



## *Espirito Santo Parochial School*

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### **SCHOOL REOPENING PLAN – FALL 2020 Revised: August 20<sup>th</sup>, 2020 (all additions/edits are in red)**

Dear Espirito Santo School community,

As you are aware, the Diocese of Fall River Catholic Schools will be returning to school in Fall of 2020. Per the press release on July 8<sup>th</sup>, 2020, it is our intention “that all Catholic schools serving Pre-K through Grade 8 students will fully re-open this fall with in-classroom instruction five days per week.”

(<https://www.catholicschoolsalliance.org/catholic-schools-across-southern-massachusetts-to-fully-reopen-this-fall/>)

We will have three plans in place going forward. These plans will be needed, if in the case that the COVID-19 data in Massachusetts begins to trend upward, and the Governor orders the schools to be closed. It is important to note that these guidelines/plans **are subject to change, depending on state data, and guidance from the Massachusetts Department of Education**. These three plans and their details can be found below:

- **In-Person learning with new safety requirements. (Intention for Fall 2020)** – In this model, students will return to in-person learning, with school settings modified to accommodate the health and safety requirements put forth by the Massachusetts Department of Education.
- **Hybrid Learning (Students learn both in-person & remotely)** – In this model, students will alternate between in-person and remote learning, depending on current conditions, or external factors.
- **Remote Learning (Learning takes place completely remotely)** – In this model, students will complete remote learning, depending on current conditions, or external factors.

### **What does the Return to School Plan look like for Espirito Santo School in Fall 2020?**

As stated above, we are planning to return to school in Fall 2020. Students in Grades PS-8 will return for full-time instruction at the school. Included in this plan will be live-streaming technologies, and well as a modified schedule to accommodate the maximum learning time possible. **As of 8/19/2020, a classroom move has occurred. Due to the change in enrollment trends, and to maximize space for the students, Grades 2 & 3 have been moved to the 1<sup>st</sup> floor, replacing the PS & PK rooms. PK will take place in the church hall, and PS will return to the 2<sup>nd</sup> floor, using both spaces that used to be 2<sup>nd</sup> and 3<sup>rd</sup> grade. There will be no changes for drop-off/pick-up for 2<sup>nd</sup> and 3<sup>rd</sup> grade. However, PS students will be dropped off and picked up via the door to the right of the main doors, which is located up the brick staircase.**

### **What are the specific guidelines being used regarding Physical Distancing at Espirito Santo School?**

Each classroom has been modified per guidance from the Massachusetts Department of Education & the Centers for Disease Control (CDC). Under this guidance, we have been able to accommodate our student body within the school. Classrooms in Grades K-8 have been cleaned, and the desks have been

separated between **3 to 4.5 feet**. The distance between the desks was determined by the number of students in the classroom, as well as available spacing. The desks will also face one way (facing forward toward the front of the room.)

For grades K-8, those classes will remain in their individual classrooms. Traditionally at Espirito Santo School, grades K-3 is self-contained and grades 4-8 involve a rotation of students. Under this new model, the students will remain in their spaces, and teachers will rotate to those classrooms as needed. At this time, specials will take place in that classroom. **At this time, PE & art classes will not occur for the time being. We will re-evaluate this in the near future. However, additional core academic learning time will replace these classes.** Lunch & recess procedures will be detailed below. Since students will not be moving from class to class, we will be able to reduce the amount of traffic in the hallways, and allow for students to properly social distance.

There is a need to do a staggered dismissal:

**Pre-School:** Dismissal will begin as early as 2:00pm. Please ring the buzzer at the PS door (located to the right of the main doors, up the stairs), and identify who you are picking up. A staff member will bring the child to the door, and the staff member will sign them out. **Please do not enter the building.**

**Pre-Kindergarten:** Dismissal will begin as early as 2:00pm. Please ring the buzzer at the church hall door, and identify who you are picking up. A staff member will bring the child to the door, and the staff member will sign them out. **Please do not enter the building.**

**Grades K-8:** Pick-up will still occur via the back door. Please enter the parking lot via the large gate on Everett Street, and pull all the way down the parking lot. Please **do not stop in the middle of the parking lot**. Dismissal of grades will have to be staggered, and will occur at the following times. It is important that you do not arrive too early than the scheduled time, to reduce the amount of traffic.

**Grade K: 2:15pm**  
**Grades 1 & 2: 2:20pm**  
**Grades 3 & 4: 2:25pm**  
**Grades 5-6: 2:30pm**  
**Grades 7-8: 2:35pm**

**After-Care:** After-care will take place in the church hall. Students will be brought over to the church hall, once dismissal is complete. To dismiss a student from after-care, parents will ring the buzzer, and a staff member will greet you at the door. The staff will sign out your child, and bring them to you. **Parents will not be allowed to enter the building.**

### **What is required of students and teachers regarding Face Masks and/or Coverings?**

Masks or face coverings are among the most critical components to reduce the transmission of COVID-19. Per guidance from the Massachusetts Department of Education, all staff & students in grade 2 and above are required to wear a mask/face covering that covers their nose and mouth at all times, with the exception of meals and mask breaks. Whenever possible, students in pre-school through grade 1 who can safely and appropriately wear, remove, and handle masks should do so. The school has placed an order of masks for the students who are required to wear masks. Each student will receive five red cloth

masks (one of each day of the week, to allow for washing of the masks at the end of the week.) This will be a part of the school uniform, and must be worn. This will be at no-cost to families.

Alternative face coverings, such as face shields and/or clear masks will be utilized under certain conditions, and/or educational needs. These situations will be considered in a case by case basis. **Please contact Mr. Raposo as soon as possible to discuss this.**

It is most important that a clean mask is worn to school each day. With five masks, you can rotate through the masks each day, and wash them at the end of the week. We will have extra disposable masks on hand, for emergency use only. Students and families who do not comply with these standards may not be allowed to attend school.

As stated above, as we look into scheduling, we will integrate moments for “mask breaks”. This will most likely take place when the students are outside of the building, where fresh air is available. Students will follow social distancing guidelines when this occurs as well.

### **What is the school’s policy regarding student and teacher screening procedures each day?**

It is important that parents and the school keep in constant contact regarding the health of the students. With that said, it is important the student remain home from school if they are sick, especially if they show any symptoms of COVID-19, and contact their medical professional. Parents should self-screen the children before coming to school each day. If for any reason your student is not coming to school, **you must contact the school, and notify the office the reason for the absence.** The office will log absences and reason behind the absence. This is to track student health and to reduce the possibility of other students getting sick.

When students arrive at the school, they will be observed by teachers/staff at point of entry to ensure that they are feeling well. If students are not feeling well, they will be instructed to return home with their parents. Please note that temperature checks will not take place, per the recommendation from the Massachusetts Department of Education.

### **My student is not feeling well, and is showing symptoms. What should I do?**

The rule of thumb is simple, **when in doubt, stay home.**

If your student has any of the symptoms below, they are to stay home:

- Fever (**100.0 (updated in August 2020)** degrees or higher), chills, or shaking chills))
- Cough (not due to other known cause, such as chronic cough)
- Difficulty breathing or shortness of breath
- New loss of taste or smell
- Sore throat
- Headache when in combination with other symptoms
- Muscle aches or body aches
- Nausea, vomiting, or diarrhea
- Fatigue when in combination with other symptoms
- Nasal congestion or runny nose (not due to other known causes, such as allergies) when in combination with other symptoms.

If a student has any of the above symptoms, they must get a test for active COVID-19 infection prior to returning to school. The school will have a list of available test site if you require guidance. If a student gets a positive test for COVID-19, the student will have to remain home for at least 10 days, **and** until at least 3 days have passed with no fever and improvement of other symptoms.

### **How will lunch & recess be handled this year?**

Based on the guidance from the Massachusetts Department of Education, the following procedures have been established for lunch. For Grades PS, PK, K & 1, lunches will take place in the classroom. For Grades 2-8, students will have lunch in the cafeteria. In order to provide distance between the students, we will not be using the traditional cafeteria tables, and instead using the round white tables. **The lunch tables have been fitted with the clear dividers, and are ready to go.** Lastly, we will be adding additional lunch shifts to reduce the number of students in the cafeteria at one time. Hot lunch will still be available, and students can continue to bring lunch from home if they choose. **All lunches will be packaged in a clamshell Styrofoam container, for a student to receive, sit down, and eat.** We would recommend that if students bring a lunch from home, they use a bag that can be disposed of. **This will provide for less surfaces to be touched throughout the day.**

**I am currently working on a schedule, and will be released shortly.**

For recess, this will follow the same procedure as lunches. Students will go outside in smaller groups, and social distance. Recess is largely an opportunity for a mask break, as well as fresh air.

### **How will hand washing, hand sanitizing and cleaning work?**

Under the current conditions, frequent hand washing & hand sanitizing is critical in order to remain healthy. The school has purchased additional hand sanitizing stations that will be installed across the school, as well as additional soap dispensers for bathrooms & classrooms. Upon our return to school, each class will review proper hand washing techniques.

Cleaning of surfaces is also an important part to keep everyone healthy. As part of PPE ordered for the school, we will have chemicals to properly disinfect surfaces. **A cleaning schedule has been established for the cleaning staff that will clean high-touch areas through the day, as well as bathrooms, cafeteria, and other similar areas. Cleaning supplies will also be given to classrooms, so that teachers/students can clean their areas during the school day. Lastly, the school has purchased an electro-static cleaning machine that will be used to disinfect the building.**

**We have also hired a part time individual who will do after-hours cleaning, as an extra precaution to ensure the building is ready to go for the next day.**

As per the supply lists sent to families, any materials donated (paper towels, hand sanitizer, etc.) will be used to keep everyone healthy, as well as the supplies ordered for the return to school. **Please do the best you can do under the current stock shortages, thank you for your generosity!**

### **Will there be any changes to the school's curriculum for this year?**

Generally speaking, the curriculum will be slightly modified, due to scheduling modifications, and other factors. Under the In-Person return to school plan, all core subjects & Portuguese will continue to be taught as usual. As stated above, teachers in Grades 4-8 will rotate to those classes to avoid student traffic. As stated earlier, PE & Art will not occur at this time, and will re-evaluated in the future.

Also, MAP testing will continue this year. These dates can be found on the school year calendar.

### **What will remote learning look like this year and who can take part in it?**

Regardless of what plan the school is under, remote learning will be an option to families. Technology has been ordered that will allow for students in Grades PK-8 to "live-stream" the classroom, to still be able to access the curriculum. The technology allows the student to access live teaching from home, just like as if they were sitting in the classroom. They will be able to hear the teacher during instruction, as well as hear other students if they were to ask a question. This technology will also be useful to us if we are forced into a hybrid model, or have to go to remote learning, due to a rise in metrics in the State of Massachusetts. Details on expectations of students while learning from home will be included in the student/parent handbook. (Please note: orders have been placed for the technology through the Fall River Public Schools, which controls the CARES act funding from the federal government. However, due to such high demand, we have been notified that those items are on backorder. Thus, we will use alternative technology to still accomplish the same goal. We appreciate your patience as we continue through this process.)

### **How will extended care and extracurricular activities be handled this year?**

Morning and after-care will take place in the church hall. Using the PPE & electro-static cleaning machine, these areas will be cleaned before and after use.

In terms of extracurricular activities, athletics, school masses, and field trips, these will be determined once additional guidance from the Massachusetts Department of Education is released.

### **How will the 1<sup>st</sup> day of school work?**

Due to current conditions, we are in need to modify procedures for the 1st day of school, in order to reduce the possibility of illness, and to protect our school community. In order to preserve the safety of the students & faculty, we have scheduled drop-off times of school supplies before the 1<sup>st</sup> day of school. **Parents will not be allowed to enter the building to deliver materials to classrooms on the 1<sup>st</sup> day of school.**

School supplies should be dropped off on the following days:

**Wednesday, August 26<sup>th</sup> from 5:00pm – 7:00pm**

**Friday, August 28<sup>th</sup> from 9:00am – 11:00am**

**Saturday, August 29<sup>th</sup> from 10:00am – 12:00pm**

Please label the bag/box of school supplies with your child's name and grade so it gets delivered to the correct classroom. The items will be brought to the classroom ahead of their arrival to school. For Grades 2-8, the masks for the students to wear during the day are still on their way. If they are not available for the drop-off of supplies, I will schedule an alternative day for pickup. Thank you for your patience and understanding.

**For the 1<sup>st</sup> day of school drop-off, please see below:**

**Morning Care:** Morning care will take place in the church hall, starting at 7:00am. Parents will ring the buzzer, and a staff member will greet you at the door. At this point, the staff member will screen the child to ensure that they are not displaying symptoms of illness. The staff will sign in your child, and bring them into the church hall. Once the day begins, staff will bring them to their respective classrooms. **Parents will not be allowed to enter the building.**

**Pre-School:** PS will use the door to the right of the main doors, located up the stairs. Parents will ring the buzzer, and a staff member will greet you at the door. At this point, the staff member will screen the child to ensure that they are not displaying symptoms of illness. The staff will sign in your child, and bring them to the classroom. **Parents will not be allowed to enter the building.**

**Pre-Kindergarten:** PK will be in the church hall. The church hall is located across the street from the school. Parents will ring the buzzer, and a staff member will greet you at the door. At this point, the staff member will screen the child to ensure that they are not displaying symptoms of illness. The staff will sign in your child, and bring them into the church hall. **Parents will not be allowed to enter the building.**

**Kindergarten:** Kindergarten (for the 1<sup>st</sup> day only) may enter via the front doors of the school, starting at 7:40am. A staff member will be present at the door to screen the child, and bring them to the classroom. **Parents will not be allowed to enter the building.** After the 1<sup>st</sup> day of school, students will be dropped off at the back door via the car drop-off route. Please enter via the large gate on Alden Street, and follow the loop to the back door. A staff member will be present to welcome your child. Once your child exits the car, please exit the parking lot via the small gate on Alden Street.

**Grades 1-8:** Students will be dropped off at the back door via the car drop-off route, starting at 7:40am. Please enter via the large gate on Alden Street, and follow the loop to the back door. A staff member will be present to welcome your child. Once your child exits the car, please exit the parking lot via the small gate on Alden Street. **Parents will not be allowed to enter the building. Also, students should not be entering via the front doors unless the student is walking to school, or is late (arriving after 8:00am.) Please make every effort to be on time, so that the day begins smoothly.**

**Are there any different accommodations for students with learning differences?**

Yes, Special Education and Title I Services will resume for students who qualify. Written accommodation plans for students will be honored as much as possible for both on-site and distance learning.

**What are some other important health and safety guidelines that the school will be following?**

Here are some other topics to highlight in relation to health/safety and return to school:

- I am happy to announce that we have hired a school nurse. Mrs. Shenna Carrier, R.N. will be starting this school year. We are very happy that we will be a part of our team at the school. She can be reached at [scarrier@es.dfrcs.org](mailto:scarrier@es.dfrcs.org).
- The school will keep in contact with families if any changes to this plan occur.
- For the time being, there will be no volunteering at the school. This is to reduce the amount of people coming in and out of the building. This will be evaluated as we continue through the school year.
- Please review the 1<sup>st</sup> day of school procedures, drop-off/pick-up procedures (see above). Please notify any individuals who may drop-off or pick-up your students as well. This will help make the school day run smoothly.

In closing, I hope that this plan has answered many questions that you may have regarding the reopening of school for Fall 2020. Please feel free to contact me via email if you have any particular questions, or something is unclear. Lastly, as stated earlier, any plans are subject to change. Any and all updates will be communicated to families. We look forward to our return to school this Fall.

Sincerely,

Mr. Andrew J. Raposo  
Principal