



MOTHER OF OUR REDEEMER
CATHOLIC SCHOOL

COVID-19 Reopening Plan



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*(Resources taken from CDC-COVID-19 Guidelines)



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Introduction:

This plan is intended for our school and in order to ensure the cleanliness and safety of our building. Reopening our facilities requires our MOR family to move forward together by practicing social distancing and other daily habits to reduce our risk of exposure to the virus that causes COVID-19. Reopening our school also strongly relies on public health strategies, including social distancing, isolation, and keeping track of how someone infected might have infected other people. This plan focuses on cleaning and disinfecting our school.

Our school, working together with local health departments, has an important role in slowing the spread of diseases to help ensure students have a safe and healthy learning environment. Our school serves students, staff, and visitors from throughout the community and all of these people may have close contact in the school setting, often sharing spaces, equipment, and supplies.

M.O.R. Catholic School strategies are to be followed by all families.

With CDC (Center for Disease Control) Guidelines in mind and consistent with OSHA (Occupational Safety and Health Administration) and other regulatory guidelines, our school Leadership Team has prepared the following plan:

• Develop Our Plan - Phase I - Prepare

- a) Review, update, and implement emergency operations plan (EOP).
- b) Ensure the plan includes strategies to reduce the spread of a wide variety of infectious diseases including COVID-19.
- c) Ensure the plan emphasizes everyday preventive actions for students and staff.
- d) Develop information-sharing systems with partners in our community.
- e) Teach and reinforce healthy hygiene practices to our students.
- f) Intensify cleaning and disinfection efforts.
- g) Monitor and plan for absenteeism.
- h) Assess group gatherings and events. Postponing non-critical gatherings and events.
- i) Require sick students and staff to stay home. Establish procedures for students and staff who are sick at school.
- j) Create and test communications plans for use with the school community.
- k) Review CDC's guidance for businesses and employers.



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• **Implement Our Plan - Phase II**

When there is minimal to moderate transmission in the community:

1. Coordinate with local health officials and ADOM OCS (Office of Catholic Schools).
2. Implement multiple social distancing strategies.
 - Cancel field trips, assemblies, and other large gatherings.
 - Cancel or modify classes where students are likely to be in very close contact.
 - Increase the space between desks up to 6 feet.
 - Avoid mixing students in common areas.
 - Stagger arrival and/or dismissal times.
 - Avoid congestion in the health office.
 - Limit nonessential visitors.
 - Limit cross-school transfer for special programs.
 - Teach staff, students, and their families to maintain distance from each other in the school.
 - Consider ways to accommodate the needs of children and families at risk for serious illness from COVID-19.

When there is substantial community transmission:

1. Continue to coordinate with local health officials and ADOM OCS.
2. Consider extended school building closure.

• **Maintain and Revise Our Plan Once Building Reopens- Phase III**

Reducing the risk of exposure to COVID-19 by cleaning and disinfection is an important part of reopening our school. Every American has been called upon to slow the spread of the virus through social distancing and prevention hygiene, such as frequently washing your hands and wearing face coverings. Everyone also has a role in making sure our communities are as safe as possible to reopen and remain open. The virus that causes COVID-19 can be killed if you use the right products. EPA has compiled a list of disinfectant products that can be used against COVID-19, including ready-to-use sprays, concentrates, and wipes. Each product has been shown to be effective against viruses that are harder to kill than viruses like the one that causes COVID-19.



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Phase I - Our Plan

This plan provides a general framework for cleaning and disinfection practices. Our plan also includes how to maintain a cleaning and disinfecting strategy after reopening our building. This plan will be adjusted as federal, state, or local guidance is updated and if our specific circumstances change.

The framework is based on doing the following:

1. **Normal routine cleaning with soap and water** of hands and surfaces.
2. **Disinfection using EPA-approved disinfectants at the end of each school day** to help reduce the risk of transmission via surfaces and objects touched by multiple students. Our school has purchased 4 Electrostatic Backpack Sprayer for the daily disinfection of rooms. Our school will be using the EPA-approved disinfectant Botanical Disinfectant Solution.
3. **Our Leadership team has evaluated our school to determine what kinds of surfaces and materials make up the areas to be cleaned.** Most surfaces and objects will just need normal routine cleaning. Frequently touched surfaces and objects like light switches and doorknobs will be cleaned and then disinfected to further reduce the risk of germs on surfaces and objects.

A Few Important Reminders about Coronaviruses and Reducing the Risk of Exposure:

- **Practice social distancing, wear facial coverings,** and follow proper prevention hygiene, such as washing your hands frequently and using alcohol-based (at least 60% alcohol) hand sanitizer when soap and water are not available.
- **Normal routine cleaning with soap and water** removes germs and dirt from surfaces. It lowers the risk of spreading COVID-19 infection.
- **Disinfectants kill germs on surfaces.** By killing germs on a surface after cleaning, you can further lower the risk of spreading infection. EPA-approved disinfectants are an important part of reducing the risk of exposure to COVID-19. If disinfectants on this list are in short supply, alternative disinfectants will be used (for example, 1/3 cup of bleach added to 1 gallon of water, or 70% alcohol solutions).



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- **Disinfectants will be stored in a responsible and appropriate manner according to the label.** ALL disinfectants will always be kept out of the reach of students.
- **Cleaning staff must always wear gloves appropriate for the chemicals being used when cleaning and disinfecting classrooms at the end of every day.** Additional personal protective equipment (PPE) will be available to cleaning staff based on setting and product.

Mother of Our Redeemer Catholic School's Emergency Operation Plan has been prepared following various guidelines from the CDC (Center for Disease Control) and ADOM OCS:

a) Review, update, and implement emergency operations plans (EOPs):

This will be done in collaboration with local health departments and the ADOM OCS (Office of Catholic Schools). Our plan includes strategies to reduce the spread of a wide variety of infectious diseases (e.g., seasonal influenza and COVID-19). This includes strategies for social distancing and school dismissal that may be used to stop or slow the spread of infectious disease.

b) The plan also includes strategies for continuing education, and other related services in the event of school closure:

The plan emphasizes everyday preventive actions for students and staff. For example, such as staying home when sick; appropriately covering coughs and sneezes; cleaning frequently touched surfaces; and washing hands often.

c) Develop information-sharing systems with partners:

Daily attendance reporting will be used on information such as changes in absenteeism and disease surveillance efforts to detect and respond to an outbreak. Local health officials will be a key partner in information sharing.

d) Teach and reinforce healthy hygiene practices:

Train staff on healthy hygiene practices so they can teach these to students. Ensure handwashing strategies include washing with soap and water for at least 20 seconds, especially after going to the bathroom; before eating; and after blowing your nose, coughing, or sneezing. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol will be used. We will ensure adequate supplies (e.g., soap, paper towels, hand sanitizer, tissue) are available at times to support healthy hygiene practices.



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e) **Intensify cleaning and disinfection efforts:**

- A daily routine has been established to clean and disinfect surfaces and objects that are frequently touched. This includes cleaning objects/surfaces not ordinarily cleaned daily (e.g., doorknobs, light switches, classroom sink handles, countertops). All cleaning products will be used according to the directions on the label.
- We will provide EPA-registered disposable wipes to teachers and staff so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped down before use.

f) **Monitor and plan for absenteeism:**

- We will review the usual absenteeism patterns at our school among both students and staff.
- We will alert local health officials about large increases in student and staff absenteeism, particularly if absences appear due to respiratory illnesses (like the common cold or the “flu,” which have symptoms similar to COVID-19).
- We will require that students and staff to stay home when sick, even without documentation from doctors. We will not award Perfect Attendance certificates.
- We will identify critical job functions and positions, and plan for alternative coverage by cross-training staff.
- We will determine what level of absenteeism will disrupt continuity of teaching and learning.

g) **Assess group gatherings and events. Consider postponing non-critical gatherings and events:**

- Serious consideration will be given to all upcoming gatherings and large events for our school community (e.g., assemblies, field days, spirit days, athletic events). We will give special consideration to events that might put students, staff, or their families in close proximity to others from communities that may have identified cases of COVID-19.
- We will consider whether any of these events should be canceled with the advice of local health officials and ADOM OCS to help determine the best approach.

h) **Require sick students and staff to stay home. Establish procedures for students and staff who are sick at school:**



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- Establish procedures to ensure students and staff who become sick at school or arrive at school sick are sent home as soon as possible.
 - Keep sick students and staff, particularly those with symptoms of respiratory illness, separate from well students and staff until they can leave. Plan to have areas where these individuals can be isolated from well students and staff until they can leave the school.
 - Share resources with the school community to help families understand when to keep children home. This guidance, not specific to COVID-19, from the American Academy of Pediatrics can be helpful for families.
- i) **Create and test communications plans for use with the school community:**
- Include strategies for sharing information with staff, students, and their families.
 - Include information about steps being taken by the school or childcare facility to prepare, and how additional information will be shared.
 - Test communication capacity, and reiterate steps staff, students, and families can take to stay healthy and guidance that they should stay home if sick.
- j) **Review CDC's guidance for businesses and employers:**
- Review this CDC [guidance](#) to identify any additional strategies the school can use, given its role as an employer.
 - Share resources with students (if resources are age-appropriate), their families, and staff. Coordinate with local health officials to determine what type of information might be best to share with the school community.

Share the following fact sheets and information sources:

- Information about COVID-19 available through [state](#) and [local](#) health departments
- General CDC fact sheets to help staff and students' families understand COVID-19 and the steps they can take to protect themselves:
 - a. [What you need to know about coronavirus disease 2019 \(COVID-19\)](#)
 - b. [What to do if you are sick with coronavirus disease 2019 \(COVID-19\)](#)
 - c. [Stop the spread of germs – help prevent the spread of respiratory viruses like COVID-19](#)



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- d. CDC Information on [COVID-19 and children](#)
 - e. CDC information for staff, students, and their families who have recently traveled back to the United States from areas where CDC has identified community spread of coronavirus.
- k) **For questions about students who plan to travel, or have recently traveled, to areas with community spread of COVID-19, we refer to CDC's guidelines for schools along with directives from state/ local health officials and the ADOM OCS.** Our school will postpone or cancel trips that could expose students and staff to potential community spread of COVID-19. Students returning from travel to areas with community spread of COVID-19 must follow guidance they have received from health officials. COVID-19 information for travel is updated regularly on the CDC website.

Phase II - Implementation

When there is minimal to moderate community transmission:

M.O.R. Catholic School strategies are to be followed by all families. If local health officials report that there are multiple cases of COVID-19 in the community, our school will implement additional strategies in response to prevent spread in the school but will continue using the strategies we implemented when there was no community transmission. These additional strategies include:

- a) Coordinate with local health officials:** This should be a first step in making decisions about responses to the presence of COVID-19 in the community.
- b) Implement multiple social distancing strategies:**
 - All students and teachers will practice social distancing. All students wear masks.
 - All teachers wear masks. Before Care service might be cancelled.

Arrival:

1. Timing- Arrival might take longer than usual. Be patient.
2. Spacing of cars- Cars must keep distance of 10 ft from each other.
3. All parents and students MUST use carline. Parents and students must wear masks.



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4. A crew of staff members will approach each car and take student's temperature using a contactless thermometer. Staff member will wear mask and gloves. If thermometer shows temperature of 100.4 F or above, student will not be allowed in the building.
5. Every student temperature will be taken as they enter building every morning by using a contactless thermometer and after lunch. Teachers will have thermometers in the classrooms in case a student becomes ill during the school day. In that case, student will be taken to an isolated room (a staff member wearing appropriate PPE will supervise child) and parents will be contacted. Student will not be allowed back in the building until fever or symptoms disappear.
6. Students that show no fever (symptoms) will be allowed in the building only through the main gate where they will sanitize their hands at one of our hand sanitizing stations. All students will be admitted into the building through one entry point (Front Gate). Classrooms/locations might change in order to provide proper spacing of students.
7. Social distancing signs and floor decals are displayed in order to show student proper traffic flow and in order to avoid proximity.
8. Limit the presence of volunteers for classroom activities, cafeteria support, and other activities.

Hallways:

1. Floor signs are displayed around the building to show traffic flow.
2. No gatherings are allowed. Students and staff must be 6 feet apart.
3. Restrict hallway use through homeroom stays or staggered release of classes. Students will stay in same room the entire day.

Gathering Spaces:

1. Activities and events such as field trips, student assemblies, athletic events or practices, special performances, school-wide parent meetings, or spirit nights are cancelled until further notice.
2. Cafeteria: Students eat lunch in their classrooms rather than mixing in the cafeteria.
3. Use of the health office will be limited. Any first aide need will be provided in the classroom. We encourage our parents to administer daily/ required



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medication at home. Students that must take medication during the day, must have a Medication Form on file. Medication will be administered by the school secretary in the classroom.

4. No cross-school transfer special programs will be allowed. For example, if students are brought from multiple schools for special programs (e.g., music, academic clubs).

Cafeteria:

1. Students can bring lunch from home.
2. Water fountains use will not be allowed. Students are to bring a water bottle from home.
3. Cafeteria will only serve boxed or bag lunches. Lunches will be delivered to classrooms in covered disposable containers. Students that use school lunch service will have access to individually wrapped utensils and a milk carton.
4. Lunches will be delivered on previously disinfected carts. Cleaning and disinfecting will take place between lunch deliveries.
5. Students' desks will be cleaned with disinfecting wipes before and after lunch.
6. Students must wash hands before and after lunch.

Classrooms:

1. **Increase the space between desks to 6 feet.** Rearrange student desks to maximize the space between students. Turn desks to face in the same direction (rather than facing each other) to reduce transmission caused from virus-containing droplets (e.g., from talking, coughing, sneezing).
2. **Cancel or modify classes where students are likely to be in very close contact.** Physical education, Spanish and Music teachers come to classrooms to prevent classes mixing with others in the hallway, playground, Spanish or Music room).
3. Outside recess will be cancelled until further notice.
4. Playground use will be cancelled until further notice.
5. Restrooms - Schedule has been created for restroom use during the school day. Restrooms will be disinfected every two hours during the school day and deep disinfection will take place at the end of every day. Only one class will be allowed to use the restrooms at once.



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Alternative Scheduling:

1. Daily schedules will be adjusted to accommodate various groups of the same grade placed in different rooms.
2. Block A/B Flex model will be used.

Remote Learning Might Continue:

1. Instruction will be adjusted to provide onsite direct instruction, remote learning, or a combination of both.

Social-emotional Program for all grades:

1. Teachers in all grades use SEL Program “Cloud9World” to address emotional area. Program provides ample resources for teachers, students, and parents and can be used online.

Counseling:

1. Counseling services will be available to students in grades K-8.

Preventative Hygiene:

1. Routine area cleaning will take place during the day.
2. Hand washing: A schedule for mandatory hand washing has been established.
3. All personnel and students will be required to practice social distancing, wear facial coverings, and follow proper prevention hygiene, such as washing their hands frequently and using alcohol-based (at least 60% alcohol) hand sanitizer when soap and water are not available. Hand sanitizer will be available to staff and students in every classroom and its use will be controlled by the teacher.
4. Deep disinfection with electrostatic machines will take place at the of every day.
5. Cleaning staff will clean the surface or object with soap and water or cleaner.
6. Then, cleaning staff will disinfect using Electrostatic Sprayer and disinfecting solution.
7. Consideration will be made to move or remove some items completely to reduce frequent handling or contact from multiple people. Soft and porous materials, such as area rugs and seating, will be removed or stored to reduce the challenges with cleaning and disinfecting them.



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Dismissal:

1. Timing- Dismissal might take longer in order to avoid gatherings.
2. Dismissal will be done from classrooms and by grade level.
3. Staff members situated along dismissal area will use radios to call student.
4. All families must display student identification signs. This will facilitate dismissal process.
5. Distance of cars- Cars must keep distance of 10 ft from each other.
All parents and students MUST use carline. Parents and students must wear masks.
6. Parents are not allowed in the building.

Our school will consider ways to accommodate the needs of children and families at risk for serious illness from COVID-19- In consultation with ADOM OCS we will consider if and how to honor requests of parents who may have concerns about their children attending school due to underlying medical conditions of their children or others in their home.

Consider extended school closure:

Our school follows the guidelines set forth by Miami-Dade County public schools and the ADOM OCS. In collaboration with local health officials, we will implement extended school closures (e.g., closures for longer than two weeks). This longer-term, and likely broader-reaching, closure strategy is intended to slow transmission rates of COVID-19 in the community. During extended school closures, extracurricular group activities will be cancelled, school-based afterschool programs, and large events (e.g., assemblies, spirit nights, field trips, and sporting events). Instruction will take place through remote learning. Other services such as counseling and academic interventions might be available.

Criteria to Determine What Needs to Be Cleaned: For Leadership Team Use ONLY).

Some surfaces only need to be cleaned with soap and water. For example, surfaces and objects that are not frequently touched should be cleaned and do not require additional disinfection. Additionally, disinfectants should typically not be applied on items used by children, especially any items that children might put in their mouths. Cleaning toys and other items used by children with soap and water is usually sufficient. Our school will follow CDC Guidelines for Child Care Programs.



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Determine if area is outdoor:

Outdoor areas generally require normal routine cleaning and do not require disinfection. Spraying disinfectant on sidewalks and in parks is not an efficient use of disinfectant supplies and has not been proven to reduce the risk of COVID-19 to the public. We will maintain existing cleaning and hygiene practices for outdoor areas.

The targeted use of disinfectants can be done effectively, efficiently and safely on outdoor hard surfaces and objects frequently touched by multiple people. Special attention will be paid to playground.

Has the area been unoccupied for the last 7 days?

If the school has been unoccupied for the last 7 days, it will only need your normal routine cleaning to reopen the area. This is because the virus that causes COVID-19 has not been shown to survive on surfaces longer than this time.

Considerations will be taken when reopening our building to ensure the safety our building water system. It is not necessary to clean ventilation systems, other than routine maintenance, as part of reducing risk of corona viruses.

Determine what needs to be disinfected:

Following our normal routine cleaning, our cleaning staff will disinfect frequently touched surfaces and objects using an EPA-approved disinfectant.

Examples of frequently touched surfaces and objects that will need routine disinfection following reopening are:

- tables,
- doorknobs,
- light switches,
- countertops,
- handles,
- desks,
- phones,
- keyboards,
- toilets,
- faucets and sinks,
- touch screens, and



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Soft and porous materials that are not frequently touched should only be cleaned or laundered, following the directions on the item's label, using the warmest appropriate water setting.

Consider the resources and equipment needed

UV Our personnel will be required to always wear gloves appropriate for the chemicals being used for routine cleaning and disinfecting. Our school will follow the directions on the disinfectant label for additional PPE needs. Our school will follow CDC Guidelines for equipment and PPE.

Phase III- Maintain and Revise

MOR Catholic School will take steps to reduce the risk of exposure to the virus that causes COVID-19 during daily activities. Our school will follow CDC Tips to reduce our exposure and risk of acquiring COVID-19. We will continue to update our plan based on updated guidance and our current circumstances.

Continue routine cleaning and disinfecting

1. Routine cleaning and disinfecting are an important part of reducing the risk of exposure to COVID-19. Normal routine cleaning with soap and water alone can reduce risk of exposure and is a necessary step before you disinfect dirty surfaces.
2. Surfaces frequently touched by multiple people, such as door handles, desks, phones, light switches, and faucets, should be cleaned and disinfected at least daily. More frequent cleaning and disinfection may be required based on level of use.
3. We will consider choosing a different disinfectant if our first choice is in short supply. We will make sure there is enough supply of gloves and appropriate personal protective equipment (PPE) based on the label, the amount of product you will need to apply, and the size of the surface you are treating.

Maintain Safe Behavioral Practices:

We have all had to make significant behavioral changes to reduce the spread of COVID-19. To reopen America, we will need to continue these practices:

- Social distancing (specifically, staying 6 feet away from others when you must go into a shared space). Considerations will be made to keep students



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properly distanced within their classroom, unless they have outside activities. Cafeteria/ Lunch schedules will be revised in order to provide proper distancing and avoid concentrations of large numbers of students.

- Frequently washing hands or use alcohol-based (at least 60% alcohol) hand sanitizer when soap and water are not available
- Wearing cloth face coverings
- Avoiding touching eyes, nose, and mouth
- Staying home when sick
- Cleaning and disinfecting frequently touched objects and surfaces

MOR Catholic School will continue to follow federal, state, and local guidance for reopening America. Plan will be changed or adjusted accordingly.

Practices that reduce the potential for exposure:

It is also essential to change the ways we use public spaces to work, live, and play. We should continue thinking about our safety and the safety of others.

- To reduce your exposure to or the risk of spreading COVID-19 after reopening our school, we must educate all and have them consider whether they need to touch certain surfaces or materials.
- We will teach our students to wipe public surfaces before and after they touch them. These types of behavioral adjustments can help reduce the spread of COVID-19.
- We will make long-term changes to practices and procedures. These could include reducing the use of porous materials used for seating, leaving some doors open to reduce touching by multiple people, opening windows to improve ventilation, or removing objects in our common areas.

Conclusion- Reopening our school requires all of us to move forward together using recommended best practices and maintaining safe daily habits in order to reduce our risk of exposure to COVID-19.

Other Resources:

- **Schools and childcare programs**
 - [K-12 and Childcare Interim Guidance](#)
 - [Cleaning and Disinfecting your Facility](#)
 - [FAQ for Administrators](#)
 - [Parent and Teacher Checklist](#)



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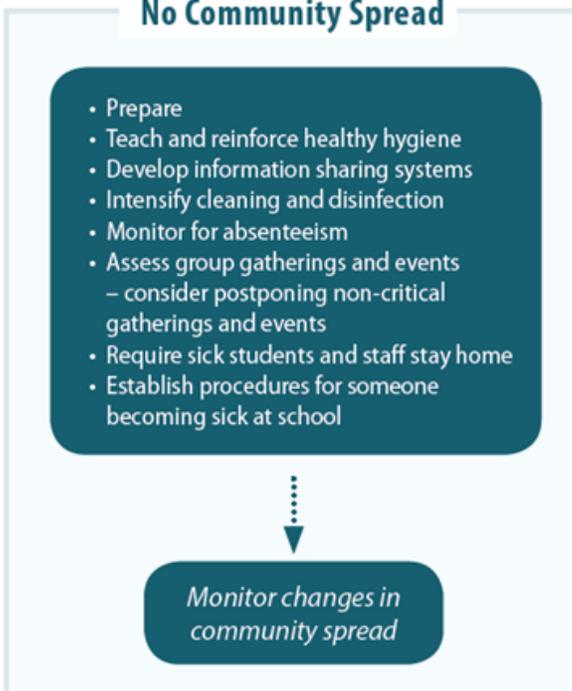
- **Community- and faith-based organizations**
 - [Interim Guidance for Organizations](#)
 - [Cleaning and Disinfecting your Facility](#)
 - [Interim Guidance for Retirement Communities](#)
 - [FAQ for Administrators](#)
- **If you are sick**
 - [Steps to Help Prevent the Spread of COVID19 if You are Sick](#)

School Decision Tree

All Schools Regardless of Community Spread



No Community Spread



Minimal to Moderate OR Substantial Community Spread





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Coverage

This Plan has been promulgated to assist with preventing the spread of COVID-19; however, COVID-19 has been declared a worldwide pandemic by the World Health Organization and is extremely contagious. The Archdiocese cannot guarantee that an employee, student, volunteer, contractor or other campus visitor will not become infected with COVID-19. This Plan, and any other related policies and procedures, may be revised at any time with or without prior notice and the specific provisions may be subject to the discretion of the Superintendent of Schools and School Principals. This Plan may differ from other entities within the Archdiocese of Miami due to varying local laws and the unique nature of the services and population that each entity serves.