



**ARCHDIOCESE OF INDIANAPOLIS**

**Cardinal Ritter High School**

**Indianapolis, INDIANA**

***COVID-19 HEALTH AND SAFETY***

***RE-ENTRY PLAN***

***2020-2021 SCHOOL YEAR***

# Cardinal Ritter Student Health and Safety Plan

Just as our community-wide social distancing measures across central Indiana since March have shown much success in reducing the spread of COVID-19, it will take everyone's cooperation and prudence on a daily basis to achieve a successful reopening of schools. We have to recognize that no location where people gather will be risk-free, but we will continue to do everything possible to mitigate the risks.

The plan has been developed with every precaution possible to protect students and adults. Heightened protocols related to cleaning and sanitizations will be in place. We will expect proper hand washing, physical distancing to the extent possible and minimal sharing of resources to the extent possible.

Guidance from IDOE, CDC, Marian County Health Department, the Office of Catholic Schools and local authorities will be employed as best fits our Catholic school community as determined by administration.

The plan contained in this document includes **preventative measures**, with which we will need everyone's participation. If done effectively, together these should greatly reduce the risk of virus transmission within the school. It also includes **procedures we will follow when there is a positive case of COVID-19 among our school community**. We need to be prepared for this likelihood, and for everyone to know in advance how it will be handled.

## Screening

All students and employees will be required to complete a **daily self-screening protocol** before they enter the building. We suggest that you complete this before leaving the house each morning. The self-screening should include the following COVID-19 symptoms:

- A fever of 100.4° F or greater
- Cough
- Shortness of breath or difficulty breathing
- Chills
- Fatigue
- Muscle or body aches
- Headache
- Sore throat
- New loss of taste or smell
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

To protect the health of others, students and employees are respectfully asked to stay home if they exhibit any of the above symptoms.

In addition to home self-screening, we will establish processes for students to receive basic screenings at school by staff when needed. At this time, we *do not* anticipate staff performing temperature checks for every student upon building entry, as this is part of the self-screening process. However, we will have

non-contact thermometers and other screening tools in the building for in-school screening when needed.

When students or employees who are already at school report symptoms of COVID-19, we will have a designated isolation room and staff member who is trained to respond. Once brought to that location, students' family will be contacted, and an initial screening will be conducted. Students may be picked up at that location, and families will receive guidance on steps to take with health professionals prior to returning to school.

## Physical Distancing and Building Safety

The regular cleaning and sanitizing procedures will be more intense. Classrooms and desks will be disinfected after every student use. Meeting rooms will be cleaned prior to use. Hand sanitizing stations are located throughout the school and water fountains for bottle refills have been installed.

We will take a number of steps for physical distancing of students, faculty, and staff, including:

- Classroom spacing and arrangement of desks for maximum distance.
- Assigned seating in the classroom (this is also relevant to contact tracing).
- Enforcing reduced capacity in common gathering areas such as the gym, cafeteria and Academic and Athletic Offices.
- Increased faculty/staff proctoring of common areas to remind students of distancing guidelines.
- Staggering passing periods so the entire school is not passing through halls and using restrooms at the same time.
- Designating one-way stairways and hallways when necessary.
- Adapting group work assignments to provide more physical distance among groups of students than usual in the classroom.
- Adapting activities and locations for courses such as PE, visual arts, and performing arts, to maximize distance and avoid activities which have shown greater risk of virus transmission.
- Reducing and eliminating shared classroom materials whenever possible.
- Increased use of outdoor campus space for various classes and activities as weather allows.

## Participation in Class from Home

Current guidance states that students and employees will be excluded from school if they test positive for COVID-19, have been in close contact (close contact is defined as being within 6 feet of a person for more than 15 minutes unmasked) with a person who has tested positive for COVID-19, or potentially after returning from travel in certain places.

When a student needs to stay home for COVID-related reasons, but is feeling well enough to continue to participate in class, Cardinal Ritter has in place a **home learning platform** which will allow them to keep pace with the learning activities and assignments of their classes. Students if able will be expected to attend their classes in real time and will be responsible for all assignments.

Parents who have students with underlying health issues or family concerns may contact the administration to request the home learning platform option and guidelines.

## Return to School

After a student or employee is excluded from school they may return if they satisfy the recommendations of the Marion County Board of Health. Persons who have experienced symptoms and have been tested for COVID-19 may return to school if the prescribed conditions are met.

If a student or member of a students' household tests positive for COVID-19, we ask that the family inform Cardinal Ritter immediately in order to protect the safety of the entire Cardinal Ritter community.

## Additional Information

**Masks:** Masks will be worn by all students and staff at all times in common spaces. There will be the opportunity to ease mask use in certain circumstances where adequate social distancing can happen. We encourage everyone to remember that Movement Means Masks. Visitors will be required to wear masks upon entering the building. Either a cloth or surgical masks can be worn. Vented masks cannot be worn as they do not provide adequate protection.

**Water Bottles:** Students will be required to bring in their own water bottles and label those bottles with their names. (Reusable water bottles will also be available for purchase.) We ask that these bottles be taken home each day and washed. All water fountains will only be used to fill water bottles. Drinking water fountains will be turned off and will not be used in the school.

**For our morning drop-off,** students will enter only through Door #4 (the athletic hallway door). Students who arrive before 7:30 will need to go directly to the cafeteria where there will be desks available. Students may not move the desks together. Students arriving after 7:30 will need to go straight to their first period classroom. Students will not be able to congregate in the halls or in the lobby. Since lockers will not be used first semester, no one should be near lockers.

**After school dismissals** will be staggered. Students who are staying at school will be asked to stay in the classes while we stagger the release of riders and drivers. Then any students who are staying will also have a staggered release to sports practices, to the after school room, or to classrooms for tutoring.

**Passing Periods:** Students will be dismissed using a number system, so not all students will be leaving their classrooms at once.

**Late arrival/early dismissal:** If parents need to bring in a late student from an appointment or need to pick up a student due to illness or an appointment, the parent and/or child will come to door 1, where they will receive instructions via the intercom. Parents will not be allowed to come in unless of an emergency. It is possible that the receptionist may ask for a parent to show ID to the camera to keep our students safe. Please understand that we will do what is necessary for safety reasons.

**Mass:** Part of celebrating our Catholic faith is sharing Mass together. Due to social distancing, we will alternate the students who will be attending Mass in the gym. Students who are not in the gym will be watching remotely from their classrooms. All students will have the ability to receive the Eucharist during every school-wide mass.

**Transportation:** Masks will be required, and students will sit one per assigned seat; however, siblings can sit together.

## **Addendum**

### **Sanitizer Dispenser/Stations**

- Cafeteria/Kitchen -
  - 1 - outside snack shack
  - 1 - South serving line
  - 1 - North serving line
  - 1 - South staff serving area
  - 1 - West Cafeteria exit (Between double doors)
  - 1 - Cafeteria hall outside Nurse office & Girls' restroom
  
- 1st Floor -
  - 1 - Main lobby at Gym entrance (between doors)
  - 1 - Athletic hall beside drinking fountain/bottle filling station
  - 1 - 1st floor main hall between bathrooms
  - 1 - 1st floor elevator lobby
  
- 2nd Floor -
  - 1 - Office Main entrance (outside the door)
  - 1 - 2nd floor main hall between bathrooms
  - 1 - 2nd floor elevator lobby
  
- 3rd Floor -
  - 1 - 3rd floor main hall between bathrooms
  - 1 - 3rd floor elevator lobby