

Faith
Family
S.F.X.

School Reopening Plan 2020-2021

Introduction

The global Coronavirus pandemic has introduced a new level of risk 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. We know that everyone is longing for normalcy in our lives. We also know that student and staff safety are our number one priority followed closely by religious and academic instruction. St. Francis Xavier staff members have been working closely 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 plan for a school year likely to be continuously impacted by the COVID-19 pandemic, we must be prepared to the best of our ability for all possible scenarios. Student safety will be our highest priority. As a staff, we will be prepared to continue to deliver instruction remotely and as seamlessly as possible if the need arises. We have learned from this past spring and have worked to develop plans that ensure greater accountability for instruction and learning.

As we continue to navigate COVID-19 Coronavirus and the impact it has on our school, we have never lost sight or focus on the impact it has also had on our staff, students, and community. We know that everyone has been impacted in different ways and that everyone has differing views on how we should return and what that should look like. As a Catholic community we are called to model respect for differing viewpoints.

Classroom Guidelines

In all classrooms, students will maintain a stable group (grade level) as much as possible. There will be ample time for children to use the restroom and be outside with peers. Teachers and staff will ensure proper safety protocols as students move throughout the school building.

The school will continue to monitor health department recommendations regarding social distancing.

A stable group is an individual's personal collection of people who have been in their 6-foot perimeter. The student would normally interact on a daily basis with this group.

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

Large gatherings will be limited. This may result in:

- Students reporting to the gym or the cafeteria upon arrival, instead of all gathering in the gym.
- Altered cafeteria procedures
- Altered guidelines at sporting or other events
- Modification or cancellation of school events as necessary

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

Recess will be held outside as much as possible. Multiple zones or play areas may be used to limit group size.

Lunch will be provided in the cafeteria using social distancing practices and maintaining stable groups as much as possible. Some changes to the food service program may take place until restrictions/guidelines from the health

department change such as: no salad bar, no open self-serve containers, possible use of disposable utensils, and no sharing of food among students.

Students will be required to bring filled water bottles, labeled with the student's name each day. Fountains will not be available, but water bottle filling stations will be available for students to fill water bottles throughout the school day.

Birthday/Celebration Treats must be individually packaged items. Treats must be delivered to the office or taken to the classroom by the student.

To help limit exposure to our students and staff, visitors will be limited to the school office area. This will be re-evaluated based on current health conditions/recommendations throughout the school year.

Specials Classes

PreK-8 students will have access to specials classes with the following guidelines:

- Social distancing will be managed as much as possible.
 - Hand sanitizing before and after class will be expected.
 - Surfaces/equipment will be disinfected on a regular basis.
 - Masks will be worn while heading to and from specials classes.
- **P.E**
 - When possible, PE will be held outside. Students will attend P.E. in the gymnasium if they cannot go outside.
 - **Art**
 - All students will attend art in the art rooms. Modifications are being made to the curriculum and instruction to limit shared supplies.
 - **Music**
 - All will attend music in the music room. The music teacher will be making modifications to the curriculum and instruction to limit shared supplies as much as possible.
 - **Technology**
 - All students will have access to the computer lab. All equipment will be regularly disinfected.

Mass

Classes in grades K-8 will continue to plan mass as assigned. Class attendance at mass will be limited to three classes per day. Students will be socially distanced and will be required to wear masks when not in their seat. This will continue until restrictions on social distancing at mass are relaxed.

After Care

After Care will be provided utilizing stable groupings, social distancing, and other layers of protection to the highest extent possible. After Care may be suspended based on the health of the school building and in consultation with the local health department and the Diocese of Jefferson City.

Staff & Student Screening Measures

Most medical professionals define a fever as a body core temperature elevation at 100.4 degrees or higher. A temperature should be measured BEFORE giving medications to reduce the fever. Students will be sent home with a temperature of 100.4 degrees or greater and may not return the following school day.

- For example: If a student or staff member is sent home on Monday at 9:30 a.m., they will not be allowed to come to school until Wednesday.
- Example 2: If a student or staff member is sent home Thursday at 1:00 p.m., they will not be allowed to come to school until Monday.

Students may return to school sooner if accompanied by a doctor's note with a diagnosis not related to a respiratory illness, influenza, or COVID-19. Examples of these would include a sinus infection, strep throat, ear infection, etc. With these circumstances, however, the student must be fever free for 24 hours without the use of fever reducing medications. Fever reducing medications include Tylenol, Acetaminophen, Motrin, Ibuprofen, etc.

Additional guidelines include:

- Those allowed into the school buildings may be screened.
- Students who are identified to have a fever and/or cough may be instructed to wear an appropriate 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 must self-monitor or self-quarantine if needed. This self-screening outlines that you should not enter a building, if in the past 14 days, you have experienced:
 - a fever (100.4 or higher) or a sense of having a fever (you don't feel well);
 - chills, cough, sore throat, headache, fatigue, nausea, vomiting, diarrhea;
 - shortness of breath, congestion or runny nose, new loss of smell or taste, new muscle aches;
 - if you or a close contact has been diagnosed or presumptively diagnosed with COVID-19.

Office Staff

- Office staff regularly keeps a log of health room visits. 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 Jefferson City/Cole County Health Department, as appropriate.
- The Jefferson City/Cole County Health Department will provide guidance on students and staff who have had contact with people who are suspected COVID-19 positive.

Suspected or Confirmed 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 who does not feel well and visits the school office staff.
- If the symptoms are similar to those associated with COVID-19 infection, the school office staff will contact appropriate health officials for further guidance.

- The employee or student will be 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 that 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 Cole, 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.
- They will direct the individual and any other person at possible risk of being infected with what to do.

STUDENT

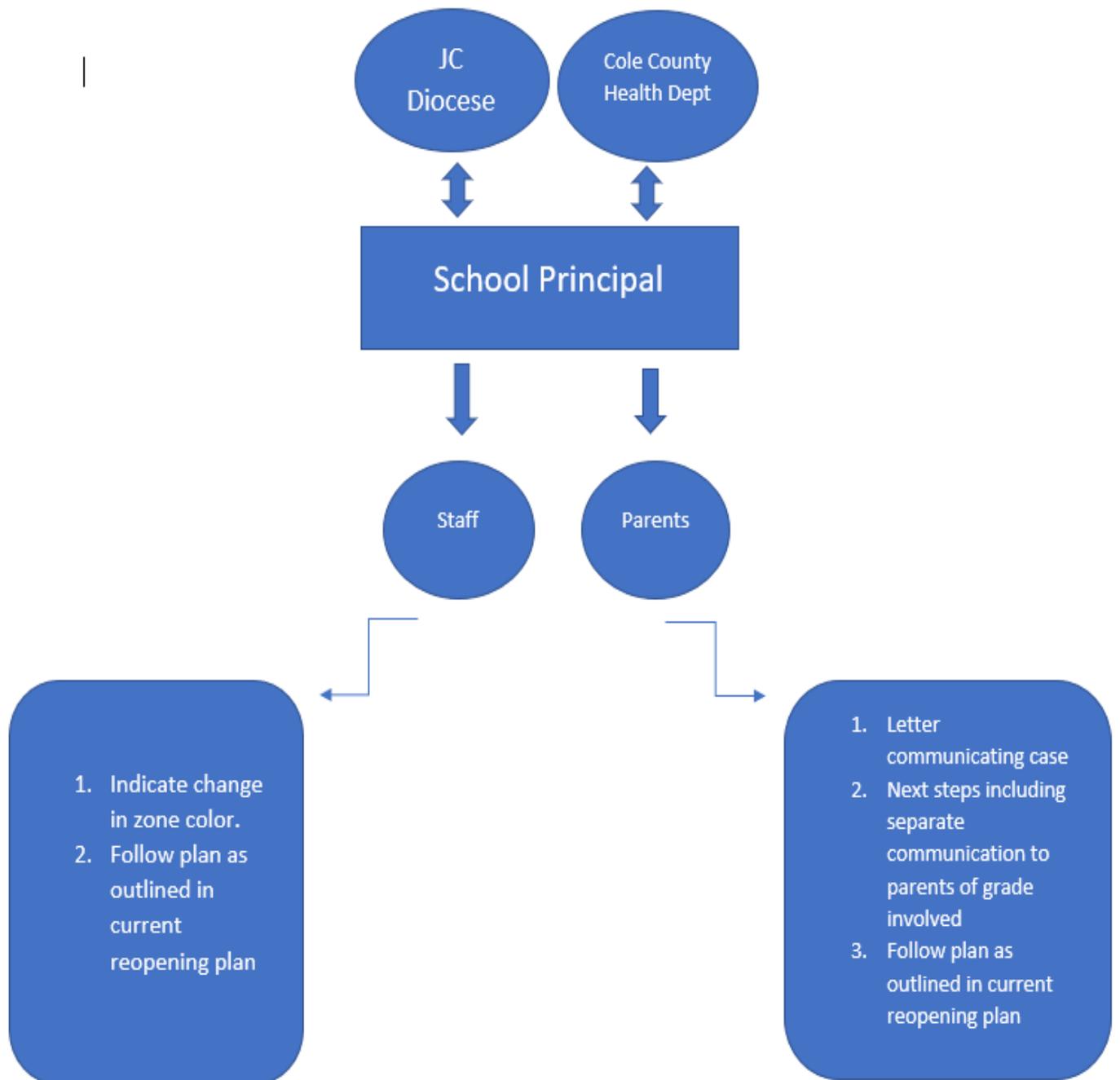
The school office staff will contact the parent. When the parent arrives, the school office staff will encourage the parent to contact their child's health care provider.

- The school office staff will also notify the principal.
- 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 other person 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 and follow the guidelines for family members according to local health officials.
- 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.

When positive cases are identified within the school, the principal will follow communication protocols given by the Cole County Health Department and the Diocese of Jefferson City. Communication will be made on a need-to-know basis.



Pandemic Period/Response Activities (School Closed)

The decision to close the school building 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 school closure decisions. Current CDC recommendations will help guide closure decisions.

Possible School Closure Trigger Points:

- Student absenteeism
 - When it is not prudent to keep the school open due to extremely high absenteeism of the student population 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.
- Confirmed case(s) of COVID-19.
- To protect the public health and safety
 - When advised to close by the Governor, state and local health authorities or the Bishop.

The decision to close on these triggers is the school's decision in conjunction with guidance from the Jefferson City/Cole County Public Health and Human Services, the Missouri Department of Health and Senior Services, the CDC, and the Diocese of Jefferson City.

Custodial

The school will clean frequently touched surfaces and objects (e.g., tables, water bottle filling stations, doorknobs, bathrooms, handrails, etc.) with cleaning and disinfectant products. Computer safe disinfectant methods will be used for computers and keyboards.

We will continue to follow the Department of Health recommendations regarding sanitation, social distancing, changing structures and systems to comply with guidelines, and best practices for the number of individuals within buildings or spaces. As the guidelines change and adjust, so will our direction and communication. We will continue to adapt to our environment and provide the best support to our staff, students, and families.

Masks

While supported and recommended, masks are required in certain areas of the school building and at certain times during the school day. Below are the guidelines for our mask policy:

Masks are required when:

- Entering and leaving the school building
- In all common areas and during transitions (to include using the restroom, going into and leaving the cafeteria, going to recess)
- Anytime that social distancing cannot be maintained

Masks are NOT required when:

- Socially distancing in the classroom
- Students are at recess
- During specials classes
- Students are eating lunch
- Please ensure that students are sent with a clean mask each day!
- Before your child exits the car in the morning, please ensure they have their mask on properly.
- After School Care will also use masks when social distancing is not possible. They will not wear masks while playing outside or in the gym.
- If your child has a medical reason for limited mask usage, please provide documentation from your health care provider.

General Hygiene Practices

Wash your hands with soap and water for a minimum of 20 seconds. 20 Seconds would equate to the following:

1. Singing "Happy Birthday" twice
2. Saying three Hail Mary's
3. Singing the chorus to "Let It Go" from Frozen

While the school will have additional hand sanitizer, 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, mailroom, copier, lobby, etc.).

Hand sanitizer will be provided in every classroom.

As the summer progresses, we will continue to stay in close contact with the Jefferson City/Cole County Health Department. If our plan for the 2020-21 school year needs to change, we will communicate these changes to families as quickly as possible.