



*St. Anne Catholic School
Reopening Plan
As of July 24, 2020*

All policies, procedures, protocols and information contained within this plan are subject to change based on the advice of our local health department and/or the Diocese of Beaumont. Any and all changes are and will be effective immediately. It is important to keep in contact with the school and read all communications.

Dear St. Anne Families:

St. Anne Catholic School has developed the following reopening plan and protocols based on the current CDC, TEA and TCCB-ED guidelines, as well as the input from our 17 member Reopening Task Force Stakeholder Committee . Please be mindful that this is a fluid situation with information changing daily if not hourly. Our plan has been developed with the safety of our students and staff at the forefront of all decision-making, and is subject to revision should any guidelines change.

Our goal is to have all students and staff back on campus for in-person learning beginning Monday, August 10. In order to accomplish this goal, several changes have been made to our typical daily campus routine. However, we believe this plan will ensure the safety of all students and staff as well as provide the academic and community experience that is so sacred to being a St. Anne Wildcat.

In addition, we want to be mindful and supportive of all of our families. Many of you have circumstances and concerns that prevent an in-person return for your family at this time. **We will offer an online option beginning Monday, August 17 that is also addressed in this plan.**

After reviewing the following reopening plan, ALL registered St. Anne families must choose their preferred learning method to begin the 2020-2021 school year no later than July 31.

Thank you for your steadfast support, patience, grace and prayers for our school and the committee charged with developing this plan.

Many blessings,

Alison Kiker- Principal
Sami Thibodaux- Assistant Principal
Deacon Posey-Director of Buildings and Grounds, Maintenance
Paula Atkins-School Nurse
Connie Prewitt-Cat Café Manager
Leah Wilcox-Kindergarten Teacher
Cathy Jordan-2nd Grade Teacher
Becky Sanders-6th Grade Teacher
Lamar Ozley-Parent, School Board Member, Director of Finance City of Groves
Peter Mondello-Parent, School Board President, Scallon Controls
Dina Hernandez-Former Parent, Daycare Owner
Emily Wheeler-Parent, Director of Event Services City of Beaumont
Mellie Bevilacqua-Parent, HSA President, Executive Director Foundation for SETX
Mona Richard-Parent, Nurse Practitioner United Healthcare
Dana Babineaux-Parent, Regional Manager Clinical Pathology Laboratories
Amy Maloney-Parent, Volunteer
Gillian Jenkins-Parent, Volunteer

Current Understanding of COVID-19

(The Guiding Principles of Our Reopening Plan)

There is currently no vaccine to prevent COVID-19. The best way to prevent illness is to have the proper information and take all necessary steps to avoid being exposed to the virus.

How does it spread?

The virus is thought to spread mainly person to person.

- Between people who are in close contact with one another (within about 6 feet) for 15 minutes or more without protective face covering.
- Through respiratory droplets produced when an infected person coughs, sneezes or talks.
- These droplets can land in the mouths or noses of people who are nearby or possibly be inhaled into the lungs.
- Some recent studies have suggested that COVID-19 may be spread by people who are not showing symptoms.

What can you do to help prevent the spread?

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- It's especially important to wash:
 - Before eating or preparing food
 - Before touching your face
 - After using the restroom
 - After leaving a public place
 - After blowing your nose, coughing, or sneezing
 - After handling your cloth face covering
 - After caring for someone sick
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- **Avoid touching your eyes, nose, and mouth** with unwashed hands.
- Avoid close contact (stay 6 feet apart when appropriate and feasible)
- Cover your mouth and nose with a cloth face covering when around others (The cloth face cover is meant to protect other people in case you are infected.)
- Stay home if you are sick (You can still spread the virus to others even though you may not feel sick or exhibit symptoms)

- Clean and disinfect frequently touched surfaces often
- Monitor your health and the health of your children daily

Watch for Symptoms

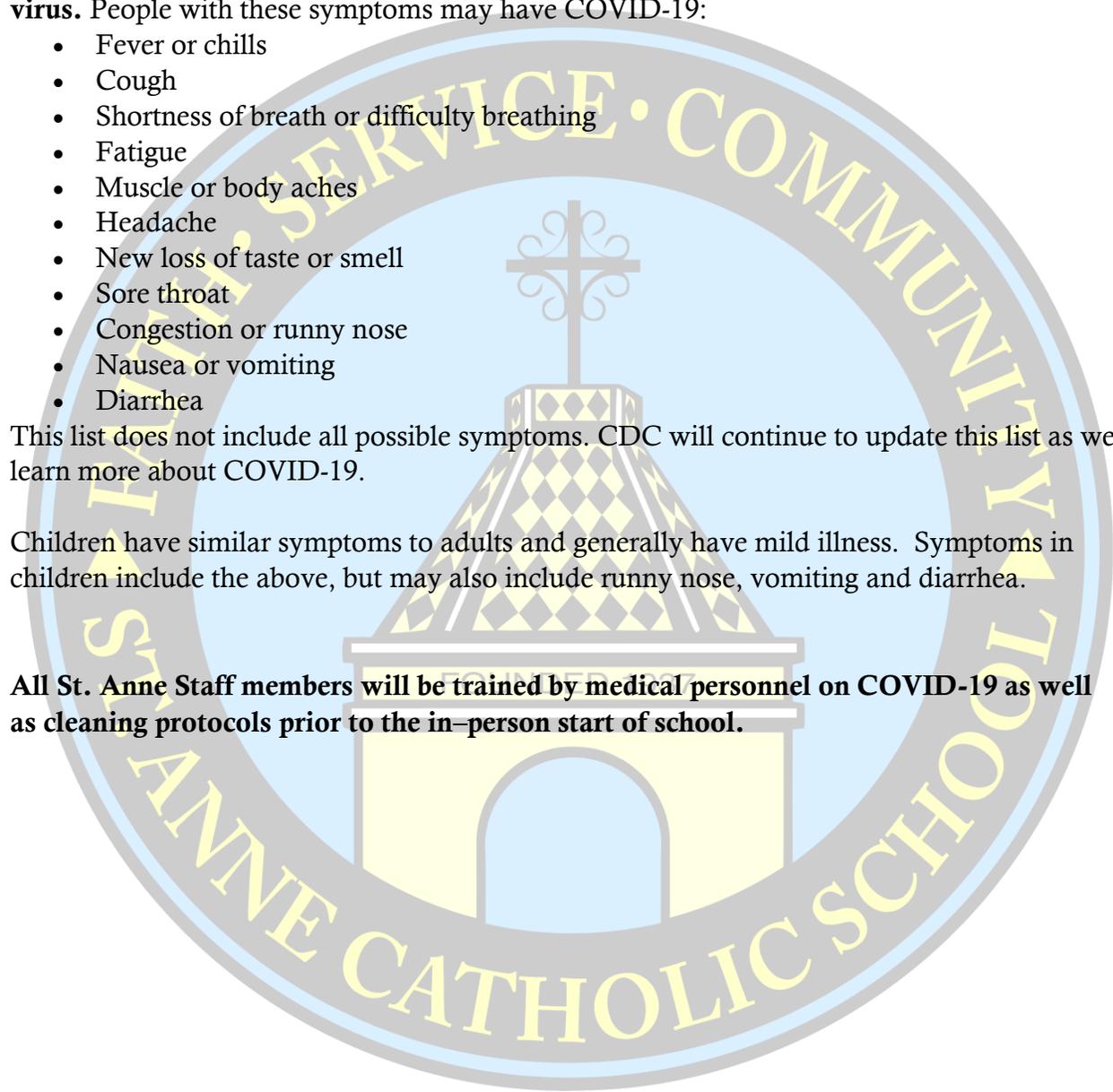
People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms may have COVID-19:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

This list does not include all possible symptoms. CDC will continue to update this list as we learn more about COVID-19.

Children have similar symptoms to adults and generally have mild illness. Symptoms in children include the above, but may also include runny nose, vomiting and diarrhea.

All St. Anne Staff members will be trained by medical personnel on COVID-19 as well as cleaning protocols prior to the in-person start of school.



In-Person Reopening Procedures and Protocols

All parents (both mother and father) will need to sign A *Consent and Waiver of Liability Relating to COVID-19* for in- person return to St. Anne School. These documents are included at the end of this plan (pgs. 12-13) and must be signed and submitted for all students prior to the first day of school (August10.) You may submit this document electronically to cedwards@sasbmt.com or bring in-person to the school

- We will not offer breakfast at this time.
- Morning drop-off will begin at **7:15 am** using both the Primary and Secondary lines. PK3 drop off will remain in front of the PK3 buildings.
- Student temperatures will be taken in carpool by school personnel before exiting the car. An additional temperature check will be taken in the middle of the day for all students by homeroom teachers.
- If a student registers a temperature of 100.0 degrees or greater at any time, including morning carpool, the student will not be allowed to stay for the day.
- Students checking in after the start of the instructional day must first report to the office for a temperature check before entering classrooms. It is more important than ever to be on time for school.
- Once a student is cleared to enter, school personnel will route them through designated doors into the buildings and to their classrooms.
- We will not gather in the cafeteria for morning assembly and prayer at this time. Announcements and prayer will be led over the school intercom by school administration and StuCo and NJHS officers each morning.
- Masks/gaiters/face coverings that cover both mouth and nose, are required for all students. We will provide “mask breaks” throughout the day as well as utilize outdoor spaces as much as we are able.
- Parents will provide masks/face coverings for their students, however the school will have disposable ones when needed to assist a student.
- Masks/gaiters/face coverings do not need to follow any particular dress code guideline as far as color or pattern, but should be free of any inappropriate images or wording.
- Teachers will wear a combination of masks and face shields when appropriate for instructional needs.
- Students will remain with their cohort group during the day as much as is feasible.
- In grades that are departmentalized, the teachers will transition from room to room as opposed to the students.

Student desks will be spaced 4-6 feet apart, all facing the same direction, to allow for social distancing as much as is reasonable and feasible. Seating at tables in PK3 and PK4 will be safely distanced.

- Lockers will not be used in 5th-8th grades at this time to avoid large gatherings in the hallway. Students will bring backpacks and materials to their homeroom class for the day.
- Water fountains will not be in use for students. Each student may bring a water bottle to school each day to keep in class. Please fill the bottle with water only, no flavored packets.
- Students will eat lunch in classrooms and outside on a rotating schedule as weather allows. We will use our outdoor spaces as much as possible during this time for instruction, lunch, recess and P.E.
- We will offer prepackaged lunches that **MUST** be preordered using the current Cat Café online system, or your student may bring his/her lunch. Lunches purchased through the Cat Café will be delivered to classrooms. **There will not be an option for students to purchase lunch if it is not preordered.**
- When sending lunches, especially for PK3-Kindergarten students, please send items they can easily open independently.
- P.E. will take place outside utilizing the park and school grounds as much as possible and as weather allows. The focus will be on exercise and other organized activities that avoid close contact yet still accomplish curriculum goals.
- Students will attend other electives. Elective rooms will be sanitized between each group of students. **We are still waiting for final guidance on band at this time.**
- Students will attend weekly mass virtually at this time.
- To minimize the number of teachers the students come in contact with daily, 7th and 8th grades will temporarily move to a block schedule (Blue Day/Gold Day) having three core classes each day (more details to follow.)
- Afternoon carpool lines and procedures will remain the same, however we will be separating the students by homeroom, adding seating and utilizing more of our covered space to further separate students while they wait.
- We will still offer our Extended Day Program. PK3 and PK4 will remain in the PK3 building for ED. We will separate Kindergarten - 8th grade students between the Cat Café and Parish Hall each afternoon continuing our “rooms” by grade level that we set up in the spring. **Extended Day will begin Monday, August 17.**
- Athletics and extracurricular activities will follow the TAPPS guidelines and recommendations. At this time the guideline is that we will not begin any in person training or practice until after September 7. We will communicate more specific details soon.
- We value our parents as integral pieces of our learning community. However on advice from the Diocese, for the time being, visitors will be allowed on campus by appointment only to meet with a teacher or administration and will require a temperature check to enter campus. Appointments will take place in areas of the school that are away from students to minimize exposure as much as possible for our staff and students. You may call the office at (409) 832-5939 if you, at any time, need to schedule an in person appointment.
- The instructional day will remain 7:50 am -3:10 pm.

Advanced Cleaning and Health Protocols

- Additional maintenance staff will be hired to execute new cleaning routines.
- Electrostatic sprayers have been purchased by the school and will be used daily in all school areas.
- Classrooms and any rooms utilized by students will be equipped with ultraviolet air purifiers (In process of purchasing.)
- Each classroom is equipped with hand sanitizing stations.
- We are in the process of working toward converting our existing water fountains into handwashing stations for the students.
- Bathrooms will be cleaned and disinfected hourly on a rotating schedule.
- Additional trash receptacles have been purchased for each classroom to separate and dispose of lunch trash. These will be moved to the hall immediately following lunch and will be taken to the dumpster on campus.
- Lunch trash receptacles will be sanitized and disinfected daily after lunches.
- Door handles and other high traffic touch points will be disinfected hourly.
- Students will be trained the first week of school in proper handwashing, use of hand sanitizer, distancing, covering sneezes and coughs, etc.
- We will have scheduled school-wide self-desk cleaning and hand-washing for students.
- In areas where the cohort group may change throughout the day, the room and surfaces will be disinfected between groups.
- St. Anne has a full-time nurse on campus each day. We are working to improve our physical clinic to better insure distancing and containment of students who are ill or need to visit the clinic.

COVID-19 Exposure or Positive Test Protocols

Individuals Confirmed, Suspected, or Exposed to COVID-19

Exposure is defined as less than 6 feet of distance for 15 minutes or more without a mask or face covering.

1. Any individuals—including teachers, staff, students, volunteers or other campus visitors—who themselves either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to campus until the Catholic school screens the individual to determine any of the below conditions for campus re-entry have been met:
 - In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:
 - at least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications)
 - the individual has improvement in symptoms (e.g., cough, shortness of breath); and
 - at least 14 days have passed since symptoms first appeared.
 - In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.
 - If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either of the following:
 - a) obtain a medical doctor –licensed in the state of Texas, note clearing the individual for return based on an alternative diagnosis or
 - b) receive two separate confirmations at least 24 hours apart that they are free of COVID-19 via acute infection tests at an approved COVID-19 testing location found at <https://tdem.texas.gov/covid-19/>.
2. Individuals—including students, teachers, staff, volunteers or other campus visitors—who have had close contact with someone who is lab-confirmed to have COVID-19, as narrowly defined in this document and as determined by the appropriate public health agency, should stay at home through the 14-day incubation period, and should not be allowed on campus.
 - Catholic schools should screen individuals after the incubation period has concluded, and if the individual did not experience COVID-19 symptoms during that period, the individual can be allowed back on campus. If the

individual experienced symptoms, they must stay at home until the conditions outlined above have been met.

Identifying Possible COVID-19 Cases on Campus

1. Schools must immediately separate any student who shows COVID-19 symptoms while at school until the student can be picked up by a parent or guardian and immediately notify the (arch) diocesan superintendent. Schools must clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as is feasible.
2. Students who report feeling feverish should be given an immediate temperature check to determine if they are symptomatic for COVID-19.

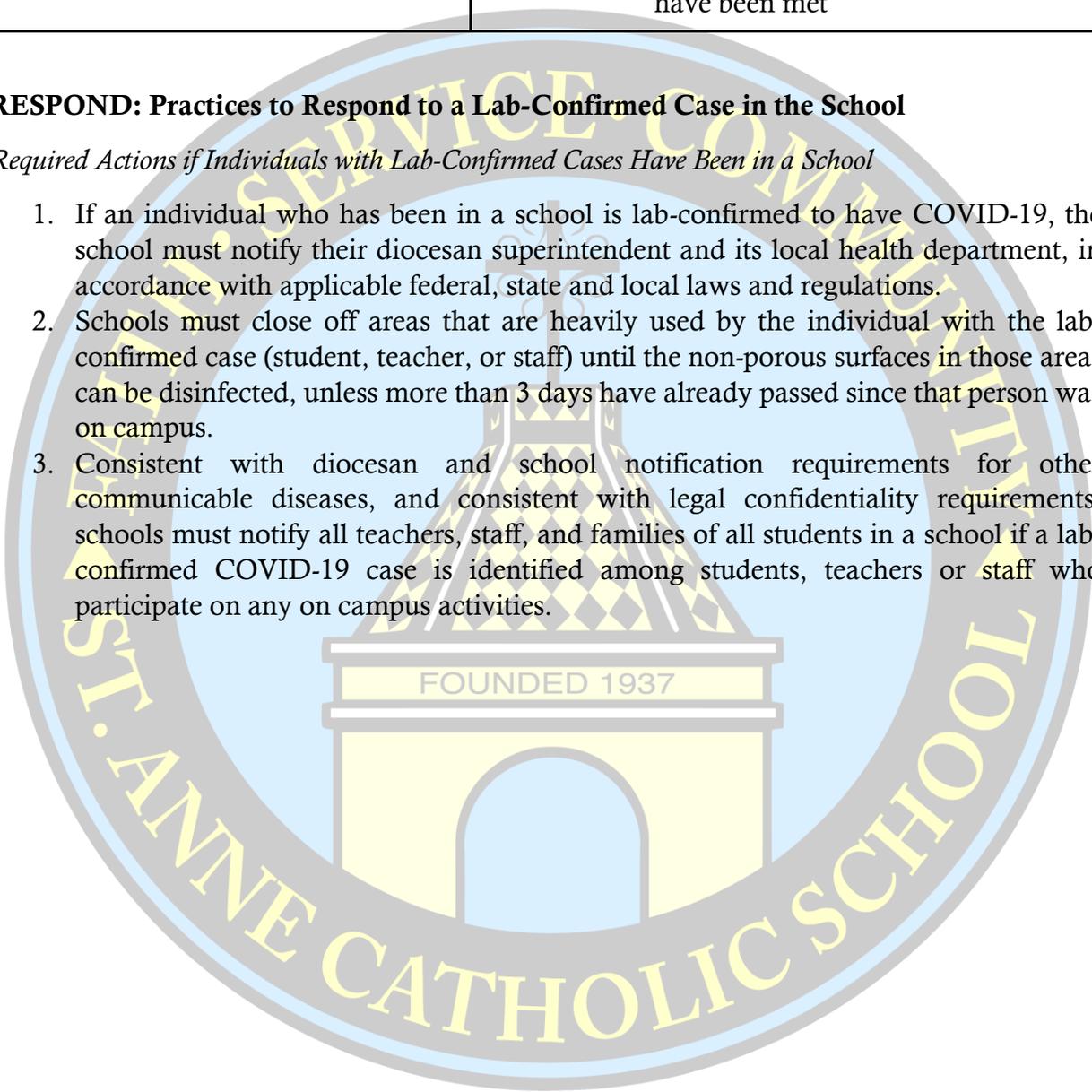
Situation:	Return Protocol:
In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:	<ul style="list-style-type: none"> • At least 14 days have passed since symptoms first appeared • At least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications) • The individual has improvement in symptoms
In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19:	<ul style="list-style-type: none"> • The individual is assumed to have COVID-19, and the individual may not return to campus until the individual has completed the same three-step set of criteria listed above
If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period:	<ul style="list-style-type: none"> • The individual must either <ul style="list-style-type: none"> ◦ Obtain a medical doctor - licensed in the state of Texas - note clearing the individual for return based on an alternative diagnosis or ◦ Receive two separate confirmations at least 24 hours apart that they are free of COVID-19 via acute infection tests at an approved COVID-19 testing location
Individuals who has been exposed to someone who is lab-confirmed to have COVID-19 (exposure is defined in this document and as determined by the appropriate public health agency):	<ul style="list-style-type: none"> • The individual should stay at home through the 14-day incubation period and will not be allowed on campus • Schools will screen individuals after the incubation period has concluded:

	<ul style="list-style-type: none"> ○ If the individual did not experience COVID-19 symptoms during that period, the individual can be allowed back on campus ○ If the individual experienced symptoms, they must stay at home until the conditions outlined above have been met
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RESPOND: Practices to Respond to a Lab-Confirmed Case in the School

Required Actions if Individuals with Lab-Confirmed Cases Have Been in a School

1. If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify their diocesan superintendent and its local health department, in accordance with applicable federal, state and local laws and regulations.
2. Schools must close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 3 days have already passed since that person was on campus.
3. Consistent with diocesan and school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, schools must notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers or staff who participate on any on campus activities.

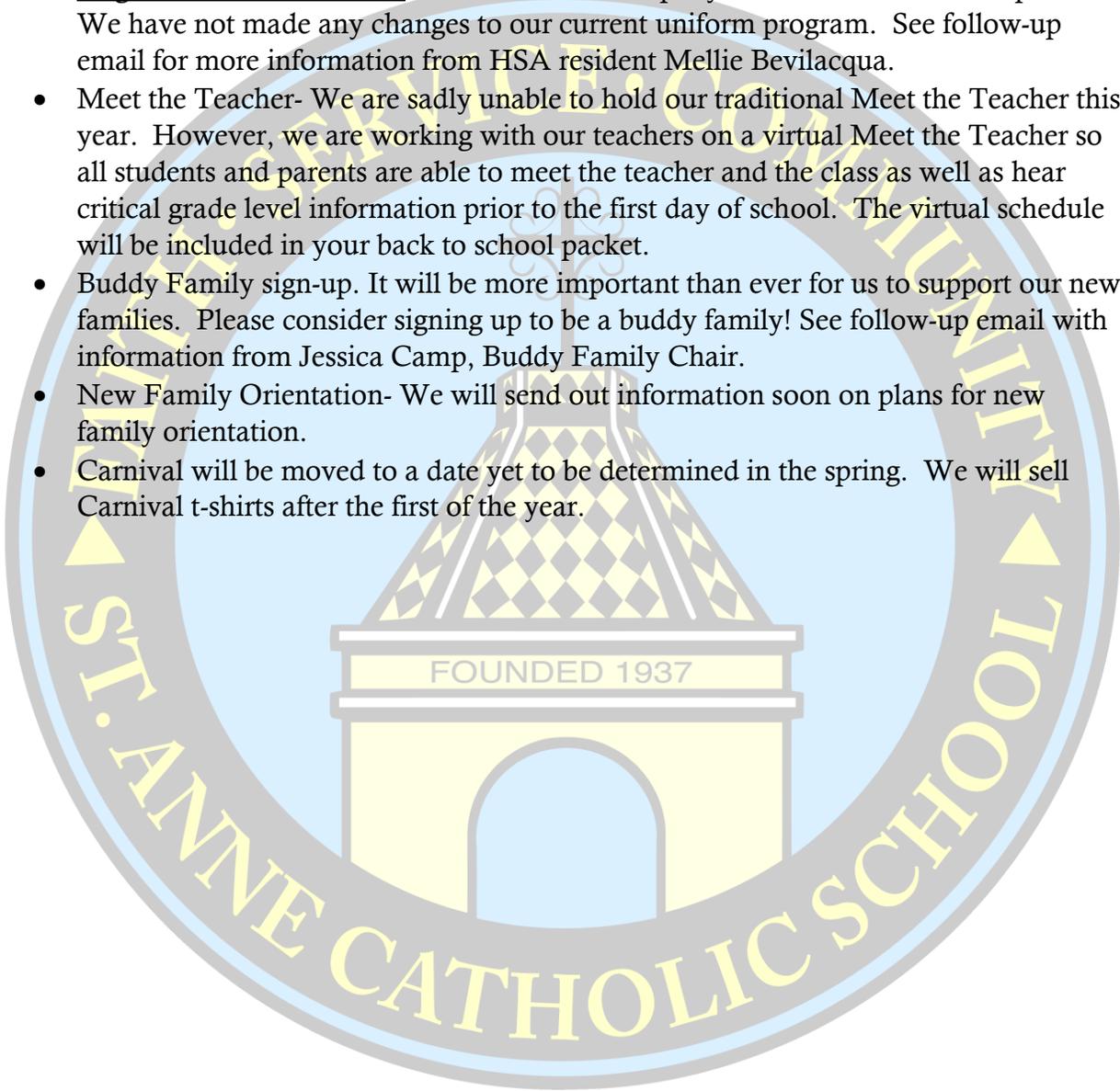


Distance Learning Option Protocols

- Families who select this model must commit to this method for the full nine week grading period at a time. You may choose to change your method of receiving instruction at the end of a grading period.
- This model will consist of a combination of required participation in live class sessions (synchronous learning) as well as independent study (asynchronous learning) where age and content appropriate and will begin **August 17**.
- Teachers will be available at designated times to assist with questions and assignments.
- Daily attendance will be taken in order for students to gain credit.
- Students will be expected to adhere to the same expectations in place for the students on campus.
- Students will submit assignments online for grading and feedback.
- Assessments will be a combination of parent proctored and on campus scheduled testing depending on the grade level and material being tested. If this situation occurs, we will schedule the students to come to campus and they will be isolated from other students during the test administration.
- St. Anne will provide a Chromebook families can check out from the school for virtual learning use in grades 1-4, Grades 5-8 will begin a 1:1 Chromebook initiative this fall.
- PK-Kindergarten students will participate in a combination of live class sessions for direct instruction and will also be provided with pencil and paper tasks to further promote tactile learning as well as gross motor and fine motor skill development.
- In addition to the homeroom teacher, we will have a designated staff members to assist parents and students who choose distance learning.
- Students participating in the virtual option may still participate in extracurricular activities if requested by the parent.
- Tuition and fees will remain the same for families who choose virtual learning as those who choose in- person learning. This option increases costs for the school and workload for the teachers, so no discount will be offered.
- Students who are quarantining due to exposure, as defined in this document, or positive diagnosis of COVID-19, may take advantage of the distance learning model during their 14 day quarantine period.

Additional Items

- Uniform Exchange- HSA is working to provide online sign-ups so parents can take advantage of uniform exchange while still practicing social distancing and controlling the number of people present. **Uniform exchange will be available August 3 in the Cat Café.** Mills Uniform Company will continue to be our provider. We have not made any changes to our current uniform program. See follow-up email for more information from HSA resident Mellie Bevilacqua.
- Meet the Teacher- We are sadly unable to hold our traditional Meet the Teacher this year. However, we are working with our teachers on a virtual Meet the Teacher so all students and parents are able to meet the teacher and the class as well as hear critical grade level information prior to the first day of school. The virtual schedule will be included in your back to school packet.
- Buddy Family sign-up. It will be more important than ever for us to support our new families. Please consider signing up to be a buddy family! See follow-up email with information from Jessica Camp, Buddy Family Chair.
- New Family Orientation- We will send out information soon on plans for new family orientation.
- Carnival will be moved to a date yet to be determined in the spring. We will sell Carnival t-shirts after the first of the year.



COVID-19

PARENTAL (MOTHER)/GUARDIAN CONSENT FORM AND LIABILITY WAIVER

The Virus that causes COVID-19 can infect people of all ages. Persons of ALL AGES can be infected with COVID-19 and some will develop a severe illness.

Even a young person with a mild or even asymptomatic case of COVID-19 can spread the infection through close contact with others. Close contact occurs if, within a 14-day period, a person is (i) directly exposed to infectious secretions (e.g., coughing, sneezing, or sustained or heavy breathing) from an individual who is lab-confirmed to have COVID-19 and who was not fully masked at the time of the infectious secretion(s); or, (ii) for a duration of 15 minutes within 6 feet of an individual who is lab-confirmed to have COVID-19, regardless of whether the infected individual is fully masked.

The Parent or Guardian is responsible for monitoring and determining the health of the Student and hereby agrees NOT to send the Student to the school if the Student displays any symptom of COVID-19. Symptoms of COVID-19 include: (i) feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit; (ii) loss of taste or smell; (iii) cough; (iv) difficulty breathing; (v) shortness of breath; (vi) headache; (vii) chills; (viii) sore throat; (ix) shaking or exaggerated shivering; (x) significant muscle pain or ache; (xi) diarrhea.

Student's name: _____ Student's Date of Birth: _____

Mother or Guardian's name (print):

Home Address:

Home Phone: _____ Business Phone: _____ Cell Phone: _____

I, _____, grant permission for my child, _____,
Mother or Guardian's name Student's name

to attend the _____ School ("School").
Name of School

As parent and/or legal guardian of the Student I acknowledge that I am aware of the COVID-19 virus and I acknowledge and agree that I will not allow my child to attend School in person, and that I will notify School, if (i) Student or anyone in my household has tested positive for COVID-19 and has not been released by a medical doctor as being recovered from or otherwise negative for COVID-19, (ii) Student is displaying any symptoms of COVID-19 and has not been released by a doctor as being recovered from and otherwise negative for COVID-19, or (iii) Student has been exposed to anyone outside of my household who has tested positive for COVID-19 and subsequent to that exposure Student has not been released by a medical doctor as being recovered from or otherwise negative for COVID-19. I also agree to comply with the written rules and directives of the School regarding COVID-19, which I acknowledge I have read and understood, and will actively encourage Student to do the same.

Signature: _____ Date: _____

COVID-19

PARENTAL (FATHER)/GUARDIAN CONSENT FORM AND LIABILITY WAIVER

The Virus that causes COVID-19 can infect people of all ages. Persons of ALL AGES can be infected with COVID-19 and some will develop a severe illness.

Even a young person with a mild or even asymptomatic case of COVID-19 can spread the infection through close contact with others. Close contact occurs if, within a 14-day period, a person is (i) directly exposed to infectious secretions (e.g., coughing, sneezing, or sustained or heavy breathing) from an individual who is lab-confirmed to have COVID-19 and who was not fully masked at the time of the infectious secretion(s); or, (ii) for a duration of 15 minutes within 6 feet of an individual who is lab-confirmed to have COVID-19, regardless of whether the infected individual is fully masked.

The Parent or Guardian is responsible for monitoring and determining the health of the Student and hereby agrees NOT to send the Student to the school if the Student displays any symptom of COVID-19. Symptoms of COVID-19 include: (i) feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit; (ii) loss of taste or smell; (iii) cough; (iv) difficulty breathing; (v) shortness of breath; (vi) headache; (vii) chills; (viii) sore throat; (ix) shaking or exaggerated shivering; (x) significant muscle pain or ache; (xi) diarrhea.

Student's name: _____ Student's Date of Birth: _____

Father or Guardian's name (print):

Home Address:

Home Phone: _____ Business Phone: _____ Cell Phone: _____

I, _____, grant permission for _____
Father or Guardian's name Student's name

to attend the _____ School ("School").
Name of School

As parent and/or legal guardian of the Student I acknowledge that I am aware of the COVID-19 virus and I acknowledge and agree that I will not allow Student to attend School in person, and that I will notify School, if (i) Student or anyone in my household has tested positive for COVID-19 and has not been released by a medical doctor as being recovered from or otherwise negative for COVID-19, (ii) Student is displaying any symptoms of COVID-19 and has not been released by a doctor as being recovered from and otherwise negative for COVID-19, or (iii) Student has been exposed to anyone outside of my household who has tested positive for COVID-19 and subsequent to that exposure Student has not been released by a medical doctor as being recovered from or otherwise negative for COVID-19. I also agree to comply with the written rules and directives of the School regarding COVID-19, which I acknowledge I have read and understood, and will actively encourage Student to do the same.

Signature: _____ Date: _____