

## *Mitigation Plan for Fall 2020 (as of 09/21/20)*

**School Name: St. Anthony of Padua Catholic School**

**NOTE: This plan may be subject to changes depending on the health and safety situation within the school and/or broader community, recommendations from the CDC, State and County health officials, as well as recommendations/direction from the Diocese of Tucson.**

### **PLANNING DOMAIN 1 - LOGISTICS & PLANNING FOR HEALTH & SAFETY\***

To keep students and staff safe, St. Anthony of Padua Catholic School is following the guidance provided by the Centers for Disease Control and Prevention (CDC):

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/guidance-for-schools.html>, the Arizona Department of Health Services (ADHS), and Pinal County Public Health. In the event that a staff member, a parent/guardian, your child (or other school-age children), or a member of the household tests positive for COVID-19 or has/have a confirmed exposure, we ask that the staff member or your child (and other school-age children) remain at home for the duration of the infection and the isolation period (10 consecutive days after testing positive for COVID-19) or quarantine period (14 consecutive days) specified by a pediatrician or other doctor or Public Health.

It is strongly recommended that all students and staff be immunized each fall against influenza (“the flu”) unless contraindicated by personal medical conditions, to help: protect the school community, reduce demands on health care facilities, and to decrease illnesses that cannot be readily distinguished from COVID-19 and would therefore prompt extensive measures from the school and public health authorities. [Click on the following link for additional information].  
<https://www.pinalcountyz.gov/publichealth/Pages/Immunizations.aspx>

In addition to having your child or staff stay home if ill, or experiencing COVID-like symptoms, wearing face coverings, staying six feet away from others (or as much as feasible), and frequently washing hands remains the best way to protect others and your child.

#### 1. Screening and Monitoring of Student and Staff Health

**A. Step One: Before leaving home, the parent(s)/guardian(s) will take the temperature of their child/children. If their child’s temperature is 100.4 degrees or higher, their child will need to stay home.**

- Before leaving home, the parent will verify that their child does not have a fever or chills. **Note:** A child needs to be fever-free without the help of a fever-reducing medication for 24 hours and symptoms have improved before returning to school.

- In addition, the parent will check their child for signs of illness which will include shortness of breath or difficulty breathing, a cough, sore throat, congestion or runny nose, new loss of taste or smell, fatigue, muscle or body aches, headache, diarrhea, nausea, or vomiting. [See Attachment #1 – Student Screening Status and Symptoms]
- If your child shows any signs of illness, your child may not attend school and you may be advised to seek the care of your family physician/pediatrician. When in doubt, it is better to error on the side of caution and keep your child home.

**B. Step Two: Upon arrival to school, a designated individual will complete the following:**

- Screening Zones: **(A)** Outside of Preschool Building (for preschool and pre-kindergarten – the designated trained individual will be the Pre-School Teacher or Pre-School Staff); **(B)** The gate along 1<sup>st</sup> Street (near recess grounds – there will be at least two designated trained individuals---either the same assigned volunteer used on a daily basis [after signing a confidentiality agreement] and a staff member. If the assigned volunteer is not available, then there will be two staff members); and **(C)** the Front Office (for any students who arrive after the start of school – the designated trained individuals will be one of the Front Office Staff – the parent/guardian will wait outside the Front Office (door) until their child is/children are screened). [See Attachment #2 – Screening Zones]
- The designated trained individuals (outside of the Preschool Building or near the 1<sup>st</sup> Street gate) will approach each car and conduct a screening (including the temperature check) while the child is/children are still in the car. The designated trained individuals will wear a plastic face shield that can serve to protect the individual’s face and mucous membranes from respiratory droplets that may be produced if the child being screened sneezes, coughs, or talks. The designated trained individual will also wear a face mask and either a disposable gown or smock.
- The designated trained individuals will screen the child for any signs of illness, which will include shortness of breath or difficulty breathing, a cough, sore throat, congestion or runny nose, new loss of taste or smell, fatigue, muscle or body aches, headache, diarrhea, nausea, or vomiting. In addition, the designated trained individuals will verify if anyone in the household is waiting for COVID-19 test results or if anyone in the household is under quarantine due to COVID-19.
- The designated trained individuals will also conduct temperature screenings with a non-touch thermometer.
- If the child’s temperature is 100.4 degrees or higher, or if the child is experiencing chills, or if the child is showing any signs of illness (as noted above), then the child

will stay in the car and they will need to go home. A daily screening form (that will be signed by the screener) will be kept for each child, along with a Send-Home Form, if necessary. [See Attachment #3 – Important Information Packet/Send-Home Form] Screening forms, and any Send-Home forms for students, will be kept in the students' Health Files in the Front Office. Pinal County Public Health requests that schools submit a report to them for any students who have a temperature of 100.4 degrees or higher and/or showing **acute** (COVID-like) symptoms (typically severe and/or sudden in onset) so that they can detect possible active cases. [See Attachment #4 – Pinal County Public Health Form]

- The designated trained individual will wear a face shield at all times during the screening, along with a face mask and either a disposable gown or smock. All Personal Protective Equipment (PPE) will be issued each day and will be disinfected or disposed of.
- The students who are fever-free and symptom-free will proceed to their classrooms. When the students arrive to their classrooms, they will clean their hands with hand sanitizer.

**C. Staff/Volunteers:** Before leaving home, staff and selected/assigned volunteers will take their temperatures. If anyone's temperature is 100.4 degrees or higher, or if the individual is experiencing chills, the staff member and/or volunteer will need to stay home. In addition, staff and volunteers will need to check for any signs of illness. [See Attachment #5 – Staff Screening Status] When staff/volunteers who are symptom-free arrive on campus, a Front Office staff member will take the person's temperature. If the temperature is 100.4 degrees or higher or if the individual is experiencing chills, the staff/volunteer will need to go home. The designated trained individuals will verify if anyone in the household is waiting for COVID-19 test results or if anyone in the household is under quarantine due to COVID-19. In addition, if the staff/volunteer is showing any signs of illness as noted above, then this individual will need to go home. The school will recommend to staff/volunteers to see a physician or get tested.

A daily screening form (signed by the staff member/volunteer) will be kept for each staff member/volunteer and a log will be kept for any staff/volunteers sent home. Screening forms will be stored in the Principal's Office. Pinal County Public Health requests that schools submit a report to them for any staff who have a temperature of 100.4 degrees or higher and/or showing **acute** (COVID-like) symptoms (typically severe and/or sudden in onset) so that they can detect possible active cases. [See Attachment #4 – Pinal County Public Health Form] St. Anthony's will consult with the Diocese of Tucson Human Resources Department regarding all personnel issues.

**D. Student Monitoring in Classrooms** – Teachers will monitor students throughout the school day to see if they are showing any signs of illness (as described earlier). Each teacher

will have access to a hand-held non-touch thermometer so that they can take the students' temperatures. Teachers will conduct temperature-checks (discreetly) on a daily basis with their students either right before lunch or right after lunch, but prior to going outside for recess. If necessary, any students with a temperature of 100.4 degrees or higher or showing signs of illness will be sent to the Front Office. [The designated isolation room will be the Health Office and an "isolation room" sign will be posted on or next to the door. The parent/guardian will be contacted to come pick up their child as soon as possible. The school will recommend to parents to take their child to a physician or get tested. If the parent/guardian is not able to come right away, the Front Office staff will start contacting the individuals on the Emergency Contact List. The Send-Home form [See Attachment #3 – Important Information Packet/Send-Home Form] will go home with the student and the school will submit a report to Pinal County Public Health for any students who have a temperature of 100.4 degrees or higher and/or showing **acute** (COVID-like) symptoms (typically severe and/or sudden in onset) so that they can detect possible active cases. [See Attachment #4 – Pinal County Public Health Form] One of the Front Office staff members will monitor the student and this staff member will be wearing medical-grade Personal Protective Equipment (PPE). After the child is picked up, then the Health Office will be cleaned and sanitized. [See Attachment #6 – Cleaning Checklist] During the time that the Health Office is used as an isolation room, the Workroom (also in the Front Office area) will serve as an alternate place to treat other children for other illnesses/issues/accidents---a rolling cart with various medical supplies will be moved to the Workroom, as needed.]

1. Teaching and Promoting Healthy Hygiene Practices: The following link will be shared with staff and families..... <https://www.cdc.gov/handwashing/when-how-handwashing.html>

**Hand Washing** – All children, staff, and volunteers will wash their hands at the following times\*\*:

- a. Arrival at the school facility and after breaks.
- b. Before and after preparing food.
- c. Before and after eating or handling food.
- d. Before and after administering medication.
- e. After using the toilet.
- f. After coming in contact with bodily fluids.
- g. Before and after playing outdoors.
- h. After handling garbage.
- i. After coming in contact with frequently touched surfaces.
- j. After coughing or sneezing.
- k. Before taking off mask and after putting mask back on.
- l. If the front of the mask has been touched.

**\*\*Wash hands** with soap and water for at least 20 seconds. If hands are not visibly dirty, alcohol-based hand sanitizers with at least 60% ethyl alcohol can be used if soap and water are not readily available. Students under age 9 will be supervised by adults when using hand sanitizer. **NOTE:** Hand sanitizer containing methanol must not be used. Methanol can be dangerous if ingested or absorbed. Staff/Students/Volunteers should be reminded not to touch their eyes, nose, mouth, or face mask. Signs that show how to wash hands effectively will be posted in each classroom, work area, and the restrooms. [See Attachment #7 – Washing Hands]

**Coughing/Sneezing:** Cover mouth with a tissue, napkin, or inside of elbow when coughing or sneezing and wash hands as soon as possible afterward. Signs will be posted in each classroom, work area, and the restrooms on how to cough and/or sneeze with minimizing the spread of any germs. [See Attachment #8 – Coughing/Sneezing]

**Masks/Face Coverings:** Students and staff/volunteers will wear a face mask when they are on campus with the exception of when they are eating food or drinking water. Students or staff who have a documented medical condition will wear a face shield. Please notify the school health aide if your child cannot wear a mask due to a medical condition. Any visitors on campus will wear a face mask (or face shield, if based on a documented medical condition). Please have your child come to school each day with their own cloth or disposable face mask. If your child wears a cloth face mask, it must be washed at the end of each day. It is highly recommended that you send your child with an extra face mask if the first one gets soiled---this applies to cloth or disposable masks. Signs will be posted in each classroom, work area, and the restrooms on how to wear face masks appropriately. [See Attachment #9 – Masks]

**Note:** As required by the Diocese of Tucson, face masks must be neutral and cannot promote any politician, political party, issue, or violate any provisions of the Parent/Student Handbook. The principal will make the final determination regarding the appropriateness of any face masks.

**Hand Sanitizer:** Each child will bring their own bottle/container of hand sanitizer (with at least 60% ethyl alcohol). Mark your child's name on the bottle/container, to avoid having children with similar bottles/containers using the wrong one.

**Water Bottles:** Each child will bring their own water bottle (that can be refilled in the classroom. Students will hold their water bottle below the waterspout of the water cooler while the teacher controls the water switch). Mark your child's name on the bottle, to avoid having children with similar bottles using the wrong one.

**Note:** Water fountains will not be accessible throughout the duration of the COVID-19 pandemic. As noted above, students will refill their water bottles in the classroom.

**Frequently Touched Surfaces:** Items that are frequently touched will be disinfected every two hours (or more frequently, if needed). Door handles and light switches will be cleaned by teachers. Desktops will be cleaned by students (as monitored by teachers). Sink counters and faucets, soap dispensers, paper towel dispensers/hand dryers, toilet fixtures, and door handles will be disinfected by Front Office staff. Health Office items/surfaces will be cleaned by Front Office staff. PE equipment will be cleaned by PE Teacher after each class. Art tools will be cleaned by Art Teacher after each class. [See Attachment #6 – Cleaning Checklist]

**Preschool/Pre-Kindergarten:** At the beginning of each school week, students will bring a clean sheet for daily naps. While napping, students will be placed 6 feet or more apart. During nap time, students will not wear their face masks. At the end of each school week, students will take home their sheet to be washed. Individual student sheets will be kept in a marked bag or bin.

2. Plan for if Students or Staff/Volunteers get sick at School:

- COVID-19 Point of Contact – Front Office Staff
- Isolation of affected person until they can leave the campus
- Notifications made to appropriate health professionals at Pinal County Public Health [520.866.4513 or [ides@pinal.gov](mailto:ides@pinal.gov)]
- Confidentiality maintained
- Cleaning & Disinfecting of affected areas (a checklist will be maintained of all frequently touched surfaces that were cleaned and disinfected with wipes or spray solution containing bleach and water) [See Attachment #6 – Cleaning Checklist]
- Individuals may need to self-quarantine

**Details:** If a student in a class cohort shows signs of COVID-like illness (please note that school staff are not diagnosing), the following measures will be taken:

- Isolate the student and monitor symptoms; staff member monitoring must wear medical-grade Personal Protective Equipment (PPE).
- Isolate any area(s) that the student was in for longer than 15 minutes and prepare the area for cleaning/disinfecting according to CDC guidelines (<https://www.cdc.gov/coronavirus/2019-ncov/community/disinfecting-building-facility.html>), preferably waiting 24 hours before cleaning and disinfecting. It's important that the school have an alternative area that impacted/affected

cohort(s) can move to if an area needs to be closed for a period of time to allow for cleaning/disinfecting. For St. Anthony's, alternative rooms will include the Art Room, the Title I Room, and the Cafeteria.

- Call the student's parent(s)/guardian(s) to have them pick up the student and, depending on the severity of the symptoms, determine whether to take him/her home, to the doctor, or the hospital. 9-1-1 will be called if a student is exhibiting any serious symptoms, including difficulty getting enough air, change in alertness or responsiveness, bluish lips or face.
- The student will need to self-isolate for ten (10) days and may not return to school until his/her symptoms have improved and he/she is fever-free without fever-reducing medication for 24 hours. Because having one or more of the COVID-like symptoms does not necessarily mean that a child has COVID-19, we recommend that parents in this situation either take their child to a doctor or have their child tested for COVID-19. If a child tests negative for COVID-19 or if a physician verifies that the child has an illness other than COVID-19, the child may return prior to the ten-day isolation if his/her symptoms have improved and he/she is fever-free without fever-reducing medication for 24 hours. Out of an abundance of caution, all the children in the household will need to self-isolate as well until the cause of the symptoms are determined, or until the ten-day isolation has expired. [See Attachment #3 – Important Information Packet/Send-Home Form]

#### **If student diagnosed with COVID-19:**

- He/She may not return until: fever-free for 24 hours without the use of fever-reducing medication; symptoms have improved; **and 10 days** since symptoms first appeared, along with a notification from Pinal County Public Health. **NOTE:** If anyone in the family has been diagnosed with COVID-19, then it is required that everyone (in the family) self-isolates at home until cleared by Pinal County Public Health or a physician.
- St. Anthony's notifies Pinal County Public Health with any COVID-19 positive cases. [See Attachment #4 – Pinal County Public Health Form] According to Pinal County Public Health, because this is a pandemic, if Pinal County Public Health requests names of others possibly exposed in order to do contact tracing, St. Anthony's can provide the names without violating the Family Educational Rights and Privacy Act (FERPA). [See Arizona Revised Statutes (ARS) 36-621 <https://www.azleg.gov/viewdocument/?docName=https://www.azleg.gov/ars/36/00621.htm> and Arizona Administrative Code (AAC) R9-6-203

[https://apps.azsos.gov/public\\_services/Title\\_09/9-06.pdf](https://apps.azsos.gov/public_services/Title_09/9-06.pdf) and Centers for Disease Control and Prevention (CDC)  
<https://wwwn.cdc.gov/nndss/conditions/notifiable/2020/>

- St. Anthony's notifies parents of the student's cohort (class) that there was a positive diagnosis of COVID-19 within the cohort (class) and all health/safety protocols were followed. Parents MAY be asked to isolate their children depending on the particular situation/circumstance. The school will obtain direction/guidance from Pinal County Public Health. If students from a given class need to stay home, then the school will provide distance learning.
- In any cases of symptoms or COVID-19 positive cases, St. Anthony school staff will be alerted by school administration as to what cohort(s)/class(es) were impacted/affected and what area(s) of campus are closed until cleaning/disinfecting is completed.

**Note:** Per state guidelines (see page 26 of the Arizona Department of Education - Roadmap For Reopening Schools, June 2020), "Make sure that staff and families know that they (staff) or their children (families) should not come to school, and that they should notify school officials if they (staff or families) become sick with COVID-19 symptoms, test positive for COVID-19, or have been exposed to someone with COVID-19 symptoms or a confirmed or suspected case."

[https://www.azed.gov/communications/files/2020/03/FINAL-DRAFT-AZ-Roadmap-for-Reopening-Schools\\_6\\_1\\_20-1.pdf](https://www.azed.gov/communications/files/2020/03/FINAL-DRAFT-AZ-Roadmap-for-Reopening-Schools_6_1_20-1.pdf)

### 3. Drop-off & Pick-up Protocols & Schedules:

Designated entry points: (A) The Preschool Building; (B) the 1<sup>st</sup> Street gate (near recess grounds); and (C) the Front Office (after the start of school if a student arrives late)

Drop-Off: Due to the time it will take to screen each student and conduct temperature checks, there will be staggered arrival times as follows: **K-2 (7:30 a.m. to 7:37 a.m.); 3<sup>rd</sup>-5<sup>th</sup> (7:38 a.m. to 7:45 a.m.); and 6<sup>th</sup>-8<sup>th</sup> (7:46 a.m. to 7:53 a.m.).** **NOTE:** For families that have two or more children attending the school in different grades, the families will arrive at the time based on the youngest child (K-8). That way, families will only need to do one drop-off.

Pick-Up: [See Attachment #10 – Map for After School Pick-Up] **(A)** Preschool/Pre-Kindergarten will be dismissed from 3:00 p.m. to 3:10 p.m., Mondays-Fridays. K-8 students will be dismissed at 3:15 p.m. (Mondays-Thursdays) and at 12:30 p.m. on Fridays. Designated exit points: **(B) 1<sup>st</sup> Street gate** (near recess grounds – the field area will be marked where students will stand while waiting to leave campus), **(A) School Parking Lot** (for a limited number of assigned families who have three or more students



enrolled in the school), and **(C) Front Gate** (for any parents who park in the empty lot and church parking lot across the street). **NOTE:** It is very important for families to remain at least 6 feet apart from each other and each individual should wear a mask. The limited number of assigned families that park in the School Parking Lot will only be able to turn left when exiting (so that the students and parents using the crosswalk, with the assistance of a Crossing Guard, will be able to do so safely). The families that park in the empty lot or the church parking lot across the street will need to exit away from the crosswalk.

4. Physical Distancing – Plan for the following areas:

Staff Workspaces (work at least 6 feet apart and wear face masks [or face shields, if due to a documented medical condition])

Class Size Considerations:

Preschool/Pre-Kindergarten, Primary, Intermediate, and Middle School

- Student desks/tables will be arranged to maximize the physical distance between students - Desks will be moved as far apart as feasible and set up facing the same direction – extra furniture will be removed from the classroom. Students and staff will wear face masks (or face shields, if due to a documented medical condition) while in the classroom.

**NOTE:** When students travel around the campus, every effort will be made to have the students keep at least six feet apart, or as much as feasible.

- Teachers will collaborate on scheduling recess times so that one class is outside in a designated area at a time. Students will clean their hands prior to going outside and when returning to the classroom. In addition, students will wear face masks while outside. Playground equipment can be used, as long as each class waits at least 5-10 minutes between uses.

- Self-contained cohorts remain in the same classroom [K-5 students will stay in their classrooms with their assigned teachers. 6-8 grade students will stay in their homeroom classrooms while the upper-level (6-8) teachers rotate to each classroom].

- Parents/guardians will be informed on a regular basis of any changes to the mitigation plan by email.

Use/Non-use of Common areas

**Food Service** (Students will eat in their classrooms or outside, weather permitting, along with maintaining physical distancing of at least 6 feet, if feasible. Lunches will be provided by an outside vendor or students will bring their own lunches. **NOTE:** Students may not share or exchange lunch items.)

**Before-School and After-School Care** (Cafeteria - enrollment based on available capacity. Students will bring their own materials and be bagged or placed in a marked bin. Students will not be able to share any materials.) **NOTE:** Before-School and After-School Care is not available at this time. This option will be reassessed at a later date.

**Playground/playing fields/gym** (One class at a time as scheduled by teachers – after waiting at least 5-10 minutes between uses.) During PE classes, students will wear masks and physical distance as much as feasible. Only non-contact activities will take place. Students will clean their hands before PE and right after PE. Weather permitting, PE will be conducted outside. Any PE equipment used will be sanitized after each class. [See Attachment #6 – Cleaning Checklist]

**Restrictions – Campus Visitors** (by appointment only and on a very limited basis – visitors will need to wear face masks [or face shields, if due to a documented medical condition] and follow all safety precautions. Before accessing campus, visitors will be screened to see if their temperature is 100.4 degrees or higher and to see if they show any signs of illness as described earlier. If so, the visitor will not be permitted to be on campus. When possible and feasible, virtual meetings between parents/teachers are highly recommended.)

5. Communication & Education Plan – The Mitigation Plan will be posted on the School’s Home Page and provided to each family and staff member. Parents will be updated anytime the mitigation plan is revised. Parents will receive communication via letters, phone call, email, and/or ClassDojo. As of August 3, 2020, all students have been participating in the distance learning program. When the COVID-19 transmission rate in the greater Casa Grande area drops and stays at a moderate to low-risk level (as reflected in the State-developed three Benchmarks), and after consultation with Pinal County Public Health, St. Anthony of Padua Catholic School will implement the **hybrid learning model** (part-time in-person classes on campus and part-time at-home distance learning).

The hybrid model will consist of Cohort A and Cohort B (approximately half of the students on campus).

| Cohort A  | Cohort B  |
|---|---|
| Mondays and Wednesdays (In-Person)  | Tuesdays and Thursdays (In-Person)  |
| Tuesdays and Thursdays (Distance Learning)                                  | Mondays and Wednesdays (Distance Learning)                                  |
| Friday Mornings – Students complete all assignments, ask teachers questions | Friday Mornings – Students complete all assignments, ask teachers questions |

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| remotely, and parents can schedule virtual meetings.   | remotely, and parents can schedule virtual meetings.   |
| Friday Afternoons - Teachers participate in staff meetings, professional development, and prepare lessons. | Friday Afternoons - Teachers participate in staff meetings, professional development, and prepare lessons. |

Students will bring Chromebooks to and from school. It will be important for students to charge their Chromebooks each night.

Cohorts will be created so that students from the same family will attend school in-person on the same days. During the hybrid learning model, students will be given the option to continue distance learning.

If the COVID-19 transmission rate goes up to 10%, St. Anthony's will need to re-implement the distance learning program for all students. The COVID-19 transmission rate will need to drop below 7% before the hybrid learning model can be put back in place. The COVID-19 transmission rate will need to be below 5% (and remain below 5% for a two-week period of time) before the school can implement (all) in-person classes. **NOTE:** If Pinal County Public Health determines that there is a COVID-19 outbreak on campus, then St. Anthony's will need to switch to distance learning and wait for clearance from Public Health before implementing another learning model.

6. Sports/Extracurricular Programs (Sports/Extracurricular Programs will be on hold and reassessed at a later date.)
7. Cleaning & Disinfecting Plan – Frequently touched surfaces will be cleaned daily every two hours (or more frequently, as needed). Student belongings and materials will be kept in their individual desk or assigned bin. Students will not be able to share materials/items. Each night, classrooms/workstations/restrooms will be deep cleaned and sanitized. Chromebooks will be cleaned after each use before placing them back in the charging station (if applicable). A cleaning and disinfecting checklist will be maintained in each classroom, work area, and the restrooms, and will be reviewed on a daily basis by the principal. [See Attachment #6 – Cleaning Checklist]