



Dear Our Lady of Lake Huron Families,

We look forward to welcoming your child back to school for in-person instruction! The safety precautions being implemented are focused on protecting our students, staff and faculty regarding the potential spread of the COVID-19 and maximizing our ability to provide in-person instruction. We understand that many aspects of this plan are new for our school and want to be sensitive to the needs of our entire school family. Some of these new procedures may be more time consuming and result in a change to the daily routine associated with school. The practice and policies described below may need to be modified as we move through the school year. Your understanding and cooperation are greatly appreciated. As we move forward it vital that we all **communicate and with one voice**. We are in this together and want to emphasize that working cooperatively to implement this plan fits right in with our Catholic Christian Mission: **Which nurtures character through service, promotes academic excellence, and develops Christ-centered virtues.**

Parents / Community Members in Building: Unless there is an emergency there will not be any parents, community members, or visitors allowed to enter the building.

Entering the Building:

- School doors will open at 7:20 AM. Students arriving before then should stay in their cars.
- Students are asked to come to school each day with a completed daily health screening form (see below). Students who are parent drop-off will enter only through the **South** doors and give their form to the adult at the door. Students who ride the bus will enter through the **North** doors (quad) and give their form to the adult at the door. Upon arrival students should go immediately to their classroom.
- Any student who arrives to school without the screening form, will be asked to wait in a separate line to be screened by a school official, while maintaining social distancing.
- When necessary, temperatures will be checked using a distance thermometer (temperatures taken within 2 inches of forehead).

Staff Precautions:

- All staff will wear a mask at all times, except when eating.
- All staff will also have face shields available, if desired. (Face shields alone do not meet the requirements for face covers under the Return to School Roadmap.)
- We plan to have partitions for each K-5 classroom, where masks are not required to be worn by students during instruction, however, masks are highly encouraged and recommended.

Arrival / Start of School:

- In the first few weeks of school we are suggesting and encouraging, if possible, that your child dropped off in lieu of riding the bus to avoid extra potential exposure from students from other local schools. Students at all grade levels are required to wear a mask for the entirety of their bus ride and upon entering the building.
- **Masks:**
 - Students should be wearing a mask and keep social distancing from the moment they leave their vehicle until they arrive in their classroom.
 - Students in grades K-5 should keep their mask on until given permission to remove them by their teacher. Students who wish to keep their mask on are absolutely welcome and encouraged to do so.
 - Students in grades 6-8 are required to wear a mask at all times, except when eating. For these grades masks are required to be worn in the classroom.
 - If a student cannot wear a mask due to health reasons, a doctor's note must be provided stating this.
- **Daily health screening:**
 - To avoid long delays in the morning and students congregating outside of the school, parents will be asked to complete a daily health screening form that indicates the child is free of symptoms associated with COVID-19. This form will serve as an "entry ticket" for students to quickly enter the building. See the last page of this document for daily health screening form.
 - Students who do not have this form will be asked to line up, while keeping social distancing to answer screening questions and have their temperatures taken.
 - When necessary, temperatures will be checked using our new distance thermometers (temps taken within 2 inches of forehead).
 - Following CDC guidelines, if a child has a temperature of 100.4 degrees F or displays symptoms associated with COVID-19, students will be taken to a designated isolation area. The student will be isolated until parent / emergency contact arrives. Isolation information described further below.
 - If one of your children is exhibiting symptoms, we are asking parents to use their best judgement when deciding whether or not to send siblings to school. It may be wise to keep siblings home from school if one child in the family is showing symptoms.

Hallways / other "community areas:"

- **Masks:**
 - All students will wear masks at all times in the hallways, restrooms, and other community areas (in all areas other than classrooms)
- **Lockers:**
 - To begin the school year, in effort to promote social distancing, students in grades 5-8 may be given a family locker to share with siblings or separate lockers if they have no siblings in grades 5-8.
- **Signage**

- The expectation is that students will stay in the right “lane” at all times and will not have contact with other students.
- Hand washing diagrams will be found in every bathroom and in classrooms with sinks. Regular hand-washing will be worked into our daily schedule by teachers (every 2-3 hours).
- Other pertinent signage will be posted throughout the building.

Classrooms:

- Thorough cleaning/disinfecting of classrooms will happen on a daily basis, at minimum every 4 hours.
- Every classroom will have a hand sanitizer station for frequent student and staff use.
- In grades 6-8, where students change classrooms, desks will be sanitized prior to the next class sitting down.
- We will make every effort to provide a six-foot distance between student desks, especially where partitions are not used. Students will have assigned seats and are not to circulate around the classroom (this makes it easier to determine possible contact tracing if a student tests positive).
- Students will have the opportunity for further education on proper handwashing techniques, as well as other safety measures (i.e. how to cover your cough or sneeze.) This may be done in a video format.

Specials:

- K-5 gym class will be outside whenever possible. When necessary, gym class will be held in the multi-purpose room with appropriate social distancing guidelines. Thorough disinfection of gym materials will be implemented. Art and music will be brought into the classrooms as much as possible.
- 6-8 band and gym class precautions due to the need to maintain cohort and social distance, and in lieu of the added potential exposure risk by attending Harbor Beach with Zion Lutheran students, we have decided to temporarily suspend the 6-8 shared time for gym and band. We will however be providing 6-8 with recess time as well as P.E. classes through our current K-5 P.E. instructor. The goal would be to rejoin Harbor Beach and Zion for gym and band at the 6-8 level if we get back to phase 5 in Michigan.

Lunch:

- Lunch will be eaten in the cafeteria or an alternate area by cohort. All students will follow social distancing practices.
- Seating will be arranged 6 feet apart to adhere to social distancing guidelines.
- Sack lunches are being explored as an option in lieu of full hot lunches, however it is encouraged that parents consider providing cold lunch (not to be warmed up) for their child as an extra safety measure.

Recess:

- K-5 classes will have the opportunity for recess with their cohort. Students in grades 6-8, will be given the opportunity for outdoor time, and will be required to wear a mask at all times.

- Students will be expected to practice reasonable social distancing.

Bathroom Use:

- Students must wear masks at all times, wash hands thoroughly (there are hand washing instruction posters on the walls of every bathroom) and not have contact with any other students.
- Number of students in each restroom will be limited to no more than 4 students per grade level.

Dismissal:

- Those students being dismissed from OLLH will be required to wear masks and will maintain social distancing during dismissal time. They will have a staggered dismissal schedule as follows:
 - Students riding the bus will be dismissed first to the **North** entrance (quad)
 - Students being picked up and those who attend extracurricular activities at the public school will then be walked down to the **East** entrance for departure
 - Finally, latchkey students will walk down to the library
- All students will exit the building from the **East** facing (First Street) door, leaving with teacher supervision, in an orderly fashion and maintain social distancing.
- All students will wear masks until they reach their vehicles.

Latchkey:

- We will continue to provide Latchkey for students, however only OLLH students will be permitted to attend.
- Further information will be available on COVID-19 safety precautions for those who plan to attend latchkey.

Isolation Details:

- If a student has a temperature of at 100.4 degrees F, or greater, or if they display symptoms associated with COVID-19 they will be isolated:
 - The student will wear a mask and stay in a designated area under adult supervision.
 - We will make every effort to conduct this process in a safe and caring fashion.
 - The student will remain in isolation until a parent or appropriate emergency contact can pick up the child. The child will be escorted out of the building to the vehicle of the parent/emergency contact.
 - Health Department guidelines and recommendations will be followed when determining when a student who was potentially exposed may re-enter school.
 - If a student has to be quarantined due to a potential exposure, please see the FAQ for information on how academics will be addressed.

School Mass:

- We will continue to provide opportunities for prayer and where appropriate Mass opportunities. Teachers may utilize Diocese of Saginaw resources currently available. In

addition weather permitting, outdoor Mass may be considered with safety protocols in place.

Social Emotional Health:

- All parents will be asked to fill out a social emotional screening for their children. More information on this will follow.
- Students may have the opportunity to participate in social emotional lessons virtually through the HBCH Adolescent Health Center.
- OLLH Students who have social emotional needs due to Covid-19, or for any other reason, may continue to access the Adolescent Health Center resources through the Harbor Beach Hospital as we have in the past. These services can be accessed through parent permission.

Our Lady of Lake Huron
Required Daily Health Screening
(This will act as the student's daily entry ticket)

Safety of all our students and staff are our top priority. We will continue to monitor the Coronavirus/COVID-19 outbreak and need everyone's help in completing this form **daily for each your child(ren)**. If this form is not completed, then the student's temperature will be taken by school personal.

Student name (s): _____

Date: _____

Parent/Guardian Signature: _____

1. Has the student had and recent symptoms of undiagnosed fever, cough, shortness of breath, sore throat, or diarrhea? YES NO
2. Has the student been in close contact with an individual who has tested positive or is being treated for COVID-19? YES NO
3. Does the student have a temperature that is out of the normal range (96.6° to 99.7°)? YES NO
Student's temperature _____
(Please record your child's temperature as of this morning. If your child's temperature is above 100.4° then child is to remain home).

If you answered yes to any of the questions, then your child should not report to school. Please contact the school to report the absence. Also, please contact your medical provider for assistance.

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4. Has the student had and recent symptoms of undiagnosed fever, cough, shortness of breath, sore throat, or diarrhea? YES NO
5. Has the student been in close contact with an individual who has tested positive or is being treated for COVID-19? YES NO
6. Does the student have a temperature that is out of the normal range (96.6° to 99.7°)? YES NO
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