

Dear St. Teresa Families,

As we move forward together to begin a new school year at St. Teresa School, we know we must be ready for a variety of scenarios. While many are eager to come back to school for an in-person opening, others are understandably apprehensive. We are all concerned about the safety and welfare of our community. Here at St. Teresa School we are committed to providing an excellent education through a variety of platforms.

Our hope is to be able to educate your student in an in-person setting. Much of the material in this document will lay out how we will implement the guidance from the Rhode Island Department of Health (RIDOH) and the Rhode Island Department of Education (RIDE) along with recommendations from the Diocesan Catholic School Office.

Because we know that the current situation is ever changing, we must be prepared for other scenarios as well. I am happy to report that our teachers have been preparing for whatever might come. To that end, in this document is a brief overview regarding a virtual learning option for students and families. We are proud of the hard work that our teachers and students accomplished in the Spring when they made the unexpected move to distance learning. Learning never stopped at St. Teresa School. We do not know to what extent virtual learning will be required this coming year, but we are confident we will provide your student an excellent Catholic education in either setting.

Realizing that each family has unique and challenging decisions to make, we are offering an in-person model option and a virtual option to families. Which in person model we will be following will be decided by the governor. We are asking families to notify the school as soon as possible if you are choosing the all virtual option. We also ask that students enrolling in the virtual option are enrolled in that option for at least the first quarter. Nevertheless, should families decide at any time that the virtual option is best for them, we will work to accommodate your family.

We have heard comments regarding why to choose a Catholic Education in a possible distance-learning environment. Choosing a Catholic School for your family is about choosing a curriculum rooted in the teachings of Christ and the love and compassion that Jesus exhibited to all he met. Choosing a Catholic School is about choosing our remarkable teachers. Our teachers take the time to really get to know and care for their students in an individual and meaningful way. For our returning families, you know the care, love, and excellence our faculty bring to your children. For our new families, I cannot wait for you to meet our amazing educators who have your child's eternal good in mind all while providing them the attentive care necessary for growth and development.

The current draft plan has been created with the current literature surrounding safety, coupled with best practices for teaching and learning and the desire to create an environment in which each child can grow as disciples of Jesus. While we realize that this document may be overwhelming, we hope it provides you with many answers.

Why is this called a draft? We all know this situation continues to change and evolve almost daily. As it does, we will continue to update our plan.

We look forward to working with you and serving our children. We know that there will be many challenges and many successes in the area of education during this pandemic. May we continue individually and as a community to place our trust in Jesus, who offers a hope that does not disappoint.

God Bless and Stay Safe,

Dr. Allison Amodie, Principal

## Various Scenarios:

Guidance from the Rhode Island Department of Health (RIDOH) and the Rhode Island Department of Education (RIDE) states that we should prepare for three types of plans for reopening. This may change due to gubernatorial decree. Below are the three scenarios and information about each scenario.

	<b>Full In-Person</b>	<b>Partial In-Person</b>	<b>Limited In-Person</b>
<b>Distance Learning</b>	Students who are unable to attend classes will be given the use of a chromebook or tablet (if necessary) to complete work online in Google classroom or through other platforms. The teacher will check in with the student via Zoom in the afternoon to inquire about any questions the student may have.	Students who are unable to attend classes will be given the use of a chromebook or tablet (if necessary) to complete work in Google classroom or through other platforms. The teacher will check in with groups of students via Zoom in the afternoon to inquire about any questions the student may have.	Students who are unable to attend classes will be given the use of a chromebook or tablet (if necessary) to complete work in Google classroom or through other platforms. The teacher conduct classes for students via Zoom.
<b>Class &amp; Group Size Limits</b>	Students will maintain a stable group of under 30 students/faculty members in their classroom. Student desks are spaced 6ft apart in all directions.	Students will maintain a stable group of under 30 students/faculty members in their classroom. Student desks are spaced 6ft apart in all directions.	Students will maintain a stable group of under 15 students/faculty members in their classroom. Student desks are spaced 6ft apart in all directions.
<b>Classroom Layouts and Use of School Spaces</b>	Students in their stable groups will be using the same classroom space throughout the day. The stable group will also use the same entrance and exit door, and the same bathroom. Students will eat lunch in their	Students in their stable groups will be using the same classroom space throughout the day. The stable group will also use the same entrance and exit door, and the same bathroom. Students will eat lunch in their	Students in their stable groups will be using the same classroom space throughout the day. The stable group will also use the same entrance and exit door, and the same bathroom. Students will eat lunch in their

	<p>classrooms and will have an area of the school yard for recess designated for them. Desks will be as physically distant as possible and all desks will be facing the same direction. Students will be assigned to a desk. Hallways and hallway passing will be done in staggered time and will be in one direction. Lockers will not be used at this time. Middle School Students will have crates at their desks to keep their books and materials.</p>	<p>classrooms and will have an area of the school yard for recess designated for them. Desks will be as physically distant as possible and all desks will be facing the same direction. Students will be assigned to a desk. Hallways and hallway passing will be done in staggered time and will be in one direction. Lockers will not be used at this time. Middle School Students will have crates at their desks to keep their books and materials.</p>	<p>classrooms and will have an area of the school yard for recess designated for them. Desks will be as physically distant as possible and all desks will be facing the same direction. Students will be assigned to a desk. Hallways and hallway passing will be done in staggered time and will be in one direction. Lockers will not be used at this time. Middle School Students will have crates at their desks to keep their books and materials.</p>
<p><b>Cleaning Surfaces and School Areas</b></p>	<p>Frequently touched surfaces and classroom objects, desks and other frequently touched equipment will be cleaned frequently. Students will wash their hands frequently throughout the day. A cleaning person has been hired to sanitize, disinfect, and clean all bathrooms and high touch surfaces continually throughout the entire day. Water fountains will not be used at this time.</p>	<p>Frequently touched surfaces and classroom objects, desks and other frequently touched equipment will be cleaned frequently. Students will wash their hands frequently throughout the day. A cleaning person has been hired to sanitize, disinfect, and clean all bathrooms and high touch surfaces continually throughout the entire day. Water fountains will not be used at this time.</p>	<p>Frequently touched surfaces and classroom objects, desks and other frequently touched equipment will be cleaned frequently. Students will wash their hands frequently throughout the day. A cleaning person has been hired to sanitize, disinfect, and clean all bathrooms and high touch surfaces continually throughout the entire day. Water fountains will not be used at this time.</p>

	Personal water bottles will be encouraged.	Personal water bottles will be encouraged.	Personal water bottles will be encouraged.
<b>Face Coverings</b>	<p>Face coverings are required for students at all times. Face coverings will not be required at recess and during mask breaks.</p> <p>Teachers/staff members are required to wear face coverings while teaching in their stable groups.</p> <p>Itinerant teachers will be required to wear face coverings as they interact with all students. ALL visitors are required to wear face coverings when inside the school building.</p>	<p>Face coverings are required for students at all times. Face coverings will not be required at recess and during mask breaks.</p> <p>Teachers/staff members are required to wear face coverings while teaching in their stable groups.</p> <p>Itinerant teachers will be required to wear face coverings as they interact with all students. ALL visitors are required to wear face coverings when inside the school building.</p>	<p>Face coverings are required for students at all times. Face coverings will not be required at recess and during mask breaks.</p> <p>Teachers/staff members are required to wear face coverings while teaching in their stable groups.</p> <p>Itinerant teachers will be required to wear face coverings as they interact with all students. ALL visitors are required to wear face coverings when inside the school building.</p>
<b>Screening Students and Staff</b>	<p>Parents will complete a COVID-19 symptom check list at home each day before sending students to school or on the bus.</p> <p>Parents will sign a form at the beginning of the year attesting that they have completed a symptom check of their student daily before sending their student to school.</p> <p>Teachers/Staff will complete a COVID-19 symptom check list</p>	<p>Parents will complete a COVID-19 symptom check at home each day before sending students to school or on the bus. Parents will sign a form at the beginning of the year attesting that they have completed a symptom check of their student daily before sending their student to school.</p> <p>Teachers/Staff will complete a COVID-19 symptom check list</p>	<p>Parents will complete a COVID-19 symptom check at home each day before sending students to school or on the bus. Parents will sign a form at the beginning of the year attesting that they have completed a symptom check of their student daily before sending their student to school.</p> <p>Teachers/Staff will complete a COVID-19 symptom check list</p>

	before entering work each day.	before entering work each day.	before entering work each day.
<b>School Schedules</b>	<p>Students will enter the school building beginning at 7:30am. There will be no before care at this time. Students will enter the building in a physically distanced manor at their assigned door, allowing for students to enter before another student begins entry. Students will enter the school through assigned entrance doors. Students will wait to enter the building at cones that will be 6 feet apart and 14 feet away from the next group of students. Parents will not be allowed to enter the building.</p>	<p>Students will enter the school building beginning at 7:30am. There will be no before care at this time. Students will enter the building in a physically distanced manor at their assigned door, allowing for students to enter before another student begins entry. Students will enter the school through assigned entrance doors. Students will wait to enter the building at cones that will be 6 feet apart and 14 feet away from the next group of students. Parents will not be allowed to enter the building.</p>	<p>Students will enter the school building beginning at 7:30am. There will be no before care at this time. Students will enter the building in a physically distanced manor at their assigned door, allowing for students to enter before another student begins entry. Students will enter the school through assigned entrance doors. Students will wait to enter the building at cones that will be 6 feet apart and 14 feet away from the next group of students. Parents will not be allowed to enter the building.</p> <p>If only 15 students are allowed in their classroom, we will operate on a “Green Team” and “Yellow Team” schedule that is determined based on last name. On two days during the week the Green Team would be at school in the classroom while the Yellow Team is at home participating in virtual learning</p>

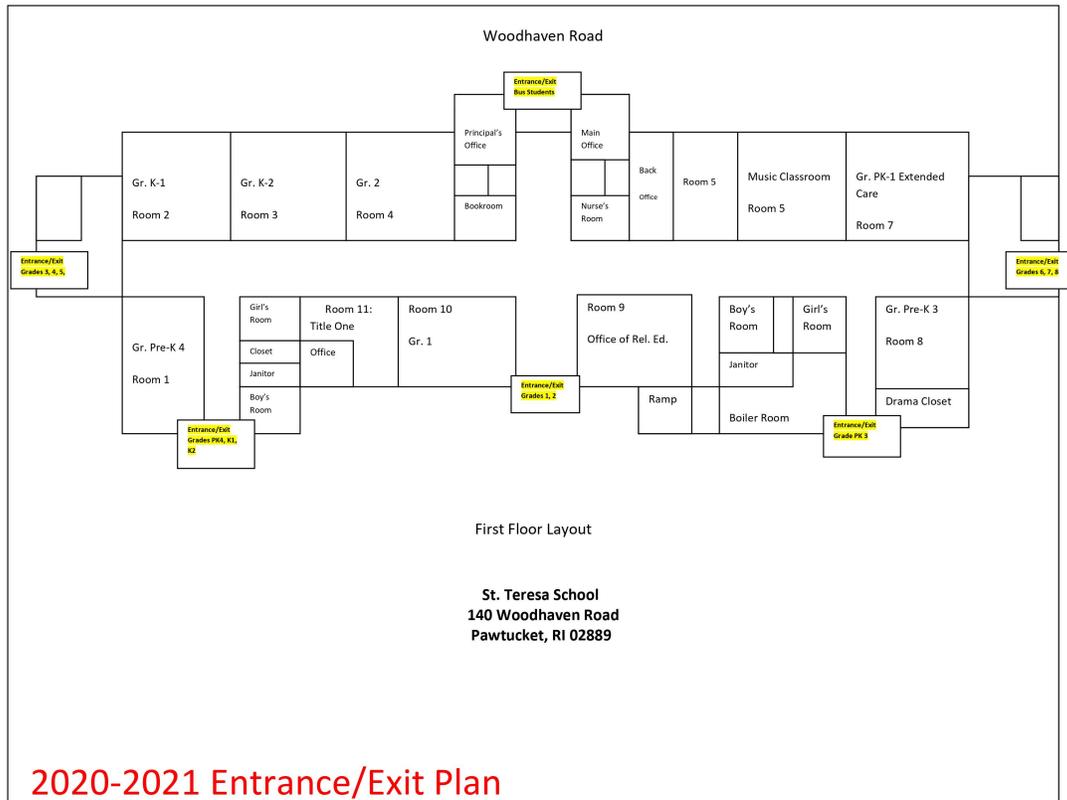
			<p>classes. Wednesday all students will participate in Zoom virtual classes. The last 2 days of the week the Yellow Team would be at the school in the classroom while the Green Team is at home participating in virtual classes.</p> <p>If no students are allowed in the building, the distance learning model will be followed.</p>
<b>School Visitors</b>	<p>Visitors may enter the building but are limited to the entry of the school and should only be entering the building to pick up a child early or drop off a child who is late. A 30-day log of all visitors will be maintained with the date, contact phone number, and arrival and departure times. All visitors must wear a face covering.</p>	<p>Visitors are not allowed, to the greatest extent possible. If a visitor must enter the building, they are only allowed to enter and exit via one location and must wear face coverings. A 30-day log of all visitors will be maintained with the date, contact phone number, and arrival and departure times.</p>	<p>Visitors are not allowed, to the greatest extent possible. If a visitor must enter the building, they are only allowed to enter and exit via one location and must wear face coverings. A 30-day log of all visitors will be maintained with the date, contact phone number, and arrival and departure times.</p>
<b>Extended Day</b>	<p>Extended day will take place in the church hall. Student will remain in their stable groups and will be seated 14 ft</p>	<p>Extended day will take place in the church hall. Student will remain in their stable groups and will be seated 14 ft</p>	<p>Extended day will take place in the church hall. Student will remain in their stable groups and will be seated 14 ft</p>

	<p>apart from the next group of students.</p> <p>Homework club will also take place in the church hall with the middle school teacher rotating between and supervising the stable groups of students. If students do not have homework they will be required to sign in to extended care and not remain in the homework club grouping.</p>	<p>apart from the next group of students.</p> <p>Homework club will also take place in the church hall with the middle school teacher rotating between and supervising the stable groups of students. If students do not have homework they will be required to sign in to extended care and not remain in the homework club grouping.</p>	<p>apart from the next group of students.</p> <p>Homework club will also take place in the church hall with the middle school teacher rotating between and supervising the stable groups of students. If students do not have homework they will be required to sign in to extended care and not remain in the homework club grouping.</p>
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- a. The Nurse’s office has been moved to be inclusive of air flow and ventilation and allow for students to be spaced out within the room.
- b. All unnecessary furniture has been removed from classrooms and desks are distanced in all directions. If parents would like to purchase plexi-glass units to surround their student’s desk they are welcome to do so.
- c. Hand sanitizer stations have been placed outside of every classroom that are hands free. All soap dispensers and paper towel dispensers have also been changed over to be hands free.
- d. Bathrooms will be used by stable groups and then disinfected between uses. If a child must use the bathroom outside of the time that their class is going, they will use a single stall bathroom located on the first floor (main office) or the second floor (faculty room) so that proper sanitation can occur after the use.

**Arrival and Dismissal**

Students will enter and exit the school building through designated entry and exit doors in order to mitigate cross-class exposure. A map of the school entrance doors is attached here for guidance.



- Students will stay in their classroom “pods” for the duration of the school day with the exception of bathroom trips and recess. Middle school teachers will travel to students while students stay stable in their pods.
- Students will not be allowed to be dropped off before 7:30am for morning care as a stable grouping of morning care students would not be possible. Upon arrival to school, students will report directly to their classrooms.

## Virtual Learning

a. Virtual Learning Option: For families who opt into the virtual learning option, families are agreeing to this option for at least one quarter of school. The virtual option will have the classroom teacher posting all assignments on Google Classroom and through various other online learning platforms (SeeSaw, IXL, Raz-Kids, Etc). Teachers will post assignments daily for students to complete. Students will also have access to their textbooks and will have to pick them up from school prior to the beginning of school starting. Virtual students will have an online, daily check-in with a member of the St. Teresa support staff during the school day to touch base and address any immediate questions, needs or concerns. Students will engage their digital assignments throughout the course of the day. Virtual students will have the opportunity to Zoom into snack and lunch time with the students that are in the classroom so

maintain social connections with their peers. Each afternoon, the classroom teacher will conduct live Zoom lessons for students focused on English and Math on four of the five days of the week and will conduct live Zoom lessons focused on Science and Social Studies on one day of the week. All Zoom sessions will include Religion. Specials (Gym, Health, Music, Spanish, Computer, Art) will conduct virtual office hours weekly to touch base with students. This does not mean that there will not be assignments posted every day in Google Classroom, assignments in Core subjects (English, Math, Science, Social Studies, Religion) will be posted daily for students to complete. Further guidance and expectations will be forthcoming for the full virtual learning option. k

b. Students who are at home with COVID-19 symptoms but are well enough to complete academic work or need to quarantine for any reason should refer to the virtual school option for their assignments.

c. Stable Group Quarantine: If directed by the Rhode Island Department of Health that a certain stable group is to self-quarantine, virtual learning will occur for that group until the period of quarantine is completed.

Should families decide at any time that online learning is best for their family, we will accommodate your student and family.

### **General Health and Safety**

a. COVID-19 Symptoms While at Home: If students do not pass the self-attestation form, or if family members are displaying symptoms or test positive, we ask that students learn from home via virtual learning. We recommend that you have multiple supervision plans in place in case your student needs to remain home.

b. COVID-19 Symptoms While at School: Our policy is taken directly from the Reopening RI Guidance which reads "If a student develops COVID-19 symptoms while at school, the child should be taken to the school nurse and the isolation room immediately. Parents/guardians should be notified to pick up the student within the hour. Parents/guardians should seek medical advice for the student within 48 hours and schedule a COVID-19 test as needed. Symptomatic students will not be permitted to return to school until documentation from a medical provider indicates testing was negative and there are no other restrictions, there is no evidence of illness restricting attendance, or it is documented that the individual is no longer contagious. If the test result is positive, individuals must complete a period of isolation as directed by RIDOH".

c. Responding to a Positive Case: St. Teresa School will follow all guidance from RIDOH and RIDE regarding the appropriate response to a confirmed positive case, be it a student or member of the faculty or staff. The contact representatives from St. Teresa School will work with RIDOH as they guide us in our response.

d. Contact Tracing: Dr. Allison Amodie, Principal, and Nurse Cristina Clark will be the representatives for our community in the case we need to collaborate with RIDOG to identify which staff and/or students need to be quarantined. Information regarding a positive case will be communicated to parents via email and/or text. The name of the community member cannot be given due to health privacy laws. However, working with RIDOH, possible community members who have been exposed will be contacted and directed how to proceed. One of the benefits of stable groups approach is that the entire school may not need to shut down if there is a positive case. Ultimately, RIDOH will offer precise guidance which we will communicate to families.

### **Cleaning and Disinfecting**

a. Daily Cleaning Procedures: St. Teresa School has employed a person who will be cleaning, sanitizing, and disinfecting all high touch areas and bathrooms throughout the school day. Teachers will also be instructing students to frequently clean their desk tops and sanitize their hands. Windows will remain open as much as possible to increase airflow in the classrooms. Classrooms will also be disinfected each evening.

**\*\*All guidance was taken from the Rhode Island Department of Health (RIDOH), The Center for Disease Control (CDC), and the Reopening RI School Guidance found at [reopeningri.com](https://reopeningri.com).**