

**ST. BERNARD'S CATHOLIC SCHOOL  
COVID SAFETY PLAN  
2021-22**

*August 2, 2021*

**Diocese of Stockton**



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# ABOUT OUR SCHOOL

## St. Bernard's Catholic School

### CONTACT INFORMATION

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### PROFILE

Enrollment	153
Average Class Size	17
Teaching Staff	14
Non-Teaching Staff	10

# PREFACE

In the development of this plan, the following documents were utilized:

- [COVID-19 Public Health Guidance for K-12 Schools in California, 2021-22 School Year](#)
- [Guidance for COVID-19 Prevention in K-12 Schools \(July 9, 2021\)](#)
- [St. Bernard's Catholic School CPP](#)
- [Cal/OSHA Prevention Program \(CPP\)](#)
- [Cal/OSHA COVID-19 Emergency Temporary Standards FAQ](#)

# 2021/22 SAFETY PLANS

St. Bernard's Catholic School will employ a layered approach to infection mitigation strategies, including the following:

- Face coverings
- Physical distancing
- Healthy hygiene
- Cleaning and disinfection
- Adequate ventilation
- Symptom and close contact exposure screening
- Vaccinations

## FACE COVERINGS AND OTHER ESSENTIAL PROTECTIVE GEAR

Per the CDPH guidance, masks are optional outdoors for staff and students.

### **STUDENTS:**

Students in all grade levels K-12 will be required to wear face coverings while indoors, while at school.

Further guidance:

- Bandanas, gaiters and similar face coverings are not acceptable.
- A cloth face covering or face shield may be removed for meals, snacks, or when it needs to be replaced. When a cloth face covering is temporarily removed, students will be reminded to place it in a clean, safe area, clearly marked with the student's name or on a lanyard, until it needs to be put on again.
- Additional masks will be available to students who inadvertently fail to bring a face covering to school.
- If students refuse to wear a face mask indoors as required, parents will be contacted and students will remain at home until they are able to abide by the mandate.
- St. Bernard's Catholic School will provide training for the proper way to wear, maintain, and remove, as well as when to replace face coverings

If necessary, additional mitigation strategies (or fortifying existing mitigation strategies) to optimize safety will be used. These may include reinstating the use of clear physical barriers and/or opting for outdoor spaces, as possible.

### **STAFF:**

All staff are required to wear a mask when sharing indoor spaces with students.

Further guidance:

- Bandanas, gaiters and similar face coverings are not acceptable.
- In limited situations where a face covering cannot be used for pedagogical or developmental reasons, a face shield with a drape may be used as long as the wearer maintains physical distance from others.
- St. Bernard's Catholic School will provide training for the proper way to wear, maintain, and remove, as well as when to replace face coverings

### **OTHER PPE:**

- Persons handling or serving food must use gloves in addition to face coverings.
- Staff will be encouraged to wear gloves when handling frequently touched items/surfaces and/or when cleaning and disinfecting surfaces to supplement frequent handwashing or use of hand sanitizer.
- Custodial staff and any other workers who clean and disinfect the school site will be equipped with proper personal protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions.

Any changes in face coverings and other essential protective gear requirements will be communicated to staff and parents through a weekly newsletter.

## PHYSICAL DISTANCING & MOVEMENT WITHIN THE SCHOOL

### **OVERVIEW:**

Recent evidence indicates that in-person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies (e.g., masking) are implemented. Physical distancing will be emphasized, particularly in environments when masks cannot be worn, e.g. indoor lunchroom.

### **ARRIVAL & DEPARTURES:**

Minimizing contact at school between students, staff, families, and the community at the beginning and end of the school day will be prioritized.

The morning drop off protocol will include the following:

- Arrival for K-8 will be from 8:00 to 8:15 a.m.
- Parents will use a drive-thru protocol with one (1) carline, making a right turn into the parking lot
- Parents/guardians must remain in their vehicles at all times
- Students will go directly to their classrooms using their designated door
- If students arrive after 8:15 a.m., they must enter the school through the front door by the office
- Parents/guardians will not be permitted in the building or classrooms

The afternoon pick up protocol will include the following:

- Dismissal for Kindergarten will be at 2:15 p.m. (1:45 p.m. on Wednesdays)
- Dismissal for 1st through 8th grades will be at 3:00 p.m. (1:45 p.m. on Wednesdays)
- Parents will use a drive-thru protocol with two (2) carlines, making a right turn into the parking lot
- Parents/guardians must remain in their vehicles at all times
- Students will line up by grade and their teacher will walk them to their cars
- Siblings will line up together with the oldest sibling
- Parents/guardians will not be permitted in the building or classrooms

### **HALLWAYS:**

Traffic Flow Maps will be established to mark the walking direction throughout the campus. Signs on the floor in the hallway, office area, and outside of the restrooms will help maintain physical distancing in common areas.

### **OFFICE VISITS:**

Visits to the office by students will be allowed only for valid reasons. (see Appendix: When to Visit Office)

### **CLASSROOM SPACE:**

- Teacher and other staff desks will be as far away from students and other staff desks as the environment permits.
- Student chairs will be as far away from one another as the environment permits.

### **OUTSIDE SPACE:**

Non-classroom space for instruction, including use of outdoor space, will be utilized, as feasible.

### **OFFICE/WORKSPACES:**

Workspace usage will be as follows:

- Office capacity will be monitored for the number of persons in the office at a time.
- Tables and chairs within the breakroom or Teacher Lounge/Multipurpose Rooms will be spaced to maximize physical distance as much as possible while eating.
- Copy Room will have limited access i.e., two persons at a time. Signage indicating restrictions will be posted.

### **VISITORS/VENDORS:**

Only essential visitors, as approved by the principal, will be allowed on the school campus/in the school building until it is deemed safe by county officials to allow non-essential visitors. Visitors will be required to wear a face mask and follow all other protocols as required of staff.

### **COMMON AREAS:**

Face coverings will be required in all indoor common areas. Efforts to mitigate infection may include

- Creating 3' - 6' markatons throughout the campus, particularly in the hallway, office area, large hall, etc.
- Establishing traffic flow maps
- The use of common spaces will be closely monitored to ensure safe distance among students and staff
- Serving meals outdoors or in the large hall, ensuring physical distancing as much as feasible, hand hygiene before and after eating, and considering assigned seating

## **HEALTHY HYGIENE PRACTICES**

### **STUDENTS & STAFF:**

Students and staff will be reminded daily to use appropriate hygiene practices:

- Wash hands often throughout the day with soap and water for at least 20 seconds, especially before and after eating; after coughing or sneezing; after classes where they handle shared items; after using the restroom, and after handling garbage or removing gloves
- Use hand sanitizer with greater than 60% ethanol or 70% isopropanol, if soap and water are not available
- Children under age 9 are to only use hand sanitizer under adult supervision. [Poison Control: 1-800-222-1222].
- Avoid touching eyes, nose, and mouth
- Cover mouth and nose with a tissue when coughing or sneezing or use the inside of the elbow
- Staff will model and practice handwashing with class to reinforce healthy habits and monitor proper handwashing.

The facilities are staged for success:

- Hand sanitizer stations are placed in every classroom to enable frequent hand sanitation
- Handwashing stations are located outside in the playground areas and in the Science Lab to minimize congregating in bathrooms to the extent practicable
- Adequate supplies will be available in the classrooms and throughout the facilities, e.g., tissues, disinfectant wipes, no-touch trash cans, face coverings, etc..
- Barriers are placed in the bathrooms between the sinks and in the office

At the beginning of the school year all employees and students will be trained on proper handwashing, coughing and sneezing etiquette.

Signage with prevention messages will be prominent throughout the campus, e.g, proper handwashing, coughing and sneezing etiquette.

There will be set expectations for preventative behaviors, which will be modeled by all adults, e.g., sanitizing, disinfecting, proper use of PPE.

## **CLEANING AND DISINFECTION**

*"Cleaning" involves water and soap or a detergent, does not use disinfecting agents, and significantly decreases germs on surfaces and decreases infectious risks. "Disinfection" kills germs on surfaces using specific agents.*

As a general practice, the school facilities will be cleaned no less than once a day, with special attention to frequently touched surfaces.

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

- Sink handles
- Shared tables, desks, or chairs
- Door handles
- Light switches
- Shared technology and supplies

Outdoor playgrounds/natural play areas only need routine maintenance. Children will wash or sanitize their hands before and after using these spaces.

To ensure the cleanliness of the school facilities:

- If a case has been identified, the spaces where the case spent a large proportion of their time (e.g., classroom, office, etc.) will be disinfected. Note that frequent disinfection can pose a health risk to children and students due to the strong chemicals often used and so it is not recommended in the school setting unless a case has been identified.
- To reduce the risk of asthma and other health effects related to disinfection, the school will select disinfectant products on list N with asthma-safer ingredients (hydrogen peroxide, citric acid or lactic acid) as recommended by the US EPA Design for Environment program.
- St. Bernard's Catholic School will :
  - Avoid products that contain peroxyacetic (peracetic) acid, sodium hypochlorite (bleach) or quaternary ammonium compounds, which can cause asthmatic attacks.
  - Follow label directions for appropriate dilution rates and contact times.
  - Provide workers training on the chemical hazards, manufacturer's directions, Cal/OSHA requirements for safe use, and as applicable and as required by the Healthy Schools Act. Custodial staff and any other workers who clean and disinfect the school site will be equipped with proper personal protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions. All products must be kept out of the reach of children and stored in a space with restricted access.
  - Establish a cleaning schedule in order to avoid both under- and over-use of cleaning products.
  - Ensure safe and correct application of disinfectant and keep products away from students.
  - Ensure proper ventilation during cleaning and disinfecting. Introduce fresh outdoor air as much as possible for example by opening windows where practicable. When disinfecting, air out the space before students arrive disinfection should be done when students are not present.
  - Take steps to ensure that all water systems and features (for example, drinking fountains) are safe to use after a prolonged facility shutdown to minimize the risk of Legionnaires' disease and other diseases associated with water. At this time the drinking fountains are not being used.

Each classroom will be equipped with

- Alcohol-based hand sanitizers, with greater than 60% ethanol or 70% isopropanol,
- Gloves
- Disinfectant wipes
- Paper towels
- Space Sanitizing Mister which kills 99.9% of airborne virus, bacteria & germs

Group tables and superfluous furniture will be limited to enable effective and efficient cleaning and disinfecting.

St. Bernard's Catholic School has a standby custodian who can step in anytime our custodian is unable to perform his regular duties. This standby custodian is trained in proper cleaning and disinfecting.

## VENTILATION

For indoor spaces, ventilation will be optimized, ensuring sufficient ventilation in all school classrooms and shared workspaces.

St. Bernard's Catholic School is an enclosed facility. Weather permitting, classroom windows and hallway doors will be open as much as possible to ensure adequate ventilation. Should it not be permissible to keep doors and windows due to outdoor temperatures or student sensitivity to allergens, rooms will be open before and after school and during recesses, if appropriate.

## VACCINATIONS

Per CDPH guidance, staff and eligible students will be encouraged to receive the COVID-19 vaccine. Vaccinations are not required at this time.



Staff and students will also be encouraged to be immunized each autumn against influenza.

## SYMPTOMS & CLOSE CONTACT SCREENING ~ QUARANTINE & ISOLATION

### **SIGNS & SYMPTOMS:**

Staff and students who have symptoms of infectious illness, such as influenza (flu) or COVID-19, are to stay home and be referred to their healthcare provider for testing and care. Staff and students with symptoms of COVID-19 infection are not to return for in-person instruction until they have met CDPH criteria to return to school for those with symptoms:

- At least 24 hours have passed since resolution of fever without the use of fever-reducing medications; and
- Other symptoms have improved; and
- Staff and students must have a negative test for SARS-CoV-2, OR a healthcare provider has provided documentation that the symptoms are typical of their underlying chronic condition (e.g., allergies or asthma) OR a healthcare provider has confirmed an alternative named diagnosis (e.g., Streptococcal pharyngitis, Coxsackie virus), OR at least 10 days have passed since symptom onset.

COVID19 symptoms survey will include:

- Cough
- Shortness of breath or difficulty breathing
- Chills
- Repeated shaking with chills
- Muscle pain
- Headache
- Sore throat
- Loss of taste or smell
- Diarrhea
- Feeling feverish or a measured temperature greater than 99.3 degrees Fahrenheit
- Known close contact with a person who is lab confirmed to have COVID-19

Staff and students registering a temperature above 99.3 degrees Fahrenheit or experiencing one (1) or more COVID symptoms will be sent home immediately and will be required to wait in a designated isolation room, if necessary. Records of temperatures above 99.3 degrees Fahrenheit and COVID19 related symptoms will be kept.

Staff and parents/guardians will be provided with the list of COVID-19 symptoms, trained on how to identify and self monitor COVID-19 symptoms, and instructed to keep their child at home if the child is feeling ill or has symptoms of COVID-19, even if symptoms are very mild. Symptomatic testing will be strongly encouraged.

### **EXPOSURE:**

Unvaccinated staff and students and symptomatic vaccinated staff or students who have recently had close contact with a person with a confirmed case of COVID-19 are requested to stay home. See **Quarantine & Isolation** section below

Close contact is defined as someone who was within 6 feet of an infected person (laboratory-confirmed or a clinically compatible illness) for a cumulative total of 15 minutes or more over a 24-hour period (for example, three individual 5-minute exposures for a total of 15 minutes). An infected person can spread SARS-CoV-2 starting from 2 days before they have any symptoms (or, for asymptomatic patients, 2 days before the positive specimen collection date), until they meet criteria for discontinuing home isolation.

Exception: In the K–12 indoor classroom setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student (laboratory-confirmed or a clinically compatible illness) where

- both students were engaged in consistent and correct use of well-fitting masks; and
- other K–12 school prevention strategies (such as universal and correct mask use, physical distancing, increased

ventilation) were in place in the K–12 school setting.

This exception does not apply to teachers, staff, or other adults in the indoor classroom setting.

### **QUARANTINE & ISOLATION:**

Quarantine recommendations for **vaccinated** close contacts: Vaccinated staff and students must follow the [CDPH Fully Vaccinated People Guidance](#) regarding quarantine.

Quarantine recommendations for **unvaccinated students** for exposures when both parties were wearing a mask, as required in K-12 indoor settings. These are adapted from the CDC K-12 guidance and CDC definition of a close contact.

- When both parties were wearing a mask in the indoor classroom setting, unvaccinated students who are close contacts (more than 15 minutes over a 24-hour period within 0-6 feet indoors) may undergo a modified 10-day quarantine as follows. They may continue to attend school for in-person instruction if they:
  - Are asymptomatic;
  - Continue to appropriately mask, as required;
  - Undergo at least twice weekly testing during the 10-day quarantine; and
  - Continue to quarantine for all extracurricular activities at school, including sports, and activities within the community setting.

Quarantine recommendations for **unvaccinated close contacts** who were not wearing masks or for whom the infected individual was not wearing a mask during the indoor exposure; or unvaccinated students.

- For these contacts, those who remain asymptomatic, meaning they have NOT had any symptoms, may discontinue self-quarantine under the following conditions:
  - Quarantine can end after Day 10 from the date of last exposure without testing; OR
  - Quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative.
- To discontinue quarantine before 14 days following last known exposure, asymptomatic close contacts must:
  - Continue daily self-monitoring for symptoms through Day 14 from last known exposure; AND
  - Follow all recommended non-pharmaceutical interventions (e.g., wearing a mask when around others, hand washing, avoiding crowds) through Day 14 from last known exposure.
- If any symptoms develop during this 14-day period, the exposed person must immediately isolate, get tested and contact their healthcare provider with any questions regarding their care.

Isolation recommendations: Both vaccinated and unvaccinated persons are to follow the [CDPH Isolation Guidance](#) for those diagnosed with COVID-19.

## COMMUNICATIONS PLANS

See [STEPS WHEN THERE IS A CONFIRMED OR SUSPECTED CASE OF COVID-19 IN A SCHOOL](#)

## GENERAL MEASURES

To determine current disease levels and control measures in our community and continue communication with state and local authorities, St. Bernard's Catholic School will:

- Consult with our Local Health Officials (LHO) or designated public health staff, who are best positioned to monitor and provide advice on local conditions
- Collaborate with other schools and school partners in our region, including the county office of education
- Regularly review updated guidance from state agencies, including CDPH and California Department of Education

## LIMIT SHARING

As a mitigation strategy, the school will:

- Suspend the use of drinking fountains
- Limit use and sharing of objects and equipment, items such as electronic devices, clothing, toys, games, and art supplies to the extent practicable or limit use of supplies and equipment to one group of children at a time and clean between uses. Cleaning shared objects between uses (for example, with microfiber cloths or baby wipes) can help to physically remove germs on surfaces.
- Ensure adequate supplies to minimize sharing of high-touch materials
- Keep each student's individual belongings separated and in individually labeled storage containers, cubbies or areas
- Serve prepackaged, individually bagged snacks

## MAINTAIN HEALTHY OPERATIONS

To maintain a healthy operation, St. Bernard's Catholic School will

- Monitor staff absenteeism and have a roster of trained back-up staff where available
- Monitor symptoms among students and staff on school sites to help isolate people with symptoms as soon as possible
- Designate a staff liaison or liaisons to be responsible for responding to COVID-19 concerns. The liaison will be trained to coordinate the documentation and tracking of possible exposures, in order to notify local health officials, staff and families in a prompt and responsible manner. This will support local health department contact tracing efforts
- Maintain communication systems that allow staff and families to self-report symptoms and receive prompt notifications of exposures, exclusions, and closures, while maintaining confidentiality, as required by FERPA and state law related to privacy of educational records

# STEPS WHEN THERE IS A CONFIRMED OR SUSPECTED CASE OF COVID-19 IN A SCHOOL

## CONFIRMED COVID-19 CASE

In the event of a positive case, the school will:

1. Notify the LHD of any newly reported case of COVID-19 in a student or staff member.
2. Report the following information within twenty-four hours from the time an individual within the local educational agency or private school is first made aware of a new case :
  - a. The full name, address, telephone number, and date of birth of the individual who tested positive;
  - b. The date the individual tested positive, the school(s) at which the individual was present on-site within the 48 hours preceding the positive test or symptom onset, and the date the individual was last on-site at any relevant school(s); and
  - c. The full name, address, and telephone number of the person making the report.
3. If the case is present at school at the time the school is notified, the case must go home and be excluded from school for 10 days after symptom onset or positive test result. [The Quarantine Flowchart](#) will direct how close contacts to the positive case will be treated.
4. Send a notice, developed in collaboration with the LHD, to parents and staff to inform them that a case of COVID-19 in a student or staff member has been reported and that the school will work with the LHD to notify exposed people based on the [Quarantine Flowchart](#).
5. Arrange for cleaning and disinfection of the classroom and primary spaces where case spent significant time
6. Implement online/distance learning for student cases during quarantine, if they are well enough to participate.

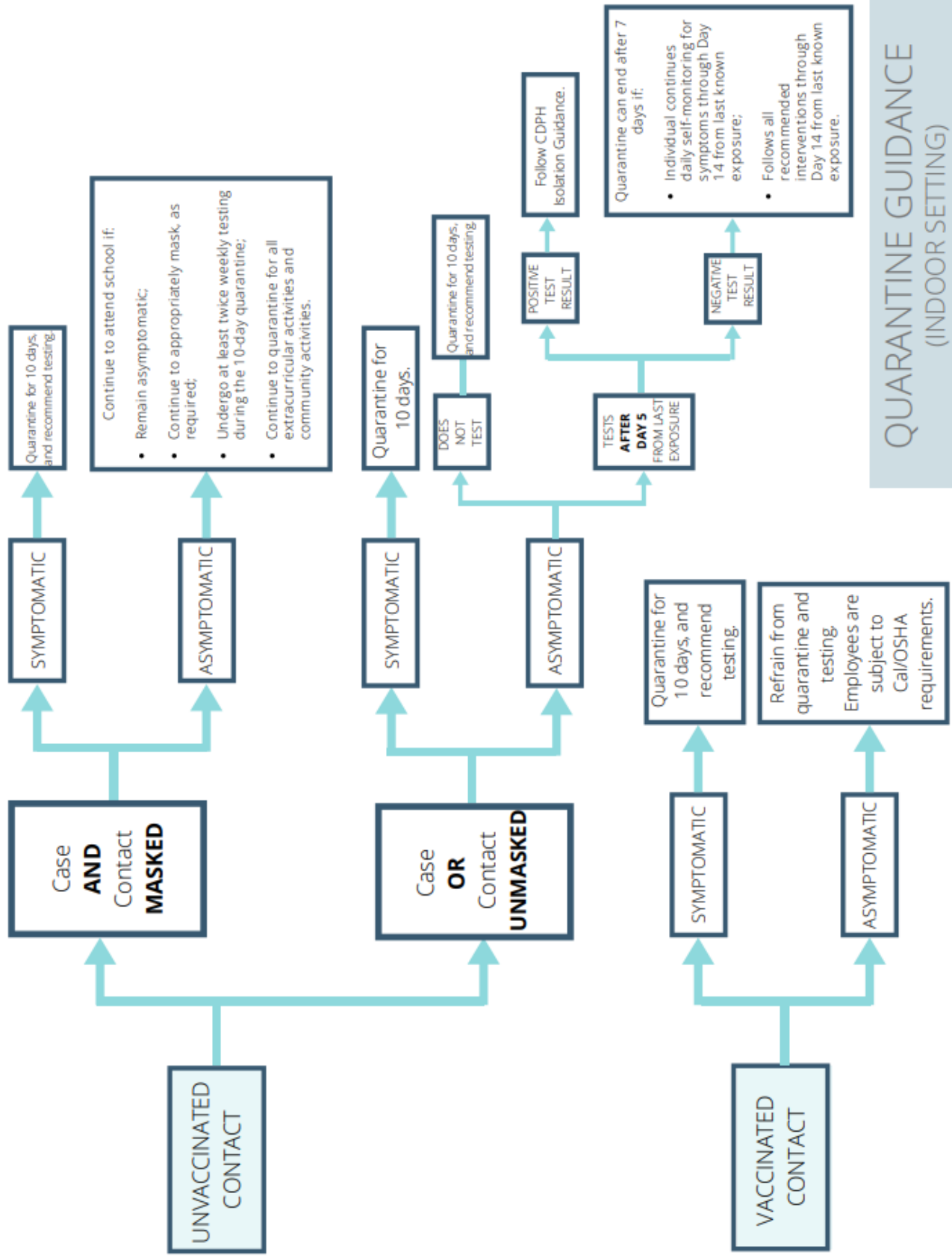
## MEASURES FOR WHEN A CLUSTER OR OUTBREAK IS BEING INVESTIGATED AT A SCHOOL

When either a school or LHD is aware that an outbreak may be underway, the LHD will investigate, in collaboration with the school, to determine whether these cases had a common exposure at school (e.g., a common class or staff member, bus ride, or other common exposures outside of school). During the investigation, the school will:

1. Notify parents/guardians and school staff of a cluster/outbreak investigation related to the school and encourage them to follow public health recommendations.
2. Identify absenteeism among those in affected classes or stable groups, and coordinate with the LHD to contact these absentees to screen for symptoms of COVID-19 if they were exposed to a case during the case's infectious period.
3. Coordinate with the LHD to share a line list of cases and contacts with dates present at or absent from school.
4. Arrange for cleaning and disinfection of classrooms or other areas where cases or symptomatic students or staff members spend significant time.
5. Coordinate with the LHD on notifications to the school community, including specific notifications of stable groups or classrooms regarding their exclusion status and instructions based on the [Quarantine Flowchart](#).
6. Coordinate with the LHD on whether and when the school should be closed and reopened.
7. Notify the school community if the school is to be closed for 14 days due to widespread and/or ongoing transmission of SARS-CoV2 at the school or in the general community, and repeat recommendations for prevention and control measures
8. Implement online/distance teaching and learning during school closure.
9. Arrange for cleaning and disinfection of the entire school before reopening in the case of closure.

# APPENDICES

# APPENDIX: QUARANTINE FLOWCHART



## APPENDIX: WHEN TO VISIT THE OFFICE

Teachers may contact the school office prior to sending the student to the office if they are uncertain or need guidance about student care. Students should be triaged before they come to the office. If students or staff arrive at the office, those potentially feeling ill with COVID-19 symptoms should immediately be relocated to an isolation area so as not to “contaminate” general health office space.

VALID OFFICE VISIT	CLASSROOM-BASED SERVICES
<ul style="list-style-type: none"> <li>• Symptoms of COVID-19</li> <li>• Scheduled medications that may only be delivered by office staff with prior authorization; allow physical distancing; stagger times</li> <li>• Avulsed tooth</li> <li>• Severe nosebleeds, where the student cannot deliver self-care</li> <li>• Altered levels of consciousness/concussion</li> <li>• Difficulty breathing</li> <li>• Head injury/complaining of neck pain- DO NOT move, keep the student calm. Call 9-1-1</li> <li>• Severe anxiety/stress/psychological issue</li> <li>• Sudden vision impairment</li> <li>• Diabetic “lows” or unconscious</li> <li>• Severe bleeding or other traumatic injury; Call 9-1-1</li> <li>• Severe abdominal/groin pain</li> <li>• Seizure (uncontrolled movement) do not hold down, remove objects that may cause injury</li> <li>• Signs and symptoms of Multisystem Inflammatory Syndrome in Children (MIS-C), which may include rash, swollen red eyes, hands, and feet</li> </ul>	<ul style="list-style-type: none"> <li>• Minor Toothache / Primary Tooth comes out</li> <li>• Small paper cuts, abrasions, picked scabs</li> <li>• Wound care that requires bandaids</li> <li>• Ice pack for small bumps/bruises (call the office)</li> <li>• Localized bug bites</li> <li>• Minor headache or fatigue with no other symptoms</li> <li>• Mild stomach ache or nausea</li> <li>• Readily controlled nosebleeds, where the student can deliver self-care</li> <li>• Mild anxiety/stress/psychological issue- try calming techniques</li> </ul>