



Sacred Heart Catholic School
Re-opening Plan

Updated

September 28, 2020

School Year 2020-2021

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September 28, 2020

Dear Parents,

Sacred Heart Catholic School is working hard to ensure the safety of the students, teachers, and families. We are working in conjunction with the Office of Catholic Schools and Centers to take every precaution when students necessary.

While Covid-19 has upended much of our lives, it has reinforced the value and importance of Catholic Education. We will continue to build communities of trust, friendship and respect in each of our classroom spaces, while using recommendations for social distancing. Our mission remains stronger than ever before during these challenging times.

On the pages that follow, you will find more detailed information regarding the opening of school. This will serve as a **living document** and some details might change based on CDC guidelines. We will continue to update this document as necessary and update you with any changes.

Given the current situation in the Tampa Bay area, we understand that parents are in different places with their confidence in sending their children back to school. Our Task Force has brainstormed significant safety and health protocols to put in place for this school year. In response to your needs, we have developed two options for returning to school:

Primary Option: Return to school according to our approved calendar with established face-to-face guidelines on masks, social distancing, and sanitation, which are outlined below. To accept this option, you will need to complete the DOSP Waiver.

Secondary Option: 100% distance program for the entirety of the first Trimester. A separate registration is required for this option and will be completed by filling out the distance learning request form found in the Appendix.

“Sacred Heart Catholic School puts our students on the path to College and Heaven by providing a challenging, faith-filled, educational experience that serves as the foundation for a life lived in service to Jesus, the Church, and community.”

I appreciate the patience and kindness of our community during this transition period. There are sure to be challenges ahead but we share the same goal: your child’s safety and success. We will teach our children new lessons about respect and compassion that can only be learned when facing adversity. We pray that you and your families are safe and are ready to welcome our students to a faith-filled, learning environment.

Yours in Christ,

Mrs. Nicole Wilson

Principal

Reopening Overview

The Administration, Faculty and Staff of Sacred Heart Catholic School are committed to welcoming students and families back to a faith-filled and safe school community. Below you will find guidelines that will be implemented to ensure a successful 2020-2021 school year. Please note that this is a **living document** which will be revised according to guidelines issued by the CDC, the State of Florida, and other health agencies in consultation with the Office of Catholic Schools and Centers.

Arrival/Dismissal Procedures

Morning Drop Off

Drop off will be from 7:30am-8:00am in the front circle. There will be cones set up where cars will stop and students will get their temperature taken using a touchless, infrared thermometer. If the student's temperature is **100.4 or higher, students will not be permitted on campus.** Once temperature is taken and the student is cleared to enter the building, students will then walk straight to their homeroom using the gate between the parish center and the school. Masks/gaiters **must** be worn while walking to homeroom.

Afternoon Pick Up

We will be doing Rainy Day dismissal for afternoon pick up. Please make sure your name card is visible so we can quickly and efficiently call students to come out to cars. Students will stay in their homeroom and wait for their names to be called to walk out to their cars.

Responsibilities of Parents and Guardians

We all have a part to play in keeping our students, their families, and our faculty and staff safe. Parents/Guardians have the enormous responsibility of ensuring students are not sent to school sick and for following all isolation and quarantine recommendations if somebody in the family is exposed to or infected with Covid -19.

- Students **MUST NOT** be sent to school if they have exhibited any symptoms of illness (fever, coughing, shortness of breath, gastrointestinal issues, vomiting, etc.) within the past 24 hours.
- Parents/guardians should help their children understand the current need for social distancing and the wearing of masks when social distancing can't be maintained. It is suggested that you practice with your children, so they have a better idea of how to properly wear a mask and what 6 feet looks like.

- If a student develops a fever or other significant symptoms of illness once at school, the student will be sent to the Innovation Lab to await pick-up. A parent/guardian **MUST** pick up the student within 30 minutes of being called. Parents should make sure they have back-ups designated in case they are not able to make it to school for pick up within 30 minutes.

Classroom Procedures

- Student desks will be arranged to allow for proper social distancing.
- In the classroom, students will be required to wear masks/gaiters when social distancing can not be maintained. This would include a teacher working one on one with a student, as well as small group instruction.
- Regular and frequent times for handwashing will be scheduled throughout the day.
- Hand sanitizer will be available in all classrooms.
- Desks and other classroom surfaces will be wiped down and sanitized throughout each school day.
- Midday temperature checks will be done prior to lunch.
- Students will stay in their classrooms for the entirety of the day with the exception of lunch outside weather permitting, PE, and recess.
- Students will keep personal items under or next to their desk in a storage container so as not to share items.

Other information regarding masks:

- Parents who want their children to wear masks throughout the entire school day, no matter what phase we are in, may request this. Please communicate your request directly with your child's teacher via e-mail.
- Elementary/Middle face coverings do not have to be designated colors but must be a **SOLID COLOR**, school appropriate, without messaging, and not a distraction as approved by school administration.
- Students should have a mask that comes to school with them each morning and goes home with them at night. These masks will be required during arrival and dismissal. Please supply the teacher with an extra mask to keep in the classroom in case the student needs it. Place it in a Ziploc bag with your child's name on it. Students should arrive each day with a clean mask.
- Faculty and staff will wear masks whenever social distancing cannot be maintained (during arrival and dismissal, during one-on-one and small group instruction, etc.)

Specials Classes

Specials teachers will move to each classroom in order to limit the amount of movement students do throughout the school day. All special area teachers will bring their own supplies to each classroom. Students will go outside for PE classes. They will need a water bottle clearly marked with their name in permanent marker.

Mass

Weekly school Masses are essential to the life of our community. For the near future, students, faculty and staff will remain in the classrooms and view the livestream of the Wednesday Masses. We will rotate classes to attend Mass starting Wednesday, October 14 and the other classes will continue to view via livestream.

Lunch

Students will eat lunch in classrooms, in the cafeteria while maintaining social distance, and outside when weather permits. Students will wash hands before and after eating lunch. **Students will need to bring their lunches to school until further notice.**

Recess

Each class will be given a designated area either on the playground, court, or field to play at recess. This enables the students to spread out and remain in one area. The classes will rotate on a weekly basis.

Visitors

For the near future, there will be no visitors on campus. Only those deemed essential such as faculty, staff, and students will be permitted on campus.

Isolation Area

The innovation lab will be used to accommodate for isolation if the need arises. If a student develops a fever or any significant symptoms of illness during the school day, he/she will be sent to the innovation lab for isolation and the parent/guardian will be required to immediately (WITHIN 30 MINUTES) pick up the child.

Distance Learning for Individual Students

As mentioned above in the Letter from the Principal, it is understood that families have varying levels of comfort regarding sending their children back to school due to the pandemic. This is especially the case for those with students or family members who are medically vulnerable. A Distance Learning option will be offered as long as the Diocese of St. Petersburg and Sacred Heart deem it appropriate to do so. Distance Learning families may choose to send their students back to school for face to face learning on Monday, October 12. Parents will need to let Mrs. Wilson know if they plan on sending students back via the Google form that was e-mailed to Distance Learning families on Thursday, September 30.

Distance Learning - Whole School

If, at some point, we are directed to close the school for any period, Distance Learning will be implemented for the entire school.

- When the school previously closed and had to implement a Distance Learning plan, it was considered a time of crisis and only the minimum amount of lessons were delivered. If the school must close again and implement a Distance Learning plan, the amount of schoolwork will be more in line with a normal school day. Parents should be prepared for this scenario.
- During the first few weeks of school, students and parents will be trained on the learning management system and apps that will be used for Distance Learning.
- It is imperative that parents/guardians help to ensure lessons are being completed and turned in during any periods of required Distance Learning.
- Teachers will also receive training during their first week of school regarding systems and apps to be used and expectations for delivery of lessons.
- No tuition discount can be offered for Distance Learning.

Field Trips

Students will not participate in off campus field trips until further notice.

Meetings

For the near future, all parent meetings will be held via Zoom, e-mail, or phone. Parent/Teacher conferences will be held via Zoom, e-mail or phone. Student Support Plan Meetings will be held with the Resource Department via Zoom, e-mail or phone.

Faculty and Staff

The Sacred Heart Faculty and Staff are committed to assisting in making our campus as safe as possible. All will be trained on the latest CDC guidelines regarding social distancing, the wearing of masks, and cleaning and sanitizing.

- Daily temperature checks will be required of all faculty and staff.
- Faculty and staff will be asked daily to confirm that they have had no symptoms of illness in the past 24 hours.
- Faculty and staff who have a fever or any symptoms of illness will be required to stay at home.

Cleaning and Sanitizing

As mentioned above, surfaces in classrooms will be wiped down and sanitized throughout the school day. Additionally, all rooms and touchable surfaces will be thoroughly cleaned and sanitized at the end of each day.

Athletics and Extra Curricular Activities

We will follow guidance from the Office of Catholic School on Athletics. There will be limited sports seasons.

Morning and After Care

Morning care will begin on Wednesday, October 7 at 7am in the Parish Center. Parent/Guardian MUST walk your child(ren) to the door on 80th Ave N to get his/her temperature checked and then they will be admitted. Students will be sitting at tables according to grade level in order to keep them with their own classes. At 7:30, they will go to their homeroom. Thanks, Coach, for volunteering your time to make this possible for our families! We hope to phase in After Care in the near future.

Social and Emotional Supports

Since at least March, there has been a heightened level of stress and anxiety for us all. It is extremely important that we all remember to seek help and support if the level of stress and anxiety becomes overwhelming. This is especially important for our children. Please remember that Sacred Heart has a partnership with BayCare who provides our Family Assistance Program. If you feel like your student needs assistance, please reach out to our Guidance Counselor, Mrs. Reissland, or our Assistant Principal, Mrs. Gonzalez.

Dimmer Switch Approach

You may have read the recommendation that all Florida schools use a “Dimmer Switch” approach for their reopening plans, taking it slowly and with careful consideration. This well describes the approach that Sacred Heart will take. We have plans to reopen on August 10th with numerous mitigation protocols in place. As the pandemic risks lessen, we will slowly move towards more normal routines. There is no expectation or prediction for when mitigation protocols will be changed or eliminated. The safety and well-being of our students, their families, and our faculty/staff will always be our priority.

Diocesan Policies

School Attendance

Catholic Schools in the Diocese of St. Petersburg will operate with the goal of having students physically present for face-to-face learning. Children should attend school unless prohibited by local public health mandates or because of unique medical or familial needs. Children who are

not physically present will be required to document the reason for not attending school and comply with the school's alternative educational program.

Positive COVID-19 Case in the School

If a student/staff member test positive for COVID-19, the school will follow the directions given by Local Health Department and consult with the Office of Schools and Centers.

Temporary Transition to Online/Distance Learning

All or some grades at Sacred Heart Catholic School may temporarily move to online/distance learning at some point throughout the year, depending on the level of viral transmission in the school or local community and after consultation with public health authorities and the Office of Catholic Schools of the Diocese of St. Petersburg.

Tuition Issues

Tuition will be the same whether a student attends classes in-person or opts for the alternative educational plan. Should face-to-face learning be suspended due to a COVID-19 local outbreak, tuition will not be discounted or refunded.

Participation in Sports and Extracurricular Activities

If students are not physically present for face-to-face learning, they will not be eligible to participate in on-campus extracurricular activities, such as athletics, most clubs, concerts, and other events.

Appendix

COVID-19 MONITORING CHECKLIST

In light of the coronavirus crisis and concerns for your health and well-being, we ask that you ascertain your child's health prior to bringing them to school. Below is a list of health-monitoring questions that you are asked to honestly answer each day. If any of your responses are yes, you are asked to please keep your child home for the safety of others.

SYMPTOMS OF INFECTION	YES	NO
Fever of 100 or higher	_____	_____
Gastrointestinal Issues	_____	_____
Unexplained Cough	_____	_____
Headache	_____	_____
Sore Throat	_____	_____
Shortness of Breath	_____	_____
Fatigue	_____	_____
Loss of taste or smell	_____	_____
Unexplained body aches	_____	_____
Had contact with anyone who has been diagnosed with, or who may have symptoms associated with COVID-19.	_____	_____

If you answered "Yes" to any of the above - Please do not come to school. Call the front office and let the school know what symptoms your child is experiencing. Please contact your child's doctor.

In addition to self-monitoring your symptoms, please continue to:

- ✓ Wash your hands often, and for at least 20 seconds.
- ✓ Avoid touching your face.
- ✓ Practice social distancing by staying at least 6 feet away from other people.
- ✓ Cover your coughs and sneezes with the sleeve of your shirt or coat.
- ✓ Clean and disinfect frequently touched objects in your workspace often.
- ✓ Do not use other's phones, desks, or computers, etc.
- ✓ Call your doctor if you have any questions.



Distance Learning Request Form – 2020-2021 School Year

This form is mandatory for all school families that are requesting that their child(ren) be placed in the Distance Learning program and must be submitted to Mrs. Wilson on or before **Friday, July 31st**. You may drop off the form or scan and email to: nwilson@shsaints.org

Family Last Name: _____

Student Name: _____ 2020-2021 Grade: _____

We are formally requesting that our child(ren) be considered for the Distance Learning Program at Sacred Heart Catholic School. As stated by the Diocese of St. Petersburg, we understand that our requests meets the following guidelines: Children should attend school unless prohibited by local public health mandates or because of a unique medical or familial need. Children who are not physically present will be required to document the reason for not attending school and comply with the school's alternative educational program. Tuition will be the same whether a student attends classes in person or opts for the virtual learning program.

_____ **Option 2:** Distancel Learning

Reason for choosing distance learning (required by the Diocese of St. Petersburg):

Name of Parent/Guardian (Please Print)

Signature of Parent/Guardian Date