

RETURN TO IN-PERSON INSTRUCTION AT CORPUS CHRISTI SCHOOL

I would like to thank the parents, medical professionals, teachers, staff, and the Town of Wethersfield for their guidance, input, and contributions in making this plan. Their collaborative efforts were invaluable, and I appreciate the emails and phone calls sharing questions, concerns, hopes, and suggestions. Our community's keen insight has made this plan one EVERYONE should be proud of, where our children's health, well-being, and education are on the forefront of what is to come in Fall 2020.

I also want to thank all families for your continued patience, flexibility, and kindness during these trying times. Together, we make a formative team!

Over the past several months, I have been wrestling with the idea and then the reality of your children safely returning to Corpus Christi School this September. In my two decades as a Catholic school educator, no decision or plan has ever reached the magnitude of the Return to In-Person Instruction at Corpus Christi School. Education at Corpus Christi School will still embody academic excellence rooted in Catholic faith. The plan, however, will also provide guiding principles to also ensure the health and well-being of each child.

This document reflects numerous guidelines provided by the CT State Department of Education; Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together. The six standards include:

1. Safeguarding the health and safety of students and staff;
2. Allowing all students, the opportunity to return into the classrooms full time starting in the fall;
3. Monitoring the school populations and, when necessary, potentially cancelling classes in the future to appropriately contain COVID-19 spread;
4. Emphasizing equity, access, and support to the students and communities who are emerging from this historic disruption;
5. Fostering strong two-way communication with partners such as families, educators and staff; and
6. Factoring into decisions about reopening the challenges to the physical safety and social-emotional well-being of our students when they are not in school.

REOPENING MODELS

As of July 23, Corpus Christi School is planning for ***allowing all students the opportunity to return to school full time***. The Return to In Person Instruction plan outlines guidance related to allowing all students the opportunity to return to school full time.

The Distance Learning Protocol and Hybrid Learning Protocol provides the framework for education should it be determined that we are unable to return to school immediately. [Click here to be directed to the plan.](#)

Furthermore, I have discussed the implementation of the return to school plan with Mr. John Karzar, Corpus Christi School's liaison with the Town of Wethersfield. Mrs. Chloe Bobrowski, Nursing Supervisor and Mrs. Susan Cowan, our school nurse, have also offered health guidance so that students can safely return to school.

CORPUS CHRISTI SCHOOL PRIORITIES:

TEACHING AND LEARNING MODEL:

We are planning a three-phase approach to this priority. Depending on the phase the students will receive a rigorous and robust face-to-face, hybrid or distance/remote learning experience. Plans are in place to ensure learning is taking place at each phase.

Green Phase: Corpus Christi School is open and operating 100%. In-person instruction is occurring.

- All desks are facing the same direction.
- Desks are spaced out as physically possible.
- Students will wear masks in classrooms when 6 feet of distancing cannot be physically maintained.

Yellow Phase: Corpus Christi School will provide a hybrid model of in-person instruction and distance learning instruction. The school will be operating at reduced capacity. This phase will be made in conjunction with the Town of Wethersfield. The Yellow Phase can include:

- Stagger start and ending time of the school.
- Alternate days when half the class comes to school to receive in-person instruction while half the class live streams the school day from home.
- Alternate days when whole grades come to school and receive in-person instruction; whole grades remain at home to receive distance learning instruction.

Red Phase: Corpus Christi School is closed for in-person instruction. All instruction will be provided via remote learning using digital and non-digital platforms, depending on the grade level.

Dr. Jennifer Trzaski, a pediatric physician from Connecticut Children's Medical Center and mother of two Corpus Christi School children was instrumental in clearly outlining the school's strategy for the Green and Yellow Phase. Her expertise and knowledge have given thorough and comprehensive guidelines for each phase. [Click here for the in person learning strategy at green and yellow levels.](#)

COHORTS:

Students will be grouped by the same class and teacher (into a cohort) so each grade functions independently as much as possible. Specials teachers will come to each classroom thereby eliminating students leaving their classroom.

TRANSPORTATION:

Plan for buses to operate close to capacity with heightened health and safety protocols, including requiring all students and operators wearing face coverings. The bus company will develop a plan to activate increased social distancing protocols based upon community spread.

HEALTH AND SAFETY POLICIES AND PROTOCOLS:

Expect all students and staff to wear a protective face covering or face mask that completely covers the nose and mouth when inside the school building, allowing for certain exceptions.

MONITORING, CONTAINMENT, AND CLASS CANCELLATION PLANS

Corpus Christi School administration and the school nurse will monitor containment protocols, and class cancellation plans, in the event there are public health indicators that may require temporary closure of the school, such as evidence of community transmission in the school.

COMMUNICATIONS PLAN

SCHOOL COMMUNICATION

Corpus Christi School will use School Messenger, Constant Contact and/or EduConnect emails as platforms to communicate with parents. Mrs. Susan Cowan, the school nurse will serve as the COVID-19 Health and Safety Compliance Liaison. Communication will include any new policies and/or protocols, significant policy change, health data changes, and any information regarding changes to In-School Learning, Hybrid Learning or Distance Learning. In addition, a COVID-19 landing page will be included on the Corpus Christi School website. Necessary communication and guidance will be provided and updated as needed.

OPERATIONS PLAN

CLASSROOM LAYOUT

Corpus Christi School will maximize social distancing between student desks. The goal being to achieve 6 feet when feasible, when determining the classroom layout. Desks will face in the same direction. Maximized space will be placed between the teacher and students due to the risk of increased droplets from teachers during instruction. If a teacher removes their face covering or mask during instruction, spacing will be increased beyond six feet.

- Floor markings will be installed to illustrate social/physical distancing.
- Outdoor instruction will be permitted where health and safety conditions and physical space allow, considering, for example, allergies and/or asthma symptoms.
- Each classroom cohort will have access to bathrooms sinks to wash their hands whenever needed and hand sanitizer will also be available.
- Deep cleaning is currently occurring and will continue throughout the school year in compliance with CDC recommendations.

SIGNS AND MESSAGES

Corpus Christi School will regularly communicate about actions that can be taken to stop the spread of COVID-19.

- Signs will be posted in highly visible locations that promote everyday protective measures, and providing instruction related to properly washing hands and properly wearing a cloth face coverings.
- Students will be educated about how coronavirus is spread, and how preventative actions help avoid the spread (for example, that masks keep droplets out of the air and hand hygiene keep the virus out of one's mouth/nose/eyes).
- Each morning over the school intercom a regular announcement related to stopping the spread and preventative actions the students can take will occur. Related resources (e.g., messages and videos) will be distributed when communicating with staff, students, and families on the school websites, in emails, and on school's Facebook page.
- Signs will be placed near sinks reminding students and staff to wash their hands before and after using the restroom.

VENTILATION

- Windows in classrooms will be open to refresh stale indoor air.
- Window fans will be turned to exhaust air out of the window in the direction of the outdoors.

BATHROOM PROTOCOL

- Specific bathrooms will be assigned to student cohorts.
- Cleaning and disinfection of bathrooms consistent with CDC disinfecting and cleaning guidelines will increase. Policies and protocols for bathroom use will be discussed with students to minimize contact with surfaces.

DAILY OPERATION

COHORTS

- Corpus Christi School will adopt a cohort philosophy. The purpose of cohorts is to limit the number of students who are exposed to or may be diagnosed with COVID-19 if there is community transmission in school. Maintaining stable cohorts helps to mitigate the risk of spreading COVID-19. A “cohort” is a group or team of students and educators with consistent members that stay together throughout the school day.
- ALL other health and safety guidelines remain important to minimize the risk of infection.
- The mixing of cohorts will be restricted.
- Teachers of specific academic content areas will rotate between cohorts.

FOOT TRAFFIC

- Foot-traffic patterns/expectations will be established
- During morning drop -off (Silas Deane Highway side) parents will leave their children at the bottom of the stairs. All student foot traffic will proceed up the stairs. Parents will not be allowed to enter the building during morning drop-off.
- Once any child has entered the building they will proceed to their classroom. The hallways and stairwells will be one way.
- PreK 3 & 4 students: parents will bring their child to PreK building and drop off them off at the door. Other parents will wait socially distant until it is clear to bring their child to the PreK door.
- During dismissal time stairways and hallways will become one way towards the gym for bus students and exit door (Silas Deane Highway side). Students will remain socially

distant during dismissal. Parents are strongly encouraged to be socially distant prior to picking up their child/children and then immediately proceed to their cars after receiving their child/children

RECESS

- Recess is important!
- Recess times for cohorts will be staggered.
- Exposure from playground and fitness equipment use will be limited by only the team cohort uses it at the same time.
- Hand washing before and after use or use of hand sanitizer, and disinfecting fitness equipment or other smaller outside equipment after each group of students' uses will occur.

VISITORS TO THE BUILDING

- No one will be allowed to enter the school except Corpus Christi staff and students.
- Exceptions will be made for parents in the event of a child's illness or emergency or for repair people in the event of a facilities issue requiring urgent attention that cannot wait for afterschool hours, breaks or weekends.

NUTRITION

- Chartwell's (Town of Wethersfield Food Service) will still prepare student lunches. Corpus Christi School will comply with the USDA regulations and policies for school meals and milk.
- Lunches will be delivered to the classrooms for students to eat with their cohorts.

TRANSPORTATION

- Corpus Christi School and the Town of Wethersfield will still provide transportation to Wethersfield residents. Students taking the bus will be expected to adhere to safety guidelines and requirements.
- Passengers will be required to wear a face mask or cloth face covering that completely covers the nose and mouth during transit. The passenger's face covering must be in place prior to boarding the bus and must be kept in place until they are completely off the bus.
- Passengers should load into the bus from the back row to the front (where the first passengers onto the bus sit in the back row) and then unload the bus in a controlled manner upon arrival at the school from front to back by seat. This will reduce the number

of people passengers walk by as they get on the bus and will prevent crowding in the center aisle when the bus arrives for unloading.

- Students changing seats during the route is not permitted.

HEALTH PRACTICES AND PROTOCOLS

STANDARD PUBLIC HEALTH PRACTICES

- Students of Corpus Christi School will be educated and engaged in the new expectations related to all health policies and protocols. As part of this requirement, the information will be communicated appropriately to each age group, and time will be set aside at the beginning of the school year, as well as with frequent reminders, to review the new policies and protocols.
- Students and staff will be familiar with the standard public health practices used to prevent the spread of diseases. These practices include, but are not limited to:
 - social distancing
 - frequent hand washing and use of hand sanitizer
 - use of face coverings that completely cover the nose and mouth
 - respiratory and cough etiquette
 - enhanced cleaning/disinfection of surfaces.
- Adequate supplies will be provided, including soap, hand sanitizer with at least 60% ethyl alcohol or 70% isopropyl alcohol (for staff and older students who can safely use hand sanitizer), paper towels, tissues, disinfectant wipes, cloth face coverings (as feasible).

REPORTING ILLNESSES

Staying at Home

- Corpus Christi School students and staff will inform the school if they are sick with COVID-19 related symptoms, particularly if they had a known contact with someone diagnosed with COVID-19 and have also had contact with the school population. They must stay home when they are sick, especially if they have COVID-19 symptoms such as fever and cough.
- Staff and families will be educated about when to stay home. Corpus Christi School will properly communicate the content of this or any updated guidance.
 - Staff and students (or their parents and guardians) will be instructed to perform a self-assessment prior to leaving for school to identify fever and other possible COVID-19 symptoms. Parents will be reminded about the symptoms consistent

with COVID-19 that require keeping their students at home. The check-list will be available on the COVID-19 landing page of school's website.

Returning to School

- Corpus Christi School students and staff will follow the relevant health guidelines in place at the time and communicate with Mrs. Cowan, the school nurse related to the return. Currently, the CDC's criteria to help inform when employees should return to work includes:
 - If they have been sick with COVID-19
 - If they have recently had close contact with a person with COVID-19

SOCIAL DISTANCING

- In conjunction with the considerations outlined above concerning classroom and hallway social distancing rules, Corpus Christi School will assist staff and students to maintain social distancing between individuals to reduce the transmission of the virus per the public health guidelines at that time.
- Corpus Christi School will be prepared to adjust the approach to social distancing if guidance from the CDC or DPH changes due to shifting public health data or evolving understanding of COVID-19 disease, including transmission.

MATERIAL SHARING

- Protocols are in place to minimize the need to have multiple students sharing high touch materials to the extent possible. Students will be asked to provide additional supplies as necessary. These materials include, writing utensils, computer headphones, and art supplies.
- Corpus Christi School will appropriately clean, disinfect, or sanitize materials at the end of each school day, consistent with CDC guidelines.

USE OF FACE COVERINGS AND MASKS

- Corpus Christi School will require the use of face coverings for all students Grades K-8 and staff when they are inside the school building, with certain exceptions listed below.

- For anyone who has trouble breathing, or anyone who is unconscious, incapacitated or otherwise unable to remove the mask without assistance, face coverings and masks should not be required, per CDC guidance.
- For anyone who has a medical reason making it unsafe to wear a face covering, masks should not be required.
- Corpus Christi School is prepared to provide a mask to any student or staff member who does not have one.
- Students will be taught, and reinforcement will occur regarding use of cloth face coverings.
- Students will be frequently reminded not to touch the face covering and to wash their hands frequently.
- Staff, students, and students' families will be provided information on proper use, removal, and washing of cloth face coverings.
- Clear guidelines regarding limited exceptions to use of face coverings when other mitigating practices are in place, such as: –
 - For students, while eating, drinking, during PE, or when students are outside, and effectively practicing social distancing and any other possible mitigants.
 - For teachers and staff, while teaching so long as they are properly socially distancing or remaining static behind a physical barrier as described herein, while eating, drinking, or when outside and effectively practicing social distancing and any other possible mitigants.
- Face mask breaks will occur throughout the day.
- Face shields may be worn by faculty for language acquisition activities/education when face coverings/masks are not appropriate for the activity. Maximum social distancing will be implemented in these cases.

HEALTH MONITORING PLAN

Corpus Christi School will follow the CDC guidelines regarding monitoring for COVID-19.

ATTENDANCE MONITORING

- The school nurse will:
 - Monitor staff and student absenteeism

- Track the reasons for absenteeism in order to identify any trends that would suggest spread of illness such as COVID-19.
- Parents will notify the nurse of their child 's absence giving symptoms of the student's illness.
- Staff will notify the nurse of their absence giving symptoms of their illness.
- If, due to a containment plan, the school must cancel classes, Corpus Christi School will be prepared to engage students and address attendance during periods of blended learning.

CONTAINMENT PLAN

Corpus Christi School's containment plan is outlined below. The purpose of containment plan is to decrease the risks of spreading COVID-19, and includes the following:

– Immediate coordination with the local health department, including being ready to comply with requests for information from the local health department to assist with contact tracing.

– Signs and symptoms exhibited by students or staff will determine if immediate dismissal from school is required; for what period of time; and conditions for their re-admittance to school.

- An "isolation room" (besides the health office) to accommodate students who exhibit symptoms consistent with COVID-19 until a parent or guardian arrives has been established. Students will remain supervised in the isolation room. For the purposes of contact tracing, the nurse will log all persons who entered the room. The individual supervising the room will be equipped with proper PPE.
- CDC cleaning procedures will be followed after a confirmed COVID-19 case has been identified.
- The nurse will review CDC guidance to ensure compliance with most up to date information regarding containment.
- Students or staff who exhibit symptoms of COVID-19 and must be dismissed from school will be dismissed through the back exit (Cotwell Street).

CANCELLATION OF CLASSES, DISTANCE LEARNING AND REOPENING PLANS

CANCELLATION OF CLASSES

Corpus Christi School is prepared to adjust plans based on health indicators and guidance from health officials.

Corpus Christi School will adhere to the following indicators:

Green Phase

- School is operating up to 100% capacity, students/staff with underlying medical conditions should consider restrictions and blended/remote learning
- Buses up to full capacity with bus monitors recommended, facial coverings in place during transit, controlled loading/unloading of riders
- Face coverings for students and staff while inside school buildings
- Identification/isolation of sick students/staff
- Cohorting of students, restrictions on congregating will exist
- Maximize spacing of seating up to six feet will occur where feasible
- Increased cleaning and sanitization protocols will occur

Yellow Phase

- School is operating at reduced capacity, with more reliance on hybrid model, blended/distance learning
- Buses at reduced capacity with bus monitors strongly recommended, facial coverings in place during transit, controlled loading/unloading of riders, spaced seating between unrelated riders
- Face coverings for students and staff while inside school buildings
- Maximize spacing of seating up to six feet will occur when feasible
- Identification/isolation of sick students/staff
- Cohorting of students, restrictions on congregating, staggered start/stop times and hallway transit
- Indoor extracurricular activities will be suspended, restrictions will occur on sports and other outdoor activities
- Increased cleaning and sanitization protocols will occur

Red Phase

- School is closed
- 100% distance learning
- Bus transportation is suspended
- Parents will be notified via email of the school closing and reopening.
- Any decision about school closure, reopening, or cancellation of school events will be made in coordination/collaboration with local health officials, and with the advice of the school nurse
- Extracurricular activities, including sports, will be suspended

FUTURE REMOTE BLENDED LEARNING

Corpus Christi School is prepared to provide remote blended learning opportunities immediately upon cancellation of in-school classes. Refer to the Distance Learning document.

- Blended Learning is learning that combines online digital media with classroom methods, with some element of student control over time, place, path, or pace. Blended learning can take place in a classroom or in remote settings.
- Distance learning occurs when students are not physically present in a traditional classroom environment, and learning may happen through various platforms, such as a learning management system.
 - Distance learning provides an opportunity for students and teachers to remain connected and engaged with the content while working from alternate locations. The transition to distance learning can keep students on track so that when they return to physical, onsite school environments, there is little loss of instructional time.
 - Many of the requirements for onsite learning will remain in place while teaching and learning in remote locations.

REOPENING PLAN

If Corpus Christi School closed due to the decision of State of Connecticut and/or Town of Wethersfield the school will reopen when it is deemed safe by the state and/or local community. If Corpus Christi School closes due to illness in the building the school will follow the decision tree related to schools from the CDC.

School Decision Tree: The purpose of this tool from the CDC is to assist administrators in making (re)opening decisions during the COVID-19 pandemic. We will check with state and local health officials and other partners to determine the most appropriate actions while adjusting to meet the unique needs and circumstances of our community.

