

# SCHOOL REOPENING PLAN

St. Stanislaus School

8.11.2020

# **St. Stanislaus School Reopening Plan**

**August 2020**

*St. Stanislaus School is a Roman Catholic, Franciscan, co-educational Pre-K through 8<sup>th</sup> grade school. Students are assisted in developing their potential spiritually, physically, and socially within a safe and diverse community. A foundation of academic excellence is created to prepare students to become contributing members of a global society.*

It is our goal to provide the safest possible return to in-person learning for our students, while providing a caring, faith-filled environment for students to return to school, and to reduce the impact of the current pandemic as it affects the children, families, personnel, and communities in our care. The guidelines referenced in this plan are based on the guidance from the Centers for Disease Control and Prevention (CDC) and the Massachusetts Department of Public Health (DPH), and the Massachusetts Department of Elementary and Secondary Education (DESE), in conjunction with recommendations from the Springfield Diocesan Catholic Schools Office. Regular updates will be made to this plan based on information provided by the above entities, applicable to federal and state laws, and local agencies.

The needs of Catholic schools are different than those of the public schools. While the Massachusetts Department of Elementary and Secondary Education (DESE) has provided guidance for the public schools in the document that can be found at the following link: <http://www.doe.mass.edu/covid19/>, the Catholic schools look to these only as recommendations, and, therefore, will open in a manner that is most conducive to the preservation of our schools and with respect to the public health standards. Our school populations are relatively small in most cases, and so adherence to the social distancing guidelines is easier for our schools than in many cases for entire districts.

The priorities for this plan are:

## **SAFE SCHOOLS**

- Safe Schools - School environments conducive to learning that take into account: appropriate social distancing, use of PPE, best practices in sanitization, the emotional needs of our students and families, continued education in good hygiene.

## **ACADEMIC EXCELLENCE**

- Academic Excellence in Schools - Keeping schools physically open as much as possible because this: supports our parents, provides consistent schedules, maximizes the highest quality instruction, and delivers a program that ensures our students' holistic progress.

## **MISSION CONNECTED SCHOOL**

- Mission-connected Schools - Providing tangible expressions of the Catholic faith to our students that advance our mission of: preserving school traditions and charisms, both in physical and remote environments, ensuring liturgical celebrations and strong connections to the Faith community, and advancing our emphasis on integrating the Catholic faith in all aspects of school life.

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## **Goals**

1. The goal of St. Stanislaus School, Chicopee is to ensure the safe, full, and physical reopening of our school for 2020-2021 school year.
2. The purpose of this document is to provide direction and guidance to our school families for the safe, full, and physical reopening of our school.

## **Parent/Guardian Communication**

St. Stanislaus School is committed to two-way communication with families. Administration will provide email updates regarding the school plan. Necessary updates will be communicated via email and social media during the school year.

## **Health and Safety**

We acknowledge that “return anxiety” exists for many members of our school community. Our students, educators, and support staff all need to feel safe and supported to learn, teach, and work. Our intent is to foster a sense of safety and confidence by ensuring they have the resources necessary to return to work and school. This means taking active steps to develop and present training and instruction, so students and employees know what to expect as we return back to school and work. All students and staff will participate in instruction and training to support the use of health, hygiene, and safety measures.

### **Social Distancing:**

According to DESE, “schools should aim for a physical distance of six feet when feasible, and three feet is the minimum distance allowed.” St. Stanislaus School has designed classroom layouts to meet the 6-foot standard (center of desk to center of desk), creatively utilizing larger spaces to make this accommodation if needed. The rationale for this standard is to anticipate properly any increased restrictions which may come from DPH.

Employees, students, parents, and visitors should follow the DPH recommendations for social distancing when in common areas on school grounds. Clearly visible markings will indicate the walking direction throughout the campus to maintain the social distancing requirements, when necessary. This will also be of help when training students to move throughout the campus during school days.

### **Face-coverings:**

According to DESE masks are required to be worn by employees, all visitors, and all students in grades 2-8. Students in preschool, kindergarten, and grade 1 are also required to wear a facemask/face covering when entering and exiting the building and when traveling throughout the building. Face masks for preschool to grade 1 are highly encouraged to be worn at other

times during the school day. Mask breaks will be scheduled for students as appropriate and determined by the teacher.

Face shields are also an option. In our school, masks or face shields will be required for employees, students (grades 2-8), parents, and visitors when entering, exiting, and moving throughout the school building. **Parents are required to provide mask for their children**; the school will have a limited number of reusable masks for students if they have forgotten theirs at home or in the event a student or visitor does not have a proper face covering.

**Mask/face coverings for students will be provided by the student/family.** Reusable or cloth face coverings are acceptable. Face mask design may be the parent's choice, as long as they cover both nose and mouth. Designs must not be inappropriate or political in nature. They should reflect the values of a Catholic School. We encourage families to pack an extra reusable face mask for each student daily. Students will be required to wear face masks when moving from place to place in the school building. Students should NEVER share face masks.

### **General Good Hygiene:**

Following good hygiene practices limits exposure to all viruses.

Good hygiene practices include:

- Washing hands often with soap and water for at least 30 seconds.
- Using hand sanitizer with at least 70% alcohol if soap and water are not available
- Avoiding touching the eyes, nose, and mouth
- Covering the mouth and nose or use the inside of your elbow when you cough or sneeze
- Teaching students how to practice good hygiene practices
- Students should NEVER share face masks.

### **Staff Protocols**

All staff are expected to follow social distancing protocols throughout the school day. This includes break rooms, copy rooms, classrooms without students or visitors present, and other potential gathering spaces.

### **Student Protocols**

#### **Social Distancing**

Students of the school will be expected to follow social distancing protocols throughout the school day. As stated above, students are seated 6-feet apart in the classrooms when seated. Students must follow at least a 3-foot standard while entering and exiting the facility, passing in the hallways, moving around the classrooms, and during liturgy.

#### **Student Personal Protective Equipment (PPE)**

The only PPE required for all students in grades 2-8 are masks/face covering. Students in preschool through grade one are strongly encouraged to wear masks or face coverings. Families

are required to provide face-coverings for the children they have in the schools. Masks for students will be required at all times with the exception of “mask breaks”, which are only allowed when they are outdoors, eating, breakfast, snack, and lunch, or socially-distanced indoors. (This includes instruction time.) Students should NEVER share face masks.

### **Student Illness and Screening**

Families play a critical role in supporting the health and safety that our school must establish. Most importantly, families can mitigate the transmission of COVID-19 in our school community by checking their children daily for any COVID-19 symptoms, and keeping them home from school if they are sick or have had close contact with a person diagnosed with COVID-19.

Symptoms include:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Checking children every morning will serve as a primary screening mechanism for COVID-19 symptoms.

- Screening procedures are not required at the point of entry to the school. However, school staff (as well as bus drivers) should observe students throughout the day, and refer any student who may be symptomatic to the school nurse.
- As noted in previous guidance, temperature checks are not recommended as screening for all students due to the high likelihood of potential false positive and false negative results.

If a student demonstrates symptoms of COVID-19, the school is required to follow the DPH guidelines for student isolation and return to home. The school will also follow DPH guidance for student re-entry into the classroom, and any other protocols given by the local health department.

### **COVID-19 Medical Waiting Room/Isolation Space**

We have a designated COVID-19 Medical Waiting Room separate from the nurse’s office. A student who shows COVID-19 symptoms during the school day will be moved to the COVID-19 Medical Waiting Room for isolation until they are picked up by a family member. Prompt

(within 1 hour) pick-up of students will be necessary. The area will be supervised and disinfected after each student is discharged.

### **Protocol: Student is symptomatic at home**

Family should monitor students at home each morning for the most common symptoms of COVID-19 (see list above), which are not related to other known medical conditions.

- If families find symptoms, **which are not due to any other known medical conditions**, while at home:
  - Do not send the student to school.
  - Call the school office and inform them student is staying home due to symptoms.
  - Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested. A family who does not wish to have their child tested, should instead isolate for 14 days and until asymptomatic.
  - If the family decides to test, the student should get tested at one of the Massachusetts test sites. Sites may require pre-screening, a referral, and/or an appointment.
  - Isolate at home until test results are returned.
  
- Proceed as follows according to test results:
  1. IF NEGATIVE: Student stays home until asymptomatic for 24 hours.
  2. IF POSITIVE: Student should remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from the local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days, and until at least 3 days have passed with no fever and improvement in other symptoms. FOLLOW STEPS UNDER: “Protocol: Student/staff tests positive for COVID-19.”

### **Protocol: Student is symptomatic at school**

Although families are the most important first line of defense for monitoring symptoms, teachers will play an important role in referring possible symptomatic students to the school nurse.

If a student demonstrates any COVID-19 related symptoms, **which are not due to any other known** medical conditions, while at school:

1. Teacher ensures the student is wearing a mask that fully covers nose and mouth at all times.
2. Teacher calls the nurse to inform them that they have a possible case. Nurse comes to get the student from class.

3. Nurse should evaluate the student for symptoms (see list above: “Most common symptoms of COVID-19”).

**a. IF ANY SYMPTOM:**

- Place the student in the designated medical waiting room. There is no specific capacity limit for the medical waiting room, but all students in the COVID-19 waiting room must be as far apart as possible, and no less than 6 feet. Strict mask wearing, covering the nose and mouth at all times for every person in the room, must be enforced. Students can work on individual schoolwork or other activities while in the medical waiting room
- Contact caregiver to pick up within one hour.
- **IF CAREGIVER CAN PICK UP DURING THE DAY:** Student waits to be picked up in the medical waiting room. Caregivers must wear a mask/face covering when picking up their student. Students should not ride the school bus to get home. Caregivers and students should wash their hands upon arriving at home and change their clothes as a precaution. The student should not go home on a school bus with other students.
- Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested. A family who does not wish to have their child tested should instead isolate for 14 days and until asymptomatic.
- If the family decides to test, the student should get tested at one of the Massachusetts test sites. Sites may require pre-screening, a referral, and/or an appointment.
- Isolate at home until test results are returned.
- 

Proceed as follows according to test results:

1. **IF NEGATIVE:** Student stays home until asymptomatic for 24 hours.
2. **IF POSITIVE:** Student should remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from the local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days, and until at least 3 days have passed with no fever, and improvement in other symptoms. **FOLLOW STEPS UNDER:** “Protocol: Student/staff tests positive for COVID-19.”

**b. IF NO SYMPTOMS:**

- If the evaluation shows the student does not have symptoms, send the student back to class.



## **Protocol: Staff is symptomatic at home**

Staff should monitor themselves at home each morning for the most common symptoms of COVID-19, which are not related to other known medical conditions.

If a staff member has COVID-19 related symptoms, which are not due to any other known medical conditions, while at home:

- Contact the school-level administrator.
- Do not come to work.
- Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested. An individual who does not wish to be tested should instead isolate for 14 days and until asymptomatic.
- If a staff member desires to be tested, the staff member should get tested at one of the Massachusetts test sites. Sites may require pre-screening, a referral, and/or an appointment. Isolate at home until test results are returned.

### **Proceed as follows according to test results:**

1. IF NEGATIVE: If the staff member does not have COVID-19, they may return to school based upon guidance from their clinician and necessary management of another diagnosis. Staff member stays home until asymptomatic for 24 hours.
2. IF POSITIVE: Staff member should remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from the local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days and until at least 3 days have passed with no fever and improvement in other symptoms. FOLLOW STEPS UNDER: “Protocol: Student/staff tests positive for COVID-19”.

## **Protocol: Staff is symptomatic at school**

As noted above, staff are encouraged not to come to school if they are experiencing any symptoms of COVID-19 that are not due to other known medical conditions.

If a staff member has COVID-19 related symptoms, which are not due to any other known medical conditions, while at school:

- Follow the school’s protocols for getting coverage, if necessary, to be evaluated for symptoms.
- Current Massachusetts DPH guidance is that all symptomatic individuals in Massachusetts, even those with mild symptoms, should be tested. An

individual who does not wish to be tested should instead isolate for 14 days and until asymptomatic.

- If a staff member desires to be tested, the staff member should get tested at one of the Massachusetts test sites. Sites may require pre-screening, a referral, and/or appointment.
- Isolate at home until test results are returned.
- Proceed as follows according to test results:

1. IF NEGATIVE: Staff member stays home until asymptomatic for 24 hours.

2. IF POSITIVE: Staff member should remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from the local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days and until at least 3 days have passed with no fever and improvement in other symptoms. FOLLOW STEPS UNDER: “Protocol: Student/staff tests positive for COVID-19”.

## **Protocols for Responding to Confirmed COVID-19 Cases**

### **Protocol: Student or staff tests positive for COVID-19**

- The student or staff member must remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, and communicate with the local board of health or Massachusetts Community Tracing Collaborative. For most people who have relatively mild illness, they will need to stay in self-isolation for at least 10 days and until at least 3 days have passed with no fever and improvement in other symptoms.
- The student’s parent/caregiver or the staff member informs the office administration, and in turn, notifies others as pre-determined by the school.
- Determine whether the student or staff member was on the premises during the timeframe that started two days prior to symptom onset (or testing positive if not symptomatic) until the time of isolation.
  - a. If so, areas visited by the COVID-19 positive individual will promptly be closed off until such areas can be cleaned and disinfected, if they have not been cleaned and disinfected already.
  - b. Prompt cleaning and disinfecting of the student’s or staff member’s classroom, and any other facilities (e.g., extracurricular facilities) visited by the individual will be done, if that has not been done already.
  - c. The transportation provider will be contacted.

**For students, or staff members, who have self-contained in a classroom throughout the day:**

- A communication will be sent to the other families in the classroom that there has been a positive test, without naming the individual student or staff member who tested positive.
- Communications sent to families/staff will:
  - a. Inform them there was a positive test (not the specific individual) in the self-contained classroom.
  - b. Explain that since they were within this classroom and may have been within 6 feet of the person with a positive test for a sustained period of time, they are considered a “close contact” and, therefore, should be tested.
  - c. Instruct those designated as close contacts to isolate prior to their test and while waiting for the results. In general, as the highest yield test will be a few days after the exposure, ideally, the test should occur no sooner than day 4 or 5 after the last exposure. Explain that if close contacts choose not to be tested, the student or staff member should remain home in self quarantine for 14 days.
  - d. Remind families and/or staff of the importance of not having contact with higher-risk individuals (e.g., grandparents and those with underlying medical conditions).
  - e. Remind families and/or staff of the list of COVID-19 symptoms for which to monitor.
- If the school finds out about the original COVID-19 positive test in the middle of a school day, when the rest of the cohort is in class:
  - a. Make sure these students are wearing masks, including in kindergarten and first grade. Extra masks, as may be needed, will be provided by the school. Enforcement of strict physical distancing. Requirement of students to wash their hands.
  - b. The school will identify the individuals who may be “close contacts” of the student, and notify students and their families.
  - c. Caregivers of students in the class or other close contacts may pick students up prior to the end of the day. Caregivers must wear a mask/face covering when picking up their student. Students who are close contacts and students with any symptoms should not ride the school bus to get home. Caregivers and students, as well as staff, should wash their hands upon arriving at home and change their clothes as a precaution.
  - d. Close contacts should not come back to school until they have received the results of testing (or elected to instead quarantine for 14 days) and are asked to communicate their test results to the school.
  - e. As feasible, to assist with contact tracing, a list will be made, including phone number and email of any other close contacts the student or staff member had, beginning two days before the onset of symptoms (or positive test if asymptomatic) until individual was isolated. Those students

and/or staff members will be instructed to get tested according to the same protocol as the student's cohort above.

- f. **IF OTHERS IN THE SCHOOL TEST POSITIVE:** all steps under this protocol will be performed for that person.
- g. **IF NO OTHERS IN THE SCHOOL TEST POSITIVE:** Close contacts can return to school immediately if they test negative and do not have symptoms; however, strict mask wearing covering the nose and mouth must be maintained at all times. The wearing of masks includes K-1 students for this 14-day period. If they have symptoms but test negative regardless, they should wait until they are asymptomatic for 24 hours before returning to school.

**Any area** of the school visited by the COVID-19 positive individual will be closed off and/or cleaned and disinfected. The area can be used 12 hours after cleaning/disinfecting has occurred.

### **Protocol: Close contact of student or staff tests positive for COVID-19**

- Current Massachusetts DPH guidance is that all close contacts of someone who has tested positive for COVID-19 should be tested.
- The student or staff member who was in close contact with someone who tested positive for COVID-19 should be tested at one of the Massachusetts test sites. Sites may require pre-screening, a referral, and/or an appointment. An individual who does not wish to be tested should instead quarantine for 14 days and until asymptomatic.
- Close contacts should isolate at home prior to testing and while awaiting test results. Ability to mask is critical, so if the close contact cannot mask or is in K-1 and not masking, they should not return for 14 days.
- In order to return to school, close contacts need to have one negative test result and not be showing any COVID-19 symptoms, or if they do not wish to be tested, quarantine at home for 14 days. Because tests performed too early can be falsely negative, ideally the test should be performed no sooner than 4 or 5 days after the last contact with the person who tested positive.
- **IF POSITIVE TEST:** The student or staff member should remain at home (except to get medical care), monitor their symptoms, notify the school, notify personal close contacts, assist the school in contact tracing efforts, and answer the call from the local board of health or Massachusetts Community Tracing Collaborative. Most people who have relatively mild illness will need to stay in self-isolation for at least 10 days and until at least 3 days have passed with no fever and improvement in other symptoms. **FOLLOW STEPS UNDER:** **“Protocol: Student/staff tests positive for COVID-19.”**

## **Wellness Education**

Students will be trained in the appropriate use of PPE, how to move about the school building, as well as good hygiene practices. Students will be reminded to NEVER share masks.

## **Student Emotional Needs**

Special care must be taken for the emotional needs of our students. Many have increased anxiety as a result of the societal changes and use of unnatural boundaries. As a Catholic school, St. Stanislaus, will provide responses that are connected to the traditions of our Church to help students manage these emotional needs in a way that directs them always to our Loving God. There will be time for prayer, meditation, and open dialogue connected to the Faith.

## **Classroom Space**

Classrooms have been arranged to maintain social distance protocols. There is no maximum number of students allowed in learning spaces as long as social distance protocols are maintained.

In St. Stanislaus School, students will remain in the classroom with teachers. Specials teachers will pass between classrooms.

## **Sanitization of facilities/classrooms**

St. Stanislaus School has developed a comprehensive disinfecting plan for our facility, following the guidelines of the CDC, as well as State and local DPH requirements, including sanitization, ventilation, and approved spaces.

The classrooms, bathrooms, and all common areas will be thoroughly cleaned and sanitized daily.

Cleaning and sanitization protocols are in place, sufficient cleaning supplies and materials are stocked, including electrostatic sprayers, UV Lighting, disinfecting sprays, and wipes, which are available for daily use.

## **Ventilation**

The school has taken steps to increase ventilation and improve air quality in our building and classrooms. The school is in the process of completing the upgrade to the HVAC system, which addresses the recommendations from the Schools for Health strategies for reopening schools. The unit ventilators have been completely cleaned and sanitized, all filters changed, and vents thoroughly cleaned.

## **Food and Food Delivery**

- Breakfast and lunch is provided by Sodexo Food Service.
- Students will be directed to wash their hands before and after eating.
- Breakfast and snack (snack sent by parent in primary grades) will be served in the classroom. All breakfast items will be prepackaged.

- Lunch will be served in the cafeteria. Students will be socially distant, and lunch times will be staggered. Separate allergy-friendly areas will be available. Masks/face coverings will not be worn during meals once student is seated at their table. Lunches will all be prepackaged, and there will be two choices – one hot, one cold. Students may opt to bring their own lunch from home. Please clearly mark lunchboxes with child’s name and grade and advise students there will be no sharing of food.
- The cafeteria will be sanitized before and after each lunch.
- Students may bring in labeled, personal, covered water bottles for their own use during mask breaks. No food or beverages may be shared.
- No birthday treats allowed.

### **Three models of Educational Instruction have been developed**

- **Full time, in-person class instruction with distance limitations and COVID-19 recommendations in place and enforced**

The number of students that can be in the building or in a classroom is restricted due to the directives of DPH. PreK-8 students are socially distanced in the classrooms, limiting the potential of students in a space. More than 10 students are permitted in learning spaces, but must not exceed distance limitations. The priority is to identify in-school accommodations so that all students receive a full-time education, even if some students are in overflow classrooms. In this case, students with learning exceptionalities or that need intervention or remediation will be prioritized to be in the classroom with the teacher at all times. Other students can cycle in and out of the overflow classrooms, following DPH guidelines for student groups.

Teachers and students on all grade levels (Prek-8) will use Google Classroom as an educational platform. This will be used in all models from the beginning of the school year. Teachers and students will be trained in the effective use of Google Classroom.

Students will remain together with their grade level cohort in the classroom as recommended. Teachers will move into the classrooms for instruction. Specials teachers will come into the classrooms, or use appropriately spaced locations in the building. Example- Students can be socially distant 12 feet apart in the gym or outside for gym class.

- **Hybrid Learning Model**

In the event of student absence or required quarantine, a hybrid model would be implemented. Teachers in each unit (PreK, Primary K-3, Intermediate 4-6, Jr. High 7-8) will develop a schedule outline to meet the needs of hybrid learners.

- **Full Remote Learning due to Governor shut down**

If in-school learning is suspended by executive order of the Governor of Massachusetts, all students participate in a school-provided distance learning program, composed of both synchronous and asynchronous learning experiences. Students who are enrolled in Catholic Virtual will remain with that program until at least the end of that semester.

Students and teachers will essentially follow the same schedule they do during in-person learning. This will provide consistent routine for the students, as well as eliminate scheduling conflicts. Attendance will be taken for each class and all assignments will be graded. Progress reports and Report cards will be issued during remote learning.

- **Full Year Remote**

If parents request full year, fully remote learning, they have the option of Catholic Virtual. Catholic Virtual is a completely remote, tuition-based academic program. The Diocese of Springfield has entered into a partnership with Catholic Virtual to allow our school families to participate in this program. Tuition for Catholic Virtual is based upon the Diocesan agreement. For more information, call the school office 413-592-5135.

### **Drop off/Entrance protocols**

- Students in grades K-8 must be dropped off in the car line or outside the back door. Parents are **not allowed** in the building unless they have specific business in the office, and must wear a face covering upon entry.
- PreK parents sign-in their children at the carts immediately in the back door for PreK 4, and in the front door for PreK 3. Face coverings must be worn. Parents must then exit the building.
- Students will go directly to their classrooms.
- Hallways, classrooms, and public areas will be marked with arrows to indicate the direction of travel.

### **Dismissal/Pick up protocols**

- At dismissal, students will exit the building with their cohort, to either car pick-up line, busses, or walker line.
- In the car pick-up line, parents remain in their vehicles, move forward in the line, a teacher calls the family name, students are brought to the front of the line, and assisted by staff into the vehicle. The vehicle exits the parking lot.
- Teachers will lead students to the bus and assign a specific seat. (See Transportation guidelines)
- Teachers lead walkers out the Cyman Drive door and to the corner of Cyman Drive and Front Street

### **Transportation**

The Chicopee Public Schools has developed transportation procedures in accordance with the guidance issued by the Department of Elementary and Secondary Education. The District will implement the following core health and safety practices to support safe school bus and van operations this upcoming school year:

- Bus stop - Students should be wearing masks, should maintain physical distancing, and avoid physical contact with other students.
- Masks - All staff and students on the bus and vans, regardless of age, are required to wear masks at all times (Back-up masks will be provided if students do not have face coverings when boarding the bus or van)

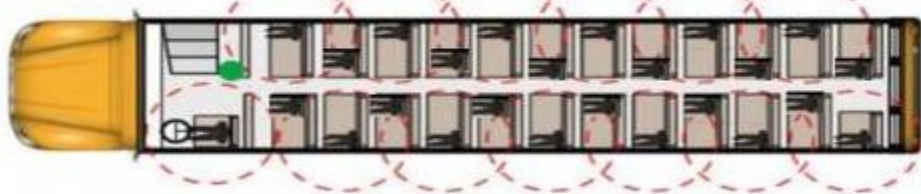
- Distance - Students will sit one person per bench, alternating sides per row, which allows students to maintain approximately 3 feet of physical distance. Children from the same household may sit together on one bench
- Ventilation - Bus and van windows must remain open at all times unless it is not possible due to extreme weather conditions
  - Seat assignments - Every student will have an assigned seat on the bus and van, students must remain in their assigned seats at all times facing forward, and students may not eat, sing, shout, or share items while on the bus
  - Bus monitors -The Chicopee Public Schools will make every reasonable effort to provide bus and van monitors to ensure strict adherence to the health and safety guidelines
  - Hand sanitizer will be made available on all buses and vans
  - Bus or van transportation - Parents, guardians, or caregivers may choose to have their children rejoin the school bus or van later in the school year; however, the Chicopee Public Schools will require at least five (5) school-working days’ notice to plan for this change. The Transportation Department for the Chicopee Public Schools must be contacted to facilitate this requested change.

The illustrations from a sample MA Public Schools that follow are an example of spacing issues on buses: full capacity vs 3 foot and 6 foot.

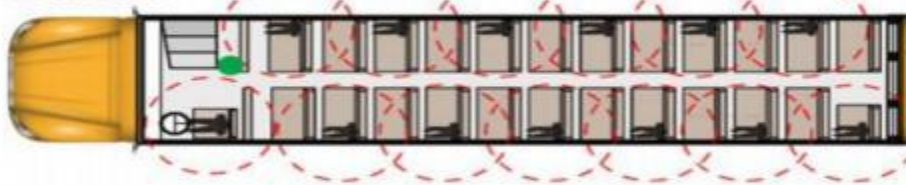
**71 students**



**24 students**



**12 students**



Bus and van drivers and monitors will receive training from our school nurses on screening for COVID-19 symptoms. A parent, guardian, or caregiver should be present when a child boards the bus and the van in the morning. If a child presents with symptoms, the child will



not be permitted to board the bus or the van. The parent, guardian, or caregiver, must contact the school nurse before bringing their child to school. If a student becomes ill with COVID-19 during the school day, the student will not be permitted to ride the bus or van home. Lastly, all school buses and vans will be disinfected between runs and thoroughly cleaned and sanitized at the end of each school day.

### **Extended Care Program**

- Morning program starts at 7:15 a.m. Students enter the cafeteria door from the back parking lot and sign-in. There will be areas indicated by grade level for cohort groups. At 8:15 a.m., students may proceed to their classrooms.
- Students in the after school program will be brought in cohorts to the cafeteria/gym area to designated seating. Students will then receive a snack. After snack, students will go to areas designated by cohorts.

### **In the classrooms:**

- Students will keep their coats and backpacks by their desks. After hand washing, students will get breakfast. Hand washing or use of hand sanitizer is encouraged throughout the day.
- Students will stay in assigned seats in the classroom with their cohort. The students will remain in the classroom for all subjects except gym and music. The “specials” teachers will go into the classrooms. Gym and music will be held in the gym or outside with a 12ft. social distance.
- Each student must have a pencil case/art box (provided by parents) that is labeled with name and grade. It should contain supplies (pencils, pens, crayons, ruler, etc.) that will be used only by that student and **never** shared.
- Each teacher will have a supply of hand sanitizer, disinfectant wipes, tissues etc. in the classroom available for use. A hand sanitizer dispenser is located at every door, and each classroom has a sink with a soap dispenser for student use.
- Drinking fountains will be closed. Students may bring in labeled, personal, covered water bottles for their own use during mask breaks.
- The gym locker rooms will **not** be used this year. Students in all grade levels K-8 will come to school wearing their gym clothes. Students will **not** change in locker rooms for gym this year. Mandatory gym uniform: Long pant school logo sweatpants or warm-ups, Uniform gym shirt, socks, and sneakers. Uniform school sweatshirt or sweater may be worn.

**Please direct all questions to St. Stanislaus School Administration  
[ststanis@saintstansschool.org](mailto:ststanis@saintstansschool.org) or call 413-592-5135**