

DIOCESE *of* SACRAMENTO
CATHOLIC SCHOOLS



ST. PATRICK ACADEMY

**BLUEPRINT FOR FALL
2021-2022 SCHOOL YEAR**

PROVIDING APPROPRIATE INTERVENTION AS
COVID-19 MOVES FROM PANDEMIC TO ENDEMIC

v3.0

August 31, 2021

INTRODUCTION

Our schools responded heroically to the challenge of Covid-19, keeping students on campus while taking significant steps to mitigate the disease's spread. Our safety plan is currently in its tenth iteration since July 2020. This updated document aims to create an expectation of what the coming year holds. While we embrace a less restrictive environment, the safety and well being of our students and staff remain our top priority.

Our priorities remain:

1. **Safety:** Our overall risk has been reduced because adults and students 12 and older have had the opportunity to be vaccinated. We will continue to manage our risk.
2. **Hygiene:** We will continue to emphasize robust hygienic practice.
3. **Presence:** Keeping school open daily. We do not want to burden parents with challenging schedules that prevent them from working a full workday - we want our students at school in-person.
4. **Growth:** Despite limitations, we want our children to continue their academic progress at grade level in their faith and all core academic standards.
5. **Distance options:** We have launched our Catholic Online School, Blessed Sacrament Online Academy which allows any family who desires to continue with independent, distance learning the opportunity to do so. The distance school is a full-fledged online school independent of the local parish school. For more information please visit the website here: [Blessed Sacrament Online Academy](#)

We have written this document specifically for our school environments, and we expect it to evolve as the public health situation changes. The school principal will share any updated documents on the school website and through the school information system.

TABLE OF CONTENTS

COVID-19 PREVENTION PROGRAM	6
Layers of Safety: Infection Mitigation Strategies	6
Vaccination	6
Social Distancing	7
Classroom Plans	7
Screening	7
Personal Protective Equipment (PPE)	8
Face Coverings	8
Staff Training and Family Education	9
Delivering Instruction	9
Cleaning & Disinfecting Routine	9
Healthy Hygiene Practices	9
Visitor & Volunteer Protocols	9
Travel Restrictions	10
COVID SYMPTOMS & CASE RESPONSES	10
Contact Tracers	10
Symptoms	10
Testing	11
Employee Testing	11
Quarantine and Isolation	11
Additional Details	13
OFFICE PROTOCOLS	14
Food Delivery	14
Early Dismissal	14
Student Illness/Accidents	14
Office Hours & Appointments	15
Payment Drop-off	15
Tardy Procedure	16
SCHOOL SCHEDULE & ROUTINES	17
Classroom Routines	17
Morning Drop-Off	17
Recess/Lunch Times	18
Cell Phones	18
Physical Education	19

After School Pick-Up	19
CLUBHOUSE - BEFORE & AFTER SCHOOL CARE	20
Physical Distancing	20
Staffing	20
Health and Safety	20
Drop Off and Pick Up	21
Maintaining a Safe Environment	21
Meal and Snack Times	21
Bathroom	22
Cell Phones	22
PRESCHOOL/TK ROUTINES	23
Physical Distancing	23
How to Talk to Young Children About Physical Distancing	23
Teacher to Child Ratio & Group Size	24
Health and Safety	24
Healthy Hygiene	24
Drop Off and Pick Up	24
Maintaining a Safe Environment	25
Meal Times	26
Classroom Celebrations	26
Bathroom	26
Personal Items	26
Napping	27
Safe Environment	27
APPENDIX A: SAFE ENVIRONMENT	28
General Disinfection Measures	28
HVAC Considerations	29
School Procured Additional Supplies	30
Supplies Provided by Families/Students	30
APPENDIX B: FACILITY ADJUSTMENTS	30
APPENDIX C: SIGNAGE & FORMS	32
Surface Cleaning Staff Protocols	32
Restroom Use Student Protocols	33
Teacher Cleaning Protocols	34
Campus Entry Screening	35
Student Checklist	36
Additional Facility Signage	37

Health Screening (All Visitors)	38
Symptom Flyer	39
Adult Checklist	40
Student Symptom Decision Tree	41
Restroom Daily Checklist	42
Early Dismissal Form	43
Student Illness Pick-up Form	44
Appointment Request Form	45
2020-2021 COVID-19 SCHOOL PROTOCOL AGREEMENT	46

COVID-19 PREVENTION PROGRAM

Layers of Safety: Infection Mitigation Strategies

For the past year, we have offered a variety of mitigation strategies working in unison to reduce our risk of exposure and transmission of Covid-19 on campus. We have effectively applied all recommended strategies, as well as our own novel strategies (such as behavioral screening), at our schools this past year. As Covid-19 rates of spread increased, we layered on the strategies. It is our hope that as people get vaccinated or recover from infection, and Covid-19 wanes, it stands to reason that we can move to less-intrusive interventions.

The new [CDPH Guidelines for the 2021-2022 School year](#) affirm this approach and at the same time, allow for our school sites to have a less restrictive environment as we move forward.

Vaccination

CDPH strongly recommends that all persons eligible to receive COVID-19 vaccines receive them at the first opportunity.

All Catholic school employees who desired a Covid-19 vaccine have had access to one. Though we are not mandating vaccination, we will not make special accommodations for employees who choose not to receive them; in other words, this plan is predicated upon a vaccinated teaching force or society achieving herd immunity. Though we are not currently mandating vaccination for employees in the hope that we will reach herd immunity before that step is necessary, we will review this policy if faced with new mutations or other changes that may require a mandatory vaccination strategy.

In addition to vaccines required for school entry, CDPH strongly recommends that all students and staff be immunized each autumn against influenza unless contraindicated by personal medical conditions, to help:

- Protect the school community.
- Reduce demands on health care facilities.
- Decrease illnesses that cannot be readily distinguished from COVID- 19 and would therefore trigger extensive measures from the school and public health authorities.

Social Distancing

Recent evidence indicates that in-person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies (e.g., masking) are implemented.

- We will continue to encourage outdoor play and activities and we will encourage all persons on campus to continue to practice social distancing.
- Close contact interactions (to determine contact tracing) are considered less than 6ft and longer than a cumulative total of 15 minutes or more over a 24-hour period.
- Grade Level Groups are considered close contacts even with distancing given prolonged indoor exposure.
- We encourage the continued use of signage throughout campus to support social distancing and proper hygiene norms.

Classroom Plans

- Windows will be opened for proper ventilation when possible.
- Students have their own supplies, water bottle, cleaning materials, and hand sanitizer.
- Shared spaces are cleaned regularly.
- Teachers will utilize outdoor space as much as possible.

Screening

- Students and staff should conduct an at-home, daily self-check and temperature check before they come to campus. Temperatures need to remain below 100.4 degrees Fahrenheit.
- A temperature check will be conducted for all persons entering campus, and staff will complete an additional screening document by designated screener (See Appendix C). Unless otherwise so directed by the county health officer, temperatures must be below 100.4 degrees Fahrenheit.
- The principal will retain a record of employee temperatures for a minimum of 90 days
- Should symptoms present themselves, school employees may all function as designated screeners for students and non-employees. The principal or school office staff may serve as screeners for faculty and staff if a third-party screener is required.
- During the day, any person experiencing or showing symptoms will report to the office for screening.

- If a staff member already at school shows symptoms described above, a supervisor will allow them to go home without penalty for that day.
- The school principal and/or contact tracers shall update the Catholic School Department Executive Assistant and the school's county department of public health every Monday morning regarding confirmed COVID-19 cases amongst staff and students from the previous week.

Personal Protective Equipment (PPE)

PPE is not a substitute for social distancing or proper handwashing. In addition to using PPE, please remember to:

- Wash your hands often with soap and water for at least 30 seconds. Use hand sanitizer with at least 70% alcohol if soap and water are not available
- Avoid touching your eyes, nose, and mouth

Face Coverings

We will continue to comply with CDPH and county guidelines on the use of face coverings. The CDPH order may be found [HERE](#).

FACE COVERINGS FOR EMPLOYEES

- Adults in TK-12 school settings are required to mask when sharing indoor spaces with students.
- N-95 masks are more effective than cloth masks.
- Personal hygiene, social distancing, and frequent cleaning efforts are critical parts of employee protection.

FACE COVERINGS FOR STUDENTS

- Masks are required outdoors, at this time, for all in K-12 school settings.
- TK-12 students are required to mask indoors, with exemptions per [CDPH face mask guidance](#).
- Persons exempted from wearing a face covering due to a medical condition, must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge.
- A face covering will be provided to students who inadvertently fail to bring a face covering to school to prevent unnecessary exclusions.
- Students who refuse to wear a mask indoors will be isolated from other individuals, a parent/guardian will be called to pick up the student. The student may return once a proper face mask/cover is worn.

Staff Training and Family Education

Delivering Instruction

- Principals will present the plan to their communities and make themselves available for questioning.
- Teachers will provide initial and routine instruction in mitigation strategies and health practices to their students in keeping with all provisions of this protocol.
- Schools will inform the community of changes to this plan via their information system (School Speak) and post the updated plan or a link to the diocesan portal website on the school website.

Cleaning & Disinfection Routine

- We will continue to maintain a high level of hygiene on campus. Students will continue to routinely clean and disinfect their desks and materials.

Healthy Hygiene Practices

Reducing the risk of exposure to COVID-19 by proper personal hygiene practices and disinfection is a critical part of ensuring student and staff safety.

- Staff and families will be trained and educated in sanitation and hygiene instruction through training if needed and review of protocols.
- [Cleaning hands at key times](#) with soap and water for at least 20 seconds or an alcohol-based hand sanitizer with at least 60% alcohol if soap and water are not readily available is essential.
- Build time into daily routines for students and staff to wash hands.
- Families will be constantly reminded to maintain hygiene and distancing when necessary at home and in the community.

Volunteer Protocols

According to the new CDPH Order found [HERE](#), all volunteers who are on-site at a school campus supporting school functions must follow employee vaccination requirements.

- F. "Worker" refers to all paid and unpaid adults serving in the school settings described in Section I. Workers include, but are not limited to, certificated and classified staff, analogous staff working in private school settings, and volunteers who are on-site at a school campus supporting school functions.

Travel Restrictions

Our focus will be on behaviors and not the act of travel itself. We reserve the right to ask community members to quarantine if they have traveled to regions which are documented hotspots, so please be prepared for a revisiting of this policy.

COVID SYMPTOMS & CASE RESPONSE

Definitions

A **close contact** is defined as a person who is less than 6 feet from a case for more than 15 minutes over a 24 hour period.

Contact Tracers

- The school has a designated employee who is a contact tracer whose name is on file with the Catholic School Department and County Health.
- The School's Contact Tracer is: **Mrs. Kathleen Roberson-Juarez (EAS)**
- Contact tracers must be trained either by the county within which the school resides, or take one of the following courses on contact tracing:
 - Webinar-Based as recommended by the CDC:
<https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/general-training-modules.html>
 - Coursera Option:
<https://www.coursera.org/learn/contact-tracing-for-covid-19>

Symptoms

Due to the contagious nature of COVID-19 and its variants the following symptoms must be taken seriously. Should any staff member or student feel ill for any reason we ask that they please stay home and get tested for COVID-19.

Students

- Fever of 100.4 degrees or higher;
- Sore throat;
- New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline);
- Diarrhea, vomiting, or abdominal pain;
- New onset of severe headache, especially with a fever.
- (If a student is exhibiting symptoms refer to student health history form)

Adults

- Fever of 100.4 degrees or higher;
- Chills;

- Cough;
- Shortness of breath/ difficulty breathing; Fatigue;
- Muscle or body aches;
- Headache;
- New loss of taste or smell;
- Sore throat;
- Congestion or runny nose;
- Nausea or vomiting; Diarrhea

Testing

- Any student or staff person with symptoms not explained by another non-infectious condition diagnosed by a medical professional needs to be tested for COVID-19.
- Per this directive, symptomatic individuals must be tested within 48 hours of symptom onset, and provide test results within 72 hours.
- If the medical provider for the individual with symptoms cannot guarantee a 72-hour turnaround in test results, the symptomatic individual must seek out a different lab.
- The school principal and contact tracer should be notified immediately of a positive or negative result.

Parents and students are responsible for the cost of their own testing unless the school directs an entire cohort to get tested at a designated site.

Employee Testing

According to the CDPH Order found [HERE](#) all unvaccinated employees must be tested weekly and provide results to the principal beginning immediately. Weekly tests are tracked accordingly.

For local testing information, visit <https://lhi.care/covidtesting>

Quarantine and Isolation

Students and staff who test positive for the virus that causes COVID-19, take the following steps to protect others regardless of COVID-19 vaccination status: Isolate at home and isolate away from others for at least 10 days.

- If you do not have any symptoms, you should still isolate at home for at least 10 days.
- If you develop symptoms, continue to isolate for at least 10 days after symptoms started as long as symptoms have improved, and no fever is present for at least 24 hours without use of fever-reducing medications.
- Most people have mild COVID-19 illness and can recover at home without medical care.

- Contact your healthcare provider as soon as possible if you are more likely to get very sick because of being an older adult or having underlying medical conditions or if your symptoms get worse.

A close contact is defined as someone within 6ft of a COVID positive person for more than 15 minutes over a 24 hr period (indoors or outdoors.)

- **Close Contact At School: ADULT**
 - Any adult who is not vaccinated and has been exposed at school to a COVID positive person, must quarantine for 10 days. Adults are not eligible for modified quarantine.
 - Any adult who is vaccinated and not symptomatic may return to campus. COVID testing is recommended.
 - Any adult who is vaccinated and symptomatic must get COVID tested. If positive, quarantine for 10 days from symptom onset.
- **Close Contact At School: STUDENT**
 - If the exposed student and the COVID positive student were both wearing masks during the exposure, the student must do one of the following:
 1. Modified quarantine
 2. Quarantine

May end either quarantine after Day 7 if negative test is collected after Day 5 of exposure.
- **Close Contact Outside of School**
 - If the student or staff member lives with the person who has COVID
 - Test for COVID. Quarantine for ten days. Not eligible for modified quarantine.
 - If the student or staff member does not live with the person who has COVID
 - If vaccinated with no symptoms, may return to campus.
 - If vaccinated with symptoms, test for COVID. Quarantine for ten days from symptom onset. Not eligible for modified quarantine
 - If not vaccinated, quarantine for 10 days from last exposure. Test for COVID. Not eligible for modified quarantine. May end quarantine after Day 7 if negative test that was taken after Day 5 post-exposure. If ongoing exposure is occurring in the home, the quarantine period may need to be extended.
- **Modified Quarantine**
 - Remember that modified quarantine is a new exemption to full quarantine that allows students who would otherwise be in full quarantine to attend class if their exposure was mask-on-mask in a school setting. Modified quarantine is only allowed for students, not adults. To participate in modified quarantine, students must:
 - Be asymptomatic;

- Continue to appropriately mask, as required; students with a medical exemption preventing the wearing of face coverings do not qualify for a modified quarantine.
 - Undergo at least twice a week testing during the 10-day quarantine
 - Continue to quarantine for all extracurricular activities at school, including sports, and activities within the community setting.
- Students unwilling or unable to meet all of these conditions must complete full quarantine (which means school work will be provided to them during this time.)
- A principal may choose to require a quarantine instead of a modified quarantine, but must have this option documented in the school's Blueprint for Fall.

Additional Details

Virtual Academy

The Diocese of Sacramento will offer a dedicated virtual academy for any family opting for remote learning for their student. Our traditional parochial elementary schools will not offer dual delivery of instruction (ie, in-person and online simultaneously) and instead will focus on in-person instruction.

Distance Learning

If a grade level group (entire class) must quarantine for a period of time, we will transition to distance learning as in the 2020-21 school year until quarantine is over.

School Closure and Subsequent Reopening: The Catholic School Department, in consultation with Public Health, will determine if a partial or full school closure is needed based on guidance and recommendations from CDPH. Both the school and the county must meet current state guidance to reopen.

OFFICE PROTOCOLS

The safety of our staff and students is our primary concern. We will not allow visitation to our campuses until our reopen date. Once school is back in session on campus, visitation will continue to be limited while COVID-19 risk persists as determined by Sacramento County HHS. Approved visitation by the principal will be conditional on the visitor passing the same screening process as staff. Any visitor entering the office for any reason MUST complete a health screening form and wear a mask at all times while on campus.

Food Delivery

Bringing in food items, outside those provided through the school's official food service programs, or sharing refreshments is prohibited. Personal food or package deliveries is not permitted. Lunches may not be delivered for students, so please make sure your child has morning snacks and lunch everyday, as the office will not notify you. Teachers will keep food in their own classroom. Personal items (backpacks, homework, musical instruments, etc.) should not be delivered to the school.

- a. Maximize physical distance as much as possible while eating in Clubhouse.. Arrange for eating outdoors as much as feasible.
- b. Clean frequently touched surfaces. Surfaces that come in contact with food should be washed, rinsed, and sanitized before and after meals.
- c. Given very low risk of transmission from surfaces and shared objects, there is no need to limit food service approaches to single use items and packaged meals.

Early Dismissal

Please notify the office by phone or email if your child is leaving early. Please note that anyone picking up your child MUST be listed on the emergency information on Schoolspeak and will be asked for identification. **Early dismissal will not be allowed after 2:30 pm.** Parents/emergency contacts must complete an Early Dismissal form, located to the left of the front entrance or on Schoolspeak, prior to releasing the child. Please allow extra time as students will not be sent to the office until you have arrived and have your form completed. Students will then be released through the front door and completed dismissal forms will be kept on file in the office.

Student Illness/Accidents

Students sent to the office by a teacher displaying symptoms of illness will be masked and isolated.

- Temperatures will be checked
- Students with temperatures above 100.4 will be sent home, along with their siblings

- Students showing any respiratory or digestive symptoms will be sent home
- Students with any head injuries will be sent home for concussion evaluation
- If a student has an “accident” parents will be called to take care of them. Younger grade families are encouraged to keep a change of clothes in their child’s backpack in case of an emergency.

Student Illness Forms will be completed by office staff and signed by the adult picking up the child.

Office Hours & Appointments

The school office is open from 8:00 am to 12:30 pm and 1:45 pm to 3:30 pm Monday through Thursday on regular days and from 8:00 am to 1:00 pm on minimum days. **The office will be closed for lunch from 12:30 to 1:45 pm Monday through Thursday.** If you need to reach the office in the event of an emergency, please send a text or call 916-919-7106 and leave a voicemail.

If you would like to set up an appointment with office staff, please complete the Request Form on Schoolspeak and email it to cmaravilla@saintpatricksacademy.net Appointments will be made between 8:30 am to 2:30 pm.

Please remember if you are looking to make an appointment with the principal regarding your child, you must first have spoken with their teacher to discuss your concerns.

Payment Drop-off

With the required safety protocols in place, parents will no longer be able to bring payments into the office space until further notice. A drop off box has been installed in the entrance door at the location of the ramp. **Only cash payments will be accepted and processed.** Place all cash payments in an envelope with your child’s name, grade and a detailed description of the purpose of the payment. Inform the office immediately you have placed a payment in the mail box along with the amount of the payment included. You will be asked to wait while the office staff verify the amount. Any discrepancies regarding the amount of money in the envelope are the responsibility of the parent. Once the amount is confirmed, it will be processed and receipts will be scanned and sent to the email on file in Schoolspeak.

The Diocese has mandated that checks can no longer be accepted at St. Patrick Academy for tuition payments and MUST be mailed directly to FACTS.

Their address is:

FACTS Management Company

P. O. Box 2597

Omaha, NE 68103-2597

Tardy Procedure

It is strongly recommended that all students arrive on campus on time for school every day. Students who are tardy after 7:50 am will enter through the North Loop gate (near Kavanagh Hall). The gate will be open until 8:00 am. Students entering campus after 7:50 am will be listed as tardy on Schoolspeak. Between 7:50 and 8:00 am staff on duty will check students in, along with the time they enter campus. After 8:00 am students can be dropped off at the main entrance of the office. Students must enter the office alone as parents cannot come onto campus.

SCHOOL SCHEDULE & ROUTINES

Classroom Routines

All COVID-19 protocols will be strictly enforced at all grade levels.

- Students who travel outside the United States will need to have a negative COVID-19 test no more than 72 hours prior to their return to campus
- Teachers will wear face coverings any time they are in the classroom with students
- Hands will be sanitized as teachers work with individual students
- Students will place backpacks and lunches in designated locations in the classroom
- Students will keep their own supplies and materials in their own space. Paperwork will be kept to a minimum to avoid contamination. Homework may be assigned and returned through Google Classroom to avoid paper coming back and forth from home to school. Worksheets started in the classroom and completed at home may be turned in electronically.
- Only 2 students at a time will be allowed in the bathrooms. Staff will communicate with each other any time a student is allowed out of the classroom to ensure safety.
- Teachers and students will use hand sanitizer each time they enter or exit the classroom
- Classes will not mix during recess. Each class will have a designated area (football field, blacktop, courtyard near portable, preschool playground) and time with supervision.
- A limited snack bar will be available during morning recesses. Students will eat snacks outside at their designated recess time and area.

Morning Drop-Off

Drop-Off Hours: 7:30 AM - 7:50 AM

Protocol: Parents are to remain in their cars as they are not permitted on campus until further notice due to COVID-10 protocols. **Students will have their temperatures taken prior to exiting their vehicle. If temperature readings are at/below 100.4 degrees Fahrenheit, students will exit their cars, enter through the gate one at a time (students, siblings, and car mates, if any) and be directed to head immediately to their classrooms.** Teachers will be at the doors ready to admit their students. Students will enter and go directly to their assigned seats for morning activities. **There will not be a morning arrival recess time until it is safe to do so.**

Recess/Lunch Times

Staffing: Teachers and Aides

Schedule:

Time	Activity	Grade Level			
		Kinder	1st Grade	2nd Grade	3rd Grade
9:40 -10:00	Recess	Kinder	1st Grade	2nd Grade	3rd Grade
11:30-11:55	Lunch	Preschool	TK/Kinder	1st Grade	2nd Grade
11:55-12:20	Recess	Preschool	TK/Kinder	1st Grade	2nd Grade
10:05-10:25	Recess	3rd Grade	4th Grade	5th Grade	
12 - 12:20	Lunch	3rd Grade	4th Grade	5th Grade	
12:20 - 12:40	Recess	3rd Grade	4th Grade	5th Grade	
10:25-10:45	Recess	6th Grade	7th Grade	8th Grade	
12:30-12:50	Lunch	6th Grade	7th Grade	8th Grade	
12:50 - 1:10	Recess	6th Grade	7th Grade	8th Grade	

Protocol for Recesses: Recesses will be structured allowing free play while ensuring safe distancing between students. Students will recess in separate areas of the campus. Students will sanitize their hands before leaving and upon entering the classroom. Teachers will clean doorknobs after each recess.

All students are expected to wear masks and remain socially distanced from other students at all times while outside of the classroom. Once hot lunch begins, the snack bar will be available. Students must walk while maintaining social distance to and from the snack bar from their designated recess location (i.e. field, blacktop, portable play area)

Protocol for Lunch: Students will eat lunch at their assigned times in Clubhouse.

Beginning in August, hot lunch will be delivered to Preschool through 8th grade.

Emergency lunches can be purchased in the morning before 9:00 am at a cost of \$5.00. Parents must place the money in the drop off mail slot in an envelope labeled with your child's name and grade. Please make sure monthly menus (with payments) are turned in on time. Lunch orders that are late, will take effect the following day.

Cell Phones

In grades 3-8 students will have a designated space to store their cell phones. If a student has a cell phone a space in the pocket holder will be labeled with their name and be only

LIVE + LEARN + LIGHT

used by them. They will place the phone in their pocket during homeroom and will retrieve their phone prior to leaving class at the end of the day.

Physical Education

Physical Education Protocol: Activities will continue to follow safe practices. Modifications will be added when appropriate to follow protocol practices for COVID-19. Students will be placed into squads for warm-ups and will be spaced to practice social distancing. Equipment will be sanitized following each class. Students will sanitize their hands while entering and exiting class.

After School Pick-Up

Time: 3:00 PM - 3:15 PM

Staffing: Teachers and Aides

Protocol: The pick-up point for the afternoon loop will be the same as last year. Cars will come into the gate located north of Kavanagh Hall, making two lines along the perimeter. There will be no parking in any area of the parking lot. **Parents are not allowed to get out of their cars at any time during pick-up.** Students will be lined up inside the football field area and will be called out as cars pull up. Pick-up will take place before the Boland Hall and maintenance building on the curve. Teachers will be with their classes to ensure smooth transfers of students to their cars as well as proper distancing while waiting. Once your child(ren) is/are safely in your vehicle, you will drive along the buildings toward the gate located south of Kavanagh Hall.

CLUBHOUSE-BEFORE & AFTER SCHOOL CARE

Times: Mornings 7:00am-7:35am, Afternoons: School Dismissal-6:00pm

To maintain the health and safety of our students, their families and our staff we will maintain the following protocols.

Physical Distancing

- Students will remain in their stable groups as small as possible when sitting indoors.
- Extend the indoor environment to outdoors, and bring the class outside for snack, activities and homework time, weather permitting.
- If needed Clubhouse will be utilizing spaces not used during the school day such as the library, cafeteria, computer room and science lab.
- Children will have assigned seating in their designated room (Computer Room, Science Lab, Clubhouse, etc.).
- A variety of individual arts and crafts, games and activities will be offered and available to students to maintain distance.

Staffing

- The students will be grouped Kindergarten-3rd grade, 4th grade-8th grade. Each group will have a designated staff member and space.

Health and Safety

- Staff will have their temperature screened daily. Students will be screened upon arrival to the facility
- Touchless thermometers will be used.
- Parents and caregivers need to screen themselves and children daily, prior to coming to campus.
- Staff must be notified if children have taken any fever reducing medications in the prior 24 hours.
- Masks are required to be worn while indoors and while working in groups. They will not be required during meals, and snacks..
- If a child exhibits signs of illness we will follow procedures for isolation from the general room population and notify the parent/caregiver immediately to pick up the child.
- Implement and enforce strict handwashing guidelines for all staff and children. Hand sanitizer will be available but will not take the place of hand washing.

Drop Off and Pick Up

- Students are not allowed to sign themselves in or out of child care. Parents or another authorized adult will need to park in the south lot (preschool lot) and walk with their students and sign them in daily.
- If a student has been sent home the previous day they cannot return to school until they meet the St. Patrick Academy guidelines (24 hours symptom free without the use of medication).
- Parents or caregivers should sign the child in at the podium located outside of the Clubhouse/cafeteria door and remain present until the temperature check has been completed.
- Parents must wear masks/face coverings at all times while on Academy campus.**
- Staff will conduct wellness checks of all children upon arrival and ask health questions when concerned.
- Hand sanitizer will be available and should be used prior to entering Clubhouse space.
- When signing in your student, please use a pen from the “Clean Pen” container and after use place it in the “Dirty Pen” container to be sanitized daily.
- If parents have the desire to be social with other parents they will be asked to continue their conversations outside of the preschool gates to minimize traffic in the hallways and to maintain the flow of parents arriving on campus.
- Lengthy social discussions with staff members will be limited. We know and understand the importance of communication between staff and families. Families will be encouraged to utilize the email system for items that are not of immediate concern.

Maintaining a Safe Environment

- Implemented procedures to frequently clean all touched surfaces.
- Children will have access to their own designated indoor supplies such as but not limited to pens, pencils, crayons, markers and scissors. Students should have their items labeled with their name.
- Drinking fountains will no longer be available for use. Students are encouraged to bring a water bottle from home labeled clearly with their name. Drinking water and single use cups will be provided indoors and outdoors for children without water bottles
- Covered trash cans will be emptied throughout the day if needed. Trash cans will not be allowed to overflow.

Meal and Snack Times

- Afternoon snack will be provided and served to the students. Snack will consist of two food groups and will be individually portioned. Fresh fruit (whole pieces only), crackers, cheese sticks, yogurt, snacks (such as goldfish crackers, cheez-its, etc), and a beverage.
- Practice proper hand washing before and after eating.
- Immediately clean and disinfect tables after meals

Bathroom

- The number of children allowed in the restroom at any time will be limited to the number sinks available.
- Hand soap and paper towels will be constantly available.
- Wash hands for 20 seconds and use paper towels to dry hands thoroughly.
- Bathrooms will be disinfected during the day and their cleanliness maintained.

Cell Phones

- Space will be provided for the safe storage of student cell phones. Door pockets will be available, student will place phone in pocket upon arrival after school and will retrieve their phone when picked up.

PRESCHOOL/TK ROUTINES

To maintain the health and safety of our preschool students, their families and our staff we will maintain the following measures. Physical distancing is a practice to slow down the spread of disease. It requires the intentional creation of physical space between individuals who may spread contagious and infectious diseases. It additionally may require canceling or postponing the celebration of the Mass, all school assemblies, prayer services, group activities, reducing all group sizes, and maintaining spacing between every individual, as much as possible.

Specific to preschool and child care it is important to adhere to the following guidelines:

Physical Distancing

- Children will remain in groups as small as possible not to exceed ratio and capacity guidelines.
- Extend the indoor environment to outdoors, and bring the class outside, weather permitting.
- Open doors to ventilate facilities before and after children arrive.
- Arrange developmentally appropriate activities for smaller group activities and rearrange furniture and play spaces to encourage safe spacing.
- Find creative ways to use yarn, masking tape, carpet squares, hula hoops or other materials for children to create their own space.
- Children will have assigned seating in the classroom. We will be using tables with clear plastic dividers as needed.

How to Talk to Young Children about Physical Distancing

- Implement strategies to model and reinforce physical distancing and movement.
 - Use carpet squares, mats, hula hoops, or other visuals for spacing.
 - Model social distancing when interacting with children, families, and staff.
 - Role-play what social distancing looks like by demonstrating the recommended distance.
 - Give frequent verbal reminders to children around social distancing, as well as handwashing, proper etiquette for sneezes, coughs, etc.
- Masks will be required for children. They will need to be able to put on and remove the mask without assistance. Masks are required for any parents who come onto campus according to the Catholic School Department.

Teacher to Child Ratio & Group Size

- We will maintain a ratio of 1:12.
- Children will remain in their classroom for snacks and meals with their dedicated teacher.

Health and Safety

- Staff will have their temperature screened daily. Students will be daily upon arrival and rescreened if they exhibit signs of illness. Staff will ask parents and caregivers about any (primarily fever, cough, difficulty breathing or other signs of illness within the last 24 hours) – that they, or someone in their homes, might have.
- Parents and caregivers need to screen themselves and children daily, prior to coming to the facility.
- Staff must be notified if children have taken any fever reducing medications in the prior 24 hours.
- If a student has a temperature of 100.4°F/ or higher and any symptoms they will be sent home. We will follow all guidelines set forth in the illness/wellness policy. Children must be symptom free for 24 hours (without medication) to return to the center. The same with vomiting and diarrhea. Notes from the child's physician may be required to return.
- If there is a need to take the temperature of a child while on the premises a touchless thermometer will be used.
- Children will be monitored throughout the day for any signs of possible illness.
- If a child exhibits signs of illness we will follow procedures for isolation from the general room population and notify the parent/caregiver immediately to pick up the child.
- Implement and enforce strict handwashing guidelines for all staff and children.
- Post signs in restrooms and near sinks that convey proper handwashing techniques.
- Masks are required for all students while in the classroom and outdoors.

Healthy Hygiene

- Teach, model, and reinforce healthy habits and social skills.
- Explain to children why it's not healthy to share drinks or food, particularly when sick.
- Practice frequent handwashing by teaching a popular child-friendly song or counting to 20 (hand washing should last 20 seconds).
- Teach children to use tissue to wipe their nose and to cough inside their elbow.
- Model and practice handwashing before and after eating, after coughing or sneezing, after playing outside, and after using the restroom.

Drop Off and Pick Up

- Conduct visual wellness checks of all children upon arrival and ask health questions when concerned.
- Parents or caregivers should enter and exit the room one person at a time to allow for social and physical distancing. **Parents must wear masks/face coverings at all times while on Academy campus.**
- Hand sanitizers will be available for parents/caregivers.

- If parents have the desire to be social with other parents they will be asked to continue their conversations outside of the preschool gates to minimize traffic in the hallways and to maintain the flow of parents in and out of the classroom.
- Lengthy social discussions with staff members will be limited. We know and understand the importance of communication between staff and families, however to maintain the classroom flow and social distancing especially during busy drop off and pick up times unnecessary conversations will need to be kept to a minimum. Please utilize the email system for items that are not of immediate concern.

We will be limiting access to the classrooms. Parents will enter the room through the preschool door, go to the hallway, hang up their child's backpack on their assigned hook, take their child to the restroom and assist with handwashing, have the child place their lunchbox in their assigned cubby. We know and understand that especially at the beginning of the year that separation anxiety may be of concern. Please know that staff are trained to help children develop a goodbye routine to help minimize their concerns. The development of a routine will be extremely beneficial to aid in the process.

Maintaining a Safe Environment

- Implemented procedures to frequently clean all touched surfaces.
- Have multiple toys and manipulatives accessible that are easy to clean and sanitize.
- Limit the amount of sharing.
- Offer more opportunities for individual play and solo activities, such as fine motor activities (i.e., drawing, coloring, cutting, puzzles, and other manipulatives).
- Plan activities that do not require close physical contact between multiple children.
- Stagger indoor and outdoor play and adjust schedules to reduce the number of children in the same area.
- Used toys will be disinfected daily
- Outdoor equipment (such as wagons and tricycles) will be disinfected between children.
- Children will have access to their own designated indoor supplies such as crayons, markers and scissors. These will be stored in plastic pencil boxes labeled with their name.
- Children will place all of their work that has been completed into their backpack rather than their cubby. This will assist with limiting contact to the classroom.
- Drinking fountains will no longer be available for use. Children are encouraged to bring a water bottle from home labeled clearly with their name. Water bottles will be stored in the child's cubby with their lunchbox and supplies. Staff will assist children with refilling bottles if necessary. Drinking water and single use cups will be provided indoors and outdoors for children without water bottles
- Covered trash cans will be in the classrooms and emptied throughout the day if needed. Trash cans will not be allowed to overflow.

Meal Times

- Children will eat at their designated class seating (desk or table) space.
- It is the family's responsibility to provide lunch either from home or through the hot lunch program available. To limit traffic on campus, forgotten lunches will not be able to be dropped off at the office. We will no longer be able to provide emergency meals. Emergency meals will be provided through the hot lunch program and charges will be applied.
- If utensils are needed they must be provided from home. Single use utensils are recommended.
- Practice proper hand washing before and after eating.
- Immediately clean and disinfect tables after meals

Classroom Celebrations

- For the health and safety of our students and staff we will not be allowing homemade treats from home to be brought to the classroom. If you would like to bring a treat to celebrate your child's birthday they must be a prepackaged treat (popsicle, rice crispy treat, cookie, etc).
- Items must be dropped off with the child in the morning. Mid day deliveries will not be allowed.
- Class parties (such as pizza lunches) will not be allowed.

Bathroom

- The number of children allowed in the restroom at any time will be limited to the number sinks available..
- Students will not wait in line in the restroom.
- Hand soap and paper towels will be constantly available.
- Use this time as an opportunity to reinforce healthy habits and monitor proper handwashing.
- Wash hands for 20 seconds and use paper towels to dry hands thoroughly.
- Bathrooms will be disinfected during the day and their cleanliness maintained.

Personal Items

- All personal items must be labeled with the child's name and kept in a separate bag to ensure personal items are separate from others. During this time, personal toys should be kept at home.
- Children must have a backpack, labeled with their name on the outside.
- Lunch boxes need to be clearly labeled on the outside with their name.
- Children must have a change of clothes at school. We will no longer be able to provide extra clothes. If your child needs to change and they do not have clothes from home, parents will be notified and will need to bring clothing to the school

Napping

- Space mats 6 feet apart from each other. Arrange the head of each bed alternately, in opposite directions, to lessen the possible spread of illness between children from coughing or sneezing.
- Bedding for nap must be brought from home. School bedding will no longer be provided.
- Nap mats will be disinfected daily.

SAFE ENVIRONMENT

The safety of our employees and students is our first priority. Upon reopening, our schools have been completely cleaned and disinfected, and we will continue to adhere to all necessary safety precautions. In addition, the process outlined below will routinely serve to protect everyone and reduce the risk of spread of infection.

- Custodial staff and any other workers who clean and disinfect the school site must be equipped with proper personal protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions. All products must be kept out of the reach of children and stored in a space with restricted access.
- Establish a cleaning schedule in order to avoid both under- and over-use of cleaning products.
- Ensure safe and correct application of disinfectant and keep products away from students.
- Ensure proper ventilation during cleaning and disinfecting. Introduce fresh outdoor air as much as possible for example by opening windows where practicable.

APPENDIX A: SAFE ENVIRONMENT

General Disinfection Measures

“Cleaning” involves water and soap or a detergent, does not use disinfecting agents, and significantly decreases germs on surfaces and decreases infectious risks. “Disinfection” kills germs on surfaces using specific agents (see below for those approved for use). If a case has been identified, the spaces where the case spent a large proportion of their time (e.g., classroom, or administrator’s office if an administrator) should be disinfected. Frequent disinfection can pose a health risk to children and students due to the strong chemicals often used and so is not recommended in the school setting unless a case has been identified.

- Staff should clean frequently-touched surfaces at school and on school buses daily. Frequently touched surfaces in the school include, but are not limited to:
 - Sink handles;
 - Shared tables, desks, or chairs.
 - The desks and tables are considered shared and should be cleaned before the next group arrives.
 - Desks or chairs do not need daily cleaning if only used by one individual during the day.
 - Door handles.
 - Shared technology and supplies.
- If used, outdoor playgrounds/natural play areas only need routine maintenance. Make sure that children wash or sanitize their hands before and after using these spaces. When hand hygiene is emphasized, cleaning of outdoor structures play is not required between cohorts.
- Custodial staff and any other workers who clean and disinfect the school site must be equipped with proper personal protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions. All products must be kept out of the reach of children and stored in a space with restricted access.
- Establish a cleaning schedule in order to avoid both under- and over-use of cleaning products.
- Ensure safe and correct application of disinfectant and keep products away from students.
- Ensure proper ventilation during cleaning and disinfecting. Introduce fresh outdoor air as much as possible for example by opening windows where practicable. When disinfecting, air out the space before students arrive; disinfection should be done when students are not present.

Category	Area	Frequency
Workspaces	Classrooms, Offices	At the end of each use/day
Appliances	Refrigerators, Microwaves, Coffee Machines	Daily (not in use until further notice)
Electronic Equipment	Copier machines, Shared computer monitors, Telephones, Keyboards	At the end of each use/day and/or between use
General Used Objects	Handles, Light switches, Sinks, Restrooms	After each recess
Common Areas	Clubhouse, Conference rooms, Gym, Common Areas (Bathrooms)	At the end of each use/day; between groups; as needed

HVAC Considerations

- Fresh outdoor air is introduced as much as possible - when using air conditioning, the setting that brings in outside air is used.
- If opening windows poses a safety or health risk (e.g., by allowing pollen in or exacerbating asthma symptoms) to persons using the facility, we have considered alternatives such as installing portable high-efficiency air cleaners, upgrading the building's air filters to the highest efficiency possible, and making other modifications to increase the quantity of outside air and ventilation in classrooms, offices, and other spaces.
- Replace and check air filters and filtration systems to ensure optimal air quality on a schedule.
- Ensure proper ventilation during cleaning and disinfecting.
- When cleaning, air out the space before children arrive; plan to do a thorough cleaning when children are not present.
- Specific practices to avoid:
 - Classrooms with no ventilation.
 - Classrooms with increased airflow across occupants (e.g., air conditioners or fans blowing into the classroom or overhead fans creating air currents across occupants).

School Procured Additional Supplies

Item	Quantity	Notes
<u>Hand Pump Sprayer</u>	1/classroom	For teacher use, to spray desks for students to wipe down.
Protective Dividers (desks and tables)	Varies/classroom	For additional student safety where distancing is difficult to meet
Bulk Hand Sanitizer	1/school	Eleven 5-gallon drums for refill stations
Lanyards	1/child	For attaching to face masks
Cleaning Solution	1/classroom	Safe for use around food
Classroom Towels	Varies/classroom	For cleaning work surfaces
Restroom Soap Dispensers	1/bathroom sink	Automated
IR Thermometer	1/classroom	
Acrylic/Plexiglass		Office counter

Supplies Provided by Families/Students

See Grade Level Classroom Lists

APPENDIX B: FACILITY ADJUSTMENTS

- The office has installed an auto sense hand sanitizer dispenser and touchless paper towel dispenser.
- Clubhouse, Library, Science Lab and Technology Lab has been converted to a space to ensure social distancing in after school care.
- Auto sense soap and touchless paper towel dispensers have been installed in all restrooms and in classrooms where sinks are located.
- Classroom rugs and superfluous furniture have been removed and individual desks or tables installed with six-foot gapping between student stations.
- Protective dividers will be installed in classrooms for desks and tables where social distancing is difficult to meet (shared tables, grouped desks).
- Students have their own designated space (desk/table) with their own supplies, water bottle, and hand sanitizer.
- Tiger Paw markers outside classrooms, in hallways are designated six feet apart for student lineup and for teacher pick-up.
- Tiger Paw markers are also used to show the direction of travel in hallways.
- Water bottle filling stations have been installed where drinking fountains are located on campus.
- Social distancing and best practice signage is posted around campus.

APPENDIX C: SIGNAGE & FORMS

Surface Cleaning Staff Protocols

ROMAN CATHOLIC  COVID 19

DIOCESE OF SACRAMENTO RESPONSE PROTOCOLS

SURFACE CLEANING

STAFF  SPRAY	 WAIT	 WIPE
 FOLD	 BAG	 DISINFECT

BEFORE & AFTER SNACK & LUNCH

FAITH COMMUNITY GROWTH

Additional Details

- Teacher will spray the area to ensure wait time and proper coverage.

Restroom Use Student Protocols

ROMAN CATHOLIC
DIOCESE OF SACRAMENTO



COVID 19
RESPONSE PROTOCOLS

RESTROOM USE

LOOK, ENTER IF OPEN SINK

STOP 1 PER






USE STALL PREP TOWEL WASH

RESPECT OTHER'S SPACE

FAITH COMMUNITY GROWTH

Additional Details

- No more students in a restroom than sinks.
- Tiger Paw marks in hallways designate six-foot distancing and direction of travel in hallways.
- Students will disinfect hands upon returning to class.

Teacher Cleaning Protocols

ROMAN CATHOLIC
DIOCESE OF SACRAMENTO



COVID 19
RESPONSE PROTOCOLS

KEEPING CLASSROOM CLEAN

ROUTINELY CLEAN



TEACHERS CLEAN HANDS; WEAR GLOVES

RESPECT EVERYONE'S SPACE

FAITH

COMMUNITY

GROWTH



CAMPUS ENTRY SCREENING

COMPLETE SURVEY PRIOR TO ENTRY



DISINFECT



MASK?



GLOVES

RESPECT EVERYONE'S SPACE

FAITH

COMMUNITY

GROWTH

Student Checklists

Home Checklist for the Front Door



GOOD MORNING!

SMILE CHECK TEMPERATURE WASH



DO YOU HAVE YOUR SUPPLIES?

HAVE A GREAT DAY!

FAITH COMMUNITY GROWTH

End of School Day Reminders



END OF DAY!

SMILE CHECK LIST CLEAN



DONT FORGET TO WASH TOWELS & RETURN

HAVE A GREAT AFTERNOON!

FAITH COMMUNITY GROWTH

Additional Facility Signage

ROMAN CATHOLIC
DIOCESE OF SACRAMENTO

COVID 19
RESPONSE PROTOCOLS

**PLEASE WASH
YOUR HANDS**

USE SOAP. SCRUB
30 SECONDS, THEN RINSE



ROMAN CATHOLIC
DIOCESE OF SACRAMENTO

COVID 19
RESPONSE PROTOCOLS

**PLEASE LINE UP
ON THE MARKS**



ROMAN CATHOLIC
DIOCESE OF SACRAMENTO

COVID 19
RESPONSE PROTOCOLS

**PLEASE PRACTICE
SOCIAL DISTANCING**



ROMAN CATHOLIC
DIOCESE OF SACRAMENTO

COVID 19
RESPONSE PROTOCOLS


**PLEASE BE SEATED
WHILE WAITING
TO BE SEEN**



ROMAN CATHOLIC
DIOCESE OF SACRAMENTO

COVID 19
RESPONSE PROTOCOLS

**TEMPERATURE
CHECK-POINT**



ROMAN CATHOLIC
DIOCESE OF SACRAMENTO

COVID 19
RESPONSE PROTOCOLS

**LIMITED
VISITOR
ACCESS**



ROMAN CATHOLIC
DIOCESE OF SACRAMENTO

COVID 19
RESPONSE PROTOCOLS

**ISOLATION SPACE;
MASK REQUIRED**



ROMAN CATHOLIC
DIOCESE OF SACRAMENTO

COVID 19
RESPONSE PROTOCOLS

**THIS SITE IS
DISINFECTED
REGULARLY FOR
YOUR SAFETY**



ROMAN CATHOLIC
DIOCESE OF SACRAMENTO

COVID 19
RESPONSE PROTOCOLS

**CLOSED FOR
CLEANING**



Health Screening (All Visitors)

Visitor's Name & Date:

Company Represented (if applicable):

Student Name & Grade (if applicable):

In order to safely enter campus, the following questions will be asked upon your arrival:

Q1: Have you had a cough, shortness of breath, difficulty breathing, or been in close contact with a person confirmed to have COVID-19?

No _____

If yes, circle what applies above and see your supervisor immediately.

Q2: Have you had any of these symptoms

Fever higher than 100.4	Muscle pain	Sore throat
Cough	Headache	New loss of taste or smell
Repeated shaking with chills	Congestion or runny nose	Diarrhea
Shortness of breath	Nausea or vomiting	
Fatigue		

No _____


If yes, please contact your health provider right away.

If the answer to the above questions is "no" your temperature will be taken. If your body temperature is below 100.4 degrees, a Visitor's Pass will be provided to you. Visitors are expected to provide their own face coverings. Face coverings are required in order for you to walk onto campus and must be worn correctly at all times. Visitors Passes will be collected prior to your departure from campus.

Temperature at time of visit _____

Contact Information (if applicable) _____

Symptom Flier



Symptoms of COVID-19 and Keys to Remaining Vigilant

What To Look For

Please pay close attention to if you or someone in your household begin to experience COVID-19-like symptoms:

<input type="checkbox"/> Body Temperature exceeding the resident county HHS guidelines (unless otherwise noted, 100.4 degrees Fahrenheit)	<input type="checkbox"/> Muscle pain
<input type="checkbox"/> Chills or repeated shaking	<input type="checkbox"/> Headache
<input type="checkbox"/> Cough	<input type="checkbox"/> Fatigue
<input type="checkbox"/> Shortness of breath or difficulty breathing	<input type="checkbox"/> Nausea or vomiting
<input type="checkbox"/> Congestion or runny nose	<input type="checkbox"/> Diarrhea
	<input type="checkbox"/> Sore throat
	<input type="checkbox"/> New loss of taste or smell

How You Can Help

Be proactive about reducing the number of interactions that students have with others by practicing physical (or social) distancing (staying at least 6 feet apart) to limit the coronavirus spread. In addition to physical distancing, another important tool to prevent the spread of coronavirus is to practice good hygiene. Critical public health prevention messages include:

- Stay home when you are sick. Anyone with symptoms consistent with COVID-19 should remain at home in isolation for a minimum of 10 days plus at least 3 days after the resolution of fever (without fever-reducing medication) and improvement in other symptoms.
- Wash your hands often with soap and water for at least 20 seconds. Sing the Happy Birthday song to help know when it has been 20 seconds. If soap and water are not available, use alcohol-based hand sanitizers that contain at least 60% alcohol.
- Cover your coughs and sneezes with a tissue, then dispose of it and clean your hands immediately. If you do not have a tissue, use their sleeve, not your hands, to cover their coughs and sneezes.
- Limit close contact with people who are sick, and avoid sharing food, drinks, or utensils.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipes.
- All students and staff must follow guidelines for wearing masks or face coverings while in the Educational Setting.

Additional Information

CDPH: <https://cdph.ca.gov/covid19> CDC: <https://www.cdc.gov/coronavirus>

We greatly appreciate everyone's efforts in staying informed, calm, and thoughtful as we all do our part to help keep our communities and schools safe. If you have any questions or concerns, please contact your school directly.

Diocese of Sacramento Catholic Schools
www.scd.org/schools

Symptoms of COVID-19
Revised 8/20/20 12



Name: _____

Name: _____

Date: _____

Date: _____

- Fever of 100.4 degrees or higher: _____ °F
- Chills
- Cough
- Shortness of breath/ difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

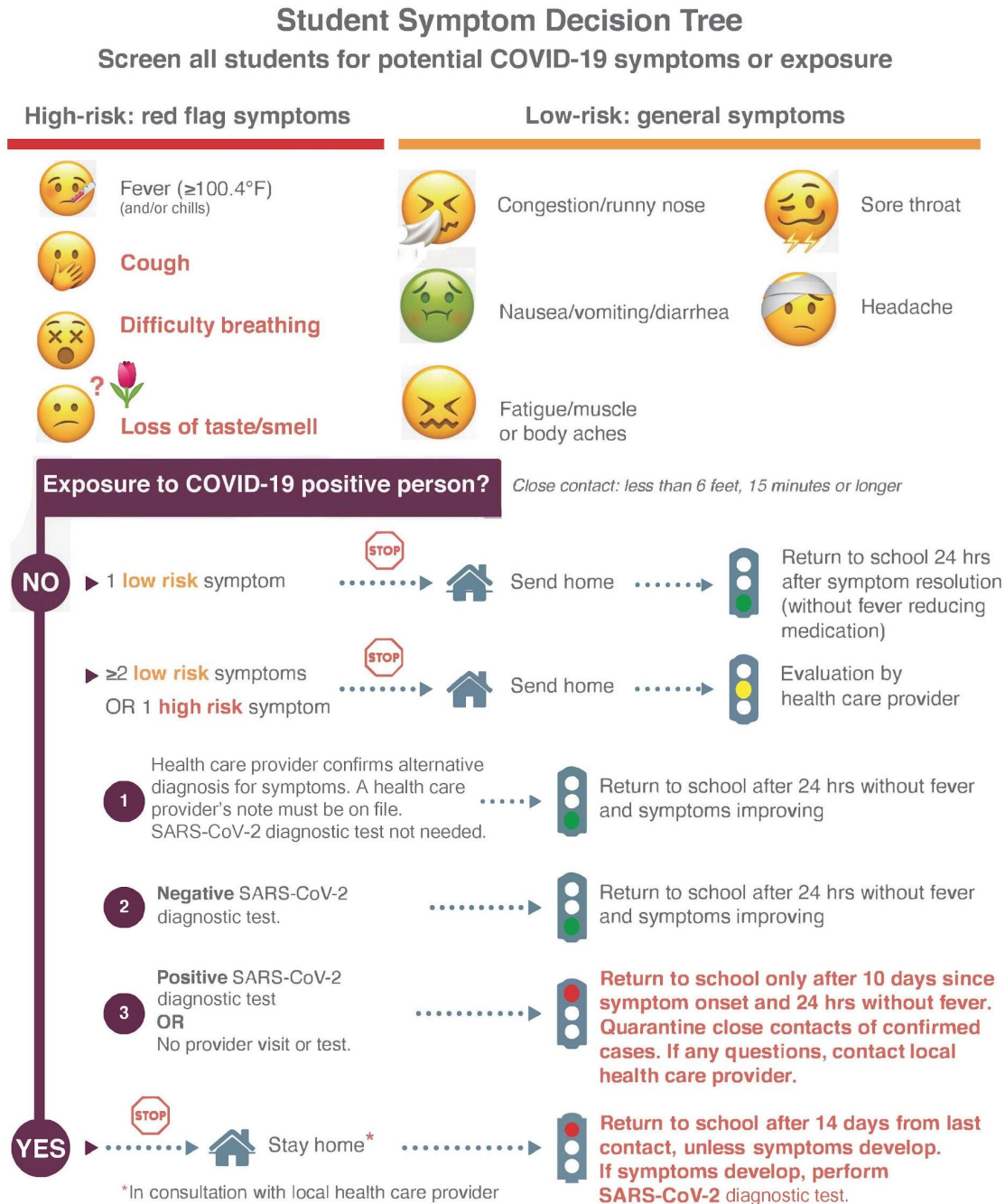
- Fever of 100.4 degrees or higher: _____ °F
- Chills
- Cough
- Shortness of breath/ difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Notes:

Notes:

Confirmed with Sacramento County 9-11-20

Student Symptom Decision Tree



This care pathway was designed to assist school personnel and is not intended to replace the clinician's judgment or establish a protocol for all patients with a particular condition. Diagnosis and treatment should be under the close supervision of a qualified health care provider. Guidance might change; Revision date 10/2/2020

Restroom Daily Checklist

Date:		Restroom Area (circle): boys girls outside gym						
Area/ Time	Before School	After 1st Recess			After Lunch			End of Day cleaned by cleaners
Floors								
Sinks								
Toilets								
Toilet Paper								
Soap								
Urinals								
Towels								
Trash								
<i>Initial next to each item after inspection</i>								

Early Dismissal Form (Must be completed when you arrive on campus)

Student Name: _____

Student Grade: _____ Time Out _____ Time In _____
(if returning student)

Reason for Dismissal:

____ Medical Appointment

____ District Testing

____ Family Emergency

____ Personal

____ Other: _____

Print Name: _____ Relationship: _____

Signature: _____ Date: _____

Student Illness Pick-up Form (Will be complete by staff prior to your arrival on campus)

Student Name: _____

Student Grade: _____ Time Out _____

Reason:

____ Fever _____

____ Coughing/Cold Symptoms

____ Digestive Issues (vomiting, diarrhea, etc.) ____ Concussion Evaluation

____ Difficulty breathing with uncontrolled cough

____ Other: _____

Print Name: _____ Relationship: _____

Signature: _____ Date: _____

Appointment Request Form (Parents please complete and email to Mrs. Maravilla)

Parent Name: _____

Contact Information:

Phone: _____

Email: _____

Reason:

_____FACTS

_____Registration

_____Discipline/Concerns/Academics

(Before an appointment is made with the principal, you must first meet with your child(ren)'s teacher(s). This will be verified by teachers before scheduling moves forward)

_____Other: _____

Student: _____ Grade: _____

Student: _____ Grade: _____

Student: _____ Grade: _____

Appointments will be held between 8:30 am and 2:30 pm. Appointments will be conducted by phone or Virtual (Zoom). Only under special circumstances, determined by the principal, will appointments be held in person.

Please email the completed form to cmaravilla@saintpatricksacademy.net

2021-2022 COVID-19 School Protocol Acknowledgment

By signing below, I acknowledge that I have read and understand the current COVID-19 School Protocol which sets forth the procedures undertaken by the school to mitigate the spread of infection during the COVID-19 pandemic.

I acknowledge that, despite the best efforts of students, parents, and faculty, a risk of infection at school is a possibility.

I agree to follow all procedures which are family responsibilities. These include the following:

- Conduct a daily health check of all family members (temperature below 100.4°F, presence of COVID-19 symptoms, etc.) before coming to campus
- Keep student home if there is a fever or illness of any kind and report this to the school
- Report any contact a student has had with a person who has tested positive for COVID-19 or who is demonstrating COVID-19 symptoms
- Wear a mask and maintain social distancing on campus or at school/parish events
- Provide students with appropriate supplies including masks
- Pick up in a timely manner a student who becomes ill

I understand that the school administration may need to amend the Protocol as needed or required by authorities and that notification of such amendments will be made to parents and guardians in a timely manner.

I have read and understand the information contained in the COVID-19 Protocol:

Please *print* Family Last Name: _____

Parent/Guardian Signature

Date

Parent/Guardian Signature

Date