

## St. Jude 2020-2021 Return to School Plan

Safety First - All protocols are aligned with the Archdiocese and CDC guidance.

The first point for screening begins at home. Families need to be aware of symptoms that indicate a student should stay home. Encourage families to self-report symptoms of illness which could involve fever or cough.

Students sent home from the Health Room with an elevated temperature (over 100.0 degrees) or who have been symptomatic.

When a student is sent home from the school clinic with an illness or injury that requires an examination or testing (such as x-rays, throat cultures, ear exams, etc.), the parent is responsible to notify the school of the results so that we remain informed of the student's health status and any emergency contacts.

School is the final point of screening. Staff should visually check for symptoms, which include temperature checks, and confirm with families that students are COVID-19 symptom-free. Students with a temperature of 100.0° F or higher and/or symptoms described above should not be allowed in school. Students and staff who show symptoms above, must contact their licensed healthcare provider and may be required to obtain a note for returning.

### **At Home**

- Parents must adhere to the best practices outlined in the ADW Acknowledgement form. The Form must be signed and returned to the school.
- Parents should assist in providing instructions about appropriate behaviors
- Students will need to have their own masks.
- Temperatures must be taken each day. If a child has a temperature outside above the acceptable norms, they may not attend school.
- DO NOT give your child medication to reduce a fever and send them to school.

### **Drop Off**

- From 8:00am to 8:20am
- After exiting the vehicle, a staff member will take the student's temperature. If the temperature is above the acceptable range, they will not be allowed to proceed to their class zone and must leave campus with their parent/guardian.
- If the temperature is within the normal range, students may proceed to their class zone. See attached map.
- Students will remain in that zone.
  - Social distancing should be practiced. If social distancing is not possible, a mask must be worn
- Students will line up 6 feet apart for assembly when the 8:20 bell rings.
- Pre-K students will be signed in by the classroom teacher as the parents approach the designated classroom door. Currently, parents are not allowed in the building.

- Social distancing should be practiced. If social distancing is not possible, a mask must be worn.
  - **Rain/Inclement Weather**
  - Students should enter through their designated classroom door and report directly to their classroom.



### Entering the Building

- Classes will enter the building through the exterior door to their classroom, or the closest exterior door to their classroom.
- Face Coverings
  - All adults must wear non-medical face covering or masks at all times while in school. Face coverings do not need to be worn outdoors when social distancing of at least six feet is feasible.
    - Students will be afforded opportunities throughout the day to have a break from wearing a mask.
    - Any individual entering the school/program must wear a face covering.
    - All students must wear a face covering or mask when moving through the building regardless of grade (children under 2 years old should not wear face coverings).
    - All students in grades 1 and above should wear face coverings at all times. (This procedure will be evaluated at a later date.)
  - Students are not permitted to wear masks bearing inappropriate, vulgar, or tawdry logos or images. St. Jude recommends selecting a mask with a simple pattern or a solid color. Ultimately the school administration will determine what is appropriate.
- Rooms have been reconfigured to allow for appropriate social distancing or dividers have been put into place to ensure proper safety measures.
- Temperatures will be taken in conjunction with attendance.

- If a temperature is elevated, students will be given 5 minutes to cool down, and then temperature will again be taken, to ensure there are not false readings from outdoor physical activity prior to temperature check.
- Any student that has a temperature outside the acceptable range will be sent to the clinic and isolated until a parent/guardian arrives.
- Parent/guardian or emergency contact person are responsible for picking up their student within an hour of being contacted by the school.

### Screening Questions

1. In the past 15 days, have you knowingly been directly exposed or been around anyone who has been exposed to Coronavirus known as COVID-19?
2. In the past 15 days, have you or anyone in your household exhibited any symptoms such as: cough, shortness of breath or difficulty breathing, fever, chills, muscle pain, sore throat, or new loss of taste or smell.
3. In the past 15 days, has anyone in your household been subject to quarantine by an employer or any other school?

### **Entry Assessment Guidelines**

1. The school nurse and/or staff performing the screening will wash hands and don/put on a face mask and gloves.
2. Staff/parent will submit an acknowledgment form on the first day of work/school and confirm no current symptoms of COVID-19.
3. Make a visual inspection of the student for signs of illness, which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or irritability, skin changes (rash), and confirm that the student is not experiencing coughing or shortness of breath. Ensure these signs are not attributed to another health condition.
4. Take the staff/student's temperature using a non-contact infrared thermometer. Those with a temperature of 100.0 F or higher, or other signs of illness, will not be permitted to attend school or the ELC.
5. Follow the manufacturer's directions for using thermometers. Directions for appropriately capturing a temperature will vary based on the product being used.
6. All should wear a mask upon entering the building (unless unable to do so due to age or health condition) and use hand sanitizer at the door.

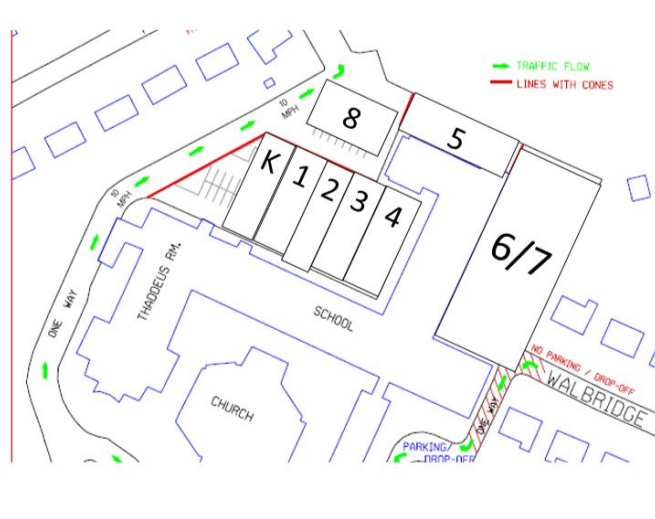
### **Daily Class Schedule**

- Teachers will travel to the classes rather than students exchanging rooms.
  - Small groups of middle school and/or resource students may travel for certain classes when necessary.
- All available rooms will be repurposed to accommodate smaller class sizes when necessary.
- All Specials will take place. Specials teachers will travel to student homerooms for class.
- Hallway monitors will be stationed throughout the building to ensure appropriate travel to and from restrooms.
- Water fountains will not be used. Bottle fillers will be functional.

- Students are encouraged to bring their own water bottles to school.
- Teachers will not be supplying writing utensils. Please be sure that students have the required writing implements.

### Lunch/Recess

- Pre-k will have recess beginning at 11:30am.
- K-8 will have recess beginning at 12:15pm
- See attached map of recess zones.
- Students will stay within those zones during recess.
- If possible the field will be used for recess. Classes will alternate the use of the field.
- Social distancing should be practiced. If social distancing is not possible, a mask must be worn.



### Dismissal

- Parents remain with your cars. When the final bell rings, students will exit through their designated class door.
- Pre-K students will be signed out by the classroom teacher as the parents approach the designated classroom door.
- If students need assistance, please approach them after they have exited the building.
- Faculty will be present to guide students to their vehicles.
- Please be as prompt as possible

### Extended Day Care/Homework Club

- Extended day/Homework Club will operate from 7am-8am and 3pm-6pm everyday Monday through Friday.
- Extended Day will be staffed by St. Jude faculty and staff.

### Access to the School Building

- Parents/Guardians will be allowed in the building by **appointment only** or if asked to come in by the clinic or main office.

## Restrooms

- Restrooms will be monitored to ensure proper distancing and hand hygiene
  - Middle school students will use the Jordan Wing (middle school) restrooms
  - Pre School students will use the Pre-K restrooms
  - Lower school students will use the Thaddeus room restrooms
    - The breezeway will be secured from 8am-3pm. Parishioners will use the main church entrance for 9am Mass.
- Only one student will be permitted at a time, unless circumstances dictate otherwise
- Restrooms will be cleaned on an hourly basis

## Clinic

- If a child is brought to the clinic with a fever, he/she will remain in the clinic and will be isolated until a parent/guardian can arrive.
- If a student or staff member reports contact to COVID-19 case, the individual should not enter the building. The school administration will notify the Catholic Schools Office for further guidance.
- Staff and students may be required to have a note from their healthcare provider before returning.
- Parent/guardian or emergency contact person are responsible for picking up their student within an hour of being contacted by the school.

## Late Arrival/Early Pick up

- Please make every effort to be on time.
- Please walk your child to the main entrance. Ring the bell. A faculty member will greet you at the door.
- Please call the main office or clinic to alert us that you are ready to pick up. A faculty member will walk your child(ren) to the main entrance. Please greet them at the doors.

## Cleaning Protocols

To heighten existing practices, the School will disinfect all buildings, classrooms and common areas, and equipment on both campuses prior to returning to campus. Once the school year begins, routine sanitization of hard and soft surfaces, electronics, and equipment will be implemented.

- St. Jude will follow CDC cleaning protocols
- Regular disinfecting will take place throughout the day. Faculty and staff will spray and wipe down all contact surfaces.
  - Parents are encouraged to donate disinfectant wipes and sprays if they are able.
- **Miracle maids nightly cleaning includes:**
  - All trash and recycling removal

- General sweeping and mopping of all hard surface flooring with an epa approved disinfectant floor cleaner
- Vacuuming all carpeted areas
- Cleaning and Disinfecting all bathrooms and water fountains
- Additionally Miracle maids will be adding and following;
  - Use of hospital grade, EPA approved disinfectants
  - CDC guidelines including Personal Protective Equipment (PPE)
  - Disinfecting High traffic touch areas including items such as;
    - \*Light switches
    - \*Handrails
    - \*Door handles and entryway doors
    - \*Restroom faucets and dispensers
- ELECTROSTATIC HANDHELD SPRAYER will be used.
  - Coats up to 2,800 square feet on a single tank of fluid. Combined with an electrostatic charge, allowing disinfectant to be applied evenly, coating all surfaces.
  - Applies chemicals faster

### **Volunteer Hours**

- St. Jude will work to provide parents the opportunity to participate as the year progresses.
- Donations of Disinfecting wipes and/or spray will be accepted for volunteer requirements.
- One (1) container of disinfecting wipes **or** one (1) canister of disinfecting spray will equal one (1) volunteer hour.

### **Illness**

The following are steps to be performed when student/staff illness is reported or suspected:

1. Don PPE, for care of ill staff or students.
2. Isolate the student/staff member who reported illness. Isolation spaces at St. Jude will be the clinic and the counselor's office..
  - a. Per National Association of School Nurses (NASN), if masking small children and/or special needs individuals is not appropriate or effective for their developmental stage, an increase in distancing may be the best course of action.
3. Contact a family member for immediate pick up, note the time of call so the length of school nurse/designee exposure is captured.
  - a. Encourage family to contact physician or other healthcare provider for COVID-19 more thorough screening and possible COVID-19 testing.
  - b. Per NASN, Remember that schools and ELCs are not expected to screen students or staff to identify cases of COVID-19. If a school has cases of COVID-19, local health officials will help identify those individuals and will follow up on next steps.
4. Begin preliminary tracing and additional documentation for that student/staff member, ensuring that additional signs and symptoms are discussed and captured.

a. Documentation will be necessary and vital in this stage in order to begin contact tracing that will assist local health departments in their efforts to understand the spread of COVID-19. Those at the facility with close contact (within 6 feet) of the employee during this time would be considered exposed and should follow the exposure protocols established by the health department.

b. Documentation should coincide with the flowchart.

5. Once the child has been picked up from the health room, disinfect stringently and the remaining room according to CDC and NASN recommendations.

6. Don PPE and disinfect as applicable.

7. Ensure follow up with family or staff members, ask about pending tests.

8. Notify local health officials. These officials will help administrators determine a course of action for their childcare programs or schools.

a. Per the CDC, we may dismiss students and most staff for 2-5 days. This initial short-term dismissal would allow time for the local health officials to gain a better understanding of the COVID-19 situation impacting the school/program and for custodial staff to clean and disinfect the affected facilities. We will work with the local health officials to determine appropriate next steps, including whether extended dismissal duration is needed to stop or slow further spread of COVID-19.

### **Returning to School**

Sick students and staff should not return to the school until they have met CDC's criteria to discontinue home isolation or specific guidance from the local health department.

Generally, you can be with others after

i. 3 days with no fever and

ii. Respiratory symptoms have improved (e.g. cough, shortness of breath) and

iii. 10 days since symptoms first appeared

Depending on your healthcare provider's advice and availability of testing, a student might get tested to see if they still have COVID-19. If they are tested, they can be around others when:

i. they have no fever,

ii. their respiratory symptoms have improved, and

iii. they receive two negative test results in a row, at least 24 hours apart.

# COVID-19 Acknowledgment Form

## Parents/Guardians

*In order for students to return to the school campus, this acknowledgment form must be agreed to and signed by the parent*

School: \_\_\_\_\_

Student(s): \_\_\_\_\_

\_\_\_\_\_

*(Initial each statement below)*

\_\_\_\_\_ I am aware of symptoms associated with COVID-19: Fever or chills, Cough, Shortness of Breath or Difficulty breathing, Fatigue, Muscle or body aches, Headache, New loss of taste or smell, Sore throat, Congestion or runny nose, Nausea or vomiting, Diarrhea.

\_\_\_\_\_ If my child(ren) test positive for COVID-19, I ensure isolation according to local health department directives. Once released from isolation, a note from the healthcare provider indicating it is safe to return to school will be provided.

\_\_\_\_\_ If my child(ren) are exposed to a known case of COVID-19, then I ensure quarantine (14 days) according to local health department directives. Documentation from the local health department, indicating release from quarantine and return to school, will be provided.

\_\_\_\_\_ If my child(ren) symptoms associated with COVID-19 (Fever or chills, Cough, Shortness of Breath or Difficulty breathing, Fatigue, Muscle or body aches, Headache, New loss of taste or smell, Sore throat, Congestion or runny nose, Nausea or vomiting, and Diarrhea), I will keep my child(ren) home from school. I will provide a healthcare provider note if requested.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date



