

Our Lady of the Presentation Reopening Plan 2020-2021

Introduction

As we move closer to the opening of school in the fall, we look forward to welcoming back our students, faculty and staff for the 2020-2021 school year. Please know that we have spent the summer working to create a successful plan that we feel best meets the needs of the OLP community. Our goal is to make the school year as comfortable and normal as possible for students while meeting health guidelines to ensure the safety of all students. This plan utilizes the guidance and recommendations of the following sources:

- KCSJ Diocesan guidance and template for reopening
- American Academy of Pediatrics guidelines
- Jackson County and Missouri State Health Guidance
- CDC guidelines
- A local task force consisting of parents, staff and medical professionals.

Beliefs/Values

1. The health, safety, and well-being of our students and faculty are our highest priority.
2. While taking into consideration all necessary safety procedures, our preference will be in person instruction over remote learning.
3. We will promote practices and policies to reduce risk of virus transmission and support our capacity to be responsive and agile when facing changing health circumstances.

While we recognize there may be different attitudes and perceptions regarding the best approach for returning to school and the best measures for keeping our students safe, we hope that respecting each other and working together will be valued as we move forward.

In Person Instruction Model: The plan that OLP plans to initiate in the fall reflects a mostly traditional classroom experience with students attending school in person five days a week. This allows for student engagement with peers and teachers while implementing preventative hygiene policies such as wearing masks, new hand washing routines, and realistic physical distancing guidelines. This model would continue to be maintained as long as the risk of exposure to the virus that causes COVID-19 is considered low enough that greater student density in classrooms and in other shared facilities is appropriate.

In order to ensure the safety of our students and staff, we share these norms:

All members of the Our Lady of the Presentation community and visitors to campus:

- Will wear masks, wash hands regularly and follow physical distancing norms.
- Will take responsibility for maintaining a healthy environment.

- Will treat others as people worthy of respect and deserving of a safe environment.
- Will follow self-screening guidelines for symptoms of illness and refrain from coming to the school as indicated.
- Will comply with self-quarantine guidelines after potential exposure to Covid-19 or travel according to CDC guidelines.

Parent Responsibilities:

We all play a role as we navigate our new circumstances. At OLP parents are expected to:

- Sign and return the **Waiver of Liability Relating to Coronavirus/COVID-19**, found in Appendix A.
- Monitor your child's health each day prior to his/her participation in programs at OLP, including taking your child's temperature and keeping your child at home if he/she meets any of the following conditions:
 - Exhibits any symptoms of COVID-19.
 - Tested positive for COVID-19.
 - Recently has had close contact with someone with COVID-19.
 - Has recently traveled outside the United States.
 - Traveled to a high-risk area as defined by the CDC.
- Notify Mrs. Organ or one of the school nurses if your child exhibits any COVID-19 risk factors listed above.
- Educate and encourage your child to comply with physical distancing requirements and use of masks and other protective equipment to promote the health and well-being of your child and others.
- Should distance learning become necessary, parents should be sure that access to necessary electronic devices and the internet are available in the home.

Current OLP Requirements/Procedures

(OLP plans to stay in compliance with Jackson county mandates in regards to mask wearing and will adapt as the need arises)

Face Masks/Coverings: As a Catholic school located in Eastern Jackson County we are required to follow any mandates established by the County. We will follow the mask mandate that is currently in place until the mandate is lifted. Students will be required to wear their masks throughout the day, with the exception of PE, recess and when eating lunch.

- Students with special needs, including, but not limited to, sensory disorders, asthma, etc., will not be required to wear masks provided a medical note is provided.
- Parents will be asked to provide masks for their students. We encourage parents to include an additional mask in their student's backpacks. The CDC does not differentiate between cloth, disposable, or types of masks, and we encourage parents to find one which is suitable and comfortable for their own child.

Temperature Checks- Temperature checks will be required. The school has purchased 5 infrared no touch thermometers and staff will be stationed at drop off to conduct these checks.

- Students' temperatures will be taken at drop off each morning. As much as possible, this will be done at the student vehicle.

- When a student appears ill, his/ her temperature will be taken as usual in the nursing office.
- Visitors will be limited in the building and no one will be allowed to enter the building without having his/her temperature checked first.

Entrance to School

- Students will go directly to classrooms upon arrival/beginning of the day at 7:30
- Students will wear face masks before exiting the car, as they enter the school/center building and move to their classrooms.
- Entrance doors will be propped open so that students do not have to touch the door handles.
- Staff members will be posted at the entrance door of the school and will have students use hand sanitizer before entering the building.

Class Structures- All classes will stay within their own cohort group during the school day and intermingling with other cohorts will not occur. This will also help with contact tracing of the virus should it become necessary.

- Distancing of student desks will be done following the AAP guidelines.
- In rooms using tables, additional tables/ desks will be added as needed.
- Nontraditional/ cloth seating, bean bags, etc. will be temporarily removed.
- Special classes will be held in the gym which will be divided. This will allow for distancing which is not possible in the current art and music room.
- The rotating between classrooms by older students will be limited and modified as needed. Increased sanitation will occur between classes and desks will be thoroughly sanitized.
- Books and other items will not be shared between classes. Students in grades 4-8 will be allowed to keep a bag/backpack with them during the school day to lessen the need for going to lockers. When students do need to go to their lockers, physical distancing will be staggered and monitored.

Entering Classrooms

- Students should enter the classroom in a physically distanced manner.
- One student should enter at a time avoiding contact with other students.
- Backpacks and materials may be kept at students' desks.
- Students should use hand sanitizer when entering the classroom.
- Students will be assigned the same desk or chair within the same classroom.

Moving to Other Classrooms

- Classes will be released at different times to avoid large numbers in the hall. Students will move from one class to another using the following rules:
- Students will be released within the classroom in a manner that maintains physical distancing and wearing masks.
- Students will walk single file, maintaining physical distance with masks on, as they walk down the right side of the hallway to the next classroom.
- Students will wait outside the destination classroom, maintaining physical distancing, to allow the previous class time to exit the classroom.

- The teacher will then direct students to enter the classroom.
- Once students are in their seats, students may remove their masks if seats are physically distant according to Jackson County Health guidelines.
- Students always have the option of keeping face masks on at all times during the school day.

Learning materials

- Students should work independently in the classroom, using their own materials.
- All shared materials must be sanitized between users including technology, textbooks, or library materials.

Hallway Procedures

- Classes will be released at different times to avoid large numbers in the halls.
- Students will move through the halls using physical distancing.
- Students will walk through the building in single file
- One-way routes will be marked on floors and walls with tape

Lockers and cubbies

- Students will not be allowed to share lockers/cubbies.
- Students accessing their lockers/cubbies should wear a mask.
- Students should not congregate in the locker/cubby area.

Lunch- OLP will continue to offer the hot lunch program as usual. Meals will be served on disposable plates. Sack lunches will also be available for students to order.

- The salad bar will be discontinued at this time.
- Students who prefer to bring their own sack lunch to school may do so.
- Lunch will take place in the auditorium and additional tables will be added as necessary. The lunch periods will be adapted to ensure that we are able to meet the appropriate ratio and allow for social distancing.
- Tables will be cleaned after each lunch period with disinfectant.
- Lunch shifts will be divided to accommodate a safe ratio of students

Recess

- Students will not be required to wear a mask/shield during outdoor recess.
- Each grade level will have their own playground equipment which will be disinfected daily.
- Recess times will be altered to limit the number of students at recess to maintain physical distancing.
- Students will play only with students in their own classroom.
- Students will wash their hands with soap and water or use hand sanitizer before entering the classroom or building.
- Plan for indoor recess: Appropriate activities that prohibit the sharing of items and include exercise activities such as dancing and group games that allow movement and class interactions without contact will be planned.

Religious Celebrations

- New schedules will be created for Mass attendance that provide for physical distancing in accordance with local health guidelines.
- This will include smaller groups attending Masses on different days of the week or livestream Mass to the classrooms.
- Due to the numbers of participants permitted in the church, parents and other visitors may not be allowed to join the students for school liturgies at this time.

Restroom/ Daily Hygiene

- Bathroom breaks will be scheduled to allow for classes to enter one class at a time.
- Students will only be allowed to use the bathroom on their floor grade level.
- Bathrooms will be sanitized and cleaned regularly.
- Signs will be posted on the restroom indicating restroom capacity and this will be monitored by staff during scheduled restroom times.

Group work

- Group work may be done if physical distancing is maintained or masks are used.
- Students will use their own materials or materials must be sanitized between users.
- If learning centers are used, all shared materials must be sanitized between users.

Specials

Physical Education

- Planned activities will allow for physical distancing (Goal: 10-12 feet).
- Controlled entrances and exits, utilizing the outside entry door as much as possible to pick up and take to gym and outdoor facilities. Lessons will be planned that include no contact activities and no or limited equipment.
- Activities will be scheduled outdoors as much as possible, weather permitting.
- Physical distancing will be managed when moving students to gymnasium/field.
- Equipment will be disinfected between classes.
- Students will disinfect hands when entering and leaving PE class (hand-sanitizing stations).

Art / Music

- Art and Music classes will mainly be held in the gym. Tables will be spaced appropriately and all sanitizing procedures will be in place.
- Lessons will be planned that include no contact activities and no or limited equipment.

Library

- **The school year will begin with the librarian visiting classes with book carts.**

When library time is able to resume, the following will be put into place:

- Students will apply hand sanitizer upon entering the library.
- Returned library books will be quarantined for 72 hours and will be sanitized before returning to the circulating collection as recommended by ALA.
- Times students visit the library will be staggered
- The number of students in the library at one time will be limited.
- Sanitizing will occur between classes including all Library computers.

Dismissal

- Students and school staff will wear masks when exiting the building.
- Physical distancing practices will be followed.
- Pickup times will be staggered. A specific schedule will be shared before school starts.
- Siblings will be released at the designated time of the youngest sibling.
- Procedures regarding parking at pickup and the delivery of students to their vehicles will be communicated before school begins.

Before and After School Care

At OLP we realize that before and after school care is very important to our working families. We plan to continue with our ACED program.

For students attending Morning Care, parents will be asked to drop students off and sign them in at the office drop off window in the mornings.

During After School Care, students will be divided into smaller groups by grade level. Students will remain in these grade level groups until pickup occurs.

Parents will sign their students out at the office window in the afternoon. Students will be called from the program by walkie and students will come to the front window to meet their parents to be dismissed.

Sports and Activities

OLP will follow all the recommended guidelines from the Catholic Parochial League as they are communicated. Sports and activities are an important part of the school experience, allowing students to develop many elements of the human condition. In pursuing sports and activities, it is necessary that participants, staff, and attendees are protected from possible infection from others involved in the sport or activity. This protection could include physical distancing or masks, depending on the sport or the activity.

Health Procedures

- Individuals presenting with one or more of the following symptoms (below) or who test positive for COVID-19 will be required to follow all necessary procedures before being able to return to school,
 - Symptoms of Illness and possible COVID-19 including but not limited to the following list (CDC, MOSBA):
 - Fever 100.0 or greater

- Cough
- Chills
- Muscle or body aches
- Shortness of breath or difficulty breathing
- Fatigue
- New loss of taste or smell
- Congestion or runny nose
- Nausea or vomiting
- Students who present with symptoms of illness will be removed from the classroom and sent to the nurse or office for a temperature check and potentially sent home.

Dismissal when ill

- Parents will be called to pick up students within a reasonable time frame (30-40 minutes) for the health and comfort of the student and to reduce the exposure of illness to others.
- Individuals should not come to school if exhibiting symptoms of illness or COVID-19 symptoms, without other obvious medical reasons or explanations. They will be immediately sent home.

Return to school

- Individuals will be free from the following symptoms for **72 hours** (3 days) (CDC) without the use of fever/pain reducers (i.e. Tylenol, Ibuprofen, Naproxen, Aspirin), anti-nausea or diarrheal medication (i.e. Imodium, Pepto Bismol), cough/cold medication. Parents will be asked to complete a screening card which will document student's symptoms and temperatures for the 72-hour period they are at home. These will be presented to the classroom teacher upon arrival and will be kept in the nurse's office records.
 - Fever at or greater than 100.0
 - Runny nose or nasal congestion (not allergy related)
 - Cough (continuous and consistent)
 - Headache
- Sore Throat (unless diagnosed by a health care provider for strep or other explanation)

In the event one student becomes infected with COVID-19, only students within the cohort group may be required to be isolated. The room and other exposed areas will be deep cleaned. Remote learning for the exposed group will be provided for the appropriate amount of time.

Distance Learning-Emergency Preparedness

- In the event that local, state, or federal authorities require mandated school closure and quarantine, OLP will shift to virtual learning.
- Teachers will have homework, agendas and lessons listed weekly online for parents to follow.
- Teachers will be working to provide regular interaction with students remotely as well as regular feedback.
- Students should have access to an internet capable device at home.

- Students who do not have internet access at home should inform teachers at the beginning of the school year so that they can help ensure access.

Students with special circumstances

Families with specific situations in which the health of their student or family member may be compromised for various reasons should contact Mrs. Organ to make a learning plan for the family and student. We will do our best to accommodate these special situations with the resources we have available.

Daily Building cleaning, sanitizing, and disinfecting (per CDC guidelines)

Our Lady of the Presentation is responsible to maintain a clean and safe environment for students. Procedures have been put into place to clean and disinfect common touch points (e.g., door handles, sink handles counter tops, and frequently touched shelves) within the school at least daily or between uses as much as possible. Disinfectant and related supplies are available and easily accessible to all employees.

1. Hand sanitizer is made available to all students and staff in each classroom.
2. Teaching and nightly cleaning staff have a schedule for increased routine cleaning and disinfection.
3. Door handles, light switches, and other common touch point areas will be disinfected frequently.
4. Students will be given regular breaks to wash hands with soap and water throughout the day.
5. Additional deep cleaning will take place when a staff person or child has tested positive for COVID-19 or other communicable disease.

The following waiver is required of all students attending schools in the Diocese of Kansas City-St. Joseph. An electronic version that can be printed will be sent out prior to Back to School Night.

Waiver of Liability Relating to Coronavirus/COVID-19

Waiver of Liability Relating to Coronavirus/COVID-19

Student Name: _____

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is reported to be extremely contagious. The state of medical knowledge is evolving, but the virus is believed to spread from person-to-person contact and/or by contact with contaminated surfaces and objects, and even possibly in the air. People reportedly can be infected and show no symptoms and therefore spread the disease. The exact methods of spread and contraction are unknown, and there is no known treatment, cure, or vaccine for COVID-19. Evidence has shown that COVID-19 can cause serious and potentially life threatening illness and even death.

While Our Lady of the Presentation has implemented preventative measures, it cannot guarantee that you or your child(ren) will not be exposed to, contract, or spread COVID-19 while attending School's services or are present on School's premises. It is not possible to prevent the presence of the disease. Therefore, if you choose to utilize School's services and/or enter onto School's premises, you and family members may be exposed to and/or increase the risk of contracting or spreading COVID-19.

ASSUMPTION OF RISK: I have read and understood the above warning concerning COVID-19. I hereby choose to accept the risk of contracting COVID-19 for myself and/or my children in order to utilize School's services and enter School's premises. These services are of such value to me and/or to my children, that I accept the risk of being exposed to, contracting, and/or spreading COVID-19 in order to utilize School's services and premises in person.

WAIVER OF LAWSUIT/LIABILITY: I hereby forever release and waive my right to bring suit against School and its owners, officers, directors, managers, officials, trustees, agents, employees, or other representatives in connection with exposure, infection, and/or spread of COVID-19 related to utilizing School's services and premises. I understand that this waiver means I give up my right and children's right to bring any claims, including for personal injuries, death, disease or property losses, or any other loss, including but not limited to claims of negligence and give up any claim I may have to seek damages, whether known or unknown, foreseen or unforeseen.

CHOICE OF LAW: I understand and agree that the law of the State of Missouri will apply to this contract.

I HAVE CAREFULLY READ AND FULLY UNDERSTAND ALL PROVISIONS OF THIS RELEASE AND ATTACHED ACKNOWLEDGEMENT, AND FREELY AND KNOWINGLY ASSUME THE RISK AND WAIVE MY RIGHTS CONCERNING LIABILITY AS DESCRIBED ABOVE:

Acknowledgement

While School has put in place preventative measures to reduce the spread of COVID-19, School cannot prevent that program participants or staff members may contract COVID-19.

I acknowledge and accept it is my responsibility to monitor my child's health each day prior to their participation in programs at School, including but not limited to taking their temperature daily, and keep them home if they exhibit any symptoms of COVID-19.

If my child or a family member with whom my child resides is diagnosed as infected with COVID-19, I agree to immediately notify the director of any program in which my child is participating in at School and I agree that information will be provided to those individuals who may have been exposed.

I likewise commit to educate and encourage my child to comply with social distancing requirements to promote the health and well-being of my child and others.

I understand if it is determined a staff member or participant of *any program* occurring at School is infected with COVID-19, School will be required to suspend, delay or terminate all programs occurring at School for such a period of time as necessary to clean and disinfect exposed areas of School.

I likewise understand programs may be suspended, delayed or terminated due to increased occurrences of COVID-19 in the community.

I understand significant costs are incurred by School to develop and staff programs. I understand fees paid in advance of my child(s) participation in programs at School may not be refunded.

Any refund or reduction in fees due to any occurrence related to COVID-19 is the sole discretion of program directors at School.

I am the parent or legal guardian of the minor named above. I have the legal right to consent to and, by signing below, I hereby do consent to the terms and conditions of this Release.

Signature: _____ Date: _____

Name (printed): _____