



THE DIOCESE
OF HARRISBURG



**St. Joan
of Arc School**

Forming hearts. Informing minds. Transforming lives.

School Name: St. Joan of Arc School	School Location: 1525 Sandhill Rd., Hershey, PA 17033
Principal: Sr. Eileen Marie McGowan	Date of Reopening: August 30, 2021
Type of Reopening: Total Reopening for all students and staff.	The Diocese will continually review this plan in light of CDC and Department of Health guidelines and in collaboration with school principals. (last update: July 19, 2021)
Health & Safety Team These individuals play a role in drafting the school plan and in responding to Covid-related matters during the school year.	
Individual	Stakeholder Group Represented
Sr. Eileen McGowan Mr. Michael Wuite Karen Stoltzfus All teachers had the opportunity to provide feedback.	Principal Pandemic Committee, President of Board of Education Teacher, Chair of Pandemic Safety Committee

DIOCESAN GUIDELINES	ST. JOAN OF ARC IMPLEMENTATION PLAN:
<p>Acknowledgement Forms: All parents will be required to sign an updated “acknowledgements and notices” form before the start of the 2021-22 school year. These will be similar to the forms signed before the 2020-21 school year.</p>	<p>Acknowledgement Forms:</p> <ul style="list-style-type: none"> ● An updated “acknowledgements and notices” form will be sent to parents before the start of the 2021-22 school year. ● This form should be signed and returned to the school office.
<p>Weekly Data Collection: Schools will continue to complete the weekly survey from the Office of Catholic Schools on Covid-related matters until further notice in order to ensure consistent data collection efforts.</p>	<p>Weekly Data Collection: The school office will continue to complete the weekly survey from the Office of Catholic Schools on Covid-related matters until further notice.</p>
<p>Virtual Learning - Individual Request: Permission must be given for children to attend our Catholic schools virtually in the 2021-22 school year. We believe it is best to have our students in person in our schools, whenever possible.</p> <p>Parents may make an application to the re-opening committee (not to the building principal) for consideration for virtual education. The application includes completion of a Google Form and an email including the needed medical documentation. Only medically-documented reasons will be considered. When the re-opening committee receives the application, the committee will consult with the building principal on the matter. The application, pertinent dates and email link can be found here.</p>	<p>Virtual Learning - Individual Request: <u>At SJA school, we believe it is best to have our students in person in our schools, whenever possible.</u> Therefore, permission must be given for children to attend our Catholic schools virtually in the 2021-22 school year.</p> <ul style="list-style-type: none"> ● Parents may make an application to the Diocesan re-opening committee (not to the building principal) for consideration for virtual education. ● An application form as well as a doctor’s note will be necessary to apply for virtual learning. ● Only medically-documented reasons will be considered in order to learn virtually. ● Information on the application process will be provided to parents as soon as it is available.

Virtual Learning - Response to Exposure:

If quarantine is needed for a group of students, the school will strive to accommodate that group through a combination of virtual and traditional learning methods. Schools need to be prepared to offer virtual instruction in case an entire class needs to be quarantined.

Virtual Learning - Response to Exposure:

SJA school is prepared to offer virtual instruction in case an entire class needs to quarantine.

Temperature & Symptom Checks:

Temperature checks will not be done on a daily basis; rather, they will be reserved for screening potentially ill students or faculty and staff.

- Parents will be asked to be vigilant in checking students for symptoms of illness and to keep students home when ill.
- As details of specific symptoms of concern are known, the school will advise parents of any symptoms that require students to remain at home.
- Faculty and staff are asked to do a daily self-check for symptoms.

Temperature & Symptom Checks:

- Temperature checks will not be done on a daily basis this school year.
- Teachers and school staff will continue to monitor students and staff health during the school day.
- Parents will be asked to continue to be vigilant in checking students for symptoms of illness as well.
- Students who are feeling ill are encouraged to stay home.
- Perfect attendance will not be awarded this year to encourage those who are sick to stay home and rest.
- Our school office or nursing staff will advise parents of any symptoms that require students to remain at home.
- Faculty and staff are asked to do a daily self-check for symptoms.

Social Distancing:

Students are expected to be three feet apart in the classroom, to the extent feasible.

Social Distancing:

Teachers will continue to encourage and enforce social distancing of at least three feet apart in the classroom, to the extent feasible.

Masks:

Masks will not be required in our schools for faculty, staff and students. They are optional for those who would prefer to wear them. Schools must ensure that that option is honored and respected.

- Students will follow the rules of their school district re: masks when utilizing district transportation.

Masks:

- Masks will not be required in our schools for faculty, staff and students.
Masks are optional for those who would prefer to wear them.
- All teachers and school staff will ensure that that option is honored and respected.
- Wearing masks will be encouraged for all persons who are not fully vaccinated.
- Masks do not have to be worn outside.
- Students will continue to follow the rules of their school district re: masks when utilizing district transportation.
- **Students should have a mask in their possession for school gatherings.** Masks will be available for anyone in need of a mask.
- **NOTE: Even though masks are not required, we strongly encourage wearing of masks, since that kept us safe and healthy last year, from all contagious illnesses.**

Vaccines:

Vaccines will not be required for anyone.

- Those vaccinated will not be required to quarantine if exposed to Covid.

Vaccines:

- Vaccines will not be required for anyone.
- Anyone who is vaccinated will not be required to quarantine if exposed to Covid.

Record of Vaccines:

Principals will need to know the vaccination status of the people in the buildings in order to be aware of the overall health situation in the schools and to be able to make quarantine decisions, if needed.

- Faculty and staff in our schools will inform the principal about their vaccination status at the proper time and through the proper channels.
- Parents of students are encouraged to let principals

Record of Vaccines:

In order to ensure the overall health of all students and make decisions on quarantine:

- **Students will be asked to turn in a copy of their vaccination card to the school office to be held in their medical file.**
- All records of vaccinations will be kept private.

<p>know, in the manner the school establishes, if children have been vaccinated.</p> <ul style="list-style-type: none"> • In all cases, the school will take every reasonable precaution to safeguard the privacy and dignity of all students, faculty and staff regarding vaccination status. 	
<p>Quarantines: We will await more information from the state to see if contact tracing and quarantine are required at all for those students and faculty and staff who are exposed to a Covid-positive person. We will assume that we will operate as we did in 2020-21 unless told otherwise.</p> <p>Therefore, unvaccinated faculty, staff or students who are exposed to a Covid-positive person will need to quarantine based on time frames established by the CDC and adopted by the State of Pennsylvania. Fully vaccinated faculty, staff and students will NOT need to quarantine, and no contact tracing is needed. Clearly, any student or faculty or staff member who tests positive for Covid must quarantine, with the length of the quarantine to be determined by the Board of Health.</p>	<p>Quarantines:</p> <ul style="list-style-type: none"> • We will await more information from the state on contact tracing and quarantine. • SJA school will follow guidance of Pa State, CDC and Diocesan recommendations relating to quarantine for Covid reasons.
<p>Parents, visitors and volunteers: Parents, volunteers and other visitors will be allowed in schools.</p> <ul style="list-style-type: none"> • Those who are fully vaccinated will not be asked to wear masks. • Signage will be posted prominently in the lobby/office indicating that parents, visitors and volunteers in our school who are not fully vaccinated are asked to wear masks while in the school. • When signing in, parents, visitors and volunteers will sign that they understand and will comply with the request to mask if they are not fully vaccinated. No one will be asked for proof of vaccination when signing in. 	<p>Parents, visitors and volunteers:</p> <ul style="list-style-type: none"> • Parents, volunteers and other visitors will be allowed in schools. • Those who are fully vaccinated will not be asked to wear masks. • By signing in at the office kiosk, parents, visitors and volunteers will agree that they understand and comply with the request to wear a mask if they are not fully vaccinated. • A sign stating this will be posted in the office to serve as a reminder.

	<p>NOTE: Even though masks are not required, we strongly encourage wearing of masks, since that kept us safe and healthy last year, from all contagious illnesses.</p>
<p>Cleaning: Areas in schools for common use -- that is, used regularly by multiple groups within the school -- need to be cleaned regularly.</p> <ul style="list-style-type: none"> • Locker rooms, gyms, band and chorus areas, and any other spaces used by multiple school groups are to be cleaned in the middle of the week, ideally, but at least once a week. • Lunchroom surfaces need to be sanitized between lunch shifts. • Classroom desks and high-traffic areas should be cleaned daily at the end of the school day. 	<p>Cleaning: Areas in schools for common use -- that is, used regularly by multiple groups within the school -- will continue to be cleaned daily.</p> <ul style="list-style-type: none"> • The gym, the auditorium, instrument lesson space band and any other spaces used by multiple school groups will continue to be cleaned daily. • Lunchroom surfaces will be sanitized between lunch shifts by lunchroom staff. • Classroom desks and high-traffic areas will be cleaned daily at the end of the school day.
<p>Ventilation: Schools will make every effort to provide as much ventilation as possible in each classroom, as we did in 2020-21. Leaving windows and doors open in an appropriate manner is the simplest approach.</p>	<p>Ventilation: Schools will make every effort to provide as much ventilation as possible in each classroom, as we did in 2020-21.</p>
<p>Handwashing and hygiene: Students will be asked to wash/sanitize hands at sensible times, as always: at start and end of the school day, before and after lunch, when they have sneezed or used the restroom, and as needed. Water fountains may not be used. Schools may ask students to bring water bottles to school.</p>	<p>Handwashing and hygiene:</p> <ul style="list-style-type: none"> • Students will be asked to wash/sanitize hands at sensible times, as always: at start and end of the school day, before and after lunch, when they have sneezed or used the restroom, and as needed. • Water fountains will not be used. • Students will be asked to bring their own water bottles to school.

Field trips:

Reasonable field trips can be taken in the local area and that decision resides with the school. Proposed trips beyond the local area are to be brought to the Secretary for Education for discussion. However, the responsibility to vet the locations and situations encountered on these trips resides with the school. Schools will need to do homework and be sure of the situation students will encounter during the field trip: crowded areas, etc. -- and will prepare appropriately. High schools will be able to offer overnight retreats, as long as there is a thorough, written health and safety plan in place.

Field trips:

- Field trips will be taken in the local area as was done in the past.
- Teachers will check and account for what students will encounter during the field trip: crowded areas, etc. -- and will prepare appropriately.

Social, emotional and spiritual care for students:

We need to make sure, in each school, that we are carefully monitoring student learning and providing all possible resources to meet individual learning needs and to provide the best resources for social, emotional and spiritual growth for our students. As we did last year, we will take a team approach in our schools: school nurses, counselors, social workers (if available) and priests will bring powerful resources to benefit our students. That team will need close collaboration with parents and with teachers, who know the needs of their students well.

Social, emotional and spiritual care for students:

- All those involved in our school community such as priests, sisters, faculty and staff will continue to provide for the needs of our school family.
- Students will also be guided to encourage and support each other as well.

Groupings: cohorts, assemblies, Mass, small group work

While we will not start the year with the strict cohorting system we used last year, each school is asked to plan the daily interaction of student groups. Each school will determine the range of those groups. In the end, if there is a potential exposure to Covid, we need to know how to proceed. As an example: a school may decide that one group will be grades K-2, as they need to eat lunch at the same time.

Groupings: cohorts, assemblies, Mass, small group work

- A distance of 3 feet will remain between students in the classroom, at Mass and anytime they are gathered in groups to the extent feasible.
- Teachers may have students work together in small groups within the classroom.

<p>Schools may have small groups work together within the classroom. Maintain the three-foot distance, to the extent feasible.</p>	
<p>Groupings - Cafeteria: The cafeteria may be used. To the extent feasible, students should be three feet apart in the cafeteria. Commonly-used surfaces in the cafeteria must be cleaned between lunch shifts. A clean and simple approach for the school is to make the groups mentioned above the same as the lunch groups that share the cafeteria.</p>	<p>Groupings - Cafeteria:</p> <ul style="list-style-type: none"> ● All students will use the cafeteria for lunch. ● Classes will sit together in their classroom groups for the lunch period. ● To the extent feasible, students will be three feet apart in the cafeteria. ● Commonly-used surfaces in the cafeteria will be cleaned between lunch shifts.
<p>Groupings - Assemblies: Schools may have assemblies, as needed. As assemblies will bring together more than one school group, schools are encouraged to start with a small number of assemblies in the first quarter of the school year, until we see the overall impact.</p>	<p>Groupings - Assemblies:</p> <ul style="list-style-type: none"> ● Our school may have assemblies this coming school year. ● Masks will be required for gatherings and assemblies. ● We will start with a small number of assemblies in the first quarter of the school year, until we see the overall impact.
<p>Groupings - Mass: School Masses will continue, as per Diocese of Harrisburg guidelines for Mass.</p>	<p>Groupings - Mass:</p> <ul style="list-style-type: none"> ● All students from grades 1-8 will attend Mass this school year. ● Kindergarten will join Mass as the teacher prepares them to attend. ● Masks will be worn for Masses and prayer services.