



KINGSWOOD
ACADEMY

DARIEN, IL

2020-2021 SCHOOL YEAR

BACK TO SCHOOL

**COVID- 19 RESPONSE AND
REOPENING PLAN**

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www.KingswoodAcademy.org

Dear Kingswood Academy families,

We are delighted to be back in school for the 2020-2021 school year. After the many challenges presented to all of us last Spring due to the COVID-19 appearance in our lives, we have been working hard to make sure we can safely come back to in-person, full time classes this Fall at Kingswood Academy. We believe this is in the best interest of our students who need to have the opportunity to interact socially with their teachers and classmates, who should not be spending prolonged periods of time in front of screens and whose education benefits the most from in person learning.

Per the CDC¹ after a child's home, "school is the place that has the biggest influence on a child's health and well-being. School in-person provides educational instruction; supports the development of social and emotional skills; creates a safe environment for learning and facilitates physical activity. Social interaction at school among children in grades PK-12 is particularly important for the development of language, communication, social, emotional, and interpersonal skills. The best available evidence from countries that have opened schools indicates that COVID-19 poses low risks to school-aged children, at least in areas with low community transmission, and suggests that children are unlikely to be major drivers of the spread of the virus".

We are grateful for our small class sizes, committed staff and families, our on staff RN, and ample green spaces that allow us to come back in a safe way. We will be taking every precaution to protect students, teachers, staff and their families by enhancing our cleaning and disinfecting protocols, expanding our sick policies, following guidelines and recommendations and by screening the health of anyone who comes into the building. We ask that you kindly help us care for each other by keeping communication open, being willing to stay home if needed and by caring for your own health with good hygiene practices both in and outside our school. Following protocol is the biggest thing we can all do to stay safe and healthy this school year; it is our responsibility and it shows our love for each other.

1

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/reopening-schools.html>

Kingswood Academy's reopening plan will be updated consistently as new recommendations and guidelines are presented from the Diocese, local authorities and public health officials. Please monitor your email inbox daily for any updates to the plan.

For further questions/concerns please email the Reopening Team at:

kareopening@kingswood.org

We are following the guidelines and recommendations of the Diocese of Joliet Return to School Guidance which are based off of CDC guidelines.. You will find those precautions and guidelines as well as answers to the questions you sent us in this document.

We count on your prayers and support to stay open and provide our students with the quality education and formation Kingswood gives.

Kingswood Academy Reopening Committee

INDEX:

Everyday measures taken to keep our students and staff healthy:

- 05** Cleaning, disinfecting and hygiene
- 06** Masks
- 06** Social distancing
- 08** Health Screening
- 09** Specials
- 09** Before and After care
- 10** Changes to Arrival/Dismissal Procedures
- 10** Volunteering/visitors/parents
- 11** Preschool guidelines

What happens if somebody at school gets sick?

- 11** Suspected case of COVID-19
- 12** Returning to in-person instruction
- 14** If your child is home for isolation...
- 14** Our plan in case of closure
- 15** Diagrams

Everyday measures we will take to keep our students and staff healthy:

❖ **Cleaning, disinfecting and hygiene**

We are taking measures to increase the cleaning and disinfecting practices in our school to promote health. These include:

- Cleaning desks, shared tables, door knobs, railings and bathroom fixtures throughout the day.
- Disinfecting surfaces with a disinfectant every night.
- Heightened cleaning and sanitizing regimes provided by the cleaning crew who will be in the building every night.
- Keeping classroom windows open as weather permits and turning on AC units when not to provide the classrooms with fresh air.
- Hand washing throughout the day, especially anytime before entering the classroom and before and after lunch and recess.
- Providing access to hand sanitizer in classrooms, throughout the hallway and at entrances.
- Closing the water fountains (please send an extra water bottle in your child's lunch bag). We are in the process of installing water bottle filling stations.
- Not allowing students to share supplies (please label all of your child's supplies).
- Extra sanitization and disinfection of the school in case of a positive COVID-19 case will be carried out by a professional cleaning crew.

❖ Masks

- Masks will be worn by students and staff for any transitions such as coming in the building, hallway movement and pick up.
- Mask breaks will be provided during the day whenever it is safe to do it (when students work outside, when they sit at their desks with appropriate distancing, for recess, PE and lunch).
- We bought four canopies to be placed outside in our green areas. Teachers will take students outside to work as much as possible to allow for appropriate distancing and mask breaks.
- The picnic tables in the garden, gym and auditorium will also be used by the students during the day to allow for appropriate spacing and mask breaks.
- Mask holders will be provided for students. This will keep masks safe from falling or getting dirty when not being used. Please wash fabric masks constantly. If you are using disposable masks it is recommended to use a new one every day.
- We kindly ask you to please send an extra packet of disposable masks or a couple of fabric masks in a baggie labeled with your child's name. His or her teacher will keep them in the classroom and have them available in case your child needs a replacement.
- If your child is unable to tolerate wearing a mask for medical reasons the state guidelines requires that the school receives a doctor's note. **Masks would still be required for transitions.**

❖ Social distancing

- Social distancing procedures will be implemented in classrooms and hallways. Students desks will be placed 6ft apart whenever possible. When this is not possible due to the amount of students, we will maintain them as apart as

possible. In classes such as music which will take place in the auditorium floor marks will be used to ensure proper spacing.

- Floor marks will also be used in the hallways to direct student traffic and movement throughout the day. For transitions such as drop off, recess and dismissal teachers will ensure students separate appropriately in the hallways.
- Lunch and snacks will be eaten in the classrooms to allow social distancing. This also allows a better supervision of appropriate hand washing and disinfecting by teachers before and after eating.
- Morning prayer will be conducted in the classroom to avoid congregation in the hallways. Locker access will be spaced and scheduled to allow for distancing.

To maintain an appropriate distancing between our student body during recess and Mass we have divided them into two groups according to age and number (amount of students). This would also allow us to identify close contacts in case of a positive COVID-19 diagnosis.

Team GOLD	Team GREEN
PreK-3rd grade	4th-8th

- Kingswood Academy has been blessed with ample outdoor areas that will be used for recess which will be outside as long as the weather permits it. Recess times will be alternated between group GOLD and GREEN to avoid having large numbers of students in the playground blacktop and field at the same time. Hand washing and sanitizing will take place as students reenter the school.
- Weekly Mass will continue on Fridays. Team GOLD and GREEN will rotate weekly between attending Mass at the Auditorium while the other group attends a live transmission at the Gym. Both groups will have access to Communion.

❖ Health screening

- We ask each member of the Kingswood family to communicate with transparency about any COVID-19 symptoms, promptly reporting the reasons for any absence to the office.
- All students will be screened as they arrive outside in their cars. If a person has any of the symptoms listed below, neither they nor their family members will be able to enter the school building.
- Teachers and staff members will be screened as they enter the building with the same criteria as the students.

Symptoms of Coronavirus (COVID-19)

Know the symptoms of COVID-19, which can include the following:



Symptoms can range from mild to severe illness, and appear 2-14 days after you are exposed to the virus that causes COVID-19.

Seek medical care immediately if someone has **emergency warning signs of COVID-19.**

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion
- Inability to wake or stay awake
- Bluish lips or face

This list is not all possible symptoms. Please call your healthcare provider for any other symptoms that are severe or concerning to you.



cdc.gov/coronavirus

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- A person with seasonal or chronic mild symptoms that present as questionable, and who has a documented medical condition on file at school that accounts for the symptom (s), may be permitted to enter the building at the discretion of the school. Please make sure the documentation is on file before the school year begins.

❖ Specials

- **Physical Education:** Physical Education class will take place outside as often as weather permits. In case of inclement weather it will be held in the gym spreading students to a safe distance. Non-contact sports will be encouraged and any equipment will be disinfected before it is to be used again.
- **Spanish:** Spanish teacher will come to students' classrooms which allows for less movement in the hallways and less usage of shared desks and supplies.
- **Art:** Art class will take place in the art classroom. Supplies will not be shared and the tables and chairs will be sanitized before the next group comes in.
- **Music:** Music class will take place in the Auditorium. Marks on the floor will be used to guide students to appropriate distancing.
- **Library:** Library time will be in the students' classrooms where Mrs. Manrique will read a book/story to them. Visiting the library and checking out books will not be available until further notice.

❖ Before and after care

- Before and after care will still be offered. Guidelines will be the same as those stated for our everyday procedures.

- When dropping your child up for before care please stay until he/she has been screened and is allowed to come into the building.
- Students' health and temperature will be screened one more time before entering after care.
- Students will wash/disinfect their hands as they enter before/after care.
- They will be in the gym and separated by their team colors (GOLD and GREEN) while they await for school to start or parents to pick them up.
- When weather allows it, after care will be outside in the playground/field area.

❖ **Changes to our Arrival/Dismissal procedures**

- Our arrival and dismissal procedures have been modified to accommodate appropriate social distancing as well as efficient screening during arrivals.
- An email with new maps and detailed drop-off and pick-up procedures will be provided before school begins.

❖ **Volunteering/visitors/parents at Mass**

- Although we love having parents and families visit our classrooms and attend Mass with us until further notice, parents volunteering, visiting or attending Mass will not be allowed to keep everyone healthy in the building.

❖ Preschool guidelines

- Greeting will be a verbal “good morning” with eye contact. No handshake. No holy water.
- Children will immediately enter the classroom upon arrival and wait for morning announcements at their assigned seat under the observation of teacher.
- Hands will be sanitized upon entering room with liquid hand sanitizer distributed by teacher.
- Teachers will wear a face mask at all times when working directly with a child or group of children.
- Each child will be assigned a seat on the line for group time, at a table for work and snack/ lunch time as well as be assigned a work rug for floor work. Work rugs will be sanitized at the end of the day and washed at the end of the week.
- Assigned seats at the tables will be spaced out and spaces to roll out a work rug on the floor will be marked so that no child is directly in another’s space.
- Each child will have an individual container of labeled supplies to use throughout the day.
- Work materials on the shelves will be limited to those that can be sanitized.
- When a child has completed a work he or she will bring it to the teacher to be sanitized before the work is returned to the shelf to be used by another child.
- Group presentations will be limited to groups of 5 students at a time to ensure social distancing is practiced.
- Labeled water bottles will be the only option for water throughout the day. Drinking fountains and small Montessori water glasses will not be used.
- Children will be monitored by a teacher when using the bathrooms to ensure social distancing is practiced and proper hand washing is done.

Only 2 children will be allowed in the bathroom at a time.

- Preschool will have their own recess 2xs a day. Masks will not be required when outside, but children will be monitored for close contact.
- Windows will remain open weather permitting to allow for the flow of fresh air.

What happens if somebody at school gets sick?:

❖ Suspected case of COVID-19

- Any students **presenting a fever higher than 100.4° or two or more other COVID-19 symptoms** during morning screening at drop off will not be allowed to stay at school. This will be effective to any siblings, family or carpool members.
- Per the diocese of Joliet if a student is exhibiting **a fever higher than 100.4° or two or more other COVID-19 symptoms**, they will be separated from others (at Kingswood Academy this will be done at the nurse's office). Parents will be contacted immediately so the student may be taken home.
- Siblings and/or family members will also be taken home and will follow the same guidelines.
- The student should see a doctor to assess symptoms and/or administer a COVID test.
- For students that see a doctor and are determined the illness is **not COVID-19** either through a test or doctor's diagnosis, they may return to school when symptoms subside (must be fever free for 72 hours) and with a doctor's note confirming the negative COVID-19 diagnosis.

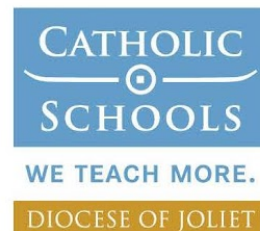
- In said case, siblings return to school will be determined on a case by case decision. Please call the office for more information if this is the case.
- If there is a positive COVID-19 diagnosis in your immediate family we request that **everyone at home** follows the guidelines and quarantines for 14 calendar days since symptoms first appeared and is fever free for 72 hours without fever reducing medicine.
- **Parents will be informed of any COVID-19 symptoms in their child's classroom by the end of the day.**
- **Parents will be informed of any COVID-19 positive diagnosis in school immediately.**
- The student or employee's classroom/work area will be thoroughly cleaned and professionally disinfected if there is a positive result.
- We will closely monitor the health of students and teachers who are part of the individual's classroom and team (GOLD or GREEN).
- Per the Diocese of Joliet, "when a second student or employee in the classroom or cohort (team in our case) is diagnosed with COVID-19, the entire cohort will quarantine and shift to distanced learning. If this were to occur, the entire cohort would be asked to remain home until they have met the criteria to discontinue home isolation (look at flow chart below)
- We want to be of support to your family during this time. Please let us know how we can be a help to you during periods of necessary extended absences.

❖ **Returning to In-Person Instruction**

- **Any students or staff who plan to return after recovering from COVID-19 must call the school at least one day in advance to request permission to return.**
- Please follow the chart to determine when your child should return to school.

What happens if a student gets sick?

Return to School Guidance



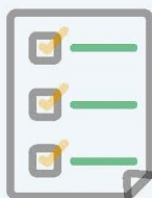
If a student is exhibiting a fever or two or more other COVID-19 symptoms...

...they should be immediately separated from others (ideally in a separate room with clear line-of-sight with a responsible employee). Students should never be left alone and must always be supervised while maintaining necessary precautions.

Parents will be immediately contacted so the student may be taken home.

The student should see a doctor to assess symptoms and/or administer a COVID-19 test.

Parents should read the CDC guidance for caring for oneself and others.



If a student tests negative for COVID-19...

...either through a test or doctor's diagnosis, the student may return to school when symptoms subside with a doctor's note confirming the negative COVID-19 diagnosis.

If a student tests positive for COVID-19...

...or does not seek medical attention, students must isolate and not return to school until they have met the CDC's criteria to discontinue home isolation, which currently includes:

- Three days with no fever
- Other symptoms improved by 75 percent
- 14 days since symptoms first appeared

The principal will inform all parents, protecting the student's privacy.

The student's classroom/work area will be thoroughly cleaned and windows opened to maximize airflow. The principal will carefully monitor the health of students who are part of the infected individual's cohort. If a second student in the cohort is diagnosed with COVID-19, the entire cohort will quarantine and shift to distance learning.



Students will be allowed to complete and submit work remotely during time away from school.

❖ If your child is home for isolation...

- If your child is home due to COVID related isolation, concerns or care a remote learning plan will be put in place for him/her.
- If the child feels well or is staying at home because a family member has been diagnosed, but they are healthy parents will be able to pick up a packet containing their child's work for the following days (without coming in the building or being in contact with staff).
- Lessons will be transmitted by Zoom for students in **team green** (grades 4-8) if needed. This would be assessed on a case by case scenario.

❖ Our plan in case of closure

- A plan has been designed to guarantee that your child will continue to progress in his/her learning and formation in case we return to Phase 3 and the Bishop decides to close the schools.
- Work will be distributed each week and returned to Kingswood each week to enable teachers to grade student work. Online classes will be held to a minimum.

Homeroom teachers cannot make any decisions regarding whether your child can attend school if not feeling well.

Please email secretary@kingswoodacademy.org and call the office (630 887 14-11) for further instruction and symptom reporting.

5 Considerations on Improving the Immune System

The underlying premise is to optimize the cell's response to stress.

Things to Do...

- Skin exposure to ultraviolet light. UV light stimulates the production of vitamin-D in the body (vitamin-D is involved in numerous biochemical pathways necessary for optimal health).
- Hydrate, hydrate, hydrate. Just because you're not thirsty, doesn't mean you don't need water. Prolonged under-hydration is a suboptimal state and can be prevented with a practice of more water intake.
- Improve air quality. Stagnant air is 'dirty' air, utilize house/car windows, fans in place of air conditioning.
- Raise your heart rate. Daily, a minimum of 15-20 minutes of vigorous body movement has shown countless benefits, including improved immune response.
- Relax. Prayer/meditation for as little as 7-10 minutes twice a day can greatly reduce mental/emotional stress, and help with overall health.

By: Dr. Dan Catarello