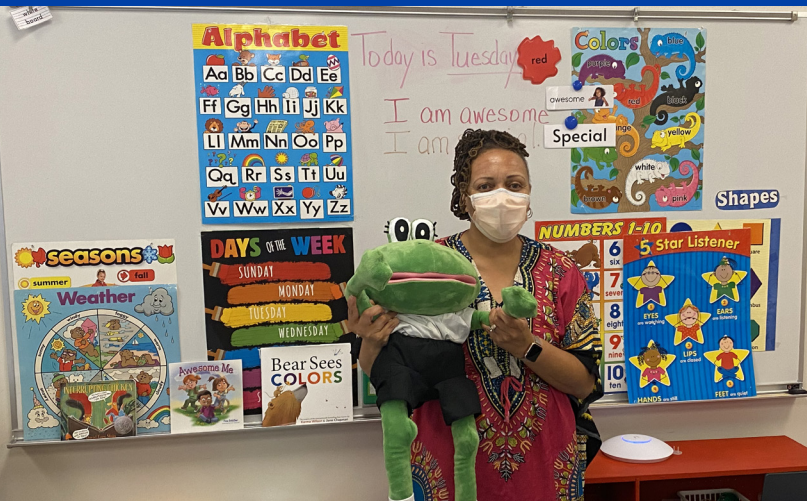


ST. PHILIP'S SCHOOL & COMMUNITY CENTER

RETURN TO CAMPUS PLAN

A Parents' Guide to St. Philip's COVID-19 Protocols & Procedures



RETURN TO CAMPUS - BLUEPRINT

The blueprint prioritizes the health and wellness of our students, faculty, and staff as we continue to deliver the excellent experience all have come to expect from SPSCC.

Our plans are guided by the Center for Disease Control and Prevention (CDC), World Health Organization (WHO), Independent Schools Association of the Southwest (ISAS), Dallas County Health Department (DCHD) and City of Dallas along with continued feedback from faculty, staff, community and student families input. It will continue to evolve with new information related to how to best protect against the spread of COVID-19 changes. Flexibility is critical to ensuring a healthy and successful return to campus with the amount of uncertainty related to this task. Fortunately, we have seen the strength of SPSCC on full display as they pivoted to offer e-learning in the Spring of 2020. We are confident that though we make plans, it is God's will we desire most and look forward to coming to fruition. Join us as we pray and trust God to use our experience, knowledge, network and faith to successfully return campus.

Though uncertainty continues to cloud back-to-school preparations for the fall; we have decided to be fully on-campus. We look forward to the continued input and insights from our greater Dallas community as adjustments and refinements are made to the plan and the COVID-19 virus continues to unfold. However, we must press forward.

Though there is no way to prevent the virus, we are planning to the best of our collaborative ability to protect all against the spread of the virus when we return to campus. The remainder of this document is designed to establish requirements for St. Philip's School and Community Center in reconstituting the traditional face-to-face classroom instruction, disinfecting campuses, and ensuring the safety of students, faculty, staff, and visitors following the COVID-19 pandemic response. These requirements balance public health concerns against the importance of education and the services schools provide to the community.

The primary mission of this process is to provide a way for St. Philip's School and Community Center to continue servicing the public while dealing with the COVID-19 virus.

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While St. Philip's is not inoculated from contact with COVID-19, we are BLESSED in several ways which allows us a level of confidence in providing an in-person experience.

- Our size is our advantage. We are a small independent school vs. a large district. Our current enrollment is 230 students.
- We have class sizes of 10 to 18 students versus public school sizes that range 20 to 32 students.
- Our lowered enrollment allows us to adequately reinforce social distance protocols.
- We have adequate space to socially distance faculty, staff and students throughout the campus.
- We do not have to wrestle with managing 25% of our students being transported to school by bus.
- We are not confronted with a shortage of teachers.

St. Philip's School and Community Center will implement the following plan for face-to-face classroom instruction. This planning document is customized for considering its community and challenges specific to us.

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SCHOOL START DATE:

Wednesday, August 18, 2021 in person.

MEET THE TEACHER "Greet and Go" Sunday, August 15, 2021

To allow for social distancing, families will have staggered times and varied entry and exit locations. Please review the Return to School Plan for more information regarding your time and location.

Arrival time 1:30 to 2:00 p.m.

- Morrison (Pk2), Wallace (PK3), Williamson (PK4) and Wright (Kindergarten) Homerooms
- Yow/Robinson (1st), Reynolds (2nd), I. Thomas (3rd)
- Middle School (4th -6th)

Arrival Time 2:00 to 2:30pm.

- Carey (Pk3), Henry (PK4) and Patton (Kindergarten) Homerooms
- Smith (2nd), A. Jackson/Robinson (1st)

SCHOOL FORMAT:

In-person.

TRANSPORTATION:

Parents/family members/neighbors provide transportation to the children attending SPSCC. SPSCC will not provide transportation for any of its programs.

CARPOOL AND DROP OFF POINTS ARE ASSIGNED ACCORDING TO THE GRADE LEVEL:

- Parents must use School Pass App at all times.
- Staff will monitor carpool. 7:30 to 7:50 a.m.
- **Early Childhood:** Enter Gate 1 (pending Bldg Op changes) from Colonial Ave./Service road of I-45 and exit Gate 2 (pending Bldg Op changes) near the Life Center onto Pennsylvania Ave. Enter the building through the Snyder gym.
- **Lower School / Middle School:** Enter Gate 1 (pending Bldg Op changes) from Colonial Ave./Service road of I-45 and exit Gate 3 near the Life Center onto Pennsylvania Ave. Enter the building through the doors nearest the Afterschool desk/south of the portables, north side of the Learning Center.
- Exiting Gate #2 and Gate #3: No left turn on to Pennsylvania Avenue

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ENTERING THE BUILDING:

- **Early Childhood** students enter the building on the east side of the Life Center (directly into the Snyder Activity Center also known as the new gym). Students will be greeted at the car and proof of completed School Pass COVID-19 self-disclosure form will be checked. Students arriving at the door will be instructed by a SPSCC designee on using the temperature reading system. The temperature reading system will check the child's temperature and confirm they are wearing a face mask appropriately. Once approved, the child can enter the building and report directly to their assigned location.
- **Lower School / Middle School** students enter the building through the doors nearest the Afterschool desk/south of the portables, north side of the Learning Center. Students will be greeted at the car and proof of completed School Pass COVID-19 self-disclosure form will be checked. Upon approval, students arriving at the door will be instructed by a SPSCC designee on using the temperature reading system. The temperature reading system will check the child's temperature and confirm they are wearing a face mask appropriately. Once approved, the child can enter the building and report directly to their assigned location.

HEALTH SURVEYS

All entrants to SPSCC, willing and honestly agree to:

- All students in PK2 -6th MUST wear a face mask that covers both their mouth and nose
- All adults MUST wear a face mask that covers both their mouth and nose
- COVID-19 self-disclosure form:
 - All questions require an accurate response
 - Symptoms marked yes or present on the COVID-19 self-disclosure form require nurse approval prior to entry
 - Using the SCHOOLPASS app, parents will be required to show the SPSCC designee the completed COVID-19 disclosure

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SOCIAL DISTANCING

Group meetings

- NO in-person GROUP meetings where students/staff/faculty cannot safely distance at 3ft apart.
- Limit number of in-person attendees according to space size with 3ft apart guidelines.

Hallways

- Face coverings (masks) must be properly worn at all times.
- Limit number of persons within hallways at any given time to the greatest extent possible.
- Students will transition between classes.
- Ensure a limited number of persons enter bathrooms at one time.
- Move class activities outdoors if weather and safety considerations permit.
- Use SchoolPass for dismissal limiting the student's interaction while departing.

Lunch

- Cafeteria staff must wear appropriate PPE when preparing and delivering meals.
- Cafeteria staff will deliver individually plated meals to each classroom due to construction.
- Cafeteria staff will return to each classroom to assist with properly discarding of disposable food plates and utensils.

Playgrounds

- Playgrounds may be utilized while observing social distancing requirements and wearing face coverings.
- Playground equipment will be monitored, and the number of students using each piece of equipment will be limited.
- Due to construction and closure of a campus playground, 1st-6th Grade students will utilize the field across the street.
- Only PK2-Kindergarten students will utilize the Early Childhood playground.

Chapel

- Chapel will begin at 8:25 a.m. Limited guests and visitors to allow for 3ft. social distancing.
- Chapel can be accessed via Facebook Live and Live Stream.

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IF A STUDENT OR EMPLOYEE BECOMES SICK FROM COVID-19

SPSCC is prepared and able to respond effectively when there is a case within the school community, whether it be a student or employee.

Before it Happens, communicate with families and employees that:

- Limit the number of persons and activities outside of school you interact with, use the same precautions as noted by the CDC by wearing a mask
- Any individual who tests positive for COVID-19 or who shows any signs or symptoms of illness should stay home.
- Families and staff should report possible cases to the school to initiate contact tracing.
- The currently known symptoms of COVID-19 are fever, cough, shortness of breath or difficulty breathing, chills, fatigue, muscle and body aches, headache, sore throat, new loss of taste or smell, congestion or runny nose, nausea, vomiting, or diarrhea.
- Reporting specific symptoms when absent are required along with COVID-19 diagnoses and COVID-19 exposure to keep all safe.
- COVID-19 information will be documented and shared with the nurse, Rapid Response Team and the local health department.
- In accordance with state and federal guidance, school community members who are sick should not return to school until they have met criteria to return.

When it happens:

- Immediately notify the Principal/Nurse.
- The Principal/Headmaster will immediately notify the Rapid Response Team. This team is only activated when there is a lab confirmed case.
- The Rapid Response Team will prepare for a lab confirmed case and respond using the following steps:
 - Contact Dallas County Health and Human Services at schoolhealth@dallascounty.org
 - Contact Leadership Team
 - Implement the contact tracing process to determine who needs to be notified.
 - Notify those that need to be tested and isolate because of close proximity to the infected person.
 - Communicate with the SPSCC family and community
 - Facilities Director closes off any areas of the school used by a sick person and do not allow use of these areas until after proper cleaning and disinfection procedures have been completed.

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- Any individual within the school environment who shows symptoms will be immediately separated from the rest of the school population.
- Adults who become sick after entering the building will be sent home. If emergency services are necessary, call 911.
- Students who become sick after entering the building will be isolated immediately and a parent notified. Parents MUST pick up a sick child within 1 hour of being notified.
- Clean and disinfect all areas, such as offices, bathrooms, common areas, shared electronic equipment, etc., used by the person who is sick.
- Temporarily turn off room fans and the central HVAC system that services the room or space, so that particles that escape will not circulate throughout the facility.
- Those who had contact with someone who tested positive for COVID-19 or is suspected of having COVID-19 infection should isolate at home and monitor for symptoms for 10 days. Close contact means the individual was within 6 feet of the individual with symptoms for more than 15 minutes.

After it happens:

- CDC guidelines for students who were suspected of having COVID-19, whether they were tested or not, state that 72 hours must elapse from resolution of fever without fever reducing medication and 10 days must pass after symptoms first appeared.
- Students or staff returning from illness related to COVID-19 should call to check in with the school nurse following quarantine.
- The area can be opened for use once it has been appropriately disinfected.
- Individuals who did not have close contact with the person who is sick can return to work immediately after disinfection.
- If more than seven days have elapsed since the person who is sick visited or used the school additional cleaning and disinfection is not necessary. Continue routine cleaning and disinfection. This includes everyday practices that schools normally use to maintain a healthy environment.
- A person with a lab confirmed COVID-19 case may return to campus after quarantining for 10 days and providing proof of 1 negative test.
- Those who had contact with someone who tested positive for COVID-19 or is suspected of having COVID-19 infection may return after isolating at home and monitoring for symptoms for 10 days.