



**DIOCESE OF HARRISBURG CATHOLIC SCHOOLS REOPENING PLAN FRAMEWORK 2021-2022**

**Aug 20, 2021**

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| <b>School Name: St. Teresa of Calcutta</b>                                                                                                                      | <b>School Location: McSherrystown/Conewago</b>                                                                                                                              |
| <b>Principal: Crystal Noel &amp; Laura Mull</b>                                                                                                                 | <b>Date of Reopening: Aug. 20, 2021</b>                                                                                                                                     |
| <b>Type of Reopening:</b> Total Reopening for all students and staff.                                                                                           | The Diocese will continually review this plan in light of CDC and Department of Health guidelines and in collaboration with school principals. (last update: July 19, 2021) |
| <b>Health &amp; Safety Team</b><br>These individuals play a role in drafting the school plan and in responding to Covid-related matters during the school year. |                                                                                                                                                                             |
| <b>Individual</b>                                                                                                                                               | <b>Stakeholder Group Represented</b>                                                                                                                                        |
| Crystal Noel, Executive Principal                                                                                                                               | Lead Pandemic Coordinator                                                                                                                                                   |
| Jesse Read, Exiting Associate Principal                                                                                                                         | CoLead Pandemic Coordinator                                                                                                                                                 |
| Laura Mull, Entering Associate Principal                                                                                                                        | Plan Development and Schedule Coordinator                                                                                                                                   |
| Fr. Dwight Schlaline, Executive Pastor                                                                                                                          | Plan Development                                                                                                                                                            |

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| <p><b>DIOCESAN GUIDELINES</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <p><b>LOCAL IMPLEMENTATION PLAN:</b> Please include site-specific details and plans for communication to all stakeholders.</p>                                                                                                                                                                    |
| <p><b>Acknowledgement Forms:</b><br/>All parents will be required to sign an updated “acknowledgements and notices” form before the start of the 2021-22 school year. These will be similar to the forms signed before the 2020-21 school year.</p>                                                                                                                                                                                                                                                                                                                                                                    | <p>Acknowledgement forms and notices will be present on our school website, in the first communications distribution at Back to School Night and family folders, and pertinent information in our Parent-Student Handbook.</p>                                                                    |
| <p><b>Weekly Data Collection:</b><br/>Schools will continue to complete the weekly survey from the Office of Catholic Schools on Covid-related matters until further notice in order to ensure consistent data collection efforts. The re-opening committee will review the data weekly and will consider adjusted mitigation strategies, if necessary, for the following school week for each school.</p>                                                                                                                                                                                                             | <p>Building Principals will continue to provide weekly Diocesan reports via Google forms with attendance and school related items in reference to Covid-19 cases.</p>                                                                                                                             |
| <p><b>Virtual Learning - Individual Request:</b><br/>Permission must be given for children to attend our Catholic schools virtually in the 2021-22 school year. We believe it is best to have our students in person in our schools, whenever possible.</p> <p>Parents may make an application to the re-opening committee (not to the building principal) for consideration for virtual education. The application includes completion of a Google Form and an email including the needed medical documentation. Only medically-documented reasons will be considered. When the re-opening committee receives the</p> | <p>If a student has a medically documented need to learn virtually, parents are asked to submit the request to the Diocesan re-opening committee by August 15th or by need throughout the school year. Please see the link for the form submission under Virtual Learning-Individual Request.</p> |

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| <p>application, the committee will consult with the building principal on the matter. The application, pertinent dates and email link can be found <a href="#">here</a>.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <p><b>Virtual Learning - Response to Exposure:</b><br/> If quarantine is needed for a group of students, the school will strive to accommodate that group through a combination of virtual and traditional learning methods. Schools need to be prepared to offer virtual instruction in case an entire class needs to be quarantined.</p>                                                                                                                                                                                                                                                                             | <p>STC will meet our students' needs to have a continuity of learning using a virtual learning platform via Google Classroom and Zoom should quarantining need to take place for an individual or class or school scenario.</p>                                                                                                                                                                                                                                                                                                                                                   |
| <p><b>Temperature &amp; Symptom Checks:</b><br/> Temperature checks will not be done on a daily basis; rather, they will be reserved for screening potentially ill students or faculty and staff.</p> <ul style="list-style-type: none"> <li>● Parents will be asked to be vigilant in checking students for symptoms of illness and to keep students home when ill.</li> <li>● As details of specific symptoms of concern are known, the school will advise parents of any symptoms that require students to remain at home.</li> <li>● Faculty and staff are asked to do a daily self-check for symptoms.</li> </ul> | <p>STC will not be regularly checking the temperatures of every student. We request all parents and faculty to continue to monitor your child's and self's temperatures and symptoms regularly. It is very important that students who are unwell and demonstrating signs of illness stay home. If any signs or symptoms are displayed at school, the child will be sent home immediately.</p> <p>Covid-19 cases will continue to be monitored and decisions to protect the overall health and safety of our entire school community will be our first and foremost priority.</p> |
| <p><b>Social Distancing:</b><br/> Students are expected to be three feet apart in the classroom, to the extent feasible.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p>Three feet apart spacing will drive our actions and decisions for all events. In order to keep ordered movement and controlled settings: one way hall movement, morning homeroom assignments, class whole group movement with supervision, locker and bathroom assignments will continue to be observed.</p>                                                                                                                                                                                                                                                                   |

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| <p><b>Masks:</b><br/>Masks will not be required in our schools for faculty, staff and students. They are optional for those who would prefer to wear them. Schools must ensure that that option is honored and respected.</p> <ul style="list-style-type: none"> <li>● Students will follow the rules of their school district re: masks when utilizing district transportation.</li> <li>● In order to respond to pertinent data or health situations in a particular school, further mitigation strategies, including masks, could be used for a designated period of time.</li> </ul> | <p>Masks will not be required, but optional. We will respect individual needs and concerns as necessary.</p>                                                                                                                                                |
| <p><b>Vaccines:</b><br/>Vaccines will not be required for anyone.</p> <ul style="list-style-type: none"> <li>● Those vaccinated will not be required to quarantine if exposed to Covid.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                       | <p>Vaccines will not be required for anyone.</p> <ul style="list-style-type: none"> <li>● Those vaccinated will not be required to quarantine if exposed to Covid unless symptoms are exhibited and the individual tests positive with COVID-19.</li> </ul> |
| <p><b>Record of Vaccines:</b><br/>Principals will need to know the vaccination status of the people in the buildings in order to be aware of the overall health situation in the schools and to be able to make quarantine decisions, if needed.</p> <ul style="list-style-type: none"> <li>● Faculty and staff in our schools will inform the principal about their vaccination status at the proper time and through the proper channels.</li> </ul>                                                                                                                                   | <p>Principals will need to know the vaccination status of the people in the buildings in order to be aware of the overall health situation in the schools and to be able to make quarantine decisions, if needed.</p>                                       |

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| <ul style="list-style-type: none"> <li>• Parents of students are encouraged to let principals know, in the manner the school establishes, if children have been vaccinated.</li> <li>• In all cases, the school will take every reasonable precaution to safeguard the privacy and dignity of all students, faculty and staff regarding vaccination status.</li> </ul>                                                                                                                                                                                                                                                                                                                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <p><b>Quarantines:</b><br/> Unvaccinated faculty, staff or students who are exposed to a Covid-positive person will need to quarantine based on time frames established by the CDC (see <a href="#">this link</a>) and adopted by the Department of Health. Fully vaccinated faculty, staff and students will not need to quarantine, and no contact tracing is needed. Clearly, any student or faculty or staff member who tests positive for Covid must quarantine, with the length of the quarantine to be determined by the Department of Health.</p>                                                                                                                                    | <p>We will follow the direction of the Board of Health. But, to date, unvaccinated faculty, staff or students who are exposed to a Covid-positive person will need to quarantine based on time frames established by the CDC and adopted by the State of Pennsylvania. Fully vaccinated faculty, staff and students will NOT need to quarantine, and no contact tracing is needed. Clearly, any student or faculty or staff member who tests positive for Covid must quarantine, with the length of the quarantine to be determined by the Board of Health.</p> |
| <p><b>Parents, visitors and volunteers:</b><br/> Parents, volunteers and other visitors will be allowed in schools.</p> <ul style="list-style-type: none"> <li>• Those who are fully vaccinated will not be asked to wear masks.</li> <li>• Signage will be posted prominently in the lobby/office indicating that parents, visitors and volunteers in our school who are not fully vaccinated are asked to wear masks while in the school.</li> <li>• When signing in, parents, visitors and volunteers will sign that they understand and will comply with the request to mask if they are not fully vaccinated. No one will be asked for proof of vaccination when signing in.</li> </ul> | <p>STC will gladly welcome our parents and volunteers in school following the Diocesan policy.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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| <p><b>Cleaning:</b><br/> Areas in schools for common use -- that is, used regularly by multiple groups within the school -- need to be cleaned regularly.</p> <ul style="list-style-type: none"> <li>● Locker rooms, gyms, band and chorus areas, and any other spaces used by multiple school groups are to be cleaned in the middle of the week, ideally, but at least once a week.</li> <li>● Lunchroom surfaces need to be sanitized between lunch shifts.</li> <li>● Classroom desks and high-traffic areas should be cleaned daily at the end of the school day.</li> </ul> | <p>Areas in schools for common use -- that is, used regularly by multiple groups within the school -- need to be cleaned regularly.</p> <ul style="list-style-type: none"> <li>● Locker rooms, gyms, band and chorus areas, and any other spaces used by multiple school groups are to be cleaned in the middle of the week, ideally, but at least once a week.</li> <li>● Lunchroom surfaces need to be sanitized between lunch shifts.</li> <li>● Classroom desks and high-traffic areas should be cleaned daily at the end of the school day.</li> </ul> <p>STC will continue to use disinfectant wipes to wipe down desks daily at the end of the school day. Additionally, high traffic areas will continue to be sprayed.</p> |
| <p><b>Ventilation:</b><br/> Schools will make every effort to provide as much ventilation as possible in each classroom, as we did in 2020-21. Leaving windows and doors open in an appropriate manner is the simplest approach.</p>                                                                                                                                                                                                                                                                                                                                              | <p>We will continue to try to ventilate areas as best as possible in our buildings.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <p><b>Handwashing and hygiene:</b><br/> Students will be asked to wash/sanitize hands at sensible times, as always: at start and end of the school day, before and after lunch, when they have sneezed or used the restroom, and as needed. Water fountains may not be used. Schools may ask students to bring water bottles to school.</p>                                                                                                                                                                                                                                       | <p>Students will be asked to wash/sanitize hands at sensible times, as always: at start and end of the school day, before and after lunch, when they have sneezed or used the restroom, and as needed.</p> <p>Water fountains may not be used.</p> <p>STC will ask students to bring water bottles to school.</p>                                                                                                                                                                                                                                                                                                                                                                                                                   |

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| <p><b>Field trips:</b><br/> Reasonable field trips can be taken in the local area and that decision resides with the school. Proposed trips beyond the local area are to be brought to the Secretary for Education for discussion. However, the responsibility to vet the locations and situations encountered on these trips resides with the school. Schools will need to do homework and be sure of the situation students will encounter during the field trip: crowded areas, etc. -- and will prepare appropriately. High schools will be able to offer overnight retreats, as long as there is a thorough, written health and safety plan in place.</p> | <p>Reasonable field trips can be taken in the local area and that decision resides with the school. Proposed trips beyond the local area are to be brought to the Secretary for Education for discussion. However, the responsibility to vet the locations and situations encountered on these trips resides with the school. Schools will need to do homework and be sure of the situation students will encounter during the field trip: crowded areas, etc. -- and will prepare appropriately.</p> |
| <p><b>Social, emotional and spiritual care for students:</b><br/> We need to make sure, in each school, that we are carefully monitoring student learning and providing all possible resources to meet individual learning needs and to provide the best resources for social, emotional and spiritual growth for our students. As we did last year, we will take a team approach in our schools: school nurses, counselors, social workers (if available) and priests will bring powerful resources to benefit our students. That team will need close collaboration with parents and with teachers, who know the needs of their students well.</p>           | <p>STC will continue to carefully monitor the social, emotional, and spiritual well being of each student.</p>                                                                                                                                                                                                                                                                                                                                                                                        |
| <p><b>Groupings: cohorts, assemblies, Mass, small group work</b><br/> While we will not start the year with the strict cohorting system we used last year, each school is asked to plan the daily interaction of student groups. Each school will determine the range of those groups. In the end, if there is a potential exposure to Covid, we need to know how to proceed. As an</p>                                                                                                                                                                                                                                                                        | <p>STC will have the entire grade be a cohort. At larger gatherings, students will be assigned lunch stations and monitor who they are in contact with during lunch and recess sessions. Ordered movement will take place in public areas such as hallways, morning arrival and dismissal, and lockers. At morning arrival and dismissal, students will be reporting directly to their homeroom assignments.</p>                                                                                      |

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| <p>example: a school may decide that one group will be grades K-2, as they need to eat lunch at the same time.</p> <p>Schools may have small groups work together within the classroom. Maintain the three-foot distance, to the extent feasible.</p>                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                      |
| <p><b>Groupings - Cafeteria:</b><br/>The cafeteria may be used. To the extent feasible, students should be three feet apart in the cafeteria. Commonly-used surfaces in the cafeteria must be cleaned between lunch shifts. A clean and simple approach for the school is to make the groups mentioned above the same as the lunch groups that share the cafeteria.</p> | <p>Lunch and recess will be occurring as a class grouping, but monitored by location and assigned tables.<br/>Recess and lunch will occur by grade level or multiple grade levels with the observation of the 3 foot spacing between individuals. The combined grades for cohorts at lunches and recesses are Grades 2 and 3 and Grades K and 1.</p> |
| <p><b>Groupings - Assemblies:</b><br/>Schools may have assemblies, as needed. As assemblies will bring together more than one school group, schools are encouraged to start with a small number of assemblies in the first quarter of the school year, until we see the overall impact.</p>                                                                             | <p>Reasonable socially distanced assemblies will take place as needed to benefit our students learning and growth.</p>                                                                                                                                                                                                                               |
| <p><b>Groupings - Mass:</b><br/>School Masses will continue, as per Diocese of Harrisburg guidelines for Mass.</p>                                                                                                                                                                                                                                                      | <p>All students, except PreK, will be attending mass weekly at both campuses. Confession for each grade 4-8 at Mc Campus will occur on a five week rotation for students.</p>                                                                                                                                                                        |