



# Holy Redeemer Catholic School

918 West Mill Road • Evansville, IN 47710

Phone: 812-422-3688 • [www.holyredeemercatholicsschool.com](http://www.holyredeemercatholicsschool.com)

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July 17, 2020

Dear Holy Redeemer Families,

We have been working very diligently to prepare for the upcoming school year. We can guarantee that this school year will be like no other! We want to try to make the school year as normal as possible and as memorable as possible. We are committed to providing a safe learning environment for our families and students. We believe as you read this reopening letter and plan that you will find a balance of all sides concerning the Covid-19 issue. Most importantly, we are extremely thrilled to be opening our doors on August 5<sup>th</sup> for students in grades Preschool – 8. We have missed our students dearly.

We have been working with the Catholic Schools Office from the Diocese of Evansville and with other Diocesan Catholic schools. We have been in consultation with the Vanderburgh County Health Department regarding guidelines of our reopening plan.

Holy Redeemer's plan to reopen addresses several areas of concern including cases of Covid-19 within our school. If a student or staff member tests positive for Covid-19, the person will quarantine for 14 days. The Vanderburgh County Health Department will determine if any other individuals need to quarantine due to exposure. Face to face contact within 6 feet for 10 minutes or longer with the person who has tested positive will likely result in quarantine. Should 5% of our students and staff test positive for Covid-19, our school will be required to close and offer eLearning for a period of time determined by the Vanderburgh County Health Department.

During the final weeks of summer vacation, we ask you to help us by teaching your children the importance of washing their hands and not touching their faces. We will have hand sanitizer available at all classroom entrances. Student mask usage will be determined by grade level and activity and will vary from grade to grade throughout the day.

We are so excited to have the students back in school in just a few short weeks and we look forward to getting back on track with our excellent education at Holy Redeemer.

Sincerely,

Mrs. Andrea Dickel

Principal

Fr. Jason B. Gries

Pastor



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## Holy Redeemer's Plan to Reopen

(Changes will be made to this plan as new information is available regarding Covid-19.)

### Daily Screening

- We ask parents to assess their children every morning. Temperatures must be below 100.0 F to come to school.
- Teachers will take temperatures in homerooms each morning and will follow the protocol described below.
- If a temperature is 100.0 F or higher, the student stays home until fever-free **WITHOUT** medication for 72 hours unless seen by a doctor and has a doctor's note to return.
- Students with a temperature of 100.0 F or higher will be sent home and must be fever-free **WITHOUT** medication for 72 hours before a return to school unless the student provides a doctor's note.

### General School Day

- Preschool and PreK students may be dropped off beginning at 7:15 am at Door #12 located off of 4<sup>th</sup> Ave. Parents will walk their child up to the door and ring the bell. A staff member will sign the student in and walk the student from the door to their classroom. Parents will not be allowed to enter.
- K – 8<sup>th</sup> grade students will be dropped off at the main entrance (Door #2). Parents will remain in their cars. Staff members will be at the main entrance to help students sanitize their hands as they enter the school. Students will then go directly to their homerooms. Only staff and students will be allowed in the school building to reduce additional contamination.
- All students will wear a mask as they enter the school, as well as when they are in common areas such as the hallway, restroom, and cafeteria.
- Preschool – 8<sup>th</sup> grade students arriving from 6:30 am – 7:00 am (7:15 for PS and PK) will enter door #4 where they will be greeted by a SACC worker and will proceed to the cafeteria where they will attend morning SACC. There is a fee of \$2 per child per day for this service. Beginning at 7:00 am for K-8, students will enter the main door and go directly to their homerooms. Beginning at 7:15 Preschool and PK (no fee) students will begin entering at Door #12 and will be greeted by Preschool and PK staff.
- Students in grades K-8 will be provided a water bottle courtesy of the Upgrade Grant. Students who still have their bottles from last year should plan to reuse those. We will also be offering a water bottle in our spirit wear sale. Only one of these two options will be allowed during the school day. Please make sure you have your child's name on the water bottle. Students in



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Preschool and PK will use the Dixie cups requested on the supply list and do not need water bottles.

- We will be sanitizing throughout the school day as students transition to various areas in the school. Students will also use hand sanitizer or wash hands frequently throughout the school day.

## Masks

- Masks will be recommended to be worn at all times throughout the day but will not be required of younger students when seated at their desks and appropriately distanced in the classroom. Due to the amount of movement in the junior high, those students will be asked to wear their masks more regularly. Masks will be required for all students and staff while in common areas. Mask wearing may be increased depending on the Vanderburgh County Health Department recommendations and infection rates within our school as necessary.
- We will provide a mask for each student. We consider this part of the dress code and students will not be allowed to enter the building unless they are wearing one. Those wishing to have more than one mask may purchase them from the school for \$5 each or may supply their own SOLID COLOR masks.
- Please put your child's name on the inside of the mask and wash them daily. Washing by hand, with soap, is sufficient.

## Classroom

- Teachers have worked very hard to set their classrooms up with as much social distancing as possible.
- There will be a hand sanitizing station right inside each classroom.
- Disinfecting of desks, chairs, toys (Preschool and PK) and other frequently touched surface areas will occur throughout the day.
- Teachers have worked hard to optimize the space in their classrooms. They have reduced furniture and rearranged their classrooms to give the most social distance possible for their classrooms. For our largest classes, grades K and 1, they will have the luxury of utilizing two classrooms – one for spacing desks and another for small group work and stations – thereby maximizing space in each room.
- We will ask for students not to share supplies, with the exception of in the science lab for grades 5-8 where extra cleaning and sanitizing will take place before and after use. Please be sure to put your child's name on his/her supplies.
- For the start of the school year, art classes for grades K-4 will be in their homerooms.
- As students move from their rooms to a different room, students will wear masks.
- Teachers will walk their students to and from classes and there will be minimal socializing for middle school students.



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- Seating charts will be documented in case contact tracing is required.

## Cafeteria

- Hand sanitizer or soap and water will be used immediately before students eat lunch.
- All students will eat lunch in the cafeteria seated 2 to a table. There will be 6 chairs at each table and three lunch periods so chairs will not be reused on the same day. Tables will be sanitized between lunches and chairs will be sanitized daily.
- Preschool and PK will make appropriate arrangements for their children during lunch.
- Cafeteria staff will wear PPE.
- Hand sanitizer or soap and water will be used immediately after lunch.
- Parents will not be allowed to have lunch with their children until further notice.

## Recess

- Three grades will attend recess at a time. Each grade will be assigned a different area of the playground (blacktop, playground equipment, grassy area) and will rotate on a daily basis.
- Preschool and PK will only use their playground and playground equipment.
- Each homeroom will have their own bag of recess items to use.
- Classes that have a second recess scheduled into their day will go outside one at a time.

## Mass

- Mass will be on Fridays at 7:45 am beginning August 14. (Please note this is a CHANGE from previous years.)
- K-8 Students will attend mass weekly and will be seated appropriately distanced. Masks will be worn. (Please note that K and 1 may wait until September to begin attending mass.)
- No visitors, parents or others, will be able to attend this Mass to allow for the students to space out in church as much as possible.

## Visitors

- At this time, visitors will not be permitted in the school building.
- A large plastic crate will be placed outside the main entrance for any materials that need to be dropped off for your children.
- When picking your children up early from school for appointments, please pull up to the front entrance and park. Call the school office at 812-422-3688 and notify Mrs. Schmitt who you



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need to pick up. (A note sent in prior to these appointments will help expedite this process.) The student will be escorted to the door and watched until he/she enters the appropriate vehicle.

## After School Care (SACC)

- We intend to have after school care from after school until 5:30 pm. We are in the process of hiring staff to accommodate the SACC needs. (If interested in applying, please contact Mrs. Dickel.)
- With all of the work during the school day to limit contact with various groups, after school care will look very different this year. Activities will be dependent on available staffing.
- We would encourage any family who can develop an alternative plan to continue to explore this option.
- We recommend after school care only for those families who have no alternate plan.

## Dismissal

- Students will wear their masks as they leave the building at the end of the school day.
- Students in grades Preschool through Grade 3 and their siblings in grades 4-8 will exit to the back parking lot according to the following procedures.
- Students in grades 4-8 WITHOUT siblings in grades PS through grade 3 will exit to the front parking lot according to the following procedures.
- We will dismiss Preschool, Pre-K, and Kindergarten students first out Door #7. Then we will dismiss first grade, second grade, and third grade students out Door #4. Any students in grades 4-8 with siblings in Preschool through Third grade should exit Door #7. Fourth and fifth graders without younger siblings will exit Door #3 and head to the front parking lot. Sixth, seventh, and eighth grade students without younger siblings will exit Door #2 and head to the front parking lot.
- It may take us a few extra minutes to dismiss. We will ask students to go immediately to their vehicles.
- We ask for families to remain by their vehicles while waiting for their children to exit the building instead of gathering at the exits.

## Athletics and Extra-Curriculars

- Holy Redeemer School will follow all Diocese of Evansville Athletic guidelines for school athletics.
- Speech team for the Diocese of Evansville has been cancelled for this year.
- Choir has been cancelled for this year.



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- Winter sports and second semester extra-curriculars will be evaluated after the school year begins.

## Technology

- Holy Redeemer School will continue to secure funds via the CARES Act and other grants to continue to add Chromebooks to our supply of available technology with the goal of being 1:1 in the near future. This will help students in grades K- 8 to be proficient in necessary online platforms such as Seesaw and Google Classroom in the event that any student would need to use online learning due to quarantine or additional measure.
- Families are welcome to explore the option of purchasing personal devices for their students for at-home use.
- If families are exploring an option to purchase a device, our recommendation would be a Chromebook. The 11.6 in model is suggested.

## Mental Health

- Ms. Shockley will be available for limited counseling needs and is happy to discuss your child's mental health and help put a plan in place as necessary.
- Mental health resources will be shared with students, teachers and families.

*Please note: All of the above are subject to change as further information is available.*