



Health and Safety Plan

St. Peter's Catholic School
2020-2021

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Introduction

Statement from Bishop Robert E. Guglielmone

The following guidelines were developed to support the reopening of Catholic schools in the Diocese of Charleston for the 2020-2021 school year. These guidelines were established in accordance with the Centers for Disease Control, state, and local recommendations for opening schools. A broad stakeholder group helped develop these recommendations and solicited feedback from teachers, parents, principals and pastors.

The areas of focus within this plan include:

Re-Opening

- Following Applicable state and local orders
- Providing reasonable protections for those at higher risk for severe illness
- Screening for symptoms and history of exposure

Health & Safety

- Require healthy hygiene practices such as handwashing and the wearing of cloth facemasks by employees and students, as feasible.
- Intensify cleaning, disinfection, and ventilation.
- Implement social distancing through increased spacing, small groups and limited mixing between groups.
- Train all employees on health and safety protocols.

Ongoing Monitoring

- Develop and implement procedures to check for signs and symptoms of illness in students and employees daily upon arrival, as feasible.
- Encourage anyone who is sick to stay home. Have a plan for when students or employees become sick.
- Develop procedures for what to do if someone comes to school with symptoms or develops them later in the day.
- Monitor developments and regularly communicate with local authorities, employees, and families regarding cases, exposures, and updates to policies and procedures.
- Monitor student and employee absences and have flexible leave policies and practices.
- Be ready to consult with local health authorities if there are cases in the facility or an increase in cases in the local area.

Academic Practices & Recommendations

- In developing schedules, priority must be given to ensuring the health, safety, and wellness of students and staff. This requires aligning all scheduling decisions with the latest recommendation and guidance from public health officials about best practices for preventing the spread of COVID-19.
- Class size should be limited to allow for 36 square feet per person (*students and teachers*) to the greatest extent possible. Class size under 36 square feet per person is permitted with students wearing masks. The lowest minimum for classrooms is 16 square feet per person with masks.
- Teaching methodologies such as group work, labs, centers, etc., should continue, but six-foot distancing must be maintained.
- Desks and other touched surfaces must be cleaned between classes.
- The sharing of materials is discouraged, but if they are shared, they must be disinfected between uses.
- Students must be assessed upon their return to school in math and ELA/reading.
- Train students in the use of whatever platform will be implemented to deliver virtual instruction.

- Equip classrooms with the equipment necessary to livestream instruction daily to students that are participating from home due to illness or other reasons.
- Do not allow outside volunteers or guests in classrooms.
- Wherever possible, specialists, such as art, music, library, etc., will travel to the classroom instead of students traveling.
- In addition to the above guidelines, the taskforce also created recommendations focused on outside groups using the school facilities, CCD programs using the school facilities, and budget considerations.

Re-Opening Guidelines

St. Peter's Catholic School's reopening plan and guidelines are consistent with applicable state and local orders. St. Peter's Catholic School is prepared to protect children, staff, and teachers at higher risk for severe illness. Protections are in place for both children and adults.

Our school is prepared to screen students and employees upon arrival for symptoms and history of exposure to coronavirus:

<p>Daily Health Checks</p>	<p>St. Peter's will conduct daily health checks (e.g. temperature screening and/or symptoms checking) of staff and students safely, respectfully, and in accordance with any applicable privacy laws or regulations upon arrival to school year morning. If a student or teacher does not pass the health check, they will be asked to return home until they no longer have symptoms of illness or test negative for COVID-19 and have not displayed symptoms for a minimum of 2 weeks.</p>
<p>Watch for Symptoms</p>	<p>Conduct daily health checks (e.g. temperature screening and/or symptoms checking) of staff and students safely, respectfully, and in accordance with any applicable privacy laws or regulations upon arrival to school year morning.</p> <ul style="list-style-type: none"> • Monitor students and staff for symptoms: <ul style="list-style-type: none"> Fever or chills Cough Shortness of breath, difficulty breathing Fatigue, muscle or body aches Headache New loss of taste or smell Sore throat Congestion or runny nose Nausea, vomiting, or diarrhea <p><u>Note:</u> Parents of a child with any one of these symptoms should consider not allowing their child to attend the child care facility regardless of meeting exclusion criteria. If these symptoms are explainable by an underlying condition (such as shortness of breath or cough for an individual with asthma) exclusion may not be necessary.</p>
<p>Screening for History of Exposure</p>	<p>Prior to returning to school, we will screen students/staff for a history of exposure:</p> <ul style="list-style-type: none"> ○ Have staff or students tested positive for COVID-19? ○ Have staff or students had a known exposure to COVID-19? ○ Released from isolation and quarantine (14 days)? ○ Note from healthcare provider to return?

Guidelines are posted and communicated for staying home when ill:

<p>Identifying a Positive Case/ Close Contacts</p>	<ol style="list-style-type: none">1. If notified of a case in a child or staff member, that individual must be excluded throughout their isolation period. Any household members (siblings, etc.) must also be excluded during their quarantine period.2. Was the case(s) contagious while in the facility [two (2) days before onset of symptoms or two (2) days before the test specimen was collected (if no symptoms)]?<ul style="list-style-type: none">• No → No further action after excluding them and household members• Yes (specific recommendations below) → should not reopen facility until these measures are in place: 1) Identify all close contacts; 2) Plan to close down all areas the person was in while contagious until cleaning is done; 3) Begin monitoring of anyone who continues to attend school.3. Identify close contacts:<ul style="list-style-type: none">• This will include any individuals with whom they spent fifteen (15) minutes or more within six (6) feet.• Students:• K3 – K5: Anyone in the same classroom including staff and other children are considered close contacts.• Gr. 1 – Gr. 6: When involving a group of older children who were able to observe proper social distancing at all times while in the facility, it is possible that they can be monitored instead of excluded.• Staff: Any staff members who did not observe proper social distancing with the case will be considered close contacts (regardless of whether a mask was worn or not).• Household contact: If the child or staff member lives in the same household as the case, they will have to quarantine an additional fourteen (14) days after the date their household member has been cleared from their isolation period.• Other household member in quarantine: If the child or staff member lives in the same household as someone in quarantine, they will not necessarily need to quarantine themselves unless the household member in quarantine is determined to be a COVID-19 case. DHEC will notify those who are required to complete quarantine.• Other close contact: If a child or staff member has been told they are a close contact to a case of COVID-19, they will need to quarantine until 14 days after the last contact with the case.
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	<ul style="list-style-type: none"> • <u>Note:</u> Some children or staff may have been told they were a close contact to a case of COVID-19 outside of the child care facility and have to complete a quarantine period. This means they will be required to stay home so they do not risk exposing others to COVID-19 if they become sick. DHEC staff will inform them of the length of their quarantine period. • All close contacts must be excluded from the facility until fourteen (14) days after last contact with case (usually last day they attended). If a close contact becomes ill and is diagnosed with COVID-19, they must remain excluded for their isolation period and until told they are no longer considered contagious. • <u>Note:</u> No actions are necessary within the facility to respond to a child or staff member who has been told to quarantine unless that individual is later determined to be a case and was contagious while they were in the facility. They may be tested during their quarantine period, <u>but must complete the full quarantine even if they test negative.</u>
<p>Monitoring and Communicating Possible Exposure</p>	<p>Cohorting: The number of children and staff that will be required to quarantine can be limited by cohorting each class. This means keeping the same children and staff together and limiting any interaction outside of that group. Children cohorted in a class together should be kept away from children in other classes, and staff should practice social distancing when around other staff members.</p> <p>If proper cohorting was practiced so that the case would have only had contact with those in the same classroom, the other staff and children in the facility will be monitored.</p> <p>St. Peter’s Catholic School will notify parents that they must monitor their children for symptoms and must not allow their children to attend if they become ill (notification flyer available from DHEC).</p> <ul style="list-style-type: none"> • This should continue for a minimum of fourteen (14) days after the last day the case was in the facility. <p>St. Peter’s Catholic School will continue to check all children and staff for symptoms at the beginning of each day and observe for symptoms throughout the day. If symptoms are detected, faculty will separate the individual from other staff and attendees and arrange for them to be immediately sent home.</p>

St. Peter's Catholic School has established a procedure in case someone comes to school with symptoms or develops symptoms:

<p>Isolating if Ill</p>	<p>St. Peter's Catholic School will have a room to isolate children or staff with symptoms of COVID-19 identified during the day.</p> <p>Children and staff will be moved safely, respectfully, as well as in accordance with any applicable privacy laws or regulations to the isolation room for evaluation. The student will be provided with a mask if they are able to use one and supervised by a staff member who maintains at least six (6) feet of distance.</p>
<p>Not Allowing Entry to Someone Symptomatic</p>	<p>If a student or faculty member is identified as being symptomatic at carline/drop-off, administration has the authority to deny that person entry into the school building.</p>
<p>Isolation and Quarantine Measures</p>	<p>St. Peter's Catholic School will require that both staff and students not return until they have met specific criteria to return:</p> <p>Children or staff excluded for symptoms should not return until they have either tested negative for COVID-19 or a medical evaluation determines that their symptoms were more likely due to another cause (e.g. sore throat due to strep throat). In this later case, the individual can return when they meet criteria for that condition.</p> <p>Children or staff that require testing for COVID-19 will require a negative PCR test or, if not tested, must complete the current isolation criteria for COVID-19 to return to childcare.</p> <p>Children and staff who test positive for COVID-19 and persons with symptoms of COVID-19 who do not get tested, should isolate until: Ten (10) days have passed since symptoms started; Three (3) days (72 hours) have passed since last fever without taking medicine to reduce fever; and Overall improvement in symptoms.</p> <p>Those who test positive by a PCR test but do not have symptoms will be required to stay out of child care until ten (10) days after the specimen was collected.</p> <p>The criteria above should be used to determine eligibility to return to child care.</p>

Health & Safety Guidelines and Recommendations

St. Peter's Catholic School will require healthy hygiene practices, such as handwashing, and require employees and students to wear cloth face masks, as feasible.

<p>Handwashing and Sanitizing</p>	<p>Each classroom will provide times and opportunities for students and staff to wash their hands often (<i>with soap and water for at least 20 seconds</i>), especially after being in a public place, blowing nose, coughing or sneezing.</p> <p>St. Peter's Catholic School will maintain adequate soap and hand sanitizer throughout the school.</p> <p>If soap and water are not readily available, faculty/students will use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.</p> <p><u>Note:</u></p> <ul style="list-style-type: none"> • Faculty will remind students frequently to not touch their eyes, nose, and mouth with unwashed hands. • St. Peter's Catholic School teachers will teach and reinforce washing hands, covering coughs and sneezes, rules of engagement, and social distancing. • There will be a hand sanitizing station in the front lobby for students to sanitize their hands immediately upon entry. <p>St. Peter's Catholic School will disseminate a paper for families outlining expected hygiene practices and rules for parents to go over with their child(ren) prior to school starting.</p>
<p>Supplies to Support and Encourage Handwashing</p>	<p>Soap and paper towels will be available in all restrooms and at all sinks.</p> <p>Tissues will be made available and accessible in classrooms and at all sinks.</p> <p>Trash cans will be emptied daily, or frequently if needed.</p>
<p>Hand Sanitizer</p>	<p>Available in multiple spaces:</p> <ul style="list-style-type: none"> ○ Classrooms ○ Hallways ○ Doorways ○ Outside offices ○ Entrances to building

Face Coverings

Masks are required to be worn at all times by students in grades 4-12 when in the building. In grades PreK – 3 masks are highly recommended when students are in the building, but only required when social distancing is not possible. Staff are required to wear masks at all times when in the building.

Face coverings must be used when social distancing is not feasible (buses, hallway movement, i.e., change of classes, drop-off, pick-up and other areas as needed).

Acceptable times for removing the mask include outdoor recess, while eating, or when working independently and quietly at desks in 36 square-foot space.

Cloth face coverings should not be placed on:

- anyone who has trouble breathing or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.

St. Peter's Catholic School considers younger students' ability to keep masks on for extended period of times.

Students in PK-2 are strongly encouraged to keep masks on as much as feasible, approximately 70% of the day. Keeping hands away from the face is also critical for reducing the spread of virus.

Acceptable Face Coverings:

- Cloth face coverings including masks, gaiters, etc.
- Paper/surgical masks
- Face Coverings can be purchased at Lands End but any mask from home is acceptable

Cloth face coverings should be washed daily at home.

Frequently removing and replacing the masks can actually increase spread by touching the mask.

Students will have a place to store their masks during lunch/recess.

Exemptions from wearing masks will not be granted for in-person attendance.

Teachers will wear face coverings at all times except when eating or during recess supervision outside.

Staff and students must continue to keep about 6 feet between themselves and others. **A cloth face cover is not a substitute for social distancing.**

Frequent Questions:

	<ul style="list-style-type: none">○ Can more outdoor breaks be scheduled? Yes, students will be given 2 recess periods per day and, weather permitting, may enjoy lunch outdoors.○ Will face coverings/masks be available in the building, or will students and staff bring their own? Faculty will be provided with cloth face coverings. Students masks will be made available through LandsEnd. Disposable masks will be available for students who lose, damage, or forget their own.○ Will masks be made available if someone loses it, damages it, or forgets it? Yes
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Cleaning, Disinfecting, & Ventilation

St. Peter's Catholic School will increase cleaning, disinfecting, and ventilation efforts.

<p>Cleaning & Disinfecting if Someone is Ill</p>	<ul style="list-style-type: none"> • Close off areas used by the person who is sick. • Open outside doors and windows to increase air circulation in the area. • Wait 24 hours before you disinfect. If 24 hours is not feasible, wait as long as possible. • Clean and disinfect all areas used by the person who is sick: offices, bathrooms, common areas, shared electronic equipment such as tables, touch screens, keyboards, remotes, etc. • Vacuum the space if needed. Use a vacuum equipped with high-efficiency particulate air (HEPA) filter, if available. • Do not vacuum a room or space that has people in it. Wait until the room or space is empty, such as at night for common spaces, or during the day for private rooms. • Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles escaping from the vacuum will not circulate throughout the facility. <p>Once an area has been appropriately disinfected, it can be opened for use:</p> <ul style="list-style-type: none"> • Workers without close contact with the person who is sick can return to work after disinfection. • Additional clearing and disinfection are not necessary if it has been more than 7 days since the person who is sick visited or used the facility. • Continue routine cleaning and disinfection. This includes everyday practices normally used to maintain a healthy environment.
<p>Ensure Appropriate Ventilation</p>	<p>St. Peter's Catholic School will make sure there is proper ventilation in all classrooms and student/staff areas. The HVAC is regularly maintained and HVAC filters regularly replaced.</p> <p>Classrooms windows/ doors may be opened for additional ventilation.</p>

Social Distancing

St. Peter's Catholic School will implement social distancing through increased spacing, small groups and limited mixing between groups. Individuals should stay at least 6 feet (two arms' length) from other people.

<p>Classrooms</p>	<p>Class size should be limited to allow for 36 square feet per person (<i>students and teachers</i>). Class size under 36 square feet per person is permitted with students wearing masks. The lowest minimum for classrooms is 16 square feet per person with masks.</p> <p>Additional measures:</p> <ul style="list-style-type: none"> • Configure the classroom with students facing in one direction. • Space out the desks. • Teachers can set up their desk in front of classroom and distance themselves behind the desk as an additional measure. • Assign cubbies or lockers to each child for individual use and storage of items (<i>no co-mingling or sharing</i>).
<p>Hallways</p>	<p>Limit transition times.</p> <ul style="list-style-type: none"> ○ Teachers move; students do not. ○ Markers along the floors to indicate 6 feet. ○ Clear delineation of hallways between 2-way traffic.
<p>Lunchroom</p>	<p>Students will eat with their individual classes either in the classroom or a designated outdoor space.</p> <p>Purchased lunches, utilizing single-serve containers to prevent cross contamination. will be delivered to the classroom.</p>
<p>Recess</p>	<p>Students will receive two (2) planned outdoor recess periods per day when feasible.</p> <p>Classrooms will utilize designated outdoor areas to ensure no overlap of equipment or personal equipment.</p>
<p>Special Activities</p>	<p>For the first semester, St. Peter's Catholic School will cancel or postpone all in-person activities that would require groups of 10 or more. Revisit for the second semester.</p> <p>St. Peter's will plan alternative virtual opportunities.</p>
<p>Arrival & Dismissal</p>	<p>Arrival: Students will report directly to their classrooms.</p> <ul style="list-style-type: none"> • Faculty and students entering the building will be screened: questionnaire and temperature check.

	Dismissal: Students will wait in classrooms and have staggered dismissal times to avoid crowding in hallways.
Field Trips	There will be no class field trips for the first semester. This will be revisited in December 2020 to make a determination for second semester.
Emergency Drills	All emergency drills will take place as required. Faculty and students will follow social distancing guidelines and the use of masks during drills.
Liturgies	School liturgies should continue, while following diocesan guidelines. <ul style="list-style-type: none"> Students will participate in school Mass on a rotating schedule in order to accommodate all students following social distancing guidelines.
Parent Meetings	St. Peter's Catholic School will hold parent progress conferences and meetings virtually. Severe discipline issues will still follow social distancing protocol.
Fundraisers and Events	St. Peter's Catholic School will reconfigure and plan for other types of celebrations for grade level activities (i.e., school activities such as Halloween parties, saint parades, Veteran's Day celebrations, Grandparents Day, etc.) Consider virtual fundraisers.
Volunteers and Visitors	Only essential personnel will be allowed in school facilities, including substitutes, student teachers, and those who provide regular scheduled duties critical to the daily operation of the school.
Front Office	The use masks are required and hand sanitizer is available. Front office surfaces will be sanitized after each visitor. Office visits will be limited to essential business only. A shield will be placed on the front office desk to provide protection.
Extended Care	

	<p>Staff and students in the after-school program will maintain consistency with daily protocols followed throughout the school day.</p> <p>Snacks will be in single-serve containers to prevent cross-contamination.</p> <p>Guidelines for cleaning and sanitizing will be followed after each activity period, switching of groups, and at the end of the day.</p> <p>The use of outdoor spaces is encouraged when feasible, utilizing designated areas and times with no overlap, no equipment, and no personal equipment shared.</p>
Extracurricular Activities	<p>Extracurricular clubs and activities may meet during, or immediately after school.</p> <p>There will be no evening or off-campus activities for the first semester.</p>
Community Service	<p>St. Peter's Catholic School will seek a list of virtual and at-home service opportunities for the first semester and encourage all students to participate.</p>
Religious Education & Church Groups	<p>All religious education and church groups using the school facility must follow school health guidelines. All areas used must be cleaned after use, following the school's required cleaning protocols.</p>
Outside Groups	<p>No outside groups are permitted to use our school building.</p>

Health & Safety Protocols

All staff and employees will be trained for appropriate health protocols. St. Peter's Catholic school will develop and implement procedures to check for signs and symptoms of students and employees daily upon arrival, as feasible. We will develop procedures if someone comes to school with symptoms or develops them later in the day. We will require anyone who is sick to stay home. Our staff will regularly monitor developments of cases and exposures and updates to policies and procedures. We will continue to monitor student and employee absences and develop flexible leave policies and practices. Our school is prepared to consult with local health authorities if there are cases in the facility or an increase in cases in the local area.

<p>Communication</p>	<p>Communication to key stakeholders regarding COVID-19 will come from Mrs. Aubrey Wall, Principal or Mrs. Diane Davis, Administrative Assistant</p>
<p>Sharing School Protocols</p>	<p>For Staff: Share planning and conduct training prior to opening via Zoom; review during in-service week; evaluate on a regular basis and make improvements.</p> <p>For Parents: Notify through letters, newsletters, emails, Zoom meetings; encourage parent discussions with child(ren) prior to the start of school on what changes to expect.</p> <p>For Students: Share the opening week of school. Model, practice, and reinforce protocols, proper handwashing and hygiene.</p>
<p>Procedure for Monitoring Health</p>	<p>Students will be screened when being dropped-off in the morning in carline by teachers who serve on morning duty or by administrative staff if developing symptoms during the school day.</p> <p>Children or staff with symptoms of COVID-19 Children and staff should be excluded from childcare/school if they have:</p> <ul style="list-style-type: none"> • Any one (1) of the following ▪ Fever ▪ Shortness of breath or difficulty breathing ▪ Loss of taste or smell ▪ New or worsening cough • Any two (2) of the following: ▪ Sore throat ▪ Muscle or body aches ▪ Chills ▪ Fatigue ▪ Headache ▪ Congestion or runny nose ▪ Diarrhea ▪ Nausea or vomiting <p>Note: Parents of a child with any one of these symptoms should consider not allowing their child to attend the schooling facility regardless of meeting exclusion criteria. If these symptoms are explainable by an underlying condition (such as shortness of breath or cough for an individual with asthma) exclusion may not be necessary.</p>
<p>Communicating Exposure to COVID-19</p>	<p>We will regularly communicate and monitor developments with local authorities, employees and families regarding cases, exposures and any updates to policies or procedures.</p>

	<p>Develop a process in case of exposure of staff or students to COVID-19:</p> <ul style="list-style-type: none"> ○ Communication will come directly from Mrs. Aubrey Wall, Principal or Mrs. Diane Davis, administrative assistant. ○ Administrative staff will contact the health department and Catholic Schools Office. ○ Determine necessary actions based on feedback from appropriate health officials. ○ Administration will contact the Diocese of Charleston's Communications Office and the Catholic Schools Office will assist with messaging to parents and those affected. ○ Human Resources will assist staff.
<p>Monitor Absences</p>	<p>Monitor staff and student attendance:</p> <ul style="list-style-type: none"> ○ Track student attendance through FACTS SIS. ○ Staff will sign-in/out.

Academic Guidelines

Class size should be limited to allow for 36 square feet per person (*students and teachers*) to the greatest extent possible. Class size under 36 square feet per person is permitted with students wearing masks. The lowest minimum for classrooms is 16 square feet per person with masks.

- We are offering virtual instruction (Google Classroom Integration) to students who may opt to begin the school year remotely.
- Students will have the ability to livestream into whole group and/or small group lessons during the school day when absent through Zoom or Google Meet.

In developing schedules, priority will be given to the health, safety and wellness of students and staff.

- To the greatest extent possible, we will seek to minimize student transitions during the day.
- Students will remain with their individual class cohorts during the school day.
- Students and faculty will wear masks during transitions.

Specialists will travel to the classroom instead of students, wherever possible.

- Wherever possible, specialists in fields such as art, music, etc., will travel to the classroom instead of students traveling.
- Special areas will supply students with individual supply kits to prevent the sharing of materials (this will also support students who are participating in distance learning).

Group work, labs, centers, etc., should continue and must maintain 6-feet of social distancing.

- Students will be encouraged to wear masks during small group activities.
- When small group work occurs, teachers will set up the room prior to student arrival to ensure proper distancing.

Desks and other touched surfaces must be cleaned between classes.

- Each classroom will be equipped with supplies to clean furniture and equipment, plus hand sanitizer.

Sharing of materials is discouraged. If they are shared, they must be disinfected between uses.

- The sharing of materials will be discouraged. When the sharing of materials is necessary, they will be disinfected between use.
- Teachers will avoid passing out paper copies of materials whenever possible.
- Students will be trained in proper disinfecting routines when sharing materials.
- Students will receive individual supply packs for special areas (art and music) and whenever else appropriate and feasible.

Students will be assessed upon their return to school in math and ELA/reading.

- MAP assessments will be administered during the Fall, Winter, and Spring.
- We will develop Student Success Plans (SSP's) for students who need remediation because of regression due to virtual learning.

No outside volunteers or guests will be allowed in classrooms.

- Individuals providing a service (student screening, Title services, etc.) authorized by school administration, are permitted to visit schools, but must follow all school health guidelines.
- No outside volunteers or guests will be allowed in classrooms.
- We will utilize Zoom for guest speakers (i.e., Junior Achievement)