



## 2020-2021 RCS System Guidelines

The following serves as an outline regarding general guidelines and areas of focus for the Rochester Catholic School (RCS) system with the intent of beginning the school year on campus for in-person classes on August 31, 2020. Details specific to each school will be shared with students and families in the near future.

*This document will be updated, when necessary, to reflect any changes to plans. (Revised 7/29/2020)*

Operational Practices	
Training/Communication With Staff	<ul style="list-style-type: none"><li>❑ There will be a designated COVID-19 Point of Contact for the entire RCS system and at each school site to coordinate all operations specific to health and safety practices.</li><li>❑ Staff will be trained on protocols and action plans for the safe return to school plan.</li></ul>
Adaptability	<ul style="list-style-type: none"><li>❑ Schools will remain flexible, and plans will be adapted when necessary to keep students and staff healthy and well.</li></ul>
Entrance / Dismissal Protocols	<ul style="list-style-type: none"><li>❑ Students and staff are expected to self-check for symptoms prior to arriving at any school building each day. Parents must complete a daily temperature check and review this health screening <a href="#">checklist</a> with their child(ren) each day before sending him/her to school. Any student or staff member with a temperature of 100.4 or higher must stay home. An individual should also stay home if he/she is experiencing COVID-19 symptoms or has been in direct contact with anyone that has received a positive test for COVID-19.</li><li>❑ Schools will designate specific entry and exit procedures to facilitate physical distancing.</li><li>❑ Signage will be prominently displayed at each access point to school buildings indicating entry and exit procedures along with traffic flow and physical distancing requirements.</li><li>❑ End of day dismissal will be staggered to reduce the number of students in hallways and common areas.</li></ul>
Transportation Services	<ul style="list-style-type: none"><li>❑ Eligible families who need transportation are required to complete the <a href="#">Register to Ride</a> form. Transportation Services will be operating with strict guidelines so it is important to know if your student will need to ride the bus as soon as possible.</li></ul>

	<ul style="list-style-type: none"> <li>❑ All students will be required to wear face coverings while utilizing busing.</li> <li>❑ Families should be prepared with an alternate option if transportation services are not available at any point during the school year.</li> </ul>
Meals	<ul style="list-style-type: none"> <li>❑ Lunch service guidelines are still being finalized. Your school will communicate specific procedures to allow for physical distancing and provide a sanitary environment. A la carte options may not be available.</li> <li>❑ Specific lunch details will be communicated by each individual school and may not occur in traditional lunchrooms that do not allow for proper physical distancing and safety.</li> </ul>
Extended Day AM and PM	<ul style="list-style-type: none"> <li>❑ Extended Day AM and PM care will be available at multiple sites for families that registered prior to the May 20, 2020, deadline. Space for this program is limited. Families that enrolled after May 20 should contact their building principal for potential options.</li> <li>❑ Similar policies and procedures for the regular school day, specific to proper hygiene, handwashing, physical distancing, etc. will apply to Extended Day AM and PM care.</li> </ul>
<b>Health and Well-Being</b>	
General Health and Safety	<ul style="list-style-type: none"> <li>❑ A focus will be placed on hand-washing for students and staff throughout the day.</li> <li>❑ Hand sanitizers will be utilized in areas where there is not soap and water readily available.</li> <li>❑ Students will be educated, both in person and through signage, in regards to proper hand hygiene, respiratory etiquette, face coverings, and other preventative measures.</li> <li>❑ Each student is encouraged to bring his or her own water bottle daily - traditional drinking fountains will not be available during the school day.</li> <li>❑ Students that experience COVID-19 symptoms while on-site will be isolated from the rest of the student and staff population immediately while they wait to be picked up.</li> <li>❑ In the event of a positive test, need for shutdown/isolation, or any other health related details, RCS will follow the protocols established by the Olmsted County Public Health Services/State of Minnesota to inform families in a timely manner.</li> </ul>
Face Coverings	<ul style="list-style-type: none"> <li>❑ Staff will utilize face coverings throughout the day, especially in cases where proper physical distancing guidelines of 6 feet of separation cannot be maintained.</li> <li>❑ In accordance with Executive Order 20-81, all students (Kindergarten through Grade 12) are required to wear a face covering throughout the day, except during lunch and when outdoors. Preschool students are not required to wear a face covering, but may choose to wear one if preferred. Additional information on face coverings can be found <a href="#">here</a>.</li> <li>❑ Any exceptions to wearing a face covering will be determined on an individual basis, based on medical, developmental, or behavioral health needs. Documentation will be required.</li> </ul>
Cleaning Practices	<ul style="list-style-type: none"> <li>❑ Classrooms, restroom facilities, lunchrooms, and all other high contact areas will be</li> </ul>

	<p>cleaned throughout the day. Specifics regarding frequency and method will be communicated by each school.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> All classrooms and common areas will be thoroughly cleaned and disinfected at the conclusion of each day.</li> <li><input type="checkbox"/> Only safe and effective chemicals will be utilized by staff at each school site.</li> </ul>
<b>Curriculum and Instruction</b>	
Classrooms	<ul style="list-style-type: none"> <li><input type="checkbox"/> Room arrangements will be altered to allow for as much physical distance between desks as possible and any excess furniture will be removed.</li> <li><input type="checkbox"/> Fresh air and ventilation practices will be implemented when possible.</li> <li><input type="checkbox"/> Equipment, electronics, and furniture will be cleaned between student use when possible.</li> <li><input type="checkbox"/> If applicable, self-contained learning cohorts will be utilized to reduce the need to have students move unnecessarily throughout the building during the day.</li> <li><input type="checkbox"/> If COVID-19 metrics worsen (either at a school site or locally), schools may need to implement Distance Learning as directed by local, regional, or state agencies.</li> </ul>
Attendance	<ul style="list-style-type: none"> <li><input type="checkbox"/> Daily attendance will be taken.</li> <li><input type="checkbox"/> Staff and students are expected to immediately self-report if they test positive for COVID-19 or were exposed to someone that tested positive within the last 14 days so a decision can be made in regard to current and future attendance.</li> <li><input type="checkbox"/> Distance learning opportunities are being explored as an option for the following scenarios: <ul style="list-style-type: none"> <li><input type="checkbox"/> A student chooses to opt out of in-person instruction to begin the year.</li> <li><input type="checkbox"/> In the event a student must be in quarantine due to a positive COVID test and/or close contact with someone that has a recent positive COVID test.</li> <li><input type="checkbox"/> A student needs to be away from school for an extended absence.</li> </ul> </li> </ul>
<b>Creating and Maintaining Community</b>	
Social, Spiritual, and Emotional Well-Being	<ul style="list-style-type: none"> <li><input type="checkbox"/> Daily prayer will continue to be a part of each day.</li> <li><input type="checkbox"/> Each school intends on celebrating school Mass. Specific details are still being worked out with parishes and will be communicated by the schools. Adjustments will need to be made to accommodate physical distancing.</li> <li><input type="checkbox"/> Where applicable, students will still be permitted to have recess and breaks during the day as long as it can be done in a safe manner.</li> <li><input type="checkbox"/> Creative opportunities for socialization and engagement will be incorporated at each school while maintaining physical distance.</li> </ul>
Activities/Sports	<ul style="list-style-type: none"> <li><input type="checkbox"/> Information on all Minnesota State High School League (MSHSL) sanctioned activities and</li> </ul>

	<p>details regarding practices will be shared by the RCS Activities Office and/or head coaches when decisions are finalized.</p> <ul style="list-style-type: none"><li>❑ Specific details regarding any opportunities for clubs, organizations, and athletics will be communicated by each school, when available.</li><li>❑ Off-campus field trips, travel, assemblies, and concerts will be restricted in most cases.</li></ul>
General Communication	<ul style="list-style-type: none"><li>❑ Schools will continue to produce and share weekly emailed school broadcasts each Friday during the school year.</li><li>❑ In the event of a positive test, need for shutdown/isolation, or any other health related details, RCS will follow the protocols established by the Olmsted County Public Health Services/State of Minnesota to inform families in a timely manner.</li><li>❑ Up-to-date information will be made available at <a href="http://www.rcsmn.org/covidresponse">www.rcsmn.org/covidresponse</a> throughout the school year.</li><li>❑ Families are responsible for keeping personal contact information, including email address and phone number, up-to-date in Infinite Campus. This can be done by accessing your profile and requesting to update your information in your profile. Any questions or issues should be directed to the school office.</li></ul>
Parents, Guests, and Visitors	<ul style="list-style-type: none"><li>❑ Outside visitors will be limited throughout the school day.</li><li>❑ Volunteer opportunities and attendance at activities will be reduced at each school. Specific information will be shared by teachers and building principals if limited, physically-distant opportunities are available.</li></ul>