

School of St. Philip

COVID-19 Preparedness Plan



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Mission Statement

The School of St. Philip is a Catholic community
dedicated to educating the whole child to
greatness of mind, body, and spirit.

Philosophy

The School of St. Philip is a Catholic community that makes faith and high academic standards the priority. Our goal is to challenge the mind and inspire the soul of everyone who enters our building--students, staff, families, and visitors. Our mission is based on the following beliefs:

We believe that each child is a unique gift from God with varied abilities and we strive to meet them at their level to reach their full potential.

We believe that parents are the primary educators of their children and we value the family-school partnership.

We believe in educating the whole child -- academically, spiritually, morally, physically, and emotionally.

We believe each child will grow in their relationship with our Savior Jesus Christ and a knowledge of the Catholic faith through participation in prayer, liturgy, and instruction.

We believe that values such as honesty, responsibility, compassion, and empathy should be modeled and infused in daily instruction.

We believe in promoting self-esteem in a nurturing environment where all feel welcome and secure.

We believe in the value of good study habits, time management, and lifelong learning.

We believe that children at an early age should be encouraged to be engaged in social justice and service to school, home, community, and world.

“Catholic schools collaborate with parents and guardians in raising and forming their children as families struggle with the changing and challenging cultural and moral contexts in which they find themselves. Catholic schools provide young people with sound Church teaching through a broad-based curriculum where faith and culture are intertwined in all areas of a school’s life. By equipping our young people with sound education, rooted in the Gospel message, the Person of Jesus Christ, and rich in the cherished traditions and liturgical practices of our faith, we insure that they have the foundation to live morally and uprightly in our complex modern world.”

from: *Renewing Our Commitment to Catholic Elementary and Secondary Schools in the Third Millennium* by the USCCB, 2005
As quoted in: *Formation in the Catholic Faith: Plan for Catholic Schools in the Diocese of New Ulm—2008-2013*

The Church of St. Philip Mission Statement

We, the parishioners of the Church of St. Philip, are nourished by Christ’s grace and love through prayer and the sacraments. In our diversity, we strive to be the Face of Christ as we welcome the stranger, the Heart of Christ as we nurture the spiritual growth of all people on their faith journey and the Hands of Christ as we reach out in service to all.

Revision adopted by the Parish Pastoral Council
August 19, 2003

COVID-19 Plan

We enter into this covenant with our Catholic school families in order to prevent the spread of COVID-19, to keep students and staff healthy and safe and to promote in person learning. Throughout this plan you will see our *Blue Guy* as a reminder that through this all we are remembering to consider the entire child in mind, body and soul as a child of God.

THE BASICS

- ✧ All students will be educated about the changes in the school routine that has are occurring due to the onset of COVID-19.
- ✧ A cohort is considered one classroom.
 - Our cohorts are capped at 12 students. To ensure safety, we will not be taking mid-year transfers.
 - We want to keep our students safe.
- ✧ Use hand sanitizer when entering a classroom/office
- ✧ Wear masks when inside the building (use lanyard to keep mask on you)
- ✧ Keep social distance – single file (hallways, lunchroom, etc....) Blue Guys mark spots in the hallway
- ✧ All snacks need to be nut free.
- ✧ Shared snacks (birthday, class snack) **must be** store bought.
- ✧ Parents are to remain outside the building during drop off and pick up.
- ✧ Please try to limit your entrance into the building throughout the day.
- ✧ Recesses will be staggered throughout the day.
- ✧ We will use water bottles and not drinking fountains. Students need to bring a water bottle to school that can be refilled at our hydration station.
- ✧ Parents as asked to screen their child before sending them to school for any symptoms of COVID and to keep their child home whenever they are ill.
- ✧ **Arrival**
 - Students may start arriving at 7:40 through the front door and immediately go the Assembly room for screening.
 - Temperatures will be taken. Temperatures need to be under 100.4F.
 - A symptoms checklist will be available with pictures for students.
 - After cleared, students go right to their classrooms.
 - If students are not cleared, there will be spots in the Assembly room for them to cool off and be rescreened.
 - Parents will be contacted if they continue to have a temperature or symptoms after rescreening.
 - All students enter from the front door.
 - All staff will enter from the east door. They need to self-check their temperature each morning.
- ✧ **Lunch – prayer in classroom**
 - 9 tables set up with 4 spots at each table divided with plexi-glass.
 - Lunch will be divided into 2 sections.
- ✧ **Computer Room**
 - 12 stations will be set up.
 - After using the computers, the keyboard and mouse need to be wiped down by an adult before being used again.
 - The lab will be used for NWEA testing at all levels for all cohorts.

Blue Bus

- Trips using the bus will be limited. 2 trips will be taken when the whole school needs to go somewhere.
- Students will sit with classmates from their cohort (2 students per seat) and classes will stay together with seats in between classes when possible.
- Everyone wears a mask and uses hand sanitizer as they enter the bus.
- Students will load from the back seats to the front seats of the bus.







Dismissal

- Students will wait in their classroom until their bell has been rung.
- Patrollers will need to be sent down at 2:37 to get ready.
- 1st Bell will ring at 2:40. Walkers and Car Riders will be released from the classroom out the front door.
- 2nd Bell will ring around 2:45.
- 3rd Bell will ring around 2:45.
- A bell ring of short-short will signal that the students who ride Bus 11 (the first bus) will be dismissed out the front door.
- A bell ring of long will signal that the students who ride Bus 13 (the second bus) will be dismissed out the back door.
- Teachers will stagger dismissal with other classes on the floor.
- Students will go directly outside to their ride or to the patrollers to cross the street when released.
- Busses will leave the school by 2:50 p.m.



**This plan has 4 levels.
Each of the levels is described below.**

LEVEL 1

Lunch – prayer in classroom

-  Students will enter the door closest to the kitchen.
-  There will be plexi-glass up as a “sneeze” guard as the food is being served.
-  Students will receive their tray at the end of the line.
-  Only adults will be serving lunch using regular trays.
-  Students sit at the tables. Fill from the back to the front.
-  Students will dump their own tray.


Recess

-  Cohorts will be combined.
-  Equipment will be available.



Computer Room

-  Everyone can use the computer lab

Music, PE/Health, and Spanish

-  Classes will be held in a subject area space.

Bathroom

-  The kindergarteners will try to use the preschool bathroom.
-  Try to limit the number of people using the bathroom at one time.

Library- Reading Counts

- ✖ Library and Reading Counts is normal.

Mass

- ✖ 2 runs with the bus.
 - The first group will be 4th, 5th grade and groups who has Mass.
 - The second group will be those who are left at school.
- ✖ Student sit with the class as far apart as reasonably possible.
- ✖ Students receive communion or blessing then students sit back down in the pew until it is their turn to get on the bus.
- ✖ The first group to go back will be the youngest kids.

LEVEL 2

Lunch – prayer in classroom

- ✖ Adult lunch servers will fill plates and put them on the table.
- ✖ Students will go right to the table.
- ✖ Students can dump their own trays.
- ✖ Students have assigned seats.
- ✖ Milk and water will be served after lunches are all served.

Recess

- ✖ Recess is limited to two cohorts at a time.
- ✖ Students are encouraged to play with the students in their class.
- ✖ Areas may be assigned. (playground, black top, grass)
- ✖ No bringing supplies from home.
- ✖ Equipment: whatever the supervisor brings out will be available.

Computer Room

- ✖ Kindergarten will not use the lab except for NWEA testing.

Music, PE/Health, and Spanish

- ✖ Classes will be held in the individual classrooms or outside.

Bathroom

- ✖ The kindergarteners will try to use the preschool bathroom.
- ✖ Try to limit the number of people using the bathroom at one time.
- ✖ If there are 2 boys/girls in the bathroom at a time, then the next person waits outside on the “Blue Guy” by a wall.

Library- Reading Counts

- ✖ Drop bins in the hallway. Students put books in the bin and then they are set aside for 72 hours before reshelving. Hand sanitizer station by the Reading Counts shelves to be used before students pick out books.
- ✖ Cohorts will have a special time to visit the library and check out books.

Mass

- ✕ At the church using 2 Blue Bus trips.
- ✕ Students will use the center sections.
- ✕ No servers or singers.
- ✕ Students will socially distance in the pews.
- ✕ The first group will go to the bus with the remaining students waiting in prayer in the pews.

LEVEL 3

Lunch

- ✕ Served in the classroom.
- ✕ Adults will bring lunch to each room.

Recess

- ✕ Recess by cohort at the discretion of the teacher.

Computer Room

- ✕ No one uses the lab

Music, PE/Health, and Spanish

- ✕ Classes will be done virtually (Zoom).

Bathroom

- ✕ The kindergarteners will try to use the preschool bathroom.
- ✕ Try to limit the number of people using the bathroom at one time.
- ✕ If there are 2 boys/girls in the bathroom at a time, then the next person waits outside on the "Blue Guy" by a wall.

Library- Reading Counts

- ✕ Drop bins in the hallway. Students put books in the bin and then they are set aside for 72 hours before reshelving.
- ✕ Hand sanitizer station by the Reading Counts shelves to be used before students pick out books.
- ✕ No library

Mass

- ✕ The parish will record the Mass via "Facebook Live".
- ✕ As a school we will pick a time to watch it in our classroom.

LEVEL 4

Distance Learning

NOTIFICATIONS/EXPOSURES TO COVID-19

Is your child showing symptoms related to COVID-19? Has your child or anyone in your house been in recent contact with an individual diagnosed with COVID-19?

- ✧ Potential Exposure - whenever you leave the house:
 - Monitor symptoms
 - Rely on parent community to share
 - Disinfect school as normal
- ✧ Known Exposure Outside Home- contact of positive case within the last 48 hours before symptoms started:
 - Once known, student and/or siblings are taken to the Assembly room and parents pick them up.
 - For 14 days from initial contact with positive case
 - Monitor symptoms
 - Home isolation symptom free for 14 days
 - Disinfect school as normal.
- ✧ Known Exposure Inside Home:
 - Seek guidance from MDH
 - Entire household home isolation for 14 days and remain symptom free
 - Disinfect classroom as normal
 - Families are notified of known exposure

CHANGING LEVELS

- ✧ Moving from level to level will be evaluated with the advice from Meeker county public health, the Minnesota Department of Health and the Diocese of New Ulm.
- ✧ If the 14-day COVID-19 Case rate in Meeker County exceeds 1 (per 10,000), then we will move to level 2 of our plan.
- ✧ If the 14-day COVID-19 Case rate in Meeker County exceeds 50 cases (per 10,000), then we will move to level 3 of our plan. We will be in school, but student movement will be restricted, and they will be contained to their cohort.
- ✧ If the 14-day COVID-19 Case rate in Meeker County exceeds 75 cases (per 10,000), we will contact Meeker County Public Health and we may decide to move to level 4 (distance learning) of our plan.