

St. Helen 2020-21 Reopening Plan Parent & Guardian Document

Mandates:

- St Helen will not allow normal visitation to our school. This includes volunteers. Visitors having official business **may come into the school office area only**, wearing a mask at all times. Only St Helen Staff & students are allowed throughout the school. Parents/Guardians needing to meet with staff must be by appointment only.
- A designated quarantine room has been established.
- Students will go straight into the classroom upon arrival to reduce mass gathering. We will work closely with Mad River Food Services for best practices on servicing breakfast and lunch in the classroom.
- Daily health assessments– temperatures of students will be taken upon arrival; staff must self-check temperatures prior to reporting to school and log on Google Doc. 100.4 or above means a student or staff member should stay home/will be sent home.
- Face coverings required for all staff and students (i.e. face masks, all protective face shields, etc.). Students will be required to wear face covering when entering/exiting school, moving throughout the building. Students will be permitted to remove face coverings during different times throughout the day (eating, independently working, silently reading, etc) and social distancing practices will be enforced. *Families will be responsible for providing their child with face coverings.*
- Sanitizing and cleaning of the building each day. Students will need to bring individual water bottles to school.
- Social and physical distancing where applicable, areas in hall and classrooms marked.
- Students will remain with their classmates. Teachers will travel to them including special area teachers; this will minimize traveling throughout the building.
- Recess: We will make every effort to maintain consistency while following safety procedures.
 - Classes will follow a schedule for recess times
 - This may mean that we will limit student access to certain pieces of playground equipment and restrict activities that are “high touch” and difficult to clean or maintain social distancing.
 - We will work toward “structured” recess activities, if necessary.
 - Students must sanitize their hands after recess.
- No sharing of school supplies (lockers/coat hooks will not be used so students should only bring the essentials). Bookbags/Coats will be kept on the back of student chairs.
- Field trips will be limited to virtual learning opportunities aligned to the Graded Course of Study until further notice.
- Class libraries, textbooks, materials used by more than one student will be sanitized upon return or be returned in a different location & held for 72 hours before being placed back on shelves
- Scheduled restroom breaks throughout the day with a limited number of students sent to the restroom at one time to maintain social distancing. Restrooms will be cleaned throughout the day.
- Parents who will be picking up a child for early dismissal due to illness, medical appointment, etc will be expected to call the front office to make them aware/give time for staff to retrieve the child. There is no dismissal within 15 minutes of the regular end of the school day, and only

parents, guardians, or other individuals identified on the student's contact list, with appropriate identification, will be allowed to leave with the student.

Proactive Measures for School Reopening:

- The building will continue to be sanitized on a daily basis.
- We will work closely with the Montgomery County Health District to promote safety. In the event we have a confirmed case of COVID-19, we will work with the Montgomery County Health Officials and the appropriate steps will be taken.
- Classroom furniture will be removed that isn't determined necessary to allow for social distancing.
- A sneeze guard was installed in the school office & will be purchased for the teacher desk.
- Hand sanitizing stations, thermometers and other cleaning/sanitizing supplies will be on hand.
- Mass will be live streamed for students to participate in on a weekly basis
- **Parents/Guardians may choose between one of two options- *Face-to-Face Learning vs Remote Learning:***
 - Send child to school for face to face learning
 - Safety protocols in place as described above.
 - St. Helen's will offer **remote learning** for families who do not wish to send their child to school at this time. This will involve students logging on to "join" his/her classmates in live instruction, activities, and discussions. Students will log in via Google Meet. Agree to remote learning from home for one half of a trimester at a time (changes can be made at interim or end of a trimester). *Administration reserves the right to limit the number of times a switch is made.*
 - If a family decides to change to remote learning, this transition would happen at the end of the week and remote learning would start on the first day of the next week to allow for teacher planning and resources to be given out.
 - Families will be sent a form to complete indicating their choice.
 - Chromebooks will be available to be checked out for student use although other devices will work (i.e. Playstation, laptops, tablets, etc). *Internet access is required.*
 - Students at home will be required to be logged in and in front of the camera with the exception of scheduled breaks. Students not logged in will be counted as absent.
 - Students at home will be required to complete all assignments and "turn in" via Google classroom, email, or drop off in school office. A teacher may give an alternative assignment to students learning at home if the need arises. Students in grades K-2 may have a modified schedule for the afternoon knowing this is when specials are normally held. This may include teacher created youtube lessons or activities, independent practice assignments, etc.

As a reminder, plans are "at this moment", and we will continue to re-evaluate based on evolving conditions, data about the status of the pandemic, and recommendations and guidance from public health authorities.