



## HTCA Re-opening Plan for 2020-2021

The safety of all our students, families, and staff continues to be our first priority.

Kids are best educated in the classroom and our students will be in their seats and ready to learn on day one unless the Governor prohibits them from doing so.

In order to stay in compliance with the procedures and protocols as per the governor mandates, CDC guidelines and diocesan directives surrounding COVID-19, we have adopted the following guidelines for the safe reopening of school until restrictions are lifted.

We extend our appreciation to the parents, faculty, staff, and students for your cooperation and support in following these guidelines.

# ATTENDING SCHOOL IN-PERSON

*What will it look like to attend school in-person?*

## FACE COVERINGS

- All students are **REQUIRED** to have a mask or face covering with them to wear at times when social distancing cannot occur; ex.: recess.
- Students may wear their masks throughout the school day, if desired.

## PHYSICAL DISTANCING

### In the classroom

- Windows will be open in the classrooms when appropriate.
- Classes are set up to allow for appropriate social distancing for all grade levels.
- Class sizes are limited in size and all unnecessary furniture, (rugs, etc.) have been removed.
- Students will keep all supplies, disposable water bottles, books, etc. at their desks at all times. No lockers or closets will be used.
- Proper PPE will be in place.

### Schools will limit the number of adults contacting students throughout the day, including volunteers

- Parents are not permitted to drop anything off throughout the day, such as: lunches, homework, supplies, etc.
- All information for the office will need to be sent in through your child's book bag.

## COMMON SPACES

### Hallways and stairwells

- Water fountains will be unavailable.
- Floors will be marked for students to maintain appropriate social distance while walking to classrooms.

### Arrival and dismissal

- The appropriate social distance must be maintained at all times.
- The front walkway will have marks on the sidewalk designating where students can stand while waiting to enter.
- Temperatures will be taken before entry will be allowed. Any student having a temperature of 100.4 or more will not be permitted to enter. Parents will need to wait with their child/children until they are accepted for entry.
- Students will proceed directly to classrooms.
- Everyone will go in and out the main doors only.
- A staff member will collect students by bus number and escort them to their assigned bus.
- Parents are not permitted to wait by the front doors until all buses are dismissed and they need to do it in a socially distant fashion
- All walkers will be dismissed by class to their parents in a socially distant manner.

### Lunch

- There will be no hot lunch and students will need to bring a DISPOSABLE/brown bag lunch.

### **Playgrounds**

- Teachers will take students outside weather permitting two times a day in a socially distant manner.

### **Bathrooms**

- Class bathroom breaks will be scheduled to plan for regular sanitizing throughout the day.
- Anyone who needs to use the restroom outside of that time will be escorted to and from the restroom so they can be cleaned.
- The second-floor bathrooms will be designated for grades 5 – 8 and the downstairs bathrooms for Pre-K through 4th grade.

### **Bussing**

- HTCA will follow the Shelton Public School guidelines. Driving your students to school is highly recommended.

### **Cleaning and sanitizing procedures**

- Classrooms will have sanitizer available for students.
- Stand-alone sanitizer stations will be placed throughout the building.
- Teachers will wipe down common surfaces throughout the day.
- The use of hydrostatic cleaning machines will be used throughout the day.

### **Nursing and sick students**

- The nurse is available 5 days a week.
- If a child is sick, teachers will call the nurse and she will come to determine the appropriate action.

### **AFTER SCHOOL CLUB PROGRAM**

- Limited to working parents only who **PRE-REGISTER** so we can determine staffing and room assignments.
- Two separate classrooms will be utilized to separate students by upper elementary and lower elementary students.

### **INSTRUCTION**

- To limit interactions, there will be no gym, art or music class for the start of the school year.
- All teachers will wear a mask or face covering while instructing students.
- Out of the building field trips will not occur at this time.
- Extracurricular activities will not be offered at this time.
- There will be no class parties or birthday parties until further notice.
- There will be no sharing of materials. All students must supply their own pens, pencils, markers, etc.

**Parents will be notified of  
any changes to these guidelines as they occur.**