



## Return to School Plan for Saint Rose Catholic School 2020

Saint Rose Catholic School developed this plan in cooperation with the Diocese of Toledo, the Wood County Health Department, the Saint Rose School Advisory Council, the Ohio Department of Education, the Ohio Department of Health, the American Academy of Pediatrics, the Saint Rose Faculty and Staff, and the Return to School Planning Committee. Every reasonable effort to provide a safe and nurturing environment for our students, faculty and staff has been taken into consideration. Physically attending school does have inherent risks associated with community gatherings. The Saint Rose plan to mitigate these risks and to provide a healthy and happy learning environment are laid out below.

This plan strives to provide the in person learning environment that best supports the spiritual, educational, social, and emotional needs of students while limiting the spread of infectious disease and minimizing the possible impact a COVID-19 quarantine may have on the Saint Rose community. The five Saint Rose Core Values inspired and guided this document:

- The *Catholic Faith* will be lived, taught, and promulgated through direct instruction, environment, prayer, and Sacraments.
- This plan seeks to promote, model, and coach *Moral Virtue* in imitation of Jesus Christ.
- Teachers and staff will create an atmosphere where *Academic Excellence* is fostered so that each child can develop his/her God-given talents to reach the greatest potential.
- The nature of in person instruction strengthens the school's ability to foster a *Compassionate Community* in which members are able to love, support, and pray for each other on a daily basis.
- The Saint Rose plan relies on *Servant Leadership* such that teachers and staff think of others first, listening and respecting them, and giving of self to help others grow and live as the children of God while also encouraging students to serve as Jesus did.

**The local health department stresses the need for flexibility as schools and the state respond to the changing circumstances of COVID-19. This response may require different methods of instructional delivery during the school year. The day to day structure of school may become more or less restrictive.**

Governor DeWine recently announced the [Ohio Reset and Restart Guide](#) with the Ohio Department of Education for Ohio Schools. The document lists the following requirements, as summarized by the Diocese of Toledo, that schools must accommodate.

- 1. If a student, staff, or volunteer begins to show symptoms or has a temperature above 100°F while at school, they **must** immediately be separated from other students, staff, or volunteers, given a face covering, and monitored by a staff member wearing appropriate personal protective equipment (PPE) and maintaining physical distance when possible. The space where an individual waits before he or she goes home should be separate from the nurse's office and other areas students are likely to visit. Areas of the building that were occupied by a person exhibiting symptoms should be thoroughly sanitized (pg. 7)*
- 2. School personnel **must** refer those displaying symptoms of COVID-19 to an appropriate health care professional or testing sites. Local health departments should be contacted in the case of positive or suspected COVID-19 cases in a school building. Local health professionals can help to identify potentially infected or exposed individuals and assist with appropriate notifications. Individuals who potentially have been exposed should follow quarantine and other recommendations from local public health officials and their medical provider (pg 7)*
- 3. Schools **must** monitor daily absences of students and staff for trends. Importantly, sick leave and absence policies should not penalize staff or students for staying home when symptomatic or in quarantine or isolation. Staff, volunteers, support workers, and students who have suspected or confirmed COVID-19 cannot return to school until they meet CDC criteria for return to work/school, and districts should be prepared with appropriate plans for absences. Individuals who test positive for or are suspected to have COVID-19 must experience an improvement in symptoms and isolate for a period of time before returning to school (pg 7).*
- 4. Schools **must** provide opportunities throughout the day for handwashing. To supplement handwashing, schools must provide hand sanitizer (60% to 95% alcohol based) in high traffic areas including entrances to buildings and classrooms and instruct students and staff to use the sanitizer. Additionally, staff, students, and volunteers should avoid touching their mouths, noses, and eyes since the virus easily enters the body through these membranes (pg 8).*
- 5. Schools **must** clean surfaces frequently, paying close attention to high touch areas and shared materials, and make sanitization wipes or disinfectants labeled for use against SARS-CoV-2 (COVID-19) available in each room and common space. The sharing of supplies and materials should be minimized and if items must be shared, sanitized between each user (pg 10).*

**6. School staff must wear masks.** As with other businesses, all school staff, and volunteers **must** wear face coverings unless it is unsafe to do so or where doing so would significantly interfere with the learning process. Exceptions include:

- *Facial coverings in the school setting are prohibited by law or regulation*
- *Facial coverings are in violation of documented industry standards*
- *Facial coverings are not advisable for health reasons*
- *Facial coverings are in violation of the school's documented safety policies*
- *Facial coverings are not required when the staff works alone in an assigned work area*
- *There is a functional (practical) reason for a staff member or volunteer to not to wear a facial covering in the workplace.*

Schools **must** provide written justification to local health officials, upon request, explaining why a staff member is not required to wear a facial covering in the school. At minimum, facial coverings (masks) should be cloth/fabric and cover an individual's nose, mouth, and chin (pg 13).

**7. Because of the importance of face masks in slowing the spread of COVID-19, schools must establish a face mask policy.** In doing so, they should consider all the available science. It is strongly recommended that students in 3rd grade and higher wear a face mask unless they are unable to do so for a health or developmental reason. Schools should work to reduce any social stigma for a student who, for medical or developmental reasons, cannot and should not wear a mask. It is anticipated that some schools will be comfortable in starting masks in kindergarten and some first grade, or some later. The majority opinion among experts appears to be that children kindergarten through 5th grade can wear masks as long as consideration is given for the age and developmental level of the child and the physical situation the child is in at that moment (pg 14).

The Saint Rose Catholic School policy **exceeds** these requirements to establish in person instruction for our students. The Saint Rose policy follows.

## **Teaching Delivery**

Our primary method of instruction will be in person on Saint Rose School campus. Throughout the school year there may be circumstances that necessitate individual or group remote learning.

## **In Person Teaching**

Students will attend school in person with safeguards in place such as temperature checks, face coverings, extra sanitization, and social distancing protocols. These protocols may increase or be relaxed in accordance with guidance from the Wood County Health Department. Saint Rose will take every reasonable measure to make sure that this preferred method of teaching can be provided.

### **Social Distancing**

Social Distancing is a key component to help limit the spread of COVID-19. It will also help to limit the number of students/staff who will need to quarantine if an individual tests positive for COVID-19. Saint Rose will help to promote social distancing in a reasonable manner during the school day. Social distancing will vary from classroom to classroom and situation to situation. The [American Academy of Pediatrics](https://www.aap.org/en-us/advocacy-policy/aap-health-topics/coronavirus-disease-2019-covid-19/Pages/COVID-19-and-Schools.aspx) states, “In many school settings, 6 feet between students is not feasible without limiting the number of students. Evidence suggests that spacing as close as 3 feet may approach the benefits of 6 feet of space, particularly if students are wearing face coverings and are asymptomatic.” The ability to socially distance will also vary from student to student based on age and social development. The seating arrangements in all classrooms will be arranged to maximize the space for the greatest ability for social distancing.

Examples of Social Distancing in a Kindergarten Classroom and Fourth Grade Classroom



## **Face Coverings**

### **Face Coverings**

“Use of cloth face coverings can reduce the spread of respiratory droplets that, in infected people, carry and spread COVID-19,” [COVID-19 Health and Prevention Guidance of Ohio K-12 Schools](#).

- All faculty and staff members will wear face coverings while in the building and interacting with students.
- All parents/guardians/visitors must wear a face covering while inside Saint Rose Catholic School.
- Face coverings are optional for preschool students.
- Students in grades K-8 will be asked to wear face coverings throughout the day with breaks provided by their teachers when they are seated in their classroom and no one is moving around or in situations that allow for social distancing.
- Per Governor DeWine’s order, face shields cannot be used in place of cloth face masks
- Exceptions to the face covering policy may be made with consideration for medical reasons and age and to accommodate eating and drinking; outdoor and physical activities, including P.E.; and instructional time when social distancing can be maintained and additional preventative measures are in place.
- Students and faculty/staff do not have to wear face coverings if they present a note from a doctor excusing them from wearing a mask.
- Any decoration on the face coverings should be appropriate for a Catholic elementary school, avoiding mature or violent images. Political statements should also be avoided.
- This policy is subject to change to accommodate local and state guidelines.

## **Cohort Grouping**

The Saint Rose plan follows the guidelines of the American Academy of Pediatrics to utilize cohort grouping. The Saint Rose model keeps students within their homeroom grouping of students for as much of the school day as possible. This will help to mitigate the risks of infection. It will also serve to limit the number of people that will be required to be quarantined if there is a positive case. Cohort grouping, combined with social distancing, may limit a quarantine to individuals as opposed to entire grades.

## **In Person Instruction with Social Distancing and Cohort Grouping**

### Preschool

Preschool classrooms will have 18 students with one teacher and one aide. The classroom will be physically divided with nine students per side. The teacher and aide will switch back and forth between the two sections. The rooms will be physically divided using fabricated wood and plexiglass dividers that are six feet tall. Both sections will have the same education and interactions with the teacher and the aide. Both sections will have access to the restroom and sink for handwashing. Three and four year old classrooms will have access to the restroom, water and handwashing within their classroom. The KR classroom will have access to restrooms in the Elm Street hallway. KR will have specials in the classroom. Preschool will eat in their classrooms. Faculty and staff will wear face coverings. Face coverings are optional for preschool students.

#### Kindergarten through Third Grade

- Desks will be socially distanced.
- Students will primarily remain in homeroom groups.
- Students will be asked to wear face coverings when in the hallways or in transition to other areas of the campus.
- Desks and chairs will be disinfected often throughout the day.
- Students will be reminded to sanitize their hands frequently throughout the day.

#### Grades Four and Five

- Desks will be socially distanced.
- Students will primarily remain in homeroom groups.
- Students will be asked to wear face coverings when in the hallways or in transition to other areas of the campus.
- Desks and chairs will be disinfected often throughout the day.
- Students will be reminded to sanitize their hands frequently throughout the day.
- Class schedules will be modified to minimize student movement and time in the hallways.
- Locker use will be limited and monitored.

#### Middle School

- Desks will be socially distanced.
- Students will be asked to wear face coverings when in the hallways or in transition to other areas of the campus.
- Desks and chairs will be disinfected often throughout the day.
- Students will be reminded to sanitize their hands frequently throughout the day.
- Class schedules will be modified to minimize student movement and time in the hallways.
- Locker use will be limited and monitored.
- Sixth grade students will remain in their homeroom cohort group and be kept separate from seventh and eighth grade students.

- Seventh and eighth grade students will be considered one cohort group, will have elective classes together, and will have lunch and recess together.

### Specials/Electives

The teachers of specials will travel to the K-5 homeroom classroom for music, art, Spanish, library, and technology. Physical education classes will be taught outside when possible and in the gym when necessary. The students will either use their own personal supplies or use shared supplies that have been sanitized between student use. Middle school students will travel to some of the elective classrooms.

### Lunch/Recess

Students will eat in the cafeteria with their homeroom cohort group for grades K-6. The seventh and eighth grade cohort group will eat lunch together. Open seats will be kept between students. All students will have assigned seats. Seating will be arranged according to cohort groups. Extra Virgin Catering will provide lunches for purchase. Students will not stand in line to receive purchased lunches. They will receive their purchased lunches at their seats. Students will sanitize their hands before and after lunch. All surfaces will be disinfected by the cafeteria staff between groups.

Students will attend recess with their grade level for grades K-6. Seventh and eighth grades will have combined recess and lunch. The parking lot, playground, and indoor recess spaces will be utilized to keep students within their grade.

Balls and other handheld play equipment will be disinfected between grades. Students will sanitize their hands before and after recess.

### Arrival

- Bus Riders: Students will be dismissed from their bus and allowed entry to the school at 8:40 am. There will be visual cues to remind them to socially distance as they enter the building. Bus students can enter through Doors A or B.
- Car Riders and Walkers: Students arriving by car are to wait in their vehicles through the carline. Preschool families entering from Front Street on Linden Lane will use the outside lane to the right. K-8 families entering from Front Street on Linden Lane will use the inside lane to the left. Drivers will follow the directions from the faculty to proceed through dropoff. The nature of carline allows for social distancing as students leave their vehicles and enter the building. There will be visual reminders to socially distance along with faculty to remind students.
- Preschool Students: Preschool parents will walk their child to the preschool teachers/aides.

- It is recommended that parents limit their dropoff of students to outside of the building. If a parent must walk their child to class, he/she must wear a face covering, limit his/her time in the building, and have his/her temperature taken and be below 100 degrees Fahrenheit. A faculty/staff member will be posted at doors A and D for parent temperature readings.

### Dismissal

- Car Riders and Walkers: Students being picked up in carline or walking home will be called down first. They will stand in lines outside with their homeroom cohort group. Social distancing increments will be marked on the blacktop. Faculty will assist with reminding students to socially distance. Students will be released to their cars as parents pull forward. The parking spaces between the Walz Center and school will be closed to parking and will be used for dismissal. Students need to dress for the weather as they will be outside waiting in socially distanced lines during the dismissal process.
- Bus Riders: Bus students will be called down once the buses arrive. They can load directly on their bus or stand in a line with social distance markings.

### Visitors

In order to limit the number of people coming in contact with our students each day, visitors will be limited to those attending essential meetings when the meeting can not be held remotely. Parents/guardians are able to enter Door A and wait at the front desk for students to be released from class for appointments or to drop off materials. Parents/guardians must wear face coverings to enter Door A and their temperatures must be taken at Door A and be below 100 degrees Fahrenheit to enter.

### Temperature Checks

- Students: Parents are the first line defenders against the spread of illness. All parents and guardians are to take their children's temperatures before leaving the house. Any student with a temperature of 100 degrees Fahrenheit or above will be required to stay home. The parent/guardian will need to call the school to inform the school of the absence.

Teachers will also take temperatures using an infrared touchless thermometer. Students with temperatures of 100 Fahrenheit or above will need to go home. The nurse will be

called, and the students will be kept in isolation until the parents/guardians can arrive. Parents/guardians need to pick up their sick child within 30 minutes of being called.

- Employees: Faculty and staff will take their temperature at home and stay home if their temperature is 100 Fahrenheit or above. They will check their temperature again at school when they arrive. Any employee with a temperature of 100 Fahrenheit or above will need to leave campus.

## Remote Learning

This scenario may happen for a number of different reasons.

- Schools can expect more absences this year as people are more cautious regarding their health. To accommodate for increased absences, all classes will have the ability to be livestreamed. Absent students will still be able to receive instruction through live streaming.
- A student may test positive for COVID-19, causing fellow students and teachers to be quarantined. In this scenario teaching will be provided digitally through live streaming while those particular students are in quarantine.
- If COVID-19 numbers spike and the local or state authorities mandate schools to close, Saint Rose will need to provide remote learning.

While Saint Rose School firmly believes that an in-person instruction provides an optimal formation in faith and academics, we also recognize that the health situations of some families may necessitate an alternative. Saint Rose values every member of the school community and wants to continue to partner with all parents and students. Therefore, a remote learning option is being offered to those families who wish to continue their Saint Rose education at home.

After reviewing family preferences and investigating various delivery methods, Saint Rose will be offering the **Saint Rose Remote Learning Program for 2020-21**. Saint Rose teachers will teach remote learners using the digital platforms of Zoom, Gradelink, Class Dojo, and Google Classroom.

The Saint Rose Remote Learning Program will allow:

- Continuation in the Saint Rose Community with faith and sacramental formation
- Solidarity with Saint Rose Community to maintain friendships
- Instruction from Saint Rose teachers

- Continuity of curriculum
- Ability to return to the in-person classroom setting

The fall remote-learning option will be different from the spring remote-learning experience as teachers will be meeting the needs of both in-person students and remote learners. The Saint Rose Remote Learning Program for 2020-21 includes the following parameters to optimize success.

#### Saint Rose Remote Learning Program for Grades K-3

- Teachers will provide a weekly schedule of assignments by subject and a digital learning packet to be printed out from home.
- Teachers will post recordings of lessons from classroom instructional time.
- Students will be periodically invited to live Zoom sessions to interact with their class.
- Remote learners will be expected to adhere to the Saint Rose School uniform and dress code while participating in Zoom sessions.
- Remote learners will be expected to adhere to classroom protocols.
- Assignments must be submitted by the due date through ClassDojo with accommodations made for illness.
- Specials, such as art, music, library, technology, Spanish, and physical education will not be offered.
- Families may request to return to in-person instruction after meeting with school personnel to facilitate the transition.
- In-person students who are absent or in quarantine will have access to the remote learning opportunities to assist them in keeping up with their classwork.
- Remote learners with an I.E.P. will require a planning meeting and an addendum to the I.E.P.

#### Saint Rose Remote Learning Program for Grades 4-8

- Teachers will provide a weekly schedule of times when remote learners will be required to attend class via Zoom for lessons with their in-person classmates.
- Remote learners will be expected to Zoom into all or part of each class period daily as directed by the teacher.
- Remote learners will be expected to adhere to classroom protocols.
- Remote learners will be expected to adhere to the Saint Rose School uniform and dress code while participating in Zoom sessions.
- Teachers will electronically post or announce daily assignments and information through Zoom sessions, Class Dojo or Google Classroom.
- Daily attendance will be required, except when a remote learner is sick. Parents will report absences of remote learners through the school attendance number before 9:00 am. The remote learner will be able to ask and answer questions.
- Remote learners will adhere to assignment deadlines with accommodations made for illness.
- Remote learners with an I.E.P. will require a planning meeting and an addendum to the I.E.P.

- Specials, such as art, music, library, technology, Grade 4-7 Spanish, and physical education will not be offered. Grade 8 Spanish will still be available on a daily basis.
- In-person students who are absent or in quarantine will have access to the remote learning opportunities to assist them in keeping up with their classwork.
- Families may request to return to in-person instruction after meeting with school personnel to facilitate the transition.

The success of the remote learning experience will be dependent upon:

- Level of support from parents/guardians
- Ability to maintain a regular school schedule during the week
- Learning style of the student
- Required resources available at home:  
Printer; ability to scan and upload completed student work on a daily basis; electronic device capable of participating in Zoom; internet access; desk/table and chair for remote learner
- Flexibility with the pace of the content as teachers respond to the needs of the students
- Evaluation and modifications as needed

If circumstances change and a class or the school is required to cancel in-person instruction, the teachers will adapt to provide remote learning for all students.

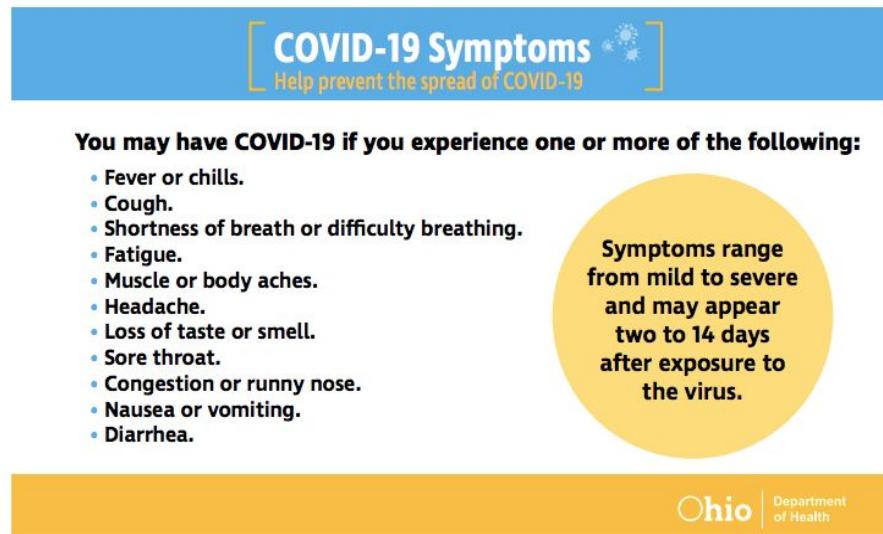
**The deadline for registration for the Saint Rose Remote Learning Program is Thursday, August 6, 2020. Please complete this form if you wish to register your child for the Saint Rose Remote Learning Program.**

**Parents whose children will utilize the in-person instruction at Saint Rose School do not need to respond.**

#### Infectious Disease Protocol

- Saint Rose follows the guidelines put forth by the Wood County Health Department, Ohio Health Department, and Center for Disease Control.
- Anyone displaying symptoms of COVID-19 is required to stay home and contact his/her primary care physician.
- Any individual displaying COVID-19 symptoms will be placed in quarantine at school by the nurse and parents/guardians will be contacted to come pick up the student.

- Anyone that tests positive for COVID-19 will need to quarantine for 14 days or as directed by the Wood County Health Department.
- Anyone that has direct contact either inside or outside of school with an individual that tests positive for COVID-19 will need to be quarantined for 14 days or in accordance with the Wood County Health Department and CDC.
- The school and the Wood County Health Department will communicate regarding any positive COVID infections and/or quarantine situations.
- The school will communicate with teachers and classmates of any individuals that test positive for COVID-19 which requires a quarantine period.



### Sanitization and Disinfection

- Proper sanitization and the disinfection of commons surfaces are effective ways to prevent the spread of illness. The maintenance staff worked hard to prepare Saint Rose for the school year.
- Each classroom will have hand sanitizer, and teachers will instruct students to use it throughout the day. All students will use hand sanitizer before eating.
- All K-8 students are asked to bring disinfecting surfaces wipes, such as Clorox, as part of their classroom supplies. All desks and work surfaces will be wiped down by students as part of any classroom transition. All desks and work surfaces will be wiped down by teachers at the end of the day.
- Teachers will use classroom supplies of a “no wipe” sanitizing spray on classroom manipulatives that are shared between students during the day. All library books and

classroom library books will be wiped down between student use by either the classroom teacher or librarian.

- All eating surfaces will be disinfected between student groups.
- An electrostatic disinfectant sprayer will be used by the maintenance staff to deep clean rooms when necessary.
- All restrooms will be disinfected each day.
- Signs are posted in the hallways and restrooms to remind students and faculty about proper handwashing procedures.
- Signs will be posted on the floors at restrooms, water bottle filling stations, etc. to remind students of social distancing requirements.

### Water Stations

All drinking fountains will be closed to access. Students will still be able to use the water bottle filling station. Students should bring their own water bottles to be filled throughout the day.

### Field Trips

The approval of field trips will be dependent on the nature of the trip, the ability to isolate Saint Rose students from others, and the infection stage within the location of the field trip.

### Weekly School Mass

The 9:15 am Mass continues to be live-streamed on the Saint Rose Parish website. Each week students will either watch the live-streamed Mass or attend Mass using social distance seating within their homeroom cohort.

- On Tuesday, either grade 4 or 5 will attend in person while the other class watches the livestream.
- On Wednesday, either grade 2 or 3 will attend in person while the other class watches the livestream.
- On Thursday, grades 6, 7, and 8 will alternate attending in person and watching the live-stream

### Social and Emotional Support

The Saint Rose faculty and staff are prepared to lead students with compassion during this period of transition. Students may need extra support during this time of heightened stress and anxiety linked to COVID-19 and their prolonged absence from school. Individual support

will be available with school counselor, Mrs. LeAnna DiFeterici, and a community resource list is available upon request. The Be Kind First program will continue and focus not only on kindness but also on friendships. Saint Rose will also continue its focus and training with Growth Mindset, both as an accreditation goal and as a way to promote flexibility and creativity during these changing times.

### Intervention Specialists

Intervention specialists will continue to work in the classroom with students in accordance with their IEP. Any students brought back to a common meeting space to work individually or in small groups will work only with students from his/her same homeroom cohort group. Surfaces and shared supplies will be disinfected by the intervention specialist between groups.

### Speech/Reading Support

Our specialists will either work with students in their classrooms or bring them to a common work space where only students from their same class are present. Surfaces and shared supplies will be cleaned by the interventional specialist between groups.

### Bus Transportation

Saint Rose communicated with Perrysburg, Rossford, and Eastwood transportation departments about its plan to return to in person instruction five days a week. Each district will work to develop a plan and communicate with its parents.

### Extended Day

Saint Rose will provide extended day for students in preschool through grade 8 in compliance with the forthcoming guidelines from the Ohio Department of Education.

This document and plan will evolve as needed to address the changing circumstances caused by the pandemic. Cooperation and communication among the school, parents/guardians, the parish, our students, and the larger community will be necessary for Saint Rose to have a successful school year with minimal disruption. We are



confident that this can be done. Great cooperation and compassion were displayed during the mandated remote learning in the fourth quarter of the 2019-2020 school year.

Please continue to pray with us for the guidance of the Holy Spirit as we prepare for the safe and happy return of our students, staff, and faculty.

Thank you to Fr. George Wenzinger, Fr. Kishore Kottana, Rob Hohler, Jason Robertson, Michelle Hill, Felicia Linder, Kim Tishler, Beth Johnson, Sara Dubois, Anne Brahier, Kevin Parkins, and Julia Burrow for dedicating their time to weekly meetings this summer to prepare and execute this plan.