



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

Saint Patrick School

District name

Private School

Contact Name

Denise Nelson

Contact Email

dnelson@stpaddys.org

Address

3820 PIO PICO DR

City

CARLSBAD

Zip Code

92008-3407

Type

Private School

Grades to be Reopened

1

2

3
4
5
6
K

Number of Students in Reopening Grades

350

Number of Staff at Reopening Sites

58

Proposed Reopening Date

08/26/20

Labor Organization

On July 13, 2020 all employees were provided with the initial draft of the reopening plan based on current guidance. From that date forward they were included in every aspect of the revision of the document.

On August 3rd and 4th, the school principal and assistant principal met with the staff of grades K-6 to discuss their returning to school under the provisions of the plan and the waiver. They were offered the opportunity to speak in public or confidentially through email. Every member of the staff acknowledged that they were willing to return to school. On August 6, 2020 all special teacher (PE, music, drama, computer, technology) were contacted by email to acknowledge if they intended to return to school under the reopening plan and waiver. All acknowledged they would be returning to school. On August 7, 2020 all classroom aides were asked about their intent to return under the reopening plan and waiver. Only those who must remain at home to support students indicated they would not return.

Finally, on August 10, 2020 all faculty and staff members were asked to complete an online survey regarding reopening of school. All faculty and staff, except one, will be returning to school under the reopening plan and waiver. The one staff member, a classroom aide, who has underlying health concerns, will be given the opportunity to work from home as is possible.

Parent Organization

The entire parent community was provided access to the school reopening plan. A survey was conducted from August 4 -6th to determine support for returning to school and the number of families who require distance learning. 291 out of 323 families responded to the survey. 86% of families support the reopening of the school. 14% of families will distance learn.

Community Organization

The Knights of Columbus, Chapter 15076, have provided a letter of support which has been uploaded.

1. Published on Webpage

www.stpaddys.org on the opening page under Events. It is also located under the Parents tab.

1.A) Webpage Section/Page

Page - 8 Webpage

1.B) Webpage Language

1. WEBPAGE:

The school's reopen plan is located on the school's website, www.stpaddys.org under the Parent and Event section of the website.

2. Distance Learning

YES

2.A) Distance Learning Section/Page

Page 8 - DISTANCE LEARNING:

2.B) Distance Learning Language

We respect the right of families to keep students at home in the interest of their health and safety during this pandemic. A distance learning option will be provided to students and families who do not feel comfortable returning to in-person instruction. This option will be made available regardless of student's health conditions, students who have family members with a health condition, students who cohabitate or regularly interact with high-risk individuals, or are otherwise identified as "at risk" by the parents or guardian.

Participation in Distance Learning will not be based on the condition that the student is ill or isolating - there are no conditions required to participate in distance learning. We also expect to require some students to stay at home, if only for a short period of time, as a precautionary measure-for example, if their health screening indicates possible exposure to COVID-19 or a temperature of 100.0F or higher. Students may transition from distance learning to in-person instruction or vice versa unconditionally.

We will offer the following flexibilities to accommodate students who are homebound:

- All classroom content will be live streamed via Swivl to the student. Teachers will offer daily "live" tutoring sessions via Zoom, as needed. Students will receive the entire school curriculum. All students will be expected to complete and submit classwork distributed to them by their teachers.
- Attendance policies will take into account the special circumstances of the COVID-19 pandemic. Homebound students will not be penalized for their absences.
- Homeroom teachers will be in close contact with homebound students and will make weekly phone calls to parents (at a minimum).
- School materials will be made available to homebound students. Details will be coordinated with each student's family.

3. Physical Distancing

YES

3. A) Physical Distance Section/Page

Page 9 - PHYSICAL DISTANCING

3. B) Physical Distancing Language

Classroom Seating

Students will have trifold plexiglass shields placed on their desks to minimize the spread of germs. Student desks will be placed six feet apart, where practicable. Teachers will use increased spacing between desks or arrange seating at tables in an alternating fashion to maximize the spacing between students. Markings will be placed on classroom floors to promote distancing and desks will be arranged in a way that minimizes face-to-face contact. The shield (18"X18"X18" and 24"high) is also a functional learning tool that can hold visual graphics, can be written on with a dry erase marker, hold completed work and teachers can check for understanding from various areas of the classroom. Plus, it allows for students and staff to see and communicate with each other.

While inside the classroom or other school buildings, all students and all school employees are expected to wear a face covering at all times other people are present. Areas and practices prone to congregation, turning in work, seeking teacher assistance, access to cubbies and hand washing stations, for example, have measures in place to manage the students. These measures will include managing the number of students accessing these areas at a time and assigning students to specific handwashing locations such as the classroom sink (if available) or the restroom.

The use and maximization of outdoor space for activities where practicable will be prioritized. Every effort will be made to maintain physical distance between teachers, other staff members and students. Teacher/staff desks will be placed at least six feet away from student desks where practicable.

Small Group Instruction

Small group learning is an integral part of instruction at St. Patrick Catholic School. The following will be employed, when feasible and appropriate:

Face covering worn by students and employees

Outside tables set up for small groups to work

Social distancing, where practicable

Break Room, Conference Room, Workroom

All St. Patrick Catholic School employees are expected to wear face coverings when moving about common areas. When employees are eating and face coverings are not possible, six feet of social distancing must be observed. These rooms will be cleaned and disinfected on a regular basis and after each use. Access limitations will be posted outside each shared use space

Lunch

Every effort will be made to utilize all outdoor space so students may enjoy fresh air while eating their lunch. We will utilize the picnic tables on the north field, the lunch canopy area, picnic tables in front of classrooms as well as 'picnic style' on the field. Marks will be

visible on the tables for students to safely eat lunch and socialize with peers. Students will wash and/or use hand sanitizer on their hands prior to and after lunch. Tables will be cleaned prior to the first lunch and in between each scheduled lunch period.

Ki's will provide box lunches (hot and cold) and lunch will be delivered directly to classrooms. Please visit their website for information.

Recess

Recess schedule remains the same. Students will remain in their grade levels during recess with assigned supervisors. Supervisors will assist students in remembering to use good social distancing skills. The playground structures and equipment will be disinfected after each use. All of our field areas will also be utilized. Students will wash and/or use hand sanitizer on their hands prior to and after recess.

Assembly

Student assembly may be held over the PA system or, if resources allow, videoed and played for the students in their classrooms.

Mass

Mass will be held in student classrooms. During this time, students do not need to wear their dress uniform. In the event an outdoor whole-school liturgy is planned, students will need to wear their full dress uniform.

4. Stable Cohorts

YES

4. A) Stable Section/Page

Page 11 - STABLE COHORTS

4. B) Stable Cohorts Language

Students are assigned to a grade level cohort and will remain in the cohort throughout the school day. These cohorts will be maintained in classrooms, recess and lunch times and supervision will be provided to ensure students remain in their cohorts. Recess and lunch times will be staggered, and cohorts will get a designated lunch area on campus. Pick up and drop off times have been scheduled by cohorts to avoid unnecessary gatherings and contact. Teachers will provide grade level appropriate instruction to students on maintaining cohorts and social distancing. Grade level cohorts will be kept with the same students and teacher or staff, to the greatest extent practicable.

5. Face Coverings

YES

5.A)Face Covering Section/Page

Page 11- FACE COVERING & OTHER ESSENTIAL PROTECTIVE GEAR:

5.B) Face Covering Language

Students and parents have been made aware of the requirement to wear face coverings. Students and staff will be instructed on the proper use, removal, and washing of cloth face coverings, including being careful not to touch the mask and areas of the face. Parents will be asked to review this protocol at home. Students will be reminded to wear their face covering so they cover the nose and mouth, to avoid touching their face covering and to wash their hands frequently. Guidance can be found at the California Department of Health Public Health

Face coverings are required to be worn by all staff and students from K - 8th grade, unless exempt. We will exempt students from wearing a face covering if they fall within the CDPH guidelines for individuals exempt. Though the CDPH guidance strongly encourages face coverings for children second grade and younger, we feel that it is an additional protection for students and staff.

Students will be given face coverings if they do not bring their own. All staff will be provided face coverings.

If students or staff are exempt from wearing a face covering, they must provide a note from their physician, and will be asked to wear a face shield with a drape on the bottom. A six foot distance should be kept between these individuals at all times.

Individuals who refuse to wear a face covering but who are not exempt will not be permitted to remain on campus and will be given the option of distance learning.

Students will be asked to wear face coverings upon arrival to the school site, throughout the day in their classrooms, as they transition between classes, as they travel around campus, when they have less than 6 feet of distance between themselves and another student or staff member, and when they are dismissed.

Staff members may wear face shields for instructional or communication needs, e.g. teaching speech classes, phonics lessons.

Students with medical/sensory/cognitive/behavioral needs will not be required to wear a mask, but are strongly encouraged to wear a face shield if possible.

When students take off masks, e.g. to eat, they should be placed in a labeled paper bag.

Visual reminders regarding facial covering protocols will be posted for staff and students.

Staff will be trained before the start of school on their requirements to wear a face covering and will remind students throughout the day on proper usage.

6. Cleaning and Disinfection

YES

6. A) Cleaning and Disinfecting Section/Page

Page 12- CLEANING OR DISINFECTION:

6. B) Cleaning and Disinfecting Language

The school will use, and will provide for use, soap and water and, cleaning and disinfectant products approved for use against COVID-19, on the Environmental Protection Agency (EPA) "List N:

Disinfectants for Use Against SARS-CoV-2" ("List N") labeled to be effective against emerging viral pathogens. Teachers will clean and disinfect frequently touched surfaces and objects (examples: desks, doorknobs, light switches etc.) between use such as during recess and lunch breaks. A full disinfection protocol will take place once all the students have gone home at the end of the day.

Shared Surfaces and Spaces

Employees are required to disinfect their workspace multiple times throughout the day, paying special attention to commonly touched surfaces. Cleaning products are accessible throughout the workplace to disinfect frequently touched objects and surfaces. Staff will clean and disinfect shared supplies between student uses. Staff will clean and disinfect desks/chairs between groups of students when students are utilizing the same space (art, science, etc.).

Staff will clean frequently touched surfaces at least twice throughout the school day (door handles, sink handles).

Disinfecting wipes and/or disinfecting sprays will be provided for every classroom.

Bathrooms will be cleaned and stocked with soap throughout the day.

Soap and hand sanitizers in classrooms will be stocked throughout the day.

Drinking fountains have been disabled. Students must bring their own water bottles, labeled with their names, that can be refilled.

Plastic water bottles will be available for students who forget to bring their water bottle.

Shared Items

The use of shared items will be eliminated except where impracticable. Objects and equipment, such as toys, games, art supplies and playground equipment will be limited to the extent practicable. When shared use is allowed, cleaning and disinfection will be done between uses.

Frequently touched surfaces in the school include, but are not limited to:

Door handles

Light switches

Sink handles

Bathroom surfaces

Tables

Student Desks

Chairs

School-Wide Disinfection

In the buildings, students will remain in grade level class groupings to reduce the possibility of virus transmission. Additionally, cleaning and disinfecting will occur frequently throughout the day. Students will not be using disinfecting chemical products. Disinfecting agents used by our professional cleaning crew are approved by the United States Environmental Protection Agency (EPA) for use against SARS-COV-2 (COVID-19) and will be used safely. Treatment will include a combination of one-time kill disinfectants and preventative sprays in all school areas.

We will utilize a combination of EPA approved products and methods to clean and disinfect desks, common tables, countertops, doorknobs and handles, hands-on learning items, bathroom fixtures, phones, and customer service areas every day.

Custodial staff and any other workers who clean and disinfect the

school site will be equipped with proper protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions. All products will be kept out of children's reach and stored in a space with restricted access. Classroom doors and windows where applicable will remain open, fans will operate and classes will be conducted outdoors as much as possible. We are in the process of procuring air cleaning technology.

7. Entrance, Egress and Movement

YES

7. A) Entrance/Movement Section/Page

Page 14 - ENTRANCE, EGRESS AND MOVEMENT WITHIN THE SCHOOL

7. B) Entrance/Movement Language

The school has three entry and exit points for all staff, students and parents. Cohorts of students will be assigned a point of arrival and departure. Arrows and markings will ensure students and families maintain distance during arrival and screening. Parents are encouraged to remain in their vehicles and drop off older children at the designated drop off zones. Parents that need to escort younger children (kindergarten and first grade only) to their screening and during pickup are required to wear a mask. Passing periods and break times will be staggered to avoid congestion

Drop-off and Pick-up

The school provides a lengthy period of time permitted for dropping off students and the large drop off lane allows for social distancing. Students will be required to wear a mask upon exiting their vehicle and there will be no congregating by students or adults. Students should proceed directly to a temperature check station and after successfully passing their temperature check they should report to their classroom. Parents wait in drive through until the child leaves the testing station.

Kindergarten and first grade students can enter through the east gate of the school and be walked to their classrooms by an adult after a successful temperature screening. Adult (and any accompanying siblings) dropping off students must have their temperature taken and people over the age of two must wear a face covering. Health screeners will be positioned at this entrance. Parents and children may not congregate with each other. Students attending morning Extended Care will be walked to the classroom by their adult and the student will have their temperature taken before entering the classroom.

Entering through the front office is not permitted, unless a student is late and needs to have his/her temperature checked by the office staff. Parents should remain in the car in the parking lot until receiving an "all clear" sign.

Pick up procedures will be as follows:

Kindergarten and 1st will be walked to the east gate by their

teachers and dismissed when contact has been made with adult picking up students. Students must remain in grade level cohorts. Adults must not enter campus during dismissal.
2nd - 4th will exit through the front of the school and proceed to their assigned area
5th - 8th will exit through gate near 5B and proceed to their assigned area
Release time will be staggered to the carpool lane to maintain cohorts and keep social distancing
Younger siblings will meet older siblings in the drive thru area maintaining social distance
Students attending extended care will be dismissed at 3:40
Face coverings required by all students and staff

Outdoor "Hallways"

Teachers and staff will ensure that students maintain increased spacing in lines as they move through outdoor hallways. Colored tape on the concrete floor will mark the direction students are to move. When possible, classroom doors will be labelled as an entrance or an exit. Stair cases will be marked as up or down and one-way hall traffic will be initiated, when possible. Signage throughout the campus will be used to remind students to maintain social distancing, wear their face covering, wash their hands and employ good health practices.

8. Health Screenings

YES

8. A) Health Screening Section/Page

Page 16 - HEALTH SCREENINGS FOR STUDENTS AND STAFF:

8. B) Health Screening Language

Health Screenings for Students and Staff

Students who are not feeling well, will not be permitted to enter the campus. Sick students and staff are required to stay home and are also encouraged to stay home if there is a member of their household who is sick.

Students will be screened daily for fever immediately after exiting the car they arrived in. Upon arrival, all students will be screened for symptoms, we will verbally ask them if they are experiencing symptoms and will take their temperature with a no-touch thermometer. If the student answers 'yes' to any symptom or has a fever of 100.0 F or higher, they will immediately return to their vehicle. Additionally, if a student has a fever, all members of their family/household will not be permitted to enter the campus. A student's private medical record may be annotated to indicate any conditions they have, such as allergies or asthma, which may help determine if presenting symptoms are not related to COVID-19.

Screeners will be wearing personal protective equipment (face cover/face shield) and have received training on how to use the no-touch thermometer..

Staff members are asked to self-screen for symptoms before coming to the school site. Upon arrival, they will be asked to complete a checklist and will be required to have a daily temperature check.

8. C) Language for Symptomatic Students or Staff

Ill Students and Staff

If a student or staff becomes ill during the school day, they will be separated from the class and held in a designated isolation area located outside the administration building until arrangements can be made for pick-up. Students who need to wait to be picked up will be required to wear a face mask and wait in the isolation area.

The school will recommend any who screen with symptoms, fever, or become sick to get a COVID-19 test with their healthcare provider or at a community testing site. If a student becomes ill with COVID-19 related symptoms, Symptoms of Coronavirus, he/she will be sent home and NOT be permitted to return to campus for two weeks or until they can produce verification from a physician that it is safe for them to return.

Parents should take their child's temperature regularly to avoid sending them to school ill and inadvertently placing others at risk. Parents should not utilize fever reducing medications. Parent vigilance in identifying potential COVID-19 symptoms or other exposure events are essential in mitigating the spread of COVID-19:

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

Has your child exhibited symptoms in the last 48 hours?

Has your child been exposed to someone with symptoms in the last 48 hours?

Has anyone in your household tested positive in the last 48 hours?

9. Healthy Hygiene Practices

YES

9. A) Healthy Hygiene Section/Page

Page 18 - HEALTHY HYGIENE PRACTICES

9. B) Healthy Hygiene Language

Promoting Healthy Hygiene Practices

The school will participate in ongoing education of healthy hygiene

practices and will teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff.

Teach students and remind staff to use tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow.

Students and staff will wash their hands frequently throughout the day, including before and after eating; after coughing or sneezing; after classes where they handle shared items, such as outside recreation, art, or shop; and before and after using the restroom.

Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application. Soap products marketed as "antimicrobial" are not necessary or recommended.

Staff will model and practice handwashing. For example, for lower grade levels, use bathroom time as an opportunity to reinforce healthy habits and monitor proper handwashing.

Sanitizer must be rubbed into hands until completely dry. Note: frequent handwashing is more effective than the use of hand sanitizers.

Signage throughout the campus will remind students and staff to practice healthy hygiene.

Handwashing and Hand Sanitizing Frequency

Students will wash their hands or use hand sanitizer whenever they exit or enter the classroom, this will include:

Upon arrival each morning

Leaving and returning from specials

Leaving and returning from recess and lunch

Normal hand-washing with restroom use, or if hands become dirty will continue as well

Availability of Handwashing Stations

St. Patrick Catholic School has six restrooms with multiple handwashing stations throughout the campus. Each classroom will be assigned a restroom to allow social distancing.

To provide handwashing opportunities, each grade will be assigned a restroom for their use:

Kindergarten - Second grade: Lower School Restrooms

Third Grade - Fifth Grade: Bottom Floor Restroom in Upper School

Sixth Grade - Eighth Grade: Upper Floor Restroom in Upper School

Additionally all classrooms, except for first and second grade who have outside hand washing stations, have sinks in the classroom.

Hand Sanitizer

In addition to hand washing which is by far the most important part of good sanitation, teachers may provide hand sanitizer to students.

Students are required to bring their own hand sanitizer to school each day. Handwashing with soap and water for 20 seconds is the most effective way to maintain cleanliness and will be encouraged and reinforced for all students.

10. Identification and Tracing of Contacts

YES

10. A) Identification and Tracing Section/Page

Page 19 - IDENTIFICATION AND TRACING OF CONTACTS

10. B) Identification and Tracing Language

COVID-19 Response Team: The school health technician, the Principal and Assistant Principal will be 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 and the COVID-19 Team will notify parents through email as soon as possible if communication is warranted.

The COVID-19 Team will:

Work closely with our Health Office personnel to track students and staff who

have COVID-19 related symptoms or who test positive for COVID-19. Monitor staff absenteeism and ensure trained back-up staff where available.

Ensure that proper communication goes out to families and staff when a case is identified.

Receive training on contact tracing and will perform the contact tracing for each

case. Contact tracing, a core disease control measure used by local and state health

department personnel for decades, is a key strategy for preventing further spread of

infectious diseases, including COVID-19. Contact tracing is part of the process of

supporting affected individuals and warning contacts of exposure in order to stop

chains of transmission. Training in accordance with CDC Guidelines Investigate whether any work-related factors could have contributed

to the infection(s).

Determine areas of the school that need to be temporarily closed for cleaning and

disinfection.

Respond to any staff or parent concerns related to COVID-19.

Monitor the required screening and testing of staff.

Risk Management

All employees and community members will regularly evaluate the workplace for compliance with the plan and document and correct deficiencies identified. The principal and the leadership team will be responsible for correcting deficiencies. All COVID-19 illness will be investigated to determine if any school/work-related factors could have contributed to risk of infection. The reopening plan will be updated as needed to prevent further cases.

11. Staff Training and Family Education

YES

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

Page 20 - STAFF TRAINING AND FAMILY EDUCATION

11. B) Staff Training and Family Edu. Language

All school employees have acknowledged that they have read and understand the expectations and implications of this plan. At the beginning of the school year and at a monthly staff meeting, staff will be trained on the Reopen Plan and Safety Protocols and be provided with educational materials and tools for implementing the protocols in their classrooms and with their students.

All parents and staff have been provided with the link of COVID-19 Industry Guidance: Schools and School-Based Program. All school families have been provided with this plan and understand that they are expected to comply with all components that apply to them. The school will regularly inform and educate the entire community through established school communication channels, regarding best practices to enact the plan.

The school is committed to opening with a health and safety action plan in place. This is because we realize the importance of educating and engaging the students, parents, and community on how health and the choices we make play a vital role in our every day lives. There is substantial evidence to support that healthy students perform better in school, therefore this is a critical facet to both our distance learning and on-campus learning modes (CDC. Parents for Healthy Schools). As we gear up to begin school, we want everyone to be doing their part to keep our community healthy and thriving. Below is a link to the schoolwide Healthy & Safety School Action Plan.

Healthy and Safe School Action Plan

Hygienic Practices

We rely on parents to promote the same hygienic practices we will direct students to practice at school, including:

- covering coughs or sneezes with a bent arm or tissue and washing hands or using hand sanitizer afterward;
- washing hands with soap and water for 20 seconds, dry hands with a paper towel, and using the paper towel to turn off the faucet;
- keeping hands away from nose, mouth, and eyes; and
- avoiding the sharing of food, drinks, and personal care items (e.g. lip balm).

use water bottles rather than drinking fountains.

12. Testing of Students and Staff

YES

12. A) Testing Section/Page

Page 21 - TESTING OF STUDENTS AND STAFF

12. B) Testing Language

There is not a program in place to allow for systematic testing at this time. Students and staff with symptoms of COVID-19 are encouraged to get a test through their health care provider or community testing site.

12. C) Staff Tested Periodically Language

Asymptomatic students and staff are encouraged to receive regular COVID-19 tests once local testing capacity allows.

However, St. Patrick Catholic School has established a relationship with CUUR Diagnostics as an option for staff and students that might require testing. See above table for Procedure For Positive or Suspected COVID-19 Case and what instruction they will be given while waiting for test results. St. Patrick Catholic School will comply with guidelines set forth by HHS regarding periodic testing of employees, as capacity allows.

13. Triggers for Switching to Distance Learning

YES

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

Page - 21 TRIGGERS FOR SWITCHING TO DISTANCE LEARNING

13.B) Triggers to Dist. Learning Language

St. Patrick Catholic School will work with County of San Diego public health officials to determine triggers for switching to distance learning and will be following the recommended measures outlined in the COVID-19 and Reopening In-Person Learning Framework for K-12 Schools in California, 2020-2021 School Year.

California Department of Public Health Guidance on School Closures

Individual school closure is recommended based on the number of cases, the percentage of the teacher/students/staff that are positive for COVID-19, and following consultation with the Local Health Officer. Individual school closure may be appropriate when there are multiple cases in multiple cohorts at a school or when at least 5 percent of the total number of teachers/student/staff are cases within a 14-day period, depending on the size and physical layout of the school. The Local Health Officer may also determine school closure is warranted for other reasons, including results from public health investigation or other local epidemiological data. Schools may typically reopen after 14 days and the following have occurred:

- Cleaning and disinfection
- Public health investigation
- Consultation with the local public health department

Implementing Distance Learning Classroom for School Closure

In the event of school or grade level closures of classes, the school will immediately implement its Distance Learning plan. All staff members are familiar with the plan and will transition smoothly.

14. Communication Plans

YES

14. A) Communication Plans Section/Page

14. B) Communication Plans Language

St. Patrick Catholic School will email all families and staff should an urgent update be warranted (such as potential exposure or school closure). The school will also post all necessary information on our schools' website. Information communicated to school families, staff, public health officials and the community will maintain confidentiality as required by FERPA, HIPPA and state law related to privacy of educational records

The school has a published communication system in place that allows staff and families to self report symptoms and receive prompt notifications of exposures and closures, while maintaining confidentiality, as required by FERPA and state law related to privacy of educational records.

The school intends to communicate with students, staff and parents about cases and exposures (COVID-19) at the school according to the guidelines released from the STUDENT PRIVACY POLICY OFFICE regarding FERPA & Coronavirus Disease 2019 (COVID-19) Frequently Asked Questions (FAQs) March 2020 as follows:

Nothing in FERPA prevents schools from telling parents and students that a specific teacher or other school official has COVID-19 because FERPA applies to students' education records, not records on school officials. However, there may be State laws that apply in these situations.

The school will communicate with employees and families through staff meetings, email and parent newsletters to promote the safest environment possible:

Enhanced sanitation practices
Physical distancing guidelines and their importance
Proper use, removal, and washing of face coverings
Screening practices
How COVID-19 is spread
COVID-19 specific symptom identification
Preventing the spread of COVID-19 if you are sick, including the importance of not coming to work if staff members have symptoms, or if they or someone they live with has been diagnosed with COVID19.

Superintendent Name

John Galvan

Job Title

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Attachments

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