

St. Mary's Nativity School

2020-2021 Return to School Plan



Safety, Presence, and Growth

in a

Christ-Centered Environment

THE DIOCESE OF HOUMA-THIBODAU
RETURN TO SCHOOL TASK FORCE

Established by:
Suzanne Delaune Troxclair, Superintendent
Office of Catholic Schools

Task Force Members:

Jill Arabie	Stacey Dupre	Melissa Robertson
Becki Badeaux	Fr. Simon Peter Engurait	Tim Robichaux
Marissa Bagala	Renee Gautreaux	Gerard Rodrigue
Peter Boudreaux	Jeremy Gueldner	Jamie Rodrigue
Dr. Nicole Bourgeois	Kris Guillot	Jennifer Russell
Karen Bouterie	Lydia Landry	Charlotte Smith
Ree Case	Christina Lasserre	Amanda Talbot
Mary Cavell	Lance Ledet	Cheryl Thibodaux
Kelli Cazayoux	Lyddy Lindley	Tricia Thibodaux
Alyce Charpentier	Cathy Long	Lonnie Thibodeaux
Michelle Chiasson	Ginny Medina-Hamilton	Jon Touns
Steve Crispino	Dr. Cindy Martin	Kayla Vicknair
Betty Danos	Sarah Matherne	Ben Walker
Jimmie Danos	Kaylee Pitre	Dr. Guy Zeringue
Gwen Duet	Monica Rau	

MESSAGE FROM THE SUPERINTENDENT

Dear Diocese of Houma-Thibodaux Catholic Schools Family,

During the spring of our 2019-2020 school year, our Catholic schools, along with the rest of our community, state, and nation, faced an unprecedented national health crisis which put us on a much different path towards completion of our academic year in the Diocese of Houma-Thibodaux. Moving to distance learning as the result of our state's Stay at Home Order, our school families faced the many challenges before us with prayerful diligence, grace, and the patience necessary to navigate a path untraveled. We missed our students. We missed our Celebrations of the Eucharist as school families. We missed our "normal." This journey was not an easy one, and we know it would not have been possible without the constant presence of our Lord, Jesus Christ walking beside us. Together, our entire diocesan Catholic schools family not only successfully completed the 2019-2020 school year, but did so with the same spirit, love, and enthusiasm that makes our ministry so unique.

Now, we find the blessings of the 2020-2021 school year before us. The Diocese of Houma-Thibodaux is actively preparing for the safe return to our schools in August. Utilizing a task force comprised of school administrators, teachers, medical health professionals, parents, school board members, community leaders, and diocesan leadership, an intentional Return to School Plan has been constructed. The intent of the plan is to aid in navigating the return to our schools so employees, students, and families feel safe and to reduce the impact of COVID-19 conditions. Our priorities as we return to school are safety, presence, and growth:

- SAFETY- The diocese is committed to utilizing appropriate safety measures in the context of a return to work and schools.*
- PRESENCE- The diocese is committed to keeping our schools open and do not want to burden parents with challenging schedules that would make it difficult to work.*
- GROWTH- The diocese wants our children to continue their academic progress in a safe, secure, and Christ-centered environment in our schools as we work in the ministry of Catholic education to form the whole child.*

This Return to School Plan is a living document that will be updated as needed as we respond to additional guidance received from our local, state, and federal officials. Our schools will post their Return to School Plans on their school websites, updating as needed.

The Diocese of Houma-Thibodaux is grateful for the deep commitment of its school families to the ministry of Catholic education and looks forward to welcoming its students and staff back to school in August. Together with our Lord and Savior, Jesus Christ, we are eager and ready to embark on our 2020-2021 school year!

Blessings,

A handwritten signature in cursive script that reads "Suzanne Delaune Troxclair". The signature is written in black ink on a light-colored background.

Suzanne Delaune Troxclair



BELIEVE, ACHIEVE, SUCCEED WITH CHRIST

St. Mary's Nativity School

3492 Nies Street
Raceland, Louisiana 70394



Telephone 985-537-7544
Fax 985-537-4020

www.stmarysnativityschool.org

July 23, 2020

Dear Parents and Guardians,

We appreciate your patience and understanding as we make preparations to navigate through this unprecedented school year. We, along with the Diocese of Houma-Thibodaux and its Office of Catholic Schools, are committed to implementing a safe, efficient, stable educational environment. All decisions regarding upcoming changes have been made according to recommendations from the Louisiana Department of Health, the Louisiana Department of Education, the Centers for Disease Control and local medical professionals and stakeholders. As we plan to open our school, the health and safety of our students and employees remain among our top priorities.

Our plans are made knowing that at any time the situation may change and adjustments may be needed. Although the information contained in today's update is fluid, it contains the most updated information at this time.

As of this moment, we intend to begin school on Friday, August 14th. With the delay of Lafourche Parish schools opening, we will be left without bus transportation until their projected opening on August 24th. We would like to remind you that students may be dropped off in the car line beginning at 7:15 A.M. Morning bell time remains at 7:45 and dismissal at 2:45 P.M. We, along with the Diocese of Houma-Thibodaux will communicate any changes to this schedule.

Currently, our campus is being professionally cleaned and sanitized. Cleaning and sanitizing supplies are being delivered to assist in the day to day sanitation needs. Unnecessary furniture and supplies have been removed from our classrooms to maximize space to aid in social distancing guidelines. With the help of a group of parents, the exterior of our campus has also been cleaned.

Masks: Students in 3rd through 8th grade are required to wear cloth face coverings which cover both the mouth and nose securely. We will ask that a spare mask be carried in your child's school bag in the event of soiling. Please place this mask in a sealed plastic bag and label with your child's name and grade. The choice of style, color, or theme is yours in keeping within school appropriateness. Although masks are not required for students in Pre-K 3 through 2nd grade, they are strongly encouraged.

Water Bottles: Our communal water fountains will not be used until further notice. Each student will be required to bring their own personal, filled water bottles daily. These bottles may be refillable or single serve. Please ensure that the top of either closes securely and is clearly labeled with your child's name and grade.

Lunch: Currently, there are two options for lunch.

●**OPTION 1:** The cafeteria will still offer nutritious, hot lunches as in previous years. At this time, students will eat lunch in their classrooms.

●**OPTION 2:** Any student may bring their own lunch during the 2020-2021 school year without the need for a doctor's excuse. As in previous years, lunches that are brought by a student may not need to be heated nor contain items obtained from fast food restaurants or candy. Soft drinks are also not allowed. We suggest that students practice opening their own lunch boxes and containers prior to schools opening. If they can master this task, they will spend less time waiting on a teacher and help to eliminate hand to surface contamination. If you choose to bring your own lunch, you will need to make the commitment for the year without any changes. Students will not be allowed to bring their own lunch some days and eat from the cafeteria on others.

Breakfast will not be provided or offered until further notice.

Cleaning and Sanitation: Our faculty and staff will work with health care officials and professionals in order to provide a healthy environment for your children. Proper hand washing procedures will be followed frequently throughout the day and hand sanitizer will be provided. Students will not be allowed to have their own personal hand sanitizer on their person or in their school bags. High touch surfaces will be cleaned regularly throughout the day.

Before and After Care: At this time, before and aftercare will be provided daily. In order to utilize these options, we must require that the student attends on a regular schedule. For instance, you may need to utilize after care daily and morning care only on Monday; or you may just need after care on Wednesdays. We can no longer accept afternoon phone calls to place a child in after care or have a child attend here and there. Staffing requirements have made this change necessary.

Please know that this situation is fluid. We will communicate updates should they become necessary as we prepare to welcome your precious children back onto our campus.

In closing, we ask that you take a few moments to complete the questionnaire below by Monday, July 27th. Please complete a questionnaire for each of your children separately. Your timely responses will help us to make further plans.

https://docs.google.com/forms/d/1vZF8ljWdBQsgImf6zBy7aZAsQsgz-6qg_hfKCnLJTE/edit

We are eager to have our students in their desks and are excited to have our school family together again soon.

Yours in Christ,
Marissa Bagala, Principal

St. Mary's Nativity Catholic School

2020-2021 Return to School Plan and Procedures

Catholic Identity

1. Catholic schools have a two-fold purpose: providing an education that is academically excellent and one that is deeply rooted in Catholic identity.
2. As a Catholic School, in all settings, Religion will continue to be a focused subject.
3. Daily prayer, emphasis on school liturgy, and reinforcement of prayer will continue to be an important driving force for the St. Mary's Nativity Catholic School Family.
4. To ensure our continued growth through the liturgy, school Masses will continue throughout the year. Multiple Masses will be held during the week and will be separated by grade level. School Masses will be for students only until further notice. We ask that you continue to pray for our students. Church safety protocol will be followed.

Monitoring and Screening

1. Daily symptom screenings will be conducted of any person entering the building (students, staff, family members, and limited visitors). Nonessential visitors will be restricted at this time.
2. The Diocese of Houma-Thibodaux has partnered with Thibodaux Regional Hospital to assess our facilities, train our staff members, and give recommendations for a safe return to school/work. More information will be posted as soon as it is available on our website.
3. Please do not send your child to school if your child is not feeling well or has a temperature of 100.4 or higher using an oral thermometer or 99.4 using an infrared forehead monitor. A child must be fever free for at least 24 hours without the assistance of a fever reducing medication.
4. Please review the daily questionnaire prior to your child's arrival at school. If the answer to any questions is yes, please keep your child home and notify the school of your child's absence and any pending concerns.
5. If during the school day, a student or staff member exhibit signs or symptoms of COVID-19, the individual will be quarantined in a separate area until they are able to leave campus. Parents will be notified immediately and offered assistance in adhering to the CDC Guidelines prior to returning to school. All school personnel will adhere to the CDC Guidelines. At this time the CDC requirement for return to work/school are:
A student and/or faculty member can return to school/work after symptomatic COVID:
 - At least 10 days since symptoms first appeared and
 - At least 24 hours with no fever without fever-reducing medication and Symptoms have improvedFor a student/worker who tested positive for COVID, but never developed symptoms:
 - Isolation can be discontinued 10 days after their first positive test

In cases of severe illness or hospitalization due to COVID, isolation may need to continue until 20 days after symptoms onset. In these cases, physician clearance is recommended.

https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/end-home-isolation.html?CDC_AA_refVal=https%3A%2F%2Fwww.cdc.gov%2Fcoronavirus%2F2019-ncov%2Fprevent-getting-sick%2Fwhen-its-safe.html<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

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6. St. Mary's Nativity School will adhere to all CDC and Diocesan Guidelines and procedures when relative to releasing information.
7. The award for perfect attendance will be suspended for this year.

Social Distancing

1. Students will be required to wear face coverings over the nose and mouth in third through eighth grades to the extent possible. Those required to wear face coverings should come to school wearing a face covering and have an extra one in their school bags stored in a sealed plastic bag labeled with your child's name.
2. Face coverings do not have to be uniform; however, they cannot contain scary images, political slogans, inappropriate pictures or inappropriate sayings. Face Coverings are optional for students in Pre K through second grade and is at the discretion of the parent but are encouraged.
3. Teachers and adults are required to wear face coverings.
4. Classroom seating will be spaced as far apart from each other as possible. All of the students will face the same direction. Children will not be seated face to face.
5. Students that have more than one academic teacher will remain in their homeroom class the entire day (except for Pre-Algebra and Algebra students). The teachers will switch classes to provide academic instruction.
6. Students will participate in P.E. and Art under the supervision of the homeroom teacher.
7. Each student will have his/her own supplies. Students will not be allowed to share supplies. Please have supplies labeled to the extent possible.
8. Recess will be by grade level. Teachers will utilize "brain breaks" and restroom time as necessary.
9. Students will use the restrooms at designated times, and the number of students in the restroom at a time will be closely monitored.

Supplies and Water Systems

1. Water fountains will not be used to limit the risk of Legionnaires disease and other diseases associated with water.
2. The children will be able to bring clear water bottles to school. Label the water bottle with your child's first and last name.
3. Please put extra labeled water bottles in a lunch box. We do not want water bottles in their school bags because books/notebooks could possibly get damaged if there is leakage.
4. The school will support healthy hygiene behavior by supplying approved supplies such as soap, hand sanitizer, paper towels, tissue, disinfectant spray, disposable gloves, and no-touch trash cans. Students will not be able to bring their own hand sanitizer.

Transportation

1. Lafourche Parish School Board will establish regulations for the buses. Buses will not be available until August 24th. Occupancy at Phase II and Phase III will be 50 % and 75% of the manufacturer's suggested occupancy, respectively. Parents will be notified accordingly.
2. At this time, morning and afternoon car lines will follow the same procedures with an emphasis on social distancing. Car rider's temperatures will be checked and a questionnaire review will take place prior to the student exiting the vehicle. Students experiencing no symptoms will then proceed directly to the hand sanitizing stations.
3. Students riding the bus will have their temperatures checked as soon as they exit the bus. Students experiencing no symptoms will then proceed directly to the hand sanitizing station.
4. Students will report to their homeroom classrooms once sanitized and must remain seated in their assigned desk under supervision.
5. Parents are encouraged to bring their child to school rather than riding the bus.

Counseling

1. If a child is in crisis, the Lafourche Parish School System will be contacted for assistance. A list of counselors can be obtained from the office.
2. Father Clyde will be available upon parent request.

Cleaning/Disinfecting Efforts

1. Hand sanitizer will be provided by the school for each classroom and the main entrances of the campus.
2. Students will sanitize their hands periodically throughout the day.
3. At the end of each school day, any and all "touched items" in each classroom will be sanitized. This includes the desks, tables, chairs, countertops, door knobs, and light switches. A professional cleaning company has been hired for this task.
4. Common areas that are frequently touched such as toilets, urinals, faucets, etc. will be sanitized periodically throughout the day.
5. Students will have their own supplies and will not share supplies with other students.

Curriculum

1. We are returning to school on August 14th using a **Traditional School Setting** with our students receiving in-class instruction five days a week. Our goal is to secure curriculum driven instruction while protecting the student's educational opportunities within a Christ-centered environment.
2. Teachers and Administration will maintain collecting data to ensure all standards are covered.
3. If the governor mandates that adjustments must occur due to the pandemic, schools could possibly operate using the following approaches:
 - a. **Hybrid School Setting** - given the particular circumstances, we may have to conduct a combination of both the traditional and non-traditional school settings.
 - b. **Non-Traditional School Setting** - Governmental and diocesan authorities may deem a return to school as inadvisable. In this case we would have to continue with a comprehensive distance learning program. If this is the case, the logistical and planning considerations that need to be made include technology support, developing and delivering high quality online instruction and assessment, supporting Catholic Identity, and maintaining community.
4. A plan is being developed to assist children who are absent for a prolonged time. Students and teachers will be established in Google Classroom where classwork, assignments, and live streaming of lessons will be uploaded. Teachers and students will receive in-depth Google training (Classroom, Docs, Slides, Forms, etc.) A training guideline will be uploaded for parents if necessary.

Food Services

1. Students will be served individual plated lunches. The food will be served in disposable plates and disposable utensils will be used.
2. Due to the cafeteria being used to accommodate a class, classes will eat lunch in their classrooms or other pre-designated areas.
3. There will be no visitors for lunch until restriction guidelines change.
4. Students will be allowed to bring their own lunch without completing a meal modification form for the 2020-2021 school year. Just a reminder, if a student chooses to bring their own lunch, they must bring lunch daily and eating the cafeteria lunch is not allowed.
5. Breakfast will not be served.
6. No treats or class snacks can be brought from home.

Visitors

1. Nonessential visitors will be restricted at this time.
2. Daily symptom screenings will be conducted on any person entering the building.
3. All visitors must wear a mask/ face covering and check in with the main office immediately upon arrival.

Communication

1. Please check your emails, the school's website, and the school's Facebook page often as specific information will be sent out as it becomes available.

Before and After Care

1. Before and after care services will be provided.
2. Temperature checks will be conducted on arrival to before care.
3. The after-care program will use multiple rooms and an outdoor setting to follow the social distancing guidelines. In addition, seating charts will be established daily.
4. In order to utilize these options, we must require that students attend on a regular schedule.
 - For instance, you may need to utilize after care daily and morning care only on Monday; or you may just need after care on Wednesdays.
5. We can no longer accept afternoon phone calls to place a child in after care due to space and staff requirements.

Extra-Curricular Activities

1. There will be no athletics until Phase 3.
2. Committees, clubs, etc. will not be allowed to meet until Phase 3.

Calendar

The school calendar has been adjusted to reflect our new start date. In the event of a school closure for an emergency, the principal has the authority to use selected holidays as make up days.

Believe. Achieve. Succeed with Christ



St. Mary's Nativity School

August 5-13	Teacher Professional Days
August 14	Students' first day of school
September 7	Labor Day
November 23-27	Thanksgiving
Dec. 21-Jan 1	Christmas/New Years
January 18	MLK Day
February 15-19	Mardi Gras
April 2-9	Easter Break
May 25	Students' last day

Nine-Week Periods

First Nine Weeks Ends- October 15, 2020
 Second Nine Weeks Ends- January 6, 2021
 Third Nine Weeks Ends- March 16, 2021
 Fourth Nine Weeks Ends- May 25, 2021

Bus service will begin on August 24. There will be no bus service on May 25, 2021.

Believe, Achieve, Succeed with Christ

In the event of school closure for an emergency such as a hurricane or other extreme weather conditions, the principal has the authority to use selected holidays as make up days.

Please review the questions below each day prior to your child's arrival at school.

****A paper copy survey does not need to be submitted. ****

Yes **No** Have you or anyone in your household had any of the following symptoms in the last 21 days: sore throat, cough, chills, body aches for unknown reasons, shortness of breath for unknown reasons, loss of smell, loss of taste, fever at or greater than 100 degrees Fahrenheit?

Yes **No** Have you or anyone in your household been tested for COVID-19?

Yes **No** Have you or anyone in your household visited or received treatment in a hospital, nursing home, long-term care, or other health care facility in the past 30 days?

Yes **No** Have you or anyone in your household cared for an individual who is in quarantine or is a presumptive positive or has tested positive for COVID-19 in the past 21 days?

Yes **No** Do you have any reason to believe you or anyone in your household has been exposed to or acquired COVID-19?

Yes **No** To the best of your knowledge have you been in close proximity to any individual who tested positive for COVID-19?

If the answer is "yes" to any question, please keep your child home and notify the school of your child's absence and any pending concerns. 985-537-7544