



# Our Lady of Victory Catholic School Reopening Plan for 2020-2021

*Adapted from the Archdiocese of Baltimore Department of Catholic Schools Office Reopening Guidance for the 2020-2021 School Year and the [CDC guidelines](#).*

The mission of Our Lady of Victory Catholic School, in communion with parents, is to provide a safe, nurturing environment rooted in faith and service.

As we approach the 2020-2021 school year and in keeping with this mission, we will strive to create a partnership with our parents to provide academic formation, social, emotional and physical well-being of our students in these unprecedented times. Whether we are on campus or learning remotely, teachers and administrators look forward to providing our students with a high-quality education rooted in Christ. In concert with the Archdiocese of Baltimore, Our Lady of Victory Catholic School is confident we will be able to execute necessary steps, as well as adhere to health and safety procedures, to support our student's safe return to campus and provide high-quality education for those learning remotely.

We are implementing strategies across 4 key areas to reduce the spread of COVID-19 and to ensure the safe reopening of OLV:

- 1) promoting behaviors that reduce spread (e.g. social distancing, washing hands and wearing cloth face coverings),
- 2) maintaining healthy environments (e.g., ensuring proper ventilation, cleaning and disinfecting frequently touched surfaces)
- 3) maintaining healthy operations (e.g., staggering schedules, keeping students in small groups), and
- 4) preparing for when someone gets sick.

It is critical that parents/guardians communicate, educate, and reinforce with their child(ren) appropriate hygiene, social distancing practices, and the importance of wearing a mask. The protocols below outline the steps being taken to keep students, faculty, and staff safe at OLV. This is an operating framework that we have developed to protect our students, staff, and families. As additional guidance is provided to the school from the appropriate agencies, we may adjust these procedures and protocols to better protect all involved.



## Protocols for Our Lady of Victory Catholic School

### Promoting behaviors that reduce the spread of COVID-19:

- Faculty and staff will be required to complete a daily temperature check and health screening questionnaire for COVID-19 symptoms prior to entering the school facilities each day.
- Parents will be required to complete a daily health screening questionnaire for COVID-19 symptoms for their child(ren) prior to coming to school.
- Parents should check their student's temperature at home every morning. If a student has a temperature of 100.4° or above they should stay home and you should consult your healthcare provider.
- Parents should monitor their child each morning for any cough, congestion, shortness of breath, gastrointestinal issues and other COVID-19 symptoms per [CDC guidelines](#). Any positive symptom should prompt the parent to keep the student home from school.
- All students will be required to have their temperature taken before entering the school facilities each day.
  - Parents will not be allowed to leave until temperature check is complete.
  - PreK and Kindergarten students will have their temperatures taken and recorded upon arrival at school.

### Personal Protective Equipment and Hand Washing

- All faculty, staff, students (preK-8), and anyone entering the building are required to wear a cloth face mask that covers the nose and mouth.
  - Student masks should not have images or slogans that promote a political agenda/person/group. These are not permitted.
  - Gaiters are not permitted because they do not align with the CDC guidelines
- When possible, mask "breaks" will be taken during the day for students. Breaks will be outside where students can safely physically distance in order to remove their masks.
- Disposable masks will be provided in the event a student or staff member forgets to bring their cloth mask to campus.
- Hand sanitizer stations will be placed in each classroom and at the entrance/exits for use prior to entering the building.
- Students will be taught and reminded about proper hand washing.



## **Maintaining Healthy Environments**

- An isolation area has been created in the school Health Room to isolate students and staff who are experiencing symptoms of COVID-19.
- The Health Room has been modified so that healthy students who need medication to be dispensed or who need other non-illness related treatment will be cared for without exposure to potential infection.

## **Cleaning and Disinfecting**

- CJ Maintenance will provide extra “Touch Point” cleaning in addition to the normal cleaning regiment. The extra time will be dedicated to disinfecting all “high touch” point areas such as, but not limited to: doorknobs, light switches, restrooms and their fixtures, and handrails.
- OLV has contracted with JanPro to utilize their EnviroShield™ and EnviroShield Endure™ products. This is a two-step disinfecting and protecting process to disinfect and protect all surfaces using Sniper disinfectant and Endure surface protectant allowing for ongoing protection.
- Student desks will be disinfected before and after lunch.
- Athletic equipment will be cleaned and disinfected between classes and at the end of the day.



## **Operating Safely Each Day**

- Students will remain in their classrooms throughout the day with teachers switching between classrooms.
- Signs will be placed at all entrance/exit doors stating the mask policy.
- Water jugs will be placed throughout the building for students to refill their water bottles. Water fountains will not be used.
- Posters on proper hand washing will be displayed in every bathroom, along with signs citing the permitted number of occupants per bathroom.
- Directional signs will be placed on floors, guiding the flow of traffic in hallways to mitigate risk and promote social distancing.
- Markers on the floor will indicate proper social distancing intervals for waiting areas and lines.
- Windows will be opened for ventilation, weather permitting.
- Air conditioning units have been serviced and will be used for environmental control.

## **Arrival and Dismissal**

- Parents will be required to fill out a health screening questionnaire each morning and prior to students being allowed into the school building.
- There will be designated locations for the drop-off and new procedures for pick-up of students in each grade.
- Students will remain at their vehicle until a staff member takes the temperature of the student.

## **Classrooms**

- Students will be spaced apart in each classroom following the spacing recommendations of the American Academy of Pediatrics and the CDC.
- Desks will face in one direction.
- Windows will be opened to increase circulation of outdoor air, weather permitting.
- Supplies, equipment, and devices should not be shared. Any teacher-loaned materials will be disinfected each day and limited to one student, but students will need to be diligent in having their assigned materials and supplies.
- Lockers and Coat rooms will not be used. All personal items will be kept at students' desks. Personal items should be kept to a minimum.



## **Lunch & Recess**

- Lunch will be delivered to each classroom.
- Students will be allowed to take their mask off while eating/drinking during lunch while proper social distancing guidelines are being followed.
- Hand washing will be required before and after meals, as well as encouraged throughout the day.
- Class cohorts will have recess as a group and separate from other grade cohorts.
- Students will be allowed to take their masks off outside for recess as long as proper social distancing guidelines are being followed.
- We will utilize the parking lot, playground, and grass areas when possible.

## **Mass**

- Mass will be held virtually until further notice.
- Students will attend Mass bi-weekly via a link sent out to remote and in-person students.

## **Extracurricular Activities**

- All school assemblies are suspended until further notice
- Off-site field trips are canceled. Teachers may do virtual field trips.
- Before/After care will not be available for the 2020-21 school year.
- All school-sponsored sports have been cancelled.
- Clubs may still run virtually after school hours.



## Responding to COVID-19

### Faculty, Staff, and Students Presenting Symptoms

- Faculty, Staff, and students who are sick with contagious illnesses should not attend school.
- Individuals should stay home when sick until at least 24 hours after they no longer have a fever or signs of a fever without the use of fever reducing medication per [CDC recommendations](#).
- Individuals in school who are presenting symptoms of COVID-19 will be separated and isolated from the rest of the school community.
- Parents/guardians will be required to pick up their student and transport them either home or for medical care within 30 minutes.

### Suspected or Positive COVID-19

- In the event that a student or adult tests positive, the school will contact the local health department. Close contact tracing will begin and individuals deemed to have close contact will be isolated and asked to be picked up from school within 30 minutes.
- Parents/guardians will be contacted by OLV of the presence of any positive cases in the classroom and/or school to encourage closer observation for any symptoms at home. All laws relating to student privacy will be followed.
- Parents and families will be kept apprised as the matter develops.