

St. Clement School

Reopening Plans



2020-2021

Introduction

The Coronavirus pandemic has brought us to a place we would never have predicted and has exposed us to risks for in-person instruction and in-person gatherings. Schools are designed to educate students through social, face-to-face interactions, in relatively close spaces and in large groups. The benefits of this approach to education are well accepted. Although we all wish for a return to normalcy when school begins, we also know that student and staff safety are our number one priority followed closely by religious and academic instruction. SCS administration and staff are communicating with local health officials, local school districts, and the Diocese of Jefferson City to develop a re-opening plan that meets the needs of our school community.

As we prepare for a school year likely to be impacted by the COVID-19 pandemic, we must be ready to address the challenges associated with the virus as best we can. Student safety will be our highest priority. As a staff, we will be prepared to deliver instruction by whatever means necessary depending on the situation at hand. It is our utmost prayer that we will remain in session, even if that means adopting alternative scheduling practices. We are working to develop plans that insure successful student learning throughout the upcoming school year.

Pre- Kindergarten - Eighth Grade

In Pre-K through 8th Grade classrooms, students will remain with their class as much as possible. There will be ample time for children to use the restroom and be outside with peers. Teachers will ensure that children are allowed as much freedom of movement as is safe to do so.

Classroom protocols will include assigned seating and other measures to minimize person to person contact.

Large gatherings will be limited.

Additional protocols may include the following:

- Students will report to their classroom upon arrival
- Altered cafeteria procedures
- Limited attendance and/or cancellation of traditional school activities
- More definitive zones for recess and outdoor activities

These types of activities will be evaluated as the year progresses in consultation with health officials and the diocese.

Recess will be held outside as much as possible. The use of balls and some equipment (jump ropes, hoola hoops, etc.) will have a plan for cleaning. Lunch will be provided in the cafeteria using social distancing practices and maintaining class groups as much as possible. Some changes to the food service program may take place with guidance from the health department such as: no salad bar, no open self-serve containers, possible use of disposable utensils.

Students will not be allowed to bring water bottles to school. Disposable cups will be used in classrooms and discarded after each use.

Any birthday/celebration treats must be non-food items only and be individually packaged. Treats must be delivered to the office or taken to the classroom by the student.

Please note that visitors to the building during the school day will not be allowed during the months of August and September. This policy will be in effect whenever staff and/or students are present in the building, including

the first day of school. This will be re-evaluated based on health conditions/recommendations at the end of September. In addition, dismissal and pick up procedures will be adjusted during this time as well.

Specials Classes

K-8 students will have access to all special classes. Alternative locations and procedures may be implemented to ensure social distancing.

- **P.E.**

When it is possible, PE may be held outside. Students will attend P.E. in the gymnasium if they cannot go outside. Social distancing will be managed as much as possible. Students will be provided with equipment for class, and when possible all equipment will be regularly disinfected. Hand sanitizing before and after physical activity will be expected. Activities will be used which limit close contact with others.

- **Art**

All students will have art in their classroom. Modifications should be implemented to avoid sharing art supplies.

- **Music**

All will attend music in the music room. Seating will be based on seating charts. Modifications will be made to limit shared supplies with special attention given to social distancing in this room as we know recent studies show singing as a “super spreader” of COVID-19.

- **Library**

All students will visit the library on a regular schedule with their class. The librarian will ensure that returned books are cleaned.

- **Technology**

All students will continue to use laptops from the cart. Students will be assigned a numbered laptop to ensure they use the same one. If needed, students will bring their own headphones. All equipment will be regularly disinfected.

Mass

Classes in grades 3-8 will continue to plan Mass on Thursday and Friday. All students will attend and classes will be spread out to ensure proper social distancing. This will continue until restrictions on social distancing at Mass are relaxed.

After Care

After care will be provided. We will utilize small groupings, social distancing, and other layers of protection to the highest extent possible. Parents will receive further communication about pick up locations once numbers of students attending after care are established.

Procedures for Illnesses

Students and staff who have a fever (100 or higher without fever-reducing medication) and/or cough will be asked to stay home and report the absence to the school office or teacher.

- Those allowed into the school buildings may be screened.
- Those who are identified to have a fever and/or cough may be instructed to wear a mask, use hand sanitizer, and go to a designated area to be picked up by parents and sent home.

- Students and staff who have been traveling or become symptomatic must complete a self-check. Depending on travel times, destination, and current COVID conditions, students may be required to self-quarantine for a specified number of days and/or test negative for COVID before returning to school. Self-screening outlines that you should not enter the school or church building if, in the past 14 days, you have experienced:
 - a fever (100 or higher) or a sense of having a fever (you don't feel well);
 - chills, cough, sore throat, headache;
 - new loss of smell or taste, new muscle aches;
 - if you or a close contact has been diagnosed or presumptively diagnosed with COVID-19.

Nursing

- Staff members who are addressing health concerns of students will wear masks.
- All illness related visits to the office will be recorded. The name and phone/number/address of all persons seen with fever and new cough will be recorded. Due to student privacy, these records are not public; however, information may be shared with the Pike County Health Department, as appropriate.
- The Pike County Health Department will provide guidance on students and staff who have had contact with people who are suspected COVID-19 positive.

In the event of a Suspected Case of COVID-19

In the event of a suspected case of COVID-19, the following protocols will be followed:

SCENARIO

- An employee or student does not feel well.
- The staff determines symptoms may be COVID related.
- The employee or student will be temporarily separated from others.

EMPLOYEE

- The employee will contact their primary healthcare provider and the provider will arrange for testing.
- If the employee tests positive for COVID, the provider who ordered the test will call the employee with the positive result.
- The Health Department will also contact the employee and conduct a risk assessment (contact tracing). If the employee resides in a county other than Pike, then that county's Health Department will contact the employee.
- The Health Department will ask the employee about all close contacts the employee had from the 48 hours prior to symptoms up to and including the day the employee began isolation measures.
- The Health Department will direct the individual and any other person at possible risk of being infected with what to do.

STUDENT

The staff will contact the parent. When the parent arrives, they will be encouraged to have the child tested.

- The principal will be notified to discuss next steps.
- The healthcare provider will arrange for the student to be tested. If the student tests positive for COVID, the healthcare provider will contact the parent.
- The Health Department will then contact the parent and conduct a risk assessment (contact tracing).

- The parent will be asked about any close contacts the student may have had from the 48 hours prior to symptoms up to and including the day the student began isolation measures.
- They will direct the parent on what the student and any others at possible risk of being infected should do.

EMPLOYEE OR STUDENT ORDERED TO SELF-ISOLATE

- If an employee has been told to self-isolate, they will contact the principal.
- If a student has been told to self-isolate, the family will call the school. The school will check to see if there are siblings or other family members in SCS.
- The principal will contact the pastor and the Diocesan Superintendent.
- The principal along with the Diocesan School Office will consider initiating the following Positive COVID-19 Protocols:
 - The building will close for 24-48 hours to allow for deep cleaning.
 - The principal will contact the Health Department for additional guidance.
 - Official communication to families and/or media will come from the school principal or the Diocesan Office of Communications.
 - The building principal will follow up with the staff member or family of the student.

Pandemic Period/Response Activities (Alternative School Procedures)

The decision to move to an alternative schedule may be made as a means to prevent further spread of an epidemic, or in response to high student and/or staff absenteeism. The principal in consultation with the pastor, diocesan school office, and local health authorities will make these decisions.

Possible Causes for Alternative School Procedures:

- Student absenteeism
when it is not prudent for everyone to be in the school due to COVID-19 impacts (5% of school population is absent due to illness)
- Teacher/Staff absenteeism
when the number of staff available to supervise and instruct students drops below what is necessary to maintain a safe learning environment.
- Rising number of confirmed case(s) of COVID-19.

School may close if absenteeism is in the range of 20% for two consecutive days, or when advised to close by the Governor, state and local health authorities or the Bishop.

Custodial

SCS will clean frequently touched surfaces and objects (e.g., tables, water fountains, and doorknobs) with cleaning and disinfectant products. Computer safe disinfectant methods will be used for computers and keyboards.

As we continue to navigate COVID-19 and the impact it has on our school, we will not lose sight of the impact it has also had on our staff, students and community. We know that each individual has been impacted in different ways and that everyone has differing views on how we should return and what that should look like. We will continue to adhere to recommendations regarding sanitation and social distancing, and monitor changing structures and systems to provide safety for all students and staff. As the guidelines change and adjust, we will continue to share direction and communication in order to best support our staff, students and families.

Masks

All students and employees will be strongly encouraged to wear a mask/face covering at certain points in the day such as at drop off and pick up times. Students and staff will not be required to wear masks while in the classroom or when they are not in direct contact with others outside their class.

You may bring your own mask. If you forget your mask, there will be a limited supply of disposable masks available.

If a parent/guardian wants their child to wear a mask all day, the parent/guardian needs to communicate that to the school via email kcrane@stclementmo.org or lschuckenbrock@stclementmo.org. The appropriate teacher will be notified.

Social Distancing

SCS will continue to monitor health department recommendations regarding social distancing.

Do not congregate in public spaces like restrooms, office, cafeteria, or hallways.

Hand Hygiene

Wash Your Hands and Practice Good Health Etiquette

While SCS will have additional hand sanitizer and every classroom will have hand sanitizers, there will be an expectation of students following these healthy practices:

- Clean your hands (consider regular “hand washing” breaks) and disinfect frequently touched items.
- Avoid touching your eyes, nose and mouth.
- Cover your mouth and nose with a tissue when coughing or sneezing; or use the inside of your elbow, not your hands.
- Clean your hands (wash them or use hand sanitizer) after coughing, sneezing, eating/handling food or touching things in “common” areas in your building (kitchen, copier, office, etc.).
- Wipes and/or cleaning solutions will be provided in every classroom.

As the summer progresses, we will continue to monitor the current guidelines and share any changes with you as they become known to us. Please pray for our school family, our community, nation, and world. May God continue to bless our children and may He lead us through a peaceful and healthy 2020/2021 school year.

Thank you,

Laurie Schuckenbrock