

# St. Elizabeth School

## Back-to-school Guidelines



### **Morning Drop-Off (beginning no earlier than 7:15 a.m.)**

- Enter and exit through Florence Avenue only- Entrance from Desoto will be blocked off the first two weeks of school to allow for preschool walk-ins.
- Drop-off students in the circular drive at the front of school. Students will have their temperature checked at their vehicle before entering the building. Anyone with a temperature of **100.4** or above will not be allowed into the school building and **may not return to school until fever free without medication for 72 hours**. \*We may ask to check a temperature using an oral thermometer.
- Temperature checks will cause drop-off to take a little longer than usual. We appreciate your patience. Plan ahead and arrive early.
- **During the first 2 weeks of school, parents may walk their preschool child(ren) into the classroom.** Parents may park and walk students in through McKenna Hall. If a family has older children also, parents will drop off the older child(ren) through the carpool line, pull back around into the parking lot from Florence Avenue, park, and walk the preschool student into the school. *\*This is optional. Preschool students may also be dropped off in the carpool line.*
- If you need to drop-off your child before 7:15 a.m., please contact the school office BEFORE SCHOOL BEGINS ON AUGUST 10.
- **Adults and students grade 1 and above must be wearing a mask upon entering the building.**

### **Afternoon Pick-Up**

- Afternoon pick-up will take longer than usual because students will remain in their classrooms as they wait for their pick-up number to be called.
- Please follow the pick-up procedures detailed in our handbook.
- If you need to check-out your child(ren) before 3:00, please arrive no later than 2:30 to check them out. Otherwise, we will ask you to get in the carpool line and wait to pick up your child at 3:00.
- After-Hours pick-up will be from the McKenna Hall entrance. Parents will be given a phone number to call for pick-up and children will be brought out to the vehicle.

### **Masks/Face Coverings**

- **Adults and students grade 1 and above must be wearing a mask upon entering the building.** Pre-3, Pre-4, and kindergarten students will not be asked to have a mask.
- Masks will be worn when and where it is reasonable. Examples are, but not limited to: when distancing is not possible, in hallways or common/shared spaces, for small group/paired activities
- Masks/Face coverings must cover the nose and mouth.

- There will be no uniform policy concerning masks. You are free to choose any mask as long as it does not contain inappropriate words or images.

### **School Visitors**

- Until additional restrictions are lifted, and it is determined safe to increase the number of people allowed in the building, **school visitors will be limited to only essential business.**
- **Visitors should not go beyond the office** unless it is deemed necessary by the building administrator.
- We recognize that parent and community involvement is an essential part of our campus cultures. We will monitor recommendations from governing bodies and health care professionals and allow for visitors as soon as it is deemed safe.

### **Activity Classes**

- Art, library, music, and STREAM classes will occur in the classrooms rather than students traveling to an alternate location.
- Students will be allowed to check-out library books. Books will be disinfected and will only be available for check-out once every 7 days.
- PE will occur in the gym and/or outside.
- The computer lab will be used by only 2 classes per week and will be disinfected between classes.
- Recess will occur outside or in the gym on rainy days. Only 2 classes will be allowed in the gym at a time, one at each end of the gym.
- Each class will have its own set of recess equipment which will be cleaned after use.
- All metal and plastic surfaces on the playground will be cleaned at the end of recess.

### **Distancing and Spacing**

- Students will be spaced 6 feet apart in the classrooms.
- Preschool and kindergarten students will be seated 2-3 per table.
- Distancing will be practiced throughout the school as much as possible.

### **Lunch**

- Preschool and kindergarten will eat in classrooms. \*Opportunities for Pre-4 and Kindergarten to eat in the cafeteria will be scheduled.
- 1<sup>st</sup>-6<sup>th</sup> grade students will eat in the cafeteria.
- Students will be spaced 3 to a table (assigned seats each day), 2 classes at a time with a max of 32 people in the cafeteria at a time. Assigned seating will rotate around the 8 chairs at the table so minimal number of students sitting in the same exact seat.
- Tables and chairs will be disinfected between classes.
- Water bottles should be brought from home and used at lunch each day.
- NO MICROWAVABLE LUNCHES please. This is to allow time between classes for cleaning. This may change if we see the schedule will allow.

### **Cleaning and Sanitation Practices**

- Cleaning and disinfecting will take place throughout the day.
- Additional deeper cleaning will take place at the end of the day.
- Students will refrain from sharing supplies and materials.
- Frequent hand-washing will occur for all staff and students.

### **Students or Families with Underlying Health Conditions**

We recognize that some of our students or families may be at higher risk of contracting or suffering additional complications due to COVID-19. If a student or family is concerned about the threat posed to their student **due to an underlying health condition**, they should work with their healthcare provider and school administrator to determine the best course of action.

### **What if a case of COVID19 occurs in our school community?**

- Any staff or student testing positive for COVID19 would be required to quarantine for 14 days.
- Any person determined to be a close contact of someone testing positive for COVID19 would be required to quarantine for 14 days.
- Any child of a parent who tests positive for COVID19 would be considered close contact and would be required to quarantine for 14 days.
- Parents will be notified if there is a positive case in their child's classroom.

The diocese has created a tool to assist schools in determining close contacts, the need for 14 day quarantine, and the need for class/school closings. This tool will be used in the case of any positive cases of COVID19 at SES. If anyone would like to review this tool, please contact the school office or check the school or diocesan website.

### **Prolonged Absences Due to Quarantine/ COVID-19**

When the school building is open, it will not be uncommon for students to be absent for extended periods due to quarantine requirements or personal healthcare needs. To ensure minimum disruptions to learning, students will be able to access our online learning platform from home. A document outlining our distance learning platform and plan will be sent out at a later date.