

Holy Savior Catholic School

2020-2021 Return to School Plan



Safety, Presence, and Growth

in a

Christ-Centered Environment

THE DIOCESE OF HOUMA-THIBODAU
RETURN TO SCHOOL TASK FORCE

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MESSAGE FROM THE SUPERINTENDENT

Dear Diocese of Houma-Thibodaux Catholic Schools Family,

During the spring of our 2019-2020 school year, our Catholic schools, along with the rest of our community, state, and nation, faced an unprecedented national health crisis which put us on a much different path towards completion of our academic year in the Diocese of Houma-Thibodaux. Moving to distance learning as the result of our state's Stay at Home Order, our school families faced the many challenges before us with prayerful diligence, grace, and the patience necessary to navigate a path untraveled. We missed our students. We missed our Celebrations of the Eucharist as school families. We missed our "normal." This journey was not an easy one, and we know it would not have been possible without the constant presence of our Lord, Jesus Christ walking beside us. Together, our entire diocesan Catholic schools family not only successfully completed the 2019-2020 school year, but did so with the same spirit, love, and enthusiasm that makes our ministry so unique.

Now, we find the blessings of the 2020-2021 school year before us. The Diocese of Houma-Thibodaux is actively preparing for the safe return to our schools in August. Utilizing a task force comprised of school administrators, teachers, medical health professionals, parents, school board members, community leaders, and diocesan leadership, an intentional Return to School Plan has been constructed. The intent of the plan is to aid in navigating the return to our schools so employees, students, and families feel safe and to reduce the impact of COVID-19 conditions. Our priorities as we return to school are safety, presence, and growth:

- SAFETY- The diocese is committed to utilizing appropriate safety measures in the context of a return to work and schools.*
- PRESENCE- The diocese is committed to keeping our schools open and do not want to burden parents with challenging schedules that would make it difficult to work.*
- GROWTH- The diocese wants our children to continue their academic progress in a safe, secure, and Christ-centered environment in our schools as we work in the ministry of Catholic education to form the whole child.*

This Return to School Plan is a living document that will be updated as needed as we respond to additional guidance received from our local, state, and federal officials. Our schools will post their Return to School Plans on their school websites, updating as needed.

The Diocese of Houma-Thibodaux is grateful for the deep commitment of its school families to the ministry of Catholic education and looks forward to welcoming its students and staff back to school in August. Together with our Lord and Savior, Jesus Christ, we are eager and ready to embark on our 2020-2021 school year!

Blessings,



Suzanne Delaune Troxclair

MESSAGE FROM HSCS ADMINISTRATION

Dear Parents,

Holy Savior Catholic School has created a comprehensive plan to ensure that our school is safe for our children, families, and staff to return. This plan will allow us to reopen with an extensive set of procedures and policies that are based on the recommendations, of the CDC, the LDOE, the Department of Health, Thibodaux Regional Medical Center and the Diocese of Houma Thibodaux. Through their guidance, our plan addresses face-coverings, social distancing, lunch, temperature checks, as well as various other components that are essential to keeping everyone safe and healthy, while engaging our students in the learning process. This plan is a living document and changes can and will be made often as recommendations and mandates are handed down from leaders.

In 1879, during the Yellow Fever epidemic, our school was born—a symbol of hope for the people of this region. While this year will look and feel different, we remain Holy Savior strong and are determined make this a wonderful year for our students.

We recognize that delivering the best possible instruction and ensuring peace of mind for our families must go hand in hand. Thank you for your continued support in helping us to keep our students safe and healthy as we begin the 2020-2021 school year.

God Bless,
Mrs. Thibodaux

HOSPITAL PARTNERSHIP

HEALTH SYSTEM DIOCESAN PARTNERSHIP

LEVEL ONE SERVICES PROVIDED TO HOLY SAVIOR:

- On-site assessment with safe return to school/work recommendations and guidelines
- In-person training of workplace staff
- In-person training and support for on-site screenings
- Nurse call line for initial assessment of questionable symptoms at screening (School Office use only)
- Expedited virtual or in-person appointment scheduling
- Workplace signage (hand hygiene, social distancing, etc.)
- Online access to education resources
- Monthly follow-up and re-evaluation

CURRICULUM/INSTRUCTION/CATHOLIC IDENTITY

Holy Savior’s goal is to secure curriculum driven instruction while protecting the students’ educational opportunities within a Christ-centered environment. Because of the pandemic, the schools in the diocese could possibly operate in the traditional school setting, in a hybrid school setting, or in a non- traditional school setting.

Traditional School Setting (based on capacity in Phases 1, 2, & 3)

Our students will be returning to a “brick and mortar” school environment with in-class instruction. When this occurs, there are several logistical and planning considerations that will be addressed: arrival protocols, social distancing, and scheduling.

- School Arrival:
 - School Arrival – Car Riders (Nursery and Pre-K):
 - Students who have tested positive or are showing symptoms of COVID-19 should stay home.
 - Adults must wear a face covering to the greatest extent possible and practical. Any student over the age of two may wear a face covering. We are not requiring specific colors or designs on face coverings; however, they must be appropriate and may not contain political references, inappropriate pictures, inappropriate words, etc. Face shields are not allowed as a replacement for a face covering.
 - A parent must exit their car to complete the health survey that will be conducted in the middle hall (horseshoe side) near the Nursery 1 and 2 room. At this time, a temperature check will also be conducted. Students with a temperature of 100.4 Fahrenheit or greater will have to

- remain at home.
 - Once screened and cleared, nursery and pre-K students will enter through the middle hall horseshoe entrance and report to classrooms. Only students will be allowed to enter the building. A teacher or aide will assist with walking students to their classrooms.
 - Students are to maintain social distancing as they walk to their designated classroom.
- School Arrival – Car Riders (K-5th grade):
 - Students who have tested positive or are showing symptoms of COVID-19 should stay home.
 - Adults and students (3rd – 5th Grade) must wear a face covering to the greatest extent possible and practical. Any student over the age of two may wear a face covering. We are not requiring specific colors or designs on face coverings; however, they must be appropriate and may not contain political references, inappropriate pictures, inappropriate words, etc. Face shields are not allowed as a replacement for a face covering.
 - Daily temperature and health survey will be conducted in the car arrival line and throughout the day when deemed necessary. Students with a temperature of 100.4 Fahrenheit or greater will have to remain at home.
 - Once screened and cleared in car line, students will enter through the double doors near the second-grade classroom and immediately report to classrooms. Only students will be allowed to enter the building.
 - Students are to maintain social distance as they walk to their designated classroom.
 - School Arrival – Bus Riders (K-5th):
 - Students who have tested positive or are showing symptoms of COVID-19 should stay home.
 - Adults and students (3rd – 5th grades) must wear a face covering to the greatest extent possible and practical. Any student over the age of two may wear a face covering. We are not requiring specific colors or designs on face coverings; however, they must be appropriate and may not contain political references, inappropriate pictures, inappropriate words, etc. Face shields are not allowed as a replacement for a face covering.
 - Daily temperature and health survey will be conducted in the bus line near the Nursery 1 and 2 room and throughout the day when deemed necessary. Students with a temperature of 100.4 Fahrenheit or greater will be escorted to the isolation room in the office and a parent will be notified.
 - Once screened and cleared, bus riders will enter through the middle hall horseshoe entrance and report to classrooms. Only students will be allowed to enter the building.
 - Students are to maintain social distance as they walk to their designated classroom.

- During the School Day:
 - Masks are mandatory for both staff and students throughout the day.
 - Staggered transitions will occur when moving to allow for greater social distancing.
 - Screening for symptoms will occur throughout the day when deemed necessary. Students who develop symptoms/fall ill should notify their teacher or other adult. Students who become ill during the day will report to the office and put into the isolation room in the office area and a parent will be notified.
 - Students will remain with their static grade level to the maximum extent possible throughout the school day.
 - Water fountains will not be available for student use due to the possibility of cross-contamination while refilling bottles. Students will need to bring their own water (Kentwood, Great Value, etc.) each day to school.

- Dismissal:
 - Students will continue to wear face coverings as they dismiss from the school facility.
 - Students will maintain social distancing as they walk to their designated areas for after care, car line, and bus line.

- After Care:
 - Students will continue to wear face coverings during after care.
 - Students will remain with their static grade level to the maximum extent possible.
 - Students will maintain social distancing as they participate in indoor and outdoor activities.

Hybrid School Setting (based on capacity for phase 1)

Based on particular circumstances, the school may choose to conduct a combination of both traditional and non-traditional school settings.

Non-Traditional School Setting (Phase 1)

Governmental and diocesan authorities may deem a return to school as inadvisable. In this case, HSCS will continue with a comprehensive distance learning program using Google Classroom and Zoom. This comprehensive distance learning program will include the delivery of high-quality, on-line instruction that supports Catholic Identity. All students will comply with the Technology Acceptable Use Policy.

HSCS will provide support to students and parents with logging in, accessing assignments, turning in assignments, viewing feedback and troubleshooting.

Catholic Identity

Holy Savior Catholic School provides an education that is academically excellent and one that is deeply rooted in Catholic identity.

Liturgy and Prayer:

- When the whole school does not attend mass, live streaming may be provided.
- Religion will be taught through all phases.
- A character development program based on virtues and infused with the Catholic faith will be implemented school-wide.

NURSERY AND PRE-K PROGRAM

Cleaning and Disinfecting

Staff will disinfect high-touch surfaces, such as door handles, light switches, faucets, toys, and games that children play with on an hourly basis.

Staff will wash their hands and children's hands a minimum of every two hours.

HSCS will have an isolation room in the office area that will be used to isolate a sick child.

Hand hygiene stations will be set up at the entrance of the school, so that children can clean their hands before they enter.

Social Distancing Measures:

Children and staff must pass singly through entry and exit points.

Staff will ensure that children's naptime mats are spaced out as much as possible, ideally 6 feet apart. Children will be placed head to toe in order to further reduce the potential for viral spread.

Playground times will be staggered for each class.

Screening of children upon arrival:

Children who have a fever of 100.4 or above or other signs of illness will not be admitted into the facility.

Children must be screened for fever upon arrival as well as throughout the day. A parent/guardian must confirm that the child has not been on fever reducing medication in the last 24 hours and does not have shortness of breath, sore throat, rash (other than a diaper rash) or a cough. A staff member will conduct a visual inspection of the child for signs of illness which could include flushed cheeks, rapid breathing or difficulty breathing, fatigue, rash (other than diaper rash), or extreme/unusual fussiness.

MONITORING/SCREENING

Screening for symptoms and ongoing self-monitoring will be conducted throughout the school day. Staff and students should be encouraged to self-monitor for symptoms (fever, cough, or shortness of breath). If a student develops symptoms throughout the day, they must notify an adult immediately.

Staff and students are to stay at home if they have tested positive for or are showing symptoms of COVID-19 or they have recently had close contact with a person with COVID-19 until they meet criteria for return.

Daily symptom screenings of any person entering the school facility (students, staff, family members, and other visitors). The screening will consist of:

- Symptom Screening Checklist to ask parents:
 1. Have any of the children you are dropping off had close contact (within 6 feet for at least 15 minutes) in the last 14 days with someone diagnosed with COVID-19, or has any health department or health care provider been in contact with you and advised you to quarantine?
 2. Do any of the children you are dropping off have any of these symptoms?
 - Fever
 - Chills
 - Shortness of breath or difficulty breathing
 - New cough
 - New loss of taste or smell
 - Muscle pain
 - Headache
 - Sore throat
 - Rash
 3. Since they were last at school, have any of the children you are dropping off been diagnosed with COVID-19?

Responding to Positive Cases

A student and/or faculty member can return to school/work after symptomatic COVID:

- At least 10 days since symptoms first appeared, and
- At least 24 hours with no fever without fever-reducing medication, and
- Symptoms have improved.

For a student/worker who tested positive for COVID, but never developed symptoms:

- Isolation can be 10 days after of severe illness or hospitalization due to COVID, isolation may need to continue until 20 days after symptoms onset. In these cases, physician clearance is recommended.

SUPPLIES AND WATER SYSTEMS

Water Systems

Water fountains will not be available for student use due to the possibility of cross-contamination while refilling bottles. Students will need to bring their own filled, clear water bottle.

Secure adequate cleaning/sanitizing/monitoring supplies

HSCS will support healthy hygiene behaviors by providing adequate supplies.

COMMUNICATIONS

HSCS will communicate information with stakeholders using our established communication methods (website, PlusPortals, social media, text, e-mail, etc.) when updates occur.

Guidance on proper hygiene and other measures to reduce the spread of COVID-19 will be included in regular communications.

BUS TRANSPORTATION

Transportation on Buses

HSCS will be working closely with the representatives of our local school system to minimize the risk of contracting and the spread of COVID-19.

Buses will be available when Lafourche Parish Public Schools are in-person session.

Buses can be occupied at 50% capacity of the manufacturer's suggested occupancy in Phase II and at 75% in Phase III.

Private Vehicles

To reduce additional exposure to health risks of COVID-19, parents are encouraged to bring their own children to school.

COUNSELING SERVICES/HOLISTIC SUPPORT

Holy Savior Catholic School will contact Lafourche Parish School District in order to utilize community resources and counseling services to support the social/emotional well-being of our students and staff when necessary.

SOCIAL DISTANCING MEASURES

Social distancing, or physical distancing, is measures taken to maintain space between yourself and others outside of your home to help prevent the spread of contagious diseases. To practice social distancing, remain 6 feet from others and reduce the number of times you come in contact with one another.

Face Coverings

- Adults and students (3rd – 5th grade) must wear a face covering to the greatest extent possible and practical. Any student over the age of two may wear a face covering.
- Face coverings must be worn in all areas of the school to the maximum extent possible including classrooms when students are transitioning within the facility.
- Cloth face coverings are recommended by the CDC.
- Face shields are not allowed as a replacement for a face covering.
- Individuals with severe breathing difficulties should not wear face coverings as recommended by a physician.

School Facility

- Visitations of nonessential visitors, volunteers, and activities from off campus groups or organizations will be limited/restricted. Anyone who enters campus must adhere to the screening process.
- Visuals will be used to illustrate spacing and movement throughout the school facility, such as directional reminders and designated areas.
- Students will be reminded frequently to stay 6 feet apart by marking places where they may gather, such as the cafeteria, arrival/dismissal areas, restrooms, recess, church, etc.)

School Transitions

- We will post directional reminders and designated areas to allow students to move through hallways/school facilities while maintaining social distancing.
- Cohort groups of students and staff who stay together as much as possible throughout the day and from day to day will be created in Pre-K3 – 8th grades.
- Directional reminders will be posted in common areas (halls and door ways) to remind students and staff which direction to walk.
- Staff will monitor students during arrival and dismissal as they move from vehicles to designated areas.
 - Hand hygiene stations will be located at the entrance of the school facility to use before entering.
 - Students will enter and exit in single-file lines to enable physical distance.

Large Gatherings and Extracurricular Activities

- We will not host activities that bring large groups of people together or activities that do not allow for social distancing.
- We will limit gatherings to maximum group sizes with appropriate physical distancing and to maintain cohort groups.

Dependent upon phase, we may:

- Coordinate contactless pick-up/drop-off of materials for days that students and staff are not in school facilities.
- Implement distance learning plans using Google Classroom and Zoom.

CLEANING/DISINFECTING EFFORTS

At the end of each school day, any and all “touched items” in each classroom will be sanitized/disinfected.

The school’s common areas will be sanitized/disinfected periodically throughout each school day.

FOOD SERVICES

The school is working closely with the Archdiocese of New Orleans’ School Food Service to ensure cleaning protocols and practices are in place.

- Students will be served individually plated lunches to eat in designated areas.
- For students who are allowed to dine in the cafeteria; tables and seats will be sanitized after students leave the area. We will limit the extent to which students mix with each other by staggering meal services by class.
- Tables and seats will be sanitized after lunch for those students who eat in their classroom.
- Seating in the dining area will be arranged within the guidelines of social distancing with a minimum of 6 ft. between each student.
- Disposable food service items (e.g., utensils, dishes) will be used.
- Students must avoid sharing of food and utensils to ensure the safety of children.

Lunch: Students have an option of bringing a lunch or buying lunch in the cafeteria. The mandatory doctor’s note for bringing lunch will be lifted for the first three months of school. A lunch count will be taken each morning to determine who will be eating in the cafeteria. **AT NO TIME CAN LUNCHES BE DELIVERED TO THE OFFICE TO BE GIVEN TO A STUDENT.** After three months, the school administration and the cafeteria manager will determine if the doctor’s note mandate goes back into effect or we continue to allow students to bring lunch.

Lunches sent from home must be of nutritional value. An example of an appropriate lunch would be a ham and cheese sandwich or wrap, apple slices, cucumbers, carrot sticks, veggie straws, crackers with cheese, water, and/or juice. Chips are not allowed. No nuts or seafood is allowed due to other students with food allergies. Lunches brought from home cannot

be refrigerated or microwaved. Students must be able to open packaging to avoid cross contamination. Cookies and other desserts are only allowed on Fridays, because that is the day that the students who eat lunch in the cafeteria receive dessert.

Lunch Payments

- We encourage lunch payments to be made through the automated payment system. No cash payments will be accepted.

AFTER CARE

Pick-Up

- After care students will report to the designated area at dismissal.
- Students will continue to wear face coverings.
- Students will remain with their static grade level to the maximum extent possible.
- Students will maintain social distancing as they participate in indoor and outdoor activities.
- Students will not share items, toys, food, etc.
- Temperature screenings will be conducted when deemed necessary.
- Parents will ring the aftercare doorbell to let the coordinator know that you are there to pick your child at the door. Parents must wait for their child to be brought to them by the coordinator.

EXTRACURRICULAR ACTIVITIES

Extracurricular activities include all activities with students outside of the classroom.

- The maximum group size when gathering:
 - Phase 1 - 10, including adults
 - Phase 2 - 25, including adults
 - Phase 3 - 50, including adults
- Temperature screenings will be conducted.
- Students and adults will maintain a distance of 6 feet when possible.
- Groups will meet outdoors when possible.
- Attendance policies for each group may have to be modified.
- All safety guidelines set forth by the Diocese and school must be followed.

BENCHMARK ASSESSMENT

As students across the Diocese transition back to school following the mandated COVID 19-Stay at Home Order, Holy Savior Catholic School will assess students, identify the gaps in learning, and plan strategic instruction and/or intervention to re-teach and fill any learning gaps.

Benchmark Assessments will assist teachers in determining if students are prepared for grade-level content or whether they need additional support to be successful.

Elementary Benchmark Assessments

Benchmark or diagnostic assessments will be administered to students at the start of the academic year for instructional purposes, such as identifying where a child may need additional support in core subject areas (Reading and Math).

Interventions for Elementary Students

- Strategic instruction and interventions will be based on student needs during a classroom small group setting or through Title I services.
- Available adaptive technology curriculum resources will be utilized (*i.e.* , *ALEKS*, *Redbird*, *etc.*).
- If learning is virtual, teachers may utilize video conferencing platforms to provide interventions based on the specific needs of the students.

REVISIONS

Revisions to the guidance set forth in this document will be made as deemed necessary by changes in local, state, and federal guidelines and recommendations. Revisions will be communicated by schools to necessary parties. This is a living document and revisions will be made as necessary.

RESOURCES

Curriculum/Instruction

- https://docs.google.com/forms/d/e/1FAIpQLSf7i7XoMW5CjBMI3ij4qfRimN4mqPTzNOAxnhRcLpRDtoTgHg/viewform?vc=0&c=0&w=1&usp=mail_form_link

Monitoring/Screening

- <https://files.nc.gov/covid/documents/guidance/Strong-Schools-NC-Public-Health-Toolkit.pdf>
- <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>
- <https://www.louisianabelieves.com/resources/strong-start-2020>

Counseling Services/Holistic Support

- <https://sde.ok.gov/sites/default/files/CounselingStudentNeedsAssessment.pdf>
- [School Reentry Considerations](#)
- [COVID-19 Planning Considerations: Guidance for School Re-entry](#)

Social Distancing Measures

- <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>
- <https://www.health.state.mn.us/diseases/coronavirus/schools/k12planguide.pdf>

Human Resources

- <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html>
- <https://www.louisianabelieves.com/docs/default-source/strong-start-2020/school-reopening-guidelines-and-resources.pdf>
- <https://www.cdc.gov/coronavirus/2019-ncov/php/public-health-recommendations.html>