

Guidance For Reopening Sacred Hearts School

Updated 8/28/2020



Hawaii State Department of Education
Hawaii State Charter School Commission
Hawaii Association of Independent Schools
Effective July 1, 2020
Includes Recommendation from the
Hawaii State Department of Health

Sacred Hearts School

CLASSROOMS

- Training

Provide guidance to teachers and staff, including substitute teachers, on what to do when a student may be ill, and procedures for accessing the Health Room.

- CPR, AED & First Aid Training
- A student who is not feeling well should be separated from the class and wait outside of the classroom for someone from the front office for evaluation.
- Immediately disinfect the student's desk area.
- If a student is found to display covid symptoms, they are to wait in front of the school office for pick up. Parents may enter/exit the school parking when picking up a student. If

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| | | parents request absent work, it can be picked up from the front office. |
| ● Cohorts | Keep the same group of students with the same staff throughout the day; all day for younger students and as much as possible for older students. | ● Teachers and their students will remain within their class “bubbles” throughout the school day. |
| ● Physical Distancing | Maintain a distance of at least 3 feet between seats, including group tables. At least 6 feet of distance should be maintained if students are seated facing each other. | ● All classrooms have been prepared to safely accommodate students according to guidelines with 3 feet distancing between desks facing in the same direction. |
| ● Face Coverings* | Face coverings must be worn when outside the classroom, especially when physical distancing is difficult. | ● Face mask is required at all times unless students are at recess, P.E., dance or eat snacks/lunch. More information on face covering is below in green highlight. |
| ● Meals | Individually plated meals are to be consumed in classrooms or at designated outdoor locations, or distancing precautions must be instituted in dining halls or cafeterias. | ● Tables will be placed outside of each classroom for eating and an outdoor workspace. ● Lunch/snack is picked up at the school hall/kitchen service door. |

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| ● Shared Use | Discourage the sharing of items that are difficult to clean or disinfect. Have a cleaning schedule for any equipment, materials, and assistive devices that must be shared. | ● Students will keep all of their school items, supplies, and hand sanitizer at their desks for personal use. |
| ● Personal Items | Separate each child's belongings from others. | ● Students will keep all of their school items, supplies, and hand sanitizer at their desks for personal use. |
| ● Travel | Pursue virtual activities and events; no off-site field trips. | ● Virtual field trips or off-campus field trips only when approved for covid safety. |
| ● Ventilation | Open windows for greater natural air circulation. | ● Classroom windows and doors opened at the start of school and closed (air condition) before lunch. |

* Wearing of masks is appropriate only if the child can safely and reliably wear, remove and handle the masks following CDC guidance throughout the day. Per CDC guidelines, children under 2 and anyone with trouble breathing should not wear a cloth face covering. Masks should not be worn by children while they are sleeping.

CAMPUS SAFETY

The Hawaii Department of Health (DOH) uses guidance from the Centers for Disease Control and Prevention to inform and develop state guidelines. DOH advises that a combination of safety and health approaches is the best defense in maintaining healthy schools.

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| ● Hand Hygiene | Have soap and water and/or hand sanitizer with at least 60% alcohol available in work and public settings for use by employees and the public. | ● Touch-free, sensor soap dispenser, faucet, toilets, and paper towel dispenser. |
| ● Stay Home if Ill | Educate employees, students, and their families about the importance of staying home when ill and when they can return to school. | ● See “Parent and Student Guidance for Reopening” |
| ● Monitor Health | Screen employees, students, and visitors for overt signs of illness in a safe and respectful manner. | ● See “Parent and Student Guidance for Reopening” |
| ● Signage | Post signs in highly visible locations to promote everyday protective measures on how to prevent spreading germs by properly washing hands, properly wearing a face covering and physical distancing, and staying home when feeling ill. | ● Signage will be visible at proper locations. ● Proper health training/information for parents, faculty, staff, and students. |
| ● Visitors | Limit nonessential visitors, volunteers, and activities involving external groups and organizations on school campuses. | ● See “Visitors & Business Delivery Guidance for Reopening” |

SCHOOL BUSES (DRIVERS)

Students, drivers and anyone else riding the bus should wear face coverings. Create and maintain physical distance between children on buses.

Faculty and staff will enter and exit only through the school parking lot area. All faculty and staff will park in the school & back parking lots. The cafeteria parking lot will be reserved for the school health “room” tent. All visitors must park across from the church at the student drop-off/pick up parking lot and check in at the school office.

RESTROOMS

Regularly check bathrooms to ensure soap and towel dispensers are filled. Post materials promoting protective measures and proper hand-washing techniques.

See “Hand Hygiene and Signage” at the top of the page.

HEALTH ROOMS (TENTS)

Ensure school health aides are trained on recognizing illness in children, how to refer, or arrange for medical evaluation and follow-up. Every school must have thermal scanners or a way of measuring body temperature. Keep student emergency contacts updated.

The school’s health “room” tent (located at the cafeteria parking lot) will be equipped with the required items and equipment necessary for the care of students, faculty, or staff prior to their immediate pick-up from that area.