

## RETURN TO LEARN PLAN

This guidance has been formed and informed by consultation with health and education professionals, and school leaders. It will not, and cannot anticipate or address every situation that may arise as school reopens. However, our hope is that it will provide basic information on procedures and protocols that Gehlen Catholic School and other Catholic schools in the Diocese of Sioux City will follow to protect the health and safety of students and staff members in our buildings. We also acknowledge these procedures are intended to mitigate risk, but cannot eliminate it completely. We will continue to review this protocol throughout the school year as new findings and data are released.

Gehlen Catholic Administration and School Board

<b>PreK-6 Open House- August 24</b>	Open house will be conducted virtually. Classroom teachers will be contacting parents and sharing their virtual welcomes with families.
<b>7-12 Orientation- August 24</b>	7-12 Orientation 9:00-12:05.
<b>August 25</b>	First full day of classes for all students. School begins at 8:25. All students are asked to arrive by 8:20.
<b>Bus</b>	Students are required to wear masks or face coverings on the school bus. Assigned seating may be required as well.
<b>Student Arrival/Dismissal</b>	<p>Elementary student pick-up and drop-off will occur outside the school building along Plymouth St.</p> <p><b>Preschool</b> students will be met at <b>Door A (main entrance)</b> by a staff member who will take them to the classroom. Preschoolers will be released from a staff member to a parent outside Door A at the end of the day.</p> <p>Students in grades <b>TK-3</b> who are dropped off at school will enter and dismiss at Door Q.</p> <p>Students in grades <b>4-6</b> who are dropped off will enter and dismiss at Door A.</p> <p>Staff will greet students at the assigned doors. Students will go directly to their classrooms.</p> <p>Students may line up along the sidewalk to wait until the building opens. Masks are required upon arrival at school and while waiting to enter the building.</p>

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	<p>Students in grades <b>7-12</b> will enter and dismiss using <b>Doors B, C and H.</b> <b>(These are the doors near the chapel, Memory Lane and the back gym.)</b></p> <p><b>Bus students</b> will be dropped off at the church and will use the sidewalk to move to the south entrances assigned to their grade level door.</p>
<b>Breakfast</b>	<p><b>Bus students</b> who will be eating breakfast will enter at the gym lobby door and go directly to the cafeteria.</p> <p><b>Students dropped off by parents</b> and who will be eating breakfast will enter via <b>Door A (main entrance)</b> and go directly to the cafeteria.</p>
<b>Social Distancing</b>	<p>Students and staff will social distance as much as possible. Signs reminding students and staff of physical distancing will be located throughout the building.</p>
<b>Face Masks</b>	<p>Face masks/coverings are required of all students and staff. Students will wear their own masks and face coverings to and from school, in common areas and throughout the day.</p> <p>If social distancing is possible within a classroom, teachers will have discretion in determining whether masks may be removed during that time frame or activity.</p> <p>Solid-colored face masks (plain or with Gehlen logo) are preferred. Appropriate patterned masks/face coverings are also acceptable. If needed, the school will provide masks for those who may forget or need to replace a mask.</p> <p>Backup supply of masks will be on hand for students/staff who may need them during the school day.</p> <p>Mask breaks will be provided throughout the day.</p> <p>Elementary students will not be required to wear masks during outdoor recess or outdoor PE.</p> <p>Lessons and instructions will be provided to students on the appropriate use of masks/ face coverings, as well as the prevention of stigmas associated with use or non-use of face coverings.</p> <p>Families are responsible for cleaning of face masks daily.</p>
<b>Cohorts</b>	<p>Staff and students will cohort whenever possible.</p> <p>Movement of elementary classes will be staggered to limit numbers of students in hallways at one time.</p>

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	<p>Recess will be scheduled by cohorts to limit the number of students interacting on a playground at any given time.</p> <p>Assigned seating will occur at all grade levels in all classrooms to facilitate contact tracing, should it be needed.</p>
<b>Handwashing</b>	<p>All students and staff must engage in frequent handwashing, including upon arrival, before and after meals and recess, after bathroom use, after coughing or sneezing, and before dismissal.</p> <p>Protocols will be established for effective handwashing in which individuals use soap and water to wash all surfaces of their hands for at least 20 seconds, rinse thoroughly, and dry with an individual disposable towel.</p> <p>If handwashing is not available, hand sanitizer with at least 60 percent alcohol content will be used.</p> <p>Handwashing education will be provided to students.</p>
<b>Hand Sanitizer</b>	<p>Hand sanitizers are located at all building entries as well as in other locations throughout the building and classrooms.</p>
<b>Temperatures</b>	<p>Student and staff temperatures should be checked at home each day before leaving for school when or if symptoms are present.</p> <p>Students or staff with temperatures of 100.4 degrees or more must stay home.</p> <p>PreK students will be temperature-screened at drop-off as per Iowa CCRR requirements.</p>
<b>Cleaning/Sanitizing</b>	<p>In addition to usual cleaning, the maintenance staff will be cleaning and sanitizing restrooms, high traffic areas and surfaces several times a day. Sanitizing will be increased throughout the building during the week.</p> <p>Prior to the start of school, all staff will complete health and safety training provided by the Iowa Department of Education.</p>
<b>Classrooms and Desks</b>	<p>Social distancing will be enforced with students and staff 6 feet apart as much as possible. In many situations keeping students 6 feet apart will not be feasible.</p> <p>Elementary students will be assigned a desk/table spot which he/she will use throughout the school year. This will limit exposure of students and assist in contact tracing in the event of a case of COVID-19. Confidentiality of student/staff health status will remain a priority.</p> <p>Students will maintain their own school supplies. Community sharing of supplies will not be available.</p>

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<b>Mass/Prayer Services</b>	Mass and prayer services will be offered in compliance with diocesan/parish direction.
<b>Elementary Specials' Classes (PE, music, guidance, art)</b>	Rather than students moving to specials' classes, teachers of elementary specials' classes will move to classrooms in most cases.
<b>Visitors/Volunteers &amp; Parents</b>	<p>In general, visitors, volunteers and parents will not be permitted to enter school buildings to protect the health and safety of the school and the larger community.</p> <p>Parents will be allowed entrance into the building only in an emergency situation and must wear masks upon entering the building.</p>
<b>Technology</b>	<p>Parents/students must sign and submit the Gehlen Catholic "Appropriate Use Policy" prior to students using any school technology tools.</p> <p>Students needing a computer or Ipad for online learning may be provided a device. Parent requests are required.</p> <p>Families with poor or no WiFi or internet access are asked to contact the school for resources.</p>
<b>Social/Emotional Support</b>	<p>Elementary students will be provided daily morning meetings to build relationships and class comradery, as well as discuss faith, academic, social and emotional topics.</p> <p>Guidance services are available and mental health support resources are available to those requesting additional support.</p>
<b>Lockers</b>	Students will be assigned an individual locker, hook or classroom desk area for backpacks, coat, etc.
<b>Water Bottles</b>	Students will need to bring a water bottle to school daily as water fountains will not be usable. Additional water will be available as needed.
<b>Accelerated Reader</b>	<p>Computers in the classroom may be used for AR. Students will sanitize hands before and after use.</p> <p>Book check-out will likely be by reservation with books delivered to the classroom.</p>
<b>Small group work</b>	Small group work will be permitted and limited to 15 minutes in cohorts when possible.
<b>Recess</b>	Elementary students will have recess in cohorts with rotating locations on the playground. Masks will not be required during recess.
<b>Lunch</b>	Some students will be provided lunch within the cafeteria while other groups will enjoy meals in their classrooms or outside, weather permitting.

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<b>Indoor Sporting Events</b>	Spectators attending indoor sporting events will be required to wear masks/face coverings.
	<b>Iowa Public Health Department</b>  <b>Evaluating Sick Students and Staff</b> (refer to flyer at the bottom of this document)
<b>Screening</b>	Children and staff must be screened at home before leaving for school. If they exhibit any of the following symptoms, <b>they must stay home:</b> <ul style="list-style-type: none"> <li>○ Fever or chills (temperature of 100.4 or above)</li> <li>○ Cough</li> <li>○ Shortness of breath or difficulty breathing</li> <li>○ Fatigue</li> <li>○ Muscle or body aches</li> <li>○ Headache</li> <li>○ New loss of taste or smell</li> <li>○ Sore throat</li> <li>○ Congestion or runny nose</li> <li>○ Nausea or vomiting</li> <li>○ Diarrhea</li> </ul>
<b>Sick Students/Staff</b>	Staff and families must inform the school if they, or their student have symptoms of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days.
<b>Students/Staff with COVID-19 symptoms</b>	Students/staff should remain home if sick. Students/staff with <u>any</u> high risk symptoms or <u>two or more</u> low risk symptoms (see flyer below*) should stay home and are advised to seek an evaluation by a healthcare provider.  If the healthcare provider diagnoses a negative COVID-19 test, the student/staff member may return to school after 24 hours with no fever (without the use of fever-reducing medicine) <u>and</u> symptoms improving.  If the healthcare provider provides an alternative diagnosis, the student/staff member may return to school after 24 hours with no fever (without the use of fever-reducing medicine) <u>and</u> symptoms improving.
<b>Teachers/staff with positive COVID-19 test</b>	Students/staff with symptoms of COVID-19 will be required to remain home. They may return to school after 24 hours with no fever (without the use of fever-reducing medicine) <u>and</u> symptoms improving <u>and</u> 10 days since the symptoms started.

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<p><b>Teachers/staff or students who have been in contact with someone who has been diagnosed with COVID-19</b></p>	<p style="text-align: center;"><u>CLOSE CONTACTS</u></p> <p>Close contacts are individuals who have been within 6' or more than 15 minutes with a positive COVID-19 case during the infectious period.</p> <p style="text-align: center;"><u>THE SCHOOL</u></p> <p>The school will contact the public health department (712-546-3335), identify close contacts and quarantine exposed students/staff.</p> <p>The school will notify the appropriate administration, the Diocesan Catholic School Office, families and staff (without identifying the COVID-19 case)</p> <p>The school will provide public health with a list of close contacts.</p> <p style="text-align: center;"><u>PUBLIC HEALTH</u></p> <p>Public health will quarantine for all household contacts of the COVID-19 case.</p> <p>Public health will work with the school to determine which students and staff should be quarantined.</p> <p style="text-align: center;"><u>STUDENTS</u></p> <p>If the student has no symptoms, the student may return to class 14 days from their last contact with the COVID-19 case.</p> <p>If symptoms develop, the student should be evaluated by a healthcare provider.</p> <p>If the student tests positive for COVID-19, he/she will isolate for 10 days</p> <p>If the student tests negative for COVID-19, he/she must still complete 14 days of quarantine before returning to school</p> <p style="text-align: center;"><u>STAFF</u></p> <p>Staff may be considered critical personnel and may be allowed to return to work if there are staffing shortages as long as they remain asymptomatic.</p> <p>Staff should take their temperature and screen for symptoms at the start and end of each day and wear a mask at work.</p> <p>If symptoms develop, staff must isolate immediately.</p> <p style="text-align: center;"><u>INDIVIDUALS PREVIOUSLY POSITIVE</u></p> <p>Those who have been previously diagnosed positive for COVID-19 within the past 12 weeks and were exposed to a COVID-19 case, do not need to quarantine.</p>
<p><b>Online learning</b></p>	<p>Students who are quarantined will be provided online learning instruction.</p> <p>PreK-3 will utilize <i>SeeSaw</i></p> <p>4-6 will utilize <i>Google Classroom</i></p>

# EVALUATING SICK STUDENTS AND STAFF

## Reopening Iowa's Schools Safely and Responsibly

### HIGH RISK SYMPTOMS

New cough, shortness of breath or difficulty breathing, new loss of taste or smell

### LOW RISK SYMPTOMS

Fever, headache, muscle and body aches, fatigue, sore throat, runny nose, congestion, nausea, vomiting, diarrhea

Students and staff members should remain home when sick. Students or staff members with any high-risk symptom or two or more low risk symptoms should stay home and are advised to seek an evaluation by a health care provider.

### EVALUATION BY HEALTH CARE PROVIDER

#### NEGATIVE COVID-19 TEST

Return to school after 24 hours with no fever (without the use of fever-reducing medicine) and symptoms improving

#### ALTERNATIVE DIAGNOSIS

#### POSITIVE COVID-19 TEST

Return to school after 24 hours with no fever (without the use of fever-reducing medicine) and symptoms improving and 10 days since symptoms started

### IDENTIFYING CLOSE CONTACTS FOR COVID-19 CASES

**Close Contact:** Individuals who've been within 6 feet for more than 15 minutes with a positive COVID-19 case during the infectious period. Contact may occur in a classroom, lunchroom, free period, during transportation to or from school, at practices or games, and during extracurricular activities.

#### SCHOOL WILL:

- Notify local public health department
- Identify close contacts and quarantine exposed students and staff
- Notify appropriate school administration, families and staff (without identifying the COVID-19 case)
- Provide Public Health with list of close contacts

#### PUBLIC HEALTH WILL:

- Recommend quarantine for all household contacts of COVID-19 case
- Work with school to determine which students and staff should be quarantined

#### STUDENTS

- If no symptoms develop, students can return to school 14 days from their last contact with the COVID-19 case
- If symptoms develop, students should be evaluated by a health care provider
- If a student tests positive for COVID-19, they should isolate for 10 days
- If a student tests negative for COVID-19, they must still complete their 14-day quarantine before returning to school

#### STAFF

- Staff may be considered critical personnel and can be allowed to return to work if there are staffing shortages as long as they remain asymptomatic
- Staff should take their temperature and screen for symptoms at the start and end of each day, and wear a mask at work
- If symptoms develop, they must isolate immediately

#### INDIVIDUALS PREVIOUSLY POSITIVE

- Those who have been previously diagnosed positive for COVID-19 within the past 12 weeks, and were exposed to a COVID-19 case, do not need to quarantine

