

## **St. Paul School Reopening Guidelines for 2020-2021 School Year**

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### Entering/exiting building:

1. Students will be entering and exiting through our cafeteria side door. Students in 3rd grade through 8th grade will enter with masks on until they reach their classroom. Students will need their own masks. They may wear whatever kind they are comfortable in. No inappropriate saying or pictures will be allowed.
2. Student temps will be taken before entering the building. Staff members taking temps will wear face coverings and stay six feet away from the person.
3. If a temperature is found 100 or above, students cannot enter the building and will return back to their parents car. If parents have left, the student will be isolated in the nurse's office in the sick room.
4. All staff will also have temps taken before entering the building. Masks will be worn when working less than 6ft away from the student. If working 6ft or more away from the student, a face shield will be worn.
5. Students will be sent immediately to classrooms upon arrival.
6. Our same pick up procedure will take place as usual, except students will be called down from their classrooms. Social distancing will take place while waiting to go to their cars.
7. Masks will be worn in hallways and common areas by 3rd - 8th grade if social distancing can not occur. 3rd through 8th grade can remove masks while in their seats, however must wear them if moving around the classroom. Any student can wear them at all times if needed. Pre-k through 2nd grades are currently not required to wear face masks in school.
8. Directional arrows will be used on floors to keep students walking along directional paths in hallways. Main stairwell will be used for students/faculty to go upstairs. Elementary stairwell will be for all elementary students to go downstairs. Middle school stairwell will be used for middle school students to go downstairs.
9. Students must use hand sanitizer before entering their classroom. The pump is located on the wall beside their classroom door.
10. Visitors will be received in the front vestibule.

Breakfast:

1. Breakfast will be offered as a grab and go. The bag will be brought to the students in their morning Homeroom along with a carton of milk.

Mass:

1. School masses will continue on Wednesdays. All church protocols will be followed. *Masks must be worn by all students in all grade levels.*

Curriculum modifications:

1. If remote learning needs to occur 3rd-8th grade classes will use Google Classroom. Kindergarten-2nd will use SeeSaw. Pre-school will also use SeeSaw. All classes will also use the Remind app.
2. Core curriculum will have a digital component.
3. All students will have a 1:1 Chromebook. The carts will be kept in each grade level classroom.
4. Pre-k through 4th grades will stay all inclusive. Gym class can go outside or use the Community Center with all proper social distancing activities. Art and music can go to their classrooms. Computer/Robotics will be in the computer lab. It will be scheduled so there is time in between each class to clean the lab. Any large materials that are shared will be cleaned between any core class change. All students will have bags with their own art materials.
5. Most middle school classes will be in their homeroom except for Religion class. Due to Mr. Miller not being able to set up all his devices in each classroom, he will be given desks instead of tables in his room. He will have a break between each class to have time to clean the desks and chairs. An aid or secretary will assist with the cleaning.
6. Middle school will not be given a locker until winter to store coats. Two students per classroom will be excused to hang up their coats during homeroom (they don't usually wear them anyway). Lockers will be given with an empty one between them.
7. Middle school books will be stored in their own milk crate in their homerooms. We will provide the crates.
8. **All students will need to bring their own water bottles.** There will be no water fountain usage. The water bottle refilling stations will be able to be used.
9. If feasible any class can go outside to read, do science, etc... Picnic tables are being purchased to use for outside teaching.

#### Lunch:

1. 3 lunch groups will be scheduled with only 4 students per lunch table. Plexiglass separators will be used at each of the round tables to keep the students separate. All lunches will be served to the student. There will not be a salad bar. If lunches can be served the floor will be marked for social distancing. Plexiglass shields will separate the employee and student.
2. Lunch employees will wear masks and gloves.
3. Any additional protocols will be followed from local public-school districts due to having a free and reduced lunch program.
4. Recess will be after lunch. Each class will rotate an area that can be played in. We will use the swing area, grass field, lot circle and concrete area. The students will stay with their core class. If that cannot be done, they must wear their masks. Playground equipment will be cleaned between recess periods.
5. Plates will be plastic along with plastic utensils. If trays can be used, they will be sanitized in the cafeteria dishwasher after use.

#### Classroom setup:

1. Desks with chairs will be used instead of most tables. Only a table can be used if social distancing can take place.
2. All desks will be placed 6ft apart. If the spacing can't be 6ft, the students will be distanced from each other and all facing the same direction.
3. Preschool/Kindergarten will limit any toys or centers. Each student should be given their own materials to use and kept in bags or boxes.
4. Manipulatives can be bagged for each student to use.
5. Teachers must sanitize any items students may have been given when use is done. We can utilize the cafeteria dishwasher and deep well sinks to soak items.
6. Do not have any toys that cannot be cleaned and disinfected properly. No stuffed animals, baby dolls, or items that cannot be sanitized.
7. Signs posted throughout to remind students to sanitize or wash hands and keep social distances.
8. Each student will have their own box of supplies needed for the classroom.
9. All classrooms will be supplied with cleaning products and hand sanitizer.
10. If a student or teacher gets sick during the school day, they will be isolated in the sick room in the nurse's office. The students' parents will be called to take the student home. If the student or teacher is tested for Covid, they may not return until a negative test result is achieved. The classroom will be moved to another room and the infected classroom will then be cleaned and disinfected following the CDC guidelines.

11. Families will be notified if their teacher or classmate becomes sick.
12. All classroom high touch areas will be cleaned frequently.
13. All student masks will be stored in individual plastic bags with the student's name provided by the school.

#### Custodian duties:

1. The custodian will start their duties cleaning downstairs bathrooms after the scheduled bathroom breaks occur. They will use a sprayer with a sanitizing mixture.
2. The custodian will wear a mask and gloves.
3. The upstairs bathroom will then be cleaned upon completion of the downstairs bathroom cleaning.
4. After completion of lunch the custodian will clean cafeteria floors, sanitize the tables and cafeteria bathrooms. Bathrooms will then be closed off until the following days' lunch periods.
5. Main bathrooms will then be sanitized after school (upstairs and downstairs).
6. Handrails will be sanitized twice daily. Teachers will also help with wiping handrails going up and down the stairwells.
7. All regular duties will continue.

#### Restrooms:

1. Restroom time will be scheduled by hallways for morning and afternoon.
2. Each class(3rd-8th) will wear their mask while going to the restroom break.
3. The restrooms will be sanitized after the morning and afternoon scheduled breaks and again once students are out of the building.
4. Only cafeteria restrooms can be used during lunch periods. One student at a time.
5. Signs posted to remind students to wash hands.

#### Technology:

1. 1st through 8th will have a chromebook. Carts will be stored in their classrooms and assigned to each student.
2. Kindergarten will have access to iPads.
3. We will use the google platform/ and SeeSaw for Preschool through 2nd grades.
4. All students will be given sign ons and passwords the first week of school. These will be kept in their take home folders. Along with teachers keeping binders of the information.

5. During school time the students will learn to sign in and how to navigate their online curriculum.
6. Will arrange a PD with IT Jordan Chilensky on how to use some of the platforms with both parents and teachers once school begins.

Nurse:

1. A letter will be developed from our school nurse recommending when a student should stay home.
2. Set up a time to enter the classrooms to discuss hand washing techniques.
3. A designated area will be provided for students who are fevered or show any sick symptoms.
4. The nurse's office will log all communication with parents and do follow ups with parents and teachers if one of them tests Covid positive.
5. Any positive cases that come from St. Paul School will be reported to the health department.
6. Staff must stay home if sick and call the office to report symptoms.
7. Students are expected to stay home if sick. They are also expected to not return to school until fever free for 24 hours without any fever reducing medicine.

These plans are subject to change upon the start of school September 8th, 2020