



ACTIVATION PLAN FOR A SAFE RETURN TO SCHOOL
2020-2021



The theological virtues of Faith, Hope and Love are at the heart of everything we do at Newark Catholic High School. For that reason, we have chosen our theme for this year as Teaching the Faith, Trusting in Hope, Leading with Love.



Following the closure of school in the spring of 2020, The Reopening Newark Catholic Task Force has created a plan to have students attend school for the 2020-2021 school year.

The intent of this plan is that it:

- 1) Prioritizes the safety of the student, teachers, staff, and guests at all times. While on the Newark Catholic campus, students and faculty/staff will follow all safety guidelines during class time, time between classes; before and after school;
- 2) Prioritizes that facilities must be cleaned and sanitized on a scheduled basis;
- 3) Provides procedures that require face masks be worn on school campus, and three to six feet physical distancing will be practiced throughout the day;
- 4) Builds a community that comes together to celebrate and grow in our faith.
- 5) Has students attend school in-person every day on the campus of Newark Catholic High School;
- 6) Recognizes that the school day supports family life and students need to be in school and engaged in learning;
- 7) Uses all resources, facilities and personnel to their fullest;
- 8) Allows for teaching and learning to continue should school be closed for extended emergencies or calamities.

Newark Catholic will continue to build plans that foster a safe and healthy school community before, during and after possible emergencies. We will continue to abide by and follow all recommendations set by the State of Ohio, local health officials and the Diocese of Columbus.

It is imperative that all students, staff, families and volunteers understand that at any point, an event or incident which could cause physical harm, serious physical harm or even death, the safety and wellbeing of all involved supersedes the COVID-19 recommendations and protocols.

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PLEASE NOTE: this is a living document, subject to change at any time. As the current environment and regulations change, we will adjust where necessary and notify those affected of the changes.
(August 6, 2020)

Purpose:

The purpose of this document is to provide guidance to the Newark Catholic High School (NCHS) community as it pertains to logistics and planning for the re-opening of NCHS. NCHS has worked with guidance from the Ohio Department of Health (ODH), Ohio Department of Education (ODE), Licking County Health Department (LCHD), Diocese of Columbus (DOC), the American Academy of Pediatrics (AAP), and the Center for Disease Control (CDC) in coming up with plans for re-opening our schools in a safe manner. Please keep in mind that many of the measures that are being implemented are not permanent and that our goal is to return to normal practices when it is considered safe to do so.

The goal of Newark Catholic is to return to normal school operations to the fullest extent permitted by health and safety regulations as established by CDC guidelines and the State of Ohio, including the ODE and the ODH. Newark Catholic will have a 3-tier approach going forward:

Tier 1 - Normal Operations - building is fully open with in-person instruction and safety protocols.

Tier 2 - Blended Learning - a combination of in-person and distance learning. This tier will divide our student population in half with designated days of in-school attendance each week.

Tier 3 - Distance Learning - full remote, on-line instruction with building closed. Lessons will be conducted through Google Meet.

As of August 5, 2020 - Newark Catholic will begin the year in Tier 1 learning but will be prepared to adjust accordingly if it is deemed necessary.

Confirmed Cases (From “Return to School Guidance in Licking County” - LCHD:

Unfortunately, there is a likelihood that a confirmed case of COVID-19 will be diagnosed in a student or staff member in a school during the 2020-21 school year. If this should occur, LCHD will work with school officials and parents to isolate the individual and conduct contact tracing. For an individual to have a confirmed case of COVID-19, they must have laboratory confirmation that they have the virus.

- If a student or staff member is found to have a confirmed case of COVID-19, they will be required to self-quarantine by the LCHD.
- The self-quarantine time period will vary and will be based on the individual.
- LCHD will provide written and verbal communication to the parents of any students with a confirmed case of COVID-19 and to any staff member who is diagnosed with a confirmed case of COVID-19.

- Students and staff will not be permitted to return to school or school activities until their isolation period has ended and official documentation is received from the Licking County Health Department.
- Any individual waiting on test results from a COVID-19 test should not return to school while the test results are pending.

Contact Tracing (From “Return to School Guidance in Licking County”) - LCHD: All close contacts of individuals who have a confirmed case of COVID-19 need to be identified so that they can be properly quarantined to help prevent the spread of the virus. To be classified as a close contact, an individual must be within 6 feet of an individual with a confirmed case of COVID-19 for at least 15 minutes. All close contacts will be contacted by LCHD and provided with a quarantine notice.

- If a confirmed case of COVID-19 is identified in a student or staff member, LCHD will contact the school in order to determine close contacts of the individual with the confirmed case.
- All individuals who meet the definition of a close contact will be quarantined for 14 days from the date of their exposure to the individual with a confirmed case of COVID-19.
- LCHD will provide written and verbal communication to the parents of all close contacts of a confirmed case of COVID-19 and to any staff member that is identified as a close contact.
- All schools should have assigned seating for students in class, during lunch, and during other activities to assist with identifying possible close contacts.
- Students and staff will not be permitted to return to school or school activities until their quarantine period has ended and official documentation is received from the Licking County Health Department.

Communication (From “Return to School Guidance in Licking County”) - LCHD:

LCHD is able to work with schools in order to communicate critical information regarding COVID-19 throughout the school year. Additionally, LCHD will develop messages that will be distributed to parents and staff members, and information will be posted on LCHD's website and social media sites.

Waivers:

All students, faculty and staff are required to fill out a COVID-19 release waiver, prior to their first day in the building. These waivers will be published in the coming days.

Facial Coverings:

All students, faculty, and staff will wear face coverings in the buildings. Students will need 5 facial coverings for the school year. Masks are definitely preferred over face shields. Facial coverings should cover from the nose to the bottom of the chin and need to be non-distracting and appropriate. Students, faculty, or staff who cannot wear face coverings due to medical needs will need to have medical documentation on file with the school.

Arriving at School:

Students will have designated arrival doors to enter the building. This is to maintain the flow in the building and to limit congregating. As a student enters the building, they need to proceed directly to their classroom. Due to social distancing requirements, the cafeteria is not available for students to come in and wait for the first bell. A temperature check will be administered as students enter the building.

Freshmen: Will enter through the main entrance by the school office.

Sophomores: Will enter through the main entrance by the school office.

Juniors and Seniors: Will enter through the entrance by the school parking lot.

Siblings: If a Freshman or Sophomore has an older sibling who drives them to school, they may enter through the school parking lot entrance with the Juniors and Seniors.

Departing School:

Students will depart from school at the same entrance that they entered.

Freshmen: Main exit by the school office.

Sophomores: Main exit by the school office.

Juniors and Seniors: School parking lot exit.

Siblings: If a Freshman or Sophomore has an older sibling who drives them to school, they may exit through the school parking lot exit with the Juniors and Seniors.

Students in Extracurricular Activities: Students in sports or clubs will have different protocols for preparing for practice/events which will be established as we get closer to the start of the school year.

Inclement Weather:

In the case of inclement weather, students who wear jackets to school should bring a plastic bag to store their wet jacket. This will need to remain with the student and fit in their book bag throughout the day.

Room Setup:

Large classroom items like filing cabinets, shelves, tables, etc. will be kept to a bare minimum to provide maximum space for children to spread out. Desks, tables, cabinets, ect. Will be positioned in a way that does not hinder cleaning or reduce the ability of a fogger to reach all surfaces.

Classroom Seating:

Students will be placed in assigned seats and must remain in those seats throughout class. This is necessary for tracing purposes for COVID-19 and limits chances for congregating in the classroom.

Cafeteria/Lunch:

In order to meet social distancing protocols, the Auxiliary Gym and Cafeteria will be used for both lunch periods. Students who pack their own lunch will enter the cafeteria at the North entrance or go directly to the Auxiliary Gym. Students who are buying lunch from the school will create a socially distanced line in the hallway that will feed through the South Cafeteria entrance and into the kitchen area to get their lunch. Students will only sit at one side of the table to maintain social distancing protocols

Auxiliary Gymnasium:

The Auxiliary Gymnasium will be used for lunch periods in order to meet social distancing protocols.

Restrooms:

The restrooms will be marked appropriately in order to maintain social distancing protocols.

Locker Rooms:

Locker room access will not be available other than to change at the end of the school day for extracurricular activities. No more than TEN students will be permitted to the locker room at a time. Locker access is not available at this time and students should bring a bag with their change of clothes.

Showers:

Per state and local guidelines showers are not available at this time.

Drinking Fountains:

Per state and local guidelines, drinking fountains are not to be used. It is strongly recommended that students bring their own water bottles. A filling station will be available in the cafeteria to refill as needed. Procedures on this will be provided to students once they are in the building.

Wellness Checks:

All staff must perform self-checks at home prior to reporting to work. It is the responsibility of every parent to check their student's temperature and look for symptoms of illness each morning before bringing them to school. Temperature checks and COVID-19 reports will be checked at the door prior to entering the building.

Sick Policy:

STUDENT ILL AT HOME: Students displaying symptoms at home of any kind of illness should remain at home. This may include symptoms such as cough, shortness of breath, fatigue, body aches, headaches, loss of taste, loss of smell, sore throat, fever, vomiting, and diarrhea.

STUDENT ILL AT SCHOOL: If a student in the school building has a fever of 100 degrees or higher or is displaying multiple symptoms (Cough, shortness of breath, fatigue, body aches, headaches, loss of taste, loss of smell, sore throat, temperature of 100 or more), the following process will go into effect:

1. The student will be sent to a designated isolation area. The office will call the parents of the student to notify them of the illness and the student will be sent home.
2. Parents will be instructed to call their doctor within 12 hours of leaving school.
3. The ill student will need a doctor's note clearing them and their siblings to return to school.
4. Siblings of the student who goes home sick will be sent home at the same time. If no COVID test is deemed necessary by the doctor, siblings may return to school the next day (if without symptoms). If a COVID test is recommended, siblings must stay home until the Licking County Health Department gives approval for their return.

Separation Space:

There is a designated separation space in the school for a student/staff member who is showing signs of COVID-19 located in the northeast corner of the main lobby. This space has windows for ventilation purposes and a door with a window to allow for monitoring of the student/staff member while in isolation. A restroom is also available for any needs. The separation space allows for quick access out the main entrance to the school. Sanitation will take place immediately after the individual has left the isolation room.

Picking up a sick child from school:

Parents are encouraged to stay in their vehicle and call the main office once they arrive. The student can then come out the main entrance to the school to get in the car. If assistance is needed, a staff member will be on hand to assist the student to their car.

Quarantine:

Students who are quarantined will have opportunities for instruction at home via blended learning methods. If quarantined due to a sibling or family member's illness, Newark Catholic expects that students keep up on coursework through blended learning opportunities.

Traffic Flow in the Hallways:

Signage will be placed on the floor to reinforce the flow of traffic in the hallways. Each hallway will be split into a one-way designation. Arrows will be placed on the floor to show which direction the flow should be. Details on this will be provided to students once they are in the building.

Lockers:

For social distancing purposes, lockers will not be available at this time. Students will need to bring all of their belongings in a backpack which will be kept with them at all times.

Visitors/Vendors:

In person visits to the school will be limited as much as possible. All visitors and volunteers entering the building during the school day will be subject to a wellness screening. Volunteers will be required to have a waiver on file. Regular deliveries will need to be adjusted to meet social distancing protocols. Parents requesting a meeting with someone may do so but only by appointment. It is also strongly recommended to set up a meeting via Zoom or Google Meet instead of meeting in person.

Athletic Events:

Athletic events will be conducted under strict adherence to guidance that will be provided to schools through state government agencies, the Diocese of Columbus, LCHD, and OHSAA.

Athletic Equipment Storage:

Adequate storage will be provided for athletic equipment. Guidance will be provided to the athletes once the school year begins.

Travel Notifications - Vacations:

At this time, the Licking County Health Department does not require travel notifications if a family decides to go on vacation or take a long weekend somewhere outside of Licking County. It is expected that families remain aware of possible exposure when traveling and they will do what is necessary to limit community spread when returning from time away. This may include communicating with the school and doing a two-week quarantine before returning to face to face schooling. This is subject to change.

School Supplies:

A list of items for students to have on hand is currently being compiled and will soon be released. Some items to keep in mind would be tissue packets for students to keep in their book bags, hand sanitizer, Clorox wipes, mechanical pencils instead of ones that need sharpened, and any other items that will be used by students and not shared with others.

Licking County Health Department Definitions:

Close Contact - An individual that has been within 6 feet of an individual with a CONFIRMED case of COVID-19 for more than 15 minutes.

Confirmed Case - An individual that has laboratory confirmation that they have been infected with COVID-19.

Isolation - When a sick individual, with a contagious disease, is separated from people who are not sick.

Quarantine - When people who were exposed to a contagious disease are separated and restricted to see if they become sick.