lessons, and live classroom streaming.
- Students on Service Plans (SP) and Academic Support Plans will meet as often as possible to meet their goals. Tutors will meet with small groups to give additional support.
- Students are expected to be engaged and in attendance all five days of the week.
- Chromebooks will be assigned to each child. Each family will sign a contract and a learning expectation agreement.
- There is no virtual learning at this time.
- **If your child is ill or experiencing any of the following symptoms, please keep them home.** (Fever, cough, headache, sore throat, shortness of breath, fatigue, loss of taste or smell, had contact with anyone who has been diagnosed with or who may have symptoms associated with COVID-19.)

Classroom Learning Space:

- Desks will be three feet apart where possible.
- Students will have their own textbooks and novels and will be able to check books out of the library through an online program. Excess furniture will be removed and stored.
- Students will not be permitted to share supplies and will keep personal supplies at their desk. Please label each item with their name.

Building:

- Hand washing stations will be available throughout the building.
- Hand sanitizer dispensers will be located outside each classroom door. Hand sanitizer will be available in each classroom and common areas.
- Restrooms will be cleaned throughout the day. They will be thoroughly cleaned each night.
- Commonly touched surfaces will be cleaned and disinfected throughout the day.
- The building will be cleaned and sanitized every night.
- Drinking fountains will be turned off. Students are encouraged to bring one or 2 filled water bottles that are labeled clearly with their name. These can be filled throughout the day at refilling stations.
- Floors and tables will be marked to provide visual cues for students and staff to maintain 6 feet distance. Signs will be posted with reminders and guidance.
- Isolation Space will be available if a student becomes sick during the day. It is a separate area near the nurse's office that will allow students to exit easily and be escorted by their parents.

Face Coverings:

Students, teachers, and staff will be required to wear a face covering while in the building.

- Students are encouraged to bring 2 clean masks to school each day
- Disposable masks are available if a student forgets or theirs becomes damaged or soiled.

Arrival and Dismissal:

- Students will report directly to their classroom. Arrival will be the same as last year. Doors will open at 7:30AM. All students must arrive by 7:50AM. Breakfast will be served during this time and must be finished by the time school starts.
 - Tardies: Must report to the office door. It is so important for students to be on time, especially since the time with teachers is limited.
- Dismissal will be the same as last year. Parents will park in the parking lot and pick their child up at their outside classroom door. Please stay six feet away from the person in front of you.
- Buses- Do not park in the area where buses park. It will be marked by cones.
- Arrival and dismissal will take longer this year. We thank you in advance for your patience in our new system.
- Students remaining will be in After School Care and can be picked up in the Gym.

Breakfast - Lunch- Recess:

- Students will be able to receive breakfast and lunch each day. These meals are free.
- Breakfast: If students want breakfast, they must put their items down and at desk and immediately walk to the gym. They will eat breakfast then return to their classroom. This is not a time to socialize.
- Lunch: Students will eat in the cafeteria. They will walk over as a class and maintain their distance. They will wash their hands before eating. They will sit in assigned seats and their lunch will be brought to them.
- Silverware and napkins are prepackaged and milk will still be available.
- Teachers will have the option of taking students outside for lunch when weather permits.
- Tables and chairs will be wiped down before and after lunch.
- Recess: They will have scheduled times. Masks can be removed when students are outside.
- Students will be permitted to take mask breaks during this time when safely distant from others.

Health Checks:

- **It is the parent/guardian's responsibility to check their child's health before putting them on the bus or sending them to school.** This should include checking for the symptoms for COVID-19. If your child is experiencing any symptoms, please keep them home and notify the school office.
- Students who start to show symptoms while at school will be removed from the classroom and placed in a safe seclusion area. Parents will be asked to pick up their child immediately. The student will need to be kept at home for the number of days based on CDC recommendations.
- Parents must report any suspected or confirmed cases of COVID-19 to the school health aide. Students who have been exposed to someone with COVID-19 will be expected to quarantine for the number of days based on CDC recommendations.
 - Exposure is defined as being closer than 6ft. to someone continuously for at least 15 minutes.
- Staff members are required to complete a temperature check and Self Monitoring Checklist before their arrival to school. They will submit their temperatures and checklists prior to the start of school.

Visitors/Volunteers:

- Our mandatory volunteer program for parents will be reinstated this year. We are working on the best way to do this safely.
- Visitors to the school will be limited. We are trying to minimize the number of people in our building.
- Parents picking up their child during the school day will be asked to call the school an hour or more in advance. Upon arrival, please call the school and your child will be escorted to your car through door #10 on Duchene Lane.
- Meetings with parents will be held virtually when possible. When this is not an option, visitors must check in with the office and have temperature and symptom checks.

Busing:

- Busing information will be available from each district. Please make sure you have signed up. Masks must be worn on the bus and students must comply with their districts regulations for bus riders.

The Covid situation will be closely monitored and the above protocols may be amended at any time. Protocols may be increased or decreased at any time depending on the local situation or local directives or in the event of an outbreak.