

## St Peters Preparedness Plans 2020

Executive Order 2020-142 states that all schools must adopt a "Preparedness Plan" prior to reopening in the fall. The reopening plan must address any required or highly recommended safety protocols listed in the *MI Safe Schools: Return to School Roadmap* as they relate to each phase of the *MI Safe Start Plan*.

The following "Preparedness Plan" is organized according to the MI Safe Start phases and lists the policies and procedures that St Peters will follow during each of the phases. Items with an \* are required by the executive order, items with \*\* are highly recommended in the *MI Safe Schools Roadmap*. Highly recommended items are not required by the executive order since individual locations and circumstances may be better served through other protocols.

### MI Safe Start: Phases 1-3

- Community spread of the virus is increasing and substantial
- There is concern about health system capacity
- Testing and tracing efforts may not be sufficient to control the spread of the pandemic

\*Schools are closed for in-person instruction. All athletics, co-curricular, and school activities are suspended.

St Peters preschool and Parent and Tot programs will be closed.

If possible, a weekly Zoom meeting will be set up to allow the children to keep in touch. More details will be worked out with the families after school starts.

## MI Safe Start: Phases 4

- The number of new cases and deaths has fallen for a period of time, but overall case levels are still high
- Most new outbreaks are quickly identified, traced, and contained due to robust testing infrastructure
- Health system capacity can handle these new outbreaks
- The overall number of infected individuals still indicate the need for distancing to stop transmission

### 1. Personal Protective Equipment

- a. \*\*Facial coverings should be considered for pre-K students and students with special needs in hallway and common areas.

Note: For St Peters, facial covering will be required until student passes the temp screening and in all common areas (hallway, gym and bathroom)

- b. \*\*Facial coverings are strongly recommended for use in classrooms by children ages 2, 3 and 4.
- c. \*\*Facial coverings should never be used on children under age 2.
- d. \*Facial coverings must always be worn by staff except for meals. PreK-5 and special education teachers should consider wearing clear masks.

Note: Staff are not required to wear facial covering in school while students are not present.

- e. \*Homemade facial coverings must be washed daily
- f. \*Disposable face coverings must be disposed of at the end of each day
- g. \*Individuals who are unable to medically tolerate a facial covering must not wear one, and must submit a doctor's note to the office.
- h. Individuals should arrive at school wearing a face mask.
- i. Individuals who arrive at school without a face covering will be given a disposable face covering by St Peters for the day.

Note: All adults are expected to wear a face covering while they are in the building unless medically unable to do so.

### 2. Hygiene

- a. \*All bathrooms and sinks will have soap and paper towels. These supplies will be checked and refilled as needed.
- b. \*Hand sanitizer with at least 60% alcohol will be available for use by students, teachers, and staff in classrooms and common areas.
- c. \*Signs will be posted in bathrooms and common areas reinforcing proper handwashing techniques.
- d. \*Teachers will teach and reinforce handwashing with soap and water for at least 20 seconds as well as the safe use of hand sanitizer.

- e. \*\*Teachers will teach and reinforce proper techniques to lessen spread when coughing and sneezing as well as proper disposal of tissues.
- f. \*\*In addition to regular handwashing as needed, scheduled handwashing will occur before and after snacks.
- g. \*\*Sharing of personal items and supplies will be discouraged.
- h. \*\*Student's personal items should be stored in their cubbies.
- i. \*\*Portable hand sanitizing stations will be set up throughout school building.

### 3. Spacing Movement & Access

- a. \*\*In classrooms with tables, students will be spaced apart as far as feasible.
- b. \*\*Teachers will strive to keep 6 ft of distance between themselves and students.
- c. \*\*Guests will not be allowed in the school building except for deliveries to the office, scheduled meetings, and extenuating circumstances.
- d. Parents in the Parent and Tot programs will be allowed in the building with their children but must take the temperature screen, sign in and wear a mask while in the building.
- e. \*\*When guests enter the building they will be required to sign in and adhere to the safety protocols in place for students, teachers, and staff. (ie masks and wash, sanitize hands prior to entering).
- f. \*\*Where appropriate, additional signage or floor tape will be used to indicate proper social distancing.
- g. Weather permitting; classroom windows will be left open as much as possible.
- h. Air purifiers with HEPA filters will be used in both classrooms.
- i. We are coordinating schedules with Roots to minimize any interaction of the two student bodies in our common areas.
- j. New arrival and dismissal protocols will be provided to discourage congregating and ensure students go directly from their vehicles to their classrooms and vice-versa.
- k. As much as possible, physical distancing will be encouraged during recess time whether inside or outside.

#### 4. Screening Students and Staff

- a. \*St Peters will cooperate with the Wayne County Health Department in regards to all screening protocols.
- b. All students will be screened as they enter the building with a non-contact temperature scanner. If a temperature reading of greater than 100.4 deg F is observed, the student will not be allowed in school and must be taken back home by the parent.
- c. \*\*Those who become ill during the school day will need to be transported home. They will be quarantined with mask, to a supervised isolated area so that the student can continue to be monitored until their ride arrives.
- d. \*\*Symptomatic students sent home from school should be kept home until they have tested negative or completely recovered according to [CDC guidelines](#).
- e. \*\*Teachers and staff will conduct daily self-examinations, including a temperature check, prior to coming to work. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they will stay home.
- f. Families are strongly encouraged to check their child's temperature at home every morning. Students with a temperature of 100.4 or greater should stay home and consider coronavirus testing if symptoms of COVID-19 are present.
- g. Families are strongly encouraged to monitor their children for symptoms of COVID-19. The presence of any symptoms, including cough or shortness of breath, should prompt the family to keep the student home from school and to follow up with a primary care provider.

#### 5. Testing Protocols for Students and Staff and Responding to Positive Cases

- a. \*Confidentiality laws that protect student and staff health information will be followed at all times.
- b. \*In the event of a lab or clinically diagnosed case of COVID-19, St Peters will cooperate with the Wayne County health department to collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present at the school. (Close contact as defined by Guidelines for safe childcare operations for Covid-19).
- c. \*\*Teachers, students, or staff who develop a fever or become ill with COVID-19 symptoms at school will be sent home and are encouraged to receive COVID-19 testing.
- d. \*\*Families will be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the school once the school receives proper notification that they have occurred.
- e. \*\*Individuals who were in close contact with a positively diagnosed case of COVID-19 will be contacted by the Wayne county health department and will be

encouraged to self-quarantine for 14 days as well as be tested for COVID-19 if they develop symptoms.

- f. \*\*Individuals receiving a positive diagnosis for COVID-19 should only return to school after they are no longer infectious. Local health officials will provide instructions about returning to school using the most current guidelines from the CDC for making this determination.
- g. \*\*After learning of a positive diagnosis for COVID-19, specific areas on campus may be closed for 24 hours before emergency cleaning to limit the risk of any airborne particles.

Note: St Peters is coordinating with Roots such that if any individual from either school has a positive diagnosis the whole building will be cleaned.

## 6. Food Service, Gathering, and Extracurricular Activities

- a. \*Indoor assemblies that bring together the entire school will be suspended.
- b. Students will be seated as far apart as practical during snacks.
- c. Individuals serving food will use gloves.
- d. Offsite field trips may be suspended

## 7. Athletics

Not Applicable.

This category is intended for competitive athletic events and does not apply to recess activities.

## 8. Cleaning

- a. \*Frequently touched surfaces will be cleaned daily with an EPA-approved disinfectant or diluted bleach solution.
- b. \*Hands on areas of classrooms and supplies will be cleaned frequently.  
Note: each student will have their own individual box for art supplies, pencils, crayons.
- c. \*Student desks (tables) will be wiped down after each use.
- d. \*Playground structures must continue to undergo normal routine cleaning, but using an EPA-approved disinfectant is unnecessary.
- e. \*Indoor recess equipment that is shared between schools must be disinfected before and after use. Note: as much as practical, it school will use its own indoor recess equipment.
- f. \*Cleaning materials will be stored and used according to the manufacturer's instructions and state guidelines.
- g. \*Those performing cleaning activities will wear gloves and masks.
- h. During our pre-K hours, we have established that only St Peters will use the west end bathrooms and Roots will use the east end bathrooms.

## 9. Busing

Not applicable.

## 10. Medically Vulnerable Students and Staff

- a. \*\* Any individuals with special healthcare needs should consult with the office in regards to specific needs to decrease risk for exposure.
- b. \*\* St Peters will work with any students / families / staff that identify as high-risk for severe illness due to COVID-19 to create a plan that addresses the needs of the student / family / staff.
- c. \*\* This plan may include alternative learning arrangements

## 11. Mental and Social-Emotional Health

- a. \*\* St Peters will provide annual professional development for the staff to help develop an understanding of mental and social-emotional health of staff and students.
- b. \*\* St Peters has a referral process and utilizes the services of *Child and Family Solutions* for mental, social, and emotional health.

## 12. Communications and Family Support

- a. \* Implement additional communications needed to reach every family through multiple modes (Text, call, or email) to provide clear information about expectations, modifications to schedule and plans for different school operational plans.

## MI Safe Start: Phases 5

- New cases and deaths continue to decrease for an additional period of time
- The number of active cases has reached a point where infections from other members are less common
- Widespread testing, positive rates often fall much lower than other phases
- Rapid case investigation, contact tracing, and containment strategies cause new cases to continue to fall

### 1. Personal Protective Equipment

- a. Facial coverings should be considered for pre-K students and students with special needs in hallway and common areas

Note: For St Peters, facial covering will be required until student passes the temp screening and is strongly recommended in all common areas (hallway, gym and bathroom).

- b. Facial coverings are recommended for use in classrooms by children ages 2, 3 and 4.
- c. Facial coverings should never be used on children under age 2.
- d. \*\* Facial coverings are strongly recommended to be worn by staff except for meals. PreK-5 and special education teachers should consider wearing clear masks.

Note: Staff are not required to wear facial covering in school while students are not present

- e. \*\* Homemade facial coverings must be washed daily
- f. \*\* Disposable face coverings must be disposed of at the end of each day
- g. \*\* Individuals who are unable to medically tolerate a facial covering must not wear one, and must submit a doctor's note to the office.
- h. Individuals should arrive at school wearing a face mask.
- i. Individuals who arrive at school without a face covering will be given a disposable face covering by St Peters for the day.

### 2. Hygiene

- a. \*\* All bathrooms and sinks will have soap and paper towels. These supplies will be checked and refilled as needed.
- b. \*\* Hand sanitizer with at least 60% alcohol will be available for use by students, teachers, and staff in classrooms and common areas.
- c. \*\* Signs will be posted in bathrooms and common areas reinforcing proper handwashing techniques.

- d. **\*\***Teachers will teach and reinforce handwashing with soap and water for at least 20 seconds as well as the safe use of hand sanitizer.
- e. **\*\***Teachers will teach and reinforce proper techniques to lessen spread when coughing and sneezing as well as proper disposal of tissues.
- f. Sharing of personal items and supplies will be discouraged.
- g. Student's personal items should be stored in their cubbies.
- h. **\*\***Portable hand sanitizing stations will be set up throughout school building.

### 3. Spacing Movement & Access

- a. In classrooms with tables, students will be spaced apart as far as feasible.
- b. Teachers will strive to keep 6 ft of distance between themselves and students.
- c. Where appropriate, additional signage or floor tape will be used to indicate proper social distancing.
- d. Weather permitting, classroom windows will be left open as much as possible.
- e. Air purifiers with HEPA filters will be used in both classrooms.
- f. We are coordinating with Roots to minimize any interaction of the two student bodies in our common areas.
- g. Continue with new arrival and dismissal protocols to discourage congregating and ensure students go directly from their vehicles to their classrooms and vice-versa

### 4. Screening Students and Staff

- a. **\*\***Those who become ill during the school day will need to be transported home. They will be quarantined with mask, to a supervised isolated area so that the student can continue to be monitored until their ride arrives.
- b. **\*\***Symptomatic students sent home from school should be kept home until they have tested negative or completely recovered according to [CDC guidelines](#).
- c. Guests will not be allowed in the school building except for deliveries to the office, scheduled meetings, and extenuating circumstances.
- d. **\*\***When guests enter the building they will be required to sign in and adhere to the safety protocols in place for students, teachers, and staff.
- e. Teachers and staff will conduct daily self-examinations, including a temperature check, prior to coming to work. If they exhibit any respiratory or gastrointestinal symptoms, or have a temperature of 100.4 or greater, they will stay home.
- f. Families are encouraged to check their child's temperature at home every morning. Students with a temperature of 100.4 or greater should stay home and consider coronavirus testing if symptoms of COVID-19 are present.
- g. Families are encouraged to monitor their children for symptoms of COVID-19. The presence of any symptoms, including cough or shortness of breath, should prompt the family to keep the student home from school and to follow up with a primary care provider.



## 5. Testing Protocols for Students and Staff and Responding to Positive Cases

- a. \*Confidentiality laws that protect student and staff health information will be followed at all times.
- b. \*In the event of a lab or clinically diagnosed case of COVID-19, St Peters will cooperate with the Wayne County health department to collect the contact information for any close contacts of the affected individual from two days before he or she showed symptoms to the time when he or she was last present at the school. (Close contact as defined by Guidelines for safe childcare operations for Covid-19).
- c. \*\*Teachers, students, or staff who develop a fever or become ill with COVID-19 symptoms at school will be sent home and are encouraged to receive COVID-19 testing.
- d. \*\*Families will be notified of the presence of any laboratory positive or clinically diagnosed cases of COVID-19 in the school once the school receives proper notification that they have occurred.
- e. \*\*Individuals who were in close contact with a positively diagnosed case of COVID-19 will be contacted by the Wayne County Health Department and asked to self-quarantine for 14 days as well as be tested for COVID-19 if they develop symptoms.
- f. \*\*Individuals receiving a positive diagnosis for COVID-19 should only return to school after they are no longer infectious. Local health officials will provide instructions about returning to school using the most current guidelines from the CDC for making this determination.
- g. After learning of a positive diagnosis for COVID-19, specific areas on campus may be closed for 24 hours before emergency cleaning to limit the risk of any airborne particles.

Note: St Peters is coordinating with Roots such that if any individual from either school has a positive diagnosis the whole building will be cleaned

## 6. Food Service, Gathering, and Extracurricular Activities

- a. \*All gatherings will comply with executive orders that set caps on congregations of people.
- b. Students will be seated as far apart as practical during snacks.
- b. Individuals serving food will use gloves.
- c. Extracurricular activities and field trips may continue with all of the precautions listed for this phase.

## 7. Athletics

Not Applicable.

This category is intended for competitive athletic events and does not apply to recess activities.

## 8. Cleaning

- a. \*\*Frequently touched surfaces will be cleaned daily with an EPA-approved disinfectant or diluted bleach solution.
- b. \*\*Hands on areas of classrooms and supplies will be cleaned frequently.  
Note: each student will have their own individual box for art supplies, pencils, crayons
- c. \*\*Student desks (tables) will be wiped down after each use.
- d. \*\*Playground structures must continue to undergo normal routine cleaning, but using an EPA-approved disinfectant is unnecessary.
- c. \*\*Indoor recess equipment that is shared between schools must be disinfected before and after use Note: as much as practical, it school will use its own indoor recess equipment.
- e. \*Cleaning materials will be stored and used according to the manufacturer's instructions and state guidelines.
- f. During our pre-K hours, we have established that only St Peters will use the west end bathrooms and Roots will use the east end bathrooms

## 9. Busing

Not applicable

## 10. Medically Vulnerable Students and Staff

- a. \*\*Any individuals with special healthcare needs should consult with the office in regards to specific needs to decrease risk for exposure.
- b. \*\*St Peters will work with any students / families / staff that identify as high-risk for severe illness due to COVID-19 to create a plan that addresses the needs of the student / family / staff.
- c. \*\*This plan may include alternative learning arrangements

## MI Safe Start: Phases 6

- Post-Pandemic
- Few, if any, active COVID-19 cases locally
- Community spread not expected to return
- Sufficient community immunity and availability of treatment

- 1) PPE - Face Coverings no longer required.
- 2) Hygiene
  - a) All bathrooms and sinks will have soap and paper towels. These supplies will be checked and refilled as needed.
  - b) Hand sanitizer with at least 60% alcohol will be available for use by students, teachers, and staff in classrooms and common areas.
  - c) Signs will be posted in bathrooms and common areas reinforcing proper handwashing techniques.
  - d) Homeroom teachers will teach and reinforce handwashing with soap and water for at least 20 seconds as well as the safe use of hand sanitizer.
  - e) Homeroom teachers will teach and reinforce proper techniques to lessen spread when coughing and sneezing as well as proper disposal of tissues.
  - f) Sharing of personal items and supplies will be discouraged.
  - g) Student's personal items should be stored in their cubbies.
- 3) Spacing Movement & Access - Safety protocols no longer required
  - a) Air purifiers with HEPA filters will be used in both classrooms
- 4) Screening Students and Staff - Safety protocols no longer required
- 5) Testing Protocols for Students and Staff and Responding to Positive Cases
  - a) \*In the event of a lab or clinically diagnosed case of COVID-19 among staff or a student, the areas exposed will be immediately closed until cleaning and disinfection can be performed.
  - b) \*Cleaning staff must wear a surgical mask when performing cleaning of these areas along with gloves.
  - c) \*If the infected individual was in the school building without a facial covering, or large areas of the school were exposed to the person, short term dismissals may be required. This decision will be made in concert with the Wayne County Health Department.

- 6) Food Service, Gathering, and Extracurricular Activities - Safety protocols no longer required
- 7) Athletics - Safety protocols no longer required
- 8) Cleaning - Safety protocols no longer required
  - a) Frequently touched surfaces will be cleaned daily with an EPA-approved disinfectant or diluted bleach solution.
  - b) Playground structures must continue to undergo normal routine cleaning, but using an EPA-approved disinfectant is unnecessary
  - c) During our pre-K hours, we have established that only St Peters will use the west end bathrooms and Roots will use the east end bathrooms
- 9) Busing - Safety protocols no longer required
- 10) Medically Vulnerable Students and Staff - Safety protocols no longer required

*St Peters reserves the right to make modifications to this preparedness plan based on the developments of the COVID-19 situation and future recommendations and requirements from our government officials.*

Date of Approval by the school administrator: October 4, 2020