



ST. GERARD CATHOLIC SCHOOL

PHASE 4 REOPENING PLAN

Listed below are the Safe Start Committee members:

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Introduction

- A. Purpose: This plan is intended to provide an environment that: 1) Is safe for our staff and students to meet for in-person teaching and learning Monday through Friday during the regularly scheduled schools hours, and 2) To support a school culture of friendship and community as we learn and grow together.
- B. Strategies: The following procedures will be implemented to limit the potential spread of the COVID-19 virus. These strategies attempt to both implement practices that would limit the possibility of contracting the virus, while maintaining a child centered environment conducive to the relationships of teaching and learning.
- C. Information regarding symptoms, quarantine duration and any contact tracing comes directly from the CDC. Therefore, as the CDC changes recommendations (as they do frequently) then this document might change too.
- D. An online option is also available. See the attached letter for more details.

Staff and Family Responsibility

Parents are required to carefully monitor their children's health and screen daily for symptoms of COVID-19. School staff will be performing temperature screenings as they arrive for the school day. Students with temperatures 100.0 or above will not be allowed into the school. Staff will be required to self-monitor for temperature and screen daily for symptoms of COVID-19 before coming to school as well. Staff will be required to fill out a staff questionnaire each morning. Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms that are new, worsening, or unexplained may have COVID-19:

- Fever or chills (100.0 or above)
 - 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
 - Rash
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- Teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students and staff. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer). Mandatory handwashing for students and staff will be required every 2 hours. There will be many opportunities for hand sanitation throughout the day either by hand washing or the use of hand sanitizer.
 - Teach children to cover coughs and sneezes correctly. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds or hand sanitizer.
 - Parents are encouraged to send more than 1 mask each day if a mask becomes soiled and needs to be exchanged for a fresh one.
 - Parents are encouraged to send a personal hand sanitizer for each child to have at their desk. St. Gerard School will provide the refills.
 - All personal items such as backpacks, lunch containers, cloth masks etc. that go back and forth between school and home should be sanitized daily.

- It will be the parent's responsibility during this time to check on the requirements for out of state travel. It is possible that you will have to quarantine you and your family after you return home, depending on the location of your travel destination.

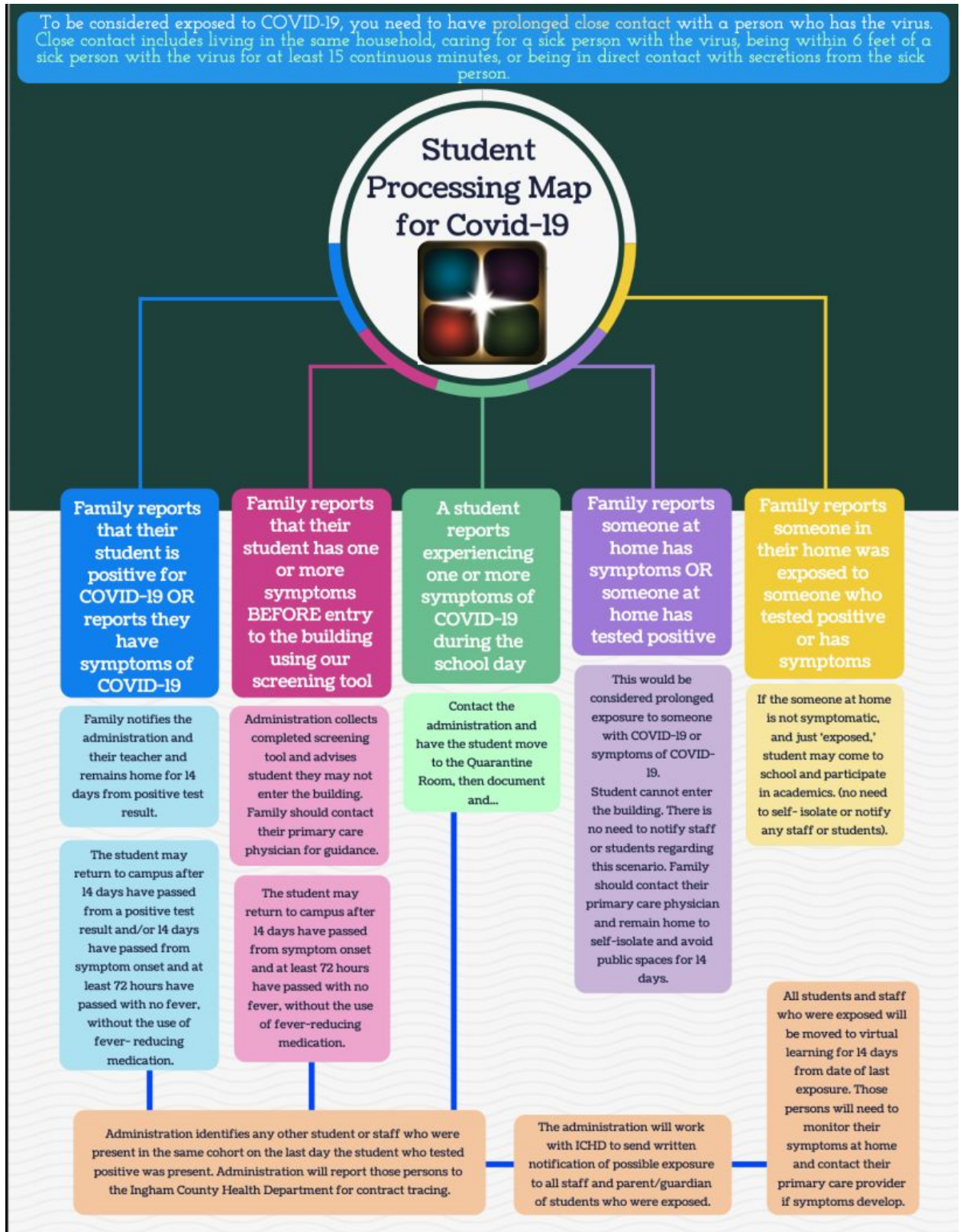
Uniforms

- In order to accommodate students wearing masks all day and the likelihood of hot weather, we will be suspending the use of uniforms until October 1. Students should follow the Out of Uniform Dress Code (Jeans Day policy). If you choose, your student may wear their uniform. Staff will also be able to wear more comfortable clothing at this time. We encourage the clothes worn to school be removed and washed before being worn back to school again. We will be strictly enforcing the wearing of appropriate clothing. In the event of inappropriate clothing, students will be asked to get a uniform from the used uniform closet.

Sick Students and Staff Members

- Staff and children must stay home when experiencing any of the above listed symptoms that are new, worsening, or unexplained
- Staff and children are not to be allowed in school with a temperature 100.0 or over
- Students with a fever will need to be quarantined for 14 days or supply the school with 2 negative COVID tests that are done 24 hours apart before they are allowed to return to school.
- Students and staff who develop a fever or become ill with COVID-19 symptoms at school will be quarantined with a mask. An adult with PPE will always be with the student and family members will be contacted for transport.
- Symptomatic students and staff sent home from school should be kept home until they have supplied the school with 2 negative COVID tests taken 24 hours apart or quarantined for 14 days.
- If a student or teacher tests positive with COVID-19 we will contact the local health department for specific guidelines. If a student tests positive for COVID, then that student's classroom cohort and his or her siblings will be quarantined for 14 days. The classrooms of the positive student's siblings would continue in school with additional monitoring and screenings.
- If a parent of a student tests positive with COVID-19, then all of the parent's children will be quarantined for 14 days. The classrooms of the children of this parent would continue in school with additional monitoring and screenings.

St. Gerard School Covid-19 Mapping



Secure Building: Parents, Visitors, and Volunteers

- Essential staff and students will be the only people in the school building unless special permission is granted in advance by administration.
- Non-essential visitors, volunteers, and activities involving external groups or organizations will not be allowed at this time.
- The school building will be locked down during the school day.
- Parents should refrain from coming into the school building and office. Please call or email if it is necessary to come into the school building. Parents coming in will:
 - Complete a simple screening questionnaire
 - Wear a mask
 - Temperature scan
 - Sick students and early dismissal students will be escorted to the car, as necessary
 - Delivery personnel will drop off packages or boxes in the airlock.
 - Individuals will not be permitted to join students for lunch.
 - Any items delivered by parents will be picked up by staff at the school entrance doors.

Drop off and Pick up procedures

Drop off in AM – Students can be dropped off in the car line starting at 7:30 a.m. Students should be wearing a mask before leaving the car. School staff will be performing temperature screenings as they arrive for the school day. Students with temperatures over 100.0 will not be allowed into the school.

- Students in Gr. K-8 are encouraged to use the car line. If students are dropped off in the lower lot, parents need to wait until their child's temperature has been checked and then the child continues into the building through their designated entrance. Parents are to remain in their cars. See the attached map for screening stations, vehicle directions, and school entrances.
- Students in Gr. K-1 will use the outside stairway to head to the upper level and main entrance at the front of the school and then to their classrooms. There will be a staff member stationed here for supervision and help.
- Students in Gr. 2-4 will walk to the east doors of Fr. Weber Hall and go up the inside stairs to get to their classrooms.
- Students in Gr. 5-6 will walk to the west doors of Fr. Weber Hall and go up the stairs to get to their classrooms.

- Students in Gr. 7-8 will walk up the stairs by the junior high wing and enter their classrooms from there.
- During the 1st quarter Waverly busses will not be running. When bus transportation becomes available we will provide direction for those who ride the bus.

Pick up in PM – Masks will be worn and should be kept on until they leave school grounds.

- Students who are walkers, who ride E-Tran or are going to childcare after school will be dismissed at 2:40. E-Tran bussers will exit through the front doors. Walkers and those going to childcare will exit by the doors by childcare.
- Students leaving by car will be dismissed at 2:45 and will exit through the same door they entered.
- We encourage car line pickup. If the lower lot is preferred, anyone outside their vehicle (parents and students) must be masked. Congregating is discouraged.
- Re-entry into the building after dismissal is discouraged. If someone needs to get back into the building after dismissal, please call the office to arrange for re-entry.
- [Map of the Drop Off/Pickup Area](#)

Personal Protective Equipment and Guides

- Facial coverings may be homemade or disposable level-one (basic) grade surgical masks. Facial masks may be any style as long as they are appropriate for school and cover the nose and mouth. If face masks are not medically tolerable, please contact the office staff.
- Facial coverings must always be worn by all adults in the building except for meals unless they are medically unable to tolerate one.
- Facial coverings must always be worn in hallways and common areas by K-8 students in the building except for during meals unless they are medically unable to tolerate one.
- The State of Michigan strongly recommends that all students, K-8, wear masks always. Therefore, we are requiring **all** students to wear masks in their classrooms. If you have an objection to your student wearing a mask, then you should contact the school office. Medical waivers for not wearing masks are acceptable. Decisions on your objection will be made on a case by case basis.
- Parents are asked to provide extra masks (2) in a ziplock bag in case a student's mask becomes soiled.
- Signs will be posted to promote everyday protective measures. Teachers will regularly remind students of hygiene procedures.
- Areas in the school will be marked with reminders, arrows, and 6 foot spaced intervals to assist students in keeping proper distance from one another.

Electives/Specials

- No electives for the first semester for junior high. During their normal elective time, junior high students will be taking their specials classes.
- Gym will be offered outdoors, weather permitting. If social distancing is maintained outdoors masks do not need to be worn. In inclement weather, the gym will be used, and masks will be required. Low impact activities will be offered to compensate for the wearing of a face mask.
- Library and Music will take place in homerooms. High risk activities, like singing, will be eliminated until deemed safe. Masks will be worn by all students during class time.
- Specials classes will take place in the homeroom classrooms. There may be times when a specials class will take place in their own respective classrooms. If that is the case, then teachers will be responsible for sanitation and cleaning between classes. Masks will be worn by all students during class time. If a class can be held outside and social distancing can be maintained, then masks will be optional.
- Specials classes will now issue letter grades for grades 7 and 8, on the grade level report card. These grades will be taken into consideration for sports eligibility.

Childcare – Please see Child Care website for specific COVID guidelines. Here is a link to their website: <https://24640.sites.ecatholic.com>

Preschool/3 year old and 4 year old

- Preschool parents will park in the front "preschool" parking lot and drop off at the preschool airlock doors.
- Parents will sign-in, answer health questions and children will have their temperature taken. Staff will take children to their classrooms.
- At pick up, you will come to the preschool doors, sign your child out and a staff member will bring your child to you.

Modified Classroom Layout

- Seating/ desks will be distanced as feasible to accommodate the number of students in that class.
- In classrooms, all desks will face the same direction.
- Larger areas such as the Fr. Weber Hall, Adult Education Room, Library, and Gym will be used in the event more spacing is necessary for a group.

- We will be encouraging learning outdoors as much as possible during favorable weather. We are in the process of securing large tents to help facilitate classrooms moving to the outside.

Classroom Protocols

- Teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students and staff. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer). Mandatory handwashing for students and staff will be required every 2 hours. There will be many opportunities for hand sanitation throughout the day either by hand washing or the use of hand sanitizer.
- Staff will teach students to cover coughs and sneezes appropriately. Students will wash hands with soap and water for at least 20 seconds or use hand sanitizer.
- Staff will spend time to educate the students on the new expectations such as distancing, etc.
- Each child's supplies will be kept from others and in individually labeled containers, cubbies, or areas.
- Limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.
- Students are not to bring in anything extra from home. Backpacks, lunch containers, cloth masks should be taken home and sanitized at home on a daily basis. Backpacks should only carry school essential items.
- During lunch recess students will play in separate areas and stay with their own classroom cohort with individual socially distanced activities.

Gatherings and Field Trips

- No All School Masses.
- Attendance at Mass is an important part of attending a Catholic school. We are working on options to give students a Mass/Adoration experience while maintaining a safe environment. Once we have finalized options, we will communicate those to all parents.
- Participation in virtual activities and events in lieu of field trips, student assemblies, special performances will be encouraged.

Communal Spaces and Hallways

- Communal use shared spaces such as Fr. Weber Hall has enough room to allow for proper distancing when needed for lunch or other activities. Tables will be spread out and students will sit at an appropriate distance from one another. Outdoor spaces will be used as much as possible as weather permits.
- There will be a limit of 3 students at time in the bathroom with procedures in place regarding distancing.
- Touchless sinks and touchless towel dispensers will be added for additional protection of contacting common surfaces.

Facilities Cleaning, Disinfection, and Ventilation

- Frequently touched surfaces will be cleaned and disinfected every 4 hours or between use as much as possible by staff.
- Use of shared objects will be limited when possible or cleaned between use.
- AIR PURIFIERS -TruSens Z-3000 Large Air Purifier with Air Quality Monitor. These air purifiers have been ordered for every classroom. They capture flu and allergens from the air, trap them in the filter, and then are exposed to UV light to destroy the germs, so they are not recirculated back into the air.
- Surface sprayers will be used in the classroom every other day. Surface sprayers use an EPA approved disinfectant. We use 3M C. Diff Solution.

Water Systems

- Drinking fountains are closed. Students will use a water bottle that goes home daily. Touchless water filling stations will be available.
- Restrooms will be limited to 3 students at a time.
- School water system will be flushed per the CDC guidelines.

Food and Food Service

- Lunch will be in the Fr. Weber Hall and students will follow social distancing. We have spoken with the health department and with a facility as large as ours, a safe social distance can be maintained. Classes will sit together with proper distancing measures at an assigned table. Lunch will take place in 4 different staggered times. Children will only remove their masks while eating and are a minimum of six feet apart. When movement occurs masks will once again be required. Students will be allowed to eat outside during favorable weather. Social distancing must still be maintained.

- There will be no common condiments or buffet line when serving hot lunch. Lunches will be served, as is, on a tray.
- We will use disposable food service items (e.g., utensils, dishes). If disposable items are not feasible or desirable, we will ensure that all non-disposable food service items (serving spoons, etc.) are handled with gloves and washed with dish soap and hot water or in a dishwasher.
- Snacks-Students will be allowed to have snacks in the classroom. There will be no sharing of snacks or communal snacks. This includes birthday snacks.

Sporting Events

- Compliance with all guidance published by the Michigan High School Athletic Association and the Lansing Area Catholic Youth League.
- All participants will use proper hand hygiene practices before and after every practice and event.
- All equipment will be disinfected before and after use.
- Spectators will be admitted provided they have facial coverings and maintain social distancing.
- Athletes will have individual sources of water which are not shared.

Communication Methods

- Parents need to check their email often (at least once a day)
- Follow our social media platform

Please try to make sure that we can contact you or your emergency contact. Keep voicemail boxes clear.

THE FOLLOWING SECTION IS GIVEN TO US BY THE BARRY-EATON COUNTY HEALTH DEPARTMENT, WHOSE DIRECTIVES WE ARE OBLIGED TO FOLLOW.

Screening and Testing Protocols for Students and Staff and Responding to Positive Cases

- Barry/Eaton County Health Department
- www.barryeatonhealth.org
- 517-543-2430
- St. Gerard School will cooperate with the local public health department regarding implementing protocols for screening students and staff and if a confirmed case of COVID-19 is identified. We must collect the contact information for any close contacts

of the affected individual from two days before he or she showed symptoms to the time when he or she was last present at the school.

- St. Gerard School will notify local health officials, staff, and students immediately of any possible case of COVID-19 while maintaining confidentiality consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.
- Students and staff who develop a fever or become ill with COVID-19 symptoms at school will be quarantined with a mask. Family members will be contacted for transport. An adult in PPE will always be with the student.
- Symptomatic students and staff sent home from school should be kept home until they have 2 negative tests, 24 hours apart for COVID-19 or have been released from isolation according to CDC guidelines.
- Families will be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home. In the event of a lab or clinically diagnosed case of COVID-19, immediate efforts should be made to contact any close contacts so that they can be quarantined for 14 days at home. Students and staff should be closely monitored for any symptoms of COVID-19. Only those that develop symptoms require testing for COVID-19.
- Students and staff with confirmed case of COVID-19 will only return to the workplace after they are no longer infectious which will be determined by the Eaton County Health Department Guidelines
- Emergency Contacts-It is imperative that you or one of your contacts can be reached within 15 minutes if we must get in touch with you. Please take the time to clear your cell phone mailbox.

