

School Reopening Plan



"You shall serve the Lord, your God; then he will bless your food and drink, and I will remove sickness from your midst." –Exodus 23:25



OUR LADY OF THE SNOWS
PARISH & SCHOOL

School Reopening Plan

Introduction

The global COVID-19 pandemic has introduced a new level of risk for in-person instruction and in-person gatherings. Schools are designed to educate students through social, face-to-face interactions, in relatively close spaces and in large groups.

In order to balance the important priorities of health/safety, educational standards, and catechesis, the guidelines within this document will typically guide programs and instruction. These guidelines will remain in effect until health risks from the COVID-19 pandemic are generally acknowledged to have stabilized. The following levels of risk are modeled after the [Cole County Health Department guidelines](#) (Miller County and Cole County share the same guidelines and many residents reside in Cole) and will generally follow County assessment. OLOS administration may adjust levels of risk to respond to risk indicators specific to our program.

GREEN levels of risk occur when there are low numbers of active COVID-19 cases in the community. GREEN levels indicate a need for preventative practices and additional proactive processes/protocols.

YELLOW levels of risk occur when there is a moderate community spread of COVID-19 or positive cases and isolated contact tracing within the school building. YELLOW levels require mitigation strategies and social distancing. YELLOW levels could involve hybrid instruction, such as alternating days of attendance.

RED levels of risk indicate substantial community spread of COVID-19 or positive cases within the school building requiring extensive contact investigation. RED levels require intensive mitigation strategies, isolated closure of areas of the school, staggered days of attendance or short- or long-term transition to distance learning. More detail regarding RED levels can be found at the end of this plan or by clicking [HERE](#) (click on “Bookmark” once the pop-up appears).

OLOS staff members have been working closely with local health officials, local school districts, and the Diocese of Jefferson City to develop a reopening plan that meets the needs of our school community. In addition to this plan, OLOS has worked toward increased safety through the following actions:

- Increase in the availability of sanitizing stations, along with postings of posters emphasizing proper hygiene
- Temperature-scanning devices to quickly screen visitors and occupants of our school building



- Acquisition of additional equipment to monitor temperatures of students, staff, and guests

In this reopening plan, any reference to “guidelines” primarily refers to those guidelines from Cole County, but also include any state and federal mandates binding upon our educational program, along with any directives from the Diocese of Jefferson City. At the discretion of school administration or as health guidelines and conditions change, the following plan is subject to change.

Except for in cases allowed by school policy (e.g., illness) or quarantine (e.g., a family member has contracted COVID-19), families who elect to keep students at home must sign the *Home-Based Learning Agreement* provided by the Diocese of Jefferson City.

General Operations

During arrival, entrances will be propped open to allow touchless entry. *

Front of School

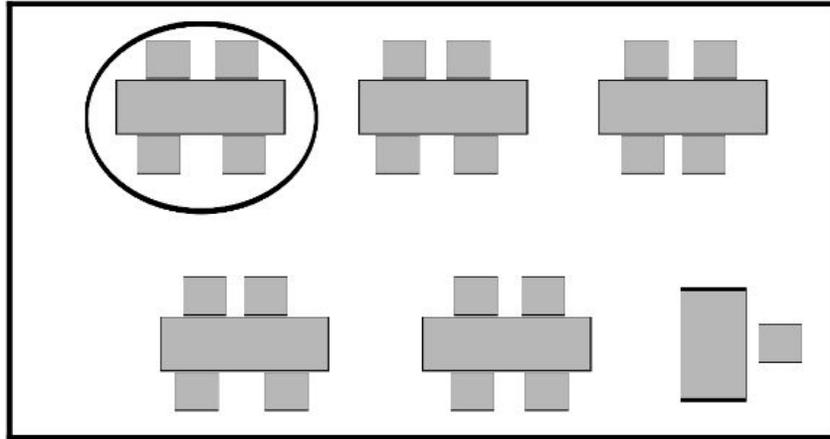


During ALL levels of risk, as much as classroom size and lesson design allow, seating will be designed with efforts to prevent the spread of contagious illnesses (e.g., distancing or uniform desk orientation).

Alternatively, students may be placed in *stable group* arrangements. A stable group is a small, deliberately-designated cohort of students who are typically in the same 6-foot perimeter for a duration of 15 minutes or longer. The student would normally interact on a daily basis with this group. Groups may be rearranged at various points during the year for variety and balance.

In the following diagram, the *stable group* is the four students seated together at the circled table:

Example Stable Group Arrangement



Classroom protocols will include assigned seating and other measures to minimize contact. The allowance and guidelines for class parties and special events will be determined on a case-by-case basis in consultation with the administration.

Birthday/celebration treats must be individually-packaged items. Treats must be delivered to the office or taken to the classroom by the student. During **YELLOW** and **RED** levels of risk, treats may be restricted.

Visitors to the building will be admitted based on current health guidelines and should expect a wellness screening (e.g., screening questions, temperature check). Non-essential visitors may be limited.

Students must bring non-sweat water bottles, labeled with the student's name, each day. Fountains will not be available.

Dismissal of students will be the same with pick up being at the back gym doors. Students may be asked to sit 6ft from one another but allowed to be within family groups.

Lunch/Recess

Lunch

During **GREEN** levels of risk, lunch will be provided in the cafeteria using social distancing practices as much as possible. Our dishwasher will thoroughly sanitize trays and silverware. Some changes to the

food-service program may take place until restrictions/guidelines from the health department change. Early childhood classes may eat in classrooms.

During **YELLOW** and **RED** levels of risk, the school may transition to grab-and-go lunches and the commons or classrooms may be utilized as an additional lunch space.

Recess

During **GREEN** levels of risk, recess will be held outside as much as possible with a plan for cleaning in place for the use of balls and other equipment. Some equipment could be restricted from use depending on the risk assessment.

During **YELLOW** levels of risk, we may have multiple zones or play areas to limit group size and assist in potential contact tracing. Early childhood programs will often alternate play times to reduce numbers.



During **RED** levels of risk, students will have opportunities for physical activity under carefully planned and monitored activities.

Specials Classes (K-8)

During **GREEN** levels of risk, K-8 students will have access to all special classes.

Physical Education

P.E. will take place outside or in the gymnasium. P.E. curriculum is being modified to put an emphasis on activities that allow for moderate social distancing and less shared equipment. When possible all equipment will be regularly disinfected or students can bring their own. Students will sanitize their hands before and after physical activity.

Art

All students will typically attend art in the art room, though lessons are being modified for occasional outside instruction. The seating charts used in their homeroom will be utilized in the art classroom. Modifications are being made to the curriculum and instruction to limit shared supplies or to allow students to bring individual supplies.

Music/Band

Students will typically attend music in the music room, though vocal-performance instruction will be replaced with other activities during **YELLOW** and **RED** levels of risk. Seating will be based on homeroom seating charts. The music instructor will be making modifications to the curriculum and instruction to limit shared supplies. Equipment will be regularly disinfected.

Technology

Students from preschool — 1st grade will use technology at teacher's discretion (Currently trying to receive grant money to provide one-to-one ratio of ipads for younger grades). With our purchase of Chromebooks, our one-to-one ratio in 2nd — 8th will allow these students to use their individual Chromebooks for all technology.

During **YELLOW** and **RED** levels of risk, specials teachers will consult with the administration to determine additional preventative and mitigative measures, including the possibility of temporary suspension of specials instruction during periods of high risk or in-school contact tracing.

Mass

For all levels of risk, school Masses will be held in accordance with guidelines from the Diocese of Jefferson City and in line with current parish practices. Seating will typically be based on stable group arrangements. Otherwise, the following general plans are in place:

During **GREEN** levels of risk, classes in grades K-8 will continue to plan Mass and worship assemblies, as assigned, with efforts made to socially distance classes or, if necessary, stagger attendance.

During **YELLOW** and **RED** levels of risk, Mass attendance and availability will be staggered or temporarily replaced with alternate in-class prayer activities (e.g., rosary) depending on the situation. The youth choir will be suspended during **YELLOW** and **RED** levels of risk or when the parish choir is suspended.

Before- and After-School-Care

After-school-care will be provided utilizing stable groupings, social distancing, and other layers of protection to the highest extent possible. Outside activities will follow recess guidelines.

During **YELLOW** and **RED** levels of risk, before- and after-school-care programs may be suspended, even if the school remains in session. In the event before-school-care is suspended, students would report



directly to classrooms. This decision will be based on the level of risk, guidance from relevant guidelines, and the feasibility of maintaining stricter distancing.

Screening and Triage



Students and staff who have a fever (100.4° or higher) will be asked to stay home and report the absence to the school office or supervisor. Individuals with a lower-grade fever, cough, or a combination of symptoms associated with COVID-19 or other infectious illnesses will be removed from contact with others as next steps are evaluated. Depending on symptoms, individuals may be asked to stay home or provide a doctor's clearance to continue attending.

Students and staff who have been traveling must complete a daily self-check. Travel is defined as any place outside of Miller/Cole or surrounding counties. This self-screening outlines that you should not enter a building if, in the past 14 days, you have experienced any of the following:

- a fever (100.4° or higher) or a sense of having a fever (i.e., you don't feel well)
- chills, cough, shortness of breath, sore throat, muscle aches, or headache
- nausea, vomiting, diarrhea
- new loss of smell or taste, new muscle aches
- close contact with individuals diagnosed or presumptively diagnosed with COVID-19

Nursing

- Health staff regularly keeps a log of health room visits. The name, phone number, and address of all persons seen with fever and new cough will be recorded. Due to student privacy, these records are not public; however, information may be shared with the appropriate county health department.
- The Miller/Cole County Health Department will provide guidance on students and staff who have had contact with people who are suspected to be COVID-19 positive.

Extra-Curricular Activities

In addition to following any applicable directives from the Central Missouri Parochial Athletic League (CMPAL) for sports, the school extra-curricular programs will follow these guidelines:



During **GREEN** levels of risk, extra-curricular activities will continue with preventative and proactive practices. Spectator attendance may be limited.

During **YELLOW** levels of risk, directors of extra-curricular activities will meet with school administration to determine if the program can continue with appropriate mitigation or social distancing practices. Spectator attendance may be limited.

During **RED** levels of risk, extra-curricular activities will generally be discontinued except in those cases where firm social distancing and health precautions can be assured (e.g., home-based virtual participation).

Suspected or Confirmed Cases of COVID-19

In the event of a suspected case of COVID-19 (or manifestation of related symptoms), the following protocols will be followed:

SCENARIO

An employee or student who does not feel well is to visit the school office.

If the symptoms are similar to those associated with COVID-19 infection, the nurse or office personnel will contact appropriate health officials for further guidance.

The employee or student will be separated from others.

EMPLOYEE

The employee will immediately inform the school principal and will be isolated from the school community until appropriate testing can be completed.

Additionally, the employee will follow and document all responses required by school policy and all relevant health department guidelines.

STUDENT

The school office will contact the parent and offer to assist the parent in making phone calls to the healthcare provider for appropriate testing.



The nurse/office personnel will notify the principal and the Miller/Cole County Health Department.

EMPLOYEE OR STUDENT REQUIRED TO SELF-ISOLATE

Any employee who has been told to self-isolate will contact the principal immediately.

If a student has been told to self-isolate, the family will call the school and follow guidelines for family members.

Parents of students within that student's classroom will be notified that their child may have been exposed to the COVID-19 virus. Contact-tracing guidelines may apply to individuals within the student's stable group.

The principal will notify the pastor and the diocesan superintendent.

The principal, along with the diocesan school office, will consider initiating the following protocols:

- The affected part of the school or the entire building will be temporarily closed, according to guidelines.
- Deep cleaning will occur in areas where the student has been located.
- The principal will contact the health department for additional guidance.
- Official communication to families and/or media will come from the school principal in cooperation with the diocesan office of communications.
- The building principal will maintain contact with the staff member or family of the student and ensure compliance with relevant guidelines.

Custodial

OLOS will maintain adequate supplies of personal protective equipment, soap, paper towels, hand sanitizer, and tissues throughout the school. The custodial department will ensure the maintenance of stock.

Custodians will frequently sanitize common surfaces and objects (e.g., tables, water fountains, and doorknobs) with cleaning and disinfectant products. Computer-safe disinfectant methods will be used for computers and keyboards.



Personal Protective Equipment

While supported and recommended, masks will normally not be required in order to enter or exit the building during **GREEN** levels of risk. Even during GREEN levels, students and staff will be welcome to wear masks throughout the school day if this is the individual's choice.

During **YELLOW** and **RED** levels of risk, all students and employees will be strongly encouraged and possibly required to wear a mask/face covering at certain points in the day when stable groups and social distancing are not possible (e.g., arrival/dismissal, passing time).

A limited supply of disposable masks will be available for students who forget to bring one.

Gloves and eye protection will be provided for staff who are interacting with possible areas of contamination (e.g., custodians and the school nurse or secretaries).

Hand Hygiene

While OLOS will have additional hand sanitizing stations and every classroom will have hand sanitizers, there will be an expectation of students following these healthy practices:

- Clean hands and disinfect frequently touched items.
- Avoid touching eyes, nose, and mouth.
- Cover mouth and nose with a tissue when coughing or sneezing; or use the inside of an elbow, not one's hands.
- Clean hands after coughing, sneezing, eating/handling food or touching things in "common" areas in the building (e.g., kitchen, mailroom, copier, lobby).



In addition to sanitizing solutions, wipes and/or cleaning solutions will be provided in every classroom.

RED Levels of Risk

Indicators of RED levels of risk:

- Student absenteeism
 - When it is not prudent to keep the school open due to extensive absenteeism of the student population*
- Teacher/Staff absenteeism
 - When the number of staff available to supervise and instruct students drops below what is necessary to maintain a safe learning environment
- Extensive outbreak or contact tracing within the SJCS population*
- To protect public health and safety
 - When advised to close by appropriate governing authorities (e.g., County Health Department, Missouri governor, or the Diocese of Jefferson City)

**School officials will continue to calibrate the specific measurement of “extensive” based on the further development of guidance from health/education experts and other school models.*

School responses during RED levels may include the following:

- Cessation of student movement between classrooms and other areas of the school
- Cessation of group activities larger than one grade/class (e.g., assemblies, prayer events)
- Cessation of athletic events or other extra-curricular activities
- Alternate days of attendance (e.g., families are divided and students alternating between on-site learning and distance-learning)
- Temporary school closure, during which grade-specific distance-learning activities and guidelines will be communicated