

Archdiocese of Agana
Catholic Schools Reopening Guidelines

SCHOOL:	<i>Dominican Child Development Center</i>
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I. General Requirements and Restrictions

1. Maximum Occupancy	<ul style="list-style-type: none"> ● <i>List</i> 1) <i>Classroom:</i> <input type="checkbox"/> C 01 = 15 <input type="checkbox"/> C 02 = 15 <input type="checkbox"/> C 03 = 22 <input type="checkbox"/> C 04 = 15 <input type="checkbox"/> C 05 = 15 <input type="checkbox"/> C 06 = 20 <input type="checkbox"/> C 07 = 12 <input type="checkbox"/> C 08 = 12 <input type="checkbox"/> C 09 = 10 <input type="checkbox"/> C 10 = 12 2.) <i>Cafeteria = 40</i> 3.) <i>Gym = 50</i>
2. Campus Signs	<ul style="list-style-type: none"> ● <i>List signs that will be available on campus</i> ❖ <i>Proper hand washing</i> ❖ <i>wearing face mask</i> ❖ <i>maintaining minimum of 6 feet distancing to each other</i>

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	<ul style="list-style-type: none"> ❖ <i>proper way of using footbath</i> ❖ <i>staying home if sick</i> ❖ <i>Prevention posters</i> <ul style="list-style-type: none"> ● <i>Include directional signs that designate flows of students, faculty, staff</i> ★ <i>6 feet distancing stickers</i> ★ <i>"Stop:" signs</i> ★ <i>designated walking arrow</i>
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II. DPHSS Sanitation Rules and Regulations

<p>1. Outdoor Recreational Areas</p>	<ul style="list-style-type: none"> ● <i>Designate locations, times for uses by various groups</i> <i>Inner playground and cafeteria has been used but not in the large group.</i> ● <i>Protocols to support social distancing</i> <ul style="list-style-type: none"> → <i>DCDC will encourage to wear face mask at all time especially when they are interacting each other</i> → <i>DCDC will encourage students to have free play activity but limited to their designated area or within the square'</i> → <i>DCDC will encourage structured games.</i>
<p>2. Housekeeping Requirements</p>	<ul style="list-style-type: none"> ● <i>List procedures for ensuring general cleanliness and regular disinfection of frequently touched surfaces</i> <ul style="list-style-type: none"> → <i>Classroom and High-touch areas on campus will be cleaned and sanitized frequently.</i> → <i>Cots must be labeled for individual child's use and must be sanitized or disinfected before and after use</i>

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	<ul style="list-style-type: none"> → Disposable gloves must be disposed of and used accordingly to avoid cross contamination. It should be for singled use only → Backpack disinfectant fogger machines, (with the diluted solution 2ounces per gallon) are used daily to disinfect classrooms and other areas that have been used. → DCCDC will encourage all children to have his/her own drinking bottles.
<p>3. Handwashing Units</p>	<ul style="list-style-type: none"> ● List availability of handwashing units and availability of sanitizing solutions Soap and sanitary paper towels will always be provided at or near each hand washing unit. Hand sanitizing are available in every corner of the school facilities. Hand washing stations are located in the restroom at the level of preschoolers.
<p>4. Restrooms</p>	<ul style="list-style-type: none"> ● List procedures for students' use of restrooms ensure social distancing. Limited students will be sent to the restroom, taking turns, with the supervision of the teacher's aid. Decals and signs are posted in the ground for children's direction and to maintain the social distancing. ● List procedures for regular cleaning and sanitizing of all restrooms with the use of the atomizer. Restroom will be disinfected after each use using disinfectant bottle spray.
<p>III. COVID-Related Protocols</p>	
<p>1. Masks/Face Shields</p>	<ul style="list-style-type: none"> ● Expected practices for all students, teachers, staff <ul style="list-style-type: none"> o Acceptable face masks must be worn by all on campus that mouth and nose are covered. Face masks with exhalation are prohibited.

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	<p style="text-align: center;"><i>o Face shield can only be used with a face mask. Face shield alone are prohibited</i></p>
<p>2. Attention to High-Risk students and/or employees</p>	<ul style="list-style-type: none"> ● Recognition of high risk individuals – Who should know? What should be done to protect identity? <i>For students and employees who are high -risk, vulnerable with underlying medical conditions, reasonable accommodations may be made to allow for them to complete tasks assigned to them without risking the health and safety of them and others.</i> ● School-wide precautions:
<p>3. Students, faculty, staff with COVID-19 symptoms</p>	<ul style="list-style-type: none"> ● Policy for expected quarantine periods ★ Protocols for addressing students, faculty and staff tested and identified to be positive and or students, faculty and staff exhibiting COVID-19 symptoms will adhere to local directives A student with a temperature of 100oF or 38oC and up is advised to stay home In the event that a child's ' temperature went up higher than the set of temperature, the child will be put to the schools' isolation ward and parent will be contacted for the child to be pick up. For children who are taking medication and were sick the night before, we highly recommend that you do not bring them to the school. ★ If any member of the household is exhibiting symptoms of COVID -19 let the child stay home for 10 days/until the individuals tested showing a negative result. ★ If the child is showing symptoms like a runny nose, coughing and weakness let the child stay home for ten days. If possible, have the child tested and turn in a copy of the test result. <p>● Refer to AOA COVID Task Force Protocols</p>

<p>4. School Staff for Monitoring and Enforcing Guidelines</p>	<ul style="list-style-type: none"> ● <i>Who?</i> Sister Eva P. Gamotin, OP ● <i>Email Address?</i> dcdcordot@gmail.com ● <i>School contact number?</i> (671) 477-7228 ● <i>Mobile contact number?</i> N/A ● <i>Location (hard copy and electronic) of School Guidelines</i>
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<p>5. School Point-of-Contact with DPHSS for inquiries, complaints, concerns</p>	<ul style="list-style-type: none"> ● <i>Who?</i> Sister Eva P. Gamotin, OP ● <i>Email Address?</i> dcdcordot@gmail.com or avegamotin@gmail.com ● <i>School contact number?</i> (671) 477-7228 ● <i>Mobile contact number?</i>
<p>6. School Point-of-Contact for those with positive test results</p>	<ul style="list-style-type: none"> ● <i>Who?</i> Sister eva P. Gamotin, OP ● <i>Email Address?</i> dcdcordot@gmail.com or avegamotin@gmail.com ● <i>School contact number?</i> (671) 477-7228 ● <i>Mobile contact number?</i>

IV. Hygiene and Daily Practices

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<p>1. Orientation of Students, Faculty, Staff</p>	<ul style="list-style-type: none"> ● <i>Measures to ensure awareness, procedures</i> <ul style="list-style-type: none"> ○ <i>Students/teachers/staff training session</i> ● <i>Ongoing reminders</i> <ul style="list-style-type: none"> ○ <i>posters</i> ○ <i>stickers, decals</i> ○ <i>indicators</i> ○ <i>continuous enforcement</i>
<p>2. Detail Cleaning and Disinfection</p>	<p style="text-align: center;"><i>DCDC will abide to CDC guidelines</i></p>

<p>3. Availability and Access to PPEs</p>	<ul style="list-style-type: none"> ● <i>School supply of PPEs</i> ● <i>Student, faculty, staff responsibilities for PPEs</i>
<p>4. Face Covering</p>	<ul style="list-style-type: none"> ● <i>What? Face mask must be worn correctly</i> ● <i>When? at all times upon entering the gate</i> ● <i>Where? School campus</i>
<p>5. Hand Hygiene</p>	<ul style="list-style-type: none"> ★ <i>Hand hygiene will be enforced throughout the day</i> ★ <i>Frequent washing of hands with soap and water for at least 30 seconds</i> ★ <i>Sanitizers are available in every corner of the school facilities.</i>

6. Drop-off Procedures	<ul style="list-style-type: none"> ● <i>Times and Locations for Staggered Drop-Off and Pick-Up</i> ★ <i>drop off is between 7:00 am-8:00 am and pick up at 4:30pm. Latest pick up is at 5:pm. Face masks and facial covering are mandatory for every person who picks up and drop-off the children.</i> ★ <i>parents/guardians are not allowed to enter the inside building/classrooms. Dropping off and picking up must be outside of the school campus and you will be assisted by the DCDC staff.</i> ★ <i>All children must pass through the temperature screening procedures three times a day before entering the campus, before lunch and after naptime.</i> ★ <i>All students must pass through a footbath and change their shoes before entering their respective classroom.</i>
7. Cohort Activities	<ul style="list-style-type: none"> ● <i>Uses of furniture, sharing of equipment, sharing of instructional supplies</i> ● <i>Disinfecting of shared furniture, equipment, and supplies</i> ● <i>Assignment of students to classroom and other activities</i> ● <i>Minimizing congregation of students who are not in the same cohort</i>

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8. Student Access to Drinking Water	<ul style="list-style-type: none"> ● <i>Students bring their own drinks</i> ● <i>Students encourage to bring his/her water bottle</i> ● <i>The children have access to the water bottled filling machines</i>
9. Classroom arrangements	<ul style="list-style-type: none"> ● <i>Distancing between desks/tables</i> <p><i>Desk will be spaced at least 3ft apart to reduce the chance of virus transmission. Students are assigned to their specific desk. Each desk has sneezed/barriers. Each child must stay in his/her own designated area/square.</i></p>

<p>10. Restriction of non-essential campus visitors, volunteers, activities</p>	<ul style="list-style-type: none"> ● <i>Who?</i> <ul style="list-style-type: none"> → Parents/ guardians are strictly prohibited to enter the school campus at all times. → All non-essentials visitors, volunteers and practicum teachers.
<p>11. Restrictions on offices, lounges, communal spaces</p>	<ul style="list-style-type: none"> ● <i>Identify specific locations</i> ● <i>List restrictions on those spaces</i>
<p>12. Daily Activities: Arrival and Dismissal</p>	<ul style="list-style-type: none"> ● <i>Locations? Classroom</i> ● <i>Staggered times? N/A</i> ● <i>Monitoring responsibilities? DCDC staff and Classroom Teachers</i>
<p>13. Daily Activities: Recess, Breaks, Lunch</p>	<ul style="list-style-type: none"> ● <i>Locations? Classroom and cafeteria</i> ● <i>Staggered times? Each class follow its own schedule</i> ● <i>Monitoring responsibilities? Classroom Teacher and cafeteria crew</i>

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<p>14. Bus Service: DPW Protocols</p>	<p><i>Not applicable</i></p>
<p>15. Bus Service: Orientation for students and parents</p>	<p><i>Not applicable</i></p>

V. Sick Students/Staff

1. Students/Staff Testing Positive	<ul style="list-style-type: none">• DPHSS advisory and OCE liaison officer
2. Students/Staff Calling in Sick	<ul style="list-style-type: none">• DPHSS advisory and OCE liaison officer
3. Students/Staff with COVID-19 symptoms on campus	<ul style="list-style-type: none">• DPHSS advisory and OCE liaison officer