2020-2021

Return to School Plan

Owensboro Catholic High School

Please note: Information contained in this document is evolving and may be updated as additional guidance is released at the Diocesan, national, state, or local level for returning to school.

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Updated as of 8/12/2020

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The purpose of this reopening plan is to provide information and guidance to Owensboro Catholic High School families, employees, and the greater community so we may safely open, in light of the Covid-19 pandemic, for the 2020-2021 school year. It is the intention of the Owensboro Catholic Schools to open in such a way that is safe, maximizes in person instruction to all students, and guarantees to our families the excellence they've come to expect from OCS.

It is also our goal to reduce the impact of the current pandemic as it affects students, families, personnel, and communities in our care. The guidelines referenced in this plan are based on the guidance from the Centers for Disease Control and Prevention (CDC), the Kentucky Department of Health, and the Green River Area Health Department, in consultation with the Diocese of Owensboro. Regular updates will be made to this plan based on information provided by the above entities, applicable federal and state laws, and local agencies.

All references to bussing in this document are applicable when bussing is available.

1. Screening at Home

- Families are encouraged to take their teen's temperature and screen them for COVID-19 symptoms each morning before sending him/her to school. High School students (and all OCS student under roof) should stay home or be sent home if any of the following occur:

  Symptoms

  - Temperature ≥ 100.4
  - Sore throat
  - New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline)
  - Diarrhea, vomiting, or abdominal pain
  - New onset of severe headache, especially with a fever

  Close Contact/Potential Exposure

  - Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with confirmed COVID-19
  - Traveled to or lived in an area where the local or state health department is reporting large numbers of COVID-19 cases.
  - Live in areas of high community transmission while the school remains open.

2. Morning Arrival & Temperature Checks

- Upon arrival to the high school, masks must be worn by everyone entering the building.
- All high school staff will have their temperature checked upon entering the building and complete a daily health self-assessment form.
- Temperature checks will occur as students enter the building. Staff members will use touchless thermometers to take the temperature of each student.

- If a student has a temperature ≥ 100.4, a second reading will be taken. If the second reading is still ≥ 100.4, student will not be permitted to enter the school and will be required to go home. A student who has arrived at school by bus with a fever or other symptoms will be isolated until a parent or guardian can come get the student.
- Students may begin arriving at the high school at 7:15 a.m.
- We ask that Freshmen and Juniors enter through the downstairs breezeway and Sophomores and Seniors enter upstairs through the regular entrance.
- Students will wait in the following areas while waiting for the bell to ring and classes to begin. Freshmen will go to the large gym, Sophomores to the small gym, Juniors will be in the east café, and Seniors will go to the west café. Masks are to be worn while maintaining as much social distancing as possible.
- The school day will begin at 8:20 a.m.
- Breakfast will be served starting at 7:30 a.m. with limited seating in the west cafeteria and if no seating is available, a grab and go breakfast will also be available until 8:15 a.m. Food may be taken into classrooms. Cafeteria trays will not be used. Students will tell the cafeteria staff their name in lieu of typing their PIN# in the keypad.
- Students arriving after 8:20 a.m. will be marked as tardy. Any student arriving after 8:20 a.m. must enter at the main office and have their temperature taken upon entry.

3. Masks/Face Coverings

- Masks must be worn by all students and staff.
  - Cover the nose and mouth and be secured to the head with ties or straps or simply wrapped around the lower face.
  - Fit snugly but comfortably against the side of the face.
  - If cloth masks, masks should be washed regularly.
  - Include multiple layers of fabric.
  - Allow for breathing without restrictions.
  - Plastic face shields alone are NOT acceptable per Health Department guidelines.
- Students should be wearing their face coverings when they exit their vehicles and during the morning drop-off.
- Students who ride the bus will be required to wear face mask at all times while on the bus.
- Masks will be worn in the hallways. If you are moving, you are masking.
- OCS has purchased clear desktop barriers to enhance student and staff safety. These barriers are CDC and local health department approved.
- All adults in the building are required to wear masks.

- Though we anticipate there being short breaks throughout the day when students can remove their masks, doing so is not required. Parents may request that their students wear the mask at all times.
- Families are expected to provide their own face coverings for students; however, we will have extra disposable masks on hand if a student does not have one or theirs gets soiled.
- We are not requiring a specific uniform mask for students. We encourage students' creative designs and patterns provided they do not promote any bias related apparel, sign or symbol which reasonably appears to offend, victimize or intimidate others based on race, age, color, religion, sex, national origin, or disability and/or which disrupts or interferes with the educational setting and/or process. This includes the wearing of gang clothing or paraphernalia and the use of gang signs and signals. Students also cannot promote any political agenda or make any political statement via their apparel, signs or symbols.

4. Visitors

- Visitors will not be allowed in the building except upon approval from the principal. Anyone who is allowed to enter the high school must wear masks and have their temperatures taken before interacting with the OCHS office staff or anyone else in the building.
- Anyone entering the office area for any reason will need to be wearing a mask to enter.

5. Safety Precautions

- OCHS will follow disinfection and sanitization recommendations by the Green River District Health Department and KY Dept. of Public Health for classrooms, restrooms, outdoors spaces, and cafeterias.
- Students and staff will be encouraged to wash their hands frequently throughout the school day.
- Hand sanitizer will be available in all classrooms and accessed liberally.
- Signs will be posted in highly visible locations that promote healthy hygiene practices.
- Regular announcements will be made reminding staff and students to employ healthy hygiene practices.
- Gloves will be worn for cleaning, sanitization and food service.
- High touch areas (doorknobs, desks, etc.) will be disinfected and sanitized routinely throughout the day. Custodial staff will also use a fogger as part of the cleaning at the end of each day.
- All restrooms will be disinfected regularly.
- Students are asked to carry backpacks this year. Students will still have an assigned locker, but backpacks will help limit the length of large group exposure. Backpacks will need to be placed under the desks when in the classroom.
- OCHS is encouraging students to bring their own Chromebook from home if one is available. A Chromebook is the only device allowed. Phones or tablets will not be allowed as a substitute. A Chromebook will be provided by the school for students who do not have a Chromebook with a one-time $50 deposit required. Students will not be sharing devices throughout the day.
- Water fountains will be unavailable. Students are asked to bring a clear, reusable water bottle from home to drink from throughout the day. Water bottle filling stations will be located throughout the high school.

- Hallway traffic, movement and passing periods will be staggered. Use of staggered schedules and a one-way traffic design will help reduce contact. All teachers will monitor foot traffic during passing periods.
- Any student showing signs of illness will have their temperature taken by the health tech, and students with a temperature ≥ 100.4 degrees OR showing any respiratory symptoms will be isolated and sent home.

6. During the School Day

- Classrooms will be arranged to allow as much social distancing as possible for the room.
- Masks and social distancing will be required. There will be periodic opportunities for mask breaks while social distancing.
- When possible, all student desks will be arranged to face the same direction.
- Students will have access to books from the library. Returned library books will be isolated for 72 hours before being available for circulation.
- On Wednesdays when the Daviess County Public School buses will not be available, parents are expected to make other arrangements to transport their children to school.
- No off-campus trips or school-wide assemblies are planned at this time. Students may still participate in virtual field trips in their classrooms!
- Students will have the opportunity for power snack breaks. Students may bring a healthy snack from home or purchase a snack from the cafeteria. Snacks are permitted in the classrooms, but students are expected to clean up after themselves.
- Emergency drills (fire, earthquake, tornado, lockdown) will continue to be conducted regularly in a modified format to allow for social distancing.
- Parents are asked to call or email Attendance Secretary, Cindy Short, cindy.short@owensborocatholic.org, when a student will be late, has an appointment or will be absent.

7. Lunch

- Students will be directed to wash/sanitize hands immediately preceding and following eating at school.
- Limited menu offerings.
- Offer vs. Serve will be eliminated, which means students will have to take all items on the menu.
- Disposable containers will be used along with prepackaged, disposable utensils.
- Due to distancing during lunch shifts and limited social interaction, we are considering allowing phone usage during the lunch periods. We understand this year is just going to be a bit different for everyone and we are going to do everything we can to make it as tolerable as possible.
- Sharing food will not be permitted between students at school.

8. Gym

- The gym will be limited to one class per time.
- Balls and other PE equipment will be sanitized by the teacher after each use.
- Students will use hand sanitizer before and after PE.

9. Social Emotional Learning

- The high school is committed in assisting students with their social and emotional needs, especially during this challenging time. We will continue to monitor our students' transition back to school. We will work closely with families regarding awareness of how students are feeling and access their individual needs to provide the support they need during this transition

10. Student Support Services

- Some students may be experiencing more significant emotional challenges, including fears or anxieties, sadness, difficulty concentrating, or trauma.
- Student support services include counselor, school nurse, principal, and homeroom teachers.

11. Dismissal

- Due to the late August school start, the school day will be extended.
- All students will be required to wear a mask during dismissal.
- Drivers will be dismissed first at 3:10. Bus riders will be dismissed next, followed by car riders and walkers.
- There will be less passing time to cut down on grouping in the hallways and parking lot.
- If your student is a car rider, it will be best to wait until 3:15 pm or so to allow the parking lot to clear out a bit.
- Students who ride the bus will be required to wear a face mask at all times while on the bus.
- We highly recommend that students avoid using public school transportation if at all possible.

12. Mass

- All students enrolled (including non-Catholic students) will attend Mass and are expected to participate in the daily Theology classroom lessons.
- Every attempt will be made to celebrate mass on a consistent basis. Due to social distancing guidelines, schoolwide Masses may be limited to individual classes.
- Students will follow all current Mass guidelines and procedures.

13. Contact Tracing & COVID-19 Response

- If a student or staff member is diagnosed with COVID-19, the school will cooperate with the contract tracing provided by the Green River District Health Department.
- Any student with infectious symptoms will be sent to the school isolation room and a parent/guardian will be contacted. The student will wear a mask while awaiting transport and will remain isolated from other students and staff members.
- If a high school student or staff member tests positive for COVID-19, it does not necessarily mean that the school will shut down. OCHS will follow guidance from the Green River District Health Department in the event of a confirmed case of a student or staff member with COVID-19.
    - "Exposure" alone does not require quarantine. The Health Department will conduct contact tracing to determine if any students had "close contact" with the person who tested positive, and will assess whether they are at low, medium, or high risk of contracting the coronavirus.

14. Continuing Education in Quarantine

- There may be times during the school year when your child will be quarantined and unable to attend school for a designated time period. If a person in a student's household has a confirmed case of COVID-19, the entire household (including the student) may be forced to quarantine for 14 days as directed by the health department.
- Live streaming in classrooms will not occur due to student confidentiality.

15. Distance Learning

- Distance learning will be provided only for students who have a specialist's note saying they have an underlying condition that would not allow the student to return to in-person classes at this time.

16. Returning to School After an Illness

- If a student has tested positive for COVID-19, the following conditions must be met before he/she can return to school:
    - At least 10 days since symptoms first appeared, and
    - At least 24 hours with no fever without fever-reducing medication, and
    - Symptoms have improved
    - Written release from the Green River District Health Department.
- We realize that the symptoms of COVID-19 are similar to those of many other illnesses. Your student must be fever free and symptom free for 24 hours without fever-reducing medication before returning to school as per OCS Return to School Policy. However, if you:
    - Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with confirmed COVID-19

- Traveled to or lived in an area where the local or state health department is reporting large numbers of COVID-19 cases
- Live in areas of high community transmission while the school remains open

then you must visit your health care provider and receive a note before returning to school.

17. Whole School Closure - NTI

- In the event that all schools in Kentucky are mandated to close, we may be forced to implement non-traditional instruction (NTI). Based on parent feedback, we have strengthened our NTI to be more robust than that which was experienced during the spring.
- Due to more training and preparation time, a high level of instruction within reason will be provided. Assignments will include tasks from students' text books and digital learning platforms.
- New learning will continue. Academic skills will be introduced through instructional videos made available by the teachers and live Zoom sessions with the teachers (whole class or small group).