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July 7, 2021

Dear Families,

I trust you are enjoying your summer break with your children and you had a wonderful 4<sup>th</sup> of July celebration. The state of New Jersey has provided updated information pertaining to COVID protocols guidance for schools. Based on these guidelines and the current Archdiocesan guidelines in place, the following protocols are in place for our school opening in September 2021:

**Arrival:**

1. Hand sanitizers will remain at each entrance for use upon entry into the building
2. Fever Free will still be in place and each family is expected to complete the daily questionnaire and take your child(ren) temperature before arriving at school. If a student doesn't have a Clearance Badge:
  - a. Drop off students must report with their parent/guardian to the nurse's office for a temperature check. **Temperatures will no longer be checked by the teachers on duty at the door during arrival.** Cars will need to come off the arrival line, park and the child must be escorted around the building to the nurse's entrance.
3. Students will enter the building and sit with their class in the cafeteria for prayer and school announcements.

**Classroom/Daily Routine:**

1. Plexiglass will remain on each desk
2. Students will continue to refrain from sharing materials and devices
3. Masks will be optional
4. Students in grades 5-8 will move for their classes, 4<sup>th</sup> grade will move for math and Pre-K – 8<sup>th</sup> will move for Specials (Music, Art, Physical Ed., Library, Computers and Health)
5. Grades that move for major subjects will wipe their desk off before leaving for their next class

**Lunch/Recess:**

1. Lunch will resume in the cafeteria
2. Increased lunch and recess periods will remain. Rationale: Less students makes it easier for our volunteers to supervise students, increasing safety and it allows for more space for students to play.
3. Tables will be thoroughly cleaned between each lunch session.

**Dismissal: (No Change)**

1. Parents will remain by their cars
2. Classes will be dismissed by grade to ensure staggered dismissals
3. Grades 3-8 will clean their desks and barriers before being dismissed
4. Pre-K – 2 will have their desks and barriers cleaned by the teacher/aide

**Shared Spaces:**

1. All tables and hallways will continue to have markings as a reminder of personal space
2. Frequently used items/spaces will be cleaned several times a day (as needed)

**Cleaning Procedures:**

The cleaning routine in place will remain (i.e. deep cleaning/disinfecting procedures)

**Exposure/Positive Cases Protocol: (Latest protocol in place will remain)**

Families will be notified by our messaging system and/or the classroom teacher to pick up your child(ren) if there was a confirmed case(s). All students who are ill will continue to use the designated area in the nurse's office and will leave through the nurse's exit when picked up by their guardian.

1. Exposure:
  - a. Fully vaccinated with no COVID-like symptoms:
    - i. Do NOT need to quarantine, be excluded from school or be tested
    - ii. Should monitor for symptoms of COVID-19 for 14 days following exposure
    - iii. If symptoms occur, self-isolation should take place, notify the school, and inform a healthcare provider of status and ascertain a doctor's note to attend school
  - b. Unvaccinated:
    - i. High (orange) zone: Excluded from school for 14 days
    - ii. Moderate or Low (yellow or green): Excluded for 10 days or 7 days with negative test results collected at 5-7 days

**Mass:**

The school will resume attendance at St. Paul's Church for mass each Monday of the week, except when there is a week where a holy day is observed.

**Miscellaneous:**

1. Water fountains will remain closed. Students bring at least 2 water bottles to drink throughout the day.
2. Remote learning is not an option for absence. It will be used at the discretion of the administration for school closures (snow days, mandated shut-downs).
3. **Bus Riders Only: Currently, the state mandate in NJ and NY is all students who ride the bus must wear a mask.**

**NOTE:** All of the above protocols are subject to change and are contingent upon guidance and mandates from the state, the Archdiocese of Newark and our needs. However, the protocols will be re-evaluated each trimester and updated as needed.

Thank you for your anticipated cooperation.

May God continue to bless and keep you during these summer months.

Sincerely,  
Tracy A. Graham, Principal