



ST. GABRIEL S C H O O L

BEING CHRIST · EVERY DAY · EVERYWHERE
through teaching, learning, leading, and serving.

Responsible Restart 2020-2021 Guidelines

*I can do all things
with Christ who
strengthens me.*

Philippians 4:13

Below you will find guidelines for our Responsible Restart for the 2020-2021 school year. We thank you for your continued support and patience as we continue to receive updated information and guidelines.

This plan is strongly aligned with the recommendations by the American Academy of Pediatrics, the Ohio Department of Education, and the Ohio Department of Health. By the time our school year begins we will have further consultation with both Lake Health System and University Hospital Health System. Our St. Gabriel Parent survey and the hard work of our Responsible Restart Task Force also played a part in the formation of this plan. We will continue to adjust and review this plan based on the guidelines and mandates set forth by state and local governments. As in all things we do, this plan was made after prayerful reflection and guidance from both our Diocesan leadership team and our pastor, Fr. Fred Pausche.

The impact of COVID-19 on our lives is ever changing, and St. Gabriel School is prepared to make the necessary adjustments to a new distance learning format if mandated. All further communications of this plan will come via our Bear Necessities Smore Communication. Accompanying this communication is a Google Form to be completed by all families called, “St. Gabriel School Family Education Plan.” Please complete this form as soon as you can. Only one form for each family.

Thank you for your continued support and cooperation. It is our goal to offer the best possible education to our students, while keeping our families safe and healthy.

Fr. Fred Pausche
Pastor

Ann Ulrich
Principal
Primary Grades Jr. K to 4

Robert Kumazec
Principal
Intermediate Grades 5 to 8

Table of Contents

| | |
|---|-----------|
| Vigilant Screening Guidelines for Students and Staff | 4 |
| COVID-19 Symptoms, Temperature Checks and Isolation Room | 5 |
| Communication, Hand Sanitizing, Sanitation of Environment | 6 |
| Physical Distancing Efforts and Cohort Groupings | 7 |
| Face Coverings | 8 |
| Middle School Classes, Student Services, And Academically Talented | 9 |
| Related Arts Classes | 10 |
| Simultaneous Distance Learning Plan/Registration Form | 11 |
| Distance Learning Flowchart | 12 |
| Distance Learning Guidelines | 13 |
| Cub Care | 14 |
| Mass, Lunch, Recess, School Visitors/Volunteers | 15 |
| School Events/Trips, Transportation, School Supplies, School Calendar, CYO | 16 |
| Financial Responsibilities & Final Thoughts | 17 |

Vigilant Screening

Grizzly Morning Check-Up

Families are required to start each school day with a quick and easy at-home assessment of their student(s) for potential symptoms of or exposure to COVID-19.

1. Temperature- Take the student's temperature with a thermometer. If the temperature is 100.0 degrees Fahrenheit or higher, the student must stay home from school for a minimum of 3 days and be evaluated by their healthcare provider (by phone, telemedicine or office visit).

2. Symptoms- Does the student have a cough, sore throat, loss of taste or smell or other symptoms of respiratory illness as outlined in the graphic below? Concerning symptoms require that the student stay home from school and be evaluated by their healthcare provider (by phone, telemedicine or office visit).

3. Contact- Has the student been in direct contact in the last 14 days with someone who has been diagnosed with COVID-19? If so, the student must stay home until school officials have been notified of the situation and can provide further, individualized guidance.

Return to School from Absence Due to Illness

If a student has to leave school for three days due to a fever, they must provide a note from their physician stating they have been assessed by one of the mentioned methods and the student is ready to return to school. If a student is absent from school due an illness that does not reflect COVID-19 symptoms (pink eye, injury, etc.) they will follow our typical return policies.

COVID-19 Symptoms

Help prevent the spread of COVID-19

You may have COVID-19 if you experience one or more of the following:

- Fever or chills.
- Cough.
- Shortness of breath or difficulty breathing.
- Fatigue.
- Muscle or body aches.
- Headache.
- Loss of taste or smell.
- Sore throat.
- Congestion or runny nose.
- Nausea or vomiting.
- Diarrhea.

Symptoms range from mild to severe and may appear two to 14 days after exposure to the virus.

Employee Screening

All employees will be required to perform the same self-assessment required of students at home and they will also have their temperature taken upon arriving at school each day. These records will be updated and maintained by the school clinic.

Isolation Room

In addition to our school clinic, we will have a separate isolation room for any student who has a fever or other concerning symptoms and is waiting to be picked up from school.

Health Standards and Communication with Local Health Officials

Our health clinic aide and administrators will oversee health and safety standards and communication with the local health department regarding updated COVID protocols , testing, and reporting.

Washing and Sanitizing Hands

Each classroom will be equipped with hand sanitation stations for student and teacher use. Students and adult staff will be encouraged to wash hands/use sanitizer frequently. Sanitizer stations will be available at other high traffic areas like the entrances to the school. Students are also encouraged to have small personal hand sanitizers if possible. Proper hygiene practices will be shared with school staff and students by local healthcare professionals.

Clean School Environment

We will regularly sanitize high-contact areas (i.e. doorknobs, banisters, and restroom facilities) throughout the school day. Each teacher will lead a cleaning routine if their classes need to transition. This will include hand washing, sanitizing, and cleaning of desks and materials. Maintenance has a Clorox 360 Electrostatic Machine to deep clean the classrooms as needed.



Physical Distancing Efforts and Cohort Groupings

As it is our goal to offer five-day-per-week in-school instruction for all students, St. Gabriel School is implementing measures to best follow distancing guidelines, including those from the American Academy of Pediatrics, that recommend distancing students three to six feet apart as much as possible. We acknowledge that we will generally be unable to maintain six feet of physical distance consistently throughout the typical school day. Adjusted classroom practices and routines, however, will decrease the contact and increase the distance typically experienced by students. With few exceptions, students will remain in contact with only their homeroom and, at limited times, members of their grade level. Students in grades preschool through grade 5 will be self-contained for the upcoming school year.

- Student seating in all classrooms has been adjusted to have all students facing forward or arranged in a way that allows for furthest distancing. Clustered groups will be avoided.
- Signs will be posted in common areas reminding students to remain a reasonable distance from one another.
- Teachers will be encouraged to use outdoor areas for classes when weather permits and it is a good fit for instruction.
- Classroom doors will be left ajar to allow increased air circulation.
- Students will be spaced at lockers and visits will be kept to a minimum with a rotating schedule that will be followed throughout the day.

3 - 6 Feet



Face Coverings

Types of Face Coverings

Face coverings must cover the mouth and nose and secure tightly to be most effective. Face coverings should be provided by the families and cared for properly. If a student does not have a face covering, one will be provided for that school day. Acceptable face coverings are listed below:

- Cloth masks
- Face shields worn with masks
- Disposable protective masks

Employees

All employees will be required to wear a face covering at all times. When working with a student in a small group or 1-on-1, a face mask and face shield will be worn.

Junior Kindergarten:

Face coverings are **OPTIONAL** when in the classroom. Face coverings will be **MANDATORY** during transition times (arrival, dismissal, bathroom visits, etc.).

Grade K - 8:

Face coverings are **MANDATORY** throughout the day while students are in the classroom, and during transition periods (arrival, dismissal, bathroom visits, etc.). Breaks from wearing the mask will be taken as needed during snack, recess, lunch etc.

Exemptions

Students may be excused from the requirement to wear a face covering for medical reasons with a note from their primary care physician.

Parent/Guardian and Other Visitors to the School

Masks must be worn by all adults who are picking up/dropping off students. Any child or adult over the age of two that enters our building will need to have a face covering as well.

Middle School Classes

Students in our middle school grades will follow a traditional schedule with a limited block scheduling plan to minimize travel. Limited hallway travel will be the focus along with creating one way hallways and stairways where necessary.

Student Service Plans and Services

Students who receive support services will still have access to the teachers and resources that have been identified in their SEGO and Service Plans.

Academically Talented Resources

Students who qualify for our Academically Talented program will still receive enrichment work beginning by the start of second quarter. All teachers will continue to differentiate instruction on a daily basis and offer opportunities for enrichment work in content areas.

Related Arts Classes

Music

Due to teacher availability and limited opportunity to sing in Music class, we are not able to offer Music as an elective this year. However, we are currently offering **Grizzly Explorer Course** in its place. This is an indoor/outdoor STEM exploratory course where students are engaged in problem based learning which uses current state science standards as the foundation for the lessons.

Physical Education/Health

Students in grades JK-4 will have PE and/or Health, once a week and grades 5-8 will be twice a week. This will take place in the gym and outside as much as possible and activities will allow for the social distancing guidelines. Health instruction will take place in the homeroom classes.

JK-1 wear tennis shoes on gym days.

Grades 2- 4 may choose to wear tennis shoes only or a gym uniform under their school uniform.

Grades 5-8 may wear tennis shoes with their school uniform or they may choose to wear summer uniform through October and again April-May

Art

JK-4 will continue to take Art once a week and grades **5-8** will have it twice a week. When possible, Art classes will take place in the Art room and social distancing guidelines will be followed. Extra care for sanitation practices when using materials will also be followed.

Computer

Students in grades K-4 will have computer instruction in their homerooms and the teacher will come to them. Students in grades 5-8 will no longer have computer class due to the additional Health/PE , and Art classes each week.

Spanish

Students will continue to be offered Spanish once a week and the teacher will come to the homeroom classes for instruction. Spanish will be offered to JK to 8th Grade.

Band

Band will not be offered during the school day to limit student movement in the building and support safety guidelines during the 2020-21 school year. Alternatives and other offerings to substitute for this service are being researched. We look forward to welcoming the offering in the future.

Simultaneous Distance Learning Plan/Registration Form

All families complete the *SGS Family Education Plan Form* by Tuesday, July 21st. This is necessary to help set-up the classrooms and create accurate class lists. Families are required to stick to their choice by quarter. Once a family chooses to learn at home, they must continue with that model until the start of the next quarter.

Each classroom will be equipped with a **Remote Learning Conferencing System (RLCS)**. Each RLCS consists of an iPad, moveable tripod, portable conference speakerphone, and video conferencing interface. The teacher's instruction will be streamed to the students working at home in real time. Students in the classroom and at home will get the same instruction, opportunity to do guided practice after the mini-lessons, and opportunities to ask questions. The teacher will move around the room to assist in-person students and will then check on the students at home via the RLCS. Further check-ins will be conducted with students virtually as needed and at a convenient time. Once we know which students will be choosing the distance learning model, we will provide families a class schedule for students to follow including opening day routines and prayer. Should we be forced into a distance model for our entire school, teachers will continue to work from school using these tools.

Distance Learning Parameters

To see if your student qualifies for Distance Learning, please see the organization chart on the next page.

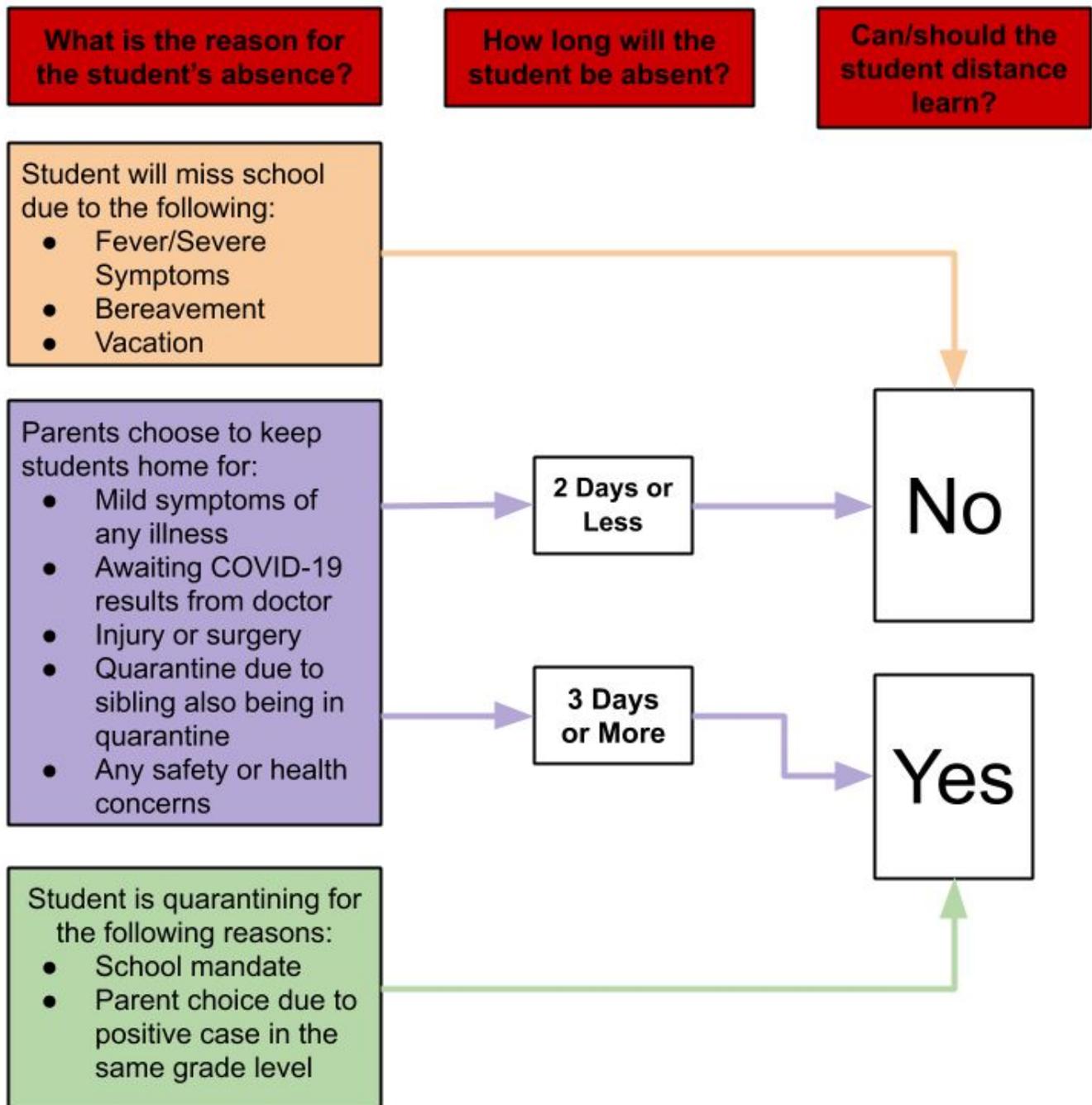


Distance Learning Flowchart



This document was created to help explain when your student can begin distance learning from home. While distance learning is a helpful way for our students to stay connected to their classroom, we want to ensure that students, teachers, and parents stay organized and have the same expectations when a student is out of school. In order to distance learn efficiently, our faculty need two days to gather materials to send home, set-up the necessary technology, plan for proper assessments, and ensure that students understand the added responsibilities of distance learning.

The true purpose of distance learning is ensuring that students missing an extended amount of school due to injury, sickness or COVID-19 can keep up with their school work. Daily make-up work will be sent home to students via siblings or available for pick-up at the main office upon request.



Distance Learning Guidelines for Students

Dress

- Students must be appropriately dressed (pajamas are not acceptable).
- Teachers must be able to clearly see their face.

Attendance

- Student must be present during the entire class.
- Students must be LIVE and SEEN - no names only (no camera) or still screenshots.

Workplace for Students

- Students should have an appropriate quiet place to do their distance learning (desk, table, etc.).
- Other family members (siblings, pets, etc.) should not be visible or audible during distance learning.
- Students should not be in bed, on the floor, etc.
- Supplies should be ready at the start of each class (pen, pencil, book, workbook, etc.).

Conduct/Effort

- Students will participate in classroom activities as directed by the teacher.
- Students will be engaged in classroom activities throughout the period as directed by the teacher.
- Students will follow the same rules and conduct expectations as would be expected with in-school learning.
- Student microphones should be muted unless otherwise directed by the teacher.
- Students should not be using phones or other electronic devices during distance learning.
- Students should not be in a Google Meets session without a teacher present.
- Students should not be eating food during distance learning sessions unless given permission by the teacher.

Cub Care

After School

Cub Care will be offered this year, but adjustments will be made based on the number of students that need this service. Please fill out the SGS Family Education Plan Form to request the times and days you will need Cub Care. Students will be distanced during Cub Care, however, those details will not be available until we know the number of students in each grade level. The number of students that can participate in Cub Care this year could be limited. We will do all we can to keep our students safe during this time in order to meet the needs of our students.

Before school

St. Gabriel School is currently exploring the need for before school supervision and if this can be accommodated.



Other Adaptations to the School Year

Mass

Students will follow a rotating schedule for attending Mass on Wednesdays with their grade level. Classes not attending Mass will participate in a teacher led Liturgy of the Word each week during that same time slot.

Lunch

Students will have daily access to the lunchroom but will have assigned seating that will allow for physical distancing. No more than one grade level will be in the cafeteria at one time. All lunches will be ‘brown bag’ with the exception of Pizza Wednesdays which will allow students to purchase pizza if they choose. If the cafeteria cannot be utilized on a given day, then students will eat lunch in their classrooms. Confidential assistance will be provided to any students who qualify for the free/reduced lunch program. If you are interested in this service, please contact Mr. Kumazec (robert.kumazec@st-gabrielschool.org)

Recess

Students will be offered outdoor recess when possible. Classes will be assigned specific areas outside (playground, basketball hoops, etc.) in order to maintain class cohorts. These assignments will rotate with only one grade outdoors at a time. Students will sanitize and/or wash their hands before returning to their classrooms. Students are asked not to bring any toys, balls, or other items from home.

School Visitors/Volunteers

While we appreciate and look forward to the return of our volunteers, at this time we will only be able to allow visitors to enter our building at our main entrance (A3). All visitors must wait to be buzzed into the building and must go directly to the main office window. Outside visitors will be extremely limited. Anyone entering our building must wear a mask and will be temperature checked prior to entering the second set of doors.

School Events/Field Trips

As we experienced this past spring, school events such as new student orientation, “meet the teacher” night, walk-a-thon, holiday gatherings, field trips, etc... will be held in alternative formats when possible. While we know these events are beloved traditions for all of us, we will need to find alternative options or postpone these events until it is safe to resume large gatherings. Virtual field trips will be used when possible to enhance the educational experience of our students.

Transportation

Transportation will be provided by our public school districts (Mentor, Riverside, and Painesville City). They will communicate their policies and expectations with you. As always, students will be held to the St. Gabriel guidelines for conduct and respect that are found in our student handbook. Any specific questions should be directed to your public school district’s transportation department.

School Supplies

Parents will **not** need to purchase school supplies for the 2020-21 school year. We are excited to be providing each student a Grizzly School Supply Kit! Each kit will include the basic supplies needed for the start of the year (notebooks, pencils, etc.). The only supplies that families need to provide are book bags, lunch boxes, facial coverings, and a reusable water bottle.

School Calendar

Our school calendar is located on our website:

<https://www.st-gabrielschool.org/calendar.html>. We will be starting the school year on **Monday, August 31st**. Changes to our calendar will be sent out in a timely manner.

CYO

Please continue to stay in contact with our CYO commissioner and leadership team as they will share safe guidelines for their programming throughout the year.

Financial Responsibilities

The tuition for each student will remain the same whether a student attends school in-person or chooses the distance learning model at home. Employee salaries, taxes, and benefits account for the majority of our costs to operate the school. Tuition funds almost the entirety of our budget. For those families who choose the Distance Learning Plan option, we believe the new format of live instruction will yield strong instruction, and ultimately the costs to educate our students does not change if we need to move to a distance model. If you need help please reach out to us to discuss our process for obtaining financial assistance.

Final Thoughts

This plan outlines the first steps as we prepare to reopen for the 2020-2021 school year. While it is impossible to reach agreement with all of the decisions and policies set forth within this document, we pray we can all support one another as we move forward with the common goal of continuing to offer the highest quality, Catholic education for all students in our community with safeguards in place. We hope that by offering an in-person and a distance learning plan, these will best meet the needs for all of our stakeholders while establishing realistic, safe procedures. We will continue to adjust and revise this plan based on guidance and directives set forth by our local and state authorities, diocesan guidelines, as well as medical field recommendations. We pledge to keep you updated as quickly as possible regarding any new developments. St. Gabriel School reserves the right to alter this plan at any time as needed with proper and timely notification to all families.