



## **Nazareth School Reopening Plan 2021-2022 School Year**

Please note that these policies and procedures are based on guidance from the San Diego County Office of Education, the California Department of Public Health, the Center for Disease Control, the San Diego County Public Health Order, and the Diocese of San Diego as of March 12, 2022. All policies will be updated as new information is gathered. The most recent updates at **highlighted in yellow.**

As required, the school has posted a COVID-19 Safety Plan (CSP) on the homepage of the school's website. The CSP includes the school's Cal/OSHA COVID-19 Prevention Program (CPP) and the COVID-19 School Guidance Checklist. The detailed plans describing how our school meets the requirements outlined in the CSP elements are found in this Operations Plan.

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# INTRODUCTION

Nazareth School has created this plan to aid in navigating the reestablishment of our school for on campus learning where employees, students, and families feel safe. The purpose of the reopening plan is to reduce the impact of COVID-19 conditions upon returning. The guidelines referenced in this plan are based on all policies and procedures are based on guidance from the San Diego County Office of Education, the California Department of Public Health, the Center for Disease Control, the San Diego County Public Health Order, the Diocese of San Diego and applicable federal, state and local agencies. All policies will be updated as new information is made available.

Under each heading, you will find a hyperlink to the document. These documents and guidelines are subject to change as we learn and receive more information about the current state of the pandemic.

[San Diego County Office of Education Reopen Plan](#)

[California Department of Public Health Guidance for K-12 Schools in California, 2021-2022 School Year](#) (updated July 12, 2021)

[Stronger Together: A Guidebook for the Safe Reopening of California's Public Schools](#)

[Center for Disease Control Guidelines for Schools](#)

[Diocese of San Diego Office for Schools- School Re-Engagement](#)

American Academy of Pediatrics [COVID-19 Planning Considerations: Guidance for School Re-entry](#)

[Nazareth School CAL/OSHA COVID-19 Prevention Plan](#)

[Decision Tree 03/16/2022](#)

## **GUIDING PRINCIPLES**

In order to ensure the continued well being of our students, families, and employees the following guiding principles have been put in place:

1. The Core Values of the Sisters of Nazareth: Love, Patience, Compassion, Respect, Justice, and Hospitality, and Catholic Identity
2. Health and Safety Measures
3. Instructional Procedures

## **SECTION 1: THE CORE VALUES OF THE SISTERS OF NAZARETH AND CATHOLIC IDENTITY**

### **OUR MISSION**

"As a Catholic institution, Nazareth School community members integrate the charism and core values of the Sisters of Nazareth into the educational experience. It is the school's aim to nurture mind, body, and spirit in an atmosphere of mutual respect and trust in God..."

Nazareth Mission Statement

In this time of Covid-19, we are called to live the Core Values of the Sisters of Nazareth more than ever. We are facing a period of uncertainty and fear. Our communities are being impacted with social distancing when it comes to celebrating our faith together. As stated in the Mission Statement, "our aim is to nurture the mind, body, and spirit" of our children. Nazareth School is committed to building up the whole child, and that foundation lies in our faith. We will adapt our approach to meet and strengthen our Catholic faith formation even in this uncertain time. We want to maintain our Catholic identity within the confines of the guidelines provided by the Diocese of San Diego, the CDC, the state, and the county.

The opportunities to practice our faith will look different this year.

- 1) Liturgies will depend on the current guidelines. We are planning to participate in Mass weekly. Students and parent(s)/guardian(s) who wish to attend mass in person, must follow the following guidelines.
  - Face coverings will be worn by all who attend Mass.
  - Students will sit with their class, but maintain physical distancing.
  - Students and participants will not share the Sign of Peace.
- 2) School community prayer will either be in person.
- 3) Service opportunities will depend on the state and county guidelines, and the abilities of the students.
- 4) We encourage families to participate in their faith through family prayer such as the Rosary or watching virtual Masses online. The Mission San Diego de Alcalá and parishes are celebrating outdoor Mass and in St. Francis Chapel, please consider attending.
- 5) Classes will have Prayer Buddies for Mass, and sit next to them.

## CORE VALUES



As faithful Catholic Christians, we practice and model the Core Values of the Sisters of Nazareth: Love, Hospitality, Respect, Compassion, Patience, and Justice. During distance learning, we will continue to practice these Core Values in our day-to-day interactions with students, teachers, staff, and adults.

These include being sensitive to the needs of others to keep everyone healthy and happy. Follow the safety rules by wearing a mask, washing hands, and keeping a physical distance where feasible.

When anyone is sick, we will be compassionate to those who are suffering. We will practice hospitality when those who have been sick return to school. Our love and respect for each other is the heart of Christ's teaching.

## SECTION 2: SAFETY OF STUDENTS, STAFF, AND VISITORS

### EMPLOYEE AND STUDENT SAFETY

#### VISITOR RESTRICTIONS

At this time, we are limiting the number of visitors allowed on campus. All visitors will check in at the be health screened in the front office, and be given a visitors badge. All visitors will be subject to the same mask and vaccination policies as the staff and students. We appreciate if visitors indicate their vaccination status, provide a copy to the principal prior to volunteering. If you are not vaccinated, a weekly negative PCR or antigens COVID-19 must be provided to the principal.

#### TRAVEL RESTRICTIONS

The school will continue to ask each family to adhere to the latest local, state and national travel guidance and restrictions. Parents and guardians must be aware that their travel decisions might impact their child's ability to attend in person learning.

We ask for open communication around international travel and domestic travel to ensure that we are making wise decisions about their re-entry to school.

### RETURN TO ON-CAMPUS LEARNING

We are very blessed that, on Wednesday, August 18, 2021 Nazareth School will open to in-person learning. All of our classrooms are ready and waiting to be filled with all of your wonderful children's laughter.

- It will be our collective responsibility to work together to mitigate the spread of Covid-19, and keep our campus open, once we return to school. We ask that every parent please screen your children prior to leaving your home, before leaving for school.

When we return to campus, we will make sure the Nazareth School Reopen plan is executed in a safe and purposeful manner.

- We will be opening Nazareth School campus, to guarantee all safety protocols are followed and practiced.
- It is our intent to open Nazareth in the safest manner possible, to ensure our students and teachers remain healthy.
- Parents are welcome on the first day of school to walk their child to their respective classroom.

- No parents will be permitted to enter the classrooms, unless they are a cleared volunteer.
- All students and parents are required to exit their cars wearing a masks, per California State Guidance.
- All parents volunteering at Nazareth School must check into the office before beginning any service in the classroom.

## STUDENT AND STAFF SCREENING AND PROTOCOLS

### Sick Students Guidelines

The following are the guidelines for health screening children prior to school or if they fall ill during the day:

- Fever (100 degrees or higher)
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Fatigue
- Muscle pain
- Headache
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea
- New loss of taste or smell
- Contact with any person who has tested positive for COVID-19 and if anyone in their home as shown signs of COVID-19

If a child exhibits any of these symptoms at the during the school day, a parent **MUST** pick them up and take them home as soon as possible.

If a student shows a pattern of any of these symptoms throughout the school day, the school is obligated to remove the student from the classroom. They will be required to remain isolated) with a face covering until a parent picks them up to go home.

If a child has an identified condition that will result in a positive screening (i.e. allergies, eczema, migraines, asthma, etc.), the school may use their discretion in allowing the student to enter campus. If a student has a pre-existing condition that may present itself as COVID-19, you must provide the school with a doctor's note describing the condition and symptoms. The note must contain the doctor's name and contact information.



On Tuesday, March 15, 2022 the County of San Diego Health and Human Services has issued a [New Decision Tree](#) 03/15/2022 for all schools. The COVID-19 Decision Tree has been updated based on the latest guidance from the California Department of Public Health and county Public Health Services. It is a significant change from the previous tree, please take a moment to look it over. The California Department of Public Health has approved these two options for quarantine based on the circumstances of exposure.

These updates include:

### **State Strongly Recommends Group Tracing**

While the [COVID-19 Public Health Guidance for K-12 Schools in California](#) includes recommendations on quarantine, the California Department of Public Health (CDPH) strongly recommends that schools utilize the notification-based model provided in [Group Tracing Approach to Students Exposed to COVID-19 in a K-12 Setting](#). Notably, the Centers for Disease Control and Prevention similarly no longer recommends individual contact tracing in schools, and instead [recommends](#) appropriate COVID-19 prevention measures and an approach akin to California's group tracing approach. Schools are still required to use individual contact tracing with employees and should continue to require quarantine for household and community exposures.

### **Updates to the COVID-19 Decision Trees and FAQ**

The [COVID-19 Decision Tree](#) and related [frequently asked questions](#) have been updated to reflect the following new guidance from CDPH.

- **Masking:** Students who are authorized to return from isolation or quarantine before Day 11 should (it's no longer a "must") mask indoors and outdoors when around others. However, per Cal/OSHA's emergency temporary standards, employees who are authorized to return from isolation or quarantine before Day 11 must mask indoors and outdoors when around others.

- **Group Tracing:** All students who shared a common airspace for 15 minutes or more with a person who was contagious with COVID-19, including those who are fully vaccinated, must be notified that they should test on days 3, 4, or 5 following their last exposure. However, CDPH now says that students who are within 90 days of a prior verified COVID-19 infection should not test.

- **Confirmation Testing:** When a person receives a negative antigen test result within 48 hours of the onset of symptoms, they can now use a second antigen test (or a PCR or other NAAT) taken the following day to confirm the initial finding. If both tests are negative, the person can then return to school or work when they have been free of fever for at least 24 hours without the use of fever-reducing medications and their symptoms are improving.

- **Verified Non-COVID-19 Diagnosis:** When a person has symptoms, the school can now accept evidence of a verified diagnosis from a physician of another illness that accounts for the symptoms to allow return to school or work when the person

has been free of fever for at least 24 hours without the use of fever-reducing medications and their symptoms are improving.

If a student tests positive for COVID-19, the student will be sent home and all those in close contact to the student will be notified.

**We encourage parents to check for symptoms every morning before they leave their home.**

### **Arrival and Screening Procedures**

If your child is healthy and ready to come to school, please note the following procedures to ensure the safety and health of all students, faculty and staff:

- School drop-off will occur between 7:45am and 8am to reduce the amount of traffic.
- Students arriving prior to 7:45am will walk to the Extended Care room and sign-in for paid day care.
- Since the school does not employ a bus system, no specific plan is needed to address those procedures
- The preferred option for school drop-off will be using the **San Diego Mission Road** entrance and merge into the school main parking lot. You will then complete the traffic pattern and exit up the ramp to the Ranch Mission Road exit.
- It is optional for students and parents to wear face masks while on-campus during drop-off and pick-up.
- If you arrive late to school (after 8:00am), parents will need park and walk their children to the front office, prior to being allowed to go to their classroom
- Their first period teacher will be waiting in their classroom for the students.
- All students will wash their hands at the beginning of the school day, monitored by their teacher.
- Each classroom in use will have hand sanitizer available for student and staff use as well, in addition to a designated hand washing station.
- The school will provide directional markings to provide assistance to students in which directions they should be moving to promote social distancing and reduce the amount of traffic of students. The campus will also have signage for reminders about signs and symptoms of COVID-19, proper handwashing technique and proper facial covering usage.
- Nazareth School strongly recommends that all students be immunized each autumn against influenza unless contraindicated by personal medical conditions, to help:
  - Protect the school community
  - Reduce demands on health care facilities

- Decrease illnesses that cannot be readily distinguished from COVID-19 and would therefore trigger extensive measures from the school and public health authorities.
- Nothing in this guidance should be interpreted as restricting access to appropriate educational services.

### **Active Covid-19 Symptoms**

If a child exhibits any of these symptoms at the arrival screening or during the school day, a parent **MUST** pick them up within **one hours time** and take them home as soon as possible.

If a child has an identified condition that will result in a positive screening (i.e. allergies, eczema, migraines, asthma, etc.), the school may use their discretion in allowing the student to enter campus. If a student has a pre-existing condition that may present itself as COVID-19, you must provide the school with a doctor's note describing the condition and symptoms. The note must contain the doctor's name and contact information.

- **If a student who was sent home, tests positive for COVID-19, all those in close contact to the student will be notified via Group Tracing.**

**If a student has symptoms of COVID-19 but cannot get access to testing, they must self-isolate at home and meet the following requirements:**

They have met CDC criteria to discontinue home isolation, including

- 1 days with no fever without medication
- symptoms have improved **AND**
- 10 days since symptoms first appeared

If a student shows a pattern of any of these symptoms throughout the school day, the school is obligated to remove the student from the classroom. They will be required to stay in the designated isolation room or outside in the fresh air with a face covering until a parent picks them up to go home.

Teachers, staff and students must complete a COVID-19 Attestation Form to return to campus. (See Appendix

Please refer to the Instruction and Learning section for policies and procedures around the opportunity to live stream classes for children who must remain home but are well enough to do school work.

### **Dismissal Procedures**

At the end of each school day, all students will remain with their class under the supervision of their last period teacher. Dismissal will last from 2:45-3:00pm each day and 11:55-12:10 pm on half days.

At least three designated staff members will be outside at the same entrance to school used for arrival. Parents are encouraged to use the San Diego Mission Road entrance.

Once a parent arrives to pick up their child, they will need to say their child's name to the staff member and the staff member will use their walkie-talkie to alert the school. The teachers will be alerted through the walkie talkies and/or school's PA system to send the child out to go home. All students will wash their hands before leaving campus. This will reduce the amount of students exiting campus at the same time.

**If you are using the car drop off line, we ask that you please be patient as there will be greater wait times for children to leave their classrooms and walk across campus safely.**

### **Sick Teacher Guidelines**

Teachers and staff will be held to the same health guidelines stated above in the student section. Below are the following procedures in place for staff:

- Teachers are encouraged to self-screen at home prior to coming to school using the regulations stated above.
- All health information regarding faculty and staff will be kept confidential and stored in a safe and secure location. The information will only be used by employees of the school.
- If throughout the day, a teacher or staff member develops a fever or any symptoms, they will be sent home immediately.
- Teachers and staff will be allowed to return to campus if they meet the guidelines listed above in the sick student section.
- If a teacher shows symptoms and is isolating at home, testing is strongly encouraged. If they are well enough to teach remotely but must remain at home for a variety of reasons, that option will be allowed while we await test results. The students will be supervised in the classroom by a school employee.

All vaccinated staff members are not required to be routinely screened for COVID-19. Unvaccinated staff members will be asked to get COVID-19 tested every week (PCR)/Antigen and submit their results to the principal. This information will be kept private and confidential.

Teachers and staff will be held to the same health guidelines stated above in the student section.

Teachers are encouraged to self-screen at home prior to coming to school using the regulations stated above.

If throughout the day, a teacher or staff member develops a fever or any symptoms, they will be sent home immediately.

If a substitute teacher is required, they will also be screened following our policies and procedures designated for teachers and staff.

Teachers and staff will be allowed to return to campus if they meet the guidelines listed above in the sick student section.

If a teacher shows symptoms and is isolating at home, testing is strongly encouraged.

If they are well enough to teach remotely, but must remain at home for a variety of reasons, that option will be allowed while we await test results. The students will be supervised in the classroom by a school employee.

- Nazareth School strongly recommend that all staff be immunized each autumn against influenza unless contraindicated by personal medical conditions, to help:
  - Protect the school community
  - Reduce demands on health care facilities
  - Decrease illnesses that cannot be readily distinguished from COVID-19 and would therefore trigger extensive measures from the school and public health authorities.
  - Nothing in this guidance should be interpreted as restricting access to appropriate educational services.

Please refer to the Instruction and Learning section for policies and procedures around the opportunity to live stream classes for teachers who must remain home but are well enough to teach.

## **HEALTH PROTOCOL**

### **Contact Tracing**

- The school community will be notified if we are made aware of any positive COVID-19 cases both on and off campus, while still maintaining confidentiality. If a member of the household or person who the family has had contact with tests positive for COVID-19, we ask that all families inform the school immediately. Please read more regarding positive cases on campus in the Cleaning and Sanitation Procedures section.

- If the school is made aware of a positive COVID-19 case, we will document and track incidents of possible exposure and notify health officials, while still maintaining confidentiality. The school will also consult with San Diego Health and Human Services to determine whether next steps, including isolation, quarantine, closure, communication, etc. are necessary when cases arise.
- If a staff member becomes ill or if another person is exhibiting symptoms of COVID19 at school, they may be asked to leave and go home or to the nearest health center.
- If a student becomes ill or is exhibiting symptoms of COVID19 at school, he/she will be isolated and the parents/emergency contact will be called to pick up the student. Parents will wait in a parking space for their child to be escorted by a staff member to the car.
- Students or staff members returning to school from an approved medical leave should contact administration. You may be asked to submit a healthcare provider's note before returning to work.
- If you have been diagnosed with COVID19, please refer to and follow the Decision Tree.

### **Face Coverings Policy for Teachers, Parents and Students**

Accordingly, effective March 11, 2022, at 11:59pm, the requirement for unvaccinated persons to mask in indoor public settings and businesses is being replaced by a strong recommendation that all persons, regardless of vaccination status, continue to mask while in indoor public settings and businesses. Please <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/guidance-for-face-coverings.aspx> for greater details. Parents, teachers and students will no longer be mandated to wear masks in doors.

## **GUIDANCE IF EXPOSED**

While we all hope to avoid exposure to illness from COVID19, we need to be prepared for that possibility. If you or someone you've been in contact with has been exposed to the virus, our first concern is for your health and safety and those around you. In this rapidly changing situation, healthcare providers should have the most up-to-date information from the CDC.

Please do the following:

1. Quarantine yourself in a specific room away from others in your home
2. Contact the following (in order of priority), let them know you have been exposed to COVID19, then follow their instructions.
  - a. Your healthcare provider
  - b. Nazareth School's administrator
  - c. Your supervisor
3. Your supervisor will work with HR to determine appropriate next steps.

4. In case of an emergency, call 911 and let them know you have been exposed to COVID19, then follow their instructions.

## SOCIAL DISTANCING

Social distancing is an effective way to prevent potential infection. Nazareth School employees, students, parents, and visitors should practice social distancing.

## PERSONAL PROTECTIVE EQUIPMENT (PPE)

In order to minimize exposure to COVID-19, PPE may be needed to prevent certain exposures. PPE can include:

**Masks:** Face masks are important, as well as personal hygiene, social distancing, and frequent cleaning efforts, please refer to Face Coverings Policy for Teachers, Parents and Students section above.

**Gloves:** Touching your face with contaminated hands, whether gloved or not, poses a significant risk of infection. Wearing gloves does not diminish the need to wash your hands. Please remember to wash your hands properly as it is the number-one defense against any virus. Additionally, the proper removal of gloves reduces the risk of being exposed to contamination.

*Please note that social distancing should still be practiced even with the use of gloves and masks.*

In addition to using PPE, please remember to:

- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available
- Avoid touching your eyes, nose, and mouth
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow

## PERSONAL WORKSPACE/CLASSROOM

- Nazareth School staff will use signage to indicate the room for sanitizing and disinfecting. All teachers and students are asked not to visit another classroom outside of their cohort or grade level.
- Employees are encouraged to disinfect their own personal workspace (teacher desk, phone, etc) throughout the day, giving special attention to commonly touched surfaces.

- Students will not be involved in the sanitizing process of surfaces or classrooms. Students will be responsible for cleaning their own hands before they enter school in the morning, before and after recess, before they eat, after lunch, and at the end of the day.

## **SHARED WORKSPACE**

All staff members are encouraged to disinfect their own workspace multiple times throughout the day, giving special attention to commonly touched surfaces. Nazareth School has alcohol-based hand sanitizers throughout the workplace and in common areas. Cleaning sprays and wipes are also available to clean and disinfect frequently touched objects and surfaces such as telephones and keyboards. The Nazareth School Custodial Team will clean all workspaces at their designated cleaning time.

*Please note that proper equipment such as acceptable disinfectant and PPE should be used when cleaning individual workspaces.*

## **FACILITIES CLEANING**

The safety of our students and our staff members are our first priority. Upon reopening, our school will have been completely cleaned and disinfected, and we will continue to adhere to all necessary safety precautions. In addition to the deep clean of the classrooms and other rooms before employees and students return, the cleaning steps outlined below are to be taken to disinfect workplace surfaces, chairs, tables, etc. to protect everyone and reduce the risk of spread of infection. We will require employees to maintain this safety standard by continuously cleaning and disinfecting based on the frequency stated below.

## **GENERAL DISINFECTION MEASURES PROTOCOL**

General measures as stated below will be followed regularly.



## GENERAL DISINFECTION MEASURES

Category	Area	Frequency
<b>Workspaces</b>	Classrooms, Offices	At the end of each use/day
<b>Appliances</b>	Refrigerators, Microwaves, Coffee Machines	Daily after each use
<b>Electronic Equipment</b>	Copier machines, Shared computer monitors, TV's, Telephones, keyboards	At the end of each use/day and/or between use
<b>General Used Objects</b>	Handles, light switches, sinks, restrooms	At least 2 times a day
<b>Restrooms</b>	Classroom and staff	At least 3 times a day
<b>Common Areas</b>	Library, Conference rooms, Auditorium, Common Areas	At the end of each use/day; between groups

The goal is to establish a sanitary baseline before the site opens. The site should be 100% disinfected prior to anyone returning to work.

## DEEP CLEANING AND DISINFECTION PROTOCOL

Prior to the school's re-opening, all carpets will be professionally cleaned and all air filters will be upgraded to the highest they can.

During each transition and at the end of the day, students will assist teachers in cleaning their own desk and chair. All frequently used surfaces, such as door handles, knobs and shared tables will be cleaned as well.

Disinfecting of rooms (with an EPA approved chemical solution) will occur in an area(s) where a positive COVID-19 case has been identified.

Play equipment will be sanitized frequently.

After the lunch tables have been occupied, they will be sanitized before the next group's use.

Each grade level will have a hands-free hand sanitizer dispenser available for use all day. Each grade level will also be assigned a specific hand washing station for use throughout the day, to use specifically before and after recess and lunch.

If there is exposure on campus to a positive case of COVID-19, the locations of extreme exposure will be closed off for at least 24 hours so that the school can thoroughly disinfect the area.

## **SIGNAGE**

Nazareth School Signage has been placed throughout the offices and entire school as reminders to wear mask over mouth and nose at all times, keep socially distant (6 feet apart), and to wash hands thoroughly. (See Exhibit A) **These signs are being removed or amended per the new state guidance regarding masks as optional.**

## **FOOD SHARING/DELIVERY**

Bringing or sharing refreshments during meetings is permitted with principal permission. We ask that there be no food delivered without permission from the teacher, principal, or approval by the PTG.

## **SOCIAL-EMOTIONAL WELL-BEING OF STUDENTS AND STAFF**

The counselor will work with students individually or in small groups (outside or an area that will allow proper physical distance) to address any well-being needs. The counselor will develop a student and staff survey. This survey will allow for individuals to give feedback on how to develop a stronger outreach program and support their needs.

## **COMMUNICATION METHODS**

The school community can expect to receive school wide communication from the Principal weekly either through email, slide presentation and/or video. The Principal will communicate more regularly if needed.

Communication between home and school is vital during this time.

To stay updated on the most up-to-date information:

- Weekly Family Envelope
- Principal's Weekly Letter

- Weekly Teacher Newsletters
- Teachers, students, and parents need to check their email often.
- Visit our website
- Follow our social media platforms
- SeeSaw PK-2; Google Classroom Grades 3-8
- Emails or virtual meetings during teachers' office hours.
- Phones calls

## Section Three: Physical Distancing On-Campus and Instructional Learning

This section is intended to provide insight into the physical school layout, which will adhere to health guidelines, and promote a place where productive learning and play can exist.

### 1. Classroom setup

Under the new guidance, social distancing in the classroom is not required. This year, students will rotate classrooms and be able to work at collaborative tables.

For the instances when students are rotating classrooms, the teacher and students will be responsible to clean off the desk and chair used so that it is ready for the next student.

Each classroom will have windows and door open to ensure proper ventilation of the classrooms.

We also encourage teachers to conduct class outdoors.

### 2. Student Schedules

The new guidelines do not require cohorting of students at this time. This means that students are permitted in mixed grade level play at recess and lunch.

Because of these guidelines, students will also be in person for clubs period, which allows for mixed grade level grouping, and also buddy class opportunities throughout the week.

We will continue to encourage distancing and try to maintain stable groupings as much as possible in the event that a student tests positive for COVID-19.

The school will provide directional markings to provide assistance to staff and students in which directions they should be moving to promote social distancing and reduce the amount of traffic. The campus will also have signage for reminders about signs and symptoms of COVID-19, proper handwashing technique and optional

proper facial covering usage.

3. Recess/ Lunch Policy/ Playing Policies:

Due to the changes in cohorting, the school will revert back to conducting one universal recess and one universal lunch period. Recess will be 20 minutes total (10 for eating and 10 for play). This same approach will be used for lunch, which is 35 minutes long.

Prior to coming to lunch and recess, students will visit their designated handwashing station to thoroughly wash their hands. Masks are optional during recess and lunch. The students will be supervised by a teacher throughout the duration of recess and lunch. Students will sit with adequate spacing at the lunch tables (approximately 6 students per table).

Nazareth School recognizes that play is a huge part of the school experience.

We will continue to try to limit the amount of sharing in regards to recess equipment.

After play time is over, the equipment will be sanitized by a staff member.

4. PE Policy

PE will be taught to students twice a week by grade level, meaning PE classes are no longer combined. Equipment sharing will be limited and will be sanitized after each class's use.

Face masks are optional during PE.

5. Supply Policy

Due to health concerns regarding students sharing supplies, each student will be asked to bring and use their own supplies during the school day. Each student will be required to bring their own supply case (of their choosing) to ensure that their supplies can be kept in a safe and condensed place. Please label all of your student's supplies so they do not get lost or mixed up, unless the teacher has asked you not to do so.

If for whatever reason, a student needs to borrow supplies from the school or teacher, it will be sanitized before and after student use.

Sharing of supplies between students and teachers is discouraged, however, if sharing occurs, proper cleaning in between use is required.

6. Technology Policy

Nazareth School currently is a one-to-one device school, meaning we have enough devices for each student to use one during the school day. Once the Technology Use Agreement is signed by the student and parent/guardian, the student will be

assigned a device to use each day. The students will be in charge of transporting their device safely in their backpack between classes and ensuring their device is properly charged in their homeroom at the end of each day.

If the school must return to distance learning or if families are engaged in distance learning, the school will offer a loaned device program, given that the families sign the Special Technology Use waiver.

#### 7. Assembly/Gathering policy

Nazareth School will take a cautious approach to assemblies and gatherings to ensure the safety of all individuals.

Morning assemblies will occur outdoors each morning, yet because it will consist of the entire school at one time, face masks will be worn.

Field trips will be permitted as long as all school and public health department rules are being followed by all parties.

Large school events will be evaluated for safety and each event will be planned with all public health orders in compliance.

#### 8. Before and After School Care

The school will offer a before and after school care program that is in compliance with the public health order. **Masks will be optional.**

- Morning Care begins at 7:00am in the Extended Care Room
- Students will be dismissed at 7:45am to walk to their respective classrooms.
- Kindergarten students will be walked to the classroom by a staff member.
- Afternoon Extended Care will begin at the end of the day until 6:00pm, unless otherwise specified.
- Afternoon Extended care will be outside in the lower field until 4:15pm, weather permitting.
- From 4:15-6:00pm, afternoon day care pick-up will be located in the Extended Care Room.
- Homework Club will be available to students in the Extended Care Room from 3:00-4:00pm.
- Math Assistance will be available form 3:00-3:30pm, during homework club.

### **Instruction and Learning**

This section details the instruction and learning expectations based on a socially distanced model. Since the resurgence of Covid-19 brings the potential of more school closures, Nazareth School aims to be proactive in creating a system that is smooth and easily transferred to a distance learning model. Nazareth School also recognizes the extreme importance of adding in additional social emotional learning opportunities for students as they transition back to school after many months apart.

## **Digital Learning Platform**

Nazareth School will continue to use Google as its educational platforms. Each student receives a google username and password which allows them access to Google Suite for Education. Such features include Classroom, Meets, Docs, Sheets, etc. Email is only available for grades 3 through 8.

From the start of the school year, each class will already have class resources, materials and access through a digital platform. For grades K-2, the main platform will be Google Classroom and/or SeeSaw. For grades 3-8, the main platform will be Google Classroom. Since the school is attempting to become digital friendly, classroom resources, text and materials will be available on the digital platform, which can be accessed both at home and at school. Parents each have access (in different ways) to the platforms and each have settings to inform parents of student progress.

The advantage to having most classroom materials available on a digital platform all year are many, but there are two main reasons for members of the Nazareth School community. First of all, in the event of another mandated school closure, the transition to distance learning is much easier and seamless for the students. Secondly, since the guidelines regarding sick students are much stricter than before, this allows students much easier access to their classes if they are home but well enough to engage in their school work. Both are explained in more detail in the section below.

There are two reasons why a student would need to access class materials through distance learning: if the school is forced to close due to COVID-19, or the class is mandated to remain at home due to COVID-19. Each scenario is described below.

- School Closure
  - In the event that the school is mandated to close due to COVID-19, we will transition again back to distance learning, where the students access their class materials remotely and experience both synchronous and asynchronous learning with their teachers.
  - The school will provide a weekly schedule to families, informing them of the expected classes each day. Teachers will also email parents of their expectations for learning. The Principal will communicate schoolwide once a week to keep families informed.
  - Students will experience a balance of synchronous and asynchronous learning. Synchronous learning is when all students log onto Google Meets or Zoom with their teacher and conduct a live lesson. Asynchronous learning is when teachers are giving opportunities for seatwork, in some cases pre-record lessons may be offered and make them available to students to watch any time throughout the day.
  - Students will access their class materials through their digital learning platform and turn in any necessary work or assessments to their teachers remotely.

- During distance learning, Nazareth School will continue to use standard grading as its system for assessing students and providing feedback.
- If students do not attend synchronous classes or submit any assessments, the school will communicate with the family. Student attendance will be based on attending class meetings and turned in assignments.
- Mandated student isolation/sickness
  - See the guidelines in the Sick student policies section regarding mandated student isolation or sickness.
  - Each teacher will upload daily assignments to Google Classroom.
  - Students will be given the same number of absent days, to turn in their work once they return to campus.
  - If a class or whole school is distant learning, the class at home will log onto Google Meet/Zoom at the appropriate class time on their schedule. They should be muted for the duration of class unless they have a question or the teacher chooses to allow them to participate. If attending class remotely, the student should be dressed in their Nazareth uniform polo or shirt.
  - Most work that the class is working on in-person will be available to the student through their digital learning platform, so that they do not miss out on learning opportunities, while student is absent.

## **Grading Policy**

While Nazareth's grading policy is not expected to change as a result of the school's physical opening, there will be different things taken into consideration based on what we've learned in our distance learning experience. Blended learning and project based education will be embraced to ensure all students are comprehending the curriculum.

As indicated in the Distance Learning Platform section, the only major change in terms of grading policy moving forward will be that whenever there is a standard that lacks evidence due to insufficient work from the student, it will be evaluated as "NE" meaning No Evidence.

## **Instructional Considerations**

With the limitations provided to ensure every student, teacher and staff member's safety, we know that school will both look and feel different. We are happy to adjust our plan as restrictions change, but what will remain is that students will feel safe, loved and cared for on campus. We also hope to continue to foster their love of learning.

Teachers will also be very aware of the amount of time students are on their screens. While we know more screen time might be necessary in the interest of maintaining connection, it won't be used unnecessarily.

### **Social Emotional Learning**

Nazareth School will prioritize the social emotional learning of our students. As stated, the return of physical school brings a large array of emotions, and we want students to feel safe when they step onto our campus, knowing that the new rules and regulations seem intimidating.

While we know academic instruction is important, we also know (and research confirms) that students cannot learn in an environment where they don't feel safe or supported. We want to establish our safe environment first, so that learning can occur. Teachers are spending a lot of time crafting specific ways to address the students' social emotional needs every single day.

### **Equity**

Nazareth School is a place that will always promote equality and inclusion, and our practices must demonstrate that. Below are a few ways we plan to address equity at our school.

- Technology
  - Each student will be assigned a device to ensure that all students have equal access to the materials they need. If we must revert back to distance learning, we will continue to loan out devices to those in need.
- Curriculum
  - There must be a demonstration of equity among race, sex, culture and ability.
- Student Support
  - Nazareth School welcomes students with Individualized Education Plans (IEPs) or learning challenges, as long as it is in the best interest of the child, teachers and family.
  -

### **Positive COVID-19 Case**

In the event of a positive case, the school will:

Schools must adhere to required reporting requirements and notify, as described below, the Local Health Department (LHD) of any newly reported case of COVID-19 in a student or staff member if the LHD has not yet contacted them about the case,

**If the case is present at school at the time the school is notified, the case must go home and be excluded from school and follow the latest Decision Tree requirements.**



Arrange for cleaning and disinfection of the classroom and primary spaces where a case spent significant time. This does not need to be done until students and staff in the area have left for the day.

Implement online/distance learning for student cases if they are well enough to participate.

## **Required COVID-19 Reporting**

The school will notify the local health officer of any known case of COVID-19 among any student or employee who was present on a campus within the 10 days preceding a positive test for COVID-19. Specifically, the school shall report the following information:

- The full name, address, telephone number, and date of birth of the individual who tested positive;
  - The date the individual tested positive, the school(s) at which the individual was present on-site preceding the positive test, and the date the individual was last on-site at any relevant school(s); and
  - The full name, address, and telephone number of the person making the report.
- This information shall be reported to the local health officer by telephone within twenty-four hours from the time an individual within the local educational agency or private school is first made aware of a new case.
- The school liaison to the LHD is: Mrs. René Coons

## **Cluster or Outbreak at School**

When either a school or LHD is aware that an outbreak may be underway, the LHD should investigate, in collaboration with the school, to determine whether these cases had a common exposure at school (e.g., a common class or staff member, bus ride, or other common exposures outside of school). CDPH defines a school outbreak as 3 or more confirmed or probable cases of staff or students occurring within a 14-day period who are epidemiologically linked in the school, are from different households and are not contacts of each other in any other investigation cases (e.g., transmission likely occurred in the school setting).

During the investigation, the school will:

1. Notify parents/guardians and school staff of a cluster/outbreak investigation related to the schools and Group Tracing protocol on the Decision Tree and encourage them to follow public health recommendations.
2. Identify, as part of the CSP, one or more school staff member who can liaise with the LHD regarding the cluster/outbreak investigation by confirming which classes and stable groups included confirmed cases or symptomatic students and staff members, and if recent events or gatherings involved any cases or symptomatic persons.
3. Identify absenteeism among those in affected classes or stable groups, and coordinate with the LHD to contact these absentees to screen for symptoms of COVID-19 if they were exposed to a case during the cases infectious period.
4. Coordinate with the LHD to share a line list of cases and contacts with dates present at or absent from school.
5. Arrange for cleaning and disinfection of classrooms or other areas where cases or symptomatic students or staff members spend significant time.
6. Coordinate with the LHD on notifications to the school community, including specific notifications of stable groups or classrooms regarding their exclusion status and instructions.

7. Coordinate with the LHD on whether and when the school should be closed and reopened.
8. Notify the school community if the school is to be closed for 14 days due to widespread and/or ongoing transmission of SARS-CoV2 at the school or in the general community, and repeat recommendations for prevention and control measures (see sample notification #3 in Appendix 2).
9. Implement online/distance teaching and learning during school closure.
10. Arrange for cleaning and disinfection of entire school before reopening in the case of closure.

### **School Closure Guidelines**

Nazareth School will follow diocesan and public health order guidelines regarding the temporary closure of campus.

When a student, teacher or staff member tests positive for COVID-19 and has exposed others at school, the following steps will be implemented:

- In consultation with the local public health department, it will be decided whether a school closure is warranted, including the length of time necessary, based on the risk level within the specific community as determined by the local public health officer.
- Additional close contacts at school outside of a classroom should also self-isolate
- Additional areas of the school visited by the COVID-19 positive individual may also need to be closed temporarily for cleaning and disinfection.
- The school community will be notified if such an occurrence happens within 24 hours of the school knowing of a positive test result. Confidentiality must be maintained, according to FERPA and HIPPA.
- If a school closure happens, all members of the community should maintain social distancing and avoid gatherings.
- If a school closure happens, depending on the timing, we will move to a distance learning structure. More information around distance learning can be found in the Instruction and Learning Section.

## EXHIBIT A: SIGNAGE







## **Appendix B:**



### **COVID-19 Negative Home Antigen Test Parent/Guardian Attestation Form**

Nazareth School has developed a GUIDANCE FOR STUDENT SENT HOME WITH COVID-like ILLNESS form. To ensure the safety of all students and staff the GUIDANCE FOR STUDENT SENT HOME WITH COVID-like ILLNESS form will be used to explain to the parent/guardian, the symptoms the student presented to school staff and guidance for the next steps.

As explained in the GUIDANCE FOR STUDENT SENT HOME WITH COVID-like ILLNESS form, a parent/guardian attestation form must be presented when a COVID-19 home antigen test is used.

**Instructions: This form is to be completed in its entirety by the parent/guardian and returned to the school before the student may return to in-person learning, extracurricular or school activities. School staff should maintain the form in the health section of the student's cumulative folder for the duration of the school year.**

<b>Student Name:</b>	<b>DOB:</b>	<b>Date of Home Antigen Test:</b>
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<b>I, as the parent/guardian attest to the following:</b>	<b>Yes</b>	<b>No</b>
FIRST TEST- Date:  The Covid-19 antigen test administered at home was <b>negative</b> (First one given in response to symptoms)		
SECOND TEST- Date:  The Covid-19 antigen test administered at home was <b>negative</b> (Second one given 24 hours after first at home test)		
The negative Covid-19 home antigen test result is for my student named above.		
The dates of the tests noted above are true and accurate		
My student is no longer exhibiting symptoms or symptoms have improved		
My student has been fever-free for 24 hours without fever-reducing medication		

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**Nazareth School Reopening Plan**  
**Acknowledgement Statement**

By signing this document, I, \_\_\_\_\_,  
acknowledge that I have read the Nazareth School Re-Open Plan 2021-2022 in its  
entirety. I also acknowledge that this plan is subject to change based on updated  
and/or revised information regarding the safety and health of the students,  
teachers and staff. I acknowledge that I will be notified of any changes to this  
document, as they will be highlighted in yellow.

I also acknowledge that I understand if I have any questions or concerns regarding  
this document, I will ask them respectfully to Mrs. Coons, the principal. I also  
acknowledge that I understand that Nazareth School will continue to follow local,  
state and national health orders regarding COVID-19. This means that there might  
be a policy I do not like or agree with, but I understand it is required based on the  
local, state and national guidance for re-opening schools.

I also acknowledge that by signing this document and returning the  
Acknowledgement Statement to the school, I am ready to have my child return to  
campus, as long as it continues to be safe and all of these policies stated above are  
in effect. I acknowledge that I will comply with all of the policies pertaining to  
parents, particularly in the guidelines around the health of my child.

\_\_\_\_\_  
Parent/Guardian Name (printed)

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Parent/Guardian Name (printed)

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name(s) of students