RETURN TO SCHOOL

2020-2021

**SJR RE-OPENING PLAN - AUGUST 20, 2020**



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Welcome

Dear Families of St. James Regional,

We are pleased to present our Return to School Plan for the 2020-21 school year. St. James Regional Catholic School is committed to educating children in a loving, caring, Christ-centered environment where students are encouraged to grow spiritually as well as academically.  As a school community, we strive to create a Catholic Christian community of learning where each student is uniquely valued.

Archdiocesan schools will continue to follow the guidance of the PA Department of Education as well as the Centers for Disease Control and Prevention recommendations for the re-opening of schools. As of August 20th, based on this guidance, SJR School will operate In-Person/Blended model, meaning students may attend in person or virtual. Plan details and the core principles outlined in this document will serve as a guide for families and students.

Thank you for your continued support and prayers as we work to prepare for the opening of school. As state, county and Archdiocesan guidance continues to evolve in response to changing conditions, the SJR Return to School Plan may be revised or updated, and we will strive to communicate such updates in a timely manner.

Gratefully,

Francesca Cerabino

Partnership is Key

The core of the SJR School community is a partnership between parents and school to form a Catholic foundation for our children. The In-Person/Blended learning model depends on this partnership to ensure a safe environment for students and faculty. It is vital that parents agree to monitor the health of each student.

**CHILDREN MUST BE KEPT HOME IF THEY ARE EXPERIENCING ANY SYMPTOMS OF COVID-19 SUCH AS:**

|  |  |
| --- | --- |
| * Fever of 99.5 or above | * Chills |
| * Muscle Pain | * Cough |
| * Sore throat | * Congestion |
| * Headache | * Nausea |
| * Diarrhea | * Shortness of breath |
| * Difficulty breathing | * Lack of smell or taste |

**DETERMINING INSTRUCTIONAL MODELS DURING THE COVID-19 PANDEMIC:** We have been advised by the Archdiocese of Philadelphia to closely monitor and follow the recommendations laid out by the PA Department of Education. These recommendations operate in low, moderate, and substantial risk categories. SJR School will follow the data provided for Delaware County. In the low and moderate risk phases, SJR School will strive to operate an In-Person/Blended model. In the moderate risk phase, SJR will actively monitor conditions and evaluate whether a change to Flexible (Virtual) Learning is appropriate based on current conditions. SJR School is prepared to move between instructional models during the 2020- 21 school year.

**COHORT**: A cohort is a classroom of students and their teacher who learns, travels, eats, and plays together throughout the school day. We equate this cohort to the child’s family at school.

**PHYSICAL DISTANCE**: We will follow guidelines laid out by the CDC and PA Department of Health to practice 6’ of physical distance. Classrooms have been reorganized to allow for proper distancing.

**MASKING:** All students and faculty are required to wear a mask that covers their noses and mouths while at school. No student or faculty member will be permitted to enter the school buildings without a mask. Faculty members may also wear a shield so that students can see their lips when instructing. Mask breaks will be given throughout the school day. Any time a student removes his or her mask, the mask must be stored in a paper bag that has been sent in by the family. We strongly encourage students to pack an extra mask each day.

**HAND HYGIENE**: Students will be encouraged to wash their hands throughout the school day. There will be hand sanitizing stations at all student entrances as well as each classroom. There is signage placed throughout the school building and in restrooms to remind students and faculty of hand hygiene.

**CLEANING**: High touch areas will be disinfected repeatedly throughout the school day. There will be nightly sanitization of each classroom and the entire school.

Our Faith

**THE PRAYER OF POPE FRANCIS DURING THE CORONAVIRUS**

*“Lord, may you bless the world, give health to our bodies and comfort our hearts. You ask us not to be afraid. Yet our faith is weak and we are fearful. But you, Lord, will not leave us at the mercy of the storm. Tell us again: “Do not be afraid” (Mt 28:5). And we, together with Peter, “cast all our anxieties onto you, for you care about us” (1 Pet 5:7). Amen.*

**PLAN DETAILS**:

**School Liturgies**: SJR School will continue to celebrate Mass as a community each month. At this time, students will participate in Mass via livestream in their classrooms. Communion will be brought to school for all students watching the livestream in their classrooms.

**Prayer Schedule**: Prayer is a central part of our faith life at SJR School. The school day will begin and end with prayer. Students will pray before and after lunch. While community prayer cannot happen in person, we will explore virtual options for community prayer during the school year.

**Virtues and Ambassadors of God**: This program will both continue at SJR School. Information will be sent home at the start of the school year.

Return to School Protocols

The below Health and Safety Plan has been approved by the SJR School Task Force in accordance with the CDC, PA Department of Health, and the Chester County Health Department.

If a student or faculty member at SJR has a suspected exposure or diagnosis of COVID-19, Mrs. Cerabino will immediately implement the following protocol, contact the Chester County Health Department, and follow their guidance in how to proceed.

**PLAN DETAILS:**

* An isolation room has been designated to be used as necessary. This room will be referred to as the St. Raphael Room. St. Raphael is patron of bodily ills and is sought for healing. The St. Raphael Room will be stocked with necessary supplies for the health care point person/nurse to use.
* Any individual on school property who develops COVID-19 symptoms, tests positive for COVID-19, or is suspect for COVID-19 must be directed immediately to the St. Raphael Room until dismissal from school is possible.
* Symptoms include: cough, shortness of breath, difficulty breathing, lack of smell or taste (without congestion) sore throat, chills, muscle pain, headache, congestion or runny nose, nausea or vomiting, diarrhea.
* All individuals directed to the St. Raphael Room must wear masks. Any Staff assisting individuals in the St. Raphael Room must wear a mask, eye protection, and gloves.
* Individuals who are sick or have an elevated temperature must go home, or to a healthcare facility depending on how severe their symptoms are. If an individual requires transportation by an ambulance, the ambulance and hospital will be alerted that the person may have COVID- 19.
* Suspected or confirmed cases of COVID-19 will be immediately reported to the Delaware County Health Department by Mrs. Cerabino.
* Any area(s) used by an individual with suspected or confirmed COVID 19 will be closed off immediately for cleaning and disinfection.
* The St. Raphael Room will be thoroughly cleaned and sanitized after each use.
* Individuals returning to school after isolation or quarantine should notify the school office prior to the day of return.

The following scenarios were supplied to SJR by the Chester County Health Department.

**SCENARIO 1: COVID-19 SYMPTOMS**

Exclude from In-Person Learning: YES

**Return to School After**:

* Individuals should be tested for COVID-19; individuals awaiting test results should be excluded from school.
* If test result is positive, follow return to school guidance for scenario #2.
* If individual is not tested, follow return to school guidance for scenario #2 (assumed positive).

**SCENARIO 2: POSITIVE COVID-19 PCR TEST WITH SYMPTOMS**

Exclude from In-Person Learning: YES

**Return to School After**:

* 3 days with no fever and improvement in symptoms AND 10 days since symptoms first appeared.

**SCENARIO 3: POSITIVE COVID-19 PCR TEST WITHOUT SYMPTOMS**

Exclude from In-Person Learning: YES

**Return to School After**:

* 10 days after the PCR test was collected. If symptoms develop during 10 days, follow return to school guidance for scenario #2.

**SCENARIO 4: CLOSE CONTACT WITH SYMPTOMS**

Exclude from In-Person Learning: YES

**Return to School After:**

* Individuals should be tested for COVID-19; individuals awaiting test results should be excluded from school.
* If test result is negative, return to school 14 days after last exposure to the person with COVID-19 and symptoms have resolved.
* If test result is positive, follow return to school guidance for scenario #2.
* If individual is not tested, follow return to school guidance for scenario #2 (assumed positive).

**SCENARIO 5: CLOSE CONTACT OF COVID-19 WITHOUT SYMPTOMS**

Exclude from In-Person Learning: YES

**Return to School After**:

* 14 days after the date of last exposure to the person with COVID-19. If symptoms develop during 14 days, follow return to school guidance for scenario #2.

Education- In Person

**PRE-KINDERGARTEN – 8TH GRADE**

The following guidelines show a Day in the Life of an SJR Pre-Kindergarten-8th grade student during the In- Person learning model.

**PLAN DETAILS:**

**Preparing to Come to School:**

* **SCREENING**: Each morning families will receive an email via Option C that will link to a Google form with the symptoms screening survey. **This form must be completed each morning for each student by 7:00AM**. **If a student arrives at school and the screening has not been completed, they will be held until a parent is contacted and arrives to screen his/her child.** **Faculty and Staff will not be responsible for screening student when they arrive.** Faculty and Staff will screen students if a student is showing symptoms.
* Your child has a face mask. Please label your child’s mask with their name on the mask. Please send a storage bag with your child’s name and grade on it. Individual face masks will be stored in storage bags when not being used.
* For our younger children, please practice with them how to put masks on and off.
* Lunch box is packed and clearly labeled with the child's name, grade and classroom number.
* Water bottle filled with water with the child's name, grade and classroom. Common water fountains will not be in use. We encourage students to pack an extra water bottle.
* When getting on the bus, please be sure your child has his/her mask on.
* If you are dropping your child off, please be sure your child has his/her mask on before coming in close contact to the building.

**Bus Transportation:**

* Please note that SJR School will support district bussing plans.

**Arrival Procedures**

To allow for social distancing and to ensure the safety of all students, below is the procedure we will follow for arrival. ***School doors open at 7:40 a.m. For the safety of your child, please do not drop your child off before 7:40 A.M. Please be sure your child arrives to school by 7:55 A.M.***

**Pre-Kindergarten and Kindergarten Students:**

* Pre- Kindergarten and Kindergarten students can be dropped off and enter through the main doors **only if they have an older sibling in the building** and proceed to their classroom.
* **For Pre- Kindergarten and Kindergarten students who do not have an older sibling in the building**, parents must pull in the school parking lot and a staff member will come to your car. The staff member will greet the student, direct the student to the **gym door** and each student will proceed to their classroom. **This year, we ask parents to remain in their cars while dropping off at the carline.**
* Students must wear their mask and practice social distancing while in the hallway.
* Students must follow the directionality arrow in the hallway.

**1st - 8th Grade Students:**

**Bus**:

* Buses will be emptied one at time social distancing can be maintained.
* Every student must be wearing their mask or neck buff when getting off the bus.
* Students will enter through the **CARES DOORS** and proceed to their classroom.
* Students must wear their mask and practice social distancing while in the hallway.
* Students must follow the directionality arrow in the hallway.
* Students will proceed directly to their classroom.

**Parent Drop off and Walkers:**

* Parents will drop off students at the entrance of the **MAIN DOORS**.
* Students will exit the vehicle one at time, so social distancing can be maintained.
* **This year, we ask parents to remain in their cars while dropping off at the carline.**
* Every student must be wearing their mask when getting out of the vehicle
* Students who are dropped off and walkers will enter through **MAIN DOORS** and proceed to their classroom
* Students must keep their mask on and practice social distancing while in the hallway
* Students must follow the directionality arrow in the hallway
* Students will proceed directly to their classroom

**Entering the Building:**

* Masks must be worn when entering the building and travel to the classroom.
* Students should immediately sanitize their hands by using sanitizers. Hand sanitizers will be available in the hallways near entrances and in other strategic areas.
* We will have each entrance monitored by staff to help ensure students maintain a social distance.

**Traveling within the Building:**

* As any student, staff and faculty travel about the building, masks should always be worn.
* Directionality within the hallway will be established ensuring that the hall will be split so students will travel in one direction through the hallway keeping travel restricted on each side of the hall to one direction.
* Hallway movement and changing of classrooms will be coordinated by the teachers.
* For 5th-8th grade, that change classes, all teachers will come to each cohort to avoid students having to change classes.
* All Special Area Teachers will come to each cohort for instruction.
* Doors will remain open in classrooms to reduce touching the doors and door knobs.

**Cohort and Classrooms:**

* Each classroom will become its own cohort. Students and their teacher will be together throughout the entire school day.
* Classrooms have been organized to allow for physical distance.
* All desks will face the same direction 6 feet apart.
* All students will wear their mask throughout the day, even when they are seated at their desks.
* Teachers will schedule short mask breaks throughout the day while students are seated at their desk.
* Students will not wear a mask at lunch time. They will be seated at their desk, 6ft apart. Students should store their mask in a storage bag while enjoying lunch.
* All excess classroom materials have been removed from classrooms to maximize classroom space.
* Windows will be open as much as possible for air flow and ventilation.
* Hand sanitizers will be inside each classroom.
* There will be signage posted to remind students and faculty to practice physical distance and hand hygiene.
* Students in the Honors Math program will move to the Honors Math classroom with their cohort. The desks and high-touch areas will be sanitized between classes.
* Classrooms will eliminate shared materials, when possible.
* When materials are shared, they will be cleaned between each use.
* Students will wash/sanitize their hands after using a shared item.
* Classrooms will set up areas where students can store personal items away from others. Chair pockets have been purchased for all grades for materials and supplies.

**Restrooms/Handwashing:**

* Teachers will create a schedule to use the bathroom and to wash hands.
* Each child will wash his or her hands before they eat snacks and lunch. They will also wash their hands after they play outside.
* Please continue to practice hand washing with your children at home, and we will do the same at school. Signage has been placed in all bathrooms to remind students to hand wash for 20 seconds.

**Specials:**

* Art and Spanish teachers will go into the classrooms for their lessons.
* Weather permitting, PE class will be held outside. If needed, class will be in the gym.
* Media Center***:*** The media center will be closed for students for the first trimester and we will reevaluate opening it.

**Lunch:**

* Students will remain in their classrooms and remain socially distant to eat lunch.
* Students will wash/sanitize their hands before and after lunch.
* Tables/desks will be wiped down before and after eating.
* There will be no sharing of food.
* Students will wash/sanitize their hands before and after recess.
* Students are expected to clean their places after eating, pick up papers, dispose of them in the trash containers, and walk to the playground area when dismissed.

**Recess:**

* Recess is an important part of the school day. Recess will happen outside (weather permitting).
* **Students will be required to wear their mask during recess.**
* Students will remain with their cohort during recess and will play with other students in their cohort.
* Each cohort will have a specific area to play.
* Students will be taught games that encourage physical distance.
* They will share ball and toys only with children in their cohorts. They will be sanitized after they are used every day.
* Recess equipment will be sanitized at the end of each day.

**Dismissal:**

To allow for social distancing and to ensure the safety of all students, below is the procedure we will follow for dismissal. Students will be dismissed by sections to allow for social distancing and to ensure their safety.

\*\* Please note: For any families who have older siblings picking up younger siblings, we will have the older sibling walk down to the younger siblings classroom and wait outside of the classroom for their sibling.\*\*

**2:30**: Pre-K students (car riders). Teachers will walk students to Pre- Kindergarten doors. Parents must park their car out front of school and walk to the Pre- Kindergarten door to pick up your child. Pre-K will dismiss in this order..

* Pre-K 3 Mrs. Shemeluk
* Pre-K 4 Mrs. Markley
* Pre- K 4 Mrs. Hughes

**2:45- 3:00:** We will dismiss in the following order..

***BUS RIDERS***: Bus riders will exit the school through the **MAIN DOORS. Students must wait for their bus to be called before leaving their classroom.**

* Southeast Delco
* Interboro
* Ridley
* Chester Upland, Penn Delco, Upper Darby, William Penn

***WALKERS***: Walkers will exit the school through the **CARES DOORS. Students must wait for their grade to be called before leaving their classroom.**

* 5th, 6th, 7th, 8th walkers
* 2nd, 3rd, 4th walkers
* K and 1 walkers

***CAR RIDERS***: **Parents must park their car in the big lot and walk to the back door to pick up their child.** **Students must** **wait for their grade to be called before leaving their classroom.**

* 5th, 6th, 7th, 8th Car Riders
* 2nd, 3rd, 4th Car Riders
* K and 1 Car Riders

***CARES***: **Students must** **wait for their grade to be called before leaving their classroom. Once their grade is called, they will proceed to the GYM.**

* Pre-K , K and 1 CARES students
* 2nd, 3rd, 4th CARES students
* 5th, 6th, 7th, 8th CARES students

**Technology:**

Preschool through 8th grade will use Google Classroom as a Learning Management System. Please see Virtual Learning Plan for additional technology information.

**Water Fountains:**

Students are encouraged to bring a full water bottle to school each day. Common water fountains will not be in use. We encourage parents to send an additional full water bottle to school each day.

**Forgotten Items:**

* If your child forgets anything, like his/her lunch, we ask that you come to the main doors and ring the bell.
* Please proceed to the Main Office to drop off the item.
* Please be sure the item is clearly labeled with your child’s name and grade.
* Please be sure you have your mask on and practice social distancing.

**Volunteers And Monitors**:

* Lunch/Recess Monitors will be needed throughout the school year. **This is the only time volunteers will be permitted in the school building.**
* Denise Robinson will organize the monitor’s schedule.
* Any monitor will need to complete a symptom surveillance screening upon arrival at school.
* Monitors are required to wear their mask at all times.
* Specific Monitor protocols will need to be followed. These protocols will include: hand washing, movement throughout the school, and physical distancing.

**After School Activities:**

* In-person after school activities are currently on hold and will be reevaluated at the end of September and throughout the school year.
* CYO is on hold until at least September 1st. The CYO will work with guidance from the Archdiocese of Philadelphia.

**Cares:**

* We will be offering CARES this school year.
* Information for CARES was sent via email.
* Mrs. Robinson is the point of contact for CARES.

**Uniform:**

* For the month of September, students have the option to wear their gym uniform or school uniform. They can be purchased through Flocco, online or in stores.

**Outside Travel:**

It is well-documented that travel increases the chances of contracting and spreading COVID-19. SJR School asks families to follow the travel and quarantine guidance issued by the PA Department of Health.

Education- Flexible Learning

The following guidelines show a day in the life of an SJR Kindergarten-8th grade student during the Flexible Learning/Cohort quarantine learning model.

**PLAN DETAILS:**

* Should Delaware County move to a substantial risk category or if there is a cohort quarantine, SJR School may transition to a Flexible Learning Plan utilizing virtual classroom tools. In the moderate risk phase, SJR will actively monitor conditions and evaluate whether a change to flexible learning is appropriate based on current conditions.
* Students in Grades 1 - 8 will have Chromebooks. Flexible learning will closely follow the regular school schedule, 7:55-2:45 for K-8 with a mix of live classes, independent work, and teacher check-ins.
* Students are required to dress in full uniform or gym uniform during flexible learning.
* Learning Management Systems are in place and will be used throughout the school year. These will be beneficial to maintaining consistency in lesson plan delivery should the flexible learning plan be needed.
* Teachers will discuss the Learning Management Systems, Flexible Learning schedules, and expectations during their back to school night presentations. This year, these presentations will be virtual.

Education – In Person Pre-K

The following guidelines show a day in the life of an SCJN Pre-K student during the In-Person/Blended Learning model. Students in Pre-K will follow all guidelines set forth above. The below applies specifically to Pre-K:

**HAND WASHING**:

Teachers and aides will schedule frequent hand washing throughout the day. Students will be taught to wash hands for at least 20 seconds. Families should practice this with their children before the school year begins. A good trick is to sing the birthday song while washing your hands!

**TOYS/GAMES**:

Toys will be cleaned at the end of each day. If the toys are unable to be cleaned, they will remain quarantined for 72 hours before being used again.

**PLAYGROUND**:

The outside playground equipment will be used by one cohort at a time and cleaned between each cohort use. Masks and physical distancing will be required when using the playground.

Education– Pre-K, Flexible Learning

The following guidelines show a day in the life of an SCJN Pre-K student during the Flexible Learning model/Cohort quarantine learning model.

**PLAN DETAILS:**

While virtual learning at this age can be more challenging, our Pre-K teachers are developing lessons to incorporate movement, interaction, and high student engagement. Students will enjoy circle time, story time, and other familiar activities.

Education- Full Time Virtual Learning

**PLAN DETAILS:**

* All virtual learning will be synchronous. All students are expected to be a part of all subject areas virtually in real time. We will not be recording any lessons.
* Computers should be placed in an area in the home that is safe and appropriate for learning.
* All materials, lessons, instruction, assessments, feedback, and communications will be through google classroom
* Cameras will be positioned in each classroom to enable our virtual students to participate in real time with those in the classroom.
* Students will be expected to log in each day to watch their classroom “live”.
* Students are required to dress in full uniform, or gym uniform.
* Teachers will upload assignments on Google Classroom.
* We will set up a time for families to pick up all workbooks needed for Virtual Learning. You will receive a sign-up genius link to select a time on September 1st.

**Tips for Virtual Learning (Parents)**:

* Create and establish a good routine and a schedule. Find a good spot for your child to work.
* Have your child pack his or her lunch in their lunchbox so they are ready for the day. Continue to follow the schedule for the school day. Wake up and get ready for the day. Join SJR for morning prayer and announcements at 7:55 am.
* Try to get all school work finished during school hours whenever it is possible.
* Take breaks when needed. Children take breaks in school, too!
* Communicate with your child’s teacher. This is so important! Do not be afraid to ask questions.
* Let your child work independently when they can. It is ok for them to get things wrong or to not know an answer. Children often learn best from their mistakes.