



St. Mary Catholic Community School

RE-ENTRY PLAN 2020

August 3, 2020

***Updates denoted in red**

St. Mary Catholic Community School looks forward to welcoming students and staff back to campus this fall with the safety of students and staff our highest priority. Students and staff will return with in-school classes with near-normal operations using best practices regarding health precautions. The information contained in this document is subject to change at any given time pending COVID-19 data and the information provided by local and state agencies. Any changes made to this document will be communicated to our staff, students, families, and community. This document (and subsequent changes and updates) are based upon the IN-CLASS document provided by the Superintendent of Schools for Indiana, the Indiana Department of Education, Governor Holcomb, Dr. Box, the Lake County Health Department, CDC, and in accordance with guidance from the Catholic Diocese of Gary.

This plan was submitted to our Pastor, Father Patrick Kalich, by the Re-Entry Team consisting of Alison Huffman, Lisa Hughes, Nurse Patti Miskus, Jan Mucha, Tom Ruiz, Mary Skinner, and Candace Wadas.

1. General Building Maintenance and Sanitation

- A thorough cleaning of the school facilities will be completed prior to the start of the school year.
- School facilities will be cleaned at the end of each school day or before the next school day begins.
- SMS will utilize recommended sanitizing materials.
- High-touch or high contact surfaces (bathroom facilities, desks, entryways, doorknobs and door handles) will be sanitized throughout the day.
- Visual aids for proper hand hygiene will be placed in visible areas around the school.
- Hand sanitizer will be available and utilized throughout the day.
- Everyone will be required to sanitize their hands upon entering and exiting a room.
- Teachers and staff will follow established sanitizing protocol.
- Equipment considered to be high-touch (water fountains, electric hand dryers, etc.) will be discontinued for use.
- Use of auxiliary space (Hammes Hall, library, gymnasium, computer room) is under review.

2. Prevention

- Preventing the spread of disease in the school setting is our top priority- so we insist that students and staff who are sick must stay home.
- Students and staff should remain home if someone in the household has COVID-19 symptoms or is being tested for COVID-19. Please inform the school nurse (pmiskus@stmarycp.org) and principal, (truiz@stmarycp.org) immediately if this is the case via email with the words "COVID ALERT" in the subject line.
- The three most important mitigation strategies include reasonable social distancing, handwashing/sanitizing, and face coverings.
- Avoiding touching your face, eyes, nose, or mouth are also important steps a person can take to avoid becoming sick or spreading germs to others.
- Students and staff will receive training regarding proper technique and be kept updated regarding best practices.
- **Teachers will take temperature of each student upon entering classroom.**

3. Screening

- Each day, parents/guardians will screen their student(s) for the symptoms of COVID-19 prior to arrival at school. Students exhibiting symptoms are prohibited from coming to school.
- Each day, St. Mary's staff will self-screen for the symptoms of COVID-19 prior to arrival at school. Staff exhibiting symptoms are prohibited from coming to school.
- When unsure as to whether or not to keep a child at home, please err on the side of caution - Do not come to school for the safety of all.

4. Symptoms Impacting Consideration for Exclusion from School

The following are COVID-19 related symptoms:

- A fever of 100.4° F or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- New loss of taste or smell

5. COVID-19 Exposure

Students and staff should remain home if someone in the household has COVID-19 symptoms or is being tested for COVID-19 or if the student or staff has otherwise been exposed to COVID-19. Please inform the school nurse (pmiskus@stmarycp.org) and principal, (truiz@stmarycp.org) immediately if this is the case via email with the words "COVID ALERT" in the subject line.

6. Return to School After Exclusion

If a student or staff member is excluded from the school environment, they may only return if they satisfy the recommended guidelines of the CDC. **In some cases, St. Mary's has adopted**

protocols which are more stringent than the current CDC guidelines.

Untested

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

- They have not had a fever for at least 48 hours (that is two full days of no fever without the use of medicine that reduces fevers); AND
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); AND
- At least 10 calendar days have passed since your symptoms first appeared.

The state website has a list of over 200 testing facilities, their location, and hours of operation. The list is updated frequently.

Tested Positive- Symptomatic

Persons who experienced symptoms and have been tested for COVID-19 may return to school if the following conditions are met:

- The individual no longer has a fever (without the use medicine that reduces fevers); AND
- Other symptoms have improved (for example, when your cough or shortness of breath have improved); AND
- At least 10 calendar days have passed since symptoms first appeared and they have not had a fever for at least 72 hours (that is three full days of no fever without the use of medicine that reduces fevers); OR...
- The CDC does not recommend a test-based strategy, except in certain circumstances including provider's advice and test availability.
For questions, please contact Nurse Patti Miskus.

Tested Positive- Asymptomatic

Students and staff who test positive for COVID-19 and have gone 10 calendar days past their test without symptoms may return if they are approved to do so in writing by their health care provider.

7. Masks

- Students and staff must put on masks when exiting their vehicles and entering the building.
- Students and staff must wear masks when exiting the building until they have entered their vehicle.
- Students and staff must wear masks in transition between classes, or when there isn't the possibility of reasonable social distancing.
- Masks should be school appropriate whether homemade or store bought.
- A spare mask must be sent to school to be stored by the teacher in a clearly labeled Ziploc bag.
- Students and staff may choose to wear masks all day if they desire (even during times when the teacher allows masks to be taken off in the classroom).

8. Lunch

- St. Mary's is working with the Crown Point School Corp. regarding lunch options.
- Classrooms will be utilized for lunch purposes to maintain responsible social distancing.
- Parents are encouraged to practice with younger students at home to prepare them for eating independently. Lunch and drink options should be chosen so that a student can easily open containers and packaging on their own.

9. In the Classroom and School

- Students will have assigned seats in every class.
- Student desks will be forward facing with reasonable social distancing.
- Student learning materials will be kept in personal containers and will not be shared with others.
- Students will stay with the same group of staff members as much as possible.
- Outdoor instruction will be utilized (when possible).
- Windows will be open (when possible).
- Teachers will oversee daily cleaning of student desks, tables, and other hard surfaces during and at the end of the school day.
- Masks may be taken off during class instruction and the teacher will advise each class as to when masks are to be worn.
- Students will have limited exposure to materials and activities that are considered high-touch or high contact.
- Books and paper materials are not considered high risk for transmission by the CDC, however, books and manipulatives will be sanitized frequently.
- Communal spaces such as playgrounds will have staggered use, limited students and will be disinfected (when play equipment use resumes).
- Office phones will not be utilized for students to call home for forgotten supplies.

10. Remote Learning

- School-wide Remote Learning Days may be utilized to mitigate the spread of CORONA-19, as directed by state and local official authorities.
- Remote Learning will be available for students who are absent any school day in which they are unable to attend school.
- Teachers will provide instruction for students learning remotely via videos which they create.
- Remote learning is available to all students.

11. Access to Campus

- Students will report to their home room class immediately upon arrival to school. There will be no gatherings in the halls or in the office.
- Drop-off/pick-up procedures that ensure social distancing will be determined prior to the start of school.
- Drop-off/pick-up times will be staggered to support social distancing.
- There will be no visitors during the school day.
- Parents needing to communicate with staff are encouraged to utilize email, phone calls, and Google Meet.

- Families who are dropping-off (or picking up) students outside of normal school hours will report to the main school door for a visibility check and will remain outside waiting for their student.
- A drop-off/pick-up table will be provided in the entranceway at Door D (main entrance) to eliminate the need for parents to enter the office.

12. Pre-K and Jr. Pre-K

- Face masks or other age-appropriate personal protection equipment which are currently being evaluated (ie. face shields and bucket hats) will be used as outlined above.
- All students will be closely supervised while using hand sanitizer.
- All shared materials will be disinfected on a regular basis.

13. Athletics and Physical Education

- Director of Athletics, Bradley Nieman, will provide guidelines to athletic coaches, student-athletes, and families before the start of athletic season in accordance with the CYO (which generally follows IHSA guidelines).
- Physical education classes will be held outside, while practicing reasonable social distancing, whenever possible.
- A Health curriculum will be utilized when physical education is not possible due to weather or other factors.
- Students of all grade levels will wear gym uniforms all day on days they have gym. There will be NO changing clothes.
- CYO athletics will not be offered in the fall. We hope that it will be offered in the spring.

14. Events On and Off Campus

- There will be no off-campus field trips or service trips other than the Washington DC trip already planned.
- Scheduled events such as plays, performances, banquets, etc. will be handled on a case-by-case basis.
- Prior to an event there will be guidelines and instructions sent and shared with parents, students, and staff. This is an ever-evolving situation, so we want to be sure to provide our students with the best possible opportunities, based on the most updated information and guidance.

15. School Mass

Gathering to celebrate Mass is an important tradition at SMS. We are working to develop a plan for students and staff to gather SAFELY for Mass - mindful that safe distancing limits seating to 36 spots inside our church building. School Mass will not be celebrated in the month of August. Conversations are being had to decide what Mass will look like after a rhythm to the school year has been established.

16. Additional Considerations...

- No birthday treats or other treats will be distributed until further notice.
- Recess will be held outdoors as frequently as possible (weather permitting) with

classes and grade levels being staggered.

- Students will bring their own filled water bottles (except Jr. PK and PK).
- As mentioned at the beginning of this document, all of the above is subject to change based on the data in compliance with state and local authorities.

Diocese of Gary Schools Office Statement:

“Coronavirus and COVID-19 Warning: The risk of exposure to coronavirus exists anywhere that people (and even pets) are present, especially in larger groups. According to the Centers for Disease Control and Prevention, the virus spreads easily between people and can cause severe illness and even death. The risk is higher for certain people. Risk factors include being 65 years of age or older or having serious underlying medical conditions. By attending a Diocese of Gary School, you voluntarily assume all risks related to exposure to viruses, including the coronavirus that causes COVID-19. Enhanced health and safety measures have been recommended to protect each of us. You must follow all posted instructions while attending a Diocese of Gary School.