

## *St. Joseph Catholic School Phases 4 and 5 Reopening Plan*

St. Joseph Catholic School will implement the following safety protocols while returning to face to face instruction following the guidelines set forth by the MI Safe Schools plan in conjunction with the Diocese of Lansing.

### **Personal Protective Equipment**

- During Phase 4, all staff will wear facial coverings when in classrooms, except (1) during meals and (2) unless face coverings cannot be medically tolerated as documented through written and signed verification by a physician.
- During Phase 4, all staff and all students in grades Kindergarten to Sixth will wear facial coverings when in indoor hallways and common areas, except (1) during meals and (2) unless face coverings cannot be medically tolerated as documented through written and signed verification by a physician, and for students a written and signed consent from parent/guardian.
- During Phase 4, all students in Kindergarten through 5<sup>th</sup> grade will not be required to wear facial coverings in their classrooms, unless (1) students do not remain with their cohort class throughout the school day and (2) come into close contact with students in another class.
- During Phase 4, all students in grades 6 will wear facial coverings, except (1) during meals and (2) unless face coverings cannot be medically tolerated as documented through written and signed verification by a physician, and for students a written and signed consent from parent/guardian.
- During Phase 4, all students will wear facial coverings during morning drop off while on the playground and after school for busing and parent pick up.
- During Phase 4, all students may be allowed to remove facial coverings when outside during the school day recesses as long as they are with their individual classroom or grade cohort and can have proper social distancing.
- During Phase 4, St. Joseph Catholic School will not conduct indoor assemblies that bring together students from more than one classroom.
- During Phase 4, provided that all Diocese of Lansing Mass guidelines are followed, school masses will take place.
- **Required Restrictions will become Recommended Practices when school moves to Phase 5 Protocols.**

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## **Hygiene**

- St. Joseph Catholic School will provide supplies to support healthy hygiene behaviors (including soap, hand sanitizer with at least 80% alcohol for safe use by staff and students, paper towels, tissues, and signs reinforcing proper handwashing techniques).
- Staff will teach and reinforce handwashing with soap and water for at least 20 seconds and/or the safe use of hand sanitizer that contains at least 80% alcohol.
- Staff will educate 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.
- Maintenance and Custodial staff will frequently check and refill soap and hand sanitizers.
- Opportunities will be provided throughout the day for handwashing with soap and water by students and teachers.
- Staff will limit the sharing of personal items and supplies such as writing utensils, glue sticks, scissors, etc.

## **Spacing, Movement and Access**

- Classrooms will space students as far apart as feasible, whether desks or tables are utilized.
- Signage will be posted throughout the school to indicate proper social distancing.
- Markers will be placed at six-foot intervals where line formation is anticipated.
- Social distancing markers will be posted in waiting and reception areas.
- Signs will be posted on the doors of restrooms to indicate proper social distancing and hand hygiene techniques.
- We are restricting entrance to the school to students and staff only, with the following allowances: Family members or other non-staff adults are not allowed in the school building except under extenuating circumstances determined by school officials. All non-staff adults entering the building must be screened for symptoms using a COVID-19 monitoring form (from local public health department,) wear a facial covering, and wash/sanitize hands prior to entering. Strict records, including date and time, should be kept of all non-staff adults entering and exiting the building.

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## **Screening Students and Staff**

- St. Joseph Catholic School will cooperate with the local public health department regarding implementing protocols for screening students and staff.
- The office sick station is the designated quarantine area and office personnel will care for students and staff who develop signs or symptoms of COVID-19 at school. Students and staff who become ill with signs or symptoms of COVID-19 will be placed in the quarantine area with a facial covering in place, if able, until they can be picked up. Office personnel caring for these children/staff will wear a facial covering.
- 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. Substitute Teachers will be following all safety protocols provided in this plan.

## **Testing Protocols for Students and Staff and Responding to Positive Cases**

- St. Joseph Catholic School will cooperate with the local public health department regarding implementing protocols for screening students and staff.
- Symptomatic students and staff will be kept home until they have tested negative 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.

## **Responding to Positive Tests Among Staff and Students**

- St. Joseph Catholic School will cooperate with the local public health department if a confirmed case of COVID-19 is identified, and in particular, 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. The Local Health Department will initiate contact tracing, following regular public health practice.
- St. Joseph Catholic School will notify local health officials, staff, and students immediately of any possible case of COVID-19 while maintaining confidentiality

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consistent with the Americans with Disabilities Act (ADA) and other applicable federal and state privacy laws.

## **Food Service**

- Serving and cafeteria staff will use barrier protection including gloves, face shields, and surgical masks. If cafeterias are used and six feet of distance between students is not possible, meal times should be staggered or physical barriers should be used.
- Classrooms or outdoor areas can be used for students to eat meals at school.

## **Athletics**

- St. Joseph Catholic School will comply with all guidance published by Michigan High School Athletic Association (MHSAA) and the National Federation of State High School Associations (NFHS).
- Students, teachers, and staff must use proper hand hygiene techniques before and after every practice, event, or other gathering.
- Every participant should confirm that they are healthy and without any symptoms prior to any event. On non-school days COVID-19 Monitoring Form needs to be completed by all participants (this includes all adult volunteers, coaches and administrators)
- All equipment must be disinfected before and after use.
- Each participant must use a clearly marked water bottle for individual use. There should be no sharing of this equipment.
- Handshakes, fist bumps, and other unnecessary contact must not occur.
- Indoor weight rooms and physical conditioning activities that require shared equipment are suspended. Outdoor physical conditioning activities are allowed while maintaining social distancing.
- Large scale indoor spectator events are suspended. Large scale outdoor spectator or stadium events are limited to 100 people, and people not part of the same household must maintain six feet of distance from one another.
- Spectators are allowed provided that facial coverings are used by observers and six feet of social distancing can be maintained at all times. Attention must be given to entry and exit points to prevent crowding.

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## **Cleaning**

- Frequently touched surfaces including light switches, doors, stairway handles and bathrooms will undergo cleaning at least every four hours with either a medical grade EPA-approved disinfectant or diluted bleach solution.
- The Library, Computer Lab, Art, and other hands-on classrooms will undergo cleaning after every class period or when cohorts change classrooms, with either a medical grade EPA-approved disinfectant or diluted bleach solution.
- Student desks will be wiped down with either a medical grade EPA-approved disinfectant or diluted bleach solution after every class period, or when cohorts change classrooms.
- Playground structures will continue to undergo normal routine cleaning, but using an EPA approved disinfectant is unnecessary.
- St. Joseph Catholic School will 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.
- Staff must wear gloves, surgical masks, and face shields when performing all cleaning activities.

## **Busing and Student Transportation (including extra-curricular activities and athletics)**

- St. Joseph Catholic School will defer all safety guidelines to St. Johns Public Schools Busing Department.

## **Mental & Social-Emotional Health**

- St. Joseph Catholic School identify office personnel as the navigator to facilitate mental health referrals, communications to families/ students, and public-facing wellness materials.
- St. Joseph Catholic School will provide all staff with timely, responsive, and ongoing training and/or professional development.