



# ST. JOSEPH CATHOLIC SCHOOL

## Return to School Plan 2020

We are following the Phase 4:  
COVID-19 Preparedness Plan for AOD Schools.

**The following are specific to SJS community.**

### **Personal Protective Equipment**

- All staff will wear facial coverings/face shields when in classrooms, except during meals and unless face coverings cannot be medically tolerated as documented through written and signed verification by a physician.
- All staff and all students in grades pre-kindergarten and up will wear facial coverings when in **indoor hallways and common areas**, except during meals and unless face coverings cannot be medically tolerated as documented through written and signed verification by a physician, with parental consent for students. Students in grades Preschool through 8 will wear facial coverings, except during PE and during recess.
- Facial coverings are not required in preschool classrooms by children ages 3 and 4.
- All students in grades kindergarten through 5 will not be required to wear facial coverings in their **classrooms**.
- All staff and students in grades 6-12 will wear facial coverings, except during meals and unless face coverings cannot be medically tolerated as documented through written and signed verification by a physician, with parental consent
- Facial coverings must be worn by students grades Kindergarten through 8 once they exit the car at drop off.
- Facial coverings must be worn by students grades Kindergarten through 8 until they are in their car at pick up.
- Facial coverings must be worn by everyone in the car for morning Preschool drop off and afternoon pick up.
- Masks are intended to be washed or disposed of daily; masks will be stored in labeled paper bags.
- Label non-disposable masks.

### **Hygiene**

- All students grades Preschool through 8 can have water bottles. An extra water bottle should be packed in the student lunch bag for afternoon classes. Drinking fountains will not be used for refilling or getting drinks.
- All students grades Preschool through 8 will wear their gym clothes for the entire day on their scheduled PE days. Bathrooms will not be used for changing.
- Teach and reinforce handwashing with soap and water for at least 20 seconds and/or the

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safe use of hand sanitizer that contains at least 60% alcohol.

- Time will be scheduled into each day for bathroom breaks separate from other classes. Hand sanitizer will be available for use in all classrooms, lunchroom, office and outside at recess.
- Educate staff and students on how to cough and sneeze into their elbows, or to cover with a tissue. Used tissues should be thrown in the trash and hands washed immediately using proper hand hygiene techniques
- Zoom assembly scheduled for the first day of school to address proper handwashing, coughing, sneezing, mask care, traveling in hallways, social distancing, limit sharing of materials-safety measures of hygiene at school.

### **Spacing, Movement and Access**

- Space students as far apart as feasible in classrooms, whether desks or tables are utilized.
- Provide social distancing markers in waiting and reception areas.
- Post signs on the doors of restrooms to indicate proper social distancing and hand hygiene techniques.
- Restrict entrance to the school to students, staff and essential non-staff adults only. All non-staff adults entering the building must be screened for symptoms using a monitoring form, wear a facial covering, and wash/sanitize hands prior to entering. Strict records, including date and time, should be kept of all essential non-staff adults entering and exiting the building.

### **Screening Students and Staff**

- Cooperate with the local public health department regarding implementing protocols for screening students and staff.
- For students, a parent should take temperature at home in the morning before coming to school. A staff member will screen students before entering school by taking temperature.
- For Preschool, student temperature will be taken before they are removed from the vehicle.
- Parents and staff will be following CDC recommendations on temperature which at this time is below 100.4.
- Parents should have a plan in place if their student(s) has a temperature of 100.4 or above in the morning before or when they arrive at school.
- Symptomatic students and staff sent home from school will stay home until they have tested negative or have completely recovered according to CDC guidelines.
- Staff will conduct daily self-examinations, including a temperature check, prior to coming to work. If they exhibit any new or unusual symptoms as reported on the COVID-19 school monitoring form, they will stay home. Staff member will contact the school administrator.

### **End of Day Dismissal (Pick Up)**

- U-shaped dismissal line from 4<sup>th</sup> Street to St. Joseph Street to 3<sup>rd</sup> Street. First car to pull up close to the church. **\*Diagram attached to email\***
- Families will be provided with a sign. Driver or passenger in car holds up sign in

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passenger side window with last name of student(s) that they are picking up.

- Teachers will be outside to assist students into cars.
- Curbside is now the only option.
- Once your car is loaded with all of your students, you may leave.
- Congregating in front of the school to pick up students or walking your child into school will no longer be a safe option and not allowed.
- For Preschool, pick up and drop off will still be in the alley. If you have a full day preschooler, siblings will be picked up at the same time at the alley door.

### **Food Service**

- No Birthday treats or goody bags allowed.
- There will be a rotating lunch schedule for grades Preschool through 8 using the lunchroom. Only one class at a time will be in the lunchroom. Classes will have lunch in classrooms some times during the week.
- Roundhouse will continue to provide hot lunches. These are individually packaged and will be delivered to students.

### **Instruction**

- Independent Remote learning will be offered quarterly for all grades Preschool through 8.
- In the first quarter, families can choose Independent Remote learning and change to face-to-face learning on October 5. The following quarters you will not have an option to change to face-face learning until the next quarter.
- If a family does not want their child to participate in face-to-face learning, at least a **one week notice before the start of the quarter** is needed. This gives the teacher time to prepare for Independent Remote learning for students.
- Students who are Independent Remote learners will be expected to submit assignment, assessment and project deadlines the same as their class.
- Attendance for Independent Remote learners will be taken daily through Google Classroom. The parent or student will be expected to follow the teacher guidelines as to how daily check for attendance will take place.
- Independent Remote learners will be expected to check their teacher's daily agenda on Google Classroom.
- There will be a thirty minute, once a week optional virtual meeting for each teacher with whom the Independent Remote learner has for instruction. These meeting times will not overlap.
- Students will not be exchanging core classes.
- Plans are in place regarding lunch and specials classes. More information will be discussed on the Zoom meetings next week.
- If the State at any time deems that we are returning to Phase 3, we will be returning to remote, distance learning. Guidance has been given to schools from the AOD and a Phase 3 Plan will be shared from the school.

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## **Cleaning**

- All playground and PE equipment must be disinfected before and after use.
- All cleaning and disinfectant products have been ordered and are expected to be here by the end of July.
- Ensure safe and correct use and storage of cleaning and disinfection products, including storing products securely away from children, and with adequate ventilation when staff use products.
- Scheduled cleaning throughout the school day is planned.

**\* Please keep in mind that communication will be continuous and ongoing as I work with the AOD and Wayne County regarding guidelines and recommendations in this ever-changing environment. These plans may need to change in the future and you will be informed of any updates.**