

## St. Patrick's School Reopening Guidance 2021-2022

Desks/tables will be spaced 6 feet apart

- Students will be separated to the extent reasonable during small group instruction
- When students are in the hallway or common spaces, they will social distance
- Students will remain in cohort groups during lunch, specials, and recess

Small group instruction will require mask wearing

- When students are in the hallway or common spaces as a class, they will wear masks
- Teacher/Staff will wear masks during the school day when it isn't feasible to social distance
- Students will be given face covering breaks throughout the day
- ~~Mrs. Healt (Principal) will do PPE, mask-wearing, handwashing and hygiene training for all faculty, staff, and students~~
- ~~Faculty & staff will be trained prior to the first day of school.~~
- ~~Students will be trained on the first day of school~~
- ~~Mrs. Healt (Principal) will travel to classrooms in order to complete this training.~~
- ~~Daily reminders will be over loudspeaker~~

● Students will be encouraged to wear a lanyard with their face covering attached (These will be labeled and provided by parents) Students who are medically unable to tolerate a mask will not be subject to this requirement. In this case, a doctor's order should be provided by parents **and a face shield will be worn instead (purchased by the parent.)**

Specialty Teachers will be given 5 minutes between classes in order to sanitize

- Music Class: class sizes will be small enough to maintain 6 feet of distance when students are participating in music class and instrumental instruction
- P.E. Class: Whenever possible P.E. class will take place outside. When not possible students will be placed 6 feet apart and a focus will be placed on individual activities (ie. yoga, gonoodle, brain breaks)
- Art Class: ~~In the event that the classroom cannot be used because of social distancing constrates, the art teacher will travel to the classroom~~ **Art class will take place in the gym**

Desks/tables will be spaced 6 feet apart

~~Floor tape will be put in hallways to keep flow moving in one direction~~

- ~~The stairwell near the nurse's office will be closed; only used for ill students~~
- Coat Rooms will be used for student coats and backpacks; ~~students will be sent one at a time~~
- School will not be used for public use **at this time**

- ~~Visitors will need to be screened prior to entry into the building~~
- Parents ~~will not be allowed to enter the building &~~ will drop off at door in the morning
- We can utilize the church, outdoor space for alternate work space, as needed
- ~~Floor tape may be placed on gym floor in order to give students an area in which to play safely.~~

Arrival is staggered between 8:30-8:55.

- ~~Early arrival at 8:00 am with Principal approval~~

○ Busses & drop-offs arrive at staggered times between 8:00-8:50 am

Before School Care is available from 6:30-8:30 am Mon-Fri and After Care from 3-5:30

○ Students will ~~have a temperature check~~, sanitize hands, and go straight to their classrooms upon arrival

Dismissal is staggered. PK-2 dismissed at door by garage, 3-6 dismissed at door near playground and Walnut Street

- Students will be called for dismissal and separated in separate areas by bussers and pick-ups
- Students will remain in their classrooms until called for dismissal
- Coat Rooms will be used for student coats and backpacks; ~~students will be sent one at a time~~

~~Signs will be hung throughout the school building~~

- ~~Signs being used have been approved by the NYS Health Dept.~~

○ Handwashing signs will be placed near each sink

Students will eat lunch in the cafeteria

○ Students will be spaced 6 feet apart at the lunch tables to the extent possible with increase number of students

- ~~The capacity of the cafeteria is now 30 people~~

○ 3 lunch periods will be needed

- ~~Possibly use the 5th/6th grade aide as a lunchroom monitor~~

○ Plexiglass will be placed over the kitchen openings, with space below to slide lunch trays through

- ~~Plexiglass dividers may be placed on lunch tables~~

○ Clear plastic shower curtains will be used on the kitchen doorway

○ Janitor will be responsible for sanitizing the cafeteria after each lunch period, to ensure a germ-free environment for the next group

○ Hand sanitizer will be provided for use in the cafeteria

o Students will be instructed to not share food

~~No more than 2 people will be allowed in the Teacher's Room at any time~~

~~● Only one teacher/staff member may enter Secretary's office at one time~~

~~● Only one teacher will be allowed in the upstairs copy room and in the supply room at a time~~

~~Meetings that cannot be held virtually will be held in the cafeteria and/or gym to ensure proper social distancing between attendees~~

Teachers/Staff should keep windows and doors open as much as possible during the day in order to provide airflow throughout the building

~~No more than 2 people will be allowed in the Teacher's Room at any time~~

● Staff lunch times and prep times will be staggered

~~● The south side stairwell will be closed.~~

● Hand sanitizer and disinfecting wipes will be made available in all common areas.

~~● Only one teacher/staff member may enter Secretary's office at one time~~

~~● Only one teacher will be allowed in the upstairs copy room and in the supply room at a time~~

Students will be placed in their appropriate grade level classroom with a teacher (and classroom aide, if necessary)

● Classes will be separated and cohorts will travel and remain together throughout the day

In-Person Instruction:

● Desks will be 6 feet apart

● Teacher will be 6 feet apart when feasible

● Individual materials will be used, **limit sharing of materials**

● Masks will be worn **when unable to social distance**

● Whole group instruction at desks will not require masks ~~when possible; when not possible~~, both students and teacher will wear a mask **when working in small groups or one-on-one**

● Limited touching for shared materials; sanitizing shared materials after use

~~● Students will use hand sanitizer prior to/after handling library books; returned books will be quarantined~~

● Unnecessary and hard to clean classroom objects put away

● iPads & Chromebooks will be assigned to students; shared technology will be sanitized

Hand sanitizers will be used prior to/after centers or small group instructions **to the extent necessary**

- ~~Center activities will be limited to one student at a time~~
- ~~Bathroom schedule set up; emergencies will use Pre-K bathroom~~
- Water Bottles used and sent home for washing daily
- Students will only be sent from the classroom after contacting the office; ~~may be escorted by an adult~~
- Bins will be placed outside of each classroom for notes, etc.; office staff will pick up notes
- ~~Possible use of plexiglass partitions for small group instruction~~; students will wear masks during small group instruction
- Morning & Afternoon announcements over the loudspeaker
- ~~Songs will be played but not sung together by students~~
- Specialty Teachers will be given 5 minutes between classes in order to sanitize
- Music Class: class sizes will be small enough to maintain 6 feet of distance when students are participating in music class and instrumental instruction
- P.E. Class: Whenever possible P.E. class will take place outside. When not possible students will be placed 6 feet apart and a focus will be placed on individual activities (ie. yoga, gonoodle, brain breaks)
- Art Class: ~~In the event that the classroom cannot be used because of social distancing constraints the art teacher will move from room to room~~ will take place in the gym
- Utilize Google Classroom for homework, schedules, etc.

### Hybrid Instruction School

- ~~Use of online learning for students who cannot attend school due to illness, bussing issues, etc.~~
- ~~School will work with individual families and provide instruction based on their needs Virtual Instruction~~
- ~~Teachers will utilize online instruction ○ Ex: Zoom, Meet, Screencastify, Google Classroom, Seesaw~~
- ~~Students will be allowed to take a device home daily, if needed~~
- ~~Students and parents will be trained to use different online instructional tools (ie Google Classroom, Seesaw)~~

Students who ride the bus will enter through the front doors

○ ~~All students will have their temperature checked prior to entering the school~~

- Students who are dropped off will enter through the main entrance by the garage walk to the back door
- ~~A gate will be added to the office door and a plexiglass shield will be added to her desk in order to create a safe boundary.~~

Deliveries will be done at the back door nearest the office

- ~~All delivery persons will be screened prior to entry into the building~~
- ~~When possible, deliveries will be left at the door~~

Faculty and staff only will enter through the front entrance, across from the parking lot. (Door #4)

- Upon entrance, they will hand sanitize ~~and log their temperature (self-check)~~

Students will be required to wash hands or use hand sanitizer prior to touching any shared items

- Teachers will disinfect shared objects after use
- Material sets will be provided for individual students to limit the sharing of objects

All students, faculty, and staff are required to wear face masks

- Face masks were added to the students supply list for the 2021-2022 school year
- Mrs. Baldwin, School Nurse will order child-sized face masks and adult sized face masks
- ~~Face shields may be used to help students keep their hands away from their faces~~
- ~~Mrs. Baldwin, School Nurse is looking into the cost of purchasing face shields for each student~~
- When students are more than 6 feet apart, or are in direct instruction, they do not need to wear their face masks
- The school will provide disposable masks for adults and students for use as needed, **parents should provide well-fitted masks for their children.**

Classrooms and common areas will be cleaned and sanitized each day by the school custodian

- ~~Mrs. Healt, Principal will do handwashing and hygiene training for all faculty, staff, and students~~
- ~~Faculty & staff will be trained prior to the first day of school.~~
- ~~Students will be trained on the first day of school~~
- ~~Mrs. Healt, Principal will travel to classrooms in order to complete this training~~

- Sanitizers will be placed at ~~all~~ most entrances and in all classrooms, all busy areas, and the cafeteria

A note will be sent home asking parental permission for students to use hand sanitizer at school and include any pertinent safety information that parents need to prepare for the upcoming school year

- The school administrator is working with Cabrini Health **and has a** ~~to get a~~ school social worker through Arise. This **will may** include 1 on 1 counseling or small group counseling and classroom presentation, either in person or remotely, on mental health and well-being.

Water fountains will be covered and not used

- A generous benefactor has donated 2 water bottle refilling stations.
- Students will be required to provide their own water bottles from home that are clearly labeled with their name and be allowed to fill them as needed

- Deep disinfecting will take place when students are not in the building to the extent possible
- Staff members will spot disinfect when necessary throughout the school day
- Bathrooms have physical barriers in place already. ~~Every other urinal in the boys bathrooms will be closed off to ensure social distancing~~

People with suspected Covid 19 symptoms will be sent home ~~kept in the nurse's office. The stairway leading to the nurses office will be kept closed and the door leading to the office will also remain closed. The two windows and the office door will remain open.~~ The individual will be supervised by a staff member until they can be picked up by a family member. During the time all parties will social distance ~~wear a N-95 mask and gloves.~~

- Cleaning and disinfecting will take place right away.

Parents and families will be informed about the school's reopening plan

- ~~A survey will be sent out to families requesting feedback on the reopening plan~~
- ~~Our plan will be approved by the Diocese of Syracuse prior to sending to NYS; shared with Board of Trustees of St. Patrick's School~~

- Summary of plan will be shared with families
- COVID-19 Resources Section on school website to be updated by Principal
- Robyn Barbano, Secretary, will act as school coordinator/point-of-contact upon the identification of positive COVID-19 cases and subsequent communication
- Anita Baldwin, Nurse, will answer questions as well as being a second point of contact

~~Log for teacher temp checks/ question form or checklist; digital checklist to families~~

- ~~Quarantine area in the area & stairs toward the nurses office (signage)~~
- We must monitor better when kids are out; notes from parents; doctor note if out for more than 3 days
- ~~Student log showing that they were screened using an infrared thermometer~~
- ~~Can't come in if temp is 100 or above~~
- Parents need to be informed that students are not allowed to come to school if they have a fever
- ~~Students will need to stand 6 feet apart while waiting for a temperature check~~
- ~~Unscheduled visitors will not be allowed in the building~~
- Visitors will be screened prior to entering the building
- COVID-19 testing will not be done at this school building **at this time**
- If COVID-19 is suspected, Faculty/Staff/Students will need to provide a negative test before returning to school

- Faculty/Staff/Students will need to be fever-free/symptom-free for 24 hours prior to returning to school and will need a doctor's note in order to return
- Faculty/Staff/Students who are absent for 3 or more days need a doctor's note in order to return to school
- Procedures will be followed as recommended by the Madison County Health Department
- ~~PPE has been requested for screeners~~

Anyone experiencing symptoms of illness will not enter the building

Suspected ill students/faculty/staff will be quarantined and sent home immediately

- ~~Students/Faculty/Staff who are screened will need to be provided with a hybrid instructional model until the test results are returned~~

At this time, the school will not test for Covid 19. If there is a suspected case after a screening at home or at school, parents or adult staff members will be directed to contact their health care provider and a doctor's note and a negative test will be required to return to school

~~The Madison County Health Department will be notified if suspected COVID-19 cases rise to 9% of the student population~~

- Classrooms will be closed if there is a suspected COVID-19 case to ensure proper sanitizing. The class will be moved to a clean room while the original classroom is being sanitized.

Principal will notify the state and local health department immediately upon being informed of any positive COVID-19 diagnostic test result by an individual in school facilities or on school grounds, including students, faculty, staff, and visitors

Classes will be separated and cohorts will travel and remain together throughout the day

- Before and After School Care will require sign-in or sign-out

Suspected ill students/faculty/staff will be quarantined and sent home immediately

- ~~Students/Faculty/Staff who are screened will need to be provided with a hybrid instructional model until the test results are returned~~

- If COVID-19 is suspected, Faculty/Staff/Students will need to provide a negative test before returning to school

- Faculty/Staff/Students will need to be fever-free/symptom-free for 24 hours prior to returning to school and will need a doctor's note in order to return

- Faculty/Staff/Students who are absent for 3 or more days need a doctor's note in order to return to school

- Procedures will be followed as recommended by the Madison County Health Department

- ~~PPE has been requested for screeners~~

~~● The Madison County Health Department will be notified if suspected COVID-19 cases rise to 9% of the student population~~

- Classrooms will be closed if there is a suspected COVID-19 case to ensure proper sanitizing
- The class will be moved to a clean room while the original classroom is being sanitized
- Principal will notify the state and local health department immediately upon being informed of any positive COVID-19 diagnostic test result by an individual in school facilities or on school grounds, including students, faculty, staff, and visitors

### Case Investigation and Contact Tracing for Isolation and Quarantine:

Schools should continue to collaborate with the Madison County Department of Health (MCDOH) in identifying students, teachers, and staff who test positive for COVID-19. MCDOH is primarily responsible to investigate each reported positive COVID-19 case and to trace all those with close contacts to implement Isolation and Quarantine orders.

The following are based on CDC/NY State Education guidelines<sup>1,2</sup> and will be applicable during contact tracing.

1. Fully vaccinated close contacts:
  - a. Should be referred for COVID-19 testing.
  - b. If asymptomatic, do not need to quarantine at home following an exposure (they can continue to attend school in-person and participate in other activities). In addition to correctly wearing masks in school, they should wear a mask in other indoor/outdoor public settings for 14 days or until they receive a negative test result on a molecular PCR test collected 3-5 days after contact.
2. Individuals who were COVID-19 positive within the last 3 months and are close contacts:
  - a. If asymptomatic, do not need to quarantine at home following an exposure (they can continue to attend school in-person and participate in other activities). In addition to correctly wearing masks in school, they should wear a mask in other indoor/outdoor public settings for 14 days
    - i. NOTE: Individuals who were COVID-19 positive within the last 3 months should not be tested.
3. Unvaccinated close contacts:
  - a. Should be referred for COVID-19 testing, if symptomatic.
  - b. Regardless of test result, they should be in **mandatory quarantine (MQ)** at home for 10 days after last exposure.
4. Masked students who are within 3 to 6 feet of an infected student in a K-12 indoor classroom will not be quarantined.
5. Students, regardless of mask use, who are less than 3 feet of an infected student in a K-12 classroom will be quarantined. (Cumulative 15 min in a 24 hr. period). Exception: see number 1 above.
6. Schools should report new diagnoses of COVID-19 to MCDOH as soon as they are informed.

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<sup>1</sup> <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html>

<sup>2</sup> <http://www.nysed.gov/common/nysed/files/programs/back-school/nysed-health-and-safety-guide-for-the-2021-2022-school-year.pdf>



### Important considerations:

1. Close contact is defined as:
  - Someone who was within 6 feet of an infected person (laboratory-confirmed or a clinically compatible illness) for a cumulative total of 15 minutes or more over a 24-hour period (for example, three individual 5-minute exposures for a total of 15 minutes).
    - Exception: In the K–12 indoor classroom setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student (laboratory-confirmed or a clinically compatible illness) if both the infected student and the exposed student(s) correctly and consistently wore well-fitting masks the entire time.
      - This exception does not apply to teachers, staff, or other adults in the indoor classroom setting.
2. Recommend to have individual student (s) **assigned seats to** identify close contacts.
3. Importance whether there is an outbreak (2 or more clusters in the same school within 14 days period).
4. Adherence to masking policy
5. Vaccination Status of infected and exposed individuals
6. Vaccination rates in Madison County, including vaccination rates of staff and students
7. Total new cases per 100,000 persons in the past 7 days in Madison County
8. Percent positive during the past 7 days
9. Spread of new variants of SARS-CoV-2 virus in Madison County.

*The Madison County Health Department will be closely monitoring infections within the school community.*

### Staying home when sick and getting tested:

Students, teachers, and staff who have symptoms of infectious illness, such as flu or COVID-19, should stay home and be referred to their healthcare provider for testing and care, regardless of vaccination status. If a student becomes sick at school, follow CDC guidelines to handle such situation. (Appendix A)<sup>3</sup> Vaccinated individuals should self-monitor for symptoms and if they develop any symptoms within 14 days they should isolate and be tested.

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<sup>3</sup> CDC: What to do when if a student becomes sick or reports a new COVID-19 diagnosis:  
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/student-becomes-sick-diagnosis-flowchart.html>

