

**St. Francis of  
Assisi  
Catholic School  
ACTION PLAN**

**Fall 2020**





Dear St. Francis Parish Community,

As we look forward to a new school year, we embark down a road we never imagined we'd be on as parents, educators, and parish members. The following is a plan that St. Francis School is ready to commit to for the 2020-2021 school year. Every word has intention and has been scrutinized to ensure we are putting safeguards in place to mitigate the exposure to Covid-19.

As with any year, we look to families to help form a partnership with us. We as a staff are working hard to keep your children safe but we also need families to make a similar commitment. Please read this plan closely, a few times. It is very in-depth and hopefully will share an idea of what we plan for the year ahead. It is only with a mutual partnership that we can be as successful as possible with Jesus as our guide and scientific data and information available to us.

Love and Peace,  
Julie Fantone Pritzel

# Task Force

Task Force Core Team	
<u>Name</u>	<u>Role</u>
Julie Pritzel	Principal
Kathryn Dhitirojana	Middle School Principal
Christina Busse	Childcare Director
Kelly VanOirschot and Amy Smith	Office Operations
Jane Gordon	Oversight and Student Needs
Tricia Strassburg	K-4 Classroom Teacher Representative
Megan DeVerna	5-8 Classroom Teacher Representative
<ul style="list-style-type: none"> <li>• <u>Dr. Alison Tribble (Pediatric Infectious Disease)</u></li> <li>• <u>Dr. Meg Wolff (Pediatric Emergency Medicine)</u></li> <li>• <u>Heather Kaper (Nurse)</u></li> <li>• <u>Michelle McAllister (Epidemiologist)</u></li> </ul>	<ul style="list-style-type: none"> <li>• <u>Dr. Nicholas Douville (Covid-19 Anesthesiologist)</u></li> <li>• <u>Rhonda Longworth (University Provost)</u></li> <li>• <u>Andrew Stevens (Attorney)</u></li> <li>• <u>Shawn Carney (FORD- Reopening/Compliance)</u></li> <li>• <u>Washtenaw County Health Department</u></li> </ul>

# Rationale

**The goal of this Task Force is to provide an action plan to offer a safe, Monday - Friday, face-to-face learning for all of our PS-8th grade students.**

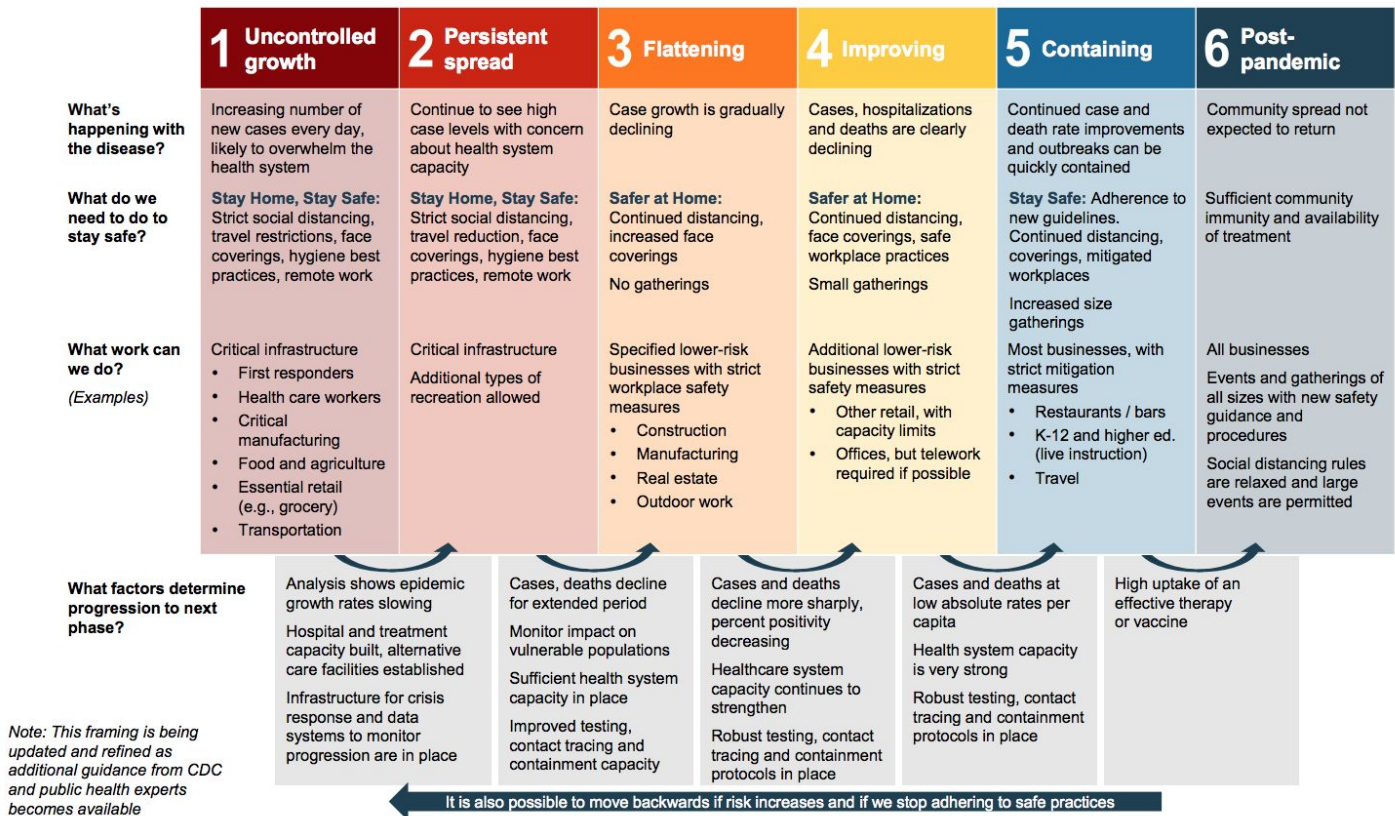
The goal of this Action Plan is to mitigate risk of exposure to the Covid-19 virus by maintaining cohorts to continue live instruction. We encourage families to stay within these cohorts outside of the school day. We all want our kids in a live, learning environment. In order for this to be successful, we will need families' and staff supports at home to maintain safe cohorting and minimize risky behaviors that could put our school community at risk.

To do this while adhering to the safety precautions recommended by the Center for Disease Control and the Department of Education, we would like to present the following plan for a PHASE 4 opening.

Enrollment will be capped at a safe number per grade level to maintain safe protocols for each age group. The goals will be to be safe and meet our operation costs, not to increase our school's enrollment.

# Rationale

## MI SAFE START PLAN



# 2020-2021 Learning Options:

For the 2020-2021 school year, families will choose either **Live Face-to-Face Learning OR Off-site Virtual Learning** for their students.  
If there is a state shift to Phase 3, all instruction will be virtual.

<b>Live</b>	<b>Virtual</b>	<b>Phase 3- All</b>
<b>Full Day Face-to-Face Learning</b>	<b>Full Time Off-site Virtual Learning</b> (see next slide for details)	Full Virtual Learning
<p>Students who choose this option will participate in live classrooms with social distancing and other safety precautions practiced throughout the day (details provided throughout this document).</p> <p>Students will be assigned to the “A” or “B” homeroom for their grade level.</p> <p>Pending student/family needs (i.e. quarantine or illness) a student may transition to Virtual for a set time and then transition back to Live.</p>	<p>Students who choose this option will participate in virtual learning full-time.</p> <p>All PK-8 teachers will post video recordings of classroom lessons to support virtual learning.</p> <p>Teachers will teach face-to-face and support virtual learning simultaneously (utilizing support staff as necessary).</p> <p>Virtual students will be assigned an SFA staff member as a Virtual Coach.</p> <p>All families pay a full tuition as the school will be providing full instruction, materials, and 1-1 support with a Virtual Coach.</p> <p>Students will be part of a class (“A” or “B” homeroom), and the teacher will complete report cards as appropriate for each grade level.</p> <p>K-2nd grade teachers will utilize SeeSaw. This platform will be used for all families.</p> <p>3-8th grade teachers will use Google Classroom.</p>	<p>In the event that a state-wide shutdown is enforced, the school will move to a full virtual learning format with formal instructional videos for K-8th grade and the use of designated learning platforms.</p>

# St. Francis of Assisi VIRTUAL ACADEMY

- From the start of the year, teachers will have established their virtual platforms:
  - K-2 will use SeeSaw
  - 3rd - 8th grade will use Google Classroom
- Kindergarten - 5th grade: Lesson plans and resources will be distributed to parents of virtual students on Sunday night by 8 p.m. for the week ahead. Administration will be included on the email.
- 6-8th grade students will access their weekly assignments and resources via Google Classroom and PowerSchool.
- Classroom lessons will be recorded and posted on the platforms for the Virtual Academy by 5 p.m. each day.
  - Virtual classroom students will operate a day behind their live classmates.
- Each Virtual Academy student will be assigned a St. Francis staff member as a virtual coach, who will check in 3 times weekly with virtual students.
- By attending the SFA Virtual Academy, a family may choose to switch to Live instruction at the end of the semester (end of January).

IF IN PHASE 3, INSTRUCTION WILL GO VIRTUAL FOR ALL.

# School-Wide Safety Measures

We have used the following resources to assist us in creating a plan specific to our building.

[MI Safe Schools Roadmap](#)

[CDC Reopening Recommendations](#)

[People Who Need to Take Extra Precautions](#)

[Healthy Hygiene Practices](#)

[Hand-Washing](#)

[Proper and Effective Face Coverings](#)

[Cleaning and Disinfecting Protocols](#)

[Social Distancing Protocols](#)

[Checking for Signs and Symptoms of Covid-19](#)

[“Stay Home if Sick” Protocols](#)

[Michigan Chapter of American Academy of Pediatrics](#)

[American Academy of Pediatrics](#)

[Institute for Healthcare Policy and Innovation: U of M](#)



# School-Wide Safety Measures

We have adjusted our facilities and staffing to accommodate a safe school environment:

1. All enrichment classes will be offered in the homeroom.
2. SFA School has approval and budget to hire a certified nurse to manage all health and Covid-19 related communication with the Washtenaw County Health Dept.

We have hired a school nurse who will handle all things medical and health. She will be shadowing and working closely with the office in her onboarding training.

3. The computer lab will serve as an Infirmary and the library will serve as a teacher work room.

# School-Wide Safety Measures

## General Individual Classroom Expectations- Details follow in the next slides

- Clean desks often throughout the day- before students arrive, after a snack, before lunch, after lunch.
- Frequent hand washing with soap and water
- Use of hand sanitizer in between activities throughout day
- Little to no movement between classrooms
- Teachers move between classrooms when necessary, not students
- Frequent cleaning of areas touched often including door handles and light switches
- Sanitize all tables, chairs, and toys after each use
- Sanitize Chromebooks and other electronics
- Teachers will create textbook use systems in classrooms that ensure safety and minimize cross contamination
- Thermometers- temperature checks as needed for both teachers and students (details to follow)

## School-Wide Expectations:

- Frequent cleaning in hallways, bathrooms, and high-touch areas
- Use of no-touch hand sanitizer stations
- Utilize only water fill stations at drinking fountains
- No-touch faucets in all restrooms
- Clearly marked directions for movement flow in all hallways
- Strict bathroom procedures (no more than 4 students at a time- practicing social distance)- handwashing for 20 seconds- posted signs/posters
- Wet Wipes will be used for cleaning up messes. Clorox wipes and school disinfectant will be used for sanitizing. *Rationale: often times a staff member will grab a clorox wipe to clean up marker or a mess. We want to preserve the Clorox wipes for sanitation.*

# School-Wide Safety Measures

## Facilities Cleaning and Disinfection

- Frequently touched surfaces will be cleaned and disinfected daily or between use as much as possible by maintenance staff and classroom teachers. Use of shared objects will be limited when possible or cleaned between use. See later slide for more detailed information.

## Modified Classroom Layout

- Seating/desks will be distanced as feasible to accommodate the number of students in each class: 4-6 ft apart with dividers on each side of every child.
- In classrooms, all desks will face the same direction.
- Larger areas such as the Parish Activities Center, and Gym will be used in the event more spacing is critical or in an emergency for a group.

## Classroom Protocols

- Hand Hygiene and Respiratory Training and Etiquette, specifically OSHA protocol
  - \*\*Students and staff should wash their hands with soap and water OR use hand sanitizer every 2-3 hours.
  - Staff will teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students and staff. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer). Students will be given regular opportunities to handwash throughout the day.
  - Staff will teach students to cover coughs and sneezes with a tissue, or elbow. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds or hand sanitizer should be applied.
- Each child's supplies will be kept from others' supplies and in individually labeled containers, cubbies, or areas. Staff will limit use of shared supplies and equipment to one group of children at a time and clean and disinfect between use.
- Air Filters: Each classroom is equipped with a stand alone, 1000 sq foot air filtration system.
- Windows/Fans: Windows will be kept open when possible and fans will be kept off to minimize droplet scattering.

# School-Wide Safety Measures

## Staff/Teachers:

- Staff will complete a daily inventory of symptoms via a google form, entitled Access to Building.
- Testing may be requested by administration at any time pending testing availability.

## **Personal Protective Equipment Staff and Students**

### **\*Students are required to supply their own cloth face mask.**

- Facial coverings may be homemade or disposable level-one (basic) grade surgical masks.
- Facial coverings will always be worn by staff except for meals unless they are medically unable to tolerate one.
- Facial coverings will always be worn in hallways and common areas by pre K-8 students in the building except for during meals unless they are medically unable to tolerate one.
- All students in grades K-8 will wear a mask when walking through hallways, bathrooms, and during enrichment classes.
- K-5th grade students are **REQUIRED** to wear a mask at all times except for eating. Outdoor breaks/instruction will be built into the day to allow students and staff to take a break from their PPE. This will change based on Principal discretion and consultation from the Washtenaw County Health Department.
- 6-8th grade students will be **REQUIRED** to wear a face mask at all times except for eating. Outdoor breaks/instruction will be built into the day to allow students and staff to take a break from their PPE.

# School-Wide Safety Measures

Teachers and the maintenance team will be responsible for cleaning regularly. This chart serves as a minimal guideline of expectations.

<u>Category</u>	<u>Area</u>	<u>Frequency</u>
<b>Appliances</b>	Classrooms, Offices	At the end of each use/day
<b>Electronic Equipment</b>	Refrigerators, Microwaves, Coffee Machines NO MICROWAVES WILL BE USED IN THE CLASSROOMS UNTIL PHASE 5	Daily
<b>General Used Objects</b>	Copier machines, Shared computer monitors, TVs, Telephones, Keyboards	At the end of each use/day and/or between use
<b>Common Areas</b>	Handles, light switches, sinks, restrooms	At least 2 times a day
<b>Workspaces</b>	Classrooms, Cafeteria, Library, Conference rooms, Gyms, Common Areas	At the end of each use/day; between groups

# Cleaning- MI Roadmap

## Maintenance Cleaning REQUIRED:

- Frequently touched surfaces including light switches, doors, benches, bathrooms, will undergo cleaning at least every four hours with an EPA-approved disinfectant by the SFA maintenance team.
- Classrooms will undergo cleaning after every school day with an EPA-approved disinfectant.
- Student desks will be wiped down with either an EPA-approved disinfectant or diluted bleach solution after every snack (by teacher), lunch (by lunch parent), and at the end of the day (by teacher).
- Playground structures will continue to undergo normal routine cleaning, but using an EPA approved disinfectant is unnecessary.
- Ensure safe and correct use and storage of cleaning and disinfecting products, including storing products securely away from children, and with adequate ventilation when staff use products.
- Maintenance Staff will wear gloves, surgical mask, and face shield when performing all cleaning activities.

# Parents, Visitors, and Volunteers

## Parents, Visitors, and Volunteers

- Non-essential visitors, volunteers, and activities involving external groups or organizations will be limited and pending principal approval.
- Parents may not “stop in” to the school building and office without an appointment. Please call or email and make an appointment for any reason. Parents coming in will:
  - Complete a simple screening questionnaire
  - Wear a mask
  - Have their temperature checked
- Sick students and early dismissal students will be escorted to the car as necessary.
- Delivery personnel will only enter the Parish Offices or leave items outside the front school door.
- Individuals will not be permitted to join students for lunch.
- Any items delivered by parents will be picked up by staff at the main doors.
- Lunch/Recess Supervisors will have to sign up in advance and
  - Complete a screening questionnaire/temperature
  - Wear a mask
  - **Complete all required trainings including OSHA training**

# Dates and Times

August 24, 2020- 9-11a.m. DRY RUN FOR ALL STUDENTS AND TEACHERS- starting with lining up in parking lot and go into classrooms to get oriented. NO PARENTS IN BUILDING. Virtual Academy supply pick up: 1-3p.m.

August 25, 2020- First Day of School- Hours of school operation, this year, will be 8:25-3:30. Later you will see when students can line up. This delay is to ensure all families can comply with the lining up procedures and arrive on time. This will help with mitigation.

SFA will follow the planned calendar here:

<https://www.stfrancisa2.com/school/general-school-information/>



# Arrival Procedures

**SCHOOL HOURS- 8:25-3:30**

## Arrival Procedures

- Preschool students will line up in the PAC, parents may walk their child up to the door.
- Students will line up by classrooms, with their masks on, in designated areas of the parking lot. Enrichment Teachers will monitor the parking lot from 8:00-8:15 when teachers walk out to pick up their students.
- Students entering after 8:15 will need to line up at the front doors and maintain 6 ft apart. Parents will stand back from the lines and maintain 6 ft from others.
- Four Entry Points: Enrichment Teachers will be at entry doors. Homeroom teachers will take temperatures of students when they enter the classrooms and sit down at their desks- once their temperature screening is done, they may take off their masks. Students with a temperature above 100.4 will be immediately sent to the nurses station.
  - Enrichment Staff will be at entries to hold doors.
  - Kindergarten line up on black top enter through KB (old music room) entry off St. Francis Drive
  - First grade line up on black top enter doors by first grade playground: Lower elementary door
  - Second Grade line up on black top enter doors by 2nd grade doors in classroom lines
  - Third grade line up on black top enter in behind 1st grade through first grade doors
  - Fourth and fifth grade line up on black top and enter in the main entrance: enter in this order in single file 4a, 4b, 5a, 5b.
  - Sixth and MS enter through 6th grade doors, single file, respectively- 7a then 7b first, then 8a then 8b, then 6a then 6b.
- Six foot spacing will be marked inside and outside for safe distancing
- Students will go directly to classroom- maintaining distance in hallways
- Hallway direction arrows will be visible to ensure proper traffic flow
- NO LOCKER USE
- All exterior doors will be propped open for limited touching and air flow during entry time only

**Rainy Days- Students will walk through their designated doors, with a mask, greeted by enrichment teachers and walk directly to their classrooms starting at 8:15a.m.**

# Lunch/Recess Procedures

## Kindergarten Playground

- KA 11:00 recess, 11:25 lunch
- KB 11:00 lunch, 11:25 recess
- \*5A: 11:50 lunch, 12:15 recess
- \*5B: 11:50 recess, 12:15 lunch

## First/Second Grade Playground

- 1A 11:00 recess, 11:25 lunch
- 1B 11:00 lunch, 11:25 recess
- 2A: 11:50 lunch, 12:15 recess
- 2B: 11:50 recess, 12:15 lunch

## Winchell Park

- 3A: 11:00 lunch, 11:25 recess
- 3B 11:00 recess, 11:25 lunch
- \*4A: 11:50 lunch, 12:15 recess
- \*4B: 11:50 recess, 12:15 lunch

\*4th & 5th grade will rotate each week

## Lunch Procedures

1. Students will sit at their own desks.
2. Students will be allowed to get up when their lunch is finished and throw away in the classroom lunch bin.
3. Students will ask the lunch parent to wipe down their desks with a clorox wipe.
4. Students will use hand sanitizer after eating and will wash hands at next class bathroom break.
5. 6th-8th grade students will eat in their homerooms and recess will be built into their schedules with teachers

# Dismissal Procedures

## Dismissal Procedures:

- Begin dismissal at 3:30pm
- Parents remain in car until students exit building due to safety precautions until they are sure their students are lined up.
- Utilize four to five doors: same doors used for entry to exit, and students will go outside and stand with their classes until a parent/guardian picks up. **Parents will be expected to wear a mask and walk to each classroom standing station- will be labeled- maintaining 6 ft social distancing..**
- Six foot spacing will be marked inside and outside for safe distancing
- Childcare before and after school will be evaluated in Phase 5.

# K-Sixth Grade Action Plan

- All students will be assessed in August through September on NWEA in reading and math as a benchmark for planning purposes.
- Teachers will move from classroom to classroom; students will not. Brain breaks and/or exercise will be built in throughout the school day.
- Teachers will utilize technology (record and post classroom lessons) so the students who are learning virtually will be able to watch at a later time.
- Students use desks- No lockers or communal hanging spaces. Backpacks and outerwear will hang on desk hooks.
- Teachers will take class bathroom breaks for washing hands, 2 times in the morning and 2 times in the afternoon. They should coordinate with the other classrooms in their hallways to not cross paths.
- If a child needs to use the bathroom outside of break time (1st-5th grade), they will be sent to the school office.
- Kindergarten students may use the bathroom as necessary.
- 6th-8th grade teachers will work with the students to create times that are safe and not overly populated for bathroom use, also not restricting if a child needs to use the restroom.

# 7-8 Grade Action Plan

## Grade 7 and Grade 8:

- All students will be assessed in August through September on NWEA in reading and math as a benchmark for planning purposes.
- Each teacher will be responsible for teaching their certified subject areas
- Teachers will utilize technology (record and post classroom lessons) so the students who are learning virtually will be able to watch at a later time
- Each of the teachers will be responsible for grading those subjects
- There will be no MS mixed elective classes. Enrichment experiences will be scheduled with the cohort specific homeroom.
- Teachers will move from classroom to classroom, students will not.
- Frequent brain breaks and/or exercise will be built in throughout the school day.
- Students use desks- No lockers. Backpacks hang on desk hooks.
- 6th-8th grade teachers will work with the students to create times that are safe and not overly populated for bathroom use, also not restricting a child who needs to use the restroom.
- Elective courses will be offered on a homeroom basis. Students will not travel to electives until Phase 5.

# Outdoor Classrooms

The following are outdoor classrooms. Teachers will build a time in the morning and a time in the afternoon when children are getting outdoor classroom instruction. This will coordinate OPPOSITE their teaching partner (For example: KA and KB cannot be in the outdoor classroom at the same time). This will be part of each classroom's daily schedule.

- Kindergarten- Kindergarten Playground if available or grassy area on other side of pine trees- just south of playground.
- First Grade- Lower First/Second Grade Playground
- Second Grade- Upper First/Second Grade Playground
- Third Grade- Pine Trees and THE Outdoor Classroom
- Fourth Grade- Hillside on west side of church/Between PAC/Church
- Fifth Grade- West side of strip by Stadium Blvd.
- Sixth Grade- East side of strip by Stadium Blvd.
- Seventh Grade- Sidewalk in front of library
- Eighth Grade- Picnic Tables outside gym

# Social Emotional Learning

This has been a unique time for our students. In preparation to best educate them, we as a staff are participating in professional development and a curriculum to help support our students transitioning back to school. The following steps are in place to best support our students:

1. Upon receiving CARES Act funds, begin the process of hiring a Student Support Coordinator, similar to a counselor.
2. The student support coordinator will also serve as a staff support coordinator when staff are in need of urgent on-site mental health support.
3. Teachers will participate in a TRAUMA Training in August to learn strategies to support students with varying experiences.
4. Teachers will intentionally use the Education in Virtues to create a positive learning environment surrounded by our faith.
5. September/October, teachers will participate in another workshop with a different Social Emotional Learning Coach addressing items seen in the classroom and in our experience working with families.
6. Teachers and students will be given tools through the above workshops to support others but also to implement self-care as we embark on a new educational experience for all.
7. A wellness resource document- local providers will be reviewed with teachers for support for themselves or their students.
8. Administration will give weekly video updates beginning in August to share with students and families regarding the transition back to school.
9. Families will receive class lists in early August for teachers and families to start building relationships in preparation for the year.

# Substitutes

## Substitute Policy

A substitute list will be created at the beginning of the year prioritizing substitutes that are currently in the building including enrichment teachers. We will also accept parent substitutes to substitute in their own child(ren)'s cohort as to not break the cohort system.

Unfortunately, we find ourselves in a place where substitute teachers are difficult to find. We do have a handful lined up along with internal staff. In order to support all of our staff and students we may need to move a classroom into virtual learning if a substitute cannot be found. We will try to not make this change on families with little notice- more likely will be given at least 24 hour notice.

We understand this is a great inconvenience for our families but this is the best way to ensure the safety and continuity of our student's education during these unprecedented times.



# When a child/staff is symptomatic...

1. They will be sent immediately to the office or nurse for evaluation in the nurse's station (teacher's lounge).
2. Nurse or staff member along with ill student will wear a surgical mask, not a homemade mask.
3. The administration (office or nurse) will monitor symptoms and student will be isolated in the nurse's station (teacher's lounge) until parent/guardian arrives.
4. ***Families will be responsible for monitoring symptoms and communicating with their General Practitioner when symptoms arise.***
5. ***Following a positive test, the student will need to have received a negative COVID-19 test and be symptom free for 10 days. Documentation will be required to administration.***
6. SFA will work closely with the Washtenaw County Health Department if a confirmed case of COVID-19 is identified, and in particular, will cooperate with the Washtenaw County Health Department for contact tracing.
7. Covid-19 testing may be requested by administration at any time.
8. Notification of confirmed cases will follow the Washtenaw County Public Health Department Protocol based on each individual case.
9. Students and staff with confirmed case of COVID-19 will only return to the workplace after they are no longer infectious which will be determined by the Washtenaw County Health Department Guidelines.
10. Emergency Contacts-It is imperative that you or one of your contacts can be reached within 15 minutes if we have to get in touch with you. Please take the time to clear your cell phone mailbox. Please have plans in place should a child be sick.

# Illness Policy

**FOLLOW WASHTENAW COUNTY HEALTH DEPARTMENT  
GUIDELINES: FOUND [HERE](#)**

## **When do students/staff get sent home?**

Students and staff will be sent home if they show any symptom of Covid-19. Previous health conditions will be considered.

### **COVID-19 Symptoms**

- Fever ( $T > 100.4^{\circ}\text{F}$  or  $38^{\circ}\text{C}$ ) or chills
- New cough
- New shortness of breath or hypoxia
- Muscle aches
- New headache
- New URI symptoms (rhinorrhea (running nose), nasal congestion, sore throat)
- New loss of sense of smell or taste
- New diarrhea
- New rash

## **When can they return to school?**

- With 1 symptom presentation (non-fever), students may return to school after 24 hours of symptom resolution.
- If 2 or more symptoms are present, students and staff can return to school with a negative Covid-19 test result dated after the onset of symptoms or a note from a healthcare provider that there will most likely be an alternative diagnosis.

# Testing Protocols for Students and Staff

- SFA will cooperate with the Washtenaw County Health Department regarding implementing protocols for screening students and staff.
- Staff who develop a fever or become ill with COVID-19 symptoms at school should wear a mask and be transported off-site.
- **Symptomatic students and staff sent home from school should be kept home until they have tested negative for COVID-19 (test dated after the onset of symptoms), or have been released from isolation according to CDC guidelines with possible doctor consultation/note.**
- Families will be notified via email of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home.
- In the event of a lab or clinically diagnosed case of COVID-19, immediate efforts should be made to **contact any “close contacts”** (those who spent more than 15 minutes less than six feet in close proximity to the student or staff member) so that they can be quarantined for 14 days at home. Students and staff should be closely monitored for any symptoms of COVID-19. At this time, empiric testing of all students or staff members in the class is not recommended. Only those that develop symptoms require testing for COVID-19.

# Family Responsibility

## Family Responsibility:

- Parents are required to carefully monitor their children's health and screen daily for symptoms of Covid-19. *Symptoms may appear 2-14 days after exposure to the virus. People with these symptoms may have COVID-19 (per recommendation by Michigan Medicine):*

### COVID-19 Symptoms

- Fever (T >100.4°F or 38°C) or chills
  - New cough
  - New shortness of breath or hypoxia
  - Muscle aches
  - New headache
  - New URI symptoms (rhinorrhea (running nose), nasal congestion, sore throat)
  - New loss of sense of smell or taste
  - New diarrhea
  - New rash
- 
- Students are not to be in school with a temp over 100.4 degrees Fahrenheit
  - Students stay home when sick- especially with excessive sneezing and coughing
  - With any fever that is not caused by Covid-19, students should be fever free for 24 hours without taking medication before returning to school
  - With any virus that causes diarrhea and vomiting, students should stay home from school for at least 48 hours after the last time they vomit or have diarrhea specifically

# Family Responsibility

## Family Responsibility (Continued):

- Teach and reinforce handwashing with soap and water for at least 20 seconds. Students will be given regular opportunities to handwash throughout the day.
- Teach students to cover coughs and sneezes with a tissue/elbow. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds or hand sanitizer.
- Families are expected to follow all state and national guidance regarding post-travel quarantine. In addition, we ask that families carefully assess the risk of contracting coronavirus during travel, and if there is substantial risk, consider delaying the return of students to school. Administration is available to advise on this topic and support families and the school population.

# Athletics- MI Roadmap

Athletics TBD with CYO and following these guidelines:

- Comply with all guidance published by Michigan High School Athletic Association (MHSAA) and the Catholic Youth Organization
- Students, teachers, and staff will use proper hand hygiene techniques before and after every practice, event, or other gathering. Every participant should confirm that they are healthy and without any symptoms prior to any event.
- All equipment will be disinfected before and after use.
- Spectators are allowed provided that facial coverings are used by observers and six feet of social distancing can be maintained at all times. Attention will be given to entry and exit points to prevent crowding.
- Each participant will use a clearly marked water bottle for individual use. There should be no sharing of this equipment.
- Handshakes, fist bumps, and other unnecessary contact will not occur.
- Any activities that require shared equipment are suspended. Outdoor physical conditioning activities are allowed while maintaining social distancing.
- Large scale indoor spectator events are suspended. Large scale outdoor spectator or stadium events are limited to 100 people, and people not part of the same household will maintain six feet of distance from one another

# PHASE 3- Distance Learning

## THIS PAGE HAS BEEN UPDATED

Should we be directed to transition to Phase 3 (Distance Learning) the following protocol will be implemented:

- In Phase 3 and 4: Lesson plans and resources will be distributed to at home parents on Sunday night by 8p.m. for the week ahead for Kindergarten - fifth grade. Administration will be included on the email.
- In Phase 3, teachers will be required to report to the school building for class meetings and instructional videos.
- From the start of the year, teachers will have established their virtual platforms:
  - K-2 will use SeeSaw
  - 3rd - 8th grade will use Google Classroom
- If the need to go to full distance learning arises, PHASE 3, the following LIVE ZOOM meetings in addition to recorded instructional time will be implemented at each grade level. Instructional sessions will be recorded and posted on the platforms for those who are unable to attend the Zoom meetings. These meetings should be consistently on the same day at the same time each week. If changes are made, they need to be done with administrative approval. Additional recorded instruction will be attached to new content.
  - Kindergarten- minimum 2 x 30 recorded instruction weekly, daily Zoom mtgs, and 2 office hours for parents in the evening per week.
  - First Grade- minimum 3 x 30 min recorded instruction weekly, daily Zoom mtgs, and 2 office hours for parents in the evening per week.
  - Second Grade- minimum 3 x 30 min recorded instruction weekly, daily Zoom mtgs, and 2 office hours for parents in the evening per week.
  - Third Grade- minimum 4 x 30 min recorded instruction weekly, daily Zoom mtgs, and 2 office hours for parents in the evening per week.
  - Fourth Grade- minimum 4 x 30 min recorded instruction weekly, daily Zoom mtgs, and 2 office hours for parents in the evening per week.
  - Fifth Grade- minimum 4 x 30 min instruction recorded instruction weekly, daily Zoom mtgs, and 2 office hours for parents in the evening per week.
  - Sixth Grade- minimum 4 x 60 min instruction weekly on Zoom and 2 office hours for parents or students in the evening per week
  - Seventh & Eighth Grade- 2 x 60 min instruction on Zoom per class weekly, 1 office hour for students per week from each teacher

# PHASE 5

- Phase 5 will be similar to Phase 4,
- Same cleanliness protocol.
- Same distance between students as possible.
- Students who develop symptoms will be required to wear a mask and be quarantined in the school until they can be picked up. They will require a doctor's note to return to school.
- SFA will follow the recommendation from the MI SAFE SCHOOLS, PHASE 5 protocol:  
[https://www.michigan.gov/documents/whitmer/MI\\_Safe\\_Schools\\_Roadmap\\_FINAL\\_695392\\_7.pdf](https://www.michigan.gov/documents/whitmer/MI_Safe_Schools_Roadmap_FINAL_695392_7.pdf)
- No mask required for students at Phase 5 for K-8- currently.
- Childcare will be evaluated for Phase 5.



# Addendum/Clarification

## Health Department

- Contact tracing is **very** important
- FERPA (and for public health, HIPPA) are important for maintaining the privacy of the ill student or teacher
- All those who have been in contact with confirmed or probable COVID-19 case should be notified ASAP (contact with case starting 48 hrs. prior to symptoms onset)
- **Close contacts** will need to be in quarantine x 14 days past the last exposure

## COVID-19 Symptoms

- Fever (T >100.4°F or 38°C) or chills
- New cough
- New shortness of breath or hypoxia
- Muscle aches
- New headache
- New URI symptoms (rhinorrhea (running nose), nasal congestion, sore throat)
- New loss of sense of smell or taste
- New diarrhea
- New rash

## When can they return to school?

- With 1 symptom presentation, students may return to school after 24 hours of symptom resolution (except diarrhea or vomiting- that is 48 hours)
- If a fever is present, currently we are being advised to do a COVID-19 test.
- If 2 or more symptoms are present, students and staff can return to school with a negative Covid-19 test result dated after the onset of symptoms.

## Positive Covid-19, no symptoms- When can I return

- At least 10 days have passed since positive test result and no new symptoms appeared during that time
- OR they have 2 negative results spaced at least 24 hours apart

# Addendum/Clarification

## Family Exposure

CDC recommends 14 days of quarantine **after exposure** based on the time it takes to develop illness if infected. Thus, it is possible that a person *known* to be infected could leave isolation earlier than a person who is quarantined because of the *possibility* they are infected.

## Exposure

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## Discontinuing Home Isolation for Persons with COVID-19:

Accumulating evidence supports ending isolation and precautions for persons with COVID-19 using a symptom-based strategy. Specifically, researchers have reported that people with mild to moderate COVID-19 remain infectious no longer than 10 days after their symptoms began, and those with more severe illness or those who are severely immunocompromised remain infectious no longer than 20 days after their symptoms began. Therefore, CDC has updated the recommendations for discontinuing home isolation as follows:

**Persons with COVID-19 who have symptoms** and were directed to care for themselves at home may discontinue isolation under the following conditions:

- At least 10 days\* have passed since symptom onset **and**
- At least 24 hours have passed since resolution of fever without the use of fever-reducing medications **and**
- Other symptoms have improved.

\*A limited number of persons with severe illness may produce replication-competent virus beyond 10 days, that may warrant extending duration of isolation for up to 20 days after symptom onset. Consider consultation with infection control experts. See [Discontinuation of Transmission-Based Precautions and Disposition of Patients with COVID-19 in Healthcare Settings \(Interim Guidance\)](#).

**Persons infected with the Covid-19 virus who never develop COVID-19 symptoms**, may discontinue isolation and other precautions 10 days after the date of their first positive test.

**If a family member or student is diagnosed with COVID-19, we request families communicate this directly, and immediately to administration.**

# Electronic Agreement

Please click the link to sign that you have read the plan and agree to do your best to mitigate exposure in the SFA School Community:

<https://forms.gle/GEhp9z2gi1P5PBPz5>

This is not a legally binding document, only an agreement that we are all working together to do the best we can in order to provide a safe learning environment at St. Francis of Assisi School mitigating risks of Covid-19.