



ST. MATTHEW SCHOOL REOPENING PLAN 2020-2021

IMPORTANT NOTE: These plans are subject to change as new information comes to us from county and state health officials, the IDOE, the CDC, and the Diocese of Evansville.

DAILY SCREENING

- Parents must take their child's temperature each morning. If a thermometer is not available at home, notify the school.
- If a child's temperature is 100 degrees or higher, he/she must stay home until temperature free without medication for 72 hours unless seen by a doctor and has a doctor's saying he/she may return sooner.
- Students' temperatures will be checked by school staff when they arrive at school and again after lunch.
- Teachers and staff members will have their temperatures screened daily as well.
- Students, teachers, and staff members with a temperature of 100 degrees or higher will be sent home and must be fever free without medication for 72 hours before returning to school unless a doctor's note is provided saying he/she may return sooner.
- Students showing two or more COVID-19 symptoms will also be sent home.

Other COVID-19 symptoms to monitor include the following:

1. Chills
2. Dry cough
3. Shortness of breath or difficulty breathing
4. Fatigue (very tired)
5. Muscle or body aches
6. Headache
7. New loss of taste or smell
8. Sore throat
9. Congestion or runny nose
10. Nausea or vomiting
11. Diarrhea

TRANSPORATION

- Bus driver will wear PPE.
- Students are strongly encouraged to wear masks due to close proximity.
- Students will be assigned seats.
- Siblings will be required to sit together.

- Buses will be sanitized daily.

MORNING DROP OFF

- Students are encouraged not to arrive before 7:30. Students arriving between 7:15-7:30 will report to the gym and be socially distanced. At 7:30, students will report to their classroom. Students arriving between 7:30-8:00 will go directly to their classroom.
- Students will be dropped off at the back entrance of school. Buses will use the front entrance.
- Students must be fever free and symptom free before entering school.
- Students must wear a mask when they enter the school building.
- Students' temperatures will be checked when they arrive.
- Students will sanitize their hands as they enter the building.
- Parents should not enter the school building without prior arrangements.

GENERAL SCHOOL DAY

- Students should wear a clean mask each day. Students will be given a lanyard for their mask.
- Masks will be required when traveling anywhere in the school and when social distancing is not possible.
- Water fountains will not be used. Each student will need to bring a clean, clear water bottle to school with water inside each day. Refilling stations will be set up in each classroom.
- Social distancing paw prints will be placed on the floor in the hallways, cafeteria, restrooms, and classrooms to show students where to stand.
- A limited number of students will be allowed in the restrooms at a time.
- Student assemblies are not allowed. Morning prayer will take place in the classrooms rather than the gym.
- Cleansing stations will be set up for student use, but soap/water hand-washing will be strongly encouraged.
- A drop-off bin will be placed between the two sets of doors at the front entrance to allow parents to drop off lunch boxes, folders, etc. that their children forgot.
- A Youth First social worker will be available to meet with students, staff, and parents on Wednesdays. She will provide support and training as needed.
- There are no plans for extra-curricular activities at this time.

CLASSROOM

- Desks will be spaced six feet apart to allow for social distancing, and all desks will face the same direction. Masks will not be required when students are sitting at their desks.

- Students will not share lockers. Instead, students will each have their own storage crate next to their desks to store their backpacks, lunch boxes, etc.
- Desks and other frequently touched surface areas will be disinfected throughout the day. Each classroom and restroom will be completely sanitized at the end of each school day.
- Students will be required to sanitize their hands before entering the library, computer lab, or Ms. Michele's room. They will also sanitize their hands when they exit these rooms.
- Library books that are checked out will be in quarantine for 72 hours before being put back on the shelves.
- Students will sit at every other computer in the computer lab.
- Masks will be required during art, music, and Spanish classes. Ms. Michele will sanitize tables and chairs in between each class.
- Students will not share school supplies or art supplies.
- Students will not change clothes for PE.
- Students will wash their hands after recess and PE. Each class will have its own recess bag and equipment. Equipment will be sanitized after each use.
- Each class will have an assigned play area during recess. These areas will rotate each day.

CAFETERIA

- Students will wash their hands with soap and water before and after lunch.
- Students will be separated into two lunch (and recess) periods: Grades K through Grade 2 and Grades 3-5. The preschoolers will each lunch at the CCM.
- Students will have assigned seating in the cafeteria with social distancing. Tables will be assigned by class. Each lunch period will use every other table to allow social distancing between grades.
- Cafeteria staff will wear PPE.
- An additional sneeze guard has been installed at the serving line window.
- Cafeteria staff or teacher on duty will assist in handing out silver wear, drinks, condiments, etc.
- Parents and guests will not be allowed to join their children for lunch.

SCHOOL OFFICE/NURSE'S STATION

- Students entering the office must wear a mask.
- Secretary and principal will wear PPE when assisting students.
- A sneeze guard has been added to the secretary's desk.
- Parents will not be able to directly access the office.
- Students that are sent home will wait in a designated spot and be taken to the main door when their parent/emergency contact arrives to pick them up.
- There will be a designated spot for suspected COVID-19 cases.
- Furniture used by students will be disinfected after use.

- The school will communicate directly with the Posey County Health Department and Catholic Schools Office as necessary.

MASS

- Students will continue to participate in Mass on Thursdays at 8:15 and will follow the diocesan guidelines for Mass: no servers, no choir, no offertory procession, and no song books.
- Students and staff members will wear masks while in the church.
- Students will sit in every other pew and be socially distanced in the pew.
- Parents and parishioners will not be allowed to join us for Mass. Fr. Ryan will live stream the Mass like he does on the weekends.

VISITORS

- Visitors are not permitted past the main doors without an appointment.
- A staff member will escort those with appointments to the appropriate meeting space.
- Visitors are required to wear masks and remain six feet apart from staff and students.

AFTER SCHOOL CARE

- Students will be assigned tables by grade.
- If social distancing cannot be implemented or maintained, students will be required to wear a mask.
- Snacks will be prepackaged.
- Toys will be sanitized at the end of each day.

THRESHOLD OF COVID-19 CASES

- St. Matthew School will have a threshold of 5% positive COVID-19 cases unless otherwise recommended by Superintendent or Posey County Health Department.
- If the threshold is met at St. Matthew, the Posey County Health Department will determine the length of closure for the school building.
- Closures will likely not exceed two school weeks.
- eLearning will be used during COVID-19 extended closures.