



ST. JOSEPH SCHOOL REOPENING STRATEGY

1. Safety Actions

- a. TEACH AND REINFORCE HANDWASHING
- b. PROTECTIVE EQUIPMENT PURCHASED
 - Face shields have been purchased for all faculty and staff
 - Plexiglass sneezeguards purchased for classrooms that have tables
 - High School installed pass-through glass window in main office
 - Automatic hand sanitizing dispensers installed outside of each classroom and other strategic areas around all three campuses, gym and cafeteria
 - Disinfection and sanitizing foggers purchased
 - Infra-red thermometers purchased (3 per campus, 5 at elementary school)
 - Nitrile Gloves
 - Antibacterial soap for dispensers
 - Disinfection wipes to be used in cafeteria
- c. SAFETY STRATEGIES TO BE EMPLOYED
 - Handwashing instruction delivered to all faculty, staff and students
 - High School hallways made one-way. No lockers issued until Phase III declared. All High School books have digital options
 - Loaner chromebooks cleaned and sanitized after use.
 - Visitors/Parents allowed only in main office area protected by a glass divider
 - Every staff member and student will have temperature checked before entering building
 - Increase air circulation by leaving classroom doors and windows open, weather permitting
- d. CLEAN AND DISINFECT FREQUENTLY TOUCHED SURFACES DAILY TO INCLUDE BUSES, DOOR HANDLES, WATER FOUNTAINS, SHARED OBJECTS, DESKS, ETC.
 - Looking at the possibility of hiring full-time employee to routinely disinfect/clean frequently touched areas on all three campuses
- e. POST SIGNS/POSTERS ON HOW TO STOP SPREAD, PROPERLY WASH HANDS AND PROMOTE EVERYDAY PROTECTIVE MEASURES ON ALL THREE CAMPUSES

2. Promote Social Distancing

- a. ENSURE STAFF AND STUDENT GROUPINGS ARE STATIC (YOUNGER STUDENTS)
- b. CANCEL ALL FIELD TRIPS UNTIL PHASE III DECLARED
- c. LIMIT GATHERINGS WHERE SOCIAL DISTANCING CANNOT BE MAINTAINED
- d. RESTRICT NONESSENTIAL VISITORS AND VOLUNTEERS
- e. SPACE SEATING 6 FEET APART, WHEN FEASIBLE, DESKS FACING SAME DIRECTION

- Plexiglas dividers for classrooms that have tables
 - Classrooms have been cleared of extraneous furnishings to allow for the 6 feet spacing protocol. Possibility of this becoming 3 feet spacing as allowed by ADH.
 - Cafeteria spacing will include use of the entire Spiritan Center Hall.
- f. CLOSE COMMUNAL USE SPACES ...IF POSSIBLE. OTHERWISE, STAGGER USE AND CLEAN AFTER USE.

3. Limit Sharing

- a. EACH CHILD'S BELONGINGS SEPARATED FROM OTHERS' AND TAKEN HOME TO BE CLEANED EACH DAY, IF POSSIBLE.
- b. ENSURE ADEQUATE SUPPLIES TO MINIMIZE SHARING OF HIGH TOUCH MATERIALS
- c. AVOID SHARING ELECTRONIC DEVICES, TOYS AND BOOKS.

4. Train All Staff

- a. TRAIN PERSONNEL FOR PROPER HANDWASHING, ROOM DISINFECTION, AND PROTOCOL FOR HANDLING A SICK STUDENT IN CLASS
- b. CONDUCT DAILY HEALTH CHECKS (E.G. TEMPERATURE SCREENING AND/OR SYMPTOMS CHECKING)
- c. ENCOURAGE STAFF TO STAY HOME IF THEY ARE SICK, CHILDREN SICK, ETC.

5. Plan For If a Staff Member or Child Becomes Ill

- a. ESTABLISHED A HOLDING AREA FOR SICK PERSON SO THAT THEY ARE ISOLATED.
- b. ESTABLISHED A PROCEDURE FOR SAFELY TRANSPORTING ANYONE SICK HOME OR TO A HEALTHCARE FACILITY
- c. CLOSE OFF AREAS USED BY SICK PERSON AND DISINFECT
- d. INFORM THOSE WHO HAVE HAD CLOSE CONTACT TO A DIAGNOSED INDIVIDUAL TO STAY HOME AND MONITOR.

6. Maintain Healthy Operations

- a. IMPLEMENT FLEXIBLE LEAVE POLICIES
- b. MONITOR HEALTH CLINIC TRAFFIC
 - Nurse Kim Nutt will keep daily logs and look for any trends
- c. DESIGNATE A STAFF PERSON TO BE RESPONSIBLE FOR RESPONDING TO COVID-19 CONCERNS
 - Diane Wolfe (Head of School) will be point of contact
- d. SUPPORT COPING AND RESILIENCE AMONG EMPLOYEES AND STUDENTS
 - School Counselors and Pastors will regularly support and address ongoing issues with students, staff and families

7. Closing

- a. CHECK STATE AND LOCAL HEALTH DEPARTMENT NOTICES DAILY ABOUT TRANSMISSION IN THE AREA AND ADJUST OPERATIONS AS NEEDED.
- b. IN THE EVENT A STAFF MEMBER OR STUDENT HAS BEEN POSITIVELY DIAGNOSED AND HAS BEEN IN THE BUILDING, SCHOOL MAY CONSIDER CLOSING FOR 1-2 DAYS FOR CLEANING AND DISINFECTION
- c. RESUME AND IMPLEMENT AMI (VIRTUAL) INSTRUCTION PLAN IN THE EVENT OF FULL CLOSURE