



ST. VINCENT DE PAUL
HIGH SCHOOL

ENTER TO LEARN, LEAVE TO SERVE

Health & Safety Protocol 2020-2021



Along with many other resources, this protocol was created based also on local information provided by the Sonoma County Department of Health Services and the Stronger Together: "A Guidebook for the Safe Reopening of California Public Schools."

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ACKNOWLEDGEMENTS

We would like to thank the members of the Health and Safety Protocol Task Force¹ for their insightful comments, information and suggestions, which we have tried to incorporate into this document. We would also like to thank Principal Daly and Dean of Faculty and Academics, Nicholas Reynolds, for initiating this process at the High School and especially for including representatives from the Saint Vincent de Paul Elementary School whose contributions have been invaluable.

¹ **Heather Almond**, Kenneth Blake, Julie Carolan, **Joanne Murphy**, Adriana Rios, **Katie Salmassian**, **DeAnn Sarlatte**, John Svitak. (SVES representatives in bold)

GENERAL RECOMMENDATIONS

The primary goal of these recommendations is to limit transmission of contagious pathogens in a school setting. By limiting transmission there is not only a direct reduction in infected individuals but also the added benefit of easier contact tracing in the event that there is an infected individual. Some of these recommendations are of a temporary nature whereas others have long-term benefits and may be considered long-term capital improvements.

- Establish and maintain communication with local and state authorities to determine current mitigation levels in our community.
- Establish a parent and teachers communication strategy to inform families and to obtain information on the health of family members.
- Identify, protect, and support staff, faculty and students who are at higher risk of severe illness, or who have household members at risk.
- Encourage staff, faculty, and students to stay home if sick. Encourage parents to keep sick children at home.
- At school Screening process
- Reinforce sanitary practices: face coverings, physical distancing, handwashing, cleaning and disinfecting surfaces
- Facility considerations:
 - Ventilation - increasing outdoor air
 - Water fountain safety
 - Restrooms
 - Front desk - plexiglass to limit access and exposure - good for general security
 - Maintain limited access through the staff area.
 - Further limit access through staff areas (class microwaves?)
 - Eliminate vending machines
 - No service at Mustang Kitchen
 - Identify eating areas if not outside
 - Modifications, additions to classrooms
- Classroom considerations - entrance, exit protocols, phone policy, seating, set-ups specific for labs, barriers for teacher's desk
- Scheduling
 - drop off and pick up times protocol. All students will park on campus
 - some take public transportation
 - restrict mixing between groups
 - staggered lunch time and break if necessary
 - outside or in-class
 - eating requires removal of masks so eating in the classroom especially in the presence of multiple conversions would be problematic
 - Eliminate locker use to reduce areas of congregation

COMMUNICATION WITH STATE AND LOCAL AUTHORITIES

SVdPHS is committed to remaining up-to-date regarding mandates from local and state authorities including mandates on what, when, and how we are required to provide information. We see it as our role to be informed and accurately convey pertinent information from these authorities to staff, parents, faculty, and students. Included in this communication is our Pastor and Principal, Reverend William P. Donahue, at least one member of the board and Superintendent Dr. Linda Norman especially with regard to any major changes in the running of the school and/or a possible outbreak occurs.

Source Information to be Monitored for Updates

State and Local informational websites:

Sonoma County Emergency Information: <https://socoemergency.org/>

California Dept. Health Covid19 Information:

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/nCoV2019.aspx>

CDPH Memo re COVID19 response:

https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/School%20Guidance_ADA%20Compliant_FINAL.pdf

California Dept/Public Health: <https://covid19.ca.gov/pdf/guidance-schools.pdf>

CDC Pamphlet:

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/Schools-Decision-Tree.pdf>

Marin County Public Health Guided Return to Onsite Classroom Teaching:

<https://drive.google.com/file/d/1mG8uGowT4aZrzHPSu9-rSiRVrqLepiHC/view>

K12 Guides to reopening:

http://blogs.edweek.org/edweek/District_Dossier/2020/06/curated_K12_guides_to_reopening.html?cmp=eml-enl-eu-news1-rm&M=59601904&U=&UID=c20965318f71739765865651ea7c1425

Testing in Sonoma County:

<https://socoemergency.org/emergency/novel-coronavirus/stay-healthy/covid-19-testing-in-sonoma-county/>

Testing in Marin County:

<https://coronavirus.marinhhs.org/covid-19-testing-information#where>

Mercury News:

<https://www.mercurynews.com/2020/07/17/are-schools-in-your-california-county-required-to-teach-students-online-this-fall-heres-the-list/>

REPORTING PROTOCOL

Potential COVID-19 Case

Some requirement for reporting a potential versus an actual case

<https://sonomacounty.ca.gov/Health/Disease-Control/Disease-Reporting/> indicates that:

Anyone in charge of public or private schools or preschools also must report cases or suspected cases of these diseases.

The disease COVID-19 fits the description of:

  Novel Virus Infection with Pandemic Potential

The symbols here indicate that the case should be immediately reported by phone.

- Work Phone: (707) 565-4567
- Fax Fax: (707) 565-4565

When calling any information that can be provided for contact tracing should be provided if asked for then or in follow-up; see Contact Tracing: See Contact Tracing on this page:

<https://socoemergency.org/emergency/novel-coronavirus/stay-healthy/covid-19-testing-in-sonoma-county/>

Important information is when and where the case was discovered and possible exposures since our, and the state and local authorities' response will strongly depend on that even more than the severity of the case. Unless the case is self-reported before classes start, it is likely that there was some exposure and contact tracing to target additional testing is vital.

Reporting a Confirmed COVID-19 Case

Please follow the protocol as listed above.

COMMUNICATION WITH PARENTS, STUDENTS, FACULTY & STAFF

No news is not necessarily good news especially if parents are anxious about the well-being of their children and any rumors that are heard by faculty or staff should be reported immediately to Principal Daly so that they may be addressed. Anything “exciting” happening at the school will make it to their parents’ ears and having factual information presented as soon as possible will be greatly appreciated.

Community Messaging

Should a member of the community report a diagnosed case of COVID-19, a timely general communication that includes information and specific protocols in the individual situation will be sent through Constant Contact. Due to issues of confidentiality, SVdPHS will not disclose personal information or situations regarding the diagnosed case(s).

Contact Tracing

Through the Daily Health Check-in protocol, SVdPHS will be able to manage any aberrations in health reporting of anyone on the SVdPHS campus. SVdPHS Human Resource coordinator will manage any local Tracing that will be managed through So County Health Officials.

Encourage Staying at Home

Communication to students and parents should implore students that are not feeling well, even if not feverish, to stay home. SVdPHS requests that parents monitor for COVID-19 symptoms and keep students who are sick at home for at least 10 days after the onset of symptoms and until they no longer have a fever and are no longer exhibiting symptoms of cough, runny nose, or congestion without medication for 72 Hours.

Students' work should not be counted as late and assignments should be on google classroom. Video or recording of lesson material should be provided if possible.

Faculty and staff should also be encouraged to stay at home, following the same protocol as students who exhibit symptoms. A teacher may continue to conduct their classes through Zoom while at home. *(Please also see general Human Resources Questions on page 25.)*

Considerations for Partial or Total Campus Closures

If a student or employee tests positive for COVID-19 and has exposed others on campus, we will implement the following steps:

- Consult the Sonoma County Public Health Department to determine if
 - a) school closure is warranted, and
 - b) the probable duration of the closure, based on the risk level they determine.
- If SVdPHS is open for on-campus instruction (hybrid or regular), the school will immediately transition to distance learning for continuity of education.

TRAINING

Faculty and staff have received a minimum of one training session prior to school opening where we role-play as students, faculty, staff, and screeners. There will also be specialized subsessions for lab classes, computer use, phys ed and athletics. Faculty/staff training sessions will be led by Dr. Adriana Rios and Dr. Erny. SVdPHS health/safety protocol will be summarized to students during their grade level orientations. An easy-to-follow instructional video will be available to all students and parents prior to in-person instruction, and for use with orientations and on-boarding of students and staff.

SCREENING

Before Fall Term Screening of Faculty and Staff

Before having contact with students, faculty and staff are recommended to get tested within the first month preceding Fall term for active infection. If possible, especially if there is a possibility of having had the disease, an antibody test is also recommended, if regionally available. A person with antibodies should be less susceptible to reinfection. Those with an active infection must report it and quarantine for 14 days and/or a negative test for an active infection and absence of symptoms. If symptoms and the situation allows, then work at home should be done without use of paid sick days.

In addition to testing, SVdPHS Human Resources will maintain a confidential file of those faculty and staff who have underlying health conditions, are in a group that is considered at high risk, and/or they are interacting frequently (say with a family member) that is high risk (for example, immunocompromised or in what is considered a vulnerable age group). This information may be shared with the Principal of SVdPHS in order to make appropriate accommodations and arrangements.

Before Fall Term Screening of Students

Students who have been traveling especially via plane, ship, train, or bus where there is restricted space and possible exposure for an extended period of time should self-quarantine. A questionnaire should be sent out to students and parents recommending testing if travel or other exposure occurred more recently than 14 days before school starts. Any student that tests positive must test negative before they can attend classes. Arrangements can be made to pick up books and other materials to enable the student, if symptoms permit, to do at least some of their schoolwork.

In addition, the questionnaire should also ascertain vulnerable people who are frequently exposed to the student. The student's health is paramount but we are also concerned with, and want to take steps to avoid, infecting other people, particularly those for whom the consequences of the infection are likely to be more severe.

Before-school Screening of Faculty, Staff, Students, Parents, and Visitors

SVdPHS has developed an internal screening program mandatory for ANYONE who arrives on the campus. This screening includes a questionnaire through “Google Forms” that offers a series of questions, and recording of body temperature. The information automatically downloads into a confidential spreadsheet that is monitored by designated SVdPHS Administration.

There are a total of five (5) Screening Stations; one for faculty/staff; and two different locations for student arrival.

While Screening

- Students*, faculty, staff must be wearing masks; masks can be provided but those persons are then at the end of the line (anyone that has a mask and is not wearing it also goes to the end of the line)
- Everyone needs to maintain physical distancing
- Talking should be kept to a minimum both in quantity and volume

**Students may not leave the car without an approved face covering.*

The Screeners

- Should have as much protection as reasonably available since they are the most exposed this includes but is not limited to:
- Mask - N95 if possible for screeners who have repeated close contact.
<https://www.jhsph.edu/covid-19/articles/the-right-mask-for-the-task.html>
- face shield or goggles to protect eyes from droplets
- Gloves should be worn

Questions Asked

1. Name (last, first)
2. Grade Level (or option for Faculty/Staff; Parent/Visitor; or Various Athletic Program)
3. Have you or a family member been exposed to anyone with COVID-19 within the past 14 days? *If answer in the affirmative, another question is prompted*
 - Please indicate exposure level (immediate family member, extended family member, secondary exposure, community exposure, other)
4. Have you taken any medication or fever reducer?
5. Temperature (listed)
6. Are you feeling that you are in good health?
7. Have you lost your sense of taste or smell?

After screening

Students

- if no fever and no symptoms nor recent contacts, get a **wrist stamp**.
proceed directly to 1st period class, where the students sit in their assigned seats.

- if confirmed fever (100 °F or higher), symptoms and/or recent contact (including those in a carpool)
 - students with parents waiting, leave
 - students that drove on their own, leave if no severe symptoms AFTER parents have been contacted
 - students that were in a car with a student being sent home may also go home AFTER parents have been contacted
 - students that took public transportation go to and remain in quarantine until parents have been contacted, transportation is arranged and they are picked up.

Faculty & Staff

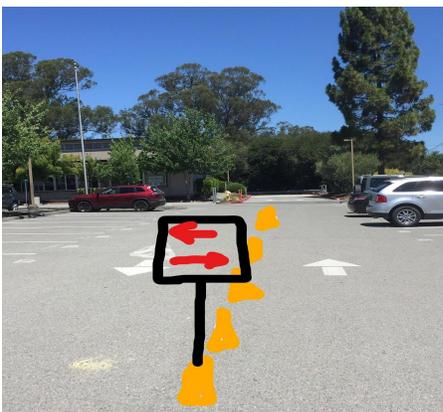
Faculty and staff proceed to their office or classroom if there is no fever. Any faculty or staff with a fever should return to their home by the best available means and get tested as soon as possible. If a teacher or staff member would put the public at risk (bus, train, uber, etc.) by going home then they must wait in a quarantine area while transportation is arranged.

SCREENING AREAS - A VISUAL



Area 1 (Faculty & Staff)

Faculty and staff will be screened at the main-entry door to the front office (to the right). The ramp to the left and the stairs into the quad are where students proceed after they are screened (see below). There will be a barrier between the path up the stairs to the quad from the ramp and the entrance to the office. This may be as simple as caution tape stretched from the column on the left to the foot of the second set of stairs (obscured by the office door) on the right. It may be as extensive as a clear plastic curtain between the same endpoints.



Drop-Off / Parking Flow

Dropping off/Waiting for “All Clear” at the Primary screening area

- In this scenario the cars that carry the students to be dropped off make an immediate right after entering the parking lot and proceed on to the left to the **Area 2 Health Check Stations** and await the “all clear” before departing campus. student drivers will continue directly around to the back of the school (to their parking spot) and proceed to “Screening Area 3.” Students are not to leave the vehicle until they have their masks on.

Area 2 - Primary screening area:

Most students are dropped off near the front of the school and screening is MANDATORY. After an “all clear” screen, students may enter into the quad following the signage and proceed to their first period class of the day, respecting physical distancing. Area 2 will also be used for students who take public transportation, bike, and walk to the school.

The drop off point is shown below. **Students are not to leave the vehicle until they have their masks on and temperature taken.** There is a screener taking the temperature and another recording it. At most three sets of students are allowed in and the cars wait.

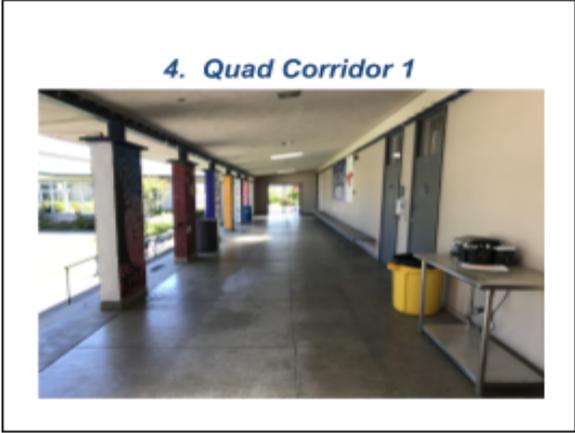
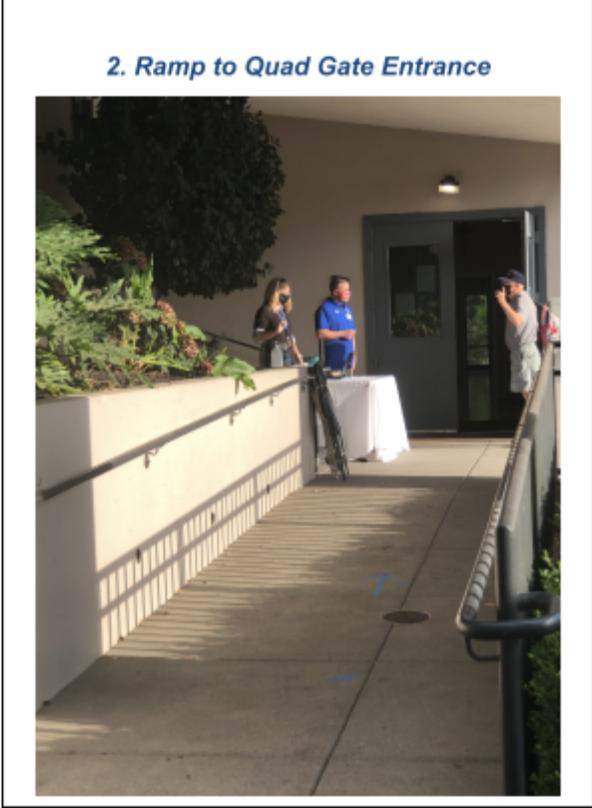
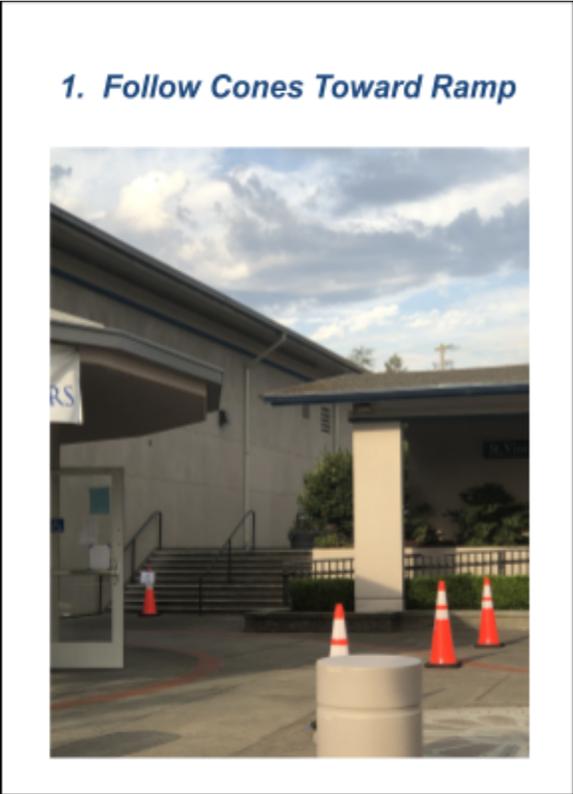


After an “all clear” screening and stamp, students move to the Quad entrance, remaining within the cones and maintaining physical distancing as they move forward up the ramp and passing the office entrance to the Quad, proceeding directly to their first class period.

Parents in vehicles dropping off their students are to wait up to, but not past, the farthest sunlit barrier on the right until the student passes through the screening.

Students that need to return home, are to remain in their cars.

Path from Health Check Area 2 – to – Class Entry



Screening Area 3 (Freshman Hall Entrance - For Student Drivers & Passengers)

Anyone riding in the same car parked in the back parking lot is to remain with the driver and proceed to this Screening Area (regardless of class year).

There will be two lines: one line from left and one line from right to the entrance of Freshman hall. Open only 20 minutes before classes begin; earlier arrivals are to use the primary entrance. Those who are late will be issued passes *if they were in line before the bell*. Those students that arrive after the bell will be referred to the front office to be screened² (Please also see Late Arrivals).

Student drivers and passengers who do not pass the health check, must depart through the Cherry Street exit (back parking lot).



Late Arrivals

Students arriving late, whether excused or unexcused will need to be screened in the front office.

After-school Screening

Once the scheduled school day is finished, students are expected to exit the hallways by the route that gets them out of the building as quickly as possible and for the sake of simplicity. This should be the same as the evacuation route from their last class (especially since students will not be using lockers).

² The exact mechanics and timing of this depends on the length and throughput of the lines and may need adjustment especially if there is a backlog of late students being screened at the office. The office can be informed of late students if the screeners can stay an extra 5-10 minutes for late comers.

There may be students who arrange to meet with teachers after classes have ended or are involved in an athletic event or other activity that justifies their reentry into the school grounds. **Those students are required to be rescreened.** In addition, students that are involved in a school sanctioned activity that is off-campus (athletic event, off-campus rehearsal, retreat, etc.) **are required to be rescreened.** This is especially important if group transportation is involved.

The rescreening should be done at the main screening location or at the office. Students who have been successfully rescreened should get another stamp to indicate clearance.

Students who fail the screening should be put into the quarantine area, parents contacted, and transportation arranged (for off-campus events parents may already be present and can immediately transport their students). **Not passing the rescreening prohibits the student from entering the building and/or participating in the afterschool event or activity** regardless of whether they use an alternate form of transportation.

ILLNESS DURING SCHOOL HOURS

Temporary Quarantine Area

A sick room with clear plastic barriers and health/hygiene supplies is set up in the Senior Lounge. When students become ill during the day, or if a student without self-transportation does not pass the screening, they will go immediately to the quarantine area (preferably escorted). Cross-ventilation will be optimized with fans (blowing air out toward the windows). The barriers divide the room to avoid additional contamination.

The area will remain restricted to protect passers-by from exposure. If there is not enough space in the quarantine room, and the weather is favorable, a temporary secondary area may be set up (either the field and/or the home bleachers (across the field from the school)). The main focus of this practice is to maintain safety and isolate the ill-stricken from the rest of the student body.

Staff who become ill during the school day will report to their direct supervisor and Human Resources and leave the school campus immediately. They will self-monitor and report back accordingly.

GENERAL SAFETY GUIDELINES

At all times SVdPHS faculty, staff, students, parents, and visitors are to adhere to wearing masks and remain physically distanced at a minimum of six feet.

Physical Distancing

The CDC states that COVID-19 spreads mainly among people who are in close contact (within about 6 feet) for a prolonged period. Spread happens when an infected person coughs, sneezes, or talks, and droplets from their mouth or nose are launched into the air and land in the mouths or noses **or eyes** of people nearby. Physical distancing is especially important for [people who are at higher risk](#) for severe illness from COVID-19. **Therefore, 6 feet physical distancing must be maintained at all times. This will be strictly enforced.**

Ventilation and Air Handling

Following CDC guidance, SVdPHS will ensure that ventilation systems and fans are operating properly and increasing the circulation of outdoor air as much as possible by opening windows and doors and running ventilation systems.

Cleaning and Disinfecting

All cleaning products must be approved for use against COVID-19 on the [Environmental Protection Agency \(EPA\)-approved list “N”](#) and product instructions must be followed. These cleaning protocols are to protect students and staff and reduce the risk of the spread of infection:

AREA	WHEN	WHO
Workspace: classrooms, offices	End of each use and day	Classrooms: <i>Students (supervised by teachers)</i> after each use. Janitorial at end of day. Offices: Staff after each use. Janitorial at the end of day.
Electronic Equipment: computers, lab equipment, shared phones/copy/printers	End of each use and day	Computers, lab equipment: Teachers/Staff after each use. Shared office equipment phones/copy/printers: Janitorial throughout the day and end of day.
Gym, locker room, weight rooms (when use is authorized by health authorities)	End of each use and day	Staff after each use. Janitorial at the end of day
Common Areas: Conference room, library, campus ministry	End of each use and day	All common areas: Janitorial throughout the day and end of day
Student and Faculty/Staff Restrooms	Throughout the day and end of the day	Janitorial through the day and end of day

Masks

SVdPHS has a surplus of masks available for staff and students. Masks are **mandatory** for “**EVERYONE**” on the SVdPHS campus. If an individual refuses to comply (including a parent or professional visitor), they will be requested to leave the premises.

Do Not Share Water Bottles!

Students are required to bring their own refillable water bottles to school. Water fountains have been secured for non-use. Sensor-filling water stations for reusable bottles have been installed throughout the campus.

Moving through SVdPHS Campus: Keep to the Right-hand side and Talking to a Minimum

The SVdPHS will have signage indicating direction for movement through halls. The basic rule to follow is **stay to the right**.

Scheduling a Meeting with Administration or Staff

While in distance learning, appointments should be arranged for anyone other than students and staff who have school business. When we enter into the Hybrid/In-person phase, appointments continue to be encouraged for anyone who comes onto SVdPHS campus. to permit and encourage physical distancing.

Large Gatherings (Pods/Cohort Maximum 14)

Until state and local health officials give proper clearance, there is a moratorium on large, in-person gatherings where physical distancing cannot be enforced either at the event or to and from the event. This would include in-church masses, unless a very small group where physical distancing can be maintained walking to and from the church, most field trips, and retreats especially if there is time spent in close quarters with limited ventilation and copious conversation. Rallies in the gym would also need to be curtailed and spectators to sporting events, as well as the events themselves, may be limited. Masks do help but in situations where there is singing, cheering, or yelling the virus is spread much farther.

Athletics

It is assumed that contact sports (football, basketball, volleyball) will have a reduced frequency, truncated season or be otherwise restricted to some extent. The physical distancing policies put in place for the Fall practice sessions should at least match those in the summer. The use of masks during strenuous exercise is potentially fatal even as vigorous breathing in a carrier can greatly increase the range of contagiousness. For their specific protocol, please visit:

<https://www.cifstate.org/>

[Click here to read the Return to Participation Guidelines](#)

[Click here to read the Return to Participation Waiver](#)

[Click here to read the Use & Sensitization of Balls Used in Athletic Activities](#)

Clubs

Extra-curricular clubs where physical distancing can be maintained are allowed; however, extra time should be given between the classes end and the club begins to minimize hallway congestion.

Classes

See school bell schedule.

Lunch and Breaks

Lunch and Breaks will be modified during peak viral conditions (i.e. if Hybrid Schedule, there may be staggered lunchtimes to accommodate safe sized groups). Eating areas will be distanced and disinfected after use. Further details on lunch in regard to location(s), equipment needed and modifications to facilities are discussed elsewhere.

Food Deliveries and Mustang Kitchen

Food deliveries are suspended for the duration of the COVID-19 emergency. There will be no vending machines or meal service. Students are requested to bring their own lunches and reusable water bottles. The Mustang Kitchen will not be available.

Lunch Drop-off and Deliveries

Parent drop-off and/or food delivery services for lunches will not be allowed until complete restrictions for the COVID-19 virus have been removed.

Vending Machines and Microwaves

Due to increased risk of virus spread, vending machines have been removed.

In Class

- Classrooms are equipped with sanitation supplies and a barrier for each teacher's instruction delivery area.
- For the duration of COVID-19 restrictions, SVdPHS class sizes and classroom configurations are designed to adhere to cohort size mandates and physical distancing, based on the actual size of the room.
- Teachers will have a permanent seating chart for each class to regularly monitor activity and control potential viral spread amongst students.
- Windows will remain open to allow for proper cross-ventilation.
- It is optimal to have classroom doors open, if it does not create a distraction or interruption with another classroom.
- If a classroom has two doors, one door will be used for entry and the other for exit.
- Cell phones are to be put away (okay in backpack or pocket).
- Bathroom breaks should be kept to a minimum and one student at a time.
- At the end of each class, students will clean their own desks, prior to departing*.

*A cleaning service will thoroughly clean each evening using proper disinfecting supplies. It is each teacher's responsibility to maintain cleaning routines throughout the day.

Webcams and Large Monitors for Classrooms

Classrooms have been equipped with large, flat screen tv monitors, webcams, and microphones available to faculty, as requested, to better monitor classroom activity.

Laboratory and Art Classes

As in other classrooms, there are clear barriers to protect students and faculty from any potential contamination. Lab students will each have their own personal safety/lab equipment and supplies.

- Every student has their own goggles that only they use
- Every student has their own apron and lab coat that only they use, bring home to wash after each use

Art class students will have their own personal supplies and will need to maintain them individually.

Goggles and Surgical Gloves

As mentioned for lab classes, but also possibly wanted for art class (gloves), students using shared computers and while disinfecting classrooms (gloves). Expected that students supply their own goggles.

Dismissal of Students

In order to prevent hallway congestion at the end of the day, students will be dismissed based on their assigned classrooms. Odd and Even numbered classrooms will be dismissed five (5) minutes apart.

Classrooms – Desk Cleaning

At the end of each class period, and in preparation for the next class, students will each wipe down their own desks. (Teachers will have antibacterial sprays and paper towels available.)

Bridging the Digital Divide: [Click here to read our Bring Your Own Device](#)

Devices (Laptops/Tablets)

In order to facilitate communication and learning, especially remotely, it is imperative that the student have access to a desktop, tablet or a laptop computer. Some communication and instruction can occur on smartphones; however, where extensive typing is involved or being able to see details in a video for instructional purposes is necessary, then it is inadequate. The high school will be able to loan out devices on an as-needed basis.

Internet Access

Of possible greater concern is the lack of internet access at home. To offset this the school will make the wireless network available outside the building in a place, or places to be determined, so that even if the school is not in session a student could still access the internet for assignments and instruction without having to physically enter the building.

Library

The library, as a space, will be temporarily used as a classroom, if needed to meet size/distancing protocol. If available the library may be used by students as long as physical distance can be enforced, and approved by the Dean of Academics/Faculty.

Restrooms

Student restrooms will also be demarcated for physical distancing. Facilities staff will clean the restrooms at noon; a cleaning company will clean at the end of the day.

Facilities

Physical changes will be made to enhance the safety of students, faculty and staff while they are at SVdPHS. Signage providing clear direction and safety guidelines will be placed around the campus.

Front Desk Plexiglass Barrier

Those that work at the front desk are protected by a plexiglass front in order to protect from possible transmission from students, faculty, and staff as well as parents, visitors, and delivery people.

Plexiglass and Barriers for Tables and Desks

Barriers will be used for lab tables, teachers desks and Seniors lounge to keep students separate and safe. Administrative staff will be offered plexi-barriers and have the option to decline.

Hand Sanitizer Stations

Hand sanitizer is available in all areas of the school campus. Sanitizer usage is required for all faculty, staff, students, and visitors.

Signage

Signage has been placed throughout the SVdPHS campus indicating proper movement through halls and classrooms entrance/exits, physical distancing (in common areas as well as student bathrooms), mask-usage, hand-washing and sanitizing procedures to create a safe environment.

Walkie-Talkies & Other Devices

SVdPHS has Walkie-talkies available and iPads available, should they be needed.

FREQUENTLY ASKED QUESTIONS

Will we be accepting food deliveries?

Currently not. We will revisit this if there is a marked improvement in the Spring.

Will there be a staggered break or lunch schedule?

No, presently this is not planned. Students will be asked to sit in a few designated areas to help with physical distancing and campus supervision. SVdPHS may choose to modify this schedule if physical distancing during a non-staggered schedule is unsuccessful to maintain student health and safety .

When will the schedule be decided and what criteria will be used to determine when and how it should be modified?

The Academic Scheduling Committee developed a hybrid and distance learning schedule that can be adapted to reflect the current health and safety needs of our community. [Click Here to see the Hybrid & Distance Learning Schedules](#)

How will physical distancing be enforced during break and lunch?

SVdPHS has created physically distanced circles spaced throughout the campus to ensure proper spacing. Teachers and staff members will be assigned supervision duties as necessary to remind students of the proper physical distancing.

If a student gets in a screening line before the first period starts, are they counted as late?

No. There is a grace period for those students who arrive before first period begins. Late arrivals (those arriving after 8:30am) must go to the front office for their Daily Health Check before proceeding to first period.

How many students can occupy a room?

Between 12- 18 students can occupy a big classroom at the standard 6 feet physical distancing from one another. Smaller classrooms such as rooms 5 and 7 may only hold 9-10 students.

What Athletic Facilities will be usable during the day for Physical Education classes and under what restrictions?

SVdPHS Athletic facilities will be open for planned school activities in accordance with County/state health requirements. All allowed/approved activities will be monitored by faculty and coaches and “calendared” to ensure and control for consistent health and safety. Students (*and all persons who come onto the school campus*) will be required to adhere to and participate in the Daily Health Safety processes.

HUMAN RESOURCE QUESTIONS

Once off the “Watchlist,” if a teacher is sent home with a high temperature but they continue to teach their classes remotely, will this count as a sick day?

If they are able to still produce work while working from home with a fever, then they are not taking a sick day - they are working from home.

When do we require a student, faculty member, or staff member to be tested for COVID-19? Can this individual learn, teach, or work while waiting for the results?

In accordance with [California Department of Public Health: COVID-19 INDUSTRY GUIDANCE: Schools and School Based Programs](#) and [CDC Guidelines](#), when a student or employee:

Presents any symptom(s) of COVID-19 upon screening:

- The student will immediately be isolated in a designated area on campus until transportation home can be arranged.
- Employees must leave campus immediately and contact SVdPHS Human Resources.

Tests positive for COVID-19 and has exposed others on campus:

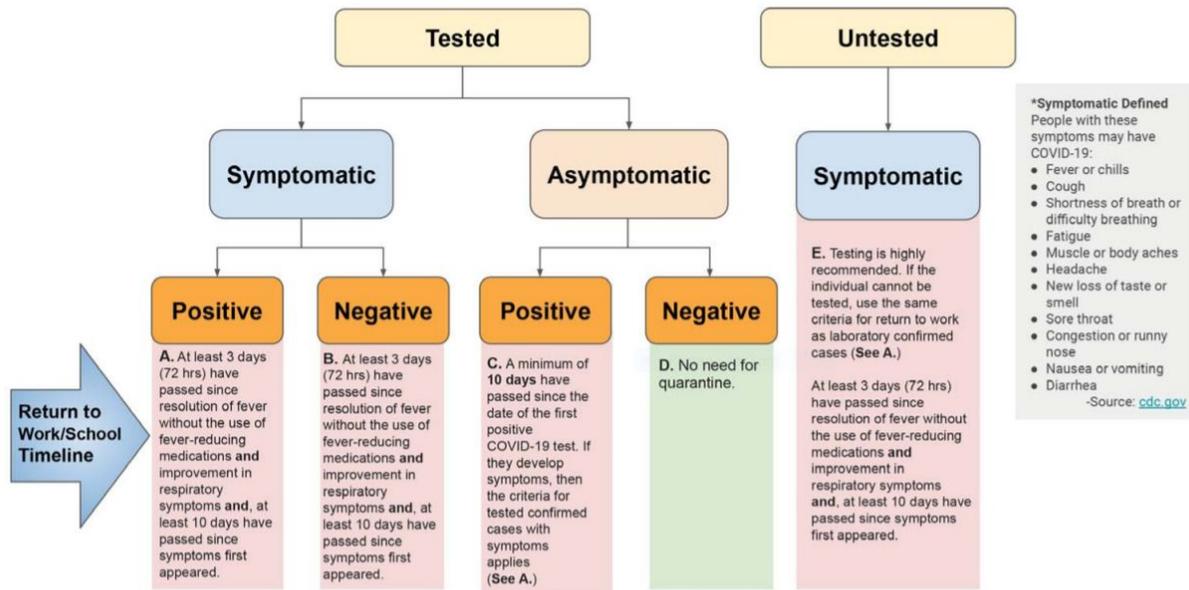
- Local health officials will be notified for guidance.
- All area(s) used by the student or employee will be closed off for deep cleaning and disinfection.
- Contact tracing will be conducted to the best of our ability, and additional close contacts at school, in or out of the classroom, will quarantine at home.
- Incidents of a positive COVID-19 test will be communicated to the school community. Understandably and as required by law, such communication will protect the privacy of individuals, and names of those testing positive will not be released.
- Incidents of possible exposure will be documented while maintaining confidentiality as required under FERPA and state law related to the privacy of educational records. Additional guidance can be found [here](#).

Students and employees who test positive or have been advised by a doctor that they likely have COVID-19, will not be able to return to campus until they have met CDC’s criteria of a [14-day home isolation](#). This includes three days with no fever without using fever-reducing medication, symptoms have improved, and ten days since symptoms first appeared.

Students and employees that have been notified that they were in close contact with someone diagnosed with COVID-19 will not be able to return to campus until they have met CDC’s criteria of a [14-day home quarantine](#). If symptoms should develop during the quarantine period, the student or employee will need to meet the 14-day home isolation guidelines above.

According to the CDPH, the following steps should be utilized to determine if a student or employee who has been tested or is showing symptoms needs to self-quarantine and for how long:

Student or Staff is either Tested or Untested+Symptomatic*



Source: <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Workplace-Outbreak-Employer-Guidance.aspx#>

Considerations for Partial or Total Campus Closures

If a student or employee tests positive for COVID-19 and has exposed others on campus, we will implement the following steps:

- Consult the Sonoma County Public Health Department to determine if
 - a) school closure is warranted, and
 - b) the probable duration of the closure, based on the risk level they determine.
- If SVdPHS is open for on-campus instruction (hybrid or regular), the school will immediately transition to distance learning for continuity of education.

If a teacher is sent home with a high temperature, will this count as a sick day? If so, can an individual teacher exceed their allotted sick days per Diocese Handbook if they are not allowed to come to campus?

If the employee is sent home with a high temperature and cannot work from home, then this is a sick day (paid if they have paid sick days accrued). If a teacher or employee exceeds their allotted sick days, then they are taking unpaid sick days. If they are sick for a long period of time, they can contact HR for guidance on their options.

Please see https://edd.ca.gov/about_edd/coronavirus-2019/faqs.htm