

## Sacred Heart Catholic School Return to School Plan 2021-2022

Sacred Heart Catholic School will be following the CDC, ODE and Archdiocese health and safety guidelines. Sacred Heart Catholic School will also follow the advisory guidelines for reopening as set up by Gov. Brown. As of 8/13/2021 Preschool – 8<sup>th</sup> grade are in-person learning. (These plans are subject to change.)

SCHOOL PROGRAM INFORMATION	
Name of School	Sacred Heart Catholic School
Key Contact Person for this Plan	Sharon Levesque
Phone Number of this Person	541-772-4105
Email Address of this Person	srlevesque@shcs.org
Sectors and position titles of those who informed the plan	Sharon Levesque - Principal Fr. Ken Sampson - Pastor SHCS Staff
Local public health office(s) or officers(s)	Bonnie Simpson Phone: 541-774-8200
Name of person Designated to Establish, Implement and Enforce Physical Distancing and Mask Requirements	Sharon Levesque Denise Cole All SHCS Staff
Intended Effective Dates for this Plan	August 30, 2021 - as needed
ESD Region	Jackson County
Please list efforts you have made to engage your community (public health information sharing, taking feedback on planning, etc.) in preparing for school in 2022-22. Include information on engagement with communities often underserved and marginalized and those communities disproportionately impacted by COVID-19.	Emails Newsletters Parent Q & A  Made sure to reach out using different medians to inform the community.
Indicate which instructional model will be used.	Select One:  ● On-Site Learning

<b>PROTOCOLS</b>	
Cleaning and Hygiene	<ul style="list-style-type: none"> <li>● Hand sanitizer for main doors entrance and exits and classrooms,</li> <li>● Wash hands before meals, after meals, after using restroom, after sneeze or cough, and before and after recess</li> <li>● Wipe down tables before lunch, after lunch</li> <li>● Wipe down high touch areas multiple times a day</li> <li>● Teachers spray at the end of each day</li> <li>● Deep cleaning weekly and some daily</li> </ul>
Social Distancing	<ul style="list-style-type: none"> <li>● Travel paths for hallways with social distancing</li> <li>● Signage for classrooms, hallways, restrooms</li> <li>● Social distancing marks on floors/walls</li> <li>● 3' distancing will be followed when possible</li> </ul>
Screening Protocols	<ul style="list-style-type: none"> <li>● Observation of staff and students</li> <li>● Covid-19 (onsite/self-administered) is available with signed parent permission</li> </ul>
Personal Protective Equipment (PPE) Protocols	<ul style="list-style-type: none"> <li>● All students ages 5 and up are required to wear a facemasks (shields approved based on doctor's order)</li> </ul>
Student Protocols	<ul style="list-style-type: none"> <li>● Washing hands with soap</li> <li>● Hand sanitizer (70%+ alcohol)</li> <li>● Don't touch your face</li> <li>● Tissue/elbow sneezing and coughing</li> <li>● Students age 5 and up, required to wear masks indoors</li> </ul>
Staff Protocols	<ul style="list-style-type: none"> <li>● PPE</li> <li>● Washing hands with soap</li> <li>● Hand sanitizer (70%+ alcohol)</li> <li>● Don't touch your face</li> <li>● Tissue/elbow sneezing and coughing</li> <li>● Staff will wear masks when indoors</li> </ul>
Visitors and Deliveries	<ul style="list-style-type: none"> <li>● All visitors must wear masks</li> <li>● Masks</li> <li>● Wash hands or sanitize hands</li> </ul>

<b>PREVENTATIVE TRAINING</b>	
	<b>100% in Building</b>
Staff Training Plan	Professional dev. centered around social distancing, hygiene, sanitizing, cohort groups, and schedules.
Student Training Plan	Repeated practice: social distancing, hygiene, sanitizing
Parent Training Plan	Emails on social distancing, hygiene, symptom checks, PPE

## SCHOOL SCHEDULE AND ROUTINES

<p><b>Morning Drop-off Plan</b></p>	<ul style="list-style-type: none"> <li>● Morning dropoff starts at 7:45 AM. No exceptions.             <ul style="list-style-type: none"> <li>○ Preschool will enter through the Daycare entrance on South Ivy</li> <li>○ Prekindergarten will enter the school building through the front door. If there are siblings, they may also enter through the front door and go to their classrooms.</li> <li>○ Morning drop-off on the playground for kindergarten through 8<sup>th</sup> grade.</li> <li>○ Parents will drive onto the playground and await the morning greeter.</li> <li>○ Once the greeter arrives at the car – parents and children will signal a thumbs up or thumbs down. Thumbs up means all in the car and family members do not have any of the COVID symptoms, their temperature is normal, and no one in the household has been in close contact with a COVID case.</li> <li>○ All students will get out of the car and go to the designated school door entrance. At the door they sanitize their hands before entering the building to go to their classrooms</li> </ul> </li> </ul>
<p><b>After-School Pick-up Plan</b></p>	<ul style="list-style-type: none"> <li>● Students will be social distanced by class on school parking lot.</li> <li>● Preschool parents will pick up their children from the daycare entrance on Ivy Street.</li> <li>● Prekindergarten parents will pick up their children from the ramp on Holly Street.</li> <li>● K-8<sup>th</sup> grade parents will drive onto the playground after following the pickup map at 3 PM.</li> </ul>
<p><b>Food Service Plan</b></p>	<ul style="list-style-type: none"> <li>● Eat in the Cafeteria</li> <li>● Wash hands/sanitize before and after eating</li> <li>● Sanitize tables when complete. Students take home utensils and containers.</li> </ul>
<p><b>Recess/Playground Plan</b></p>	<ul style="list-style-type: none"> <li>● Wash hands before and after recess</li> <li>● Sanitize shared play equipment/structure daily</li> <li>● Cohort groups will rotate between the playground structure and playground. The cohort groups are as follows:             <ul style="list-style-type: none"> <li>○ K – 2 grade                 <ul style="list-style-type: none"> <li>▪ Kindergarten one cohort</li> <li>▪ First and second grade one cohort</li> </ul> </li> <li>○ 3-8<sup>th</sup> grade                 <ul style="list-style-type: none"> <li>▪ 3<sup>rd</sup>, 4.5<sup>th</sup> grades one cohort</li> <li>▪ 6,7,8 grades one cohort</li> </ul> </li> </ul> </li> </ul>
<p><b>Assembly/Announcements Plan</b></p>	<ul style="list-style-type: none"> <li>● Morning prayer/announcements on Mondays – Principal Levesque on intercom and rest of the days – student lead at the front office.</li> <li>● Every Friday – Morning prayer/pledge outside and SLE awards</li> <li>● First Friday of the month – Spirit Day and student of the month</li> </ul>

## SECTION 2: ACADEMIC EXCELLENCE

<b>CURRICULUM AND INSTRUCTION</b>	
Attach completed <a href="#">Reflections on Distance Learning</a>	
Plan for Teacher Curriculum Development	Scheduled school in-service dates throughout the school year. Weekly PLC time and faculty meetings for teachers to effectively communicate on goals and use of technology to assist with learning.
Beginning of Year Assessment Plan	<ul style="list-style-type: none"> <li>Summative and Formative student assessments will occur as normal and will be used to drive intentional grade level instruction.</li> <li>Kindergarten – 8<sup>th</sup> grade STAR Reading and Math Assessment and iReady Diagnostic Assessment</li> </ul>
Grading Expectations and/or Policies	See school handbook for grading policies.
Asynchronous and Synchronous Teaching Expectations	We are not offering distance learning at this time.
Plan to Mitigate Learning Loss	Differentiated Instruction Opportunities to work with our three learning specialists and school counselor.
Systems of Support for Diverse Learners and/or English Language Learners	<ul style="list-style-type: none"> <li>The Learning Specialists will review needs and offer support to the teacher and/or students when applicable.</li> <li>Individual Learning Plans (ILPs) will continue to be reviewed and modifications implemented by school counselor and principal.</li> </ul>
Plan for Students Unable to Attend School	An independent study program will be created by the teacher for the student unable to attend school. Teachers will turn on their video camera in their classrooms for the student and teachers will check in periodically with the student. All homework and classwork will be sent home before the school week starts. Regular weekly zoom meetings will take place between the teacher and parent/student.
Professional Development Plan for Teachers	School in-services, professional development days, and staff meetings
Plan for Specialists Classes (i.e. Art, Music, Language, etc.)	Students will attend specialist classes with their homeroom class.

<b>MENTAL HEALTH AND SOCIAL EMOTIONAL LEARNING</b>	
Plan to Support SEL at the Start of the School Year	<ul style="list-style-type: none"> <li>Second step curriculum will be taught by the K-8 classroom teacher weekly.</li> <li>We will create a Shared Document Google Folder to share SEL resources with the staff.</li> </ul>

	<ul style="list-style-type: none"> <li>• Parent communication regarding easing anxiety around returning to school, wearing masks, distancing protocols will be provided.</li> <li>• Student Check-ins</li> <li>• Communication with parents when a student is expressing concerns.</li> <li>• Checking on and maintaining the wellbeing of the staff regularly is of utmost importance, especially those disproportionately impacted by Covid-19.</li> </ul>
Family Support and Training Plan	<ul style="list-style-type: none"> <li>• Consistent communication with families via email, letters, newsletters, website, and social media</li> <li>• Release of the reopening plan so families can discuss with their child what school will be like.</li> </ul>
Plan for Identifying and Supporting SEL Mental Health Concerns	<ul style="list-style-type: none"> <li>• The school counselor will suggest additional SEL programs to support all learners and provide optional resources to families.</li> </ul>

TECHNOLOGY	
If Sacred Heart Catholic School has to shut down due to outbreak	Hybrid Model or 100% Distance Learning
Learning Management System or Platform used at each grade level	Zoom and Google Classroom for all grades
Acceptable Use/Safety Policies	Technology policy updated to include digital learning, permission for child to be part of synchronous and asynchronous recordings/instruction; signed by both parent and student
Technology Purchase Plan and Related Costs	None

### SECTION 3: MISSION AND CATHOLIC IDENTITY

MISSION AND CATHOLIC IDENTITY	
	Hybrid Model or 100% Distance Learning
Schoolwide Eucharistic Celebrations	All students will attend weekly mass and sit with their class in designated pews. 3' feet social distancing when possible.
Faith Life Activities	Prayer service Rosary Religion classes Follow Liturgical Calendar Morning prayer
Service Learning Plan	<ul style="list-style-type: none"> <li>• Monthly service projects will continue as normal as possible.</li> <li>• Variety of activities will be planned by our Marketing Coordinator</li> </ul> <b>The following will still occur:</b> <ul style="list-style-type: none"> <li>• Collections of canned goods for St. Vincent de Paul</li> </ul>

	and the collection of donated monetary gifts for Family <ul style="list-style-type: none"><li>• All service learning field trips will be cancelled until deemed safe</li></ul>
Visibility Plan for Pastor	At Mass Classroom visits
Visibility Plan for Principal	In class At Door for arrival/dismissal Recess School Mass