



8/21/20

Dear Holy Rosary Families,

With the help of school officials, health officials, parishioners, and other community members have helped formulate our reopening plan. This plan has been vetted and approved by the Eastern Idaho Public Health. They believe it is safe and thorough. Please remember, this plan will be a living document and will be changed according to guidelines from the Diocese of Boise, St. John Paul II Parish, State of Idaho, and Eastern Idaho Public Health. For now, we have the approval to open our doors on September 8<sup>th</sup> to all students. For families who prefer the online option, we have also formulated a plan that promotes the family-like community we strive for at Holy Rosary School, details are below.

New Info: This morning, EIPH clarified that the guidance on group gatherings refers to social groups not schools.

## Holy Rosary Reopening Plan

Categories	<b>Green</b>	<b>Yellow</b>	<b>Red</b>
	No confirmed cases at Holy Rosary and nobody being quarantined from Holy Rosary	1 or 2 entire classes being quarantined from Holy Rosary	3 or more full classes that need to be quarantined
Learning Options- In person or distance	All classes at school with optional remote learning – Parents' choice	Some classes distance learning Some classes at school	Full distance learning
Specials	Continue all specials including PE, recess, After hours, and daycare	Discontinue PE, recess, and aftercare.	Employees should only come to the school in case of emergency, no daycare.
Lunch	PS/PK will eat in the lunchroom K-6th will eat in their classrooms		Pick up or delivery options for F/R students.
Volunteer	Volunteers will be allowed into the building with a temp and question screening	Volunteers will not be allowed into the school.	

### Preventative Measures- Facilities

1. Signage: Provide clearly visible signage to encourage physical distancing.
2. Hygiene Stations: Establish and maintain hand hygiene stations in key locations in school buildings. Including by every classroom door, using only made in the USA hand sanitizer.
3. Cleaning: Clean/disinfect frequently touched surfaces throughout the day, including bathrooms. The entire school will be fogged every night and after the morning preschool or pre-k classes.

4. Ventilation: Ensure ventilation systems operate properly are cleaned regularly and increase circulation of outdoor air as much as possible. Each classroom has their own HVAC system that is less than 5 years old.
5. Deep Cleaning: Schedule extra deep cleanings during the days, weekends and school holidays/breaks.
6. Water Bottles: The school will provide water bottles for all students because water fountains will be unable to be used. These water bottles will be sanitized and kept at school.
7. Health Office: Establish a health office with a separate isolation area for effective infection control management for students and staff exhibiting signs and symptoms of infection.
8. Staff or Students: Staff and students should not come to school if they have any COVID symptoms. We will send any ill students or staff home immediately to avoid spread of infection.
9. Cleaning: Close off areas used by a sick person and do not use before cleaning and disinfection. Wait 24 hours before you clean or disinfect if possible. If it is not possible to wait 24 hours, wait as long as possible. Ensure safe and correct application of disinfectants.
10. Physical Distancing: Furniture throughout the school will be arranged to provide physical distancing.
11. Backpacks: In order to eliminate things in the lost and found and more things coming to and from school, students will not use backpacks.
12. School Supplies: Students will not share supplies. Each student will use their own supplies during the day.
13. Physical Distancing: We will remove unused desks and furniture in classrooms; maximize physical distancing (to the extent practicable). This will also limit the number of things to clean each day.
14. Friday Dismissal: On Friday, the school day will end at 2pm to provide an extra hour of deep cleaning, teacher collaboration and planning time. (PreK Friday schedule will be 8-10:30; 11:30-2:00).

#### Preventative Measures – Specials

1. Lunch: All students will eat in their classroom. Preschool and pre-k students will eat in the cafeteria.
2. Recess: Each class will go to recess with their own class, not with other classes. They have certain doors they will enter and exit from so as not to cross any other class. Each class will have a 10-minute recess every hour. Masks will be worn at recess when there is a mask order for the city.
3. Mass: Each class will be assigned a day to go to mass. Students will follow the church protocols for mass attendance. Each student will be physically distant from other students while sitting in the pew. Mass Days: Tuesday – 2<sup>nd</sup>, Wednesday – 3<sup>rd</sup>, Thursday 5<sup>th</sup> and 6<sup>th</sup> (Opposite sides of the church), Friday – 4<sup>th</sup>  
PK, Kindergarten and 1<sup>st</sup> will watch mass on Wednesday mornings in their classroom. Students should wear their mass uniforms on their mass day.

4. Bathroom: There will be scheduled bathroom times for each grade. Students will be allowed to go outside of this time if necessary. Some sinks and stalls have been blocked off to provide physical distancing in the bathrooms.
5. After Care: Students will stay in their classrooms or be physically distanced in the hall for aftercare.
6. Morning Care: Students will be physically distant for morning care in the cafeteria.
7. Specials: Art, Spanish, Library, Computer classes will be held in the regular classrooms. Music and PE will be in the gym or outside. Students will be 8ft. apart for PE and Music. Each “special” teacher will teach all grades in one day with physical distancing. Here is the schedule: Monday-PE, Tuesday-Spanish, Wednesday–Computer, Thursday-PE until October (Art will start in October), Friday–Music
8. Library: Students will be provided virtual access to the books in the library. They will request their book, and the librarians will bring the book to them once a week. Students are allowed to take their library books home.

#### Preventative Measures - Policies

1. Procedures: Teachers, staff, and parents are asked to teach and reinforce good hygiene measures such as hand washing, covering coughs, and face coverings.
2. Self-Report: Staff and families will be required to self-report to the school if they or their student have symptoms of COVID-19, a positive test, or were exposed to someone with COVID-19 within the last 14 days.
3. Health Screening: Every morning employees and students will conduct daily health screenings for COVID-19 symptoms before entry to the facility, including a check for low-grade fever thermometer (done at home) and daily symptom checking (at home and at school). Kinsa thermometers will be provided to each family. Thank you, Teton Toyota.
4. Sick Staff or Students: If a student or staff member is sick, they will not return to school until they have met CDC criteria to discontinue home isolation. Sick employees will stay home without fear of losing their job. The privacy of any sick staff or student will be protected.
5. Volunteers: Only volunteers will be allowed to come into the school. All volunteers will be screened upon entering the school with questions and a temperature check. All volunteers will need to sign into each classroom before entering for contract tracing purposes.
6. Dress Code: Teachers and staff will be allowed to wear hospital scrubs to work.
7. Drop-Off/Pick-Up: We will do red-flag drop off and pick-up. Parents will not be allowed to come into the school to pick up or drop off their child. Parents are asked to drive down the alley.
  1. For morning drop-off, when your car is by the back door of the school, we will unload your student and they will go directly to their classroom, sanitize their hands, put on their mask and sit at their desk.
  2. For afternoon pick-up, parents will come down the alley again. When your car is by the back doors, we will radio for your student to come to the door. The student will take off their mask, walk to the back door, and be loaded in their car.
  3. We do not want parents standing outside waiting for their children. Please stay in your car and drive down the alley.

4. This is a no contact drop-off and pick-up for all families.
8. Confidentiality: Holy Rosary School will continue to maintain privacy and confidentiality in accordance with HIPAA.

#### Preventative Measures – PPE

1. Face Masks Required: All staff will be required to use face masks when they cannot physically distance. The school will provide face masks for all students.
2. Student Masks: Students are not allowed to bring masks from home. Each student will have their own mask with their name on it. We will sanitize their mask each night.
3. Cleaning Masks: Holy Rosary School will clean/sanitize masks for students daily. EIPH said it has approved washing and drying to properly sanitize the face masks.
4. Teaching Procedures: The procedures for wearing face masks, washing hands, using hand sanitizer and physical distancing will be taught to all students at the beginning of the year.
5. Volunteers: All volunteers will be required to bring and wear masks from home.
6. Food Prep: Any person preparing or serving food is required to wear a face mask.

#### If there is a confirmed case

1. Notification: If a student or staff member gets sick or confirmed with COVID-19, they should notify the principal immediately and they should not come to school.
2. Calling Families: The principal will call all families who may have been exposed using contact tracing documents.
3. Symptoms: If a student or staff member shows symptoms while at school they will go home immediately and will be advised to follow local health department protocol.
4. Contact Tracing: Identify anyone who may have been in close contact with a confirmed or suspected COVID-19 case. Close contact is less than 6 feet for more than 15 minutes.
5. EIPH: Follow local public health guidance for course of action. Recommendations will be given on a case-by-case basis, and could include: Excluding positive, suspected, and close contacts from school as they follow isolation or self-quarantine instructions until they can safely return.
6. Possible Dismissal: Communicate with staff, parents, and students regarding dismissal decisions and possible COVID-19 exposure.
7. Cleaning: Clean and disinfect thoroughly.
8. Education Plan: Determine strategies to continue education and related supports to students as needed.
9. Questions: Classroom ambassadors will be contacted and informed to be able to answer questions.

#### Distance Learning Option

Our hope is that this distance learning plan will also ensure a sense of community for all students whether they are in the classroom or learning at home. Here's how it will work...

1. Supplies: Families will receive all text books and work books that will be needed for that grade to keep at home. They should keep school supplies at home until they want to start in-person learning.

2. Laptop: In the classroom, each teacher will have a laptop on a desk at the front of their class.
3. Morning Routine: At the beginning of each day, the teacher will start a zoom meeting with the students doing distance learning. Students will begin class at 8am each day. The students at home will begin their day with the class doing the prayer, pledge, and morning meeting.
4. Uniform: The students doing distance learning at home will need to wear their uniform. Monday will be spirit day because no classes will be going to mass on Monday.
5. Peer Interaction: The students at home will be with their peers virtually throughout the entire day. When the class goes to recess, the students at home will have a break.
6. Lunch/Specials: The class will be eating lunch and having most specials in the classroom. The students at home will be able to participate in all of these activities with their classmates.
7. Change Plan: If at any time a family wishes to bring their child to school to do in-person learning, they only need to give the school one-day notice. This will allow us to make sure there is a desk and a chair in the classroom for that child.

Finally, I want to share my sincere gratitude with everyone involved in creating this living document. Because of your hard work we are able to open our doors safely to all students on Sept. 8<sup>th</sup>. I appreciate your patience, flexibility, and support. I am looking forward to seeing all of our families. Here's to another GREAT year.

Sincerely,  
Carina VanPelt  
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208-522-7781

### **Upcoming Events:**

1. **Back to School Night** will be a no contact school supply drop off from 6:30-7:30 on August 25, 26, 27. Families who are doing in-person learning will pick a night that works best for them. Please have your school supplies in a labeled bag in your trunk. You will drive through a normal carline. When you are by the gate, you will open your trunk and we will take the school supplies out of your trunk for you. Then, we will hand you the Kinsa Thermometer with directions. (Thanks, Teton Toyota for providing these for each family and staff member.)
2. **First Day of School**: Tuesday, September 8th (Blessed Virgin Mary's Birthday)