

Covington Catholic High School Return to Campus 2020-2021 Health and Safety Plan

Updated 12/13/2020



**COVINGTON
CATHOLIC
HIGH SCHOOL**

Pandemic Team

A (COVID-19 pandemic team, comprised of school administrators, school board members, health professionals, IT professionals, an attorney, teachers, and parents is responsible for facilitating the school reopening process, monitoring implementation of local health and safety plans, and continued monitoring of local health data to assess implications for school operations and potential adjustments to the Health and Safety Plan throughout the school year. This team, and others in support of it, have worked diligently for months to evaluate, plan and prepare to return to and maintain a productive learning environment for our students.

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HEALTH AND SAFETY PROTOCOLS ON CAMPUS

Cleaning and Disinfecting

Action Steps

- 1. Before students returned to school, classroom furniture was moved into the hall and cleaning, sanitizing and disinfecting of all learning spaces, surfaces, and any other areas used by students took place (including restrooms, common spaces and hallways).**
- 2. Penetrexx, an antimicrobial finish is applied to all surfaces in the school with an electrostatic sprayer. It physically bonds to the surface to provide long-lasting protection from germ-transfer. It will be reapplied every 30 days.**
- 3. Hand sanitizer dispensers are installed at the doorway inside each classroom. Students are required to use hand sanitizer as the enter and exit the room. Teachers have an extra bottle of liquid spray hand sanitizer to use at their desk. Pump bottles of hand sanitizer are on hand. Hand sanitizer will be at least 60% alcohol.**
- 4. Disinfecting products are available in each classroom to clean keyboards and surfaces as needed.**
- 5. An anti-viral disinfectant is applied to classroom, restroom and locker room surfaces each evening by using an electrostatic sprayer.**

HEALTH AND SAFETY PROTOCOLS ON CAMPUS

Social Distancing

Action Steps

1. Desks are spaced at least six feet apart in every classroom. Classes larger than 20 students are moved to larger space, or students are being rotated into overflow spaces with live streaming of the class.
2. All students are eating lunch in the cafeteria and Student and Alumni Center at rectangular tables with assigned seats six feet apart all facing in the same direction with two students per table. The tables are sanitized in between each lunch mod. There are five lunch mods.
3. In order to maximize social distancing during passing time between classes, students walk on the right side of the hallway only and stairwells are one-way. The short-hall stairwell is down only and the long-hall stairwell is up only.
4. Assemblies, field trips and social events are suspended until further guidelines are in place. Club meetings will be decided on a case by case basis. Visitors to campus are limited.
5. School arrival and dismissal is staggered based on grade level. Brothers may arrive along with either student's schedule. Masks are encouraged if carpooling with other families.
6. Students are only permitted to visit their lockers before first period, at lunch and after school.
7. No more than two people are permitted in the elevator at one time and masks must be worn.
8. If a student needs to leave school early, parents must contact the school via phone or email. The student will be dismissed from the office to meet the parent at the front entrance unless the student has permission to drive himself.

HEALTH AND SAFETY PROTOCOLS ON CAMPUS

Monitoring Student and Staff Health

Action Steps

1. Prior to the start of the school year, parents and employees were required to sign an “Acknowledgement to Perform a Personal Health Assessment” that will require a basic health screening and temperature check of the student each day before leaving home. This Acknowledgement form can be found online at www.covcath.org/RETURN.
2. Up to date immunization records must be on file in the office. Students are encouraged to get a flu shot.
3. Students, staff and visitors are required to enter through one entrance at the Student and Alumni Center.
4. Students, staff and visitors are having their temperature taken as they enter the building. Two thermal cameras are set up in the Student and Alumni Center. If the individual measures a temperature at or above 100.4 degrees Fahrenheit, his temperature is taken by a handheld thermometer. If the individual is confirmed to have a fever, he is directed to a hallway where he can wait until he can be picked up or drive home and will be required to visit his physician before returning to school. Any student who comes to school more than 5 minutes late, enters through the main entrance and has his temperature checked by a handheld thermometer.
5. Screening questions are posted on the entrance and in all classrooms. If a student or staff member has a concern regarding these questions, he or she is sent home immediately and will be required to visit their physician before returning to school.
6. Facial covering masks are required in the hallways during passing time. Masks may not cover the student’s ears and must be a solid color or have a Covington Catholic logo. An extra mask should be kept in the student’s backpack. No gaiters or buffs.
7. A separate room in the office is available to isolate anyone who has a temperature or any other symptoms of sickness during the school day until they can be picked up or can go home. The room is stocked with sanitizing equipment and personal protective equipment.

HEALTH AND SAFETY PROTOCOLS ON CAMPUS

Other Considerations

Action Steps

1. Posters with pandemic guidelines and proper hand-washing techniques are posted throughout the school.
2. Teachers and staff have had professional development on the necessary knowledge and skills to implement this plan as needed.
3. Students and staff who have underlying health conditions that cause concern for returning to school will have an alternative plan on a case-by-case basis.
4. Water fountains are only available to fill a personal water bottle. Students are encouraged to bring their own personal water bottles labeled with their name.
5. Absenteeism is closely monitored, and special circumstances are in place on a case-by-case basis. Documentation will be kept as to whether the absence was pandemic related.
6. Communication regarding any positive cases that are confirmed in the school will be sent to the Diocese of Covington and the NKY Health Department. An online dashboard will be kept up to date with the number of positive cases and quarantines.
7. Students have bar codes on their student IDs to scan and pay for their lunches.
8. Students are assigned seats in every class and at lunch to enable contact tracing as needed in the event that a COVID-19 infection is identified. We will utilize applicable guidelines from public health authorities for contact tracing.
9. If paper assignments are turned in to a teacher, they must sit for 24 hours before they are handled.

Attendance Schedule Scenarios

Below, three Attendance Schedule Scenarios are described. When no infection (or very minimal cases) are/have been identified within our school population (students, faculty, staff), we will typically operate under Scenario 1 (Total Reopen - all students in school). Scenario II (Hybrid Model – 50% attend school with 50% at home, on alternating basis) may be utilized when lesser population in the building is advised due to external (community) conditions, government or Diocese mandates, or some infection is identified within our school population. Scenario III (NTI) may be utilized if mandated by government or the Diocese, or if/when infection within our school population escalates. In all Scenarios, individuals exhibiting symptoms, those who have tested positive for infection, and those who have been in contact with infected individuals will not attend school, per quarantine and return to school guidelines provided elsewhere in this document, Diocese and school policy.

Scenario 1: Totally Open – all students in school

Action Steps
1. All students and staff are on campus except for those who choose to do at-home learning because of health and/or safety reasons.
2. All students and staff on campus must follow the health and safety guidelines in this document.
3. If a student/family chooses to do at-home learning, he must stay on that plan for the entire quarter and may not come on campus at any time during that quarter.
4. If a student/family chooses to do at-home learning, he may not participate in campus-based extracurricular activities. There may be some club activities which can be joined remotely (determined on a case-by-case basis).
5. At-home learners must log into their classes every day, on time and ready to learn. See the section for At-Home Learning Requirements.
6. Teachers will live stream class when a student is known to be at home for COVID-19 health reasons.

Scenario 2: Hybrid Model

Action Steps

Blue Days and White Days will alternate daily.

Blue Days:

- Students with last names beginning with A through L will have in-person instruction on campus.
- Students with last names beginning with M through Z will have at-home learning with live streaming of the classroom.

White Days:

- Students with last names beginning with M through Z will have in-person instruction on campus.
- Students with last names beginning with A through L will have at-home learning with live streaming of the classroom.

Scenario 3: Non-Traditional Instruction (NTI)

Action Steps

A Days and B days will alternate daily.

A Day

1st Period	9:00-10:05
2nd Period	10:10-11:15
Lunch	11:15-11:50
3rd Period	11:50-12:55
4th Period	1:00-2:05

B Day

5th Period	9:00-10:05
6th Period	10:10-11:15
Lunch	11:15-11:50
7th Period	11:50-12:55
Flex Time	1:00-2:05*

*Time used for Mass and other Religious Activities, House meetings/events, Community Service, Club Meetings, etc. The entire 65 minutes would not need to be used. Time allotted would be dictated by the event.

AT-HOME LEARNING REQUIREMENTS

Action Steps

- 1. Students must log into their classes every day, on time and ready to learn.**
- 2. A computer with a camera and microphone is required and must be enabled.**
- 3. Students are required to follow the school dress code while on camera.**
- 4. Attendance will be taken and the guidelines in the student handbook regarding attendance will apply.**
- 5. All posted tuition and fees will remain the same.**
- 6. Behavior while participating in a live streamed class should not be distracting or inappropriate, including background images, profile names and pictures, chat conversations, etc.**

INFECTION PROCEDURES

Q1. What are the symptoms of COVID-19? The Centers for Disease Control (CDC) has identified a wide-range of symptoms that can be mild to severe and symptoms may appear 2-14 days after exposure to the virus. People with the following symptoms may have COVID-19: fever (above 100.4°F), chills, shortness of breath, fatigue, muscle/body aches, headache, loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea and a new, uncontrolled cough that causes difficulty breathing. Follow this link to check your [symptoms](#).

Q2. What should a parent do if a child has illness symptoms? If your child shows illness [symptoms](#) that could be COVID-19, you should contact your doctor. Your doctor may ask that your child participate in a COVID-19 test. You must alert your school's main office and do not send your child to school. If the symptoms occur during the school day, your child will be immediately sent to the office and you will be contacted to pick your child up from school. Your child may return to school when he/she has been symptom and fever free for 24 hours without fever-reducing medication or your child's doctor has provided an alternative diagnosis.

Q3. My child had COVID-19-like symptoms, but tested negative for COVID-19. When can he/she return to school? If your child tested negative for COVID-19, but has another illness, your child may return to school when he/she has been fever and symptom free for 24 hours without fever reducing medication. A doctor's note will not be required for return.

Q4. What should I do if my child tests positive for COVID-19? You must contact your child's school immediately to report the positive case. You will need to provide details to the school principal to assist with contact tracing. This may include, but not be limited to: the date symptoms began, close contacts your child had with others, siblings (their school/grade levels), other activities, etc. This information will be used to determine if there were any close contacts in the school community who will need to quarantine. You should work with your child's primary care physician for treatment. Your child may not return to school until he/she has met the return to school requirements in Q5.

Q5. When can a student return to school after receiving a positive COVID-19 test? If a student tests positive for COVID-19, the student must isolate and not return to school until they have met [CDC's criteria to discontinue home isolation](#). This includes:

1. At least 10 days have passed since symptoms first appeared; and
2. At least 24 hours have passed since the last fever without the use of fever reducing medications; and
3. Other symptoms have improved.

Q6. What should I do if another member of my household tests positive for COVID-19? You must immediately contact your school's office to report the positive case. You will need to provide details to the school principal to assist with contact tracing. This may include, but not be limited to: who tested positive, the date symptoms began, close contacts with family or community members, children in the home (their school/grade levels), etc. This information will be used to determine if there were any close contacts in the school community who will need to quarantine. Your school will ask that your child quarantine and monitor for symptoms. The quarantine will begin after the positive household member has recovered based on the criteria in question Q5 above. This means the quarantine period may be up to 24 days – 14 days beyond the 10 days needed for the positive household member to recover.

Q7. What happens if my child's teacher tests positive for COVID-19? Should any employee have COVID-19 symptoms or tests positive for COVID-19, we will follow the same protocols used for students. If your child's teacher becomes sick and is unable to work, your school will provide a substitute teacher.

Q8. What happens if a student in my child's class tests positive for COVID-19? Your school will make all parents aware that a student has tested positive for COVID-19. Contact tracing will be used to determine which students had close contact with the positive case. Students who are considered to be close contacts by the CDC/health department guidelines will need to begin a quarantine from the date of exposure, monitor for symptoms, and participate in at-home instruction. In some cases, it is possible that the entire class will be isolated at home for 10-14 days.

Q9. I suspect someone in my household may have COVID-19, should I keep my children home from school? Yes, if you suspect that someone in your household may have COVID-19 or is going to be tested for COVID-19 then all the household members should stay home and not attend school or other activities. The family members should remain isolated at home while awaiting the test results.

Q10. I have been notified by the school or health department that my child has been a close contact to someone who tested positive for COVID-19. What does this mean? When your child has been determined to be a close contact to someone who tested positive for COVID-19, this means your child may have been exposed to the virus. Since symptoms may appear 2-14 days after exposure, your child will need to quarantine at home and monitor for symptoms for 14 days after the exposure. During this time, the isolated child should remain at home, take daily temperature checks, and as much as possible remain in a separate room, use a separate bathroom and avoid eating meals with the family. Arrangements should be made with

the school to participate in at-home instruction. If symptoms appear during this time, you should notify the school and your child's doctor. If no symptoms appear, your child may return to school at the end of the quarantine period.

Q11. If my child has had a close contact with a positive case (outside of the household) and is required to quarantine, do my other children need to quarantine? No, your other children will not need to isolate since they were not considered a close contact to the positive case. However, the child in quarantine should remain isolated at home as much as possible while monitoring for symptoms. If symptoms should appear in the isolated child or any household member, you must contact your child's school immediately for further guidance.

Q12. Could my child's school building be closed due to COVID-19 this year? At times, a school may need to close on short notice when we are notified about a positive case that has been at school. This may be necessary to carry out additional disinfecting or to allow time for school and health department officials to gain a better understanding of the COVID-19 situation and trace all potential contacts. While it is our goal to continue in-person instruction, the health and safety of our students, their families, and our staff are the first priority.

If you have additional questions please contact your school office or the Kentucky COVID-19 hotline at (800) 722-5725.

Updated Quarantine Guidance

The CDC and the Kentucky Department of Health recently updated their quarantine guidance. The new guidance allows options to shorten the quarantine period for those who have been exposed to the virus as long as they have **NO symptoms**. The CDC has provided an explanation and data for this decision. It can be found [here](#).

It is important to note that symptoms of COVID-19 can begin 2-14 days following exposure to a positive individual. This means that even after following a shorter quarantine option, a close contact must continue to monitor for symptoms for 14 days after exposure. If symptoms appear during these 14 days, even if the close contact has returned from a shortened quarantine option, the person must isolate immediately, notify the principal, contact their physician and get a COVID-19 test.

Below are the three quarantine options now available according to the Northern Kentucky Health Department. These options can be used by individuals who are considered to be close contacts to a positive case and required to quarantine.

1. Quarantine for 14 days; especially if you are going to be around people that are high-risk* for the virus: elderly, people with co-morbidities, immunocompromised (*Recommended*)
2. Quarantine for 10 days if you have NO symptoms**
3. Quarantine for 7 days if you have a negative COVID-19 test on or after day 5 and have NO symptoms**

*High-risk – Older adults and people with medical conditions who are immunocompromised

**Symptoms – Symptoms include the following: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea

For the Diocese of Covington schools, the following procedures will be implemented in light of the new quarantine guidance:

- Individual Cases – Individual students or staff who are considered close contacts may choose any of the three quarantine options. Parents and staff will need to communicate their intended quarantine plan to the school principal when reporting their exposure. Prior to their return to school, the child's parent or staff member must update the school principal on their quarantine/symptom status and get final approval for returning under the shortened options.
 - For those choosing the 7 day quarantine option, proper documentation must be provided to the school principal in order to return to school and school activities. The close contact needs to provide the date of exposure, documentation showing the date of the COVID-19 test was at least 5 days after exposure, and documentation of the negative result. If this information is not provided, or the procedures are not followed correctly, then the 10 or 14 day quarantine option will be used.
- Class/Team/Group Quarantines – When we determine that a group of students must quarantine due to exposure to a positive case, the 10 day quarantine option will be used. Even though the group can return after 10 days, parents can choose to keep their child home for the full 14 day quarantine. While individuals can still proceed with the 7-day option to return to their non-school related activities, the 10 day quarantine will remain in place for school and all school related activities.