



**Saint Peter Catholic
School
Plan to Return to Campus**

July 15, 2020

Saint Peter Catholic School Plan to Return to Campus

This document contains Saint Peter Catholic School's plan to return to campus for the 2020-21 academic year. Saint Peter Catholic School is following the directives from the Diocese of Raleigh and Bishop Zarama, the recommendations from the North Carolina Department of Health and Human Services (NCDHHS) and the Governor to implement guidelines for everyone's safety and well being. Please know that some of the information in this document may change based on frequent changes in guidelines and recommendations provided to us.

We are thrilled to announce that we will be able to welcome your children back to campus this fall. Between our classrooms and other common areas (such as the music room, cafeteria, gym, etc.), we can safely keep our students six feet apart in grades K-8. Our PreK classrooms will also work to safely distance students according to the guidelines required.

That being said, this school year will be very different, in a number of ways. Our chief goal is to safely teach our students in person, and all decisions will be made to support that goal.



On July 14, 2020, schools in the state of North Carolina were ordered to operate under what is commonly referred to as Plan B. This plan requires us to follow strict guidelines on social distancing to minimize risk of exposure.

Plan A: Minimal Social Distancing
Will be implemented assuming state COVID-19 metrics continue to stabilize and/or move in a positive direction. All requirements in this guidance apply to plan A

Plan B: Moderate Social Distancing
Will be required if state COVID-19 metrics worsen and it is determined additional restrictions are necessary. All requirements in this guidance apply with additional requirements in the Social Distancing and Minimizing Exposure sections. Schools would move to 50% capacity guidelines.

Plan C: Remote Learning Only
Will be implemented only if state COVID-19 metrics worsen significantly enough to require suspension of in-person instruction and the implementation of remote learning for all students. The requirements listed in this guidance would not apply, as students/staff would not be gathering together in groups on school grounds.



PLAN A / PLAN B

Classroom Procedures

- Class schedules will be carefully coordinated to minimize movement of students in the building
- Classroom furniture will be structured to allow six feet between each student
- Specials will be taught in classrooms or outside

- Circumstances vary by family. We understand some parents may choose to keep their children home for a variety of reasons. Families can choose between an in-person or a remote learning experience for their children.
 - Parents who choose to keep their students at home because the child and/or a parent is immunocompromised, have documented health risks, or other concerns must communicate this intent with school administration by Friday, July 17, 2020.
 - All families are asked to fill out their intent form by clicking [here](#).
 - Students at home will be able to view classes live with the teacher (synchronous), or the student may access the recorded lesson and/or materials to view at a later time (asynchronous).
 - Students at home will have the opportunity to check in with their teacher during asynchronous class times.
- We are asking families to make the decision between in-person or remote only for each semester. If dynamics change and a family wants to change their learning choice, please reach out to the school.
- For those with a documented request to learn from home, student textbooks and instructional technology resources will still be available. Parents may have to make trips to school to gather materials on a regular basis.

Transitional Procedures

- We will provide markings in the front office, in the hallways, in classrooms, bathrooms, and other key points in the building that are six feet apart, helping students get a framework for what this distance actually looks like. While no school can guarantee students will never be closer than six feet, it will be helpful for all students and faculty members to have this visual reminder.
- Lockers/Cubbies:
 - PreK - Grade 5 - time at cubbies will be staggered to allow for appropriate spacing.
 - Grade 6 - 8 will **not** use lockers; they will carry all textbooks and materials in their book bags from class to class.
 - Bathroom breaks will be carefully monitored. Students are encouraged to bring a personally labeled water bottle because water fountains will not be available.
 - New procedures will be established when walking the hallways especially during times of arrival, dismissal, and times of transition.
 - For information on arrival and dismissal, see “Morning Drop-off & Afternoon Dismissal” later in this document.

Lunch/Recess Procedures

- Lunch will be held in homerooms, rather than in the cafeteria.
- Recess will utilize all the spaces available to us in an effort to allow students to move and be active while maintaining health and safety. Playground equipment will not be accessible.
- We are working with Aramark to continue to offer “hot lunch.” It will be an individually boxed lunch delivered directly to the student’s homeroom, and distributed by the classroom teacher or teacher assistant.



Visitors & Front Office Procedures

- Parents and volunteers have always been an important part of our school community. In our effort to minimize health risks, the school will limit non-essential visitors and contractors to the buildings, including parent volunteers. Meetings with parents will take place virtually whenever possible.
- We have a glass barrier at the front office reception desk, and school office staff will be closely monitoring access to the building.
- Family members needing to check-in or check-out a student will need to call the school office at (252) 752-3529.

Cloth Face Coverings

- Per the NC Department of Health and Human Services, wearing a cloth face covering is strongly recommended but not required. Saint Peter Catholic School faculty and staff will be wearing a cloth face covering while in the building.
- If working independently with no persons around, faculty and staff are not required to wear their masks.
- Grade K - 8 students will need to provide their own face coverings to wear at arrival and dismissal, during any screenings, when social distancing is not possible, and when transitioning in the hallways and to common areas. Exceptions may be made for documented medical and/or confidential reasons. Because their desks will be positioned six feet apart, students will not need to wear masks in the classrooms while seated at their desks.



- Students will not be required to wear face coverings while sitting at their desks, which will be adequately spaced.
- Guidance on face coverings may change pending guidance from health officials.
- Faculty and staff, as well as students, will all receive training on how to properly use, wear, and remove cloth face masks and coverings.
- Teachers will reinforce the benefits of wearing a mask or covering, as well as appropriate hand washing and/or sanitizing hands after touching one's mask.

Protecting Vulnerable Populations

- We recognize that some individuals in the school building fit the definition of “high risk.”
- Many within our community live with family members who are “high-risk.” We must commit to supporting our school family in order to protect students, parents, and/or teachers with compromised immune systems.
- Attending school in person requires everyone to care for and protect our broader family.

Cleaning and Hygiene

- SPCS has increased the facilities budget for cleaning and sanitation to allow for the purchasing of additional approved cleaning products.
- The school will have a cleaning staff on a staggered schedule throughout the day to maintain a clean and safe environment throughout the school day.
- Cleaning staff will have a schedule to clean and disinfect high-touch areas, such as door handles, desks, light switches, etc.
- The school building will not be used in the evenings during the week, to allow time for the spaces to be thoroughly cleaned and sanitized.
- Teachers will educate students on best practices while washing hands, and how to properly cover their mouth when sneezing or coughing.
- Cleaning products, hand sanitizer, and PPE (personal protection equipment) have been purchased to meet the needs of our students and faculty.
- Sanitation stations will be strategically placed throughout the building, and hand sanitizer will be available in each classroom.
- Time will be built into the school day to allow for frequent and thorough hand washing.

- Students will continue to be responsible for providing their own supplies. No school supplies will be shared (for example, no community box of crayons).
- Soft seating and plush toys will be removed from classrooms.
- If tools, manipulatives, and materials will be shared in classrooms, they will be disinfected between uses.
- Sandbox, playdough, and other sensory equipment will be removed from classrooms.

Monitoring for Symptoms

- There will be a screening process that all faculty members and students must adhere to before entering the building daily.
- Daily temperature screenings will occur for all students and faculty members. Per CDC guidelines, a fever is determined by a measured temperature of 100.4 or greater.
- Children must **not** take a pain reliever at home to mask a fever, which could pose a serious harm to others in our school family. The use of a fever reducer at home will result in severe consequences. We must look out for others' best interests and common good.

Handling Suspected, Presumptive, or Confirmed Positive Cases of COVID-19

- We will be posting signage and educating staff, students, and families about the signs and symptoms of COVID-19, and when they should stay home and when they can return to school.
- We will isolate any student who may be feeling sick or is being monitored.
- The school will follow guidance from local, public health authorities - as outlined in the [NCDHHS Toolkit](#) - on appropriate steps following a suspected or positive diagnosis on campus, which may involve a certain grade level working from home for a limited time and/or all grade levels.

Communication

- As always, SPCS values accurate, timely, clear, concise, and consistent communication. This will especially be true during our current climate.
- We will utilize our typical venues of communication, such as the Wildcat Weekly, school website, social media, and the ParentAlert system to communicate in the most effective and efficient way possible.

- We want to make sure we are not only communicating with adults, but also developing age-appropriate materials to help our students navigate and understand new norms.

Morning Drop-off & Afternoon Dismissal

One of the most critical components of reopening the school is getting the students safely in the building at the start of the day. In order to do this, parents are asked to commit to the following:

- Trained school personnel will screen students and take temperatures before children exit their vehicles.
- Parents ensure children are equipped with a mask, or masks, and personal hand sanitizer.
- We encourage families NOT to carpool with other families.
- We ask for added patience from all involved.
- There will be a staggered arrival schedule for arrival in the morning which will begin at 7:30 a.m. for students with the last names that begin with A-H, 7:40 a.m. for students with last names that begin with I-P and 7:50 a.m. for students with the last names that begin with Q-Z.
 - Students will enter directly to their homerooms or a designated door for their homeroom once they arrive on campus and pass the basic health screening.
- Dismissal will be done directly from the classrooms for grades PreK-5 and homeroom locations for grades 6-8.
- Parents will remain in their cars.
- We are continuing to explore ways to expedite the process of both arrival and dismissal to make it most efficient given new procedures to ensure the health and safety of our community.
- Detailed procedures for both morning drop-off and afternoon dismissal will be outlined more clearly as we get closer to the first day of school.

After School Care

- After School Care will still be offered from 3 p.m. - 6 p.m. for those who register in advance. Registration forms will be emailed with other back-to-school items in August and will also be available on our school website.
- Staffing and procedures will be in place to allow small groups of students to stay together to ensure safety and social distancing among students.
- Students will be spaced six feet apart while indoors and will be in small groups in various areas used by After School Care staff.
- Playground use and outdoor activity will still occur. Playground equipment will not be accessible.

- There will be no shared toys. Students will follow similar classroom procedures.
- Upon the parent's arrival, an After School Care staff member will bring the child to the parent waiting outside the cafeteria on Fourth Street.

Athletics, Clubs, and Field Trips

Athletics:

- Middle School athletics will follow the NCDH HS-Interim Guidance for Youth, College, and Amateur Sports-Phase 2, the NCHSAA Summer/Fall Guide for Reopening Sports and requirements of our local league.
- If practices and games do take place, the following list of procedures will be practiced:
 - Temperature checks before each practice and game.
 - Locker rooms in the gym are closed and unavailable for use.
 - Separate entrance and exits to the gym and field facilities for spectators, if allowed, as well as players. Hand sanitizer "stations" will be available at each entrance and exit.
 - Sanitization of all equipment after every practice and game.
 - No high fives, fist or elbow bumps, and no hand holding during prayer.
 - The gym and bathrooms will be cleaned every day, including indoor gym bleachers and benches after each game.
 - Social distancing will be used on sideline benches during practices and games.
 - There will not be any team study halls before practices or games.
 - No shared team water sources, each player must bring their own water bottle.
 - Only individually packaged team snacks.
 - Specific rules for each sport will be shared when established.

Student Clubs:

- National History Day, Science Olympiad, Beta Club, etc. - will be offered **if** school procedures and appropriate social distancing can still occur per grade level. Robotics will not be offered in the first semester. These enrichment opportunities for the students and opportunities to further develop the whole person are extremely important!

Field Trips:

- Field trips are canceled indefinitely.

PLAN C

Social Distancing and Minimizing Exposure

Distance Learning, *all* students are learning from home

- Distance Learning would look similar to what took place in the Spring of 2020.
- Norms among faculty and staff, as well as all parents with whom we partner, will be clearly communicated, more consistent, and well-developed.
- If we are required to transition to a full distance learning model - in collaboration with the Diocese of Raleigh and recommendations by state officials and health experts - our faculty will be prepared to reimplement the successes of last year and continue to provide an excellent distance-learning model for instruction.

Emotional Support and Resilience

- Our licensed school guidance counselor (Mrs. Lewis) can be contacted at the following email: jblewis@spsnc.net
- In addition to working with our school guidance counselor, we will collaborate with Catholic Charities to provide additional social and emotional support for our students and school families, in addition to teaching strategies for resilience, as needed.
- Based on regular communication and collaboration with our guidance counselor and mental health experts, we strongly believe it is in students' best interests to form in-person relationships with their teachers, interact in meaningful ways with their peers, and experience the structure of school procedures and routines on campus. No matter what the school year ahead looks like, our caring faculty and licensed guidance counselor are here to help. We love your children, we love your family, and our sense of community will be stronger than ever.
- If more robust emotional support is needed, staff, students, and families are encouraged to seek that support by dialing 211 or contacting the Hope4NC Helpline at 1-855-587-3463.

Additional Technology Considerations

- Added training for faculty, students and parents on the entire depth of Google Suite for Education for optimal use.
- The use of Google Suite will be used and consistent across grade levels (like this past Spring) for ease of communication and student and parent access to materials, resources, information and assignments.
- Mass will be livestreamed like last Spring if we are moved to remote learning. If students are in the building, they will attend Mass as a class alternating weeks to allow for social distancing.

