



Special Health & Wellness Protocol 2021-2022 School Year

Kindergarten through Grade 8 Program



Saint James School K-8

2021-2022 Special Health & Wellness Protocol



All information contained in this document is subject to change.

Face Coverings: Upon return to school all students, faculty, staff, parents, and volunteers will be required to wear a cloth mask or face covering that covers their mouth and nose while in the building. There will be times when it will be safe and appropriate for masks to be lowered/removed while in the building. These times will be determined based on current health and safety regulations and communicated to teachers by school administration.



Students are encouraged to arrive at school each day with their mask attached to a lanyard to reduce the risk of being lost or getting dirty during mask breaks. Opportunities for scheduled mask breaks will take place daily. Each class will have outdoor time without masks, weather permitting.

Our uniform supply companies are offering masks for sale, however, families are not obligated to purchase a mask from the uniform company. Masks need to cover students' noses and mouths when in use. Masks may include pictures, but no writing or slogans. Gaiters, bandanas, and masks with air-valves are not permitted as they have been proven ineffective in preventing virus transmission.

Classrooms: Student desks will be spaced throughout classrooms to obtain at least 3 feet of physical distancing as recommended by current state guidelines. All desks will face the same way in the classrooms. Like last year, some classrooms may be relocated to take advantage of larger spaces. Older grade students will return to rotating classrooms (instead of the teachers rotating classrooms like we did last year). Windows will be open to ventilate the air and exhaust fans will be utilized along with the custom air purifiers (ultra violet light and HEPA filtration) that were installed in all of our school's last year.



Morning Arrival: Morning arrival will take place between 7:30a.m. and 7:50a.m. Only students will be allowed to enter the building. Students will enter through one of four entryways assigned by grade and proceed directly to their classrooms. All staff and students will utilize hand sanitizer upon entering the building. Temperature checks may be implemented at morning arrival time if a student is exhibiting symptoms of illness. **(Please ensure you have done a thorough health check before leaving the house every day - no student should be coming to school showing signs of illness or feeling unwell).**



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Transportation: Saint James School students who are Manchester residents will continue



to have the option of utilizing the Manchester Public School bus system. According to the Manchester Public School Transportation Office, all students taking the bus will be required to wear a mask while on the bus. Buses will be operating at normal capacity. To minimize contact with others, students will be loaded on the bus from the back to the front. Disinfection will take place between school routes.

Dismissal:



Students will be dismissed outdoors each day in the pre-kindergarten parking lot. Grades will be released in a staggered fashion over a 10-minute period beginning at 2:00p.m. as to avoid students mixing in the hallways and stairwells. Kindergarten pick-up will occur on the pavement closest to the grassy area, Grade 8 closest to the street, and all other grades sequentially in between. Signs will be placed in the parking lot during the first day to help guide new parents. Outdoor mask wearing is at the discretion of parents at dismissal.

Lunch Time:



Kindergarten students will eat lunch in their classroom. For grades 1 through 8, a rotating schedule will be established to allow each grade to enjoy lunch in the cafeteria together at the same time. All students will face the same direction while eating in the cafeteria. To allow for appropriate distancing and ensure all students eat at a reasonable time, alternate grades will have their lunch in the classroom.

This year, hot lunch will always be available to students in grades K through 8, even when they are scheduled to eat in their classroom. Hot lunch will again be FREE to families when school resumes thanks to a grant through the town of Manchester. There is a \$0.40 charge for milk-only purchases.

Visitors:



Non-essential adults will be limited in the school building. Until otherwise communicated, all adults (regardless of vaccination status) will be required to wear a mask in any of our campus buildings. For the pick-up and drop-off of items during the school day, please ring the buzzer to alert the school of your arrival. You may be requested to leave items on the front step. If entering the school, always report directly to the main office.

Cohorts:



The Connecticut State Department of Education continues to recommend utilizing cohorts to mitigate the risk of spreading Covid. Each grade will be considered a cohort for recess, busing purposes, and in the Extended Day Program to the extent possible.

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Outdoor Space: All grades will utilize areas of our outdoor space, weather permitting. Gym class and recess for all grades will be conducted outside. Students in grades K - 5 are asked to have a beach towel in their backpack daily to be used both inside and outside. The beach towel may be used outside to sit on for reading or other class activities so mask breaks, movement, and fresh air can be regularly incorporated into the day.



Health Protocol: Parents/guardians must conduct a health screening with their child/ren prior to coming to school each morning. This includes daily temperature checks upon arising in the morning. It is required for students and staff members to remain at home if they exhibits any symptoms of illness including, but not limited to, fever, loss of taste/smell, cough/nasal congestion, fatigue, sore throat, or gastrointestinal complaints. If exhibiting any symptoms of illness, please contact a healthcare provider for further evaluation. A doctor's note may be required before returning to school.



Students & staff members who are unvaccinated are required to stay home if they have been exposed/in contact with someone who has tested positive for Covid, or if travel has occurred and return-to-school guidelines have not been met. Regardless of vaccination status, students and staff members are required to stay home if they have tested positive for Covid or are experiencing Covid-like symptoms. Please consult the school nurse and reference our school's detailed Health & Wellness Procedures (which will be posted on our website) for specific and updated information.

If a student or staff member tests positive for Covid, or has been exposed and in contact with someone who has tested positive, the school nurse must be informed immediately with a phone call to the school and the student or staff member must not come to school. If the confirmation occurs after 3:00p.m., an email must be sent to the principal Mrs. Zorger (bzorger@saintjameschool.net) and school nurse, Mrs. Vignati (jvignati@mpspride.org).

Daily absence calls will be taken by our school nurse, Mrs. Vignati. As an employee of the Manchester Board of Education, Mrs. Vignati has been making preparations for the upcoming school year based on state requirements and town of Manchester guidelines. As per state requirements, an "isolation room" has been identified to utilize for any student or staff member who exhibits Covid symptoms while in the building. At all times, the school nurse will be staying with the student in this "isolation room" until dismissed (immediate pick-up of child will be required). Parents/guardians are required to contact their child's health care provider for further evaluation. A doctor's note will be needed before the student/staff member can return to school.

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School Mass: School-wide Masses will not take place in the church facility until further notice. We will continue with individual grades attending Mass at various times throughout the year while alternate grades attend via livestream in the classroom.



Sanitation & Cleaning: Maintenance staff and cleaning contractors will clean and disinfect according to state and local guidelines in all areas of the school including, but not limited to, classrooms, common areas, main office, nurse's office, teachers' workroom, door handles, stairwell banisters, etc. All bathroom and common area surfaces will be sanitized at least twice daily. All toilets and urinals have been equipped with touchless sensor flushers and sinks have been equipped with touchless sensor faucets.



Scheduled bathroom use and hand washing will be implemented several times a day for all classrooms. Hand sanitizer stations will be available at the entry of every room and all entrances into the school building. Drinking fountains will be shut off, however, the touchless filtered water bottle filling stations will be available to staff and students.

Extended Day: The Saint James School Extended Day will be available to all families who have completed and submitted the program registration paperwork. During their time in the program, students will remain in cohorts and observe appropriate distancing where possible, but due to limited spacing and an increase in enrollment this year, there may be times when distancing is not possible. Should this be the case and a student tests positive for Covid, contact tracing and quarantining may need to be implemented.



Tuition Obligations: If in-person instruction needs to be cancelled due to a mandated shut down, tuition responsibilities will remain the same and instruction will continue via distance learning.

