COVID – 19 SCHOOL RE-OPENING PLAN

President – Fr. Michael Sajda, OFM Conv.
Principal – Thomas Braunscheidel
Covid-19 Safety Coordinator

The St. Francis High School Covid-Safety Coordinator will be the School President. His responsibility will be to ensure the Re-opening plan is properly implemented and protocols are being followed. The School Nurse is our local Covid Resource staff person responsible for coordinating Covid health monitoring and reporting in conjunction with our local school district, Frontier Central.

Attendance

It is our plan to have all students in school for live instruction every day. Should infection levels in the community dictate that we move to remote instruction, we will adopt an Emergency Instructional schedule with teachers taking attendance for each class remotely.

1. Period by period attendance will be recorded by the Main Office to document faculty contact with student groups.

Health Monitoring

We will be monitoring the health of all students, faculty, staff and visitors daily. Temperature check will be performed on everyone entering our buildings. Temporary quarantine areas, monitored by the nurse will be setup for students identified with a fever until they can be picked up by a family member. Suspected and confirmed cases of Covid-19 within our school community will be reported to the Erie County Department of Health.

1. The school buildings will not be open daily until 7AM at which time all faculty, staff and students must enter through one of two designated doors and submit to a temperature check.
2. Any person with a fever will be directed to the nurse’s station for further evaluation. Those with fever will be quarantined under the supervision of the nurse until they can be picked up by a parent.
3. It is requested that parents check their son’s temperature before they leave for school.
4. Visitors to the school will be screened via video / audio camera by the Main Office before they enter the building. Upon entering the building they will have temperature checked in then Main Office.
5. The school will implement its Communication Plan regarding confirmed or suspected cases of Covid -19 after consulting with the Department of Health. We will facilitate contract tracing as necessary and communicate details with the school community.
Communication

We will communicate with our school community using both traditional print materials and via digital communications. Select information will be mailed to households while other important and timely communications will be transmitted by email and text message. Additionally signage will be posted around campus to create awareness of Covid-19 symptoms and to encourage social distancing.

Instruction / Technology

Students will follow our regular class schedule with instruction in each class every day for in person instruction. Should there be some requirement that we move to distance learning, we will implement an Emergency Schedule in which students will follow a slightly modified daily schedule receiving LIVE instruction according to a preset schedule. We will be launching a 1 to 1 program in September with each student being issued a Chromebook to be used for the year. This additional technology is to help ensure equitable access to remote instruction that is standardized and safe with appropriate software and digital resources. So, should we need to go to remote instruction for any period of time we have the tools to do so. Inevitably some students or groups of students may be required to quarantine after exposure to an infected individual. We are making plans to ensure their access to regular instruction. Students who must quarantine will be provided access to live streaming instruction using Zoom or other similar platform.

1. Plan A – Traditional - In person instruction with masks and social distancing.
2. Plan B - Hybrid - In person instruction for half of students 2 days and 2 days of remote instruction.
3. Plan C – Remote – Following a modified version of the standard schedule, students receive instruction from home with a live format daily. This model would provide for daily virtual office hours daily for students seeking additional person assistance.

Sanitation / Disinfecting

We have and will continue to implement new sanitizing protocols. We are working with our cleaning company and maintenance staff to assure proper sanitizing procedures are in place. Faculty, staff and students will also be enlisted to ensure proper sanitizing is occurring. This includes frequent use of sanitizer in high touch areas in offices and classrooms.

1. Classroom desks will be wiped down with disinfectant before the beginning of each class.
2. Classrooms and all common areas including high touch areas will be disinfected in the evening.
3. Lavatories will be disinfected at regular intervals throughout the school day.
4. Hand sanitizers will be made available and use encouraged in each classroom and common areas such as cafeterias and hallways.
5. Classroom materials and instructional technology. Students will be prohibited from sharing materials such as writing instruments, calculators or other technology devices. Devices that are used by different students during the course of the day will be sanitized between uses.
Personal Protective Equipment

1. Face Covering / Masks - Students are expected to wear face coverings throughout the school day. Students are asked to bring their own masks, or face covering. All face coverings must cover both nose and mouth. Families with health concerns about masks related to health issues such as asthma should contact the nurse after September 1st for accommodations.
2. Dress Code - To accommodate for the potential discomfort and body heat created by wearing a face mask, students will be permitted to wear a St. Francis High School Polo in place of the traditional shirt and tie for the months of September and October. Polos will be available for order through the Campus Store.
3. The school has installed equipment such as sneeze guards around campus to prevent potential spread of viruses.
4. Over 30 hand sanitizers have been installed around campus in public areas.
5. Touch-less water fountains are being installed around campus to ensure supply of drinking water for students.
6. Other PPE such as face shields will be made available to faculty and staff upon request.
7. A supply of face masks will be made available to students should they lose or forget their masks.
8. Latex gloves will be made available upon request.
9. Supplies will be monitored and re-ordered as needed.

Social Distancing

We are planning adjustments and modifications to our school day to facilitate social distancing.

1. Classroom Reconfiguration - Classroom seating arrangements are being adjusted to maximize social distancing, removing unnecessary furniture or equipment not regularly used. Desk spacing will be increased and staggered to maximize distance. Each classroom will be equipped with a fan to exhaust classroom air and ensure a supply of fresh air.
2. Campus Traffic Patterns - When students return to campus is September we will implement new traffic patterns to be used to traverse campus. Most hallways and stairways will be designated as one way to minimize volume and reduce unnecessary contact between students. Students will be provided extra time between classes to navigate these new traffic patterns as well as time for teachers to sanitize where possible.
3. Classroom Usage - Classes will be assigned to rooms based upon size of class. Room capacity will be limited.

Safety Drills

The School will continue to execute its required Safety Drills under the direction of the Dean of Students. Evacuation routes and protocols will be adjusted as necessary to accommodate for social distancing.
Food Service - Cafeteria

1. Hand sanitizers will be made available for students before and after lunch periods.
2. Areas where students eat will be sanitized between uses.
3. Student Dining Room - We will be implementing auxiliary locations for all lunch periods to limit the number of students in the cafeteria. The cafeteria is also being reconfigured to limit seating and create appropriate social distancing. Shields will be installed between seating where needed.
4. Cashless Transactions - Students will be required to pre-fund their lunch account so no cash transactions occur at the point of sale.
5. Meals will be through a “grab and go” service in pre-packaged disposal containers to minimize contact between staff and students
6. Appropriate signage and monitoring related to food allergies will be posted in areas used as auxiliary lunch rooms.

Social / Emotional Health

Both teachers and counselors will monitor students for signs of stress and anxiety related to Covid-19. Counselors and teachers will communicate such concerns to parents and make professionals referrals where necessary. School wide student programming will be implemented to assist students dealing with stress and anxiety related to Covid-19.

Transportation

Transportation to and from school is the responsibility of the local school district if a student lives within 15 miles of the school. Protocol for social distancing and disinfecting are implement by each school district. The school’s mini-busses used for extra- curricular transportation will be sanitized before each use. Students riding the mini-busses must be masked while riding the bus.

Extra-Curricular Activities and Athletics

It is our goal to offer our traditional comprehensive offerings of activities including Athletics, Fine Arts, Clubs and Activities. These will have to be adjusted to accommodate social distancing guidelines. We are currently awaiting guidance from New York State High School Athletics Association regarding a resumption of athletics and any revised starting dates.

Emergency Closure

Emergency closure due to Covid - 19 will be coordinated with the local school district (Frontier Central) and the Erie County Health Department. Communications regarding any such closure will be directly to our school community through text and email as well as local media outlets.