



**Sacred Hearts School**

**Fall 2021**

**Reopening Plan**

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## I. Overview of Plan

- Sacred Hearts School plans to reopen in the fall as an onsite, in-person education with the health, wellness and safety of all students and staff in mind. All students in Grades 1-8 will report to school on Wednesday, September 1st. Orientation days for the ECC (N-K) are September 1st and 2nd. The ECC's first full day of school will be on September 7th.
- The school day hours (8:00 am - 2:20 pm) will remain the same and the options of before/after care will continue to be available. The Before and After School Program will begin on September 7th.
- Please be patient with our arrival and dismissal procedures.
- **Parents are responsible to do a wellness check each morning using the Daily Health Assessment (see section II below). Please do NOT send your child to school if they are exhibiting any symptoms of COVID-19.**
- Parents should start preparing and discussing and reviewing with their children the rules, wearing of masks, and protocols and guidelines at SHS.
- **“Ready, Set, GROW!”** is our 2021-2022 theme! Together, we will embrace a growth mindset while always keeping our mission statement at the forefront:
  - *Sacred Hearts School is a community committed to teaching and living Catholic values. We strive for academic excellence while encouraging our students to develop morally, academically, and socially. We challenge our students to become critical thinkers who are confident, disciplined, respectful and firmly committed to living a faith-filled life.*

## II. Safety: COVID -19 Guidelines

- According to the DESE/CDC Guidelines, the primary route of transmission for COVID-19 is respiratory, therefore the most reliable way to stop the spread of the virus is by wearing masks or face coverings. Wearing masks protects yourself and others.
- At this time all students, faculty, staff, and visitors will wear masks that cover their mouth and nose. Students will be given the opportunity for mask breaks throughout the school day when they are 3 ft. socially distanced.
- Families are responsible for providing masks to their children. Masks should be appropriate for a learning environment. It is recommended that students keep an extra mask in their backpack in the event their mask is not clean and dry. Disposable masks will be available if needed in limited quantities.
- There will be several opportunities throughout the day for students to wash their hands or use sanitizer. Any time a student enters or exits a classroom they must sanitize their hands.
- Students who remove their masks without permission will be spoken to at an age-appropriate level about the importance of adhering to safety requirements. Parent involvement or disciplinary measures will only become necessary should a child repeatedly remove his or her mask without permission or refuse a reasonable request from a teacher.
- Parents and staff are responsible to do a wellness check each morning.

**Daily Health Assessment:**

- Fever (100.0° Fahrenheit or higher), chills, or shaking chills**
  - Difficulty breathing or shortness of breath**
  - New loss of taste or smell**
  - Muscle aches or body aches**
  - Cough (not due to other known cause, such as chronic cough)
  - Sore throat, *when in combination with other symptoms*
  - Nausea, vomiting, or diarrhea *when in combination with other symptoms*
  - Headache *when in combination with other symptoms*
  - Fatigue, *when in combination with other symptoms*
  - Nasal congestion or runny nose (not due to other known causes, such as allergies) *when in combination with other symptoms*
- \*\*If you answer yes to any of these, please keep your child home from school and contact your pediatrician.**

**III. Early Childhood Center****Arrival:**

- Students that arrive by car (South Chestnut St. valet) will immediately enter the building by either the ECC main entrance or designated ECC doors. Teachers will escort students into the building. Students will be greeted by staff that will sanitize their hands before entering the classrooms.
- Students that arrive by bus will immediately enter the ECC and be greeted by staff that will sanitize their hands before entering the classrooms.
- Students that arrive for Early Start (before 7:40am): parents will walk their child to the ECC main entrance, and students will be greeted by staff to sanitize their hands before entering classrooms. If a student arrives after 7:40am, students will enter via valet line.

**Dismissal:**

- Students in Morning Nursery/Pre-K will line up outside (weather permitting). Students will be escorted by a teacher to their car in the valet line. 11:30am is the dismissal time.
- Students in full day Nursery/Pre-k will line up outside (weather permitting) and socially distanced. Teachers will walk students to their car in the valet line. 2:00pm is the dismissal time.
- Students in Kindergarten will line up outside (weather permitting) and socially distanced. Teachers will walk students to their car in the valet line. 2:15 is the dismissal time.
- Siblings at the ECC will be dismissed as a family unit.

**Siblings at “Big School”**

- Parents will pick up students at ECC before “Big School” dismissal.

**Bus:**

- Kindergarten students will be dismissed from the “Big School”. A teacher will walk students down to “Big School.”

**After- Care:**

- Students attending after- care will stay in their classrooms with after-care staff.
- Parents picking up students will ring the ECC bell. A member of the staff will walk the student to the ECC main entrance door for dismissal.

**Snack/Lunch:**

- All snacks/lunch must be nut free!
- Students will eat in their classrooms. Each class will have food surface safe disinfectant that will be wiped with paper towels before and after each meal.

**Playground:**

- All classes will have a designated recess time each day.
- Students will sanitize before and after recess.

**Integrated Arts:**

- All classes will have Integrated Arts at the “Big School.”
- Kindergarten- gym, music, computer, art and library
- Nursery- Pre-K- library and music

**Restroom Procedures:**

- Teachers will monitor use of bathrooms for each class.

**IV. “Big School” Arrival/Dismissal Protocols****Arrival:**

- Students that arrive by car in the school parking lot or South Main will immediately enter the building. If your child arrives by car in the school parking lot, they will enter via the Doane Street entrance. Students that arrive from the church parking lot will enter via the South Main Street entrance always maintaining a minimum of three feet distance from others. They are to go directly to their classroom. Students must sanitize their hands before entering the classroom.
- Students that arrive by bus will immediately enter the building via the Doane Street entrance, always maintaining a minimum of three feet distance from others. They are to go directly to their classroom. Students must sanitize their hands before entering the classroom.

**Dismissal:**

- At the end of the day, students will stay in their classrooms until their line or bus has been called. All students must be packed up with their mask on and ready for dismissal promptly at 2:20 PM.

**Walkers/Bike Riders:**

- After prayer at 2:20 PM, “walkers/bike riders” will be called and they will head to the South Chestnut door, maintaining a minimum of three feet distance from others. A staff member will be waiting at the door for them to get dismissed.

**Bus:**

- Bus numbers will be called one at a time. Students will maintain a minimum of three feet while in the stairwell and hallway waiting to exit the building. Individuals on buses must be masked according to federal requirements.

**South Main:**

- Students in grades 3-4 that are dismissed by South Main will be called to line up while maintaining a minimum of three feet distance with their mask on. Two teachers (on the middle floor) will take the students over to the church parking lot. If you park across the street, you must get out of your vehicle to meet your child. The green signal will indicate it is safe for those cars to exit the parking lot. Teachers will stay in the parking lot awaiting the next group.
- Once grades 3-4 students have exited the building, grades 7-8 will line up while maintaining a minimum of three feet distance with their mask on. Once lined up a teacher from the top floor will escort them over to the church parking lot. If you park across the street, you must get out of your vehicle to meet your child. Once all students are in their cars, the green signal indicates cars may exit the parking lot. Teachers will stay for the final group of students.
- Lastly, grades 5-6 will be dismissed by South Main. A teacher will walk them over to the parking lot for dismissal. If you park across the street, you must get out of your vehicle to meet your child. Once all students are in their cars, the green signal indicates cars may exit the parking lot. Teachers will return to the school.
- Students are **NOT** allowed to leave the church parking lot. If you park across the street, you must get out of your vehicle to meet your child.

**Valet:**

- As soon as prayer is finished, valet students will be called to the gymnasium and sit with the same grade level students. Staff members will be outside directing traffic into the parking lot. That staff member will have a walkie talkie and call family names to the students in the gymnasium. **Please have the student's name visible on the dashboard!** Once a student hears their name they are to line up in the gymnasium as directed by the staff on duty. Students will be escorted to waiting cars. Please wait until all students are in their cars before leaving the parking lot.

**After-Care:**

- After all other students have been dismissed, After-Care students will be called to the cafeteria. All students will wear a mask and maintain a minimum of three feet distance when feasible.

**V. Students and the Classroom**

- Students will be spaced a minimum of three feet apart in their classroom and masked at all times.
- All students will eat lunch in the cafeteria sitting a minimum of three feet apart. We will utilize desk shields in the cafeteria to maximize seating capacity.

**VI. Everyday Life at SHS**

- **Nut products or ingredients will NOT be allowed.**
- **All students, faculty, staff, and visitors will wear a mask indoors.**
- We are excited to partner with Just Like Home to provide hot lunch for our school community. Information has been sent home and is also available in the Parent Portal of RenWeb.
- Water bubblers will not be in use. Students should bring their own water to school. There is a water refill station available in the cafeteria.
- During recess and other outdoor activities, students will be able to remove their masks.
- Students will have a scheduled mask break each day.
- Parents, visitors, and volunteers are allowed to enter the building during the school day as long as they are wearing a mask.
- We will continue our beautiful traditions at SHS such as First Friday Masses, the rosary, Veteran's Day Assembly, etc. We will continue to monitor timely data trends to determine whether participation will be in person or virtual.
- The Athletic Director will consult with the local board of health regarding extracurricular activities. Our goal is to resume all activities with protocols in place.

**Restroom Procedure:**

- One female and one male student will be allowed to leave the classroom to use the restroom at a time. Students will take a restroom pass from their classroom. Once they arrive at the restroom, they will hook their pass to the wall. Only three students will be allowed in the restroom at once. If there are already three passes on the wall, they must wait outside the restroom to maintain social distance (follow signage on the floor) until a student exits. Once the student exits the restroom, they take their pass off the wall and return to their classroom and dispose of it.

**Cleaning procedures:**

- Desktops and tables will be disinfected at the end of the school day, or at the end of each class period when applicable.
- Our cleaning company will disinfect high-touch surfaces such as tables, chairs, and doorknobs.
- Hand sanitizer will be set up at the entrance and exit of the building and all classrooms.

## VII. COVID-19 Plan

### Introduction

The COVID-19 Plan at Sacred Hearts School is aligned with the COVID-19 Guidance for Districts and Schools from the Department of Elementary and Secondary Education (DESE) and the Department of Public Health (DPH). All schools are required to be in-person, fulltime, five days a week for the 2021-22 school year.

The following testing and quarantine protocols for School Year 2021-2022 have been updated to include the “Test and Stay” program protocols. Sacred Hearts School has formed partnerships with DESE and the DPH to provide this program at school. Test and Stay is an initiative intended for asymptomatic close contacts of individuals with confirmed COVID-19. This testing program will allow asymptomatic close contacts to remain in school if they receive an individual rapid antigen test each school day and test negative, as well as follow other guidelines as noted later in this section.

With the implementation of these safety measures, we hope to keep as many students in school as possible, safely, this school year.

- If someone in your home tests positive for COVID-19, individuals must follow protocols specified below.
- Any specific questions regarding COVID-19 should be directed to our nurse, Wendy Tinkham, [w tinkham@sacredheartsbradford.org](mailto:w tinkham@sacredheartsbradford.org).

### COVID-19 Symptoms

Below is the full list of symptoms for which caregivers should monitor their children, and staff should monitor themselves.

Unvaccinated individuals and any close contacts presenting these symptoms should follow testing and quarantine response protocols.

Vaccinated individuals who are not close contacts should follow the testing and quarantine response protocols if they are experiencing symptoms in **bold**. These individuals may also seek clinical guidance to assess the need for PCR testing if they have other symptoms on this list.

- Fever (100.0° Fahrenheit or higher), chills, or shaking chills**
- Difficulty breathing or shortness of breath**
- New loss of taste or smell**
- Muscle aches or body aches**
- Cough (not due to other known cause, such as chronic cough)
- Sore throat, *when in combination with other symptoms*
- Nausea, vomiting, or diarrhea *when in combination with other symptoms*
- Headache *when in combination with other symptoms*

- ❑ Fatigue, *when in combination with other symptoms*
- ❑ Nasal congestion or runny nose (not due to other known causes, such as allergies) *when in combination with other symptoms*

## Definition of a close contact

Close contacts are defined as individuals who have been within 6 feet of a COVID-19 positive individual while indoors, for at least 15 minutes during a 24-hour period. Please note that the at-risk exposure time begins 48 hours prior to symptom onset (or time of positive test if asymptomatic) and continues until the time the COVID-19 positive individual is isolated.

In general, close contacts should follow the testing and quarantine response protocols outlined in this document. However, certain close contacts are exempted from testing and quarantine response protocols as noted below.

### **Exempt from Quarantine and Testing Protocols**

1. Asymptomatic, fully vaccinated close contacts (monitor for symptoms)
2. Classroom close contacts, when masked + 3 ft. distance maintained
3. Bus close contacts, when masked + windows open
4. Close contacts who had COVID-19 within 90 days + are no longer symptomatic

### **Not Exempt from Quarantine and Testing Protocols**

#### Asymptomatic, unvaccinated close contacts (including household family members) from *outside* of school:

1. Quarantine for at least 5 days. The individual may return to school on Day 6 if they remain asymptomatic.  
 \*\*Date of return to school resets with each new positive test within the household unless an individual has tested positive and recovered from Covid symptoms and completed quarantine requirements.

#### Asymptomatic, unvaccinated close contacts (including household family members) from *inside* of school:

1. Quarantine for at least 5 days, OR
2. Participate in the Test to Stay program for 5 days from the date of exposure. When the 5 days from the date of exposure includes weekends or holidays, individuals should quarantine on weekends, and if they remain asymptomatic, upon return to school be tested immediately. If the individual remains negative, they can stay in school.  
 \*\*Date of return to school resets with each new positive test within the household unless an individual has tested positive and recovered from Covid symptoms and completed quarantine requirements.

#### Symptomatic individuals (both vaccinated and unvaccinated), who are *not* close contacts:

1. Return to school after submitting a negative PCR test + no fever + symptom improvement, OR

2. Return to school after at least 5 days (without submitting test) + no fever + symptom improvement and must wear a mask (inside and outside) for 5 additional days when around others.

Please contact Nurse Wendy Tinkham with any questions: [wtinkham@sacredheartsbradford.org](mailto:wtinkham@sacredheartsbradford.org)

## **VIII. Communication**

- **Grades 1-3**
  - Teachers will post assignments for the week in the RenWeb Homework section and may also utilize Seesaw.
- **Grades 4-8**
  - Teachers will post assignments for the week in the RenWeb Homework section.
  - Teachers will post specific assignments/directions in Google Classroom.

**Parents/Students** will need to access RenWeb and can print the week's assignments if desired to keep track

- Note: Parents have different options when viewing assignments in RenWeb. When using the drop-down menu, they *can* see their student's assignments for all classes, including specials.
- Google Classroom must be accessed daily by students to retrieve certain assignments and see any changes to original assignments.

### **RenWeb Guide for Parents**

- Teachers will demonstrate/explain how to use RenWeb to access assignments during open house.

### **Integrated Arts**

- Specialists will post their assignments in the RenWeb Homework section for the parent's view.

### **Quarantine Work**

- If a student is quarantining for COVID-19, a packet of work will be provided by the teacher within 24 hours.