

# BACK TO SCHOOL PLAN 2021-2022

IN RESPONSE TO COVID-19



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### Message from the Principal

Dear Parents and Guardians,

As we enter the 2021-2022 school year, we have been working diligently to adopt the best practices to safely re-open our school as the Covid pandemic evolves. Vaccines are now available to children twelve and older. Oahu case numbers continue to fluctuate, and Covid variants are emerging. Amidst all this, combined with guidance from the Centers for Disease Control and Prevention (CDC), Hawaii State Department of Health (HDOH), the Hawaii Catholic Schools, and the American Academy of Pediatrics Association (AAP), we are providing this year's Back to School Plan 2021-2022.

**Modifications to the plan may be necessary due to the changing condition of the pandemic and our ability to support on-campus learning.**

Your willingness to support this plan will help us work together to establish and promote a learning environment that will keep our students and staff safe and minimize stress and anxiety for students, teachers, staff, and parents.

We look forward to this new year and, as always, remain committed to providing your children with a safe educational experience that supports and develops their spiritual, academic, and emotional well-being.

Bridget Olsen  
Principal



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### Parent Tips for Preparing Your Child for School

- Review and encourage your children to follow new health practices, including daily temperature checks, social distancing, handwashing, wearing face covers (masks and shields), and staying within their classroom cohorts.
- Please help your children remember to bring all their necessary supplies to school every day. Student use of the office phone is restricted unless it is an emergency.
- Everyone from the students, parents, teachers, staff, administrators, and clergy must work together as a team to take care of each other!

### School Access/Visitor Restriction

- To help control the spread of COVID-19, on-campus visitors will be minimal. Parents may not volunteer or enter classrooms at this time. All persons entering the campus must wear a mask and will be subject to health screening.

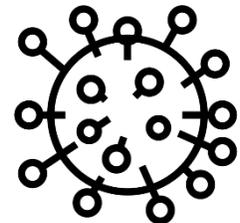
### Health and Safety Protocols at Home and School

*Parents must keep current Emergency Contact information in the FACTS Family Portal with three emergency contacts' names, addresses, emails, and phone numbers.*

### Health Check Before School

If your child is sick, s/he may not come to school.

Due to the fluctuating case numbers and emerging variants, we will continue with the online Daily Health Check. Parents must complete a **Daily Health Screening of each child one hour before the start of school and submit it through a Google form verifying that their children are healthy.**



Students will have their temperature taken periodically during the day. Any child with a fever measuring 100.4 degrees or higher, or exhibiting cough, rash, cold or flu-like symptoms, will be sent to an isolated health room. The office staff will supervise your child until pickup, which must occur within 1 hour.

All children sent home with COVID-19 like symptoms will be asked to follow local health department guidelines for exclusion. Current guidance suggests an 10-day quarantine. Any child sent home with Covid-like symptoms will require a doctor's note and/or proof of a negative test result to return to



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campus. If the child is sent home with a fever, they must be fever-free and symptom-free for 24 hours without fever-reducing medication before their return to school.

If a **vaccinated** student or staff member has a known **exposure to COVID-19**, they may return to school after 24 hours if they don't have symptoms of illness. **Unvaccinated** students or staff must remain home for ten days, monitor symptoms, and present a negative Covid test result to return to school.



### Travel

**Please avoid unnecessary travel.** If you or your child have traveled outside the State of Hawaii, or have had out-of-state visitors, notify the school, and follow the State guidelines outlined by the Hawaii Department of Health and Safe Travels Hawaii.

Students who are vaccinated must notify the school before travel and provide the school with a copy of their vaccination card to return to school post-travel, and with no symptoms of illness.

If anyone in your child's household has traveled outside the State of Hawaii and has tested positive for COVID-19, you must notify the school. Unvaccinated children must remain home for 10 days. Vaccinated children who show no signs or symptoms of illness after five days may return to school with a negative Covid result.

If you are hosting out-of-state visitors in your home, please inform the school. If your visitors show signs or symptoms of illness, you are required to notify the school immediately and keep your child home. A negative Covid test result from your visitors will be required in order for your child to return to school.

### Hygiene and Masks



All children must wear a face mask to school. If using fabric masks, be sure to wash them nightly. Students must keep at least one spare mask at school in a plastic bag. Students will practice sanitary storage of their mask when it is not being worn (be sure the side facing your mouth and nose is not left exposed, place the mask in a pocket or plastic bag when removed). Masks must be worn at all times while on campus except while eating. All masks should be labeled with your child's name.



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Wearing masks is appropriate only if a child can safely and reliably wear, remove, and handle the masks following CDC guidelines throughout the day. Masks should not be worn by children when they are sleeping.



Students will be required to wash their hands with soap and water frequently throughout the day. The recommended time for handwashing is 20 seconds. Hand sanitizer will be available in multiple locations on campus and in each classroom. Each student must bring their own personal 3–8-ounce hand sanitizer to keep at their desk and refill as needed. Hand washing or sanitizing is required each time a student or teacher enters the classroom and immediately

after using the restroom as well as before and after mealtimes.

Students should bring their own labeled water bottle to school each day. Water bottle filling stations are located around the school for students to refill personal water bottles. Water fountains are not available at this time.

### Cleaning and Disinfecting

A professional cleaning company will continue to sanitize the school daily per established CDC protocols with EPA-approved disinfectants against COVID-19. Classrooms and playgrounds will be cleaned and disinfected daily, and students will practice proper hand hygiene before and after use of these spaces. Faculty and staff will clean high-touch surfaces such as door handles, sink handles, and light switches throughout the day. Students will use cleansing wipes throughout each school day to wipe down personal spaces, including desktops, face shields, and chairs.



### Drop Off and Pick Up Procedures

Main school morning drop-off and afternoon pick-off will be a drive-through in the courtyard. Cars will enter from the main gate and proceed to the lane closest to your youngest child's classroom. Cars will move forward until they can safely stop and disembark or pick up their children. Parents should remain in the vehicle. The drop-off lanes will be open from 7:25 am to 7:40 am. Students in Grades K-8 must be inside their classroom by 7:45 am, or they will be marked tardy. Early Learning Center students must be signed into their classrooms by 8:00 am.

At pickup, the drive-through lanes are open from 2:30 pm to 2:50 pm on Monday through Thursday and 1:10 pm to 1:25 pm on Friday in the main school. To assist us in adhering to social distancing



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guidelines, please do not arrive before the drive-through opening for drop-off and pickup. Early Learning Center drop-off and pickup schedules will vary, with pickup at 2:20 pm (M-Th) and 1:00 pm (F). Your child's teacher will provide you with more information.

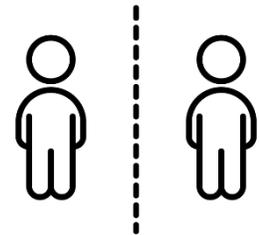
**Drop off, and Pickup are No Phone Zones. Cell phone use is prohibited while you are in your vehicle during drop off and pick up. We ask that you please remain attentive to children and respectful to staff members assisting your children during these times.**

**For the first two weeks of the school year**, Early Learning Center students may be walked to their classroom doors by their parents. Parents must agree to follow Health Screening procedures (temperature checks) and adhere to social distancing guidelines. Parents may not enter classrooms or linger outside for any reason.

### Classroom Environments

Student desks will be spaced 3 feet apart to the extent possible per CDC guidelines. Students will store their personal belongings in their backpacks, desk, or cubby. Please limit your child's items and clean out their backpacks daily.

Students are to refrain from sharing personal supplies and other items with other students.



### Ventilation

With the new information regarding how Covid-19 spreads, we encourage our teachers to reduce the use of air conditioning and maintain highly ventilated learning environments with classroom windows and doors opened. Outdoor learning is also encouraged when possible.

### Cohorts

Cohorts or (bubbles) is a term that describes restricting the same group of classmates and teachers to stay together all day to decrease opportunities for exposure or transmission of COVID-19. The students remain with classmates and in the same classroom "cohort" as much as possible throughout the day. Specialty teachers (Music, Art, Library, Technology, Spanish) will come to each classroom or connect virtually to conduct their lessons. (Physical Education will be outside.) Restricting students' movement helps reduce contact with shared surfaces as each class is in a "bubble." It also facilitates efficient contact tracing, testing, and quarantine of a single cohort rather than the whole school in the event of a positive case.



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All teachers will wear a mask or a face shield during direct instruction and when circulating the room or working with a student. Teachers will be provided with acrylic shields. All children in the Early Learning Center will remain with their teachers throughout the school day.

## Physical Barriers and Signage Guides

Physical barriers such as face shields and partitions will be provided where it is difficult for individuals to remain 3 feet apart.

Throughout the school, signs will promote awareness of the school's policies, procedures, and practices such as proper handwashing, proper wearing of face coverings, physical distancing, walking directions, and staying home when ill. Signage will be provided to remind students to remain at least 3 feet apart.



## Meals

The snack bar will not be available at this time. Students should provide their own nutritious snacks and drinks from home. Snack time is at 9:30 am daily.

All students **must** have lunch. Lunch options include a home lunch (brought from home) or a hot lunch (purchased through the school). Hot lunch must be pre-ordered for the month or year and will be billed on your FACTS account. The school lunch menu is posted on the website.

Lunchtime will be staggered by grades. Individually plated hot lunches will be **delivered** to the classrooms, and classes may eat in their designated lunch areas (classroom or outdoors) while adhering to social distancing.

At no time should students share any food items. If a student forgets their lunch, the teacher will order a school lunch for them.

All lunch rubbish will be collected, tied up in bags, and disposed of safely.



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### Instruction

Our 2021-2022 school year begins with in-person instruction on Tuesday, August 10th, a half-day. It is our desire to complete the school year in-person, but we are planning for distance learning should it become necessary. The teachers and staff will be working with your children during the first weeks of school to help prepare them for what to expect should instruction be modified to accommodate distance learning.

Distance Learning will include synchronous (two-way, real-time) and asynchronous (not live, pre-recorded, independent work) learning activities. Lessons will be posted on Google Classroom, and live class meetings will take place with Google Meet (PS-8). Other programs used by PS-5th may include Seesaw and Class Dojo. PK-8 will also have access to online programs including BrainPOP, Star Reading, Math and Accelerated Reader, Freckle, IXL, Khan Academy, Epic, Tumble Books, etc.

Preparing your child to study in a home environment is essential. Having a dedicated study area with a desk or table, lighting, and available school supplies (pencil, pens, paper, and a computer or iPad). Print and post a copy of the weekly schedule to help your child and you keep everyone organized. Please encourage your child to do their best and reach out to their teachers who are available throughout the school day to answer questions and help.

Students will be expected to participate daily, and attendance will be taken and recorded. Instructional time will be reduced following best practices for distance learning by grade level. The curriculum will continue to emphasize instruction in Reading, Language, Math, Religion, Science, and Social Studies, along with enrichment through our specialty classes. The social and emotional health of our students is equally important, and activities will be planned.

Remote work will be graded consistently with on-campus practices. Pickup of school materials (books and assignments) will be scheduled. Student work may be submitted electronically or via the drop box located on the office door.

Families who are experiencing difficulties or need an electronic device or internet access should contact the school. Parents will be provided with more information on connecting with Google Classroom, Google Meet, and online programs.

### Schoolwide Gatherings

The daily morning assembly and announcements will take place in the classroom and be conducted over the PA system.



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Special assemblies will be limited to small group meetings that will adhere to state guidelines regarding social distancing and wearing of masks.

### Mass and Liturgical Celebrations

Students will attend Mass with their class cohort. Social distancing will be followed inside of the church. Grade levels will be assigned to a Mass rotation schedule to accommodate all students safely. More information and Mass schedules will be shared by your child's teacher. All classes are invited to participate in the school Mass via Livestream. The church will be cleaned and sanitized following each Mass. Students will participate in daily religion classes, pray throughout the day, and are encouraged to continue service projects virtually.

### Extended School Program

According to the Hawaii State Department of Health Guidance for Schools, mixing students from different classes and cohorts within a school increases the risk of spreading. For this reason, along with the fluctuating number of Covid cases and the emerging variants, **Morning Care will not be offered at this time.** All teachers will arrive at school early to open their classroom doors at 7:15 am.

**After School Care for both K-8 and Early Learning Center will require and be limited to pre-registration and limited numbers.** Because of the increasing case numbers daily, even if you are pre-registered for these programs, please do not send your child to this program if you do not need to do so.

### Field Trips and Athletics and Extracurricular After School Classes

All field trips, after-school athletic programs, and extracurricular activities are suspended until further notification.

### COVID-19 Waiver and Release Form

All parents/guardians are expected to sign the COVID-19 Waiver and Release form and return it to the school.

### Reference Websites and Additional Resources

- Hawai'i State Department of Health Guidance for Schools COVID-19 (Last Revised: July 26<sup>th</sup>, 2021)
- Talking with Children about COVID-19



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<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html>

- American Academy of Pediatrics: COVID-19 Planning Considerations: Guidance for School Re-entry <https://services.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools/>
- COVID-19 Resources for Schools, Students, and Families <https://www.ed.gov/coronavirus>



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## COVID-19 Waiver and Release Form

All parents/guardians are expected to sign the **COVID-19 Waiver and Release** form.

The novel coronavirus, COVID-19 ("COVID-19") has been declared a worldwide pandemic by the World Health Organization, causing more than three hundred thousand deaths worldwide. While medical professionals have confirmed that COVID-19 is highly contagious and potentially deadly, there remain many unknowns regarding this disease.

In response to COVID-19 and in accordance with federal and state proclamations and orders, **St. Anthony School Kailua** discontinued on-campus learning in the Spring of 2020. Due to the Covid protocols that the school adopted, we were able to return to in-person instruction for the 2020-2021 school year. In recognizing the various educational, social, and emotional benefits of participating in school on-campus, **St. Anthony School** will continue in-person instruction for the 2021-2022 school year. While the school will endeavor to take reasonable preventative measures and institute procedures to attempt to decrease the spread of the disease, the school cannot guarantee that you or your child(ren) will not become infected with COVID-19. Further, attending the school and participating in the school's programming and activities on campus and/or in person could increase your risk and your child(ren) 's risk of contracting COVID-19.

By signing this Waiver and Release, and in consideration of your child(ren) being able to attend the school in person and/or on-campus, you acknowledge the contagious nature of COVID-19 and voluntarily assume the risk that you and your child(ren) may be exposed to or infected by COVID-19 by attending the school in person and/or on campus, and/or participating in the school's programming and activities, and that such exposure or infection may result in illness, disability, and/or death. You, on behalf of yourself, your child(ren), your heirs, devisees, personal representatives, successors, and assigns (collectively, "Covered Parties"), hereby agree to release and forever discharge the St. Anthony School, its directors, officers, employees, agents, representatives, affiliates and/or assigns (collectively, "School Parties") from any and all liabilities, claims, actions, damages, penalties, suits, costs, or expenses of any nature whatsoever, arising out of or in any way related, directly or indirectly, to any exposure or infection of COVID-19 to yourself or your child(ren) that may occur as a result of attending the school in person and/or on-campus, participating in the school's programming and activities, and/or while using any of the school's facilities, equipment, or materials, to the extent permitted by law (collectively, "Claims"). You, on behalf of yourself and the Covered Parties, also hereby agree to indemnify and hold harmless the School Parties from and against all Claims.

By signing this Waiver and Release, you certify that: (1) you have read the above Waiver and Release, understand it, and sign voluntarily and without any inducement; (2) you are at least eighteen (18) years of age and are of sound mind; and (3) you are the legal guardian of the minor child(ren) listed below and are signing this Agreement on their behalf.

Parent/Guardian's Name: \_\_\_\_\_

**First Parent's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Parent/Guardian's Name: \_\_\_\_\_

**Second Parent's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Child's Name and Age: \_\_\_\_\_

Child's Name and Age: \_\_\_\_\_

Child's Name and Age: \_\_\_\_\_