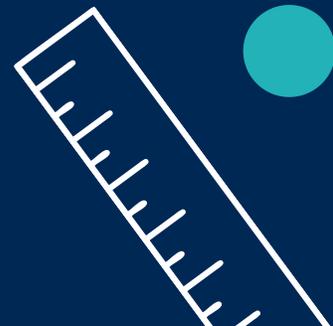
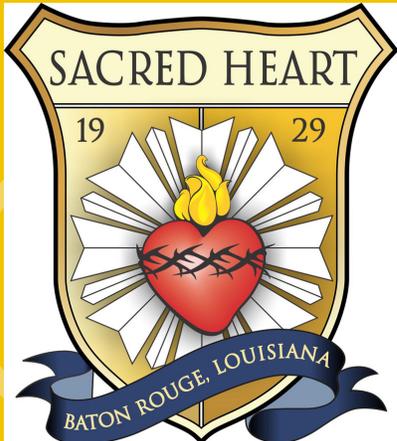


SACRED HEART

OF JESUS SCHOOL



2020-2021 Reopening Plan





SACRED HEART OF JESUS SCHOOL

Dear Sacred Heart of Jesus School Families,

Our Reopening Plan 2020-21 was carefully designed with the safety of the entire community in mind. We are confident that the protocols and procedures established here will mitigate risk to the highest degree while still providing the quality education that Sacred Heart is known to provide.

Currently, our plan has students returning to physical classrooms five days a week for the 2020-21 school year. We will have protective measures in place that will ensure everyone's well-being while on campus. This situation is ever-changing, and our plans may need to be adjusted to accommodate those changes, including a return to 100% virtual learning. Should this occur, please know that our teachers have been participating in workshops throughout the summer to ensure your child's learning experience will not be interrupted. They did an exceptional job of creating an active and productive virtual learning experience during the spring and are preparing to make it even better should the need arise.

While our plan has all students on campus, we understand that not every family is prepared for this option. We also know that individuals may need to learn from home at different times throughout this year. A plan has been created to accommodate these students so that they can remain fully connected to their Sacred Heart of Jesus family.

We ask that you carefully read the following document so that you are aware of the measures we will have in place to ensure the health and safety of every employee and student.

Our plan was created with the guidelines and recommendations established by the Center for Disease Control (CDC) and the American Academy of Pediatrics (AAP). Updates to our plan will be made based on changing recommendations from these agencies, as well as the governor, local, state, and federal agencies, the Catholic Diocese of Baton Rouge, and Our Lady of the Lake professional consultants. We will communicate all changes to you via email, text blasts, and our social media pages. We urge you to stay connected to all platforms.

At the end of this document is a waiver that must be signed by every student's parent or guardian before the first day of school. You may sign and submit it electronically, or you may print and bring it to the school office. We will also be sending commitment form to you next week so that you can indicate the learning option you want for your child.

We know that the decision to provide the best care and education for your child during the 2020-21 school year is a difficult one, and we are praying for you daily as you make this decision. We are looking forward to being on campus together so that we can live out our theme of "Love One Another as I Have Loved You" John 13:34. Let us all pray for each other for a happy and healthy school year!

Most Sacred Heart of Jesus, have mercy on us!

Cecilia Methvin, Principal



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Our Mission

Steeped in Catholic tradition, Sacred Heart of Jesus School is a diverse community dedicated to educating the mind, body and spirit

Our Philosophy

Sacred Heart is a community of faith, which shares in the teaching mission of Christ as proclaimed by the Catholic Church. Its primary purpose is to create an environment permeated with the Gospel spirit of love and freedom.

Learning Plans

Sacred Heart of Jesus School is providing two learning options for our students.: traditional or virtual/remote.

Traditional Learning

Students may attend face to face learning, on campus during regular school hours, five days a week.

Virtual/Remote Learning

Students may engage in virtual learning for one of three reasons:

1. The student is quarantined at home due to exposure, but is asymptomatic and can participate in daily remote lessons.
2. The student has an extended illness, including COVID-19.
3. The parents select the virtual learning option. Students who stay at home due to this option must continue with virtual learning until the end of the nine week period (i.e. if you stay home at the beginning of the 1st quarter, you cannot return until the beginning of the 2nd quarter).

Students will participate in the lessons throughout the day remotely from home through Google Classroom. Class work and homework assignments will be emailed to the teacher daily to receive credit.

If a student does not have access to a device, one can be checked out for them from the school.



Scheduling

Switching Classes

Will my child be switching classes during the school day?

Students in grades PreK through 5th will not switch classes at this time until further notice. They will remain in their homeroom for all subjects and the teachers will switch between rooms.

How will Middle School classes and rotations be handled?

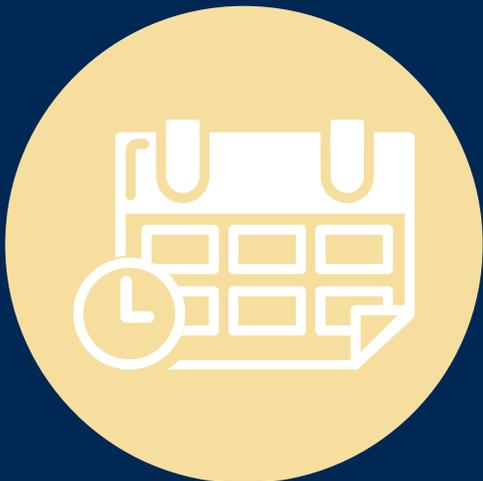
Middle school classes will remain small and adhere to the guidelines of the CDC with less than 25 individuals in a classroom. All middle school teachers will rotate and students will remain in the classroom (with an exception for Science class). Students will keep their book bags in the classroom and limited locker time will be available throughout the day.

How will Enrichment classes be handled?

Enrichment classes will be incorporated into classroom instruction with the exception of P.E. which will remain outside or in the gym while maintaining social distancing practices. PE classes will also incorporate health and hygiene lessons, especially as these pertain to COVID-19.

How will technology be handled for class instruction?

All students will have their own iPads or Chromebooks when technology is needed. There will be a thorough wipe-down by teachers of any iPads / iPad cases and Chromebooks before returning them to the cart. UV Wands will also be available for hands-free sanitation of laptops throughout the day.



Attendance

Arrival:

Carpool Arrival

- Parents should remain in the carpool line until their child's temperature has been read and the symptom check survey is complete.
- If a student's temperature is <100.4 , the student will sanitize hands and proceed to their designated spot.
- Students whose temperature registers 100.4 or higher will be sent home. Siblings of this student will also be sent home as a precautionary measure.
- Once inside the gate, students will proceed directly to their designated spots in the outside assembly lines; they will be socially distanced for morning announcements. On rainy or cold days, students will report directly to their homeroom classes.
- Upon entering classrooms, students/staff will use hand sanitizer. Once all students have arrived and are safely in their classrooms, hallways will be sprayed with disinfectant.

Late Arrivals

- To minimize risk, only faculty, staff, and students will be allowed to enter the campus buildings, unless absolutely necessary. Late arrivals must check-in at the main office.
- Parents will buzz the gate, enter the gate with their child, and watch as their child's temperature is taken by a staff member at the front doors of the main building.
- If the student meets the temperature guidelines, they will sanitize their hands and proceed to their classroom.



Dismissal:

- Students will be called by a color, which is specific to the exit they will use, and family name.
- Carpool riders in PreK through 2nd grade will go to the ELC line when called and use the BLUE exit (east side doors).
- The main gates will be open and students in grades 3-8 will use the main carpool line; however, parents will follow a counterclockwise route to the front doors and around the flagpole to pick up children and then exit rather than line up on Main Street. Students may use the WHITE (middle doors) exit, or they may use the GOLD (west side doors) exit, depending on their assigned exit.

Steps:

1. Temperature Check
2. Hand Sanitizer
3. Disinfect Hallways

Meals and Snacks

Before-Care

At this time, our Extended Care Program (Before and After School) will be suspended until after Labor Day. This will allow us time to secure enough employees and train them to continue all of the procedures in place during the school day. These include maintaining class cohorts and following all cleaning and disinfecting protocols.

Breakfast will still be available from 7:25-7:45 as a grab-and-go option.



Lunch

Where will the students eat their lunch?

- Students will all wash/sanitize their hands before and after eating lunch.
- For the time being, students will go through the line in the cafeteria and receive pre-boxed lunches from the lunchroom and will go to a different location to eat such as the music room, library, or outside when feasible.
- There will be a rotating schedule developed for the students receiving and eating their lunch. At this time, the cafeteria will be used as a space for eating lunch.

Lunch Highlights:

1. Sanitize
2. Pre-boxed Lunch
3. Rotating Schedule

After-Care

At this time, our Extended Care Program (Before and After School) will be suspended until after Labor Day. This will allow us time to secure enough employees and train them to continue all of the procedures in place during the school day. These include maintaining class cohorts and following all cleaning and disinfecting protocols.

Hygiene & Cleaning

Students

- Upon arrival to school, in conjunction with temperature check, students will wash hands or use hand sanitizer.
- At each student transition, students will be encouraged to wash hands or use hand sanitizer.
- Students will be responsible for assisting with disinfecting their individual work area at each transition time to prepare for the arrival of the next group.
- Students may bring their own hand sanitizer; however, it should be 60% alcohol to be effective. Refrain from strong-scented brands, which can be irritating to those with respiratory concerns, migraines, etc.
- Sharing of food and any other items will be strictly prohibited.
- Students may bring their own water bottles as the traditional water fountains will be turned off. Water bottle refill stations will be available throughout the school. If the bottle is reusable, it must be washed daily.

Teachers

- All teachers will make hand sanitizer easily available for all students in their classroom.
- Teachers will incorporate routines and procedures for all students to wash their hands and use hand sanitizer.
- Teachers will incorporate routines and procedures for all for their own hand washing and hand sanitizer use.
- Teachers will arrange classrooms and seat students to allow social distancing in the classroom to the maximum extent possible.

Classrooms

- Classrooms will be cleaned daily.
- Bottles, trash, food containers, used wipes, cleaning supplies will be emptied as often as possible.
- All classrooms will be disinfected frequently.
- A day porter will be available to clean bathrooms on the hour, as well as stair railings, doorknobs, and the cafeteria between lunch groups.



Health and Safety

Sacred Heart of Jesus School will operate as a traditional school setting with the practice of more sanitation, hand washing, and physical distancing when possible. Please note that protocols may change as we continue to follow state guidelines.

- The temperatures of all students and staff members will be checked daily upon arrival.
- Hand washing/hygiene protocols will be in place.
- Distancing will be put in place with floor decals and arrows in the hallways.
- Lunch will be eaten in the cafeteria and/or other designated spaces (homerooms will stay together) such as outside, in the library, in the music room, etc.
- Face coverings will be worn by students in 3rd-8th grade at all times, unless directed otherwise (mask breaks, eating, and drinking). **Face coverings are strongly encouraged for PreK-2nd grade.**
- Students will have PE but will adhere to social distancing and/or non-contact activities. Fifth through eighth grade students will NOT dress out for PE, nor be allowed in the locker rooms.
- Students in grades Pre-K to 5th will continue to have two recesses each day

Face Coverings

One way we can live out our theme is by wearing a mask. Wearing a mask is how we show others concern and care for their health and safety. When others wear one, they are showing concern for us. All students in 3rd-8th grade will be required to have a face covering and wear it during their arrival, dismissal, transitions, and in other common areas. Face coverings (masks, neck gaiters) can be any design as long as they cover the student's mouth and nose and follow our free dress guidelines. All faculty and staff will be required to wear face coverings. **Face coverings are strongly encouraged for PreK-2nd grade.**

Health Protocol FAQ's

What if my child does not feel well in the morning?

The important thing for families to remember is that if your child feels sick, he/she should STAY HOME – no matter what the symptoms are!

What if my child or an employee has had close contact with someone confirmed to have COVID-19?

If an employee or student has had known close contact with a person who is lab- confirmed to have COVID-19, he/she should remain home in quarantine for 14 days before returning to work/school. Asymptomatic students can follow the procedures detailed under the section below, Students Quarantined at home. If all procedures are followed, the student will not be marked absent.

What happens if someone at school is diagnosed with COVID-19?

If an employee/student is diagnosed with COVID-19, they should let the school administration know immediately. He/she may return to work/school when all four of the following criteria are met:

1. At least 3 days (72 hours) have passed since recovery, including no fever without the use of fever-reducing medicines.
2. Improved respiratory symptoms (cough, shortness of breath, etc.).
3. At least 14 days have passed since the onset of symptoms. A clearance note from a doctor is submitted to the school.

If a student/employee tests positive for COVID-19, the school will notify the Diocesan Superintendent who will direct us on the course of action that needs to be taken. The school will carefully follow all directives from the Diocesan Superintendent and the Louisiana Department of Health regarding who to contact and report the case to, proper cleaning, sanitizing, and quarantining directives. All decisions will be made on a case-by-case basis.

Health Protocol FAQ's

What happens if my child has to go to the isolation room?

- Should a child or staff member develop COVID-19 symptoms during the school day, he/she will be immediately isolated from the rest of the building as they wait for someone to come and pick them up. A parent/guardian will be immediately notified and will have 30 minutes to pick up the child.
- The remaining students/teacher will be moved outside of the classroom until it can be safely sanitized and disinfected by maintenance as per CDC guidelines.
- Once the student leaves the room, maintenance staff will be called immediately to sanitize the room, including door handles, all surfaces and the floor.
- Maintenance will wear PPE including masks and gloves.
- When a student needs to be in the isolation room, the room will be monitored by a staff member.
- Every effort will be made to make the individual feel comfortable and safe. The monitor must wear protective gear (mask and gloves) while attending to the isolation room.

GENERAL DISINFECTION MEASURES

Category	Area	Frequency
WORKSPACES	Classrooms, Offices	At the end of each use/day
APPLIANCES	Refrigerators, Microwaves, Coffee Machines	Daily
ELECTRONIC EQUIPMENT	Copier machines, Shared computer monitors, TV's, Telephones, keyboards	At the end of each use/day and/or between use
GENERAL USED OBJECTS	Handles, light switches, sinks, restrooms	At least 4 times a day
COMMON AREAS	Cafeteria, Library, Conference rooms, Gyms, Common Areas	At the end of each use/day; between groups

Restrooms

How will restrooms be handled?

- PreK through 2nd grade classrooms have bathrooms in the rooms, which will be monitored by the aides. Aides will disinfect the bathrooms after each use (wipe down faucets, flusher, light switch, door handles).
- Each teacher in grades 3rd – 8th will have a group of laminated passes to distribute as needed to students throughout the day. There will be bathroom breaks incorporated throughout the day and signs on every other stall to limit full capacity usage in the bathroom.
- A part time day porter will be available to clean bathrooms hourly, as well as stair railings, doorknobs, and the cafeteria after each class.

Recess

How will outdoor recess be managed?

- Each homeroom class will be considered a “family” and should remain together with only those other students throughout the day – recess included. Area assignments will rotate. The playground equipment will be able to be used and will be cleaned after each "family" leaves the area in order to get it ready for the next family.
- In addition to the playground, students will engage in activities during recess that do not include physical touch (soccer, kickball, relay races, jump rope, hopscotch, catch, hula hoops, sidewalk chalk drawing, etc.). All equipment (balls, jump ropes, hula hoops, etc.) used by students will be wiped down by the aides after student use.
- Students will wear their masks until they exit the building for recess. Mask lanyards will be provided so that students can pull their masks down and wear them around their necks while outside and social distanced. Students will put the mask back on before re-entering the building.

What will happen on days that students cannot have outdoor recess?

- For days when indoor recess is needed due to weather or other conditions, students will need to be engaged in activities in their classroom that require them to stay in their space. Aides will show a brain break video that includes movement so students have some activity. Other activities can include whole class games where students remain in their seats such as Kahoot, Jeopardy, and other whole class trivia-type games.



Communication

COVID-19 Cases on Campus

If a student/employee tests positive for COVID-19, the school will notify the Diocesan Superintendent who will direct us on the course of action that needs to be taken. The school will carefully follow all directives from the Diocesan Superintendent regarding who to contact and report the case to, proper cleaning, sanitizing, and quarantining directives. All decisions will be made on a case-by-case basis. A confidential letter will be sent home to potentially impacted students and their families. Staff will be notified through contact tracing measures.

- Affected areas will be cleaned in accordance with CDC guidelines.

Social Emotional Learning (SEL)

How will the school ensure that my child's social emotional needs and mental health are being addressed upon the return to school?

- Teachers will carefully monitor students' social emotional state upon re-entering school and throughout the time of social distancing. Any issues should be reported to the School Counselor for intervention. The School Counselor will have a section in the newsletter with tips and resources periodically to assist parents, and will occasionally provide a link to lessons that address these issues.
- The School Counselor will be responsible for meeting with students who are having social or emotional difficulties, either one-on-one or in small groups of no more than 4 students, if this is the more effective option. Additionally, the School Counselor will deliver whole class lessons on topics such as fear, anxiety, or other mental health issues that may arise during the time of a pandemic.

Recovery Plan for Students

What if my child has fallen behind academically as a result of last year's distance learning/summer break?

- It is our goal to close learning gaps that may have occurred during distance learning and the summer months. In order to do so, beginning-of-the-year assessment data will be collected from all students as soon as possible, within the first nine week period.
- As assessments are completed, teachers and administrators will review the scores of students to determine who is in immediate need of interventions.
- Every attempt will be made to ensure student is grade level efficient.

DIOCESE OF BATON ROUGE
COVID-19 CONSENT FORM AND LIABILITY WAIVER

Name(s) of Child(ren): _____

Birth date(s): _____ Gender(s): _____

Parent/Guardian's name: _____

Home address: _____

Home phone: _____ Business phone: _____

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is extremely contagious and social distancing is therefore recommended. Sacred Heart of Jesus School (“**Parish/School**”) will follow state and local standards of conduct and has put in place reasonable preventative measures to reduce the spread of COVID-19 during the 2020-2021 academic year (the “**School Year**”) at the Parish/School including, but not limited to, during student arrivals/departures; before, during and after classes, meals and class/school assemblies; extracurricular meetings and activities; sports practices and events; and other activities (each, an “**Activity**” and collectively, the “**Activities**”). However, even though such standards will be followed and reasonable measures are in place, Parish/School cannot guarantee that your child(ren) or you will not become infected with COVID-19. Further, your child(ren)’s attendance at the Parish/School and/or participation in an Activity could increase his/her/their risk, and yours, of directly or indirectly contracting COVID-19.

By signing this *COVID-19 Consent Form and Liability Waiver* (“**Agreement**”), I acknowledge the contagious nature of COVID-19 and that my child(ren) and I may be exposed to or infected by COVID-19 by his/her/their attendance at the Parish/School and/or participation in any Activities and that such exposure or infection may result in personal injury, illness, permanent disability, and even death (“**Injury**”). I understand that the risk of becoming exposed to or infected by COVID-19 during attendance at the Parish/School or participation in an Activity may result from the actions, omissions or negligence of myself and/or others including, but not limited to, Parish/School employees and volunteers; third-party service providers; other students and visitors at the Parish/School; and participants in an Activity and their families.

Considering the foregoing, and notwithstanding the risks associated with the COVID-19 virus and group activities, I, _____, grant permission for my child(ren) named above to attend the Parish/School and participate in all Activities during the School Year, some of which may require transportation to a location away from the Parish/School site.

I further agree on behalf of myself, my child(ren) named herein, and my spouse (if any), my/our heirs, successors and assigns, to release, indemnify and hold harmless the Parish/School and The Roman Catholic Church of the Diocese of Baton Rouge, its/their members, directors, employees, agents and representatives (“**Indemnitees**”), from all claims related to an Injury associated with attending the Parish/School and/or participating in one or more Activities and arising from or in connection with the negligent acts or omissions of the Indemnitees, but ONLY in regard to the prevention of the spread of the COVID-19 virus. I SPECIFICALLY ACKNOWLEDGE AND AGREE TO THE FOREGOING.

Signature: _____

Date: _____

Print Name: _____