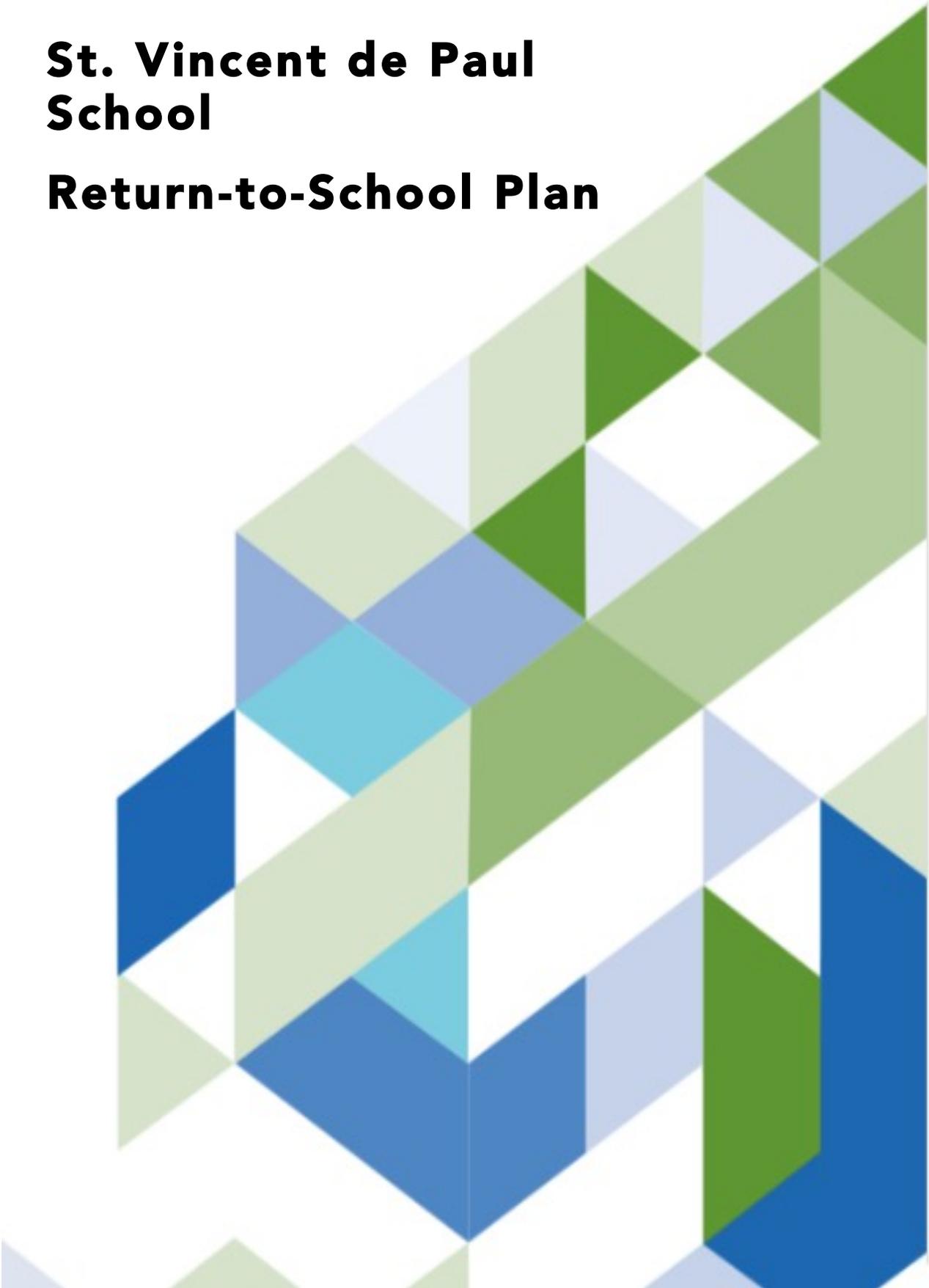


**St. Vincent de Paul  
School**

**Return-to-School Plan**



St. Vincent de Paul Administration has been working with the Catholic Schools Office, Nebraska Department of Education, Douglas County Health Department, and the CDC in our planning efforts. The CDC and DHHS will continue providing guidelines and suggestions to help us keep students, teachers, and staff safe. We cannot ignore, however, that this virus remains active in our community. There will likely be outbreaks during the 2020-2021 school year that will cause us to move away from in-person learning. Thus, we have some options if that happens.

This plan is a compilation of numerous committee meetings with health department leaders, state educational leaders, archdiocesan leaders and local leaders. This plan will constantly change during these pandemic times and communication to all parties will occur as changes are made. The sole goal is to develop a plan that will keep all individuals safe in the school.

In making any decisions regarding the start of school, the principles below guided all decisions.

### **Guiding Principles**

- Protect the health and safety of students, teachers, and staff
- Ensure the social, emotional, and mental health of our students
- Deliver the highest educational and spiritual experience to each student
- Being in school is the best place for students to receive an education, interact socially with peers, and be enriched by a positive and consistent routine
- Promote equity and opportunity for all students and their families
- The reopening of schools is a shared responsibility that depends on our students, their families, and our teachers and staff
- Learn from remote learning during the 4<sup>th</sup> quarter of 2020 to plan for and efficiently implement remote learning in the future, as necessary
- Thoughtfully prepare for future decisions from the Douglas County Health Department, the Nebraska Department of Education, and from State and Federal officials related to schooling for the coming year

### ***Three Options for Learning:***

#### **Option 1: GREEN Status**

100% of students back in school using close-to-traditional school day and school- year calendar with numerous social-distancing guidelines and safety measures in place.

**Option 2: YELLOW Status**

Less than 100% of students are back in school using close-to-traditional school day and school-year calendar with numerous social-distancing guidelines and safety measures in place.

- Grades 3-8 students will be divided into two groups by last name. Each group will attend school in the building two days a week and alternate Fridays.
- When not on-site, each group will participate in distance learning. Students will follow a revised daily schedule when they are in the building.
- K, 1, and 2 students would come to school Monday thru Friday. Each homeroom would be split in half and the teacher and associate would rotate between the two groups.
- Preschool would attend on the usual designated days.

*Possible schedule – 3-8*

	Monday	Tuesday	Wednesday	Thursday	Friday
Group 1 Families  A-L	In person	Distance learning/  Independent Learning	In person	Distance learning/  Independent Learning	Alternate in person – starting with Group1
Group 2 Families  M-Z	Distance learning/  Independent Learning	In person	Distance learning/  Independent Learning	In person	Alternate in person

As time allows, outside of in-person instruction, the distance-learning days will provide more direct video instruction and social interaction. These guidelines are available in the distance-learning handbook.

Depending on their IEP, students with disabilities will be eligible to receive more frequent in-person instruction than the two days mentioned in yellow mode.

***A Distance Learning Handbook will be on the SVdP website at the start of the school year.***

### **Option 3: RED Status**

No students are in the building. Teachers may or may not be in the building.

The distance-learning days will provide more direct video instruction and social interaction than this past spring.

We understand that some of our students/families will not feel comfortable returning to school. Parents need to use their best judgment and consult with medical professionals if there are additional health concerns for their families.

The social and emotional learning and supports for students and staff will be overseen and supervised on a regular basis regardless of the color status.

### **PROTOCOLS FOR 2020-2021**

Protocols we are working to establish and implement starting August 12, 2020.

*(Adjustments will be made for the future based on the Department of Health and recommendations from local health professionals.)*

#### **Pre-Screening for Students**

- Parents will be asked to screen their child for temperatures and other symptoms such as fever, chills, sneezing, sore throat, coughing, loss of taste or smell, nausea or vomiting, and not feeling well. Close communication with the school is essential.
- Staff will be trained on screening protocols in August.

#### **Pick Up / Drop Off of Students**

- Students may enter the building at 7:30, rather than 7:40.
- If you **arrive to school before 7:30**, please have students **remain in the car until 7:30**. Students may enter the building at 7:30.
- ***No gathering or waiting outside.*** No congregating at entrance or exit areas.
- Social Distancing practices should be followed.
- Parents are encouraged to stay in their vehicle during pick up and drop off.

#### **Hand Washing/Hand Sanitizing**

- Students and staff will sanitize their hands upon entering the building and in

classrooms, hallways, and common spaces throughout the day as sanitizer pumps will be readily available throughout the facility. (70% alcohol solution)

### **Masks**

- Please see the Health Protocol at the end of this document.

### **Touch Surface Cleaning**

- Desks, door handles, and restrooms will be cleaned/disinfected frequently.

### **Water Fountains**

- Students bring their own clear water bottles and will be able to refill them from the water bottle filling stations.
- Drinking fountains will be disabled.
- There are two water bottle filling stations currently, and we have purchased additional stations. These will provide more access for

### **Cafeteria / Meals**

- A lunch menu will be sent home as in past years.
- Students may order lunch each day.
- Lunch will be brought to the homerooms and individually packaged.
- Students will start the year eating in the homerooms.
- Visitors for lunch or other activities are not allowed until further notice.
- Classroom party treats and birthday treats should be commercially prepared and packaged.

### **Recess**

- Recess time will follow the normal schedule. Masks will be worn and social distancing measures will be in place.

### **Mass**

- The school will follow the parish seating requirements for Mass.
- A schedule for grade level Mass attendance will be modified according to safety guidelines.
- All-school liturgies may not be possible.

## **Schedules**

- Teachers will move from classroom to classroom. With a few exceptions, children will remain with the same group of students throughout the day.
- Students will participate in specials with teachers coming to the classroom.
- P.E. classes will be held outside when possible.
- Students in grades 6-8 will not change into P.E. clothes until further notice.

## **School Calendar**

- School is scheduled to begin for students on Wednesday, August 12. Follow the school calendar as much as possible.
- Open House, Grandparent's Day, and other large gatherings will be cancelled for the months of September and October.
- Curriculum night will be scheduled as usual, but will be virtually

## **Group Gatherings**

- Student desks will be placed 4-6 feet apart as recommended by the American Academy of Pediatrics.
- St. Vincent de Paul will limit the use of large group meeting spaces.
- An area is considered a room, or wherever instruction takes place, including outside space. This includes gyms, cafeterias, churches and hallways.

## **Social Distancing**

- When conditions allow, we will maintain social distancing.
- We will not host assemblies, use our cafeterias for large group gatherings, go on field trips, or host staff meetings unless we can maintain safe social distancing.
- We will maintain social distancing outside, including recess.
- Playground equipment limitations will be considered.

## **Social Distancing During the School Day**

- Maintain physical distancing *whenever possible* when there is no physical barrier between individuals (such as classrooms, hallways, etc.)
- Limit the number of people in a hallway or entryway at one time.
- Flow of hallway traffic to ensure students are not passing in opposite directions.

- Classroom desks will be spread apart in rows all facing the same direction, leaving as much distance in-between as possible.
- St. Vincent de Paul employees have a responsibility to model appropriate social distancing measures while also ensuring that students do the same.

### **Visitors at School**

- All visitors, to include family members, will be restricted except for special meetings like IEPs, disciplinary or academic concerns, etc.
- Masks will be required of all visitors that do enter our buildings for IEPs, disciplinary or academic concerns etc.
- All visitors will be screened with questions regarding their health.

### **Building Engineering**

- Will work to increase the number of air changes in the facility as well as optimizing the amount of fresh air brought into the facility through mechanical air handlers and windows. Other measures to increase air filtration and sterilization will also be implemented where possible..

### **Environmental Safety and Cleaning Policies**

- Provide necessary and ongoing training on best practices and approved materials so we can develop and maintain a highly trained environmental services workforce.
- Analyze on a regular basis our inventory of cleaning supplies, sanitizers, disinfectants, and applicable equipment so we don't run low.
- High-traffic items will be sanitized on a frequent basis.
- Make hand sanitizer dispensers available and functional throughout the facility, particularly at high-traffic areas like entrances, exits, hallways, commons areas, lunchrooms, etc.
- Make sanitizing wipes and hand soap dispensers readily available

### **Facility usage by outside organizations**

- We reserve the right to limit or eliminate usage to other outside groups like youth sports, rentals, etc. as necessary for cleaning, etc.

### **Common Space Use (hallways, restrooms, gyms)**

- Students and staff will follow as much social distancing as possible with methodical and frequent cleaning throughout the day.

### **Social/Emotional Health of teachers and staff, parents, and students**

- The school counselor will be able to serve our students again next year, even in the virtual setting.
- The school will check the social emotional needs of our parents.
- The school will assess the social emotional health of teachers and staff.  
(Regular and ongoing support /Self-Care is essential--provide tips and checks)

### **Counseling Services**

- St. Vincent de Paul has a full time counselor on staff that will be available during the day.
- Catholic Charities will provide counseling services one day per week.

### **Grading and Assessment**

- Students will be assessed to identify gaps in instruction so that plans can be made to help each child grow. Benchmarking and STAR assessments will be two of the tools used for these assessments.
- Our teachers will create and communicate the feedback/grading process for all learning situations/options.

### **Technology**

- St. Vincent de Paul School will communicate how students will use devices.
- Through the *Cares Act* our school was able to purchase 480 chromebooks for students in grades 3-8.
- A chromebook will be assigned to each student in grades 3-8 at the start of the school year.
- The student will be responsible for the care of the chromebook and a signed waiver will explain the responsibilities of having a chromebook.
- The school will provide a safety case for each chromebook.

# St. Vincent de Paul Health Protocol 2020-2021

## Updated 8/13/2020

This plan will constantly be fluid during these pandemic times. Our goal will always be to keep all individuals safe and as healthy as possible. This will require the cooperation and communication between staff, students, and families throughout the ever-changing coming school year.

### **Masks**

Please understand that we receive “DHMs” (Directed Health Measures) and “recommendations” from the Douglas County Health Department. We are legally obligated to follow all DHMs.

- We also follow *recommendations* from the medical experts.
- The recommendations are made in the best interest of our entire community.
- All students, teachers, and staff will be required to wear masks.
- Masks need to be plain and not distract from the learning environment.
- Masks that are deemed inappropriate will be removed and replaced with a disposable mask. This decision will be made by the administration.
- Exceptions will be made for those with underlying health concerns; a doctor’s note must be provided.
- Masks must be worn when entering and exiting the building.
- We will minimize the wearing of masks as much as possible and when safe.
- Examples of times when masks may not be worn are when students are working independently and during lunch. Teachers may wear only a clear face shield while teaching from the front of the classroom. Otherwise, both a mask and face shield will be required.
- All students and staff will need reusable/cloth or disposable masks. **Please have an extra in your student’s back pack in case his/her mask becomes soiled.**

### **Self-Screening Questions**

Parents/guardians and staff will be signing on behalf of themselves or their children waivers affirming that they have read and understand the following 4 questions and that the answer is “NO” to ALL 4 questions:

- 1 Do you have one of the following?
  - \*Fever over 100.4 degrees
  - \*Onset of shortness of breath or difficulty breathing
  - \*New onset of dry cough
  - \*New onset of loss of taste or smell

- 2 Do you have 2 or more of the following?
  - \*Congestion and/or runny nose
  - \*Nausea, vomiting, diarrhea
  - \*Sore throat
  - \*Headache
  - \*Muscle pain
- 3 Have you had close contact with someone positive for COVID-19?  
Close contact meaning longer than 15 minutes (cumulative) within 6 feet or residing with someone who is positive for COVID-19.
- 4 Have you been directed to self-isolate due to a positive COVID-19 result or to quarantine for having contact with someone positive for COVID-19?

If the answer to any of these questions is “yes” on any given school day, that student, staff member, and/or visitor will not be permitted to attend school or participate in school activities. Parents and guardians will be responsible for taking temperatures prior to school and NOT administering fever reducing medications.

### **Symptoms Impacting Possible Exclusion from School**

One of the following:

- A fever of 100.4 or greater
- New cough
- Shortness of breath or difficulty breathing
- New loss of taste or smell
- Vomiting/Diarrhea
- Rash

Two of the following

- Chills
- Muscle Aches
- Headache
- Sore Throat
- Nausea

Students and employees should be excluded from school if they test positive for COVID-19 or exhibit one or more of these symptoms of COVID-19 based on CDC guidelines.

If a student or staff member is sent home from school due to any of the symptoms above he/she may not return to school for a minimum of 72 hours. This is to ensure symptoms do not intensify. Please refer to CDC recommendations for Re-Admittance of ill students or staff for COVID-19 in schools.

## **Response to ill students (any above symptom)**

In the event a student develops ANY of the above symptoms or appears ill, school staff will isolate the student and contact the parent or guardian to make immediate plans to pick up the student and siblings from school. The school staff will be trained to recognize symptoms and take temperatures. It will be school staff's discretion to determine whether a student is ill, or potentially contagious requiring the need for immediate pick up. The adult picking up an ill student will call the office upon arrival and the student and siblings will be walked out to them.

In the event that a staff member or student becomes exposed to or contracts COVID-19, that person will need to be quarantined as directed by the Centers for Disease Control and Prevention. We understand that there will be high rates of absenteeism this year

St. Vincent de Paul School will communicate with the health department regarding suspected or confirmed cases. The health department will assist us in determining a course of action.

*Parents/Staff need to know that there might be times throughout the year that the school is closed down with limited notice.*

## **Positive COVID-19**

Upon notification from the health department or family of a positive test, the classroom and/or building may be closed for a minimum of 24-48 hours for deep cleaning.

Public health will do a contact investigation that will most likely include household members, classmates, staff.

Any contacts will have to quarantine at home for 14 day per CDC guidelines and the school's discretion.

The school may be asked for help with the contact investigation.

Communication to at risk families will be similar to any other communication regarding infectious diseases at school.

## **Re-Admittance of Ill Students and Staff for COVID-19 in Schools**

### **Current CDC recommendations for return if symptomatic but untested**

Persons who have not received a test proving or disproving the presence of COVID-19 but experience symptoms may return to school if all three conditions are met:

1. At least 10 days since the symptoms first appeared **AND:**
2. At least 24 hours with no fever without fever reducing medication (our policy will be 72 hours this year) **AND:**
3. Symptoms have improved

May return to school if a doctor establishes an alternative diagnosis and presents a doctor's note.

These conditions may need to be extended for people who have severe illness or are immunocompromised. In these instances DCHD or the health care provider will be contacted for further guidance.

### **Current CDC recommendations for return if tested positive and symptomatic**

Persons who experience symptoms and have a positive test may return to school if all three conditions are met:

1. At least 10 calendar days have passed since symptoms first appeared  
**AND:**
2. At least 24 hours with no fever without fever reducing medication (our policy will be 72 hours this year) **AND:**
3. Other symptoms have improved

### **Current CDC recommendations for return if tested positive but asymptomatic**

Persons who have not had symptoms but test positive may return 10 days from date of test **AND:**

If symptoms develop, refer to "Test Positive and Symptomatic" above.

### **Current CDC recommendations for return if symptomatic who test negative**

1. 24 hours without fever (or meets school policy 72 hours this year) **AND:**
2. Improved symptoms **AND:**
3. Documentation of negative test

## **Current CDC Recommendations on Quarantining Exposures**

If you have been around someone who is sick with COVID-19, CDC recommends that you get tested for COVID-19. Get tested for COVID-19 as soon as you know that you have been around a person diagnosed with COVID-19. The health department may be able to provide resources for testing in your area.

1. While you are waiting for your COVID-19 test result, stay home away from others (self quarantine) and monitor your health for symptoms of COVID-19 to protect your friends, family, and others from possibly getting COVID-19.
2. If your **test is positive**, you should continue to stay home and self isolate away from others and monitor your health. If you have symptoms of COVID-19 and they worsen or become severe, you should seek emergency medical care. Severe symptoms include trouble breathing, persistent pain or pressure in the chest, confusion, inability to wake or stay awake, or bluish lips or face. Someone from the health department may call you to
  - o Check on your health,
  - o Discuss who you have been around, and
  - o Ask where you have spent time while you may have been able to spread COVID-19 to others.
3. If your **test is negative** and you **don't have symptoms** you should continue to stay home and self quarantine- away from others for 14 days after your last exposure to

COVID-19 and follow all recommendations from the health department. This is important because symptoms can appear up to 14 days after you've been exposed and are infected. A negative result before the end of your quarantine period does not rule out possible infection. Additionally, you do not need a repeat test unless you develop symptoms, or if you require a test to return to work.

4. If your **test is negative** and you **have symptoms** you should continue to self-quarantine away from others and follow all recommendations from the health department. A second test and additional medical consultation may be needed if your symptoms do not improve.

Protecting the Rights of Students with Disabilities as you Reopen Schools

## **Resources**

[Return to School Roadmap American Academy of Pediatrics](#)

[Launch Nebraska School Resource](#)

[Hub National Association of Independent Schools](#)

[Protecting the Rights of Students with Disabilities as You Reopen Schools](#)