

St. Michael School

Back to School Plan 2020-2021



Policies and Procedures



Policies and Procedures:

- are based on Centers for Disease Control and Prevention (CDC), the Hawaii Department of Health (HDOH) guidelines, and recommendations suggested by the Diocese of Honolulu and American Academy of Pediatrics Association (AAP).
- allow the school to adapt to the changing condition of the pandemic and still support on-campus learning and student life.
- aim to be practical, feasible, and appropriate for child and adolescent development stage.
- take into consideration evidence regarding COVID-19 in children and adolescents, including the role they may play in transmission of the infection.
- aim to have students physically present in school; however they also take into account necessary accommodations for students and/or staff who have special health care needs.
- aim to “mitigate” the risk of transmission of COVID-19.
- are designed to create as “normal” of a learning environment as possible and to minimize stress and anxiety for students, teachers, and staff, and parents.

Multi-level priority strategies recently published by the American Academy of Pediatrics (AAP)



Preschool - Grade 1

High priority strategies that the school should focus on:

- Cohort classes to minimize crossover among children and adults within the school
- Utilize outdoor spaces when possible
- Limit unnecessary visitors into the building

Lower priority strategies - due to practicality (more difficult to control) that the school should focus on:

- face coverings and reduce classmate interactions

Grades 2 and higher

Higher-priority strategies that the school should focus on:

- Children should wear face coverings when benefits (potential COVID-19 risk reduction) outweigh harms (i.e. increasing hand-mouth/nose contact)
- Desks should be placed 3 to 6 feet apart when feasible
- Cohort classes to minimize crossover among children and adults within the school
- Utilize outdoor spaces when possible

Lower-priority strategies that the school should focus on:

- The risk reduction of reducing class sizes in elementary school-aged children may be outweighed by the challenge of doing so.
- Similarly, reducing classmate interactions/play in elementary school-aged children may not provide enough COVID-19 risk reduction to justify potential harms

Family and Community Expectations



As a community, we must prioritize the safety and health of everyone; we must do our part to adhere to state health recommendations and regulations and to the school's back to school policies and procedures.

Policies and procedures in this report shall override the St. Michael School Parent and Student Handbook.

General Health and Safety Measures Policies



Medical Forms; Emergency Contacts; Waiver and Disclaimer

Parents must complete and submit all required student medical forms prior to the first day of school.

Parents must provide at least three (3) emergency contacts who are able to pick up your child from the School within one (1) hour of receiving a call from the school if the student has a temperature of a 100.4°F or higher or becomes ill during the school day.

St. Michael School will require each family to complete COVID-19 **waiver and disclaimer** forms and return them to school on or before the first day of school.

COVID-19 Testing and Notification

If your child or someone in your household tests positive for COVID-19, you must notify the school as soon as possible.

Students' Personal Items

Limit the items your child brings onto campus each day and reinforce policies around the sharing of food, supplies and other items with other students.

Stay Home if Sick

If your child is experiencing flu or cold-like symptoms, including gastrointestinal discomfort, excessive coughing, excessive sneezing, runny nose, or has a rash or fever, you are expected to keep them home from school.

General Health and Safety Measures Policies



Hygiene

Practice and reinforce good hygiene practices at home, in particular, the importance of frequent handwashing.

Campus Visitors

Parents of Preschool - Grade 2 students may walk their children to the classroom as long as they understand and abide by the on-campus screening procedures. Parents are to remain outside of the classroom. Parents in Grades 3-8 are encouraged to drop off their children in the parking lot to minimize crowding.

Throughout the school day, all campus visitors must answer screening questions, then first report to the office for routine screening (temperature check and questionnaire).

Stay Home if Exposed

If anyone in your household has been notified by HDOH that they were in contact with an individual infected with COVID-19, please notify the school immediately. Based on the circumstance, you may be asked to keep your child home from school for 14 days. During this time, your child will be able to continue classes via online instruction.

Travel

Please avoid unnecessary travel. If your child has traveled outside the state of Hawai'i, you are required to notify the School. The school will follow the HDOH quarantine requirements for out of state travelers. If anyone in your child's household has traveled outside the state of Hawai'i and has tested positive for COVID-19, you must also keep your child at home for 14 days. Your child will be able to continue classes via online instruction.

Handwashing and Hand Sanitization



- Hand wash stations are located in all classrooms. Visitors are asked to use hand wash stations at entrance of school.
- Students will be asked to wash their hands upon entering the classroom at the beginning of the school day.
- Handwashing throughout the day will take place before and after morning snack and recess, and before and after lunch.
- Student will be asked to sanitize their hands prior to leaving the classroom at the end of the school day.
- Hand sanitizing or washing will also take place before and after school Masses.

On-campus Screening Procedures



- Upon arrival to school, temperatures of students and accompanying adults (if applicable), using touchless thermometers, will be taken before the student exits the vehicle.
- Simple health-related screening questions will also be asked. This may be done via a health app prior to arrival on campus.
- If your child presents with a temperature that is higher than 100.4°F, your child will be asked to return home.
- Should a child arrive on campus with a temperature between 99°F and 100.4°F, the office will recheck the temperature thirty (30) minutes following the first check.
- Parents will be notified if the child's temperature is 100.4°F or more and will be expected to return to school and pick up the student if such is the case.

Morning Drop-Off and End of the Day Pick-Up



Preschool Drop-Off

Parents are encouraged to drop-off and pick-up students through the preschool car lane only instead of walking their child in. Otherwise, parents/guardians must accompany their child to the classroom (not siblings or other students).

Students being walked-in will need to enter through our “new” entrance located near the outreach building behind the parish hall by the preschool snack area.

Grades K-12 Drop-Off

DO NOT DROP-OFF CHILDREN BEFORE 7:30 AM. Children should remain in cars or accompanied by a parent/guardian in the parking lot until a faculty or staff member is able to complete the temperature check and health screening. This is required before entry into the school.

Students arriving after 8am will be screened upon entry and must report directly to the office for temperature check.

Morning Drop-Off and End of the Day Pick-Up



Preschool End of Day Pick-Up

Parents are encouraged to pick-up students through the preschool car lane only at the end of day.

If a student is being picked up earlier, please be sure to inform the school office first. Parents will need to pick-up their child from our “new” preschool entrance located near the outreach building behind the parish hall by the preschool snack area.

Grades K-12 End of Day Pick-Up

For the most part, usual school procedures continue for end of day pick-up. All students will be in the front parking lot by 2:50pm. Students must remain with their cohort during the end of day pick-up until their ride arrives.

Younger students who require assistance in and out of vehicles will be escorted by a faculty or staff member.

Junior Police Officers

Use of Junior Police Officers (JPOs) will be suspended until further notice.

Face Masks/Coverings and Desk Shields



- Please send your child to school with a **face mask** every day. Teach your child how to properly use and remove a face mask. If using fabric masks, ensure that your child's mask is cleaned regularly.
- Masks/face coverings are considered part of the student's uniform and dress code. No inappropriate masks/face coverings allowed especially masks depicting images, symbols, or words contrary to our Christian faith.
- Please send a backup mask in a zip-lock bag to school with your child. This mask will be stored in your child's cubby and will be used in case your child's mask falls down onto the ground or gets visibly soiled or lost
- Back-up face masks will be available for students in case his/her masks become soiled or lost.
- Masks must be worn while students are transitioning throughout the classroom or school.
- Student desks will be organized per CDC recommendations - forward facing and 3-6 feet apart. Students will be provided with desk shields when separate stand alone desks are not possible. Students may remove their masks while sitting at their desks.
- Students will be expected to wear their masks during recess although mask free zones will be provided.
- Parents may opt to have their child(ren) wear masks continuously throughout the day.

Morning Snack, Lunch, and Lunch Recess



Snack

Students will remain in their cohorts during snack time in the morning. Staggered snack breaks will minimize crossover.

Lunch

- Three separate lunch periods will be scheduled to minimize the number of students in the parish hall at one time.
- Hands will be washed before and after eating.
- Students are expected to transition to and from the parish hall wearing their personal face masks.
- Each student will be assigned his/her personal seat in the parish hall abiding by social distancing protocols.
- Students purchasing lunch from the school will be provided their lunches at the parish hall (not office).
- Tables will be disinfected following each lunch rotation.

Lunch Recess

Masks must be worn during recess but a mask free zone will be established. Those who wish to take a mask break must adhere to social distancing protocols.

Playground and School Transitions



Playground

Enforcing physical distancing in an outside playground is difficult and may not be the most effective method of risk mitigation.

Emphasis will be placed on students remaining in their “ohana bubble” and limiting the size of groups participating in playground time.

Outdoor transmission of virus is known to be much lower than indoor transmission.

Playground equipment

Students will be allowed to play on the playground equipment. Play equipment will be disinfected regularly. Equipment sharing will be kept to a minimum. It will be monitored and adjusted as needed.

Transitions

Transitions throughout the school will be designed to promote social distancing. Students will remain in the classroom and teachers will rotate instead with the exception of P.E. and some music classes.

Field Trips, After School Programs, and School-wide Gatherings



Field Trips and Sports teams

All field trips and sport teams are currently suspended until further notice.

After School Programs

AfterCare is limited to nine (9) students total on any given day in order to adhere to stricter social distancing. AfterCare is charged per hour per day with last pick-up at 5:00pm. Sign-up available on school website.

Other extracurricular activities, such as choir, robotics, and the Challenge Island STEM Program, are currently suspended until further notice.

Schoolwide Gatherings

School-wide assemblies and gatherings will take place virtually when possible.

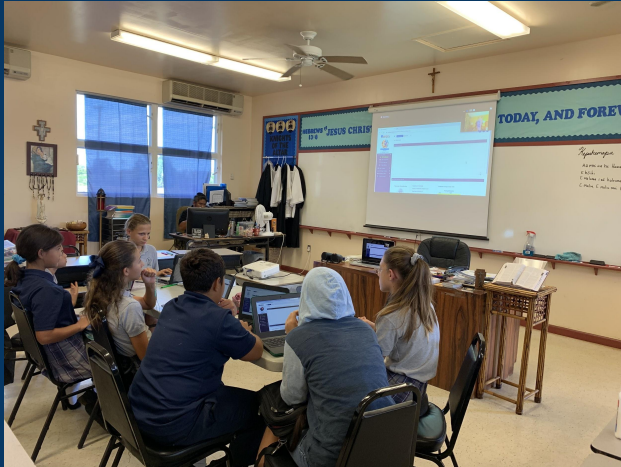
School Masses will be limited to certain grades at any given time. Grades not in church during Masses and other liturgies will be able to join in virtually. Social distancing must be followed while in the church.

Disinfecting and Sanitization of Facilities



- Cleaning will be performed per established CDC protocols followed by disinfection when appropriate.
- Normal cleaning with soap and water decreases the viral load and optimizes the efficacy of disinfectants.
- The use of EPA approved disinfectants against COVID-19 will be used.
- Only products labeled as safe for humans and the environment (i.e. Safer or Designed for the Environment), and that are less toxic, are not strong respiratory irritants or asthma triggers, and have no known carcinogenic, reproductive, or developmental effects will be used.
- High contact areas such as railings, bathrooms, door knobs, light switches, and telephones will be disinfected throughout the day.
- At the end of each day, students will use cleansing wipes to wipe down their personal spaces including desk tops, desk shields and chairs.
- Outdoor playgrounds/natural play areas will receive routine maintenance, and hand hygiene will be emphasized before and after use of these spaces.
- Outdoor play equipment with high-touch surfaces, such as railings, handles, etc, will be cleaned and disinfected regularly if used continuously.

Academics



St. Michael School is aware of the impact of lost instructional time and social emotional concerns of children and adolescents. Our faculty and staff will adjust curricula and instructional practices accordingly and provide the academic accommodations and support for all students who may still have difficulty concentrating or learning new information because of stress associated with the pandemic.

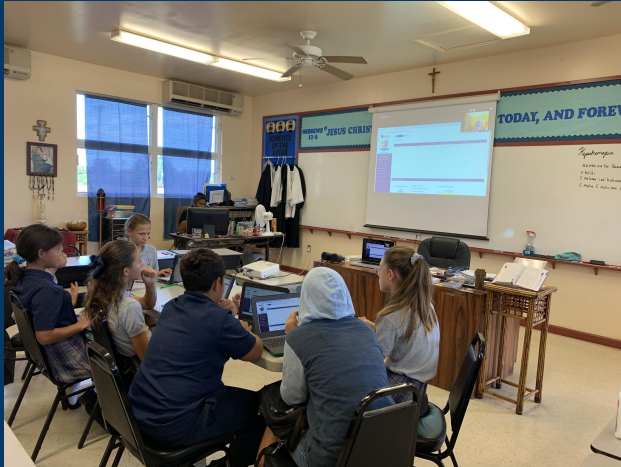
Student Work Space and Supplies

- Student desks will be spaced 3-6 feet apart as per CDC guidelines
- Student desks that are shared will have individual desk shields; masks and face shields are optional for students while sitting at their desks.
- Student personal property will be stored in either the student's desk or cubby (please limit the items your child brings onto campus each day and reinforce). Middle school lockers will be off limits.
- Students are to refrain from sharing personal supplies and other items with other students.

Teacher protocols

- Teachers will wear face shields during direct instruction from the front of the classroom.
- Face masks must be worn when the teacher is circulating around the room or working with a child at his/her desk or the teacher's desk.
- Masks must be worn during transitions throughout campus.

Academics



Distance Learning

St. Michael School has partnered *Catholic Virtual* to provide our core curriculum. This gives teachers a more robust and comprehensive system to teach both on-campus or online using the *Catholic Virtual* platform. In the event that the school is shutdown by government or Church mandate, or if a student or class experiences a prolonged absence, classes may continue seamlessly from home.

Online-only Option

Through our partnership with *Catholic Virtual*, families desiring a completely online-only option are able to do so. This option is available on a per semester basis (August-December and/or January-May). This option will provide live teachers through the *Catholic Virtual* system.

Physical Education

- Students will sanitize their hands before PE class and wash their hands with soap and water following PE.
- PE equipment will be disinfected regularly and equipment will be shared as minimally as possible.
- PE class will be designed to minimize close contact with one another.
- Masks do not have to be worn during PE class.
- PE class may take place either outdoors or the hall with the doors open.

Physical and Mental Health



Immunizations

Existing school immunization requirements should be maintained and not deferred because of the current pandemic. In addition, although influenza vaccination is generally not required for school attendance, in the coming academic year, it should be highly encouraged for all students.

Isolation Area

In the event that a child has a fever higher than 100.4°F or other symptoms of illness, parents will be notified for immediate pick-up, and the child will be supervised in an area isolated from other classes. The initial designated isolation area will be in the current Religion Room since it is the classroom closest to the front entrance of school.

Personal Protective Equipment

If necessary, school staff will be provided with appropriate medical PPE to use in the isolation area. (N95 masks, surgical masks, gloves, and face shields or other eye protection)

School staff will have access to CDC guidance on infection control measures.

All school faculty and staff are CPR and First Aid trained.

Physical and Mental Health



Follow-up Protocols

If a child is sent home with a fever, parents will be encouraged to contact their health care provider as soon as possible to discuss medical care and testing.

In the absence of testing, students or staff who are sent home with a fever or COVID-19 like symptoms, will be asked to follow local health department guidance for exclusion. Current guidance suggests a 14-day quarantine.

If the child or staff member visits a health care provider and has been cleared to return to school or work, the student/staff member must be 72 hours afebrile before returning to school.

If a student or school staff member has a known exposure to COVID-19 (i.e. a household member with laboratory-confirmed SARS-CoV-2 infection or illness consistent with COVID-19) **or** has COVID-19 symptoms, having a negative virologic test result, according to CDC guidelines, may be warranted for local health authorities to make recommendations regarding contact tracing and/or school exclusion or school closure.

For persons recovered from COVID-19, CDC recommends that isolation be maintained for at least 10 days after illness onset and at least 3 days (72 hours) after recovery. Illness onset is defined as the date symptoms begin. Recovery is defined as resolution of fever without the use of fever-reducing medications with progressive improvement or resolution of other symptoms. Ideally, isolation should be maintained for this full period to the extent that it is practicable under rapidly changing circumstances.

Physical and Mental Health



Students with Asthma

Asthma treatments using inhalers with spacers are preferred over nebulizer treatments whenever possible. The CDC recommends that nebulizer treatments at school should be reserved for children who cannot use or do not have access to an inhaler (with spacer or spacer with mask).

If required while waiting for a student to be picked up to go home or for emergency personnel to arrive, when using nebulizer or a peak flow meter, school staff will wear gloves, an N95 facemask, and eye protection.

School staff will be trained on proper procedures and follow the CDC guidance regarding precautions when performing aerosol-generating procedures.

Nebulizer treatments will be performed outside of office or classroom spaces where ventilation is optimal.

Physical and Mental Health



Behavioral Health/Emotional Support for Students

St. Michael School is aware that students will experience a range of socio-emotional effects when school opens. Support and resources can be provided to families who are experiencing anxiety about returning to school.

Additionally, parents and students are encouraged to setup a meeting with Mr. Fukumoto if they want to discuss their concerns individually.

Additional Considerations and School Updates

As circumstances regarding the COVID-19 pandemic has been an ever-evolving situation, updates to this plan may be required as we move forward into this new school year.

If you have any questions or concerns, please contact the school office at info@stmichaelschoolhi.com or 808-637-7772.

