



Opening of School 2020-21

Thank you for your patience and support as we have worked to plan for the safe start of the 2020-21 school year. Our major focus since the pandemic caused our school to close in March has been on planning for the safe return of our students and staff while ensuring that our students receive the Catholic education they deserve, and the staff receives the support they need to be successful. Holy Trinity Catholic School has consulted health experts; sought guidance from local, state, national authorities, and the Catholic Schools Office; submitted the reopening plan to the county for approval; and prayerfully considered the best course of action for our school community as we continue to contend with COVID 19.

School will start on September 2; families will have the option of on campus or distance learning. Families who have chosen distance learning may switch to on campus learning at the end of a quarter.

Week of August 23—homeroom teachers will have individual Zoom meetings with families to determine if families choose on site or distance learning for the first quarter and to discuss how the first week will look.

August 30, Sunday—Open House. Students may bring their supplies to school and meet their teacher in their classroom.

September 2, Wednesday—First day of school; noon dismissal.

September 3 & 4—Noon dismissal

Medical experts offer evidence of schools reopening safely when they implement procedures that slow or stop the transmission of the virus. The three most important procedures are wearing masks, washing hands, and social distancing. Following is our plan to ensure that these procedures are followed:

Classroom Instruction

- Class size will be limited to 16 students.
- PreK-5th grades will be self-contained.
- Middle School teachers will travel to students to minimize the number of different students utilizing a given classroom. Students will have breaks so that they will be able to move.
- Students in PreK through 8th grades will be assigned desks that enable them to sit 6 feet apart.
- Students will have individual supplies in containers at their desks.

- Physical education classes will be outside weather permitting. Students will not change clothes for PE.
- Music classes will either be outside or in the assembly room. If class is in the assembly room, it will be disinfected between uses. Musical instruments will also be disinfected between classes. Instruments that require air to be blown will be played outside with students eight feet apart.
- Art will be in the art room and the room will be disinfected between classes.
- Students will have as much movement and outside time as possible. The school is exploring ways to provide outside learning spaces.

Health and Hygiene Measures

- Teachers and staff will self-screen for COVID-19 symptoms daily before coming onto campus.
- Students will be prescreened on the first day of school and at the start of every week of instruction for COVID-19 symptoms that they or others living in their home may experience. A questionnaire will be emailed to families every Sunday until further notice so families can prescreen. Students will not be permitted to leave their cars until after the school receives the screening.
- Students, teachers, and staff will be screened for temperature by staff members using a laser thermometer prior to entering the building daily.
- Students will use hand sanitizer upon entering the building and hand wash frequently throughout the day. Younger students will engage in supervised handwashing for at least 20 seconds multiple times each day, including before and after eating and after using the restroom.
- Hand sanitizer will be available in the building
- Everyone in the building will wear face coverings
- The building will be thoroughly cleaned daily.

Facilities, Cafeteria, Recess, Extended Day Academy

- Water bottle dispensers are available on water fountains. Those without dispensers will be closed.
- All students are encouraged to bring their own clearly labeled water bottle to school. It is highly recommended that students be able to open and close their own water bottles independently.
- The cafeteria food service will be closed. Students will bring their own snacks and lunch from home at the beginning of the day. As with the water bottles, it is highly recommended that students be able to open and close food containers independently.
- Students will eat lunch in their classrooms.
- The playground may be used by one class at a time and will be disinfected between uses.

- Classes will play outside as a grade level in separate areas around the school.
- Each class will have its own set of playground equipment.
- High touch surfaces will be disinfected frequently.
- A window will be open in all classrooms and bipolar-ionization units have been installed in the classrooms.
- Extended Day Academy will be offered, and more specific details will follow. What is known now is that students will be kept apart as much as possible. The locations may change depending on the number of students in EDA. Preschool students will stay in their classrooms until 5:30 with an aide. Kindergarten and first grade will be in the first-grade classroom, second through fifth will be in the cafeteria, and middle school will be in the assembly room.

Arrival and Dismissal Procedures—these procedures will take longer than in the past and will require patience from all parties. Arrival and dismissal will move faster and have less congestion if students have their belongings with them in the car when they are dropped off and keep them with them when they get in the car during pickup.

- There will be two arrival points beginning at 7:30 AM.
 - Preschool through first grade students will be dropped off at the Seton Center doors, second through eighth grade students will be dropped off at the doors on the side of the school building that face the rectory.
 - Cars with students in preschool through first grade will enter the second entrance to the Holy Trinity campus from Gilbert, and cars with students in second through eighth grades should enter the first entrance to the Holy Trinity campus from Gilbert.
 - Families with students in both age groups will use the Seton Center doors for all their children.
 - Students are to wait in their cars until a teacher opens the door, takes their temperature and allows them to exit. Students will proceed directly to their homerooms when they enter the building.
- Dismissal points will be at the same locations as the arrival points. Afternoon dismissal will start at 3:30 PM and end at 3:45 PM. Students will stay in their classrooms until they are called to carline.
 - Students will not be released to persons other than a custodial parent/guardian unless notification is received either in writing or by telephone from the parent/guardian prior to dismissal. Identification is required of the person picking up the student.
 - Families will plainly display their issued number card on their windshield.
 - Students will enter the car from the passenger side.
 - Drivers and occupants will stay in their cars and wait for their children

to exit the school.

- Parents who walk or take the bus to school will go to the main entrance of the school and wait for their student to come to them.
- Parents will not enter the building.
- If a child is to leave during the day, the parent will email the Office Manager stating the reason the child is leaving, the time, and who will be picking up the child. The Office Manager will walk the child to the door and release them to the parent. When the child returns, the child will give the Office Manager a note. The information will be documented in FACTS SIS.

In accordance with state law, Holy Trinity Catholic School does not permit drivers to use cell phones in school zones or in the car-pool lines. Please adhere to the law; it is for the safety of the students.

Positive Cases of Teachers, Staff, or Students Showing COVID-19 Symptoms.

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Confirmed or Suspected

Any individuals who either are lab-confirmed or experience symptoms of COVID-19 must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met:

- In the case of an individual who has been diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:
 - At least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications:
 - The individual has improvement in symptoms (cough, shortness of breath) and
 - At least ten days have passed since symptoms first appeared.
- In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.
- If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either obtain a medical professional's note clearing the individual for return based on an alternative diagnosis or receive two separate confirmations at least 24 hours apart that they are free of COVID via acute infection tests at an approved testing location.

Identifying Possible COVID-19 Cases on Campus

- The school will immediately separate any student who shows symptoms while at school until the student can be picked up by a parent or guardian.
- The school will clean the areas used by the individual who shows symptoms while at school as soon as is feasible.
- Students who report feeling feverish should be given an immediate temperature check to determine if they are symptomatic for COVID.

Response to a Lab confirmed Case

Required Actions if Individuals with Lab Confirmed Cases Have Been in a School

- The school will notify the local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the ADA and Family Educational Rights and Privacy Act.
- The school will close off areas that are heavily used by the individual with the lab-confirmed case until the non-porous surfaces in those areas can be disinfected, unless more than 3 days have already passed since the person was on campus.
- Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, schools must notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID case is identified among students, teachers or staff who participate on any on campus activities.

Close Contact

This document refers to “close contact” with an individual who is lab-confirmed to have COVID-19. The definition of close contact is evolving with our understanding of COVID-19, and individual scenarios should be determined by an appropriate public health agency. In general, close contact is defined as:

- a. being directly exposed to infectious secretions (e.g., being coughed on); or
- b. being within 6 feet for a cumulative duration of 15 minutes; however, additional factors like case/contact masking (i.e., both the infectious individual and the potential close contact have been consistently and properly masked), ventilation, presence of dividers, and case symptomology may affect this determination.

Either (a) or (b) defines close contact if it occurred during the infectious period of the case, defined as two days prior to symptom onset to 10 days after symptom onset. In the case of asymptomatic individuals who are lab-confirmed with COVID-19, the infectious period is defined as two days prior to the confirming lab test and continuing for 10 days following the confirming lab test.