



ST. ALBERT THE GREAT

VERITAS, MENS, SANCTITAS

5535 WEST STATE ROAD, BURBANK, ILLINOIS 60459

Coronavirus Action Plan

March 4, 2020

Dear Parents,

With the recent concerns over the coronavirus, I want to provide you with information on our action plan to ensure the safety of our students. As a parent myself, I realize how scary this can be for everyone. I want you to know that we are doing all that we can to provide a clean and healthy environment here at school. Because our building is shared with so many other students in the evenings and on the weekends, our diligence to this plan is essential.

After our recent flu outbreak, Fr. Mariusz and Mr. Ferreri purchased an electrostatic backpack sprayer that our maintenance staff has been trained on and licensed to use. Currently, intermittent rooms are sprayed every 2 weeks, but that will change this week. All rooms and hallways will be sprayed, and floors washed, every Saturday afternoon, until further notice.

Our daily cleaning lady will continue to wipe down all water fountains, railings, door handles, light switches, and hallway ledges using Lysol disinfecting cleanser. She will do a thorough spray of Lysol disinfecting spray every morning in the hallways and bathrooms too. All bathroom surfaces are cleaned daily and sprayed with a disinfectant every night.

Teachers and Students have been asked to adhere to the following:

- Cough, sneeze, and blow your nose in a tissue, then wrap up the tissue and discard it in a garbage can lined with a plastic garbage bag. Cough and sneeze into your elbow only if you do not have a tissue.
- Wash your hands with hot soapy water for at least 20 seconds. The students are being taught to sing "Happy Birthday" or "The ABC's" while washing their hands. Teachers will take students to wash their hands upon arrival to school, before lunch, and before the end of the day.
- Avoid touching your face, mouth, and eyes. Students will be given a tissue box for each of their tables/desk groups so that they will be able to grab a tissue quickly if needed.
- All chromebooks and computers will be wiped down by the student that is using the device before and after their use.
- Use your knuckles when tapping on devices and tablets; use the back of your hand to turn on light switches; open doors with a closed fist, hip, or clean tissue.
- The Archdiocese has set restrictions on the following, **During all Masses and liturgies:**
 - Refrain from physical contact during the Sign of Peace (note: the Sign of Peace can be exchanged without physical contact)
 - Refrain from distribution of Holy Communion to the faithful via the chalice
 - Given the frequency of direct contact with saliva in the distribution of Holy Communion on the tongue, every consideration should be given by each individual to receive Holy Communion reverently in open hands for the time being.
 - Refrain from holding hands during the Lord's Prayer.
 - Refrain from using Holy Water fonts.

School Maintenance:

- Every morning, teachers will wipe down every desk and chair with lysol wipes. Every classroom will be provided with disposable gloves to wear while wiping down desks. In some cases, students may be asked to assist the teacher. If you do not wish for your child to assist the teacher, please indicate that on the form below.
- Mr. Ferreri is going to shut off the water to the water fountains, so they will not be in use until further notice.

We will need your help:

- Please review all of these procedures with your children.
- We need supplies! Please send Lysol wipes, boxes of tissue, and hand sanitizers to school to help us keep up with the demands of the school. We would appreciate anything you can donate!
- We need water! Please consider donating a case of water to your child's classroom. With water fountains being shut off, we will need donations to keep the students hydrated throughout the day.
- Consider packing wet-wipes in lunch rooms
- If your child has traveled over the past month, we will need to know where they traveled to and how. Some students may be monitored daily with a daily check-in at the office.
- If you plan on traveling anywhere within the next two months, please indicate where and how you will be traveling on the form below.
 - The Archdiocese has asked us to monitor travel and the health of students that have traveled. As in the case with Italy, one day it was safe to travel there, and the next day that changed. The status of risk assessment levels in various places can change quickly, so we need to stay informed and monitor everyone's health closely.
- Please keep your child home if they are sick.
- If your child has been in contact with anyone that has traveled to a Level 3, 2, or 1 location within the past month, please notify the school office. As of today, Level 3 countries are China, Iran, Italy, and South Korea; Level 2 country is Japan; Level 1 is Hong Kong.

Thank you for your continued support as we do all we can to keep the students healthy and safe. Please be sure to keep sick students at home, and stay in contact with the school office. We can never be too cautious when it comes to the health and safety of our beloved students, faculty, and staff. I sincerely hope that we all stay healthy during this concerning time.

Sincerely,

Mrs. McLawhorn



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Please return to school by Friday, March 6, 2020. Please select all that apply:

- ☐ I do not wish for my child to assist the teacher in wiping down desks and chairs while wearing disposable plastic gloves.
- ☐ My child has traveled within the past month to:_____. The mode of transportation was _____. There were stops made in the following places: _____.
- ☐ My child has been in contact with someone that has traveled to a Level 3, 2, or 1 country within the past month. The country was: _____.
- ☐ My child will be traveling within the next 2 months to the following location(s): _____.
- _____. The mode of transportation will be _____ with stops in the following places _____.

Child's Name

Parent's Signature

Date

**** Please send the following items to school if you are able:
Tissue boxes, Cases of water, Hand Sanitizers****