

# ST. PATRICIA SCHOOL

## 2020-21 Reopening Plan

### I. Health & Safety

#### The Cohort Model

St. Patricia school will operate under the “Cohort” model. Under the Cohort model, students and staff are grouped by homeroom. These groupings are as static as possible by having the same group of children stay with the same teachers (all day for young children and as much as possible for older students). Students remain in the classroom and other teachers and staff move, such as special teachers, Jr. High teachers, etc.

*This strategy maintains a safe environment by eliminating the interaction between cohorts, which allows single classes to be quarantined in the event of infection, rather than closing the entire school building. Homeroom teachers are considered part of the same cohort as their students, but other teachers (including special area teachers) and staff are considered outside of the cohort.*

#### Classrooms Set-up

- All classrooms have been cleaned and cleared of any nonessential items.
- All classrooms will be using desks for 2020-21 and all desks are in rows facing the front of the classroom and are 3-6 ft apart.
- Coat racks and cubbies have been rearranged so that there are no shared spaces.
- A dedicated hand sanitizing station will be at the entrance of every classroom
- Air conditioning will be available in each classroom in the form of window units.

#### Masks & Personal Protective Equipment (PPE)

All individuals in the school building (students, employees, visitors/volunteers, priests, etc.) **MUST** wear masks at all times unless they are under two years of age.



Each student must come to school each day with two (2) clean masks. If families are using reusable masks(cloth), masks must be washed daily. If families are using disposable masks, masks should be discarded in the trash after every school day. Parents should send their children with extra disposable masks in case they are damaged during the school day.

The school will keep extra masks in stock for an event where a student or adult needs a mask and does not have one.

Masks may be removed in special circumstances. These include:

- When eating or drinking.
- When engaged in outside activities or instruction
- When removing masks, students and employees **must** remain socially distanced by at least six feet.
- When masks are removed, they should be stored in an individual paper bag (not plastic or cloth) that is labeled with the individual’s name. Individuals should wash or sanitize their hands before putting their masks back on.
- All students and employees will receive training on proper mask-wearing. An archdiocesan-approved video will be used for staff and students.

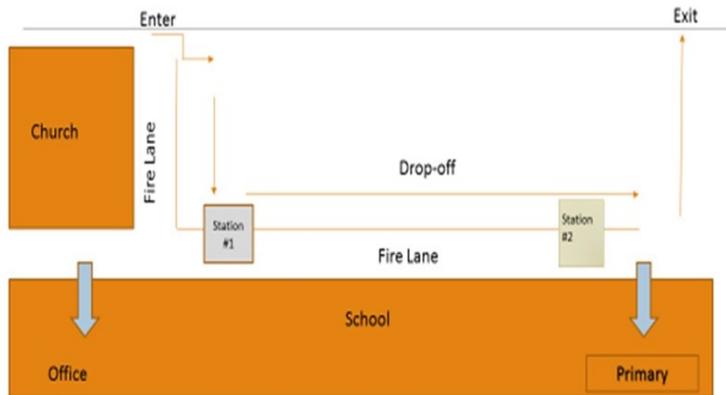
## Morning Arrival Procedures

Cars will come into the main parking lot and follow the cones to the wellness check-in stations located on the cement curb where the parking lot meets the fire lane. There will be two or three check-in stations.

Parents/Guardians will be allowed to assist their children in exiting the vehicle, but they are not permitted to enter the school building with their child(ren).

### Traffic Flow

Parking Lot Arrival



## Daily Wellness Check

Once a student leaves the vehicle, and the car is still waiting, students will follow the MATH Plan.

### **M - Mask Check**

### **A- Ask about any symptoms**

### **T- Temperature Check**

### **H- Hands Sanitized**

If the student is healthy and ready to go into the school, they will receive a sticker, and then proceed to the door for their grade level.

- Students in Pre-K through 2nd grade will use the Primary doors.
- Students in 3rd grade through 8th grade will use the main doors.

Once students enter their assigned door, a staff member will spray the student's hands with sanitizer. The student will then proceed immediately to their classroom.

Any student/adult/employee with symptoms or a fever of 100.4 or above will immediately be sent home. (See Infection Protocol)

## Tardy/Late Arrival

All students that arrive after 8:00 am/morning arrival must be checked in using the MATH system at the Main Office Door.

Upon arrival, the adult dropping the student off must call the school office at (708)598-8200 and advise the office that there is a late arrival. A staff member will then meet the student at the Main Office Doors.

Parents need to stay in the parking lot until confirmation phone call or signal is shared and student enters a building.

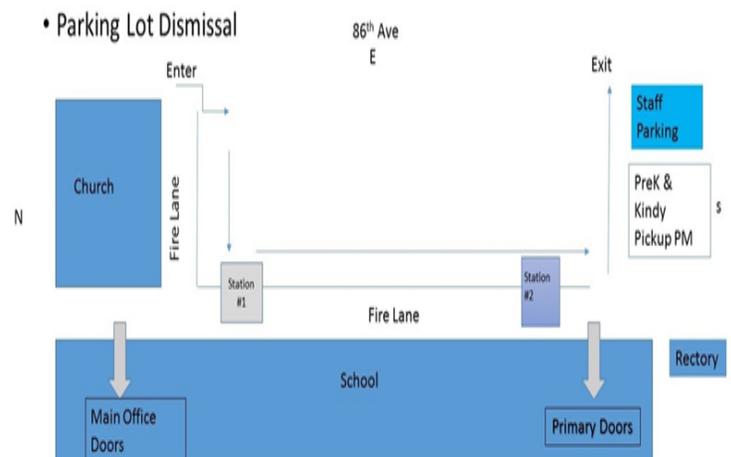
## Dismissal

Begins at 2:45 pm. Parents need to arrive in the parking lot by 2:45 pm. The parking lot will be closed during dismissal. No exceptions.

Parents with PreK and Kindergarten students need to park on the Rectory side of the parking lot to receive both their PreK/Kindergarten and 1st -8th grade students.

Cars will not be allowed to leave the parking lot until ALL students have entered their cars and are secure.

### Traffic Flow



## Walkers

All students who walk or bike to school will be dismissed from the main doors after the parking lot clears.

## II. Sanitizing and Cleaning Protocols

The safety of your children and our staff is our utmost importance. To maintain a clean and sanitized environment, we will implement a daily cleaning routine to keep everyone safe. Of course, the parents will be working alongside us to make sure their children adhere to these safeguards. The following procedures will be required of our staff, students, and parents.

### Building

- All classrooms will be cleaned daily by our teachers and maintenance staff. This will include washing and spraying down the desks, high contact areas such as door and closet handles, and all common areas. We will use alcohol wipes to clean any equipment, such as computers, the students and staff will be handling. The desks and common areas will be wiped down frequently with disinfecting/sanitizer wipes and spray. At the end of the day, without students present, the room will be sanitized with a disinfectant spray.
- Classroom floors will be mopped and cleaned daily with an approved disinfectant solution.
- Hand sanitizer will be in every classroom and all public areas of the school.
- Students will not be allowed to share their materials with other students; pens, crayons, markers, etc. If manipulatives are used, each student will have their own set to use. These items will then be disinfected daily or after each use.
- Any books the students will borrow will be placed in a holding tank before being used by others. Print materials will belong to each student and will not be shared.
- Hands will be sanitized before entering and leaving the classroom by all.
- The hallways will be cleaned daily.
- Bathrooms will be cleaned frequently throughout the day.
- If students enter a separate classroom not their own such as; gym, computer lab, or science lab these rooms will be cleaned before another class/cohort enters.
- The office will be cleaned frequently by our office staff using approved products.
- Areas will be marked with distancing signs to follow while walking in or through the school. People visiting the office or bathrooms will be limited to a set number at one time, assuring safe social distancing.

### Bathrooms

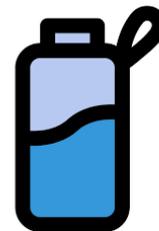
- Cleaning throughout the day.
- Only one sink will be used at a time.
- Only two or three students are allowed to enter at staggered times; from the same classroom.
- No intermingling of students from other classrooms/cohorts will be allowed.
- Before exiting the bathroom hands must be washed with soap and water.
- Before entering the classroom hands will be cleaned with hand sanitizer.
- Before leaving the classroom hands will be cleaned with hand sanitizer.

### Water Fountains

- Drinking out of water fountains is not allowed. Water fountains will be turned off.
- Students should bring a filled water container or bottle to school daily. Students may refill their water at bottle refilling stations.

### Water Bottles

- Students and employees may bring refillable water bottles from home. Water bottles should be kept closed when not in use.
- Students and employees may take short sips of water by moving their mask aside. Assuming the sip of water is short in duration (less than 10 seconds), individuals need not remove masks entirely or separate by six feet within their cohort (they should remain separated by at least three feet, as indicated in the cohort section above).
- If masks become wet due to drinking water, they should be immediately replaced.



## Entering the building

- All students, visitors, and staff members will have their temperature checked and hands sanitized before entering the building.
- All students, visitors, and staff members must adhere to distancing practices and follow signs marked.
- Please call ahead or make an appointment if you need to do business with the school. The school has been advised to limit the number of visitors in the building.



## Entering, exiting, and walking through the school.

- Students and staff members are to follow the distancing protocol while walking through the building at all times. There are signs and tape on the floor for ease in keeping 6 ft. distance from other students/adults.

## Student and Parent Daily Needs

- All students need to have school supplies to help them perform daily activities. Shared supplies cannot be offered. Please be aware of what your student has or needs daily/weekly.
- If your student needs extra materials the teacher will notify you.
- School and P.E. uniforms, including sweatshirts, must be cleaned regularly. This is for everyone's safety and proper hygiene.
- Students must wear a clean face mask before entering the building and throughout the day. They will need to carry at least two with them at all times.
- Mask breaks will be given frequently throughout the day
- Emergency masks will be available should a student or staff member need it.

## Lunch

- All students will be eating lunch in their classroom/cohort with their teacher.
- Hands and desks will be sanitized before and after eating.
- Masks may be removed to eat lunch and social distancing will be practiced. Students will place their masks in a labeled paper bag during lunch.
- Large cohorts will be separated during lunch to assure safety.
- Hot lunch will be available to purchase. Lunches will be delivered to each classroom/cohort. Children are allowed to bring their own lunch from home.
- Please practice with your child on how to open packages and containers in their lunch before the first day of school. Teachers will have limited access to help children open their lunches as they must social distance.



## Recess

- Recess will be conducted outside in the parking lot or field, if weather permits. Students must stay with their cohort. Cohorts will not interact with other cohorts.
- Masks may be removed for recess and placed in a labeled paper bag. Students will be taught proper mask removal and replacement.
- Assigned equipment will be available for each cohort and sanitized after each use.
- After recess, students will apply hand sanitizer before entering the classroom, and wear their masks.



### III. Infection Protocol/Medical Procedures

Parents must notify us if their child has asthma, allergies, etc. Follow the school guidelines for notifying the office so teachers are aware of them and can keep your child safe. Any child that has a health issue that does not allow for them to wear a mask, will be asked to participate in remote learning.

- If a child is not well or exhibits symptoms of COVID, the student will immediately be placed in an isolation room (hospitality room), and assessed by staff. The Archdiocese has also provided a nurse on call for the school to contact for assistance.
- Any student with a fever of 100.4 or above, stomach issues such as vomiting/diarrhea, persistent runny nose or cough (not related to allergies), rash, conjunctivitis/red eye, loss of taste or smell, or any other sickness will need to be picked up by a parent as soon as possible.
- If one child in the cohort becomes ill with COVID or is exposed to someone that has COVID, the school must be immediately notified.
- In the event that your child is suspected to have COVID, the school advises that the child see their doctor to assess symptoms and/or be tested for COVID.
- For students that see a doctor and it is determined the illness is not COVID, either through a test or the doctor's diagnosis, the student may return to school when symptoms subside with a doctor's note confirming the negative COVID-19 diagnosis.
- If the student has symptoms but has tested negative on a COVID-19 test, they should remain at home until symptoms disappear. They must provide a doctor's note or the documented COVID-19 test results before being allowed to return to school.

If a student tests positive for COVID-19 or does not seek medical attention, the student must isolate and not return to school until they have met CDC's criteria to discontinue home isolation, which currently includes:

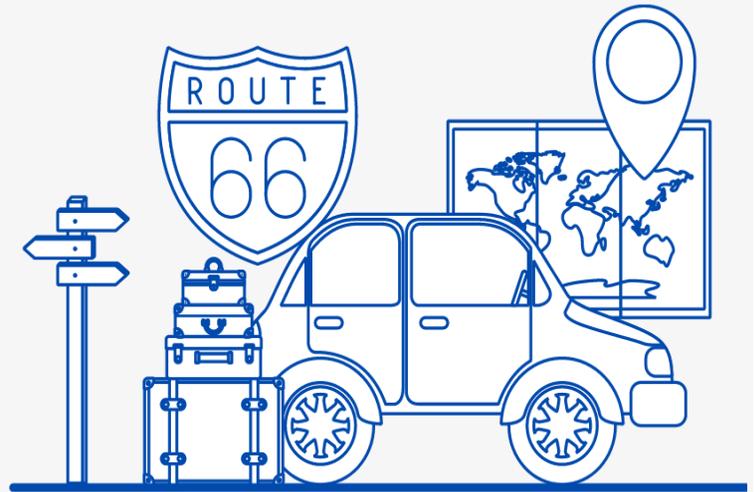
- Three days with no fever (with no fever-reducing medicine)
- Other symptoms improved by 75 percent
- 14 days since symptoms first appeared.

A doctor's note will be required for students to return to school.

- Students will be allowed to complete and submit work remotely during time away from school.
- If a staff member becomes ill with COVID, the parents will be notified. The teacher will return to work with a release from their doctor. A substitute teacher will be provided.
- If a student or teacher in a cohort becomes ill with COVID, the whole class will be quarantined and remote learning will take place for that group.
- If more than one cohort becomes ill with COVID, the school may need to implement a short-term building closure and move to remote learning.
- A deep cleaning/sanitization of the school will be completed.
- Parents, teachers, and staff will be notified immediately if a COVID case has been found in the school. The individual who tested positive will not be identified in communications to the school community at large but may need to be selectively identified for contact tracing by the local health department.
- The school will immediately contact the archdiocese and local health department to collaboratively determine next steps.

## Student Travel

- Families are discouraged from traveling out of town, especially to places that are experiencing a high outbreak of COVID.
- Students should remain home for two weeks after traveling to another location (countries & states) experiencing significant COVID outbreaks (as determined by the CDC and Cook County Dept. of Public Health).
- Students should inform schools immediately if they display COVID symptoms during the two-week period.
- Students will be allowed to remotely learn during quarantine days.



## Emergency Drills

- Fire, tornado, active shooter drills will be conducted as per ISBE requirements.
- Masks and social distancing protocol will be followed while drills are taking place.



## Parent and Community Gatherings

- We are discouraged from conducting face-to-face parent/community gatherings (Family School Association meetings, School Board meetings, social events, fundraisers, etc). Such events will be canceled or held virtually.



## IV. Academics & Programming

Students in grades Preschool- 8th grade will be attending St. Patricia Monday through Friday beginning on Thursday, August 20, 2020, from 7:30 am - 3:00 pm.

A typical school day may look like this...

### Primary Grades

- The arrival of students who have followed the MATH protocol
- Morning prayer, Pledge, Attendance,
- Teachers will focus on core subjects (Reading, Math, etc) and follow our regular schedule as much as possible. Special classes (Art, Spanish, etc) will occur with the teacher coming into the classroom to instruct wearing their mask and staying 6ft. from students. PE will be outside when possible.
- Mask breaks and recess will occur throughout the day, outside if weather permits.
- Students are allowed to take a drink of water and lift up their masks for a brief moment.
- Lunch is in the classroom with the teacher. If a class is very large, they will be separated to another classroom with supervision to eat their lunch. Students/teachers may remove masks to eat and drink and will be 6 ft. apart.
- PreK students will have nap time. Each student will have their own mat that has been sanitized before and after use. Each mat will be at least 6ft from others.

### Intermediate/Jr. High

- The arrival of students who have followed the MATH protocol
- Morning prayer, Pledge, Attendance,
- Teachers will focus on core subjects (Reading, Math, etc) and follow our regular schedule as much as possible. Special classes (Art, Spanish, etc) will occur with the teacher coming into the classroom to instruct. The teacher wears their mask and maintains a 6ft. distance from students. Classes/ Cohorts are to stay in their homeroom and subject teachers will move from classroom to classroom. PE will be outside when possible.
- Mask breaks and recess will occur throughout the day, outside if weather permits.
- Lunch is in the classroom with the teacher.
- Students/teachers may remove masks to eat and drink and will be 6 ft. apart.
- Water breaks will be allowed.

### School Mass

- St. Patricia's students will attend mass in a limited form every other week.
- Masses will be held twice a week with only students and their teachers attending. Groups separated by departments (Jr. high, Intermediate, Primary) to assure social distancing.
- Masks and social distancing will be required. No singing.
- The Church would be sanitized before and after this special school service.



## V. Remote Learning

In the event that school or cohorts will need to return to Remote Learning this school year due to rising COVID cases, school closures by the Governor and/or the Archdiocese, we are prepared to give a rigorous and quality education. Learning from our previous experiences of quickly moving our students from the classroom to eLearning.

We have streamlined our Remote Learning tools. We now have the ability to connect with students via Zoom, Google Classroom/Suite (Prek-8th grade), and SeeSaw (PreK-2 nd ) to ensure quality education. We have established an academic framework that keeps classroom learning and remote learning consistent throughout the year.

Our teachers have attended various Professional Development sessions over the summer to learn how best to incorporate our remote learning tools into the classroom. We feel very confident in our newly revised practices.

### 2020-21 Remote Learning Tools:

#### Pre-K - 3

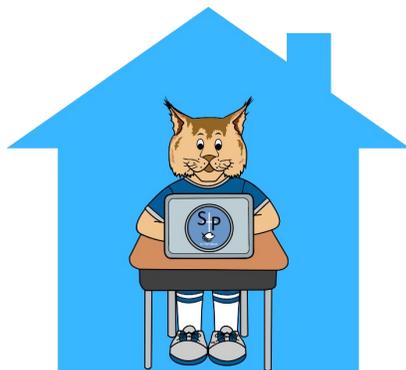
- Each student will receive a Google e-mail
- Access to Google Classroom/Suite
- SeeSaw
- Zoom Video Conferencing tool for classroom teaching via webcams.
- Remind

#### Grades 4-8

- Google Classroom/Suite
- Zoom Video Conferencing tool for classroom teaching via webcams
- Remind

### Students will also have access to:

- Religion series (Pk-8)
- New Science series (K-8)
- Eureka Math (K-8)
- Super Kids Reading (K-2)
- Scholastic Reading (3-8)
- i-Ready Math & Reading (K-8)
- ReadWorks (4-5)



Remote learning plans are prepared and ready for our teachers to create online classrooms where students can be fully immersed in learning. You can expect...

- Morning meetings on Zoom with classes saying prayers, citing the pledge of allegiance, taking attendance, and beginning the day together.
- 5 hours per day of Instruction
  - \* Direct Live Instruction
  - \* Recorded Instruction
  - \* Independent Work
- Traditional Grading Policies
- Differentiation for all learning styles

### Opt-In Full Time Remote Learning Program:

Remote Learning can be provided for students who have medical reasons or other concerns about coming to school in-person. St. Patricia school is prepared to offer this option that includes live streaming of lessons and teacher support. Parents must opt-in their child for remote learning for a Trimester. That means that from September 8, 2020, until the end of the 1st Trimester (November 13, 2020), a student would commit to remote learning. Said student would need to complete and attend a total of 5 hours each day of school minus recess, lunch, and other transitions.

Students will not be allowed to leave remote learning once they opt-in until the trimester is over. If the entire school must return to remote learning due to the closing of the school, students who opt-in would be allowed to join their cohort for continued learning. Once the trimester ends, students will have the option of continuing remote learning or attending in person for the second trimester. Tuition for attending St. Patricia School is the same whether attending remotely or in-person.