



# St. Gregory the Great Academy

*A Ministry of the Church of St. Gregory the Great*

4680 Nottingham Way, Hamilton Square, NJ 08690

Voice: 609-587-1131

Fax: 609-587-0322

Web: [www.stgregorythegreatacademy.org](http://www.stgregorythegreatacademy.org)

Rev. Michael T. McClane, Pastor

Dr. Jason C. Briggs, Principal

Mrs. Michele L. Rivera, Assistant Principal

## MEMORANDUM

DATE: March 12, 2020

TO: All Parents, Faculty, and Staff

FROM: Dr. Jason C. Briggs, Principal

RE: **COVID-19 Status Update #5**

### Social Distancing Protocols

As you may know, the CDC has recommended enhancing so-called “social distancing” practices to help address the COVID-19 threat. In looking at our school campus, and taking into account what is feasible, we will be adjusting some procedures to reduce risk. The guiding principles for these changes are: 1) To limit larger congregations of people; 2) To avoid areas that are higher risk due to exposure to a large number of individuals; and 3) To maintain operations with as much normalcy as possible. To this end, the following procedures will be modified, effective Friday, March 13:

1. Morning arrival will move from Ferrante Hall to the cafeteria. While the cafeteria is a smaller space, we are also much more able to control cleaning procedures in this space because of its size and the type of furniture. Additionally, fewer people have access to the space (no bingo, etc.) Parents who are dropping students off in the morning will bring them to the Main Entrance, and the students will move into the cafeteria to sit at their assigned tables. Bus drop off will be via the Preschool entrance.
2. We will not be attending Mass, Stations of the Cross, Confessions, etc. until further notice. When parents bring their children to Mass, they choose the time, location, and the place to sit. Parents also have the ability to monitor their child’s hygiene as they see fit while in church. Since we cannot offer any of this in the school setting, we will avoid this area for the time being. To the extent feasible, we will use the school P.A. system for prayer.



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3. For the lunch period, only hot lunch students will be eating in the cafeteria. Those who bring lunch from home will remain in the classroom to eat lunch. For both locations, disposable placemats will be provided for student use.
4. We will be using the gym for car rider dismissal.
5. **We are taking steps to reduce visits to the Nurse's Office for non-emergency issues.** Students with minor scrapes/cuts will not enter the Nurse's Office. Preschool – Grade 4 students who simply need a Band-Aid will come to the Main Office, where we will have Band-Aids, triple antibiotic ointment, etc. Teachers in Grades 5 – 8 are being given kits so that these minor issues can be handled in the classroom. Of course, if there is a question as to how serious an issue is, the nurse will be consulted. Additionally, if a student comes to the office with a stomachache or headache, we will be calling the parent to come take the child home if the child indicates that he or she cannot remain in class. **I recognize that these practices are out of the ordinary and are not the level of care that we are used to; however, we must take steps to keep students away from the Nurse's Office if possible due to the higher risk of contamination in this area.** We do not want to have people becoming ill with regular cold and flu, which also affect the immune system. Of course, if at any time there is any question as to a child's well-being, the nurse will be consulted.

These practices will be effective on Friday, March 13, 2020, and will remain in effect until further notice. We are ALL going to need to be a bit flexible and very patient as we make these adjustments.

Thank you.