

August 8, 2020

Hello St. Germaine families! I simply cannot express how much I have missed all of you! Please know that I have kept you in my daily thoughts and prayers since we have been apart.

We (school administration, faculty and staff) have been very, very busy all summer gathering information, directives, advice from the archdiocese and participating in professional development/ learning communities. Throughout this process, I felt very fortunate that our archdiocese Director of Health, Safety and Athletics, Vic Michael, served as a member of Governor Whitmer's task force so he was able to provide direct communication to us throughout their planning. We took that information and tailored it to our specific school building and community and as of today, we are ready to introduce our safe return to school plan! Our reopening plan requires all of us to commit to doing our part as a team, an entire school community, cooperatively, which I will attempt to explain as clearly as possible.

➤ **Hygiene**

- Students and staff will have full access to soap, hand sanitizer, paper towels and tissues
- Students will be educated on coughing and sneezing into their elbows or tissue, proper and frequent handwashing, keeping physical distance from others and using only their own supplies
- All classrooms, hallways and previously occupied spaces will be thoroughly cleaned and disinfected each day after school hours. In addition, all touchable surfaces i.e. desks, chairs, light switches, door handles, in each classroom and all restrooms will be cleaned mid-day while students are out of the room for recess
- All staff and students will be provided a lanyard to hold their own personal face covering while not in use
- We plan to install 10 touchless hand sanitizing stations throughout the building.

➤ **Personal Protective Equipment, Spacing, Movement and Access**

- All students and adults will wear face coverings at arrival and dismissal times
- Only students and staff may enter the school building
- All staff and students in grades 6 – 8 will wear face coverings at all times throughout the day except during meals
- Students in grades preschool through grade 5 MAY remove their face covering once they enter their classroom and are at their designated space. Anyone outside of their classroom i.e. hallway, restroom must wear a face covering
- Desks/chairs will be spaced apart from each other to restrict physical contact with others
- Throughout the day, students with multiple teachers, will remain in their classrooms and teachers i.e. multi grade, electives teachers will rotate into student classrooms

With our lower student counts in each class, we can very effectively carry out the above plans. Please see below for more detailed, daily instructions:

All grades are preparing for return to in-person instruction beginning August 31, 2020. In the event of illness or parent choice for their child not to return to in-person instruction, live streaming of the entire school day will be in place. **Anyone choosing live stream over in-person should inform the office by August 21.**

For those returning in-person:

All adults and students must wear face coverings at arrival and dismissal times.

Preschool and before and after school aged child care (SACC 6:30 – 8 am and 3:30 pm – 6 pm) students will be screened by staff before entering either room (required under our state licensing). Preschool students should arrive to the preschool building (partial day) or classroom (full day) between 7:45 am and 8 am. Maintain physical distance with face coverings in place if waiting for screening/admittance. Only students will be admitted into the building/classroom (we are minimizing the number of people inside our learning space).

Parents of Kindergarten through eighth grade students are responsible for screening their children each day prior to coming to school. **If your child is simply not feeling well or exhibiting symptoms of fever, sore throat, shortness of breath, new or unexplained cough, upset stomach, students must stay home.** Do not treat any new or unexplained symptoms with medication such as Tylenol and send them to school anyway. Please begin working on Plan B, C, and D for at-home child care if needed. All new or unexplained symptoms of illness are to be taken seriously and students must stay home. For clarification sake, not new or explained symptoms may include such things as asthma.

Students who exhibit symptoms of illness during the school day will be moved to our supervised “isolation/quarantine” room and remain there until a parent or other adult can pick them up.

Kindergarten students should arrive at the Kindergarten building at 8 am (first day, August 31 begins at 8:15 am). Maintain physical distance, with face coverings in place, if waiting for admittance. Only students will be permitted to enter the kindergarten classroom (we are minimizing the number of people inside our learning space).

Students in grades 1 – 3 should arrive at school between 7:45 and 8:00 am at the front (facing Little Mack) activity center doors, with face covering in place. A teacher will be there to greet them. Students may either be dropped off in front of the doors or parents may walk them up to the doors. Only students will be permitted to enter the building (we are minimizing the number of people inside our learning space). Students will proceed directly to their classrooms, with face coverings in place, until they reach their designated space in the classroom. At that time, students MAY remove their face covering unless they (you) are more comfortable that they leave them in place.

Students in grade 4 – 5 should arrive at school between 7:45 and 8:00 am and enter the building at the southernmost Rockwood door (by the school sign), with face covering in place. A teacher will be there to greet them. Students may either be dropped off in front of the doors or parents may walk them up to the doors. Only students will be permitted to enter the building (we are minimizing the number of people inside our learning space). Students will proceed directly to their classrooms, with face coverings in place, until they reach their designated space in the classroom. At that time, students MAY remove their face covering unless they (you) are more comfortable that they leave them in place.

Students in grades 6 – 8 should arrive at school between 7:45 and 8 am and enter the building at the northernmost Rockwood door (by the choir room), with face covering in place. A teacher will be there to greet them. Students should be dropped off near the door and immediately enter the building. There will be no gathering or waiting to gain entry into the building. Only students will be permitted to enter

the building (we are minimizing the number of people inside our learning space). Students will proceed directly to their classrooms, to their designated space in the classroom and face coverings will remain in place while inside the building.

Any student who must arrive at school any time before 7:45 am must report directly to SACC. SACC opens at 6:30 am daily.

All full day students should pack a lunch with a drink and a snack each day. In an effort to minimize movement and contact, hot lunch will not be offered until some of our restrictions are lifted/eased. If current restrictions continue longer than we anticipate, we will consider weekly or twice per week pizza days or something similar in the near future.

All full day students Kindergarten through eighth grade will participate in recess. When outdoors, face coverings may be removed, as long as there is sufficient physical distancing. All allowable activities and use of equipment will be safely planned and organized. Following recess, students will return to their classroom to eat their lunch at their desk.

Parent preparation prior to the first day of school:

- Please talk to your children and help them understand that school is going to look and feel different, but everything we are doing is so that we all stay safe and healthy
- If they are not accustomed to or comfortable wearing a face covering (mask), please inform them when and where it will be required at school and allow them time to “practice” wearing one
- There is nothing funny about this pandemic! For example, people still sneeze and cough, it does not mean they have the virus and there should be no reference made to that effect. There is to be no teasing or humor associated with this virus or any of the precautions in place i.e. someone’s face covering
- Great care has been taken to set up classrooms allowing each student their own space, they should remain in their space, or when moving about allow space, not touch other students or their belongings, and only touch or use their own personal materials
- Watch for direct contact/communication from your child’s teacher, prior to the first day of school, for more grade level specific details.

I understand that we all have varying beliefs, opinions, concerns over our current situation, but please respect the guidelines stated above, whether you fully agree or not. Behind every student and staff member is a family and we all need to work together. We have worked very hard to put the best plan in place to assure everyone’s good health and safety.

Our entire administration, faculty and staff is committed to provide your child excellence in faith-based education in a safe, healthy, nurturing learning environment, that has not changed.

Please feel free to contact your child’s teacher, Mrs. Latessa or me by phone or email with questions at any time.

Very much looking forward to seeing all of you!
Summer peace and blessings!

Mrs. DeGrez