



ST. ALOYSIUS CATHOLIC SCHOOL

Parents,

The following are specific directives that will set our daily expectations in creating a safe environment for our entire St. Aloysius School Community. Please print. The first few items include faculty directives, so you are aware of the extent of our efforts.

FACULTY DAILY SELF HEALTH SCREENING - All employees are required, as per the diocese, to complete a daily self- health screening each day.

FACULTY FACE COVERINGS - Faculty and Staff will wear face masks for "the maximum extent possible". SAS has purchased face shields and face masks with a clear mouth; this will help students see their mouth while teaching. If the teacher is at the front of the room teaching, she/he can wear the face shield, but once she/he starts to move around the room, they will add the mask.

FACULTY/STAFF ATTENDANCE - During Phase 2, we will use "in-house" subbing if at all possible. Any substitute not a faculty member will be screened for temperature and symptoms according to the diocesan guidelines.

FACULTY ARRIVAL - Homeroom teachers will be in their room for 7:15a.m. as there is no assembly. Faculty is required to use hand sanitizer and wash hands upon arrival and as frequent as possible throughout the day.

STUDENT ARRIVAL - All parents will be required to sign the Diocese of Baton Rouge Covid-19 Form and Liability Waiver before school starts (attached to this email). They will not be able to report to class without this document, as required by the Diocese of Baton Rouge. **Before your child's first day of school, you can email it to info@aloysius.org.**
OR Your child can bring the hard copy on their first day of school.

Students will either arrive through **carpool or bus**. The Phase 2 Carpool Information previously shared WILL NOT BE FOLLOWED. SAS will use our **original carpool procedures; the map is attached**. Carpool AB is Grades PK-1 and older students riding with them; Carpool B is Grades 2-5 and older students riding with them; Carpool C is Grades 6-8. Bus Information has been communicated with those parents involved.

Students will report directly to homeroom. There are additional duty teachers to assist the little ones since parents cannot walk them in; all will have homeroom rosters, so we know where to take them. Faculty members will be on walkways to ensure social distancing measures are followed. Neighborhood walkers have been instructed of designated locations for drop-off and pick up.

Students are to use the school-provided hand sanitizer upon entry to the classroom. Students are not allowed to share supplies and were told to have their own pencil bag; they can also purchase from SAS at the start of school. The additional supply form is attached to this document.

STUDENT LATE ARRIVALS - Two faculty members will be outside the office from 7:45a.m.-8:00a.m. issuing late slips to reduce traffic flow in the office space.

GENERAL CLASSROOM - Students will remain in the same desk for the day; teachers will rotate (Grades 5-8 and Enrichment for Grades PK-8). P.E. students will report to the gym; students will NOT dress out for P.E. During Phase 2, all outside therapists will not be on campus for pullout. The Dyslexic Lab, Reading Resource, and Math Resource will still take place since they are taught by our faculty. We will try to keep homeroom groups together.

DESK DIVIDERS - Each student desk has a divider and will add a layer of protection. They will be sprayed with the Disinfx antimicrobial as well and the fogging will be an added disinfectant performed several times per week. The "overflow" students may need to take their divider with them to their alternate location.

CLEANLINESS - When students arrive, they will use hand sanitizer. Four standing hand sanitizer stations will be strategically placed for student/faculty use. For every bathroom break, students will be instructed to wash their hands for at least 20 seconds. Reminder signs are on each bathroom mirror. Before and after lunch, they will use hand sanitizer. The ideal is washing hands at least every 2 hours.

Since we are remaining in the "family unit" and students are using the same desk, it will be easier to keep a child's space clean and without cross-contamination; however, wiping down during the day and deep disinfecting will take place each night.

If there is a class set of books, the students will use hand sanitizer prior to handling the book. Upon completion of use, they will hand sanitize again. If needed, books will be disinfected before additional use; some books may rotate out until they can be sterilized.

STREAMING LESSONS -The student streaming will ONLY SEE the front of the room. Teachers will have the option to "mute" or "turn off" once the direct instruction is complete. The student will login at the time provided by the teacher via Google

Hangout/Meet Platform. Specific directives/expectations will be sent to parents participating in this option, as well as login information to access the site.

The "overflow" classes will remain a static group on the days they are pulled with the same proctor. Teachers will provide a schedule that will be followed, so you will know the days when your child will participate in the "overflow" classroom. Ear buds are required, as the students will stream into their respective classes. Please send a set of ear buds that work best for your child to keep in their booksack.

RECESS - There is a schedule for recess, and it will be with the "family unit". The "overflow" students will report to recess with their respective homeroom since they can social distance outside, and it will give them a chance to socialize with classmates.

RESTROOM - There is a schedule for restroom use. Disinfecting between groups will be completed by maintenance staff. The Disinfx antimicrobial spraying will be done in the restrooms. The fogging system will also be implemented several times per week. Students will be instructed to wash their hands before exiting the restroom. Again, decal signs are on each mirror to remind them of proper washing. They are to wash/sanitize about every 2 hours. Students in Grades 3-8 are required to wear masks to the restroom. If younger students wear a mask, their teacher will encourage them to wear it to the restroom.

CAFETERIA - In Phase 2, the recommended procedure is for students to eat in their classrooms. If it is a nice day, students will eat outside for "picnic-style" lunch. Remember that there are NO NUT PRODUCTS allowed since we cannot separate students. Wipes and spray will be in each room for wiping down after lunch. Circle floor decals will be used as reminders in the cafeteria for social distancing.

CHECK-OUT - If a student is hurt or feels ill, the teacher will call the front desk for the nurse to retrieve your student. The First Aid Room has a new door to the outside. Additionally, there is an isolation room for sick children. Students will not escort any other children to First Aid.

DISMISSAL - Students will remain in homeroom until family number or bus name is called over the intercom. They will report with the youngest/only carpool as in the past. A faculty member will be stationed at each carpool relaying the numbers to the office, and the family carpool number will be announced over the intercom. Additionally, it will be streamed on the board in each classroom. Parents will be sent their family carpool number in a separate email TODAY. Please make a LARGE dashboard sign with the family carpool tag number; this will be your family number as long as you have children at SAS, so it will be easy to remember. Add any additional numbers if you are carpooling with other families.

Some PreK & K Students will leave at 1:30p.m. taking advantage of an early dismissal option to help alleviate afternoon traffic. Daycare extension will be picked up at 2:30p.m. and immediately led out of the building to the grassy area between the two gyms to take roll before heading to the SACCC. SAS Extension children will be dismissed according to a schedule in order to practice social distancing; parents have been sent information on directives for SAS Extension Procedures.

SPIRIT SHIRTS - Now that homeroom lists have gone out, don't forget to order your child's spirit shirt. The fee was part of your tuition. Visit the SAS homepage or click this link: [Spirit Shirt Order Form](#)

STUDENT HEALTH PROCEDURES/FIRST AID - To limit trips to the First Aid Room, the nurses have provided each classroom a backpack with many needed supplies. Ice chests with ice packs will be strategically placed near recess spaces. The first aid room has extra masks and touchless thermometers.

Nurse Michaelyn has a special message for you! Please click here:

<https://player.vimeo.com/video/442176752>

HEALTH PORTAL - The Health Portal is now open at studentehr.com Please review and update any health concerns in the "conditions and alerts". The nurses will be notified of any changes in the Health Portal. Messaging in the Health Portal is just like emailing us.

Please scan/upload all new orders and bring medication labeled by policy requirements to First Aid next week. Helpful hints can be found on the nurse's website. Your contact information will NOT be visible in the Health Portal. The information you provided during registration will be used for contacting you. If you need to add or change your contact information please email: info@aloysius.org

If your child is a new student at St. Aloysius Catholic School, an invitation to the Health Portal was sent to your email on file. It will come from studentehr.com. Our SNAP Health Portal is a password protected website that caregivers will use to access the system. Parents have a single account with which they can view. If you do not see your invitation, please look in your spam folder.

STUDENT COVID-19 - This was sent last week, but we feel this warrants repeating: Following recommendations from the CDC, OLOL Consultants, and our local Department of Health, the following illness policy was developed by all of the school nurses in the Diocese of Baton Rouge. Our schools have gone to great lengths to mitigate the risks of COVID-19, but we recognize that even with these measures any school may experience an outbreak. We expect that you will screen your children carefully at home before school for any signs of illness and keep them home if you have any indication that something isn't 100%. The 24-hour rule for contagious symptoms still applies. A student may not attend school if they

have had a fever over 100.4 without the use of fever-reducing medications, vomiting, or diarrhea in the past 24 hours. (This has always been our policy at SAS.) Students will be sent home if their temperature is 100.4 or greater.

If a student is suspected to have COVID-19, students will remain home from school while awaiting test results. Symptoms of COVID-19 include: fever, cough, vomiting, diarrhea, headache or sore throat. A positive Covid-19 test of any student or faculty member will be reported by school personnel to the Regional Medical Director. The RMD will advise on quarantining and school closure. The CDC recommends a quarantine of 10 days since symptoms appeared or since the COVID-19 test indicated a positive test result. Louisiana Department of Health may also perform contact tracing of close school contacts.

Prior to arrival to school each day, parents will be required to complete a personal health assessment for each child. **The school will send reminders via text/email.** Sending a child to school confirms that each child is in good health. The questions include:

1. Does your child have a temperature at or above 100.4?
2. Does your child have any of the following:
 - a. New onset of severe headache, especially with a fever
 - b. New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline)
 - c. Sore Throat
 - d. Diarrhea, Vomiting, or Abdominal Pain

Notify the school if your child:

1. Develops COVID-19 symptoms
2. Is diagnosed with COVID -19
3. Is waiting on test results
4. Has a family member with a positive COVID test at home

Supply Form

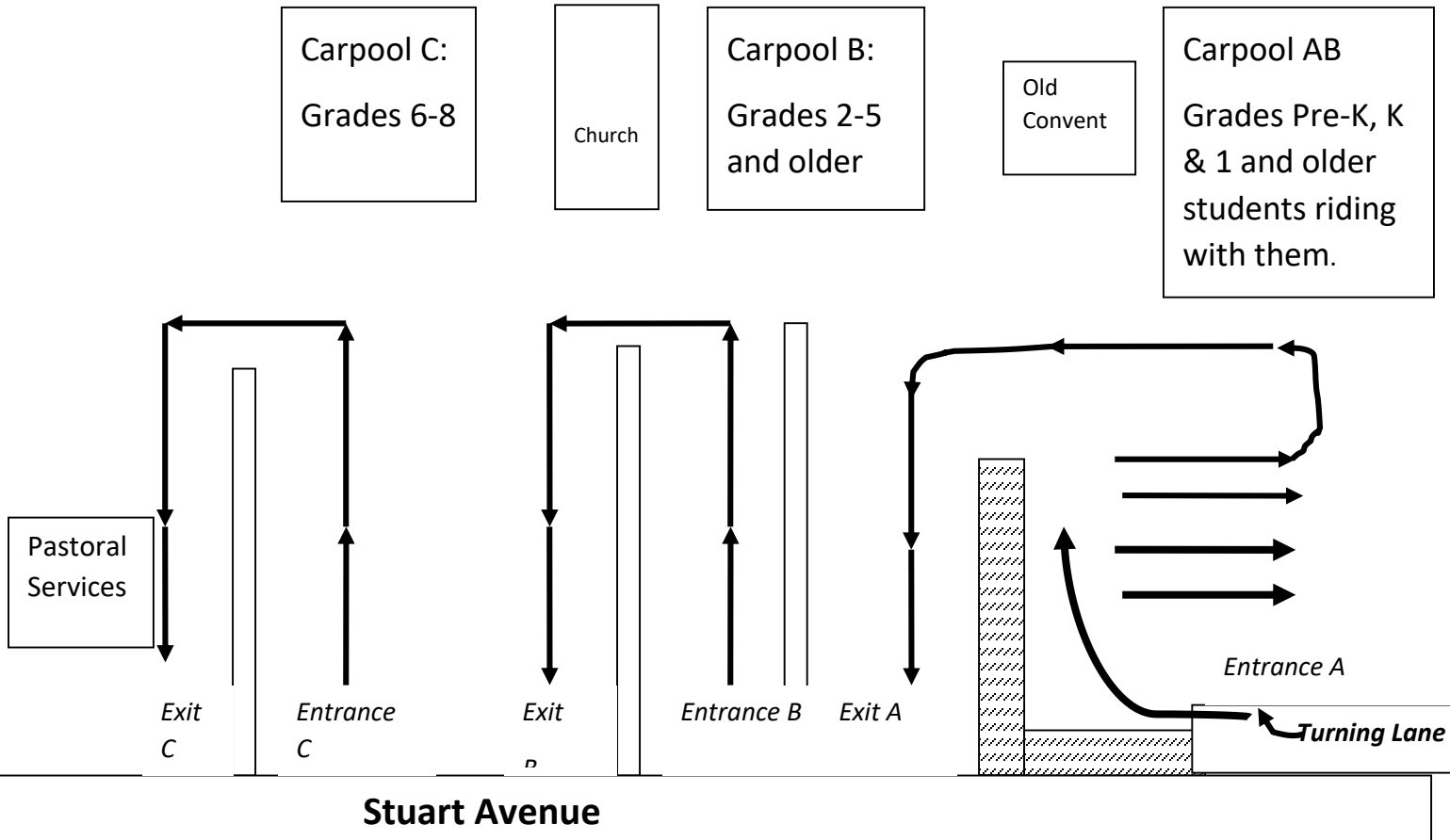
Dear Parents,

If you have secured your own, this **is optional**. This form (**one form, one check for each student**) should be completed by you for any of the listed items you MAY need to purchase. Please enclose the form, a check (made payable to St. Aloysius School), or cash in a sealed envelope and return it to your child's teacher.

<u>Item</u>	<u>Cost</u>	<u>No. Needed</u>	<u>Sub-Total</u>
SAS Zipper Bag (grs. K-8)	\$4.00	_____	_____
Bible (grs. 6-8)	\$17.00	_____	_____
Calculator TI-108 (grs. 5-6)	\$5.50	_____	_____
Calculator TI 30XIIS (grs. 7-8)	\$14.00	_____	_____
		TOTAL COST:	_____

SAS Carpool Procedure 2020

Morning Drop-Off and Afternoon Pick-up



- Only buses will use the Gym/School Administration Building parking lot.
- No student may be picked up or dropped off in any other area of campus.
- All cars must be in a carpool line. **NO PARK AND WALK**
- All students are to be picked up at the site of the youngest carpool rider.