



St. Lawrence
CATHOLIC SCHOOL

BACK-TO-SCHOOL PLAN

IN RESPONSE TO COVID-19

AUGUST 3, 2020

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St. Lawrence School will work together with the South Dakota Department of Health and continue to follow CDC guidelines to ensure a safe and healthy learning environment for all students and staff. Anyone who plans to enter the school will be required to follow these health guidelines and protocols.

If you have any questions or concerns, please contact:

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The purpose of this document is to articulate St. Lawrence School's plan for returning to school in the fall of 2020. These plans are a fluid document, meaning that they will change with current existing conditions. We will continue to strive to fulfill our mission which is to endeavor to educate the whole student: mind, body, and spirit, while maintaining a healthy and safe environment. Our goal is to mitigate the spread and student exposure, while still maintaining a safe, healthy, and Christ centered learning environment.

Please be aware that the following preventative measures are being implemented to reduce the risk of spreading COVID-19. However, we cannot guarantee individuals will not become infected.

I. Instructional Plans:

1. Students will be welcomed back to school on Wednesday, August 19, 2020.
2. Students will remain with their class throughout the day, as much as possible.
3. In the event of the entire school system going into distance learning mode, all instruction will take place via e-learning and weekly pick up and drop off of learning materials. Teachers in grades 3-6 will be using Google Classroom to communicate with their students. Teachers in grades K-2 will be using Seesaw. Work will be graded based on quality of completion.

II. General Guidelines:

1. Facemasks will be mandatory for all students and staff to enter the building and walk to their classroom. If social distancing of 6 feet can be maintained, students may be able to remove their mask. There will be times when students and staff will be asked to wear face masks: i.e. teacher requests due to personal health concern, students/staff are in closer proximity than 6 feet, etc.
2. Cloth masks should be washed properly every day.
3. Students in grades K-6 and staff will attend Mass on Fridays at 8:30. Parents need to have a conversation with their child or with their child's teacher about whether their child is required to wear a mask during Mass. Students will be spread out at Mass as much as possible.
4. Students will not be going to the gym before school starts for recess at this time.
5. Students should not enter the building before 7:45 am.
6. Staff will always have facemasks available on their person.
7. Social distancing during the school day will be practiced as best as the facility allows.
8. Students will be assigned restrooms to use.
9. Students must bring a clean filled water bottle each day. Teachers will refill water bottles as needed. Drinking fountains will not be accessible to students.

10. Passing in the halls with other classes will be limited, and as much as possible differing routes will be used to get to music and computer, etc.
11. Instruction will take place regarding proper hand washing and sanitizing as well as respiratory etiquette (sneezing/coughing into the arm). Signage will also be posted to remind students of proper hygiene practices.
12. Hand sanitizer will be available to all students and staff.
13. Thorough disinfecting will take place, especially in high touch areas throughout the day.
14. Music and computer class materials will be disinfected between classes.
15. Library books will be held from circulation for 24 hours or until sanitation can take place before the next check out. Tables will be sanitized between classes.
16. Classroom materials will not be shared. If a student needs to borrow materials from the teacher, it will be disinfected before being returned to its proper place.
17. Lunchroom procedures will be adjusted for social distancing, having individual classes sitting together.
18. Students will be divided for recess into 2 groups to limit exposure. If there is inclement weather, students will remain in their classrooms for recess.
19. PE will be held outside as much as possible.
20. Attendance records will be maintained by teachers and office personnel for contact tracing.

III. Bus:

The following guidelines are provided by the Milbank Public School System.

1. All students will have assigned seats on the bus filling the back of the bus first.
2. All students must remain seated for their safety throughout the bus ride.
3. When entering and leaving the bus, students will use hand sanitizer.
4. All students will be asked to wear face masks while on the bus.

IV. Food Service:

The following guidelines are provided by the Milbank Public School System.

1. The District will use disposable materials whenever possible, including the use of disposable plates, cups, and cutlery in school cafeterias, or will sanitize reusable materials thoroughly after each use.
2. Food service areas will be limited to food service and related staff. Visitors will not be allowed.
3. Students will be asked not to share their food with each other.

4. Cookware, food preparation areas, and service stations will be sanitized regularly. The District will plan for food distribution that minimizes handling.
5. Tables will be sanitized in between lunch shifts and staff will work to ensure proper distancing between students when possible.

V. Visitors:

1. No visitors or guests will be allowed in the building while students are present except for activities required by law such as IEP meetings, etc.
2. Virtual meetings will be available upon request.
3. All librarians, JA volunteers, and Milbank Public School personnel that enter the building will need to sign in at the school office for contact tracing purposes.

VI. Protocol for Screening Students & Staff:

1. Parents:
 - a. Take your child's temperature before they leave the house.
 - b. Symptoms to look for when screening:
 - i. Fever of 100.4 or higher
 - ii. Sore throat
 - iii. New uncontrolled cough that causes difficulty breathing
 - iv. Diarrhea, vomiting, or abdominal pain
 - v. New onset of severe headache, especially with fever
 - c. Other symptoms include:
 - i. Loss of taste or smell
 - ii. Shortness of breath or problem breathing
 - iii. Chills
 - iv. Muscle pain
 - v. Runny nose
 - vi. Feeling nauseous
 - vii. Poor appetite
 - d. Students exhibiting any of the symptoms above will move to an isolation space within the building, and parents/guardians will be contacted to pick up the student from school. Students who become ill or exhibit symptoms will be required to wear a mask while waiting to be picked up. Students MUST be picked up as soon as possible.
 - e. If temperature is above 100.4 or if 'yes' is the answer to any of the screening questions:

- i. Check to see if ‘yes’ is explainable, i.e. the student has a headache but has a history of migraines, etc.
 - ii. Has the student been evaluated by medical personnel and deemed safe to be in or return to school?
 - f. Students who exhibit any symptoms which are not explainable will be asked to stay home for 14 calendar days from onset of symptoms.
 - i. Note: Students and staff who were in close contact with a positive case starting two days prior to symptoms will also be asked to quarantine for 14 days.
 - ii. Note: Close contact is defined as within six feet for at least 15 minutes.
- 2. Staff:
 - a. All staff will be asked to take their temperature by 6:30 am and review the screening symptoms. If symptoms are noted, they are to contact the principal immediately and to stay home. They will abide by the CDC guidelines.
 - b. All staff are to keep watch for sick students and other staff members. If any are detected they must notify the office immediately.

VII. Protocol if Positive Infection is Identified:

1. If a student or staff member has a positive diagnosis of COVID-19, a St. Lawrence School representative will contact the South Dakota Department of Health for further guidance.
2. St. Lawrence School will follow all guidance from the SD DOH, including the closure of school. If school facilities are closed, the plan for reopening will be determined in a joint effort with the SD DOH.
3. If any person associated with St. Lawrence School receives a positive diagnosis of COVID-19, the school will follow the SD DOH guidelines for re-admittance into the on-site school program. This may include a letter from the Department of Health releasing them from isolation.
4. All staff will maintain confidentiality of student or staff health concerns.
5. Students that are required to isolate or quarantine will have distance learning provided to them by their classroom teacher until they are able to return to school.
6. Deep cleaning of areas that were affected will take place prior to students and staff returning to school.

VIII. Protocol for Returning to School After Recovery:

If you have been diagnosed with COVID-19, you may return to work or school when all 3 criteria are met:

1. 10 days have passed since symptom onset, and

2. Fever free for 24 hours without use of fever reducing medications, and
3. Improvement in symptoms

If you have symptoms that could be COVID-19 and do not get evaluated by a medical professional or tested for COVID-19, it is assumed that you have COVID-19 and may not return to work or school until the three criteria listed above have been met.

IX. Additional Resources:

Centers for Disease Control and Prevention
South Dakota Department of Health
SD Dept of Ed Starting Well

www.cdc.gov
<https://doh.sd.gov/>
<https://doe.sd.gov/coronavirus/startingwell.aspx>