



Holy Name Catholic School

National School of Excellence

680 Harmon

Birmingham, MI 48009

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Return-to-School Plan 2020-2021

In preparation for the 2020-2021 school year, as Holy Name Catholic School remains committed to offering and upholding our standard of academic excellence, we also must ensure a safe environment for our students and staff. We will implement the mandatory requirements and look to follow the strongly recommended points in Michigan's 2020-2021 Return to School Roadmap. In working towards this goal, we must continue to follow our own values of Character, Faith, and Integrity, and remain flexible for the good of our community.

In the State of Michigan's Return to School Roadmap, Phase 4 allows Holy Name students the opportunity to return to school for in-person instruction. Grade 1-8 students will return to school beginning August 24. Preschool and kindergarten students will have an outdoor meet and greet session with their teachers on August 24; their first ½ day of school is August 25.

Should the State of Michigan roll us back to Phases 1-3, Holy Name is prepared to offer a robust online curriculum that will look different than the past spring. There will be a structured, synchronized schedule, with smaller group sessions for younger students focusing on Language Arts and Math. Special classes will also offer weekly zoom sessions for students.

Our school is a large extended family and we are depending on each other to stay home when we don't feel well and be vigilant in stopping the spread of Covid-19. We need your help and ask that all school families commit to protect themselves and others by following social distancing guidelines, mask wearing, frequent hand washing and being overly cautious during this time so we can all help keep our students, staff and teachers safe and in our building. We acknowledge that there can be asymptomatic spread, but we are hopeful that our collective commitment to protect ourselves and others can and will allow us to keep our school community safe. Our sense is that the more cautious we can be in our individual homes and interactions with broader community, the safer we can be as a school community.

2020-2021 School Scenarios

Depending on the status of the MI Safe Start Plan, there are four scenarios for the 2020 school year:

Scenario #1: MI Safe Start Phases 1-3 Our school building is closed to students, and instruction is provided remotely.

Scenario #2: MI Safe Start Phase 4 School is open for in-person instruction with more stringent required safety protocols.

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Scenario #3: MI Safe Start Phase 5 School is open for in-person instruction with moderate required safety protocols.

Scenario #4: MI Safe Start Phase 6 Schools open for in-person instruction with minimal required safety protocols.

Spirituality

Holy Name is committed to helping your children develop foundational skills in faith, academics, character, and integrity to enhance their lives as joyful missionary disciples. We will follow Archdiocesan and State of Michigan guidelines regarding all school Masses, prayer services, retreat experiences, and Christian Service opportunities, as it relates to safe distancing guidelines, and best practices.

Personal Protective Equipment & Mask Requirements

- All staff will wear facial coverings when in classrooms, except during meals.
- All staff and all students in grades preschool-8th grade will wear facial coverings when in hallways, during special classes, when working in small groups and in common areas.
- Facial coverings are not required in preschool classrooms by children ages 3 and 4.
- All students in grades K-3 will not be required to wear facial coverings in their classrooms unless students do not remain with their cohort class (Example for speech and language services and afterschool care) (we strongly encourage students to wear face coverings even though it is not required in the classrooms).
- All students in grades 4-8 will wear facial coverings in their classrooms. Classes will be encouraged to go outside for mask breaks, learning, and exercise throughout the day.
- No indoor assemblies will be conducted that bring together students from more than one classroom. School Masses are allowed provided that all AOD Mass guidelines are followed. A limited number of students will be in the church while the rest of the students will livestream the Mass in their classrooms. No parents or visitors will be able to attend Mass with our students.

Screening For Students & Staff

- Holy Name will continue to work with the local health department to create an efficient and effective tracking/screening system in accordance with CDC guidelines for staff and students.

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- Parents will conduct at home screening for their children:

- GET TO KNOW THE SYMPTOMS:

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to the virus.

People with these symptoms may have COVID-19: » Fever or chills » Cough » Shortness of breath or difficulty breathing » Fatigue » Muscle or body aches » Headache » New loss of taste or smell » Sore throat » Congestion or runny nose » Nausea or vomiting » Diarrhea

This list does not include all possible symptoms. The CDC will continue to update this list as we learn more about COVID-19.

- If students or staff feel symptomatic, have a temperature higher than 100.4, or exhibit respiratory or gastrointestinal symptoms, they must stay home and report symptoms to school immediately.
- The school clinic located in the school office has been designated, and will be used for those students who become ill at school. This will allow for proper isolation.
- Upon reporting illness or symptoms, students and staff will be placed in "Tracking Process" managed by the school office.
- COVID-19 symptomatic students sent home from school must be kept home until they have tested negative for COVID, have completely recovered according to CDC and local health department guidelines, or provide authorization to return to school by their health care provider.
- Staff will conduct daily self-examinations, including a temperature check, prior to coming to work. If they exhibit any new or unusual symptoms as reported on the COVID-19 school monitoring form, they will stay home.

Daily School Entry

- Only students and staff may enter the school. Staff will be at the school doors to make sure all students have their face mask. If students forget their face mask, a disposable one will be provided.
- Sanitizing stations are located at entry points and throughout the building. All students and staff will sanitize their hands upon entry to the school and go directly to their classroom.
- Family members or guests are asked to refrain from entering the school building except under extenuating circumstances as defined by administration.

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- **No deliveries of lunch will be accepted this year from outside vendors.** Students may purchase lunch through the school's lunch program or bring their own. Lunches purchased from the school lunch program will be delivered to the classrooms in disposable containers (Extra lunches will not be provided this year. Please ensure your child orders or brings a daily lunch).

Spacing & Movement

- Teachers will do their best to maintain social distancing with students.
- Signage is placed throughout the building to promote proper social distancing.
- Markers will be used at six foot intervals throughout the hallways.
- Desks are rearranged to face the same direction.
- Students will eat lunch in their classrooms and recess times will vary throughout the day for individual classes.
- Classroom windows may be opened- weather permitting.
- Staff will monitor arrival and dismissal times to encourage social distancing.
- Physical Education classes will take place outside when possible.
- School Masses will be allowed, provided that all Archdiocese of Detroit Mass guidelines are followed. 1/3 of the students will attend Mass in the church while 2/3 of students will livestream it from their classrooms.

Hygiene

- Holy Name is properly equipped with an adequate amount of supplies to support healthy hygiene behaviors.
- Hand sanitizer that contain at least 60% alcohol is located in all classrooms and entrances.
- Signage is updated to reinforce social distancing and proper hand washing techniques.
- Sanitization stations are frequently checked and refilled.
- Holy Name is prepared to teach and reinforce proper hand washing techniques utilizing our morning announcements and signage throughout the building.
- Students/staff are encouraged to cough and sneeze into their elbows or to cover their mouths with tissue. Tissues should be thrown into trash and hands washed immediately.

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Facilities & Maintenance

- Upgraded from a MERV-8 to a MERV-13 Air Filtration System. MERV-13 filters particles out of the air down to the size of 0.3-1.0 microns, greatly diminishing any chance of circulating aerosols with infectious SARS-CoV 2.
- Taken measures to control materials and supply chain for cleaning, disinfection and PPE supplies per the CDC and Oakland County Health Department guidelines.
- Established a supply of disinfectant and/or wipes in each classroom adequate to clean all desks after each period.
- Supplied office areas with protection dividers to create a safer environment.
- Deep cleaned the building in preparation for the 2020-2021 school year.

Positive Cases

- COVID-19 symptomatic students sent home from school must be kept home until they have tested negative for COVID, have completely recovered according to CDC and local health department guidelines, or provide authorization to return to school by their health care provider.
- Test locations can be found using the Michigan.gov testing locator.
- Test sites offer free testing, without doctor's order.
- Staff who become ill must notify their direct supervisor and report for off-site testing immediately.
- Symptomatic students and staff will be kept home until they have tested negative for COVID-19 or have been released from isolation according to CDC guidelines.
- Families will be notified of the presence of any clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home. HIPAA and FERPA rules apply.
- If a student tests positive, parents must notify the school office immediately.
- If an immediate family member of a student tests positive, parents must notify the school office immediately.
- At this time, according to Michigan.gov, empiric testing of all students or staff members in the class is not recommended. Only those that develop symptoms require testing for COVID-19.

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- Holy Name will cooperate with the local public health department if a confirmed case of COVID-19 is identified, and, in particular, collect the contact information for any close contacts of the affected individual from two days before the individual person showed symptoms to the time when the individual was last present at the school.
- The local health department will initiate contact tracing, following regular public health practice.
- Quarantined students will still be expected to attend class digitally while at home, unless they are physically unable to do so.

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