

# **St. Columba School Reopening Plan/ Grades PK - 8 2021-2022 School Year**

Dear PK - 8th Grade Parents,

As we begin our new school year, our prayers are with all of our families. We are actively preparing for the return of full in-person instruction. When considering this possibility, we are mindful of several concerns and challenges:

1. The safety and well-being of our students and their families.
2. The safety and well-being of our staff and their families.
3. Safely providing in-person instruction to all of our students.

**Students will be required to wear their PE uniform and school shoes on Mondays and Wednesdays. Regular school uniform and school shoes are to be worn on Tuesdays, Thursdays and Fridays.** Weather permitting, windows in classrooms will be open to improve ventilation, students may need to also wear a St. Columba sweatshirt/sweater. Please check the Student/Parent Handbook for dress code guidelines. PE uniforms are available for purchase in the school office.

## **Reopening Plan**

For in-person instruction safety procedures will include, but are not limited to, the following procedures in the Reopening Plan.

## **Reopening Plan Goals**

1. To create the safest learning environment for our students, families, teachers, and staff.
2. To create an equitable learning opportunity for our students.

## **Reopening Operational Plan Procedures**

Safety protocols will include, but are not limited to, the following:

1. Mandatory masks worn at all times by teachers, staff, and students (ADW guideline).

2. Students will report directly to their classrooms via the following locations:

PK - classroom back door

K - classroom back door

1st - main front office door A

2nd - main front office door A

3rd - main front office door B

4th - classroom back door

5th – classroom back door

6th – main front office door B

7th – Father Dewan Hall door by 8th grade classroom

8th – Father Dewan Hall door by 8th grade classroom

3. Each grade is assigned to specific bathrooms; bathrooms will be disinfected throughout the day.

4. Students will follow social distancing protocols when moving in the building.

5. Desks socially distanced at 3 ft. apart for each student.

6. Hand sanitizer to be used upon entry to classrooms and upon exiting bathrooms; to be used as needed in hallways.

7. Lunch will be eaten in classrooms / lunch room.

8. Students may bring a clearly marked reusable water bottle (water only).

9. Visitors permitted in school building by appointment only. (masks required when in the building.)

10. Extended School Program will be available.

11. School will establish a designated Health Room space for students who become sick while at school.

### **Morning Arrival/Drop Off:**

- ❖ All students: 1st lot (closest to the field) used for student drop off. Parents will not be allowed to escort their student(s) into the building.

### **Afternoon Departure/Pick Up (Parents with multiple children will park in the lot assigned to their youngest child).**

**PK - 4: 1st lot (closest to field) used for pick up.**

**5-8: 2nd lot (middle lot) used for pick up.**

## **Weekly Schedule (Monday through Friday):**

### **ALL STUDENTS (Grades PK - 8):**

7:40 a.m. – 8:00 a.m. Arrival (Parents of Students arriving late must walk their child to office door A and sign a tardy)

8:00 a.m. - 8:10 a.m. Homeroom

### **Grades PK - 5:**

Follow individual schedules with dismissal at **2:40 p.m.**

### **Grades 6 - 8 (45 minute periods):**

1<sup>st</sup> period - 8:10 a.m. - 8:55 a.m.

2<sup>nd</sup> period - 8:55 a.m. - 9:40 a.m.

3<sup>rd</sup> period - 9:40 a.m. - 10:25 a.m.

4<sup>th</sup> period - 10:25 a.m. - 11:10 a.m.

**LUNCH** - 11:10 a.m. - 11:35 a.m. (Grades 5-8)

**LUNCH** - 11:40 a.m. - 12:05 p.m. (Grades PreK - 4)

5<sup>th</sup> period- 11:35 a.m. - 12:20 p.m.

6<sup>th</sup> period - 12:20 p.m. - 1:05 p.m.

7<sup>th</sup> period - 1:05 p.m. - 1:50 p.m.

8<sup>th</sup> period - 1:50 p.m. - 2:35 p.m.

**Homeroom** - 2:35 p.m.

**Dismissal** - 2:40 p.m.

**ESP** - 3:00 p.m. - 6:00 p.m.

## **Reopening Plan Health and Safety Procedures**

A weekly grade level COVID-19 checklist will be provided to all students and families via email to be submitted by Google Forms to the school office by 7:45 a.m. every Monday morning for each individual student. Morning temperature checks for all faculty, staff and students will be conducted upon arrival each day.

1. In the instance of a positive COVID-19 case, we will follow CDC, local government, and ADW guidelines.

2. Any absence due to illness will require a phone call to the office by a parent before 9:00 a.m. Any absence of 3 days or longer will require a doctor's note allowing a student to return to school. Please do not give acetaminophen (Tylenol) or any fever-reducing medicine to students prior to their arrival at school.
3. If a child becomes sick while at school they will be quarantined in the Health Room and their parents will be called immediately. The student will need a note from a health care provider to return to school.
4. If any family member tests positive or is exposed to an active case of COVID-19, the student must remain home to quarantine until a doctor deems it safe to return to school. A negative test result is required.
5. Masks will be required for all staff, teachers and students. Masks will not be required for outdoor activities.

With any in-person plan, we cannot completely remove all risk of COVID-19 infection. We will be vigilant and committed to all safety protocols while acknowledging we cannot create a "perfectly safe" in-person environment.

**Supplies needed for students in grades PK - 8 have been posted on the school website.**

Peace and blessings,  
***Christine Patton***  
Principal

***Bill Johnson***  
Assistant Principal