

# St. Anne's Parish Day School

## COVID-19 Plan

(The following is subject to change via new guidelines and current data at any time.)

The current plan outlined below is for a “Healthy Only” framework for reopening St. Anne’s Parish Day School on August 17<sup>th</sup> for staff and August 25<sup>th</sup> for students. This framework requires parents and employees to ensure that **only healthy individuals are entering the Day School**. To support and enforce this approach, parents are required to sign a waiver of liability and health screening agreement. A ‘Healthy Only’ framework provides the greatest level of ‘normalcy’ but depends on students and staff to remain at home if they display any symptoms or have been in contact with others who are symptomatic.

The school facilities will receive increased levels of cleaning and sanitizing, as well as increased containment of groupings of students for the purpose of contact tracing, which may be required at any time during the school year. The disruption to typical classroom routines will be minimized to the greatest extent possible in order to support student and staff socio-economic health as well as best practices of instruction.

### Classrooms & Facilities

- Sanitation Stations: 3 have been placed in the following locations:  
Interior and Playground door in the main school building and inside the PMO entrance.
  - These include: a supply of disposable face masks, hand sanitizer, tissues, disinfecting wipes, EPA certified cleaner, paper towels and trash bins.
- Each classroom will have hand sanitizer (not for PMO use), tissues, disinfecting wipes and paper towels.
- Tables and desks will be arranged to maximize social distancing.
- Opportunities for sustained exposure (15 minutes or more) will be minimized by ensuring sufficient social distancing with at least 6 feet between students whenever possible.
- High touch areas will be sanitized periodically throughout the day.
- Student supplies will not be shared. Each child will have a pencil box/container for crayons, glue stick, pencils, etc.
- Items that are shared will be sanitized between use.
- Prohibited activities: water tables and sensory tables that use rice, corn beans and sand; playdough and clay unless each child receives their own container; dress up and any use of soft cloth items that need to be laundered.

Drop off/Dismissal:  
Parent's Morning Out

- PMO drop off begins at 8:25 a.m.
- PMO students must be walked to their classroom.
  - Adults need to adhere to the 6 feet social distancing when dropping off their child.
  - Temperatures of every student will be taken before entering the classroom.
  - Students' hands will be cleaned upon entering the room.
  - Adults should sanitize their hands upon entering and exiting the building.
  - All adults must wear a face covering when entering the building except for those that:
    - Have trouble breathing
    - Cannot tolerate a cloth face covering due to developmental, medical or behavioral health needs.
- PMO students must be picked up no later than 12:30 p.m.
  - The two PMO classrooms will split their playground time so there is 1 class on the playground at a time.
    - Playground times: 11:30 – Noon & Noon – 12:30 p.m.
  - Students will be picked up either on the playground (weather permitting) or in the classroom.
  - Adults should sanitize their hands upon entering and exiting the building.
  - All adults must wear a face covering when entering the building except for the above listed conditions.

Drop Off/Dismissal:  
Preschool & K-2<sup>nd</sup> grades

- Preschool/K-2<sup>nd</sup> grade drop off begins at 8:10 a.m.
- Preschool/K-2<sup>nd</sup> grade students can be walked into class for the 1<sup>st</sup> week of school (or longer as emotionally required).
- All accompanying adults must wear a face covering when entering the building except for those that:
  - Have trouble breathing
  - Cannot tolerate a cloth face covering due to developmental, medical or behavioral health needs.
- Preschool/K-2<sup>nd</sup> grade classes dismiss at regular intervals starting at 11:30 a.m.
  - Students will be dismissed through the car line or by parents walking up to the dismissal benches at the end of class.
  - Parents are not allowed to enter the building during dismissal time unless:
    - they are picking up their child early
    - They are picking up their child from extended care.
      - Parents (wearing a mask unless they have a pre-existing condition which precludes them from wearing one) will be asked to wait outside the office while the office staff collects your child.

### Field Trips

- Class field trips and travel will not be permitted.
- The Day School will provide on-site outdoor educational opportunities in lieu of field trips.

### Guests, Parents & Visitors

- Everyone needs advanced permission to enter the school building.
- All guests, parents and visitors are required to wear a face covering when entering the Day School building unless they have a pre-existing condition which precludes them from wearing one.

### Water Fountains

- Water fountains will be used for bottle-filling stations.
- Students need to bring their own water bottles labeled with their name.
- Cups will be provided to minimize the use of water fountains.

### Face Coverings & Masks

- The wearing of face coverings by students in the classroom is optional.
- We acknowledge the benefits of utilizing face coverings to prevent the spread of disease, and any student is welcomed to maximize this safety precaution if they desire to do so. Requiring them at all times; however, would limit the social-emotional impact of being physically at school.
- Staff are encouraged to wear face coverings in the classroom but especially during times of transition from one location to another when physical distancing is not able to be maintained (i.e. moving from classroom to classroom, arrival and dismissal)

### Recess & Safety Drills

#### Recess

- Recess schedules will be organized to only allow one class at a time on the playground.
- Playground equipment and toys will be regularly cleaned and sanitized.

#### Safety Drills

- Fire, tornado and lockdown drills will be modified to maintain proper physical distancing to the greatest extent possible.

## Hygiene

- Children & Staff handwashing/sanitizing:
  - Upon arrival in the classroom
  - Before & after eating meals/snacks
  - After blowing noses/coughing/sneezing or when in contact with body fluids
  - After toileting or changing diapers

## Cleaning

- A schedule will be developed for performing ongoing and routine environmental cleaning and sanitizing of high-touch areas (i.e. Door handles, faucet handles, toilet handles, playground equipment, drinking fountains, light switches, desks, tables, chairs, countertops) with an EPA approved disinfectant for SARS-CoV-2 (the virus that causes COVID-19) and increase frequency of disinfection during high-density times and disinfect all shared objects (i.e. Playground equipment, art supplies, toys, games) between use.
  - Paper-based materials, such as books and loose-leaf paper, are not considered high-risk for COVID-19 transmission, and do not need additional cleaning or disinfection procedures.
- A regular schedule of routine cleaning and sanitizing of the Day School is completed daily.

## Health Screening on site, Waiver of Liability and Home Health Screening Agreement

- All students will have their temperature taken before entering the classroom and throughout the day if warranted.
- Parents/employees must complete a [Waiver of Liability and Health Screening Agreement](#) at the beginning of the school year with required signatures releasing St. Anne's Parish Day School of any liability in regards to COVID-19 and agreeing to only permit non-symptomatic persons to enter the church grounds and church and school buildings.
- It is recommended that any person who has traveled out of the country or to a COVID-19 'hot spot' self-quarantine for no less than 10 days with no symptoms appearing prior to returning to school.
- Any student that exhibits COVID symptoms or a fever of 100.4 will be directed to leave the school immediately.
- If a student/staff presents any possible COVID-19 symptoms, the administrator will complete the assessment and notify parents/staff about the individual being sent home.
- If a student/staff has a negative COVID-19 test, they can return to school once there is no fever (without the use of fever-reducing medicines) and they have felt well for 72 hours.
- In order for a student/staff who tested positive for COVID-19 to be allowed to return to campus, they must be able to answer YES to the following questions:
  - Has it been at least 10 days since the individual first had symptoms?
  - Has it been at least 3 days since the individual had a fever (without using fever-reducing medicine)?
  - Has it been at least 3 days since the individual's symptoms have improved including cough and/or shortness of breath?
- Absences due to Health Screening restrictions will not be counted as school day absences.
- A student/employee can return to school following normal school policies:
  - if they receive confirmation of an alternative diagnosis from a health care provider that would explain the COVID-19-like symptom(s)
  - once there is no fever without the use of fever-reducing medicines and they have felt well for at least 24 hours.

Positive screening for COVID-19 symptoms at entrance or a student/employee develops COVID-19 symptoms during the day

- The student/employee will be immediately isolated and sent home.
- While waiting for pick-up, a student will be isolated away from others in a well-ventilated area.
- The caregiver will take PPE precautions and practice social distancing while caring for the ill student/staff member.
- The Health Department will be notified of laboratory confirmed COVID-19 cases among students and staff.
- The Day School will work with the local health department for follow-up and contact tracing.
- The local health department will determine who is a close contact to a person with laboratory confirmed COVID-19, and what the next steps should be.
- To prevent further spread, close contacts should remain in quarantine at home for 14 days after their last known exposure to the person, unless they test positive. They must complete the full 14 days of quarantine even if they test negative.
- Areas used by the person who tested positive for COVID-19 will be closed off and not used until they have been cleaned and disinfected. A wait time of at least 24 hours is needed before cleaning/disinfecting to reduce risk to individuals cleaning.
- There may be no need to close the facility if the local health department determines that close contacts are excluded, child/teacher ratios are appropriate, and there is sufficient space to continue normal operations. The local health department may in some situations determine that closure to a school is needed. This will be determined on a case by case basis.
- The local health department will assist to notify staff and families that there was an individual who was in the school that tested positive with COVID-19. A public health professional may contact them, if staff or their child is identified as a close contact to the individual who tested positive. The notice to staff and families should maintain confidentiality in accordance with NCGS 130A-143 and all other state and federal laws.
- The local health department staff will interview the person who tested positive for COVID-19(or their family member, if it's a child). As part of the interview, public health staff will identify individuals who were in close contact (defined as within 6 feet for 15 minutes or longer). Public health staff will attempt to reach out to close contacts and inform them that they need to quarantine at home for 14 days after their last contact with the person who tested positive for COVID-19. Public health staff will recommend the close contacts to be tested to identify additional positive cases. Close contacts testing negative will still need to complete the full original 14-day quarantine.

Student/staff returning to school after having symptoms of COVID-19 and has not been tested OR has symptoms and has been diagnosed with or tested positive for COVID-19

- Student/staff can return to school when they can answer yes to all 3 questions:
  - Has it been at least 10 days since symptoms first appeared?
  - Has it been at least 3 days since the person had a fever (without using fever reducing medicine)?
  - Has it been at least 3 days since the person's symptoms have improved, including cough and shortness of breath?
- Once the criteria are met, it is not necessary to require a negative COVID-19 test in order to return to school.

Student/staff has not had symptoms of COVID-19 but has been diagnosed with COVID-19 based on a positive test.

- Student/staff can return to school once
  - 10 days passed since the date of their first positive test.
- If this person develops symptoms of COVID-19 after their positive test, they must be able to answer yes to ALL 3 questions listed above before returning to school.

Staff/student has been excluded because of COVID-19 symptoms but then tests negative for COVID-19

- Student/staff can return to school once they can answer yes to both questions:
  - Has it been at least 24 hours since the person had a fever without the use of fever-reducing medicines?
  - Has the person felt well for at least the past 24 hours?

Student/staff has been determined to be in close contact with someone diagnosed with COVID-19.

- Student/staff can return to school after completing at least 14 days of quarantine at home.
- The purpose of quarantine is to determine if a person who has been exposed to someone with COVID-19 will get infected.
- They must complete the full 14 days of quarantine even if they test negative.
- If the student/staff tests positive or develops COVID-19 symptoms, return to school must follow the criteria above.