



ST. PATRICK
ST. VINCENT
CATHOLIC HIGH SCHOOL

***Our Safe Return to Campus: A Guide for
Students, Parents, Faculty and Staff***

PUBLISHED JULY 30, 2021
AMENDED AUGUST 9, 2021
AMENDED AUGUST 26, 2021
AMENDED SEPTEMBER 3, 2021

Due to the evolving nature of the COVID-19 pandemic, this document and our procedures are subject to change. Parents, students and staff will be notified of changes to this document as quickly as possible.

Introduction	2
Section 1: Risk Reduction	
Daily Self-Screening	3
What to Do If Symptomatic	3
COVID-19 Vaccine Recommendation	4
Documentation of Vaccination	4
Definition of “Fully Vaccinated”	5
Definitions of “Isolation” and “Quarantine”	5
Masks	5
Failure to Comply with Mask Requirements	6
Campus-Wide Sanitation (Monday-Thursday)	6
Campus-Wide Sanitation (Friday)	6
Disinfection and Sanitation Materials Used	7
Ventilation	7
Food Service	7
Transportation	8
Deliveries for Students	8
No Sharing of Materials	8
Cold and Wet Weather Protocol for Breaks and Lunch	9
Physical Education Classes	9
Indoor Use of Athletic Equipment	9
Music Classes	10
Theater Classes	10
Community Members with an Elevated Risk of Acquiring COVID-19	10
Returning to School After Travelling (Vaccinated)	10
Returning to School After Travelling (Unvaccinated)	10
Volunteers, Vaccines and Testing	10
Testing for Athletes, Cheerleaders, Coaches and Sports Medicine Students	11
Section 2: Illness Management and Communication	12
Contact Tracing	12
What Is a Close Contact?	13
What is an Indirect Contact?	13
If Symptoms Develop on Campus	13
If Diagnosed with COVID-19	13
Quarantine Guidelines: Vaccinated Close Contacts	13
Quarantine Guidelines: Unvaccinated Close Contacts	14
Does SPSV Require Indirect Contacts to Quarantine	14
SPSV Communication Regarding COVID-19	14
Expected Discretion	14

INTRODUCTION

This document offers the St. Patrick-St. Vincent Catholic High School community a transparent, thorough overview of how we will reduce the risk of exposure to COVID-19 as we continue to endure this pandemic together.

If there is a need to amend this document, all stakeholders will be made aware of any changes as soon as possible.

This document will be placed on our website.

All students and parents are expected to read this document, as it is an addendum to the St. Patrick-St. Vincent Catholic High School *2021-2022 Parent-Student Handbook*.

Faculty and staff are expected to read this entire document before returning to work for the 2021-22 academic year, as it is an addendum to the 2021-2022 St. Patrick-St. Vincent High Catholic School *Faculty and Staff Handbook*.

All students, parents, faculty, staff, coaches and campus visitors must comply with these policies.

Sources of Information

St. Patrick-St. Vincent Catholic High School's administration has developed this document BY reviewing information from the following sources:

- Diocese of Sacramento
- State of California
- Centers for Disease Control (CDC)
- California Department of Public Health (CDPH)
- California Association of School Business Officials (CASBO)
- Solano Public Health (SPH)
- Solano County Office of Education (SCOE)

Our administration will continue to review information from these sources (and others when appropriate) throughout the pandemic to determine if policies should be strengthened or relaxed.

Furthermore, we will review this document's links regularly to ensure accuracy.

SECTION 1: RISK REDUCTION



DAILY SELF-SCREENING EXPECTED FOR ALL COMMUNITY MEMBERS

Before heading to campus, parents must screen their children for [COVID-19 symptoms](#), including a temperature of 100.4 degrees Fahrenheit or higher. Other symptoms include:

- *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*
- *Diarrhea*

Our entire staff and all volunteers must also self screen for COVID-19 symptoms before coming to campus.

WHAT TO DO IF SYMPTOMATIC

Students

The parent of any child with even **one** COVID-19 symptom must stay home until cleared by Mrs.

Trina Santos, SPSV's chief contact tracer. Please email Mrs. Santos at health@spsv.org and Ms. Cathy Gamba, our attendance manager, at attendance@spsv.org.

Staff

Any staff member that has even **one** symptom of COVID-19 must also stay home until cleared by Mrs. Santos. Please contact Mrs. Santos at health@spsv.org and Patty Delgado at p.delgado@spsv.org.

Parent Volunteers

Any parent volunteer (including coaches) that has even **one** symptom of COVID-19 must also stay home until cleared by Mrs. Santos. Please contact Mrs. Santos at health@spsv.org, and Mrs. Delgado, our volunteer coordinator, at p.delgado@spsv.org. *Coaches should email Mr. Lane Hawkins, our athletic director, at l.hawkins@spsv.org.*

COVID-19 VACCINATION RECOMMENDATION

In order to help end this global pandemic, St. Patrick-St. Vincent High School strongly recommends, but does not require, all students, staff, and volunteers (including coaches) to be vaccinated for COVID-19.

DOCUMENTATION OF VACCINATION

In effort to help the administration, the Diocese, and, if necessary, our county determine our school's risk for COVID-19 outbreaks, all vaccinated students, staff, and parent volunteers (including coaches), must submit proof of COVID-19 vaccination to the Office of the Dean of Students.

Students and parents can provide proof of vaccination at walk-through registration. Please bring your vaccination cards to walk-through registration. The Dean of Students will record some basic information from your vaccination card (name, vaccination type, dates). **DO NOT BRING A COPY OF YOUR CARD.**

Community members that become vaccinated during the year must email Dean of Students Patrick Vogelpohl at p.vogelpohl@spsv.org. Mr. Vogelpohl will record this information. Please contact Dean Vogelpohl after you receive your first and second Pfizer or Moderna vaccination, or your single-shot Johnson and Johnson vaccination.

SPSV presumes that any student, staff member or parent that does not provide the school with proof of vaccination is not vaccinated.

DEFINITION OF “FULLY VACCINATED”

Like the CDC and CDPH, SPSV defines community members as fully vaccinated only if they meet one of the criteria below.

- 2 weeks after their second dose of either the Pfizer or Moderna vaccine
- OR**
- 2 weeks after a single-dose vaccine of the Johnson and Johnson vaccine

DEFINITIONS OF “ISOLATION” AND “QUARANTINE”

Per the CDPH, isolation “separates those infected with a contagious disease from people who are not infected.”

According to the CDPH, quarantine “restricts the movement of persons who were exposed to a contagious disease in case they become infected.”

Community members in isolation or quarantine must stay away from campus, as well as all school-sponsored events regardless of where they are being held.

MASKS

Per the [California Department of Public Health](#):

Students, faculty, staff and volunteers (including coaches) are required to mask **indoors**, with exemptions per [CDPH face mask guidance](#). Adults in K-12 school settings are required to mask when sharing indoor spaces with students.

Masks are optional **outdoors** for all in K-12 school settings, except when students are at their lockers. SPSV encourages faculty, staff, students and guests to wear masks outdoors.

Persons exempted from wearing a mask due to a medical condition must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.

Any student or parent who is exempt from wearing a mask must report their condition to the dean of students at p.vogelpohl@spsv.org.

Staff that are exempt from wearing a mask must report their condition to Mrs. Terri Ross, human resources manager, at t.ross@spsv.org.

SPSV’s main office will provide masks to students who forget to bring masks to campus, or whose masks break during the course of the day.

Students can take off masks in the dining hall if they are eating. Once students are done eating, they must resume wearing masks in the dining hall.

Students must stay masked to the best of their abilities while changing in the locker rooms.

FAILURE TO COMPLY WITH MASKING REQUIREMENTS

Any student that does not comply with SPSV's masking requirements in any setting can be sent home until she/he and their parents meet with the administration.

Parents that do not comply with SPSV's mask requirements will not be allowed on campus grounds until they meet with the administration.

CAMPUS-WIDE SANITATION (MONDAY THROUGH THURSDAY)

All students and staff are expected to wash or sanitize their hands throughout the day. Hand sanitizing stations will be placed outside of each building. Each classroom and other learning spaces will have hand sanitizer in them. Students and staff can also bring their own hand sanitizer with them to school each day.

Regular Disinfection Performed by Maintenance Staff

SPSV's maintenance staff will disinfect these fixtures and locations during classes, after lunch, after school, and as needed:

- Handrails
- Sink handles
- Restroom surfaces
- Locker rooms (when necessary)
- Gym (when necessary)

Our maintenance staff will wear appropriate personal protective equipment at all times.

CAMPUS-WIDE SANITATION (FRIDAY)

Every class meets for short periods of time on Fridays. As such, SPSV's maintenance staff will clean the fixtures and locations on Fridays at these times:

- During second period
- During fourth period
- During sixth period
- After school
- As needed

Disinfection and Sanitation: Faculty and Staff

Teachers and staff will disinfect the following after every class, every lunch period, after school, and as needed.

- Classroom door handles
- Personal workspace
- Their iPads, computers and other electronic devices
- Spaces and materials used in the faculty lounge
- Desks
- Tables or workstations used
- Chairs
- Plexiglass dividers
- Stationary computer screens and keyboards
- Other materials as necessary

Disinfection and Sanitation: Students

Teachers can ask students to help sanitize classroom workspaces.

Disinfectant spray and paper towels, or disinfecting wipes, will be provided by school.

Restroom Usage

- No more than two people in a restroom at all times.
- Students and staff must wait outside the restroom until a stall is available.

DISINFECTION AND SANITATION MATERIALS USED

All materials used to disinfect and sanitize our campus will meet EPA guidelines found [here](#).

VENTILATION

SPSV will ensure that each class is as well-ventilated as possible, during all types of weather.

FOOD SERVICE

All students and staff entering a dining area will need to wash or sanitize their hands. Students and staff will use the marked entrances and exits into the dining hall.

Anyone in the dining hall will only be allowed to take off their masks when eating. While in the dining hall, students will wear masks before getting their food and after eating.

Per [CDPH](#), students will maximize physical distance as much as possible when eating, especially indoors. To ensure that students do maximize physical distance, SPSV will stagger seating in the dining hall.

The dining hall will be disinfected before and after meals.

Cafeteria staff and delivery drivers will wear masks and gloves.

- Food, condiments and utensils will be prepackaged.
- Drinks will be distributed by kitchen staff.

TRANSPORTATION

Students will also be expected to wear their masks while on buses or vans. SPSV vehicles will be equipped with hand sanitizer and an emergency supply of face masks. All school transportation will be sanitized and disinfected after each use.

All buses and vans will be disinfected and/or sanitized between uses.

All buses and vans will be as well ventilated as possible in every type of weather.

When possible, students will be three feet apart on buses and vans.

DELIVERIES FOR STUDENTS

To reduce the potential COVID-19 exposure of our front-office staff, SPSV will only allow medication and medical devices (inhalers, crutches, etc.) to be delivered for students during the school day.

SPSV will not accept food deliveries from PostMates, UberEats, similar delivery services, restaurants, friends or family members. Students are not allowed to receive deliveries on campus.

SPSV can ensure that a student in need receives a snack and/or lunch. The cost of these meals will be billed to the family.

Also, parents, family members and friends are not allowed to deliver students any class materials, sports equipment or other school-related materials.

NO SHARING OF MATERIALS

Students cannot share materials, including but not limited to the following:

- Food

- Drinks
- Utensils
- Pens
- Pencils
- Paper
- Phones
- iPads
- Notebooks
- Headphones or earbuds
- Clothes
- Cosmetics

COLD AND WET WEATHER PROTOCOLS FOR BREAK AND LUNCH

If they allow students into their rooms, teachers will make sure their classrooms have been sanitized from the previous class. Before letting students into classrooms during break or lunch, teachers will wait five minutes for disinfectant to settle. Teachers will remind students to wear masks when not eating.

Students cannot alter classroom seating configurations.

The number of students will not exceed the room's seating capacity.

Teachers will have a daily sign-in sheet for students at lunch and breaks for possible contact tracing.

Also, students will leave the classroom five minutes before the bell so teachers can disinfect their room before their next classes.

PHYSICAL EDUCATION CLASSES

Indoor: Students will need to wear masks. If possible, students will maintain three feet of social distance. Gym will be disinfected after use. Equipment used will be disinfected.

Outdoor: Students do not need to wear masks, but doing so is recommended.

Locker Rooms: Students must wear masks while in the locker rooms.

INDOOR USE OF ATHLETIC EQUIPMENT

Students must wear masks indoors. Gym equipment and facilities should be sanitized after use.

MUSIC CLASSES

Until further notice, students will sing outside, masked and distanced at least ten feet apart.

Wind instrumentalists will play with mutes and be distanced at least ten feet apart.

THEATER CLASSES

While classes will take place indoors and outside, performances will take place outside until further notice.

COMMUNITY MEMBERS WITH AN ELEVATED RISK OF HAVING COVID-19

The parents of any student with an [elevated health risk](#) for having COVID-19 should inform Mr. Vogelpohl, dean of students, at p.vogelpohl@spsv.org immediately. Staff with an [elevated health risk](#) for catching COVID-19 must inform Mrs. Terri Ross, director of human resources, at t.ross@spsv.org immediately.

RETURNING TO SCHOOL AFTER TRAVELLING (VACCINATED)

Per the [CDC](#):

Self-monitor for COVID-19 symptoms. Stay home and get tested *only* if you develop symptoms. If you develop symptoms, contact Mrs. Santos at health@spsv.org.

RETURNING TO SCHOOL AFTER TRAVELLING (UNVACCINATED)

Per the [CDC](#):

- Stay home and self-quarantine for a full 7 days after travel.
- Get tested with a [viral test](#) 3-5 days after travel.
- Even if you test negative, self-quarantine for the full 7 days.
- If your test is positive, [isolate](#) yourself to protect others from getting infected.
- If you don't get tested, stay home and self-quarantine for 10 days after travel.
- Avoid being around people who are at [increased risk for severe illness](#) for 14 days, whether you get tested or not.
- Self-monitor for COVID-19 symptoms; isolate and get tested if you develop symptoms.

VOLUNTEERS, VACCINATIONS AND TESTING

Per CDPH and the Diocese of Sacramento, all volunteers must submit the following:

1. Proof of COVID-19 vaccination

OR

2. Proof of a negative COVID-19 test taken no later than 72 hours before volunteering on campus

As such, all volunteers must email their vaccination cards to health@spsv.org before assisting on campus.

All unvaccinated volunteers must submit proof of negative tests to health@spsv.org.

COVID-19 TESTING FOR ATHLETES, CHEERLEADERS, COACHES AND SPORTS MEDICINE STUDENTS

All active sports teams, whether in season or not, will test for COVID-19 once weekly at the Bruin Mobile until further notice. Athletes, cheerleaders, coaches and sports medicine students are required to test, even if fully vaccinated.

The Dean of Students will send all required forms to students, parents and coaches. The Dean of Students will also maintain the testing schedule, and inform the community of testing dates and times.

Parents can choose to have their children tested elsewhere. Please email p.vogelpohl@spsv.org for testing windows and deadlines.

SECTION 2: ILLNESS MANAGEMENT AND COMMUNICATION



CONTACT TRACING

Mrs. Santos provides contact tracing within SPSV's community. If you are contacted by Mrs. Santos for contact tracing, she will do the following:

1. Explain that you might be a close contact of someone within the SPSV community that has been diagnosed with COVID-19.
2. Ask questions to determine if you are a close contact to someone with COVID-19.
3. Provide you with guidance on quarantining, returning to school, getting tested for COVID-19, and answer questions you may have.

Per CDPH, AB 86 (2021) and California Code Title 17, section 2500, schools are required to report COVID-19 cases to the local public health department. Doing so allows SPH to have a more complete understanding of how our county is affected by COVID-19. Any student, staff member or volunteer who tests positive for COVID-19 is also subject to contact tracing by Solano Public Health.

WHAT IS A CLOSE CONTACT?

To be deemed a close contact to someone with COVID-19, a person must have:

- Been within six feet of someone with COVID-19
- For fifteen or more minutes, consecutive or not consecutive, within a 24 hour period

WHAT IS AN INDIRECT CONTACT?

SPSV defines an indirect contact as someone who has been in close proximity to a close contact.

IF SYMPTOMS DEVELOP WHILE ON CAMPUS

Students must report immediately to the main office, where an office staff member or an administrator will contact the students' parents. Parents must pick up their children from campus once they have been contacted by the school. Mrs. Santos will follow up with the parents to determine if contact tracing or quarantine is necessary. Students will be allowed to return to campus once they meet the following guidelines:

- They have a negative test for SARS-CoV-2 during a testing range determined by the contact tracer.
- OR a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition (e.g., allergies or asthma).
- OR a healthcare provider has confirmed an alternative named diagnosis (e.g., Streptococcal pharyngitis, Coxsackie virus).
- OR **at least** 10 days have passed since symptom onset.

IF DIAGNOSED WITH COVID-19

Any community member diagnosed with COVID-19 must isolate until cleared by their doctor, physician assistant or nurse practitioner **and** Mrs. Santos. Typically, clearance to return to school will require:

- A 7-10 day isolation period.
- SPSV's community member(s) must not have any symptoms of COVID-19.
- At least 24 hours have passed since resolution of fever without the use of fever-reducing medications.

QUARANTINE GUIDELINES: VACCINATED CLOSE CONTACTS

Per [CDPH](#), these close contacts can refrain from quarantine and testing following a known exposure if asymptomatic.

Vaccinated close contacts that become symptomatic must not return to campus or school-sponsored activities until cleared by Mrs. Santos. Contact Mrs. Santos at health@spsv.org.

QUARANTINE GUIDELINES: UNVACCINATED CLOSE CONTACTS

Any unvaccinated close contact must quarantine until cleared by Mrs. Santos, SPSV's contact tracer. Typically, clearance to return to school will require:

- A 7-10 day quarantine period.
- Proof of a negative COVID test(s) taken within a range of dates determined by Mrs. Santos.
- SPSV's community member(s) must not have any symptoms of COVID-19.

DOES SPSV REQUIRE INDIRECT CONTACTS TO QUARANTINE?

If SPSV's contact tracing team determines that an indirect contact could be at an elevated risk for having COVID-19, the school reserves the right to have that student or staff member quarantine.

SPSV COMMUNICATION REGARDING COVID-19

- When families or staff self-report confirmed COVID-19 illness to school administration, SPSV's administration will contact Solano Public Health once it has all relevant information about the community member and their close contacts.
- Once the SPSV administration confirms that a student or staff member has been diagnosed with COVID-19, it will consult with SPH and the Diocese of Sacramento to deliver appropriate communication regarding the diagnosis to our school community.
- If deemed necessary by SPH, the administration will assist the agency in identifying SPSV community members that may have been exposed to COVID-19.

EXPECTED DISCRETION

SPSV community members (students, parents, faculty, staff and coaches) are expected to offer any other community member who may have COVID-19, or who may be a close contact, the discretion any reasonable person would want should they be in the same position.

Any community member that takes part in malicious gossip regarding COVID-19 and our school (specifically, our students, faculty, staff, or coaches) can be temporarily or permanently separated from the school. This gossip may be spoken, written or placed on social media.