

DEPAUL CATHOLIC HIGH SCHOOL

2020-2021 SCHOOL REOPENING PLAN

SEPTEMBER 1, 2020

SECTION A: DAILY OPERATIONS

INTRODUCTION

This document will outline the measures DePaul Catholic High School is taking to keep our staff and students safe and healthy. The document is subject to change at any time due to changing or additional local, state, NJDOE or Diocesan regulations, as well as Governor Murphy's Executive Orders.

At this time, a virtual learning option will be available for students. Students and parents that choose virtual learning are bound to remain virtual until the end of the marking period.

DAILY ARRIVAL

1. All students will have a temperature check upon entering the school building. All students will enter the school in the Main Lobby, where the temperature check will take place.
2. Staff will be diligent in monitoring their students for signs of illness. Any student exhibiting illness symptoms will be sent to the nurse for a temperature check. Students with a temperature of 100.4 degrees F or higher will be sent to the quarantine room to await parent/guardian pick-up. Parents will sign out their student from the vestibule of the main entrance, USING THEIR OWN PEN, where they will meet the school nurse and pick up their child.
3. All DPCHS students and staff must wear masks prior to exiting their vehicles and whenever they are on school property.
4. All students using bus transportation must have a mask on while at their bus stop and while on the school bus.
5. Students who rely on DPCHS for breakfast must have their temperature checked upon entering the building and then "grab and go" from the cafeteria. The hours of operation for the Cafe will be 6:30 a.m. to 7:15 a.m. Students are encouraged to eat breakfast at home or to eat on the way to school.

6. Early-arriving students may use the cafeteria and must maintain 6-foot social distancing.
7. There will absolutely be no congregating in the hallways or other common areas at any time before, during, or after school. Each student will have an assigned area by grade level where they will maintain 6-foot social distancing while they wait for the beginning of period one.
8. Visitors, volunteers, or non-DPCHS students will not be allowed in the building until further notice. Parents will be able to come into the building by appointment only.
9. At 7:25 a.m., students will move to their first-period class wearing masks and utilizing one-way hallways.
10. Classrooms will be sanitized between periods, at the end of the school day, and aired out after the school day ends.

HALLWAY USAGE

1. All staircases will be designated as one way.
2. All water fountains are shut down and not in use.
3. Students will need to bring their own water for daily hydration needs.
4. All students and staff must wear masks at all times while in the hallways and classrooms.
5. Each hallway will have hand-sanitizing stations and appropriate signage.

RESTROOM USAGE

1. Only one sink will be in use in each restroom.
2. Stalls will be open, but the number of urinals will be limited in male restrooms.
3. The maintenance staff will provide routine cleaning and disinfecting throughout each school day and evening, with a focus on high-touch areas.
4. All students must wash hands with soap and water for at least 20 seconds prior to leaving the restroom. Let's protect each other.

DAILY LUNCH

1. Only "Grab and Go" lunches will be served; otherwise, all students will be required to bring their own lunch and drinks. Please note: microwaves will not be available for student use.
2. There will be distance seating in student desks for students in the Cafeteria.
3. The gymnasium will be used during each lunch period to help spread students out appropriately when necessary.
4. All tables and seats will be sanitized after each lunch period.
5. Dining areas will be sanitized nightly.

DAILY DISMISSAL

1. Unless receiving extra help from a teacher, or going to the Information Commons, all students, while wearing masks, must exit the building immediately after school.
2. The Information Commons will be capped at the limit that will allow for 6-foot social distancing of masked students.
3. All students using bus transportation must immediately proceed to their busses wearing masks.
4. Student drivers will not congregate in the parking lot. They must enter their vehicles and exit the school grounds.
5. No student will loiter in the hallway unsupervised at the end of the school day.
6. Parents are asked to refrain from signing their child out early. If this is absolutely necessary, parents/guardians will do so at the Reception Desk. Parents are not allowed to come into the Main Office. Parents must also have their own writing utensil.

EXTRA-CURRICULAR ACTIVITIES, FIELD TRIPS, GUEST LECTURERS, COLLEGE REPS

1. All school club and extra-curricular activities requiring face-to-face interaction will be on hold for the first marking period.
2. Clubs may choose to meet virtually during after school hours if feasible.
3. There will be no school trips or face-to-face assemblies until further notice.

4. The school building will be closed to all visitors, including college representatives, until further notice.

HEALTH OFFICE PROCEDURES

1. The school nurse will immediately contact the Department of Health and inform the school president and principal if a student or staff member tests positive for COVID-19.
2. Contact Tracing procedures will be conducted by the Department of Health if it becomes warranted.
3. The confidentiality of personal health information will be maintained to the maximum extent possible.
4. If a student develops COVID-19 symptoms, the student will be required to leave school, get tested, and, depending on the results, return to school when released from self-quarantine for a period of two weeks. The student must bring a note from a doctor as to their return to school date.

READMITTANCE PROCEDURES

1. Readmittance procedures for students to school after recovering from COVID-19 will be established in conjunction with the school nurse with guidance from CDC, State of New Jersey, and the NJ Department of Health and its local agencies.
2. Students will be required to quarantine at home for 14 days after the diagnosis. Students will also need to provide a COVID-19 test result of negative prior to their return.
3. All parents will complete a COVID-19 history questionnaire for their children upon return to school in September.
4. If a student or a student's family has been in a state that is on the New Jersey Quarantine List, the student must self-quarantine for 14 days prior to reporting back to school.

HEALTH AND SAFETY INVENTORY

1. The school will maintain an adequate supply of gloves and masks for school personnel responsible for sanitizing the building.
2. Touchless thermometers are on-site for employee and student screening.

TRAVEL

1. The school will discontinue staff travel to conferences and workshops until further notice.
2. It is highly encouraged that all family members who need to travel for work outside of New Jersey, inform the administration when doing so to ensure the safety and welfare of our entire community.

SPECIAL EDUCATION MORRIS COUNTY EDUCATIONAL COMMISSION

1. OT, Speech, BSI, and Supplemental Instruction personnel will be present in the building for students eligible for services.
2. These services will be provided virtually (when feasible) if the school is mandated to transition to virtual learning or a student is out long-term due to illness or the need to be quarantined.

PHYSICAL EDUCATION

All Physical Education classes will either be Health class, Driver's Education, or classroom-based instruction.

STAFF TRAINING

During August and September in-service days, the school's guidelines will be thoroughly reviewed by the entire staff.

BACK-TO-SCHOOL NIGHTS, AND OTHER EVENING EVENTS

All evening events and other special events will be virtual until further notice.

SECTION B: REMOTE LEARNING PROGRAM

Should DePaul Catholic High School have to default to distance learning for all students, the below standards will be in place for all students to effectively meet their educational goals and needs.

ATTENDANCE

DPCHS will utilize a 7:30 a.m. - 2:30 p.m. regular school day schedule for virtual instruction. All students will wear the DPCHS uniform shirt while attending class remotely.

BEHAVIOR EXPECTATIONS

1. All students must adhere to DePaul Catholic High School rules, policies, and regulations as stated in the DePaul Catholic High School Parent/Student Handbook. Expectations for behavior are the same whether instruction is in-person or virtual.
2. Students violating the DPCHS Technology Personal Use Policy, DPCHS online expectations for behavior, and/or Electronic Bullying Policy will be subject to disciplinary action.

TECHNOLOGY

1. All students will be one-to-one through the distribution of a school-issued tablet.
2. All parents must sign the Technology Waiver and Acceptable Use Policy form.

COMMUNICATIONS WITH STUDENTS AND PARENTS

During remote learning, communication with parents and students will be as consistent and frequent as it would be for in-person instruction.

GRADING

During remote learning, student grades will be as consistent and frequent as it would be for in-person instruction. Students are expected to complete their work with guidance from adults when needed; however, it should remain the students' work at all times so that the faculty can genuinely assess the students' skills sets, capabilities, and grade-level progress.

SECTION C: FREQUENTLY ASKED QUESTIONS

The DPCHS administration has actively engaged in planning for the reopening of the school for the start of the 2020-2021 academic year. By conducting on-going meetings, DPCHS has developed health and safety guidelines and an academic framework through continued consultation with Catholic School Administrators, the Diocesan Task Force, local public health officials, the Centers for Disease Control (CDC) and the NJ Department of Education. Plans are based on priorities to maintain the health and safety of students and staff, sustaining the Catholic communities that are so important to the successful development of our students, and the need to provide a rigorous academic program while supporting families in these unprecedented times.

The questions and answers that follow provide key information about current plans for the 2020-

2021 school year. The school will continue to monitor public health information and recommendations, while remaining flexible so we can adjust plans as necessary.

Q. Is DePaul Catholic High School going to open in September?

A. Yes. DePaul Catholic High School is planning to open so that all students have the opportunity to attend school in person safely every day. We will continue to monitor the progression of COVID-19 cases in New Jersey, as well as the health of all students and teachers in our school. We will regularly reassess the status of the school and the state to determine whether we need to activate alternate plans.

Q. What safety measures will DePaul Catholic High School take to protect students, teachers, administrators and staff?

A. DePaul Catholic High School has developed new procedures and enhanced cleaning and disinfection protocols intended to ensure the health and safety of all students, teachers and staff.

New procedures include adjusting the type and locations for lunches, one-way stairwells, hallway signage and markings to maximize social distance, additional hand sanitizing stations throughout the building, closing locker rooms until further notice, and discontinuing whole school or large group gatherings during the school day.

Movement within the building will be limited. New cleaning protocols include disinfecting frequently-touched surfaces and frequently-used objects at regular intervals throughout the day, and increasing the frequency of disinfection during regular nightly cleaning. Cleaning procedures include but are not limited to the nightly use of UVC disinfecting units. Desks and high-touch areas will be wiped down in each classroom and cafeteria in between each class.

Q. Will students be able to maintain social distance in classrooms?

A. DePaul Catholic High School will ensure that students maintain a safe distance from each other to the maximum extent possible while in their classrooms. Students will be spaced between 6 feet and 7 feet apart at their desks. Face coverings will be used at all times in the classrooms and hallways.

Q. What kind of face covering is required?

A. All students must provide their own solid-colored face masks.

Q. When should I keep my child home from school?

A. The general rule is, "if you feel sick, stay home." This is an important area for partnership between parents and DePaul Catholic High School. We expect all parents to take their child(ren)'s temperature and observe their overall health before sending them to school. If the child has a fever of 100 degrees F or higher, or if the child shows any symptoms of COVID-19, he or she should not come to school and should visit a physician.

Symptoms of COVID-19 include fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting and diarrhea. DePaul Catholic High School will also monitor students and staff upon their arrival to the school for these symptoms.

Q. What will happen if a student shows symptoms of COVID-19 in school?

A. If a student shows symptoms of COVID-19 while in school, the nurse will respond immediately and the student will be moved to the school's quarantine room. The student's parents or guardians will be called, and the student will leave school as soon as possible.

The student's desk, belongings, and any commonly used objects he or she may have touched (door knobs, pencil sharpener, etc.) will be disinfected. The school will follow the guidance of its local public health officials regarding any additional steps or communication that need to occur. All members of the school community will be expected to respect the privacy of any student or staff member who may become sick during the school day.

Q. When can a student come back to school after being absent with COVID-19 symptoms?

A. All students who are absent from school because they show COVID-19 symptoms should visit a physician. It is expected that students will remain absent from school until they are fever free without fever reducing medication for 72 hours and other symptoms disappear. Students who are absent for two or more days for medical reasons will be required to have written clearance from a physician to return to school.

Students who have tested positive for COVID-19 will be able to return to school after following the guidance of the local public health department. Students with positive tests should expect to be absent for at least two weeks and will receive remote instruction.

Q. What if a member of my household (who is not my child) tests positive for COVID-19?

A. DePaul Catholic High School will follow the guidance of its local public health department, which may vary depending on the circumstances of each case. It is likely that you will be advised to keep your child home for at least 14 days.

When your family member meets the public health and medical criteria for recovery from COVID-19, and if your child shows no COVID-19 symptoms for the 14-day period, DePaul

Catholic High School will allow your child to return upon consultation with public health officials.

Q. What happens if another student in my child's class tests positive for COVID-19?

A. DePaul Catholic High School will consult with its local public health department to determine the next steps. Students who share a classroom or who may have had contact with the student who tested positive will be monitored closely for COVID-19 symptoms, according to the recommendations of the local health department.

Some students may be asked to stay home from school for approximately 14 days. If this occurs, the quarantine students will be expected to complete work virtually while away from school.

Q. What happens if my child's teacher tests positive for COVID-19?

A. Should any employee have COVID-19 symptoms or test positive for COVID-19, DePaul Catholic High School will follow the same protocols used for students (see above). If a teacher who teaches your child becomes sick and is unable to work, we will do our very best to quickly find a qualified substitute.

Q. Could DePaul Catholic High School be closed down due to COVID-19 this year?

A. DePaul Catholic High School administration and staff are working diligently to ensure a safe and healthy environment in the coming year. However, if there are multiple confirmed cases of COVID-19 in our school, we may determine, in consultation with public health officials and the Catholic Schools Office, that it is advisable to temporarily close the building to control further spread of the virus.

In addition, all schools may be subject to an order to close due to the substantial progression of the virus in the region or state. If these circumstances occur, the school building will be deep cleaned and disinfected, and students will transition to remote learning.