



ARCHDIOCESE OF INDIANAPOLIS

St. Michael – St. Gabriel Elementary School

Indianapolis, INDIANA

COVID-19 HEALTH AND SAFETY

RE-ENTRY PLAN

2020-2021 SCHOOL YEAR

St. Michael – St. Gabriel Student Health and Safety Plan

Just as our community-wide social distancing measures across central Indiana since March have shown much success in reducing the spread of COVID-19, it will take everyone's cooperation and prudence on a daily basis to achieve a successful reopening of schools. We have to recognize that no location where people gather will be risk-free, but we will continue to do everything possible to mitigate the risks.

The plan has been developed with every precaution possible to protect students and adults. Heightened protocols related to cleaning and sanitizations will be in place. We will expect proper hand washing, physical distancing to the extent possible and minimal sharing of resources to the extent possible.

Guidance from IDOE, CDC, Marian County Health Department, the Office of Catholic Schools and local authorities will be employed as best fits our Catholic school community as determined by administration.

The plan contained in this document includes **preventative measures**, with which we will need everyone's participation. If done effectively, together these should greatly reduce the risk of virus transmission within the school. It also includes **procedures we will follow when there is a positive case of COVID-19 among our school community**. We need to be prepared for this likelihood, and for everyone to know in advance how it will be handled.

ST. Michael-St. Gabriel Elementary school will open in a hybrid model for the fall.

- **Pre-Kindergarten through Grade 5** will receive in-person instruction on campus, Monday-Friday.
- **Students in Grade 6** will receive in-person instruction on campus, Monday-Tuesday and Thursday-Friday. They will receive remote learning on Wednesday and must log into their Google Meeting for class that day.
- **Students in Grade 7** will receive in-person instruction on campus, Monday and Tuesday. They will receive remote learning Wednesday-Friday and must log into their Google Meeting for class those days.
- **Students in Grade 8** will receive in-person instruction on campus, Thursday and Friday They will receive remote learning Monday-Wednesday and must log into their Google Meeting for class those days.

Screening

All students and employees will be required to complete a **daily self-screening protocol** before they enter the building. We suggest that you complete this before leaving the house each morning. The self-screening should include the following COVID-19 symptoms:

- A fever of 100.4° F or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Fatigue
- Muscle or body aches
- Headache
- Sore throat
- New loss of taste or smell

- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

To protect the health of others, students and employees are respectfully asked to stay home if they exhibit any of the above symptoms.

In addition to home self-screening, we will establish processes for students to receive basic screenings at school by staff when needed. At this time, we *do not* anticipate staff performing temperature checks for every student upon building entry, as this is part of the self-screening process. However, we will have non-contact thermometers and other screening tools in the building for in-school screening when needed.

When students or employees who are already at school report symptoms of COVID-19, we will have a designated isolation room and staff member who is trained to respond. Once brought to that location, students' family will be contacted, and an initial screening will be conducted. Students may be picked up at that location, and families will receive guidance on steps to take with health professionals prior to returning to school.

Physical Distancing and Building Safety

The regular cleaning and sanitizing procedures will be more intense. Classrooms and desks will be disinfected after every student use. Meeting rooms will be cleaned prior to use. Hand sanitizing stations are located throughout the school and water fountains for bottle refills have been installed.

We will take a number of steps for physical distancing of students, faculty, and staff, including:

- Classroom spacing and arrangement of desks for maximum distance.
- Assigned seating in the classroom (this is also relevant to contact tracing).
- Enforcing reduced capacity in common gathering areas such as the gym, cafeteria and Academic Offices.
- Increased faculty/staff proctoring of common areas to remind students of distancing guidelines.
- Staggering passing periods so the entire school is not passing through halls and using restrooms at the same time.
- Designating one-way stairways and hallways when necessary.
- Adapting group work assignments to provide more physical distance among groups of students than usual in the classroom.
- Adapting activities and locations for courses such as PE, visual arts, and performing arts, to maximize distance and avoid activities which have shown greater risk of virus transmission.
- Reducing and eliminating shared classroom materials whenever possible.
- Increased use of outdoor campus space for various classes and activities as weather allows.

Participation in Class from Home

Current guidance states that students and employees will be excluded from school if they test positive for COVID-19, have been in close contact (close contact is defined as being within 6 feet of a person for

more than 15 minutes unmasked) with a person who has tested positive for COVID-19, or potentially after returning from travel in certain places.

When a student needs to stay home for COVID-related reasons, but is feeling well enough to continue to participate in class, St. Michael – St. Gabriel has in place a **home learning platform** which will allow them to keep pace with the learning activities and assignments of their classes. Students if able will be expected to attend their classes in real time and will be responsible for all assignments.

Parents who have students with underlying health issues or family concerns may contact the administration to request the home learning platform option and guidelines.

Return to School

After a student or employee is excluded from school they may return if they satisfy the recommendations of the Marion County Board of Health. Persons who have experienced symptoms and have been tested for COVID-19 may return to school if the prescribed conditions are met.

If a student or member of a students' household tests positive for COVID-19, we ask that the family inform St. Michael – St. Gabriel immediately in order to protect the safety of the entire St. Michael – St. Gabriel community.

Additional Information

Masks: In an effort to not only protect ourselves but one another, masks will be required of all students, staff, faculty, patrons, and visitors to St. Michael-St. Gabriel. There will be times when these masks can be lowered or removed, which includes during recess and gym class. Students will still be required to social distance from one another during active play. Students may also lower their masks during snack break (in our primary grades) and during lunch. For students with breathing difficulty, such as asthma, a face shield is acceptable in the classroom, but we recommend face masks in the hallway and other high traffic areas. PreK students will not be required to wear face masks, but parents may choose to have their child wear one. PreK students are required to wear masks in public places. We ask that masks be washed at home. When students take off their masks for physical activity or eating, we ask that these masks be placed in a plastic bag, labeled with their name on it.

Hand Washing and Hand Sanitizer: Proper hand washing techniques will be reviewed and discussed with all students at the beginning of the school year and required throughout the day. Hand sanitizer will be provided in all classrooms and common areas so that our students, staff, and visitors will have that available at all times. Students will be required to sanitizer their hands before moving to another classroom or common area, as well as before and after lunch, recess, or gym class.

Mass: Part of celebrating our Catholic faith is sharing Mass together. Due to social distancing, we will alternate the students who will be attending Mass in the Church. Students who are not in the Church will be watching remotely from their classrooms. All students will have the ability to receive the Eucharist during every school-wide mass.

Transportation: Masks will be required, and students will sit one per assigned seat; however, siblings can sit together.

Addendum

Sanitizer Dispenser/Stations

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|-------------|--|
| 1st Floor - | 1 - Pre-K inside entrance
1 - (auto dispenser) cafeteria serving line |
| 2nd floor - | 1 – Teacher’s Lounge inside entrance
1 - outside office main entrance |
| 3rd floor - | 1 - outside faculty office entrance |