

Return to School Action Plan



ST. MICHAEL
the ARCHANGEL

- CATHOLIC HIGH SCHOOL -



Document Revised 8/18/20

Summer Preparation

Our Covid Task Force has spent the last few weeks preparing for the return of staff and students. SMA has partnered with City Wide Maintenance to clean, disinfect and sanitize the school. The product used are environmentally friendly and provide a 99.999% kill rate of viruses, including Covid-19. We have purchased 5 electrostatic sprayers that will be used throughout our building this school year.

SMA has created procedures and protocols for cleaning classrooms and common touch points throughout the day. Each classroom will be disinfected between classes and equipped with paper towels and hand sanitizer. Hand sanitizing stations will be placed throughout the building.

Important Dates

August 26th:

Welcome Home and Freshman Orientation, 8:30 a.m. -12:00 p.m.

Uniform compliance, including hair and piercings

Welcome Home and Sophomore Orientation, 1:00-3:00 p.m.

Uniform compliance, including hair and piercings

August 27th:

Welcome Home and Junior Orientation, 9:00 a.m. -12:00 p.m.

Uniform compliance, including hair and piercings

Welcome Home and Senior Orientation, 1:00 p.m. -3:00 p.m.

Uniform compliance, including hair and piercings

Important Dates Continued

August 28th - All Class Periods

Syllabus day, for all students, lunch provided

Doors open at 7:30 a.m.

Classes begin at 8:30 a.m.

Dismissal 3:15 p.m.

Uniform Compliance

Instructional Models and Criteria for Changing Models

Guiding Factors for Instructional Models:

Low Risk-Face to Face Instruction:

Eastern Jackson County or SMA positive test results less than 10% of the population.

Medium Risk-Hybrid Model:

Eastern Jackson County or SMA positive test results greater than 10% of the population.

High Risk-Distance Learning Model:

Eastern Jackson County or SMA positive test results greater than 15% of the population.

Administration, with the guidance of the SMA Covid Task Force, will monitor our population and determine the best mode of instruction for the safety and well-being of the SMA Community.

Safety Protocols for the Beginning of School Day

- Sway App: Staff and students will complete a Covid Symptom Screening through the Sway App each morning by 8:00 a.m.
- Doors open at 7:30, students are encouraged to arrive between 8:10-8:20 if not attending Mass.
- Entering the building: Students will be greeted and checked in each morning by a member of the administration for verification of screening. If screening is not complete or if the student answered yes to any of the questions, they will immediately be escorted to the nurses' office for further evaluation.
- Masks must be on before entering the building.

Safety Protocols for the Beginning of School Day

- Students not attending Mass, must wait at their designated spot in the large areas of the building and wait to be released to go to class.
- Locker use is discouraged and students are encouraged to carry their personal belongings with them to class in either their laptop bag or a new SMA backpack.
- Student athletes and students who need to visit “locker land” will be called prior to 8:30 a.m. to put their items away.

Safety Protocols During the School Day

Hallways:

- One way traffic patterns in the hallways and stairwells.
- No loitering in the Community areas and Hallways areas during passing periods.
- Students will be allowed to use the restroom during instructional time to minimize bathroom traffic during passing periods.

Safety Protocols During the School Day

Classrooms:

- Students will sanitize their hands as they enter the classroom.
- Seating charts will be maintained in Power School and enforced in the classroom.
- Doors will be kept open while teaching.
- Student desks will be distanced as much as possible in the classrooms. If possible, larger classes will be relocated to large common areas to ensure social distancing.
- HVAC ventilation fans will run continuously throughout the school day.
- Teachers will wear face shields while teaching at a distance of 6 feet from students and will wear masks when social distancing is not a possibility while teaching.

STUDENTS ARE TO WEAR MASKS THROUGHOUT THE SCHOOL DAY

Safety Protocol for Dismissal and After School

Students will be dismissed on a rotation basis and are asked to leave the building and campus immediately unless they are involved in a school sponsored activity on campus.

Student Athletes/Activities

Seniors

Juniors

Sophomores

Freshman

Academic Hallways will be locked at 3:30 p.m. and students still on campus will be moved to designed spots on the Learning Stairs. At 4:00 p.m., students on the Learning Stairs will be escorted outside to wait for their rides. In the case of inclement weather, the office vestibule will be open for students to wait for rides. Masks must be worn while waiting in the breezeway.

Mass, Community and Retreats

Mass:

- Daily Mass will continue at 8:00 a.m. for staff and students. Outside guests and parents are unable to attend at this time.
- In an effort to adhere to occupancy guidelines, fall sports teams will be assigned a day each week to attend morning Mass.
- All Masses will follow the Diocesan guidelines for safe liturgies.
- Communities will attend All School Mass on a rotating basis, typically on Wednesdays. Communities in attendance are encouraged to wear Dress Attire. Communities not in attendance, will watch the Mass via live stream in their House.

Mass, Community and Faith Formation

Community:

- Community prayer will not take place prior to House time.
- House activities will be modified to meet social distancing guidelines. Large spaces and outside areas will be used whenever possible.
- School-wide competitions will take place, but will be done in stages or meet social distancing and contact guidelines.

Athletics and Activities

SMA will follow the MSHSAA guidelines for all MSHSAA sanctioned activities.

Please direct all questions regarding activities to Mrs. Mary Kroening,
mkroening@smacatholic.org

Lunch

- Students are encouraged to bring their lunch from home.
- Brown Bag lunches will be available M-F and must be ordered prior to 9:00 a.m. each morning.
- Individually boxed hot lunch options will be available on Tues & Thurs and must be ordered prior to 9:00 a.m.
- Grab and Go items will be available for purchase on a limited basis.

SMA Cafe will accept debit/credit card payments, no cash will be accepted and credit will not be extended to students or staff.

Health and Safety of our SMA Community

Isolation Room will be used for students or staff who exhibit Covid-19 or other communicable illness symptoms throughout the day. Students with symptoms **MUST** be picked up, or leave, within 60 minutes of parent contact.

Protocols for Positive COVID-19 Test Diagnosis

- Student or Staff who tested positive for Covid-19 must quarantine for 10 days and be symptom free for 24 hours prior to returning.
- Student or Staff who were in “close, personal contact” as defined by the CDC must quarantine for 14 days. (revised: 8/18/20)
- The school will notify Jackson County Health Department for guidance and follow protocol lined out in the Policy and Procedures Document.
- City Wide Maintenance will be notified and the building will be sanitized and disinfected. City Wide Maintenance has a 2 hour response time.

Communication, Flexibility, Understanding and Prayer

Communication is key! Please notify the school with questions, concerns, and positive Covid-19 diagnoses. Email will be our primary mode of communication, please check for SMA emails periodically through the day.

Flexibility - SMA will make EVERY effort to provide Face to Face instruction, however we all must be flexible and understanding if we must move to a Hybrid or Distance Learning model for a period of time.

Confidentiality - Names will NOT be shared by SMA staff to protect the privacy of all students. However, we understand that students and families may share information.

Please pray for the safety and health of ALL of our staff, students and families. We appreciate your continued trust and confidence. We continue in our mission to guide our students to Know Truth, Love God and Serve Others.