



DIOCESE *of* SACRAMENTO  
**CATHOLIC SCHOOLS**

**BLUEPRINT FOR FALL  
2021-2022 SCHOOL YEAR**



***St. Catherine of Siena School  
3460 Tennessee Street  
Vallejo, CA 94591  
Solano County***

***“Be Who God meant you to be and you will set the world on fire.”  
St. Catherine of Siena***

V 2.0  
August 1, 2021

Faith + Community + Growth

## TABLE OF CONTENTS

<b>Introduction</b>	3
<b>COVID-19 Prevention Program</b>	4
Layers of Safety: Infection Mitigation Strategies	4
Vaccination	4
Antigen Screening	5
Behavioral Assessment Questionnaires	5
Face Coverings	5-6
Personal Protective Equipment	7
Plans for Our SCS School Community	7-9
Screening	9
Shared Spaces	9
Social Distancing	10
Spacing	10
Temperature Checks	10
Staff Training & Family Education	11
COVID-19 Symptoms and Case Response	12-15
Additional Details	16
Supplies Provided by Families	16
SCS School Schedule	17-18
<b>Safe Environment</b>	<b>19</b>
Please Remember To:	19
Closing	20

Reference link:

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/K-12-Guidance-2021-22-School-Year.aspx>



## INTRODUCTION

Welcome to our 2021-2022 school year at St. Catherine of Siena School!

Here are a few key points for our school families:

- Students and instructional staff will be required to wear masks indoors across grades K-12 regardless of vaccination status. Masking requirements for staff that do not come into contact with students will be subject to Cal-OSHA requirements.
- Masks will be optional in all outdoor K-12 settings.
- There are no absolute physical distancing mandates.
- There are no isolated stable groups or cohorts.
- Cleaning of surfaces will only need to be performed once a day at a minimum, unless the surface is shared.
- Vaccinated persons will not be subject to quarantine if asymptomatic.
- Newly developed modified quarantine requirements make it possible for unvaccinated students and staff that are asymptomatic to remain on campus in the event of exposure.
- Shared spaces will be allowed.

Our diocesan schools responded heroically to the challenge of COVID-19, keeping students on campus while taking significant steps to mitigate the disease's spread. Our safety plan is currently in its tenth iteration since July 2020. This updated document aims to create an expectation of what the coming year holds. While we embrace a less restrictive environment, the safety and well being of our students and staff remain our top priority.

Our priorities remain:

1. **Safety:** Our overall risk has been reduced because adults and students 12 and older have had the opportunity to be vaccinated. We will continue to manage our risk.
2. **Hygiene:** We will continue to emphasize robust hygienic practice.
3. **Presence:** Keeping school open daily. We do not want to burden parents with challenging schedules that prevent them from working a full workday - we want our students at school in-person.
4. **Growth:** Despite limitations, we want our children to continue their academic progress at grade level in their faith and all core academic standards.

We have written this document specifically for our school environments, and we expect it to evolve as the public health situation changes. The school principal will share any updated documents on the school website and through the school information system.



## COVID-19 PREVENTION PROGRAM

### Layers of Safety: Infection Mitigation Strategies

For the past year, we have offered a variety of mitigation strategies working in unison to reduce our risk of exposure and transmission of COVID-19 on campus. We have effectively applied all recommended strategies, as well as our own novel strategies (such as behavioral screening), at our schools this past year. As COVID-19 rates of spread increased, we layered on additional strategies. It is our hope that as people get vaccinated or recover from infection, and COVID-19 wanes, it stands to reason that we can move to less-intrusive interventions.

The new [CDPH Guidelines for the 2021-2022 School year](#) affirm this approach and at the same time, allow for our school sites to have a less restrictive environment as we move forward.

### Vaccination

CDPH strongly recommends that all persons eligible to receive COVID-19 vaccines receive them at the first opportunity.

All Catholic school employees who desired a Covid-19 vaccine have had access to one. Though we are not mandating vaccination, we will not make special accommodations for employees who choose not to receive them; in other words, this plan is predicated upon a vaccinated teaching force or society achieving herd immunity. Though we are not currently mandating vaccination for employees in the hope that we will reach herd immunity before that step is necessary, we will review this policy if faced with new mutations or other changes that may require a mandatory vaccination strategy.

In addition to vaccines required for school entry, CDPH strongly recommends that all students and staff be immunized each autumn against influenza unless contraindicated by personal medical conditions, to help:

- Protect the school community.
- Reduce demands on health care facilities.
- Decrease illnesses that cannot be readily distinguished from COVID- 19 and would therefore trigger extensive measures from the school and public health authorities.



## Antigen Screening

- At times our schools may require employees and students returning to campus to undergo antigen screening at a place, time, and frequency as designated by the Catholic School Department, in collaboration with our advisors and county health departments. A sample test letter and waiver form are available in [Appendix I](#).

## Behavioral Assessment Questionnaires

- At times our school may require employees and students returning to campus to fill out and provide information on a behavioral assessment questionnaire.

## Face Coverings

We will continue to comply with CDPH and county health guidelines on the use of masks.

### Masks

- Masks are required of all individuals in the K-12 school community indoors, regardless of vaccination status.
- Masks are optional outdoors in the K-12 school community setting.
- **Students in all K-12 grade levels are required to wear face coverings indoors, while at school, unless exempted, regardless of vaccination status.**
  - A cloth face covering should be removed for meals, snacks, or when it needs to be replaced. When a cloth face covering is temporarily removed, it should be placed in a clean, safe area, clearly marked with the student's name and date, until it needs to be put on again.
- The face covering guidance recognizes that there are some people who cannot wear a face covering indoors for a number of different reasons. People are exempted from the requirement if they are under age 2, have a medical or mental health condition or disability that would impede them from properly wearing or handling a face covering, those with a communication disability, or when it would inhibit communication with a person who is hearing impaired. Those with communication disabilities or caregivers of those with communication disabilities can consider wearing a clear mask or cloth mask with a clear panel when appropriate.
- **Persons exempted from wearing a face covering indoors due to a medical condition, as confirmed by school district health team and therapists, must**



**wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge, as long as their condition permits it.**

- In order to comply with this guidance, schools must exclude students from campus if they are not exempt from wearing a face covering under CDPH guidelines and refuse to wear one provided by the school indoors.
- Extra masks are available at the school office if a face mask becomes damaged and needs to be replaced during the school day.
- **Employees are required to wear face coverings indoors, while at school, when sharing indoor spaces with students, regardless of vaccination status.**

## Face Coverings for Students

**Students in all K-12 grade levels are required to wear face coverings indoors, while at school, unless exempted, regardless of vaccination status.**

- Masks are optional outdoors for all in K-12 school settings.
- K-12 students are required to mask indoors, with exemptions per [CDPH face mask guidance](#).
- Persons exempted from wearing a face covering due to a medical condition, must wear a non-restrictive alternative, such as a face shield with a drape on the bottom edge.
- A face covering will be provided to students who inadvertently fail to bring a face covering to school to prevent unnecessary exclusions.
- Students who refuse to wear a mask indoors will be isolated from other individuals, a parent/guardian will be called to pick up the student. The student may return once a proper face mask/cover is worn.

## Face Coverings for Faculty and Staff

**Employees are required to wear face coverings indoors, while at school, when sharing indoor spaces with students, regardless of vaccination status.**

- Adults in K-12 school settings are required to mask when sharing indoor spaces with students.
- N-95 masks are more effective than cloth masks.
- Personal hygiene, social distancing, and frequent cleaning efforts are critical parts of employee protection.
- Masks are optional outdoors regardless of vaccination status.



## Personal Protective Equipment (PPE)

PPE is not a substitute for social distancing or proper handwashing. In addition to using PPE, please remember to:

- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available.
- Avoid touching your eyes, nose, and mouth.

## Plans for our SCS School Community

### Classrooms

- Student desks will be designated for each individual student in kindergarten through 5th grade.
- Junior High Students in 6th through 8th grade will rotate to different classrooms for various subjects throughout the day.
- Junior High Students in 6th through 8th grade will disinfect and clean the workspace they have used at the end of each subject rotation.
- Student desks are 3 feet apart.
- Student desks have sneeze guard shields.
- Air purifiers are in all classrooms, the school office, gym, and Star Room for extended care.
- Windows will be open as much as possible for increased ventilation at the discretion of the classroom teacher.
- Shared spaces such as the Church, gym, classrooms, and PLC (Parish Life Center) for music are allowed.
- Shared spaces are cleaned regularly.
- Students have their own supplies, water bottle, cleaning materials, and hand sanitizer.
- Teachers will utilize outdoor space as much as possible.

### Extended Care

- Extended Care will be in the Star Room of the gym.
- Extended Care may at times use the outside shade structure area, weather permitting.
- Extended Care is available to pre-registered students only that have been pre-approved by the principal (there are no drop-ins available).



## Gym

- PE at times will be outside, dependent upon the weather and activity.
- The gym will be a shared space for students in kindergarten through 8th grade.
- Shared equipment will be disinfected after student use.

## Lunch from Home

- Students are to bring a packed lunch, snack, and refillable container or water from home each day to school.

## Morning Assembly

- Morning Assembly will be done through the intercom system the entire school year regardless of weather and temperature outside.

## Office

- We encourage all guests to ring the bell at the front office gate.
- We have found many items can be addressed and taken care of while outside or at the door.

## Outside Tables

- Students will eat outside at the tables as much as possible.
- Students will disinfect their eating area before getting up and leaving the table.
- At times students will eat inside the classrooms. This will be dependent upon weather conditions. At times this may be increased to help eliminate shared surfaces.

## PLC (Parish Life Center)

- The PLC (Parish Life Center) will be a shared space for music class for kindergarten through 8th grade students.
- The PLC (Parish Life Center) will be a shared space for 6th grade students twice a week during religion class.

## Staff Room

- The staff room is available for employees to have a designated space to take their breaks.
- Employees are to disinfect the shared space they have used before leaving the staff room.





## Water

- Hydro fill water stations are available in the upper and lower level of the junior high building.
- Each individual of our school community will bring a pre-filled water container every day that may be refilled at a hydro fill water station as needed.

## Screening

- Students and staff should conduct an at-home, daily symptoms self-check and temperature check before they come to campus. Temperatures need to remain below 100.4 degrees Fahrenheit.
- Should symptoms present themselves, school employees may all function as designated screeners for students and non-employees. The principal or school office staff may serve as screeners for faculty and staff if a third-party screener is required.
- During the day, any person experiencing or showing symptoms will report to the office for screening.
- If a staff member already at school shows symptoms described above, a supervisor will allow them to go home without penalty for that day.
- The school principal and/or contact tracers shall update the Catholic School Department Executive Assistant every Monday morning regarding confirmed COVID-19 cases amongst staff and students from the previous week.
- At times our school may require daily symptoms checks for all individuals entering our school community.

## Shared Spaces

- Shared spaces in the K-12 school community are allowed.

## Social Distancing

Recent evidence indicates that in-person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies (e.g., masking) are implemented.



We will continue to encourage outdoor play and activities (masks optional outdoors), and we will encourage all persons on campus to continue to practice social distancing if possible.

- Close contact interactions (to determine contact tracing) are considered less than 6ft and longer than a cumulative total of 15 minutes or more over a 24-hour period.
- Grade Level Groups are automatically considered close contacts (given prolonged indoor exposure).
- We encourage the continued use of signage throughout campus to support proper hygiene norms.

## Spacing

- Our classroom desks are 3 feet apart.
- Our classroom desks have sneeze guard shields.
- Individuals are encouraged to disinfect their workspace throughout the day.
- Cleaning of individual workspace surfaces will be performed at a minimum of once per day.
- Shared spaces are allowed.
- Junior High Students in 6th through 8th grade will disinfect and clean the workspace they have used at the end of each subject rotation.
- Shared surfaces such as tables and sinks will be cleaned more often.
- At times the frequency of cleaning and disinfecting individual workspace areas and shared surfaces may be increased.

## Temperature Checks

- Students and staff should conduct an at-home, daily symptoms self-check and temperature check before they come to campus. Temperatures need to remain below 100.4 degrees Fahrenheit.
- At times our school may require temperature checks for all individuals entering our school community.

## Staff Training and Family Education

### Delivering Instruction

- Principals will present the plan to their communities.



- Teachers will provide initial and routine instruction in mitigation strategies and health practices to their students in keeping with all provisions of this protocol.
- Schools will inform the community of changes to this plan via their information system (School Speak) and post the updated plan or a link to the diocesan portal website on the school website.

## Cleaning & Disinfection Routine

- We will continue to maintain a high level of hygiene on campus. Students will continue to routinely clean and disinfect their desks and materials.

## Healthy Hygiene Practices

Reducing the risk of exposure to COVID-19 by proper personal hygiene practices and disinfection is a critical part of ensuring student and staff safety.

- Staff and families will be educated in sanitation and hygiene instruction through training if needed and review of protocols.
- [Cleaning hands at key times](#) with soap and water for at least 30 seconds or an alcohol-based hand sanitizer with at least 60% alcohol if soap and water are not readily available is essential.
- Build time into daily routines for students and staff to wash hands.
- Families will be constantly reminded to maintain hygiene and distancing when necessary at home and in the community.

## Visitor & Volunteer Protocols

The safety of our staff and students is our primary concern.

- Visitors and Volunteers on campus must wear a mask when indoors regardless of vaccination status.
- Visitors are allowed only upon prior approval from the school principal.
- Volunteers are allowed only upon prior approval from the school principal.
- When deemed appropriate, volunteers on campus will be limited to those performing essential tasks.
- Volunteers will only be permitted if deemed essential by the principal.
- Volunteers should expect to provide proof of vaccination status.

## Food

The safety of our staff and students is our primary concern.

- Sharing food is prohibited without prior approval from the school principal, and must be individually packaged when approved.



- Personal food deliveries for students are not allowed.
- Students must bring their own lunch, snack, and drink to school daily.
- Eating will take place outdoors as much as possible.
- Surfaces that come in contact with food will be sanitized before and after meals.

## Travel Restrictions

- Our focus will be on behaviors and not the act of travel itself.
- At times during spikes in COVID, travel restrictions may go into effect.
- We reserve the right to ask school community members to quarantine if they have traveled to regions which are documented hotspots, so please be prepared for a revisiting of this policy.

## COVID Symptoms and Case Response

### Definitions

A **contact** is defined as a person who is less than 6 feet from a case for more than 15 minutes. An entire group is considered a contact if they have shared time indoors, even with distancing.

### Contact Tracers

- The school has a designated employee who is a contact tracer whose name is on file with the Catholic School Department and County Health.
- Contact tracers must be trained either by the county within which the school resides or take one of the following courses on contact tracing:
  - Webinar-Based as recommended by the CDC:  
<https://www.cdc.gov/coronavirus/2019-ncov/php/contact-tracing/general-training-modules.html>
  - Coursera Option:  
<https://www.coursera.org/learn/contact-tracing-for-covid-19>

## Symptoms

**Our symptom checklist distinguishing between high-risk and low-risk symptoms remains the same.**

### Symptoms for Students



- Fever of 100.4 degrees or higher;
- Sore throat;
- New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline);
- Diarrhea, vomiting, or abdominal pain;
- New onset of severe headache, especially with a fever.

\*The principal reserves the right to determine the re-entrance date for all individuals within the school community.

### Symptoms for Adults

- Fever of 100.4 degrees or higher;
- Chills;
- Cough;
- Shortness of breath/ difficulty breathing; Fatigue;
- Muscle or body aches;
- Headache;
- New loss of taste or smell;
- Sore throat;
- Congestion or runny nose;
- Nausea or vomiting; Diarrhea

\*The principal reserves the right to determine the re-entrance date for all individuals within the school community.

## Testing

- Any student or staff person with symptoms not explained by another non-infectious condition diagnosed by a medical professional needs to be tested for COVID-19.
- Per this directive, symptomatic individuals must be tested within 48 hours of symptom onset, and provide test results within 72 hours.



- If the medical provider for the individual with symptoms cannot guarantee a 72-hour turnaround in test results, the symptomatic individual must seek out a different lab.

*Parents and students are responsible for the cost of their own testing, unless the school directs an entire cohort to get tested at a designated site.*

\*The principal reserves the right to determine the re-entrance date for all individuals within the school community.

## Quarantine and Isolation

Students and staff who test positive for the virus that causes COVID-19, take the following steps to protect others regardless of COVID-19 vaccination status: Isolate at home and isolate away from others for at least 10 days.



- If you do not have any symptoms, you should still isolate yourself at home for at least 10 days.
- If you develop symptoms, continue to isolate for at least 10 days after symptoms start as long as symptoms have improved, and no fever is present for at least 24 hours without use of fever-reducing medications.
- Contact your healthcare provider as soon as possible if you are more likely to get very sick because of being an older adult or having underlying medical conditions or if your symptoms get worse.

Quarantine recommendations for unvaccinated students and staff members for exposures when both parties were wearing a mask, as required in K-12 indoor settings.

a. When both parties were wearing a mask in the indoor classroom setting, unvaccinated students who are close contacts (more than 15 minutes over a 24-hour period within 0-6 feet indoors) may undergo a modified 10-day quarantine as follows. They may continue to attend school for in-person instruction if they:

- i. Are asymptomatic;
- ii. Continue to appropriately mask, as required;
- iii. Undergo at least twice weekly testing during the 10-day quarantine; and
- iv. Continue to quarantine for all extracurricular activities at school

Quarantine recommendations for vaccinated staff and vaccinated students-close contacts.

- a. Refrain from quarantine and testing following a known exposure if asymptomatic
  - i. Following a known exposure at school, fully vaccinated individuals do not need to quarantine if asymptomatic.
  - ii. Vaccinated individuals who are symptomatic and test positive will need to undergo a 10 day quarantine.

## Additional Details

The Diocese of Sacramento will offer a dedicated virtual academy for any family opting for remote learning for their student. Our traditional parochial elementary schools will not offer dual delivery of instruction (ie, in-person and online simultaneously) and instead will focus on in-person instruction.



## Distance Learning

Distance Learning online will only be provided or initiated when determined to be essential and necessary for an entire grade level to continue learning.

If a grade level group (entire class) must quarantine for a period of time, we will transition to distance learning as in the 2020-21 school year until quarantine is over.

## School Closure and Subsequent Reopening

The Catholic School Department, in consultation with Public Health, will determine if a partial or full school closure is needed based on guidance and recommendations from CDPH. When school closure is required, distance learning will go into effect for the entire grade level/s. Both the school and the county must meet current state guidance to reopen.

## Mass

- Daily Mass is available both in the morning and evening at St. Catherine of Siena Parish. Kindly refer to the parish website for Mass details.
- SCS School Mass on Fridays will be in person in our Church and not available via livestream.
- The SCS Parish School Mass each month on a weekend will be in person in our Church.

## Supplies Provided by Families

**\*Families are to replenish personal hygiene items whenever needed for their SCS student.**

## SCS School Schedule

### Morning Drop-Off

**Drop-Off Hours:** 7:45 - 8:10am





**Staffing:** Teachers and Aides

**Morning Drop-Off will be re-evaluated and possibly adjusted each trimester.**

**Protocol:**

- Principal or designee **MAY** check each child's temperature before they are allowed to exit the vehicle, prior to the vehicle entering the parking lot.
- Students will exit the vehicle, enter the classroom, and go to their assigned seat.
- All K-8 students are required to wear a mask at all times indoors except when eating.
- Children exit the vehicle from the passenger side and have belongings with them.
- Drivers should not leave the vehicles.
- Students will exit vehicles and go directly to their classrooms.
- Students that are tardy will need to be brought to the front office gate for entry.
- We will not have student volunteers for Safety Patrol (this may be re-evaluated at a later time).

## Morning Recess

**Kindergarten and 1st grade:** 9:30-9:50

**2nd and 3rd grade:** 9:50-10:10

**4th grade:** 10:10-10:30

**5th through 8th grade:** 10-10:15

**Staffing:** Teachers and Aides

**There may be adjustments in recess times some mornings to accommodate classes and student activities.**

## Lunch

**Time for kindergarten through 4th grade to eat:** 12-12:20

**Time for kindergarten through 4th grade to play:** 12:20 - 12:40

**Time for 5th through 8th grade to play:** 12-12:20

**Time for 5th through 8th grade to eat:** 12:20-12:40



**Staffing:** Aides and possibly approved volunteers

### Afternoon Recess

**Time for kindergarten:** 2:15-2:35

**Time for 1st Grade:** 2:15-2:35

**Staffing:** Teachers and Aides

### After School Pick-Up

**Time:** 2:45 - 3:15pm (12:15-12:45 on minimum days)

**Staffing:** Teachers and Aides

**After School Pick-Up will be re-evaluated and possibly adjusted each trimester.**

#### Protocol:

- Campus will open at 2:45pm.
- Students will be guided to their designated pick-up location and wait with their grade-level for their vehicle.
- Children should enter the vehicle from the passenger side.
- Drivers should not leave their vehicles.

## SAFE ENVIRONMENT

The safety of our employees and students is our first priority. Upon reopening, our schools have been completely cleaned and disinfected, and we will continue to adhere to all necessary safety precautions. In addition, the process outlined below will routinely serve to protect everyone and reduce the risk of spread of infection.



- Custodial staff who clean and disinfect the school site must be equipped with proper personal protective equipment, including gloves, eye protection, respiratory protection, and other appropriate protective equipment as required by the product instructions. All products must be kept out of the reach of children and stored in a space with restricted access.
- Establish a cleaning schedule in order to avoid both under- and over-use of cleaning products.
- Ensure safe and correct application of disinfectant and keep products away from students.
- Ensure proper ventilation during cleaning and disinfecting. Introduce fresh outdoor air as much as possible for example by opening windows where practicable.

## Please remember to:

- Wash your hands often with soap and water for at least 30 seconds. Use hand sanitizer with at least 60% alcohol if soap is not available.
- Avoid touching your eyes, nose, and mouth.



### St. Catherine of Siena School

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St. Catherine of Siena School Families,

We appreciate your patience, support, and kind understanding as we all work together for our children!

Have a very blessed, happy, and safe year ahead,

Christine Walsh  
Principal  
St. Catherine of Siena School  
cwalsh@scstars.net

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St. Catherine of Siena***

