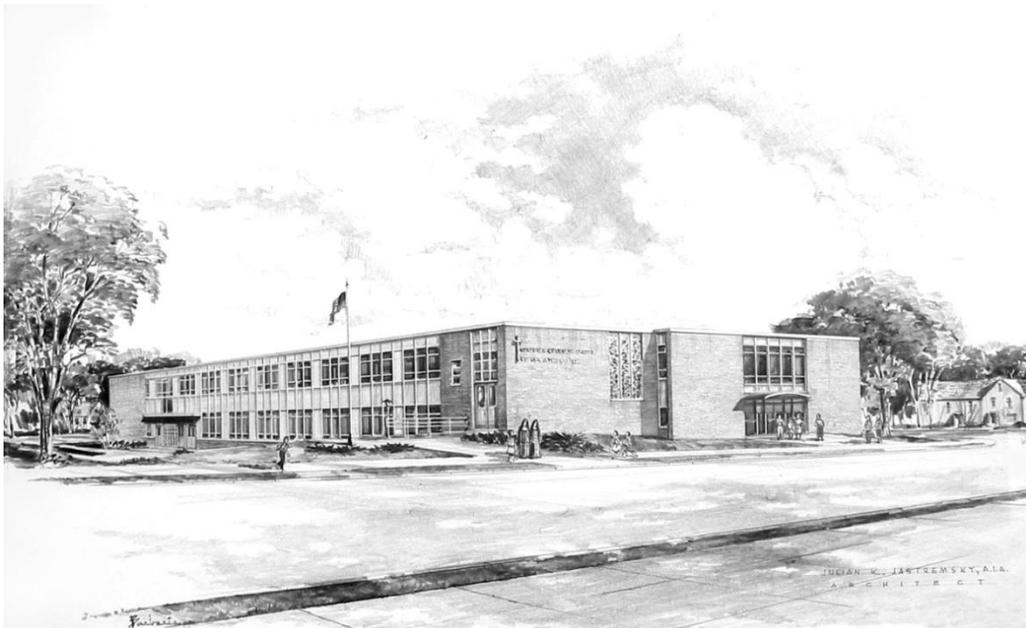


# RETURN-TO-SCHOOL PLAN

*IN RESPONSE TO COVID-19*

Assumption Catholic School



## School Reopening Taskforce

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Thank you to the taskforce members in the creation of this document. Their expertise and commitment to Catholic education is commendable.

## INTRODUCTION

Assumption Catholic School has created this plan to aid in navigating the reestablishment of our school where employees, students, and families feel safe and to reduce the impact of COVID-19 conditions upon returning to the school. The guidelines referenced in this plan are based on guidance from the Centers for Disease Control and Prevention (CDC), World Health Organization (WHO), and the State of New Jersey Department of Education (NJDOE) *The Road Back*. Regular updates will be made to this plan based on information provided by the CDC, WHO, and applicable federal, state and local agencies.

### SOURCES

Center for Disease Control: [https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html#anchor\\_1589931942037](https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html#anchor_1589931942037)

New Jersey Department of Education:  
<https://www.nj.gov/education/reopening/NJDOETheRoadBack.pdf>

## GUIDING PRINCIPLES

In order to ensure the continued well-being of our employees and students the following guiding principles have been put in place:

1. EMPLOYEE AND STUDENT SAFETY MEASURES
2. HEALTH GUIDELINES

## PHASES AND TIMELINES

Information and direction about the phases and timeline will be sent to all employees and parents before implementation. Please see below for a summary of the phases and timelines.

Phase	Timing	Items
Planning	July	<ul style="list-style-type: none"> <li>• Supplies, equipment</li> <li>• Prepare detailed work schedule for phases</li> <li>• Prepare building and transportation for reopen with thorough cleaning</li> </ul>
Phase 1	August	<ul style="list-style-type: none"> <li>• Implement social distancing protocol and open facilities with limited access/use</li> </ul>
Phase 2	August	<ul style="list-style-type: none"> <li>• Expand use of school based on recommendations and data from CDC, NJDOH, New Jersey Governor, and applicable state and local agencies</li> </ul>
Phase 3	September	<ul style="list-style-type: none"> <li>• Open school</li> <li>• Expand full operation based on recommendations and data from CDC, NJDOH, New Jersey Governor, and applicable local and state agencies</li> <li>• Determine what restrictions/guidelines stay in place</li> </ul>

**HEALTH PROTOCOL AND SCREENINGS (EMPLOYEE & STUDENT)**

Assumption Catholic School has developed a policy for screening students and employees upon arrival for symptoms and history of exposure. The screening will be completed by the child’s parent/guardian prior to arriving at school each day. A parent waiver will be provided to each family requiring them to check their child for symptoms and temperature daily prior to going to school. This waiver will be signed one time and will cover the 180 days of school.

The school’s policies for screening are the following:

An ACS staff member will visually check students for symptoms upon arrival every day and/or confirm with families that students are free of COVID-19 symptoms.

COVID-19 symptoms including:

- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea
- Feeling feverish or a measured temperature greater than or equal to 100 degrees Fahrenheit
- Known close contact with a person who is lab confirmed to have COVID-19

All student and all ACS Staff's temperatures will be checked every morning, before entry into the building is allowed. Any student/staff with a temperature higher than 100 will not be allowed entry into the building.

**Employees:**

ACS students and staff are required to wear face masks unless doing so would inhibit the individual's health. Face shields, provided by the school, can be used when more than six feet away from others as recommended by the CDC.

- If an employee becomes ill at work or if another person is exhibiting symptoms of COVID19 at work, they will be asked to leave work and go home or to the nearest health center.
- Employees returning to work from an approved medical leave should contact HR. You will be asked to submit a healthcare provider's note before returning to work.
- If an employee has been diagnosed with COVID19, the school, Office of Schools, and local health department must be contacted. The health department will determine the next steps.

**Students:**

- Parents are encouraged to be on the alert for signs of illness in their children and to keep them home when they are sick.
- Students are required to wear a face shield, provided by the school that meet the CDC requirements, unless doing so would inhibit the student's health. Parents may choose to have their child wear a facemask in addition to the school required face shield.
- Student health checks must be conducted safely and respectfully, and in accordance with any applicable privacy laws and regulations.
- Results must be documented when signs/symptoms of COVID-19 are observed.
- Any screening policy must take into account students with disabilities and accommodations that may be needed in the screening process for those students.

**Protocol for Symptomatic Staff and Students**

ACS has adopted procedures for symptomatic staff and students. Procedures include the following:

- Students and staff with symptoms related to COVID-19 will be safely and respectfully isolated from others. Our Isolation Room is located in the "Bingo Office" located over 100ft from any classroom in use.
- Students will remain in isolation with continued supervision and care until picked up by an authorized adult.
- Continuous monitoring of symptoms
- Follow current State of New Jersey Communicable Disease Service guidance for illness reporting - <https://www.nj.gov/health/>
- If the school becomes aware that an individual who has spent time in the school tests positive for COVID-19, school officials must immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality.
- Adequate amount of personal protective equipment (PPE) available, accessible, and provided for use.

If an employee or student becomes ill on campus, he/she will immediately report to the nurse's isolation room located in the "Bingo Office", which is located over 100ft from any classroom in use, and the case form will be completed.

Once the employee or student arrives at the isolation room, they will be immediately provided with a mask and gloves. This is to help protect other employees and students and prevent the spread of the potential virus.

- The nurse will call the local health authority and seek advice regarding transportation and location.
- The nurse and others attending the suspected infected person will also wear a protective mask and gloves while working with the suspected infected person. If a mask is not tolerated by the child, staff should use a face masks and follow social distancing guidelines (6 ft. away).
- The nurse will direct the ill employee to leave work or call the parent of the student to be picked up and go home.
- The nurse and principal must identify persons who may have come in contact with the suspected infected person. *Unless required by the local health authority, the name of the employee should not be provided.*
- Advise employees that they may have been in contact with a suspected employee and to carry out self-screening every morning, and based on the results, contact the HR department.
- The isolation area and suspected employee's or student's work area/classroom will be thoroughly cleaned and disinfected, in addition to all other common surfaces recently touched by the employee or student.

When an individual tests positive for COVID-19, the facility will immediately notify local health officials, staff and families of a possible or confirmed case while maintaining confidentiality.

Facilities should be prepared to provide the following information when consulting public health:

- The identity of the person with COVID-19 or probable COVID-19 (i.e. staff, child in care, household contact).
- The date the person with COVID-19 or probable COVID-19 was last in the building
- The date the person developed symptoms.
- Types of interactions the person may have had with other persons in the building or in other locations.
- How long their interactions were with other persons in the building.
- If other persons in the childcare program have developed any symptoms; and
- Any other information to assist with the determination of next steps.

In the event of a student/staff member being sent home with symptoms related to COVID-19, the class/classes will be sent home to self-quarantine for 14 days. During this time the class will switch to remote learning for the duration of the self-quarantine period.

### **Re-admittance Procedures After Recovery from COVID:**

ACS's re-admittance plan for students and employees to school after recovering from COVID-19 is established in conjunction with the school nurse under guidance of the department of health. Students and staff must:

- \*Have a return to work/school note issued by a doctor
- \*Be fever free for 48 hours

## **SOCIAL DISTANCING**

Social distancing is an effective way to prevent potential infection. Assumption Catholic School employees, students, and parents should practice staying approximately 6 feet away from others and eliminating contact with others.

- Schools will allow for social distancing within the classroom to the maximum extent practicable. This is achieved by ensuring students are seated at least 6 feet apart and considering the flow of student traffic around the room. Social distancing guidance will support a 6-foot radius around each student desk (from the center).
- ACS is able to maintain this physical distance, in all our classes. Physical barriers are currently not needed and desks will face the same direction (rather than facing each other). All students will sit on only one side of the table, spaced apart.
- Traffic Flow – Taped lines on the floor will mark the walking direction throughout the halls in order to maintain the social distancing requirement of 6 feet.
- When weather allows, windows will be opened to allow for greater air circulation. Indoor environments with recirculated air are the riskiest of environments for COVID-19 spread. All classrooms have fans to help with air circulation.
- Ad-hoc Interactions/Gatherings – Non-essential/informal meetings and visiting will be avoided

## **PERSONAL PROTECTIVE EQUIPMENT (PPE)**

In order to minimize exposure to COVID-19, face masks are required PPE for every staff and student.

**Masks:** Face masks/shields are an important part of employee protection, as well as personal hygiene, social distancing, and frequent cleaning efforts.

All students and school staff is required to wear face masks unless doing so would inhibit the individual's health. It is necessary to acknowledge that enforcing the use of face masks may be impractical for young children or individuals with disabilities.

**\*\* Students are required to wear shields coming into the school, and face masks are required to be left on all day, with the exception of lunch.** Each desk will have a hook where the shield can be safely attached. If social distancing guidelines cannot be met, students should wear masks and/or sneeze guards should be installed at student desks.

**Gloves:** Touching your face with contaminated hands, whether gloved or not, poses a significant risk of infection. Wearing gloves does not diminish the need to wash your hands. Students will have designated time and will be encouraged to wash your hands properly as it is the number-one defense against any virus. Additionally, the proper removal of gloves reduces the risk of being exposed to contamination.

*Please note that social distancing should still be practiced even with the use of gloves and masks.*

In addition to using PPE, please remember to:

- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available
- Avoid touching your eyes, nose, and mouth
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow

## **CLASSROOM AND COMMON SPACES**

Assumption Catholic School staff will have age appropriate signage to indicate the room for sanitizing and disinfecting. All teachers and students are asked not to visit another classroom outside of their team or grade level. Employees will disinfect their own personal workspace (teacher desk, phone, supplies, pencil sharpener etc.) throughout the day, giving special attention to commonly touched surfaces.

### **Classrooms:**

- There will be a 6 foot separation of desks and children. All desks are to face in the same direction (rather than facing each other) or have students sit on only one side of tables, spaced apart. All excess furniture aside from student/teacher desks have been removed from each classroom.
- **ACS students will not change classes or leave their rooms.** Classes by grade will be kept together to include the same group of children each day (cohorts). **Where applicable, teachers will change classrooms, with students staying in the same classroom.** For all grade levels: Students will be directed under the supervision of the teacher to clean their personal space (including desks, cubby and/or lockers). This includes students, where age appropriate, using approved cleaning products to wipe down desks when leaving the classroom and arriving in the classroom. Teachers have accepted responsibility to clean all desks and counters.
- ACS will minimize mixing between groups/cohorts to the fullest extent
- ACS will provide hand sanitizer in every classroom, in accordance with CDC guidelines.

### **School Entrances, hallways, and common spaces:**

- All students/staff entering the building are required to wear face masks. Physical guides: tape on floors, sidewalks and signs on walls, will help ensure that staff and

students remain at least 6 feet apart in lines and at other times, as well as creating “one-way routes” in our hallways.

- Minimize interaction of students between drop-off and entrance to school facilities.
- For at least the first marking period arrival and dismissal times will be staggered:
  - Full Day Schedules:
    - Pre-K – 8:00 – 2:30 (late bell 8:10) main office for arrival/dismissal.
    - Kindergarten - 8:00 – 2:30 (late bell 8:10) at the kindergarten door for arrival and dismissal.
    - Grades 1-4 – 8:00 – 2:30 (late bell 8:10) will arrive at the bingo doors
      - Grades 1-2 will dismiss through the playground doors
      - Grades 3-4 will dismiss through the main office doors
    - Grades 5-8 – 8:20 – 3:00 (late bell 8:30) will arrive at the bingo doors and dismiss from the main office.
  - Half Day Schedules:
    - Pre-K - 8:00 – 12:00 at the main office for arrival and dismissal.
    - Kindergarten – 8:00 – 12:00 at the kindergarten door for both arrival and dismissal.
    - Grades 1-4 – 8:00 – 12:15 at the bingo doors
      - Grades 1-2 will dismiss through the playground doors.
      - Grades 3-4 will dismiss through the main office.
    - Grades 5-8 – 8:30 – 12:30 will arrive at the bingo doors and dismiss from through the main office
- We have established separate entrances and exits to school facilities where possible.
- “One-way routes” in hallways have been created.
- Social distancing in hallways and common areas have been maintained.
- The number of non-essential interactions between students and staff throughout the school day will be minimized.
- We have limited comingling between classes or other groups of students.
- Large group gatherings have been canceled or minimized.
- Create a system that allows for physical distancing.
- Hand sanitizer will be provided at all school entrances and classrooms.
- Signage around school buildings provides hygiene advice and reminders
- We have increased the frequency of cleaning all surfaces, including walls (to the appropriate height based on age of students).
- The number of students in the hallway at the same time has been limited by staggering release from classrooms.

**Other Considerations:**

- All classes have limited use of supplies and equipment to individual children at a time and disinfect between use.
- WATER FOUNTAINS: There will be no water fountains available for use at school – each student must bring their own **water bottles** (reusable bottles encouraged) on a daily basis.
- We have adequate supplies to minimize sharing of high touch materials to the extent possible.

- We will avoid sharing electronic devices, toys, books, and other games or learning aids, or thoroughly clean and disinfect between use.
- We will keep each child's belongings separated from others' and in individually labeled containers. We have purchased individualized rubbermaid bins that will hold each student's belongings and will be placed next to their desk. This bin will hold all their books (that do not fit in their desk) and supplies.
- We will increase circulation of outdoor air as much as possible, by opening windows and doors.
- 1 hour has been allotted for lunch (served in the classroom) and recess periods to ensure students have time to wash their hands and get fresh air.
- Hand washing throughout the day, during transition times.
  - Schedule:
    - PK – own bathroom
      - 8:45am, before lunch, after lunch, and 1:45pm
    - K-2 – downstairs bathrooms
      - Kindergarten: 8:45am 12:00pm, 1:30pm
      - 1<sup>st</sup> grade: 9:15am, 12:30pm, 2:00pm
      - 2<sup>nd</sup> grade: 9:30am 1:00pm, 2:15pm
    - Grades 3-6 – upstairs bathrooms
      - 3rd and 4th grade: 9:00am 12:00, 1:30pm
      - 5<sup>th</sup> grade: 9:30am 12:30pm, 2:00pm
      - 6<sup>th</sup> grade: 10:00am, 1:00pm, 2:30pm
    - Grades 7-8 – Bingo Bathrooms
      - 7<sup>th</sup> grade: 9:45am 12:00pm, 1:30pm
      - 8<sup>th</sup> grade: 10:15am, 12:30pm, 2:00pm

**Assumption Catholic School will continue to follow all state and federal safety drill requirements including: fire drills, lock downs, shelter in place, and evacuation drills.**

## **FACILITIES CLEANING**

The safety of our employees and students is our first priority. Upon reopening, our school has been completely cleaned and disinfected and we will continue to adhere to all necessary safety precautions. In addition to the deep clean of the office and school before employees and students return, the cleaning steps outlined below are to be taken to disinfect workplace surfaces, chairs, tables, etc. to protect employees and reduce the risk of spread of infection. We will require employees to maintain this safety standard by continuously cleaning and disinfecting based on the frequency stated below. Deep cleaning is triggered when an active employee or student is identified as positive for COVID 19 based on testing.

## GENERAL DISINFECTION MEASURES

Category	Area	Frequency
<b>Workspaces</b>	Classrooms, Offices	At the end of each use/day and throughout.
<b>Appliances</b>	Refrigerators, Microwaves, Coffee Machines	Daily
<b>Electronic Equipment</b>	Copier machines, Shared computer monitors, TV's, Telephones, keyboards	At the end of each use/day and/or between use
<b>General Used Objects</b>	Door knobs, handles, light switches, sinks, restrooms	Several times a day
<b>Common Areas</b>	Cafeteria, Library, Conference rooms, Gyms, Common Areas	At the end of each use/day; between groups

The school will be 100% disinfected prior to anyone returning to work.

Prepare and maintain hand sanitizing stations with alcohol-based hand sanitizers (at least 60% alcohol):

- In each classroom (for staff and older children who can safely use hand sanitizer).
- At entrances and exits of buildings.
- Near lunchrooms and toilets.
- Children ages 5 and younger will be supervised when using hand sanitizer.
- Pre-K has two sinks in the classroom that will be appropriately supplied with soap, water, and alcohol-based hand sanitizers (at least 60% alcohol).
- Students will wash hands for at least 20 seconds at regular intervals, including before eating, after using the bathroom, and after blowing their nose/coughing/sneezing.
- We use alcohol-based hand sanitizer (at least 60% alcohol), as required by the CDC, if washing with soap and water is not possible.

**For Early Childhood programs, when possible:**

- Children will be kept six feet apart during nap time (cots will be oriented head to foot), when eating, and doing other activities.
- Close group learning activities like reading circles will be avoided.

- Designate times on the schedule for students to wash hands with soap and water, including, at a minimum:
  - at the start of the day when children enter the classroom
  - before snacks and lunch
  - after using the toilet or helping a child use a toilet
  - after sneezing, wiping, and blowing noses
  - after snacks and lunch, particularly if hands are sticky, greasy or soiled
  - when students come in from outdoor play or recess

In limited cases, hand hygiene with an alcohol-based sanitizer or alcohol-based wipes, when there is no visible soiling of hands, are alternatives to hand washing with soap and water by children over 24 months of age, under the supervision of the teacher. The CDC recommends an alcohol-based sanitizer that is at least 60% alcohol and to rub the product over all surfaces of your hands and fingers until your hands are dry, about 20 seconds, then wash hands with soap and water as soon as possible. Our purchases all follow CDC recommendations.

### SIGNAGE

Signage will be placed throughout the school, so students and staff are aware of protocol.



### RESTROOM USAGE DURING THE SCHOOL DAY

The school will establish maximum capacity for the facility that allows for social distancing. The school will post the maximum capacity sign on the door. There will be limited shared use of restrooms. The middle sink and urinals in each bathroom will not be used.

Assigned times are set for classes to use the restroom. Classrooms are assigned to a specific bathroom. Multiple children in the halls or bathrooms together will be avoided.

Bathroom Schedule:

- PK – own bathroom
  - 8:45am, before lunch, after lunch, and 1:45pm
- K- own bathroom
  - 8:45am, before lunch, after lunch, and 1:45pm
  -
- Grades 1-2 – downstairs bathrooms
  - Kindergarten: 8:45am 12:00pm, 1:30pm
  - 1<sup>st</sup> grade: 9:15am, 12:30pm, 2:00pm
  - 2<sup>nd</sup> grade: 9:30am 1:00pm, 2:15pm
- Grades 3-6 – upstairs bathrooms
  - 3rd and 4th grade: 9:00am 12:00, 1:30pm
  - 5<sup>th</sup> grade: 9:30am 12:30pm, 2:00pm
  - 6<sup>th</sup> grade: 10:00am, 1:00pm, 2:30pm
- Grades 7-8 – Bingo Bathrooms
  - 7<sup>th</sup> grade: 9:45am 12:00pm, 1:30pm
  - 8<sup>th</sup> grade: 10:15am, 12:30pm, 2:00pm

All bathrooms will be disinfected in the morning and afternoon and deep cleaned at the end of each day.

## **RECESS, PHYSICAL EDUCATION**

- Recess times will be held at the following times:
  - Pre-K: 9:00am -9:30am, 12:45pm – 1:15pm
  - Kindergarten: 9:45am – 10:15am
  - Grades 1 & 2: 10:30am – 11:00am
  - Grades 3 & 4: 11:15am – 11:45am
  - Grades 5 & 6: 12:00pm -12:30pm
  - Grades 7 & 8: 1:30 – 2:00 pm
- If two or more groups are participating in recess at the same time, students will have at least 6 feet of open space between them.
- We will use cones, tape, or other signs to create boundaries between groups.
- Students will always wash hands immediately after outdoor playtime.

- We have staggered and limited the use of playground and physical education equipment and have established frequent disinfecting protocols. We have completed and inventory of our outdoor space and designated zones and have marked off areas to insure separation amongst students.
- Our plan for the fall is to have physical education outdoors/auditorium while ensuring social distancing. Physical Education will simply be exercise/jazzercise/aerobics/dance classes and at this point we not have any team/contact sport activities.
- Health and wellness classes will also be included in our physical education programs.

## VISITORS ON CAMPUS

Until further notice there will be **NO** visitors allowed in the school building. Fewer people entering the school building allows for greater implementation of safety measures. All tours for perspective students will be after hours or on weekends.

Our secretary will accept packages or other items (student forgets lunch) at school entrance. A drop off box outside of the school entrance will be available for packages.

## CAFETERIA AND MEAL PERIODS

Lunches will be on a staggered schedule between 12:00pm and 1:00pm and will be held in the classroom. The school will provide students with a limited opportunity to purchase lunch through the school. There will be two lunch options to choose from:

- Option One:
  - Cold Sandwich
  - Juice/Water
  - Crackers/Chips
- Option Two
  - Bagel
  - Juice/Water
  - Cheese Stick
  - Crackers/Chips

**\*\* Type of sandwich and snack will be announced monthly on lunch calendar \*\***

## SNACKS AND FOOD DELIVERY/BIRTHDAY TREATS

Bringing refreshments to share during school **is prohibited** in order to limit the risk of contamination. In grades Pre-K through 4<sup>th</sup> snack time is permitted, but students **must** bring their own snack items and drinks to school. The school **will not** provide snacks to students until further notice. We ask that there be no food delivered and that food be kept in students assigned spaces. Personal deliveries such as packages should not be delivered to the school.

**\*\*\* No Birthday/Holiday "Treats" are allowed until further notice. \*\*\***

## COMMUNICATION WITH FAMILIES

School Specific: To stay updated on the most current information:

1. Teachers, students, and parents need to check their email and Remind often.
2. Visit the school website [www.assumptioncatholicschool.net](http://www.assumptioncatholicschool.net)
3. Follow our social media platforms:
  - a. Facebook: <https://www.facebook.com/Assumption-Catholic-School-370915236323601/>
  - b. Instagram: [https://www.instagram.com/assumptioncatholic\\_school/?hl=en](https://www.instagram.com/assumptioncatholic_school/?hl=en)
4. Google Classroom
5. PowerSchool Student Information System

## **ACADEMICS AND HOME-BASED LEARNING**

Assumption Catholic School, following the current recommendation of the State of New Jersey, will be returning to traditional face to face classroom instruction in September 2020. We are prepared to provide other models of instruction, such as hybrid or remote, as the need becomes apparent.

We recognize that some families may not currently feel comfortable having their child return to school for instruction. In addition, some students may be medically fragile and their physician does not recommend returning to school. In either case, provisions will be made to provide these students with instruction. ACS is currently offering families in grades 1 through 8 the option of remote instruction, via live streaming. Students will be expected to attend their regularly scheduled classes via live streaming which includes attending prayers by 8:30am. All specials classes, recess, and lunch will **not** be live streamed.

Assumption Catholic School's goal is to design flexible instructional plans that work best in both traditional face to face and remote environments. The following should be considered:

- We have created a year-long plan to facilitate more meaningful, interdisciplinary units that can be delivered face to face or remotely.
- We have ensured all instructional experiences include modeling, guided instruction, collaborative work, and independent work rather than over-reliance on independent work during remote learning. This requires strategic use of synchronous and asynchronous lessons.
- We have reviewed and will implement best practices in synchronous and asynchronous instruction to meet student needs and engagement.
- We have made adjustments to school-based services plans for students with disabilities to account for accommodations and modifications needed in a remote learning environment.
- We ensure meaningful support will be provided for English Learners and their families including that teachers, students, and parents are adept at utilizing translation tools.
- We have created an "early warning system" to identify and intervene with students who may be exhibiting academic and/or behavioral concerns.

- We have developed a plan for benchmark screening and intervention delivery during face-to-face and remote learning.

## **CATHOLIC IDENTITY**

Catholic schools have a two-fold charge: to provide an education that is academically excellent and one that is deeply rooted in Catholic identity. Catholic values will be infused intentionally across all grade levels and all subject matter. Participation in Bi-Weekly (alternating grades) liturgy and prayer will continue to be encouraged for both traditional face to face and remote settings. Service learning opportunities will remain a priority in our schools.

## **GRADING AND ATTENDANCE POLICY**

To receive credit for the courses for this school year students are expected to complete the assignments. The grading policy is located in the school handbook.

## **REMOTE LEARNING**

In the event that the school has to close in 2020-2021, we will follow the guidelines below for receiving and returning student work.

The school will continue to use Google Classroom for grades Pre-K - 12 and Google Classroom will be another communication method for parents to be able to contact the classroom teachers.

Sending packets home for students is not permitted. The expectation is that all ACS students will be provided with daily online virtual instruction for all students.

## **ONLINE INSTRUCTION**

Google Meets is our online component to help deliver daily live instruction from the classroom teacher.

Students are expected to attend each scheduled class that their assigned times. Students must be in view of the camera and active participants for the entirety of each class period to receive credit for the day.

Assignments will be posted on Google Classroom each day with specific due dates and times. Any late work will be addressed as per our grading policy.

## **EXTRACURRICULAR ACTIVITIES: BEFORE/AFTERCARE PROGRAMS**

- Regular aftercare, for Pre-K through 2<sup>nd</sup> grade will only be offered until 5pm.

- 21<sup>st</sup> CCLC after school program, for grades 3-8, will continue and will only be offered until 5pm. Homework help and enrichment activities will be offered from 7:15am to 8:15am each morning.
- We will adhere to all applicable social distancing requirements and hygiene protocol during any extracurricular activities.
- For the first cycle, there will be no contact sports. This includes bowling, basketball, and soccer.
- Currently we will offer clubs limited to no more than 16 students per club.
- We are assessing all our club offerings and plan on still offering students the opportunity to stay involved and active in our program.
- **There will be no before care, aftercare or 21CCLC the first week of school, September 2<sup>nd</sup> – September 4<sup>th</sup>.**

## AUGUST 2020 – VIRTUAL BACK TO SCHOOL NIGHTS

Please join us for our mandatory virtual back to school nights starting at 6:30pm on your assigned days. Come meet your teachers and receive necessary information for the start of school.

- Wednesday August 19<sup>th</sup> Back to School Night Grades 3,4 and 5
  - Thursday August 20<sup>th</sup> Back to School Night Grades 1 and 2
  - Monday August 24<sup>th</sup> Back to School Night Grades Pre-K and Kindergarten
  - Wednesday August 26<sup>th</sup> Back to School Night Grades 6,7 and 8
- \*\*\* If you cannot make your assigned time please email Mrs. Shumny, our principal, at [lshumny@assumptioncatholicschool.net](mailto:lshumny@assumptioncatholicschool.net) \*\*\***

## FIRST WEEK OF SCHOOL

- September 2<sup>nd</sup>: Grades 5-8: 8:30 – 12:30 will arrive at the bingo doors and dismiss from through the main office
- September 3<sup>rd</sup>: Grades Pre-K – 4
  - Pre-K - 8:00 –12:00 at the main office for arrival and dismissal.
  - Kindergarten –8:00–12:00 at the kindergarten door (located on the playground) for both arrival & dismissal.
  - Grades 1-4 – 8:00 – 12:15 at the bingo doors
    - Grades 1-2 will dismiss through the playground doors.
    - Grades 3-4 will dismiss through the main office.
- September 4<sup>th</sup>: All Grades
  - Pre-K - 8:00 – 12:00 at the main office for arrival and dismissal.
  - Kindergarten – 8:00 – 12:00 at the kindergarten door for arrival & dismissal.
  - Grades 1-4 – 8:00 – 12:15 at the bingo doors
    - Grades 1-2 will dismiss through the playground doors.
    - Grades 3-4 will dismiss through the main office.
  - Grades 5-8 – 8:30 – 12:30 will arrive at the bingo doors and dismiss from through the main office

**FACULTY, STAFF AND VOLUNTEER  
COVID-19 SCHOOL ACTIVITIES RELEASE AND HOLD HARMLESS AGREEMENT**

In consideration of \_\_\_\_\_, being allowed to attend and participate in in-person activities at Assumption Catholic School (hereinafter “School”) including school related activities to include but not limited to educational, cocurricular and extracurricular programs, the undersigned acknowledges and agrees that:

I agree that I will take my temperature every day before I come to school. Additionally, I agree to review the checklist of COVID-19 symptoms listed below every day before coming to school. If I have an elevated temperature or any symptom of COVID-19 on the checklist below, I will stay home from school and will report the fever and/or the symptoms to the school nurse by emailing: [acsoffice@assumptioncatholicschool.net](mailto:acsoffice@assumptioncatholicschool.net) who will notify the Principal.

If COVID-19 symptoms and/or elevated temperature are reported to the school nurse, I agree that I must receive a doctor’s clearance in writing before returning to school.

- **COVID-19 symptoms check list to be completed every day by faculty, staff and volunteers before coming to school.**
- Have you been around anyone else who was ill? Yes \_\_\_\_\_ No \_\_\_\_\_
- Are you experiencing any of the following symptoms?
  - Fever Yes \_\_\_\_\_ No \_\_\_\_\_
  - Current temperature \_\_\_\_\_
  - Cough Yes \_\_\_\_\_ No \_\_\_\_\_
  - If yes, for how long \_\_\_\_\_
  - Shortness of breath Yes \_\_\_\_\_ No \_\_\_\_\_
  - Sore throat Yes \_\_\_\_\_ No \_\_\_\_\_
  - Chills Yes \_\_\_\_\_ No \_\_\_\_\_
  - Muscle aches and/or pain Yes \_\_\_\_\_ No \_\_\_\_\_
  - Headache Yes \_\_\_\_\_ No \_\_\_\_\_
  - New loss of taste or smell Yes \_\_\_\_\_ No \_\_\_\_\_
  - Abdominal pain, nausea, vomiting or diarrhea Yes \_\_\_\_\_ No \_\_\_\_\_
  - Have you been diagnosed with COVID-19 in the past 3 weeks or have reason to believe you have COVID-19? Yes \_\_\_\_\_ No \_\_\_\_\_

I agree I must report a diagnosis of COVID-19 among a household member to the school nurse by emailing [acsoffice@assumptioncatholicschool.net](mailto:acsoffice@assumptioncatholicschool.net). If I have been exposed to a household member with COVID-19 diagnosis, I agree I must stay home from school for 14 days and I must report my absence as usual according to the handbook.

1. I understand the risk to have contact with individuals, who have been exposed to and/or have been diagnosed with one or more communicable diseases, including but not limited to corona virus disease 2019 (hereinafter “COVID-19”) or other medical conditions, diseases, or maladies does exist, and, despite School’s good faith implementation of the Department of Education’s recommended health, hygiene, and social distancing best practices, it is impossible to eliminate the risk that I may be exposed to and/or become infected through contact with or close proximity with an individual with a communicable disease. Risk from contracting such communicable disease might include illness, permanent disability, or death.

2. I understand, COVID-19 is a new disease and there is limited information regarding risk factors for severe disease. Based on currently available information and clinical expertise, **older adults and people of any age who have serious underlying medical conditions** might be at higher risk for severe illness from COVID-19.

Based on Center for Disease Control (hereinafter “CDC”) guidance, those at high-risk for severe illness from COVID-19 are: people 65 years and older; people who live in a nursing home or long-term facility.

Those at severe risk also include people of all ages with underlying medical conditions, particularly if not well controlled, including, but not limited to: chronic lung disease or moderate to severe asthma ;serious heart conditions; those who are immunocompromised (many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications); severe obesity (body mass index [BMI] of 40 or higher); diabetes; chronic kidney disease undergoing dialysis; and, liver disease.

3. I understand by signing below I acknowledge that I do not have an underlying medical condition, as referenced herein, or that if I have such underlying medical condition that the undersigned will first obtain written permission from a licensed healthcare professional prior to attending or participating in School or School Activities, which written approval will be provided to School in advance of attendance or participation.

4. I understand people with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms may have COVID-19: cough; shortness of breath or difficulty breathing; fever of 100 degrees Fahrenheit or above; chills; muscle pain; sore throat; new loss of taste or smell. This list is not all possible symptoms. Other less common symptoms have been reported, including gastrointestinal symptoms like nausea, vomiting, or diarrhea.

5. I understand ALL students and faculty and volunteers are required to follow social distancing protocols and wear a face mask and/or a face shield.

6. I will not attend School Activities and I will notify School officials if I currently have symptoms or have been in contact with anyone with a confirmed COVID-19 diagnosis in the last 14 days.

7. If I have been diagnosed with COVID-19, I will not attend or participate in School Activities until I have received written medical approval from a licensed health care professional, which approval will be provided to School prior to my attendance.

8. I will not attend or participate in School Activities if they are subject to state or federal government directed quarantine or isolation.

9. I understand the School retains the right to deny my attendance or participation in School Activities, if School determines that such attendance or participation is an undue health risk to staff, students, or others. School similarly has the right to deny any other individual from attending School Activities if said individual’s attendance poses an undue health risk to that individual or others.

INITIALS \_\_\_\_\_

10. THE UNDERSIGNED KNOWINGLY AND FREELY ASSUMES ALL SUCH RISKS for my attendance or participation in School Activities.

11. The undersigned agrees that the undersigned will comply with any safety or health related rules, terms, or conditions for participation in School or School Activities.

**After fully and carefully considering all the potential risks involved, I hereby assume the same and agree to release and hold-harmless Assumption Catholic School and its employees, officers, agents, contractors, vendors (“School”), the Parish, the Diocese of Metuchen, the Bishop of the Diocese of Metuchen and all its employees, officers and agents from and against, all claims and liability resulting from exposure to disease-causing organisms and objects, such as COVID-19, associated with F/S/V participating in School Activities, to include, but not limited to educational, cocurricular, or extracurricular programs.**

Date \_\_\_\_\_

Printed Name of Faculty/Staff/Volunteer \_\_\_\_\_

Signature of Faculty/Staff/Volunteer \_\_\_\_\_

**STUDENT/PARENT  
COVID-19 SCHOOL ACTIVITIES RELEASE AND HOLD HARMLESS AGREEMENT**

In consideration of \_\_\_\_\_ (name of student)(hereinafter “Student”) being allowed to attend and participate in-person at the school for school related activities to include but not limited to educational, cocurricular and extracurricular programs, the undersigned acknowledges and agrees that:

All parents of students must take the student’s temperature every day before the student may come to school. Additionally, all parents of students must review the checklist of COVID-19 symptoms below every day before the student comes to school. Any student who has an elevated temperature or symptom of COVID-19 appearing on the checklist below **MUST** stay home from school and the fever and/or the symptoms must be reported by me to the school nurse by emailing: [acsoffice@assumptioncatholicschool.net](mailto:acsoffice@assumptioncatholicschool.net).

If COVID-19 symptoms and/or elevated temperature are reported to the school nurse, the student who experience the fever and/or the symptoms, must receive a doctor’s clearance in writing before returning to school.

- **COVID-19 symptoms check list to be completed every day by parents of the student before the student comes to school.**

- Has the student been around anyone else who was ill? Yes \_\_\_\_\_ No \_\_\_\_\_

- Is the student experiencing any of the following symptoms?

- Fever Yes \_\_\_\_\_ No \_\_\_\_\_
- Current temperature \_\_\_\_\_
- Cough Yes \_\_\_\_\_ No \_\_\_\_\_
- If yes, for how long \_\_\_\_\_
- Shortness of breath Yes \_\_\_\_\_ No \_\_\_\_\_
- Sore throat Yes \_\_\_\_\_ No \_\_\_\_\_
- Chills Yes \_\_\_\_\_ No \_\_\_\_\_
- Muscle aches and/or pain Yes \_\_\_\_\_ No \_\_\_\_\_
- Headache Yes \_\_\_\_\_ No \_\_\_\_\_
- New loss of taste or smell Yes \_\_\_\_\_ No \_\_\_\_\_
- Abdominal pain, nausea, vomiting or diarrhea Yes \_\_\_\_\_ No \_\_\_\_\_
- Has the student been diagnosed with COVID-19 in the past 3 weeks or do you have a reason to believe the student has COVID-19? Yes \_\_\_\_\_ No \_\_\_\_\_

- All parents of students must report a diagnosis of COVID-19 among a household member of the student to the school nurse by emailing: [acsoffice@assumptioncatholicschool.net](mailto:acsoffice@assumptioncatholicschool.net) who will notify the Principal.

- If the student has been exposed to a household member with the COVID-19 diagnosis, that exposed student must stay home from school for 14 days.

- All absences must be reported as usual according to the handbook.

I agree I must report a diagnosis of COVID-19 among a household member to the school nurse by emailing [acsoffice@assumptioncatholicschool.net](mailto:acsoffice@assumptioncatholicschool.net). If I have been exposed to a household member with COVID-19 diagnosis, I agree I must stay home from school for 14 days and I must report my absence as usual according to the handbook.

1. I understand the risk to have contact with individuals, who have been exposed to and/or have been diagnosed with one or more communicable diseases, including but not limited to corona virus disease 2019 (hereinafter “COVID-19”) or other medical conditions, diseases, or maladies does exist, and, despite School’s good faith implementation of the Department of Education’s recommended health, hygiene, and social distancing best practices, it is impossible to eliminate the risk that I may be exposed to and/or become infected through contact with or close proximity with an individual with a communicable disease. Risk from contracting such communicable disease might include, illness, permanent disability, or death.

2. I understand, COVID-19 is a new disease and there is limited information regarding risk factors for severe disease. Based on currently available information and clinical expertise, **older adults and people of any age who have serious underlying medical conditions** might be at higher risk for severe illness from COVID-19.

Based on Center for Disease Control (hereinafter “CDC”) guidance, those at high-risk for severe illness from COVID-19 are: people 65 years and older; people who live in a nursing home or long-term facility.

Those at severe risk also include people of all ages with underlying medical conditions, particularly if not well controlled, including, but not limited to: chronic lung disease or moderate to severe asthma; serious heart conditions; those who are immunocompromised (many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications); severe obesity (body mass index [BMI] of 40 or higher); diabetes; chronic kidney disease undergoing dialysis; and, liver disease.

3. I understand by signing below I acknowledge that I do not have an underlying medical condition, as referenced herein, or that if I have such underlying medical condition that the undersigned will first obtain written permission from a licensed healthcare professional prior to attending or participating in School or School Activities, which written approval will be provided to School in advance of attendance or participation.

4. I understand people with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear **2-14 days after exposure to the virus**. People with these symptoms may have COVID-19:cough; shortness of breath or difficulty breathing; fever of 100 degrees Fahrenheit or above; chills; muscle pain; sore throat; new loss of taste or smell. This list is not all possible symptoms. Other less common symptoms have been reported, including gastrointestinal symptoms like nausea, vomiting, or diarrhea.

5. I understand ALL students and faculty and volunteers are required to follow social distancing protocols and wear a face mask and/or a face shield.

6. I will not attend School Activities and I will notify School officials if I currently have symptoms or have been in contact with anyone with a confirmed COVID-19 diagnosis in the last 14 days.

7. If I have been diagnosed with COVID-19, I will not attend or participate in School Activities until I have received written medical approval from a licensed health care professional, which approval will be provided to School prior to my attendance.

8. I will not attend or participate in School Activities if they are subject to state or federal government directed quarantine or isolation.

9. I understand the School retains the right to deny the student’s attendance or participation in School Activities, if School determines that such attendance or participation is an undue health risk to staff, students, or others. School similarly has the right to deny any other individual from attending School Activities if said individual’s attendance poses an undue health risk to that individual or others.

STUDENTS INITIALS \_\_\_\_\_

PARENT OR GUARDIAN INITIALS \_\_\_\_\_

10. THE UNDERSIGNED KNOWINGLY AND FREELY ASSUMES ALL SUCH RISKS for my attendance or participation in School Activities.

11. The undersigned agrees that the undersigned will comply with any safety or health related rules, terms, or conditions for participation in School or School Activities.

**After fully and carefully considering all the potential risks involved, I hereby assume the same and agree to release and hold-harmless Assumption Catholic School and its employees, officers, agents, contractors, vendors (“School”), the Parish, the Diocese of Metuchen, the Bishop of the Diocese of Metuchen and all its employees, officers and agents from and against, all claims and liability resulting from exposure to disease-causing organisms and objects, such as COVID-19, associated with F/S/V participating in School Activities, to include, but not limited to educational, cocurricular, or extracurricular programs.**

Date \_\_\_\_\_

Printed Name of Student \_\_\_\_\_

Signature of Student \_\_\_\_\_

Printed Name of Student’s Parent  
or Legal Guardian \_\_\_\_\_

Signature of Student’s Parent  
or Legal Guardian \_\_\_\_\_