



St. Frances Cabrini School

20-21 School Reopening Plan

Health Screening

- Per the Health Protocols recommended by the State of Washington (Guidance for Daily COVID-19 Symptom Screening of Staff and Guests, Updated July 27, 2020) upon arrival, students and staff will receive a Health Screening for any of the following new or worsening signs or symptoms of possible COVID-19. The following symptoms will be assessed:
 - Cough
 - Shortness of breath or difficulty breathing
 - Chills
 - Muscle or body aches
 - Headache
 - Sore Throat
 - Recent loss of taste or smell
 - Diarrhea
 - Feeling feverish or a measured temperature greater than or equal to 100.4 degrees Fahrenheit
 - Known close contact with a person who is lab confirmed to have COVID-19 within the past 14 days
 - Traveled Internationally or to an area with an active CDC travel alert within the last 14 days.
- A touchless forehead thermometer will be used to record temperature.
- A record of daily symptom screening results for each employee and student will be kept for at least 28 days
- Throughout the day school personnel will be watching for visual signs of illness (flushed cheeks, rapid or difficulty breathing, fatigue, and cough).

Drop-Off and Pick-Up

- Drop-Off and Pick-Up of students will happen in the Carpool Area. Caregivers should remain in their vehicle during drop-off and pick-up. Should the caregiver need to enter the school building, the caregiver must be screened by St. Frances Cabrini staff as outlined below. Please maintain a separation of 6 feet from individuals not within the household during drop-off and pick-up.

Staff:

- Staff are always required to wear masks or face shields, excluding eating and drinking.
- Staff will be subject to a Health Screening daily, including a touchless temperature check.
- Staff are required to wash hands when entering the school building.

Students:

- Students will be required to wear masks during drop off and pick-up due to proximity of students from other cohorts.
- Students will be subject to a Health Screening daily, including a touchless temperature check.
- Students will be required to wash hands when entering the school building. Staff will instruct on good hand washing techniques and will supervise hand washing at least TWICE DAILY, more if necessary.

Masks

- Per the Washington State Department of Health, everyone in a school building must wear a face covering, with specific exemptions identified. Students and staff may choose to wear a face shield instead of a cloth face covering, if needed for student instruction. It should be noted that cloth face coverings have a superior ability to capture more droplets from speaking, coughing, sneezing, etc.
- A cloth face covering is fabric that covers the nose and mouth. This can be:
 - A sewn mask secured with ties or straps around the head or behind the ears.
 - Made from a variety of materials, such as fleece, cotton, or linen.
 - Factory-made or made from household items.
- Masks must be in solid colors and is considered a piece of protective equipment, just as lab goggles are worn in the science lab or a helmet is worn in some sporting events. Students are required to have at least 3 masks each day. One mask for the morning before lunch, one mask for after lunch, and the final mask as a backup if needed.
- Students who are not exempt from the face covering requirement must wear either a cloth mask or face shield. Staff will provide education, recommend alternative face coverings, implement positive behavior interventions, and when appropriate, consult with the student's caregiver to encourage compliance. Only as a last resort will the school consider excluding a student for refusing to wear a face covering. If the student must be excluded from in-person education, the school will provide the student with an opportunity to receive education services online. Students who are unable to consistently wear a face covering due to sensory, behavioral, or other disabilities will not be disciplined or denied access to educational services as a result.

Handwashing

All students and staff will be expected to wash their hands for 20 seconds with soap and water, or use alcohol-based hand sanitizer (at least 80%), for the following:

- Before and after eating
- Before and after activities
- After using the bathroom
- Before and after touching their face, including blowing their nose
- Before and after sharing tools and materials
- Before entering the classroom
- Before leaving the classroom
- Before entering the building
- Before and after handling a first aid situation
- Before and after interacting with a student from another cohort.

Physical Distancing Measures

- St. Frances Cabrini and its staff will promote physical distancing to the maximum extent feasible during our 2020-2021 school year and decrease shared touch points within the school.
 - Each student will have a designated desk that will be cleaned mid-way and at the end of each school day. A minimum of six feet will separate desks. Separation based on the Reopening Washington Schools 2020: District Planning Guide by the Washington Office of Superintendent of Public Instruction (June 11, 2020).
 - For additional information regarding physical distancing measures that will be implemented, see "School Day Procedures" section below.

School Day Procedures

- Each student will have their own designated space within the classroom and set of consumable and non-consumable (e.g., scissors, tape, markers, pencil, etc.) supplies. Designated spaces and tables will be cleaned throughout and at the end of each school day. A minimum of six feet will separate desks. Separation based on the Reopening Washington Schools 2020: District Planning Guide by the Washington Office of Superintendent of Public Instruction (June 11, 2020).
- Outdoor play will be incorporated in school curricula.
- Hand washing and sanitization at regular intervals will be practiced, including before and after every meal and activity.
- Respiratory etiquette will be practiced.
- Per the Health Protocols by the Washington State Department of Health (June 11, 2020), everyone in a school building must wear a face covering.
- Hand sanitation stations will be placed in strategic locations to be readily available for everyone in the building.

Classroom

Staff:

- Staff are always required to wear masks or face shields, excluding eating and drinking.
- Staff will store personal belongings at their desks.
- When possible, work should be completed on an individual basis as opposed to pair or group work.
- Regular hand washing is required before and after activities. The physical transitions of the group should start and conclude with hand washing/hand sanitizer. This includes activities such as eating, moving in and out of the space, and touching a high-touch area (e.g., door handles, light switches, etc.) as well as touching your face or blowing your nose.

Students:

- Students will each have an assigned locker or cubby to store their personal belongings.
- Students will each have an individual desk. Desks will be six feet apart. All desks will be facing forward to decrease the risk of coughing or sneezing in another's face.
- Student cohorts should be self-contained with their set of teachers and student cohorts must not join or combine with other student cohorts.
- Regular hand washing is required before and after activities. The physical transitions of the group should start and conclude with hand washing/hand sanitizer. This includes activities such as eating, moving in and out of the space, and touching a high-touch area (e.g., door handles, light switches, etc.) as well as touching your face or blowing your nose.

Bathroom

Staff:

- Staff are always required to wear masks or face shields, excluding eating and drinking.
- Staff are required to wash hands after using the bathroom.
- Staff will instruct on good hand washing techniques and give students frequent opportunities to wash hands or use hand sanitizer. Staff will supervise hand washing at least twice daily, more if necessary.

Students:

- Students will be required to wear masks when sharing the bathroom with another individual.
- Students will be required to wash hands after using the bathroom. Staff will instruct on good hand washing techniques and give students frequent opportunities to wash hands or use hand sanitizer. Staff will supervise hand washing at least twice daily, more if necessary.

Lunch

Staff:

- Staff are always required to wear masks or face shields, excluding eating and drinking.
- Staff are required to wash hands before and after eating.

Students:

- Students will not wear masks while eating or drinking.
- Students will be required to wash hands before and after eating.
- To the extent possible, students should eat lunch at their desks. When this is not possible, students should have assigned seats in the classroom that allows students to maintain social distancing.

Indoors

Staff:

- Staff are always required to wear masks or face shields, excluding eating and drinking.
- Staff are required to wash hands when entering and exiting a room.

Students:

- Students will be required to wear masks while indoors.
- Students will be required to wash hands when entering and exiting a room.
- To keep cohorts from interacting, we will only allow one cohort in a room at a time.
 - For the youngest students, including early childhood and early elementary students, as well as some students with disabilities, social distancing will not be possible or developmentally appropriate. These students are also unlikely to attend to a natural barrier or cones. In these cases, as much as possible, only one cohort uses an enclosed space at a time.

Outdoors

Staff:

- Staff are always required to wear masks or face shields, excluding eating and drinking.
- Staff are required to wash hands when entering and exiting an outdoor space.

Students:

- Students will be required to wear masks while outdoors.
- Students will be required to wash hands when entering and exiting an outdoor space.
- To keep cohorts from interacting, areas will be designated for cohorts to play separately from one another.
 - For the youngest students, including early childhood and early elementary students, as well as some students with disabilities, social distancing will not be possible or developmentally appropriate. These students are also unlikely to attend to a natural barrier or cones. In these cases, it is recommended that, as much as possible, only one cohort uses an OUTDOOR space at a time.

In Transit

Staff:

- Staff are always required to wear masks or face shields, excluding eating and drinking.
- Staff are required to wash hands when entering and exiting a space.
- Staff will comply with the posted signs and arrows directing the appropriate flow of traffic.

Students:

- Students will be required to wear masks when moving between spaces (i.e. from car to inside, from classroom to classroom, any trip to the bathroom, etc.).
- Students will be required to wash hands when entering and exiting a room. Staff will instruct on good hand washing techniques and will supervise hand washing at least TWICE DAILY, more if necessary.
- Students will comply with the posted signs and arrows directing the appropriate flow of traffic.

Isolation Room

Staff:

- Staff are always required to wear masks or face shields, excluding eating and drinking.
- Staff are required to wash hands when entering and exiting the space.

Students:

- Sick students will be isolated, and their caregivers will be contacted to pick up the student from school.
- Testing results must be given to school administration prior to the student's return to school.

Cleaning Protocols

Clean

- **Wear disposable gloves** to clean and disinfect.
- **Clean surfaces using soap and water, then use disinfectant.**
- Cleaning with soap and water **reduces number of germs, dirt, and impurities** on the surface. **Disinfecting kills germs** on surfaces.
- **Practice routine cleaning** of frequently touched surfaces.
- **High touch surfaces include:**
 - Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.

Disinfect

- **EPA-registered household disinfectant will be used.**
Instructions on the label will be followed to ensure safe and effective use of the product.
Many products recommend:
 - Keeping surface wet for a period of time (see product label).
 - Precautions such as wearing gloves and making sure you have good ventilation during use of the product.

Always read and follow the directions on the label to ensure safe and effective use.

- Wear skin protection and consider eye protection for potential splash hazards
- Ensure adequate ventilation
- Use no more than the amount recommended on the label
- Use water at room temperature for dilution (unless stated otherwise on the label)
- Avoid mixing chemical products
- Label diluted cleaning solutions
- Store and use chemicals out of the reach of children and pets

Diluted household bleach solutions may also be used if appropriate for the surface.

- Check the label to see if your bleach is intended for disinfection and has a sodium hypochlorite concentration of 5%–6%. Ensure the product is not past its expiration date. Some bleaches, such as those designed for safe use on colored clothing or for whitening may not be suitable for disinfection.
- Unexpired household bleach will be effective against coronaviruses when properly diluted. **Follow manufacturer’s instructions** for application and proper ventilation. Never mix household bleach with ammonia or any other cleanser. **Leave solution** on the surface for **at least 1 minute**.

To make a bleach solution, mix:

- 5 tablespoons (1/3rd cup) bleach per gallon of room temperature water
 - OR
 - 4 teaspoons bleach per quart of room temperature water
- Bleach solutions will be effective for disinfection up to 24 hours.

Soft surfaces

For soft surfaces such as carpeted floor, rugs, and drapes

- **Clean the surface using soap and water** or with cleaners appropriate for use on these surfaces.
- **Launder items** (if possible) according to the manufacturer’s instructions. Use the warmest appropriate water setting and dry items completely.
- OR
- **Disinfect with an EPA-registered household disinfectant.** [These disinfectants](#) meet EPA’s criteria for use against COVID-19.
- [Vacuum as usual.](#)

Electronics

For electronics, such as tablets, touch screens, keyboards, remote controls, and ATM machines

- Consider putting a **wipeable cover** on electronics.
- **Follow manufacturer’s instruction** for cleaning and disinfecting.
 - If no guidance, **use alcohol-based wipes or sprays containing at least 70% alcohol.** Dry surface thoroughly.

Cleaning and disinfecting outdoor areas

- Outdoor areas, like **playgrounds in schools** generally require **normal routine cleaning**, but **do not require disinfection**.
 - Do not spray disinfectant on outdoor playgrounds- it is not an efficient use of supplies and is not proven to reduce risk of COVID-19 to the public.
 - High touch surfaces made of plastic or metal, such as grab bars and railings should be cleaned routinely.
 - Cleaning and disinfection of wooden surfaces (play structures, benches, tables) or groundcovers (mulch, sand) is not recommended.
- **Sidewalks and roads should not be disinfected.**
 - Spread of COVID-19 from these surfaces is very low and disinfection is not effective.

Positive Cases

If a student or staff member is diagnosed with COVID-19, their family should notify the school. If it is confirmed that a staff member or student were COVID-19 positive while at St. Francis Cabrini, the following procedure will be enacted:

- The school administration will notify families and staff regarding a case in the school community as soon as information is confirmed.
- The cleaning/disinfecting will include all areas such as offices, bathrooms, common areas, shared electronic equipment used by the ill persons, focusing especially on frequently touched surfaces.
- Reopening schedule will be determined after the cleaning/disinfecting has been conducted.
- Staff and students who were in contact with the individual(s) with a confirmed COVID-19 diagnosis may be subject to a 14-day quarantine.
- Students and staff who are confirmed to have COVID-19 may not return to campus until all three of the following criteria are met: at least 3 days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications); and the individual has improvement of symptoms (e.g.: cough, shortness of breath); and at least 10 days have passed since symptoms first appeared.

Cleaning and disinfecting your building or facility if someone is sick

- **Close off areas** used by the person who is sick.
- **Open outside doors and windows** to increase air circulation in the area.
- **Wait 24 hours** before you clean or disinfect. If 24 hours is not feasible, wait as long as possible.
- Clean and disinfect **all areas used by the person who is sick**, such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, and keyboards.
- [Vacuum the space if needed](#). Use a vacuum equipped with high-efficiency particulate air (HEPA) filter, if available.
 - Do not vacuum a room or space that has people in it. Wait until the room or space is empty to vacuum, such as at night, for common spaces, or during the day for private rooms.
 - Wear disposable gloves to clean and disinfect. For soft (porous) surfaces such as carpeted floors or rugs, clean the surface with detergents or cleaners appropriate for use on these surfaces, according to the textile's label. After cleaning, disinfect with an appropriate EPA-registered disinfectant on List N: Disinfectants for use against SARS-CoV-2. Soft and porous materials, like carpet, are generally not as easy to disinfect as hard and non-porous surfaces. EPA has listed a limited number of products approved for disinfection for use on soft and porous materials on List N.

- Follow the disinfectant manufacturer’s safety instructions (such as wearing gloves and ensuring adequate ventilation), concentration level, application method and contact time. Allow sufficient drying time if vacuum is not intended for wet surfaces.
- Temporarily turn off in-room, window-mounted, or on-wall recirculation HVAC to avoid contamination of the HVAC units.
 - Do NOT deactivate central HVAC systems. These systems tend to provide better filtration capabilities and introduce outdoor air into the areas that they serve.
 - Consider temporarily turning off room fans and the central HVAC system that services the room or space, so that particles that escape from vacuuming will not circulate throughout the facility.
 - Once area has been **appropriately disinfected**, it can be opened for use.
 - **Workers without close contact** with the person who is sick can return to work immediately after disinfection.
 - If **more than 7 days** since the person who is sick visited or used the facility, additional cleaning and disinfection is not necessary.
 - Continue routine cleaning and disinfection. This includes everyday practices that businesses and communities normally use to maintain a healthy environment.

Resources

The following guidelines were referenced for the creation of this document.

Washington Office of Superintendent of Public Instruction

- Reopening Washington Schools 2020: District Planning Guide
- Reopening Washington Schools: Questions & Answers for School Districts 2020

Center for Catholic Education

- Leading with Hope: A Reflective Guide for Catholic Schools in a New Reality

Center for Disease Control

- Cleaning and Disinfecting Your Facility

Washington State Department of Health

- Guidance for Daily COVID-19 Symptom Screening of Staff and Guests

