



County of San Diego Elementary School Waiver

Application for a Waiver to Re-open In-Person Instruction for TK-6 Elementary Education.

Please submit one application for each local educational agency or equivalent. If applying on behalf of a school district, please submit one application for the elementary schools in the district that are seeking to reopen for in-person instruction. If applying for an independent, private, faith-based, or charter school, please submit an application for each school.

If all documentation is not included application can not be processed.

Once the waiver is approved, your information will be posted on the County of San Diego website, <http://Coronavirus-sd.com/K12Schools>

School Name

St. Columba Catholic School

District name

Private School

Contact Name

John Amann

Contact Email

principal@stcolumbaschool.org

Address

3365 Glencolum Drive

City

San Diego

Zip Code

92123

Type

Private School

Grades to be Reopened

1

2

3
4
5
K

Number of Students in Reopening Grades

105

Number of Staff at Reopening Sites

19

Proposed Reopening Date

09/08/20

Labor Organization

Although no Labor Organization exists, the administration of St. Columba Catholic School has consulted with faculty and staff on three separate occasions:

7/20 (1pm-2pm)

Initial Staff conversation about possibility of reopening

8/14/20 (10:45am-12pm):

Consultation about results of Staff Survey (attached) including an Open, Honest Dialogue about Staff concerns, fears, and gaps in the Reopening Plan

As a result, the Reopening Plan was more defined and met with teachers/staff on a one-on-one basis

8/17/20 (12:30pm-2pm): Consultation about modified Reopening Plan with Updates

Staff more open to application for waiver and reopening of campus and confident that our procedures/policies will lead to safe reopening

Copy of Staff Signatures approving of waiver application attached

Parent Organization

Parents have been provided weekly updates to the schools planning and thought processes through emails each Friday from the principal

Parents indicated their preferences for learning method upon reopening through a Survey (Results attached)

Parents responded to a Diocesan (District) wide survey to indicate comfort levels and preferences with reopening. School Specific Results Attached

On 8/10/20, the principal hosted a Virtual Town Hall meeting and later sent out the recording of the meeting to all who could not

attend. Recording of Meeting available at stcolumbaschool.org/safety

Community Organization

The school administration consulted with various community organizations while preparing for reopening.

Pastor of St. Columba Parish Support Letter Attached

St. Columba Finance Council Support Letter Attached

Music Pillars (School Music Contractor) Support Letter Attached

1. Published on Webpage

www.stcolumbaschool.org/safety

and

<https://sites.google.com/view/sd-catholic/school-re-engagement?authuser=0>

1.A) Webpage Section/Page

p. 27, Section 1

1.B) Webpage Language

The school's reopening plan can be found on the school's website at <https://www.stcolumbaschool.org/safety/> and on the Diocese of San Diego's website at <https://sites.google.com/view/sd-catholic/school-re-engagement?authuser=0>

2. Distance Learning

YES

2.A) Distance Learning Section/Page

p. 27-29, Section 2

2.B) Distance Learning Language

As previously stated, our intention is to continue to provide the best possible learning experience for all students in light of the current pandemic and the restrictions and requirements that go along with it. As noted above, families may choose to have their children engage in 5 day a week Online Learning, 5 day a week On Campus Learning, or 3 day a week Hybrid On Campus Learning.

Online Learning will be made available for all students in all circumstances. This includes students whose parents are selecting Online Learning as the campus reopens or students that are kept or sent home because they are symptomatic.

All students will utilize Google Classroom as the primary platform for learning and communication throughout the course of the school

year.

All students will be onboarded to this system in the initial days of school

Google Classroom will be used throughout the school year, both for On Campus and Online Learning

For students engaging in Online Learning, students will use Zoom to access live-streamed lessons and teaching.

Any students engaging in Online Learning will be provided a cohesive learning experience that is aligned with the expectations and educational quality that matches the On Campus Learning experience.

Parents electing this option recognize that their student at home most likely will not be able to directly interact with their teacher because the teacher is directly interacting with the students on campus.

Teachers will designate at least one 30 minute time slot each day to connect with students engaged in Online Learning.

All students, whether they are engaging in Online Learning or On Campus Learning will always have access to all learning materials through Google Classroom.

All materials and assignments will be posted in Google Classroom on Sunday before the week begins.

Parents can also access these materials to assist their children in their learning

This will allow for a quick transition to Online Learning if another school closure occurs

This also allows students who are sick or required to be at home because they are exhibiting symptoms to remain engaged in their learning

Any student engaging in Online Learning will submit their assignments through Google Classroom. All students, including those engaging in On Campus Learning, will receive practice and training with their teachers to ensure complete understanding of submission processes. Parents will also be provided with information about how to assist students with assignment submission.

Any student engaging in On Campus Learning will be submitting many of their assignments through Google Classroom, but there will be some assignments that will be turned in physically in person. In the case of a change of requirements/restrictions from the State/County/Diocese, all students will need to be prepared to return to Online Learning, as we did in the spring of last year.

The school will follow the Online Learning Plan provided to all parents/guardians.

All students engaging in On Campus Learning will have the tools, resources, and training to return to Online Learning immediately, if needed.

All students in 3rd-8th grade will be provided a school-issued Chromebooks for at home use to ensure a smooth transition to Online Learning.

For students in Kindergarten-2nd Grade, the school will provide a school-issued Chromebook on an as needed basis

On Campus Learning students in grades K-5 will be provided with school-owned Chromebooks on a first come, first serve basis.

All school owned devices will have GoGuardian installed in order to ensure appropriate use, including teacher monitoring capabilities.

If school is closed again, the school will follow the Online Learning Plan provided to all parents/guardians.

If school is closed again, the administration will continue to provide updates as frequently as possible, but at minimum, weekly.

3. Physical Distancing

YES

3. A) Physical Distance Section/Page

p. 29-31, Section 3

3. B) Physical Distancing Language

Students engaging in On Campus Learning will maintain 6ft. of distance between each other when in the classroom.

Desks (both student and staff desks) will be arranged in classrooms in order to create this required physical distance.

While class sizes average 18 students, because some families will be engaging in Online Learning, the average class cohort size in the classrooms will be 13 students.

Classes with 19 or fewer students engaging in On Campus Learning will all be able to fit in their homeroom classroom together.

Classes with more than 18 students engaging in On Campus Learning will be arranged in one of two options, depending on size of class and available spaces:

Full Class relocated to larger space such as the Parish Hall Kindergarten will be engaging in this option to allow all students to maintain physical distance

Partial Class relocated to another space and engaging in live-streaming lessons while rest of class remains in homeroom

The groups for relocation will continue to rotate to ensure all students have equitable access to their teachers

No current need for this option

Students will remain in their classrooms for all classes, with the exception of P.E., technology, and library.

Teachers will rotate from classroom to classroom

Art and Music Teachers will push into the homerooms

Classes will be split in half for Technology and Library in order to ensure physical distance is possible in the smaller spaces.

Physical Distance and Directional Stickers will be placed around the campus walkways for students and teachers to follow.

There will be a one way path of walking in order to decrease the amount of traffic in areas and reduce the possibility of transmission.

This will be especially important in the hallway by Kindergarten-2nd Grade because there is not enough space for physical distance when walking side-by-side.

The ONLY option for Preschool students and their K-5 siblings will enter the campus through the gate at the front of the school on Glencolum.

The ONLY option for K-5 students without preschool siblings will enter the campus through the walk-in gate connected to the Art/Music Room.

After 8:15am, ALL students, regardless of age, will enter through the walk-in gate connected to the Art/Music room and report directly to the Welcome Center.

After a student has been cleared healthy for school, they will walk directly to their homeroom. The homeroom teacher will be waiting in

the classroom for their students and will have all students clean their hands with hand sanitizer before entering the classroom. In an effort to reduce total on-campus traffic, parents will not be permitted to walk their students to their homerooms after the first week of reopening.

4. Stable Cohorts

YES

4. A) Stable Section/Page

p. 31-33, Section 4

4. B) Stable Cohorts Language

While class sizes average 18 students, because some families will be engaging in Online Learning, the average class cohort size in the classrooms will be 13 students.

If a student does not pass the entrance procedures, or develops symptoms during the day, the parent must take them home, follow the Procedures for Students/Staff with Symptoms and/or COVID-19, and keep the school informed of symptoms.

The Art/Music Room has been designated as the school's quarantine space. This space is air conditioned, with bathrooms attached, and has direct access to the parking lot.

If a Middle School student who walks to campus does not pass the entrance procedures, the student will be quarantined until a parent arrives to pick him/her up.

At the end of each school day, the class will remain in their classroom under the supervision of their homeroom teacher. All teachers will have a walkie-talkie to use for dismissal. Dismissal will last from 3:15-3:30 pm each day and 12:15-12:30 pm on half-day Fridays.

Students' schedules will be specifically designed to limit the amount of contact they have with students in other grades while on campus to reduce the risk of transmission. Students' schedules will be designed in a cohort based model, which means they will interact only with their grade level physically in the classroom and outside for recess, lunch recess, and PE. This will involve staggered recesses at designated locations per class, lunch in the classrooms, and schedules that reduce possible interactions with other students. Students will only interact with their own grade during recess/lunch and each class will have a designated area to play. Only students from their own grade cohort will be permitted in their designated area.

Play is a huge part of the school experience. While it is nearly impossible to have students play 6 feet apart, physical distance will be heavily encouraged, with staff members providing reminders about physical distance.

Students will still not be allowed to touch or make contact with other students.

Each grade level will have a designated bin of appropriate play equipment, designated by color, which will not be shared with other grade levels. If a piece of equipment that does not belong to a class enters a space for another class, a staff member will retrieve it.

After recess/lunch is over, the equipment will be sanitized by a staff

member.

If a child needs to be picked up early, the parent will call the Welcome Center from the buzzer at the gate and the child will be walked to the parking lot for pickup. The parent is not required to come into campus to pick up the child.

Morning and After School Day Care will be provided in the Parish Hall. This provides enough room for physical distancing.

Students will be outside for After School Day Care until 4:30pm in order to be able to more safely physically distance themselves.

During Morning and After School Day Care, all students will be asked to separate by either grade level groups or with members of their family, maintaining physical distance with students not in their family or class.

During outdoor play during After School Day Care, there will be no shared equipment. The school will ensure there is enough equipment for each child.

During indoor time in Morning and After School Day Care, the school will provide ample opportunities for children to engage in meaningful activities, even if they are by themselves because there are no other students from their grade.

5. Face Coverings

YES

5.A)Face Covering Section/Page

p. 33-34, Section 5

5.B) Face Covering Language

All teachers and staff will be required to wear either a cloth face covering or face shield, with a drape tucked into their shirt, at any time they are interacting with other people.

If they are within 6ft of another individual, a cloth face covering is required.

All students will be required to wear face coverings during their arrival and dismissal from school. They will also be required to wear them when moving about campus in any instance where they would possibly interact with individuals other than their classmates and teachers.

Any student that arrives without a face covering will be provided with one from the school.

If a student refuses to wear a face covering or a parent/guardian refuses to provide one for their child and/or refuses to accept one from the school, the school will not permit that student into campus.

All students in 3rd-8th will be required to wear a face covering at all times.

The exception to this is during outdoor play or when they are eating. Students in Kindergarten-2nd grade will be strongly encouraged to wear face coverings. The school recognizes that it is challenging for students of this age group to keep face coverings on, but we will encourage the wearing of face

coverings in order to reduce the risk of transmission and keep our students and staff as safe as possible.

Any time a student in Kindergarten-2nd grade is closer than 6ft of physical distance to another individual, they will be required to wear

a face covering.
The exception to these expectations are during outdoor play or when they are eating.
Students do not have to wear face coverings while they are eating. Face coverings will be worn to and from P.E. Depending on the planned activity and the ability to socially distance, face coverings might be required for PE. Students will not wear face coverings if they are engaging in high intensity activities

Students are expected to bring their own face coverings to school each day to wear.
In order to assist with the potential cost of purchasing multiple masks, the school will provide each student 2 reusable cloth masks. All masks should be school appropriate.
The school will have disposable face masks available if a child forgets to bring theirs and they will receive it at the arrival screening station.
After each day of use, the cloth face covering should be washed thoroughly before reuse.
Exceptions to the Face Covering policies will be in accordance with the California Department of Public Health Guidance for the Use of Face Coverings

6. Cleaning and Disinfection

YES

6. A) Cleaning and Disinfecting Section/Page

p. 34-35, Section 6

6. B) Cleaning and Disinfecting Language

All cleaning and sanitizing procedures will follow all current guidelines from the CDC.
At the end of each day, any space used by students, faculty, or staff will be sanitized by our current custodial staff using the MotorScrubber Backpack Spray System, which will cover all high-contact touch points such as desks, door handles, chairs, and bathrooms with a Targeted Mist Spray of an EPA-approved disinfectant solution.
Bathrooms will be sanitized after Recess and Lunch by school custodial staff because these are times of higher traffic in the bathrooms.
Because teachers will be doing the switching of rooms, a teacher will sanitize any teacher work space before another teacher enters the classroom.
Any time a teacher is in a classroom without students, he/she will disinfect and sanitize student chairs, desks, and high touch areas like door knobs, light switches, staplers, tape dispensers, etc.
Students will not be involved in the sanitizing process, per Federal and State Law.
Students will be responsible for cleaning their own hands before they enter school in the morning, before entering a classroom, before and after recess, before and after lunch, any time they use the restroom, and at the end of the day.
Any shared equipment (Recess Equipment, PE Equipment, Art

Supplies, Instruments, etc.) will be sanitized by a staff member prior to use by another student.

Teachers will plan accordingly in order to ensure there is minimal use of the same equipment for each day.

For example, in PE, only one class per day will use basketballs or in Art, only one class per day will use a set of pastels.

In order to make this process easier, students will be required to bring and use their own supplies during the school day.

If a student needs to borrow supplies from the school or teacher, it will be sanitized before and after student use.

If a student begins to exhibit symptoms and has to be sent home, any space that the student touched or interacted with will be sanitized prior to use by another person.

If a student must be quarantined while they await for his/her parents, the quarantined space will be thoroughly sanitized before being accessed by another person.

7. Entrance, Egress and Movement

YES

7. A) Entrance/Movement Section/Page

p. 35-36, Section 7

7. B) Entrance/Movement Language

Physical Distance and Directional Stickers will be placed around the campus walkways for students and teachers to follow.

There will be a one way path of walking in order to decrease the amount of traffic in areas and reduce the possibility of transmission. This will be especially important in the hallway by Kindergarten-2nd Grade because there is not enough space for physical distance when walking side-by-side.

The ONLY option for Preschool students and their K-8 siblings will enter the campus through the gate at the front of the school on Glencolum.

The ONLY option for K-8 students without preschool siblings will enter the campus through the walk-in gate connected to the Art/Music Room.

After 8:15am, ALL students, regardless of age, will enter through the walk-in gate connected to the Art/Music room and report directly to the Welcome Center.

After a student has been cleared healthy for school, they will walk directly to their homeroom. The homeroom teacher will be waiting in the classroom for their

students and will have all students clean their hands with hand sanitizer before entering the classroom.

In an effort to reduce total on-campus traffic, parents will not be permitted to walk their students to their homerooms after the first week of reopening.

At the end of each school day, the class will remain in their classroom under the supervision of their homeroom teacher. All teachers will have a walkie-talkie to use for dismissal. Dismissal will last from 3:15-3:30 pm each day and 12:15-12:30 pm on half-day Fridays.

If a parent wishes to park to pick up their child, they can do so but

must wait outside of the campus (either by the Art/Music Room or Front of Campus by Glencolum) and remain on the 6ft. Physical Distancing stickers. No parent will be permitted to enter campus to pick up their child. The exception to this policy is for parents who must pick up and sign out a Preschool student.

At least one designated staff member will be outside at the car line and at the front of campus to facilitate pick up of students. Once a parent arrives to pick up their child (either in the car line, parking lot and waiting near the Art/Music Room, or Front of Campus by Glencolum), they will need to say their child's name to the staff member and the staff member will use their walkie-talkie to alert the teacher to send the child out to go home. Please make sure you use a face covering when speaking to the staff member. This process will reduce the amount of students exiting campus at the same time.

Before leaving campus, students will use hand sanitizer. Students will be required to wear their face covering during the dismissal process.

All parents picking up their children before 4:30pm will access Day Care through the walk-in gate near the Art/Music Room.

All parents picking up their children after 4:30pm will access Day Care through the Parish Hall door near the Church/Mary's Grotto.

8. Health Screenings

YES

8. A) Health Screening Section/Page

p. 37-38, Section 8

8. B) Health Screening Language

At Home Pre-Screening must be completed before each day of school for students engaging in On Campus Learning. This screening must be completed between 7pm (on the day prior to school) and 7am (on the day of school). This process will not take more than 5 minutes per family. This will reduce the amount of times you will be asked to keep your child at home, as the guidelines around symptoms and illnesses are much stricter at this time.

If the At Home Pre-Screening is not completed, the Screening will happen at school before students are admitted to the campus.

To screen your child prior to school arrival, please assess the items below. Once you have screened your child, you will complete a brief Google Form to indicate whether or not your child has symptoms. If your child has any symptoms, you will indicate which ones.

You will be asked if your child has any of the following:

Fever or chills

Cough

Shortness of breath or difficulty breathing

Fatigue

Muscle or body aches

Headache

New loss of taste or smell

Sore throat

Congestion or runny nose

Nausea or vomiting

Diarrhea

If you plan on keeping your child at home due to illness or symptoms, you are obligated to call and inform the school of their symptoms and if they have been seen by a doctor. If they have seen a doctor, you are obligated to inform the school of his or her diagnosis or next steps

If a child has a medical condition, such as allergies, that could cause one of the symptoms above, even if he/she is not sick, the parent/guardian will need to provide documentation from the child's doctor in order to be exempted from being sent home.

Ultimately, the decision to send a student home with symptoms, regardless of medical conditions and documentation, lies with the school administration.

Staff members will all follow the same protocols and procedures as students including At Home Screenings and Temperature Checks

8. C) Language for Symptomatic Students or Staff

If a student does not pass the entrance procedures or develops symptoms during the day, the parent must take them home, follow the Procedures for Students/Staff with Symptoms and/or COVID-19, and keep the school informed of symptoms.

The Art/Music Room has been designated as the school's quarantine space. This space is air conditioned, with bathrooms attached, and has direct access to the parking lot.

If a Middle School student who walks to campus does not pass the entrance procedures, the student will be quarantined until a parent arrives to pick him/her up.

If a staff member develops symptoms during the day, they will be sent home immediately and will follow the same processes and procedures as a student

9. Healthy Hygiene Practices

YES

9. A) Healthy Hygiene Section/Page

p. 38-39, Section 9

9. B) Healthy Hygiene Language

There will be multiple Hand Washing and Hand Sanitizer stations set up throughout the campus. Students will be encouraged to utilize these stations frequently.

These stations' locations include, but are not limited to, at both entrances to campus, in front of the Welcome Center, outside of bathrooms, and next to the playground.

Each classroom will also be set up with a Hand Sanitizer Station.

Teachers will embed teaching and direction about hand washing and hand sanitizing frequently, both formally and informally.

Students will be responsible for cleaning their own hands before they enter school in the morning, before entering a classroom, before and after recess, before and after lunch, any time they use the restroom, and at the end of the day.

Across the campus there will be signage to reinforce our new

practices including physically distancing, hand washing and sanitizing, wearing of face coverings, and paths of travel.

10. Identification and Tracing of Contacts

YES

10. A) Identification and Tracing Section/Page

p. 39-40, Section 10

10. B) Identification and Tracing Language

The school's Principal and Secretary will serve as the COVID-19 Team and will be responsible for responding to COVID-19 concerns. Staff will be trained and instructed to contact them should an issue arise. The COVID-19 Team will document and track results of Health Screenings, Temperature Checks, potential exposure, individuals coming in contact with symptomatic individuals and testing results. If a student/staff member tests positive for COVID-19, the following requirements will be enforced:

The school will notify San Diego Health and Human Services
The school will notify the school community while maintaining confidentiality as required by FERPA, HIPPA and state law related to privacy of educational records

The student/staff member must not return to school for 10 days from the onset of symptoms or the test date, whatever was first.

The student/staff member must be tested a second time and provide evidence of a negative test result.

The school will engage in the contract tracing protocols listed below
The school will work/consult with San Diego Health and Human Services to determine next steps, including isolation, quarantine, closure, communication, etc.

If a member of a student's household tests positive for COVID-19, that student cannot return to school until they have met the same criteria as a student that has tested positive, including 10 days at home and a confirmed negative test result.

If a student tests positive for COVID-19, all members of that student's class will be required to quarantine at home and cannot return to school until 14 days from the date of last exposure to the individual who tested positive.

Because students are cohorted together and not interacting with other students, contact tracing will be a more streamlined process. All students of a class with a student that has tested positive will be required to be tested for COVID-19.

The quarantined class would continue to follow the on-campus schedule with their teachers engaging in the processes and procedures laid out in our Online Learning Plan. They would not follow the Online Learning Plan schedule, however, because the teachers will still be on campus teaching other students.

Any staff member that has had close contact (<6 feet from a case for >15 minutes) with a student that tested positive for COVID-19 will be required to be tested for COVID-19.

11. Staff Training and Family Education

YES

11. A) Staff Training and Family Edu. Section/Page

p. 40-41, Section 11

11. B) Staff Training and Family Edu. Language

The school will provide copies of this plan to all families and will update families if the plan is updated.

The school will provide families with COVID-19 resources, including hand washing guidelines, conversation starters, and more.

Because over 90% of the school families have identified English as their primary language, all communication will be provided in English. If a family that does not speak English as their primary language requests communication to be provided in their primary language, the school will provide translated materials and communication.

All faculty and staff will be trained on this reopening plan and all necessary procedures and protocols before school begins.

These plans, procedures, and protocols will be reviewed monthly. Bloodborne and Airborne Pathogens Training will be provided by the American Red Cross for all staff members during the summer before reopening.

All staff will continually be provided updated educational materials and resources.

Across the campus there will be signage to reinforce our new practices including physically distancing, hand washing and sanitizing, wearing of face coverings, and paths of travel.

12. Testing of Students and Staff

YES

12. A) Testing Section/Page

p. 41-42, Section 12

12. B) Testing Language

All procedures and policies align with the California Department of Public Health's Framework.

If a student/staff member has any symptoms (whether screened at home or on campus) the student/staff member will be sent home and required to stay at home.

While waiting to be picked up, students will quarantine in the Art/Music Room while their parents/guardians are contacted and directed to come to campus immediately.

A student/staff member who has exhibited symptoms may not return to campus until he/she has met the following criteria:

If a student/staff member has had a fever, he/she must experience 3 days of no fever without introduction of medication, including Tylenol, Advil, etc.

If a student/staff member did not have a fever, the student/staff member must remain home for 10 days since the first symptom was presented.

If a student/staff member has exhibited multiple symptoms, the school is requiring that student/staff member to be tested for COVID-19.

Students/staff members who need testing should either go to their health care provider or a state-operated or other community testing

site.

A student/staff member cannot return to campus until a confirmed negative test is received and 3 days have passed with no symptoms. If a student exhibits symptoms and has siblings at the school, only the student that exhibits symptoms is required to stay at home or be tested if exhibiting multiple symptoms. If a student tests positive for COVID-19, however, any sibling will also be required to be tested and kept home until the requirements below are met.

If a student/staff member tests positive for COVID-19, the following requirements will be enforced:

The school will notify San Diego Health and Human Services

The school will notify the school community while maintaining confidentiality as required by FERPA, HIPPA and state law related to privacy of educational records

The student/staff member must not return to school for 10 days from the onset of symptoms or the test date, whatever was first.

The student/staff member must be tested a second time and provide evidence of a negative test result.

The school will engage in the contact tracing protocols listed below

The school will work/consult with San Diego Health and Human Services to determine next steps, including isolation, quarantine, closure, communication, etc.

If a member of a student's household tests positive for COVID-19, that student cannot return to school until they have met the same criteria as a student that has tested positive, including 10 days at home and a confirmed negative test result.

12. C) Staff Tested Periodically Language

St. Columba staff members will be required to be tested for COVID-19 every other month.

25% of staff will be tested every two weeks on a routine schedule

Staff members will either go to their health care provider or a state-operated or other community testing site to be tested.

13. Triggers for Switching to Distance Learning

YES

13. A) Triggers to Dist. Learning Section/Page

p. 42, Section 13

13.B) Triggers to Dist. Learning Language

If two or more homeroom teachers have tested positively for COVID-19, the school will be required to return to Online Learning for all students until all teachers have been tested and have produced a negative test result.

If at any time, during a 14-day period, 5% of the K-8 school population (~9 individuals) have tested positive for COVID-19, the school will be required to close and return to Online Learning for all students.

14. Communication Plans

YES

14. A) Communication Plans Section/Page

p. 42-44, Section 14

14. B) Communication Plans Language

Because over 90% of the school families have identified English as their primary language, all communication will be provided in English. If a family that does not speak English as their primary language requests communication to be provided in their primary language, the school will provide translated materials and communication.

Across the campus there will be signage to reinforce our new practices including physically distancing, hand washing and sanitizing, wearing of face coverings, and paths of travel.

St. Columba will be transitioning to a new School Information System, called Schoolspeak.

This will replace Gradelink

We will be adding a texting feature so that we can reach parents faster in case of an emergency or need to close school quickly.

School communication will still primarily come through email from teachers and administration via SchoolSpeak.

To decrease the possibility of transmission, St. Columba will significantly decrease the amount of paper that is sent home.

Hot Lunch orders will be completed online through Schoolspeak. Sign Ups for After School activities will be sent home digitally and will be asked to be returned via email.

We will no longer be sending home Friday folders. All information will be sent digitally.

If you require any printed materials, please inform Mr. Amann and Ms. Linda and they will do their best to accommodate.

The school will use Schoolspeak's email and texting features to communicate about cases, exposures, and any plans or changes of plans specifically related to COVID-19.

The school will provide copies of this plan to all families and will update families if the plan is updated.

The school will provide families with COVID-19 resources, including hand washing guidelines, conversation starters, and more.

If school is closed again, the school will follow the Online Learning Plan provided to all parents/guardians.

If school is closed again, the administration will continue to provide updates as frequently as possible, but at minimum, weekly.

If a student/staff member tests positive for COVID-19, the school will notify the school community while maintaining confidentiality as required by FERPA, HIPPA and state law related to privacy of educational records

Superintendent Name

John Galvan

Job Title

Director of the Office for Schools

Phone

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E-mail

jgalvan@sdcatholic.org

Attachments

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9 Attachments

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