“A Path Forward”
Gesu School’s 2020-21 Reopening Plan

As of September 1, 2020

Developed by Gesu School’s Reopening Task Force
# Table of Contents

## Introduction and Guiding Principles
- Introduction
- Gesu School Reopening Task Force
- Guiding Principles for Decision-Making
- Gesu School Mantra: It Takes a Village to Raise a Child

## Flexibility and Adaptability – The Model for Reopening
- Introduction
- Full Remote Learning to Begin the School Year
- Structure of Full Remote Learning
- Virtual Schedules
- Professional Development and Teacher Readiness
- Expectations, Support, & Communications
- Transition to Hybrid Model
- Parent/Guardian Option for Full Remote Learning
- A Partnership

## Plans and Protocols for a Healthy Learning Environment
- Introduction
- Daily Health Screening
- Modified Student Attendance & Faculty/Staff Sick Leave Policy
- Education on Prevention & Best Practices
- Hand Hygiene
- Use of Personal Protective Equipment (PPE)
- Arrival and Dismissal
- Classroom Set-up
- Shared Objects
- Movement Around the Building
- Faculty and Staff Breaks
- Recess
- Food and Drink
- After-School Programming/Athletics
- Field Trips and Other Gatherings

## Maintaining a Safe Environment
- Introduction
- Visitor Policy
- Cleaning/Disinfecting
- Building Ventilation
- Travel – Family/Students/Faculty/Staff

## Contact Tracing & Isolation
Introduction and Guiding Principles

Introduction:
The COVID-19 pandemic has challenged us all in ways that we could not have imagined. When Gesu School closed its doors on March 13th, none of us would have believed that we would not welcome back our 450 students for the remainder of the school year. Yet, the education at Gesu did not take a break. We were among the first schools in Philadelphia to transition to full distance learning the very next week. We continued our high academic standards while maintaining a direct connection with the children through virtual classrooms.

Now, as we look forward to the 2020-2021 school year, we know there is a path forward. This document is intended to provide insight and guidance into that path for our students, families, faculty, and staff. The plan lays out the framework for reopening Gesu School, while implementing stringent policies, procedures and protocols to open in the safest way possible.

All guidance within this plan adheres to the Preliminary Guidance for Phased Reopening of Pre-K to 12 Schools released in early June, 2020 by the PA Department of Education. We will adjust our procedures and protocols if/when there are updates to the guidelines.

This plan will be reviewed and voted on for approval by Gesu School’s Board of Trustees, posted on the school’s website, and submitted to the Pennsylvania Department of Education.

NOTE: The plan presented in this document remains flexible and will be reevaluated throughout the school year (weekly and monthly) to determine if/when Gesu School might, safely, shift from full remote instruction to a hybrid model. We will continue to follow the guidance from the State of Pennsylvania and City of Philadelphia in any decisions we make to adjust the plan. Criteria for evaluation will also include academic performance, student health/well-being and COVID-19 pandemic status as determined by government agencies.

<table>
<thead>
<tr>
<th>Level of Community Transmission in the County</th>
<th>Incidence Rate per 100,000 Residents (Most Recent 7 Days)</th>
<th>PCR Percent Positivity (Most Recent 7 Days)</th>
<th>Recommended Instructional Models</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low</td>
<td>&lt;40</td>
<td>&lt;5%</td>
<td>Full in-person Model</td>
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<tr>
<td>Moderate</td>
<td>10 to 500</td>
<td>5% to &lt;40%</td>
<td>Blended Learning Model</td>
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<tr>
<td>Substantial</td>
<td>≥500</td>
<td>≥10%</td>
<td>Full Remote Learning Model</td>
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PA Department of Education Instructional Models During COVID-19 Pandemic

Philadelphia County (08/14-20) - incidence rate/100K = 43.4 (vs. 39.0 previous 7 days); PCR % positivity 3.9% (vs. 4.6% previous 7 days)
**Gesu School Reopening Task Force:**

To develop this plan, Gesu School formed a Task Force with the sole responsibility of creating the guidance necessary to safely reopen the school in September. The Task Force, Chaired by Gesu School Trustee, Peter Gould, consists of members the school’s Senior Management Team, faculty, and Board of Trustees. The Task Force has diligently reviewed guidelines from the CDC, PA Department of Health, and other schools in the Philadelphia region. The Task Force also consulted experts in the fields of medicine, law, and education in devising the reopening plan. Gesu School parents provided feedback on the plan. Rob Weinstein, Gesu School’s VP of Development has been named the school’s Pandemic Coordinator. In that role, he will monitor changes to government guidelines and advise Gesu’s administration to make changes to the school’s protocols and procedures to align with any revised guidance. Mr. Weinstein will be responsible for submitting required documentation to the Pennsylvania Department of Education.

**Guiding Principles for Decision-Making:**

Gesu School has long been viewed as a beacon of hope in our North Philadelphia neighborhood, especially during the darkest of times. This perspective is directly related to our proven ability to not only provide a high-quality education; but, to also serve as a safe haven for our children. For those reasons, we entered the planning process with the firm belief that it is important to make every effort to strive for have in-person instruction.

Gesu’s policies and procedures for reopening will conform to the law and be shaped by the guidance of the government; our internal decision-making process has been and will continue to be guided by the following core principles:

1) The health and safety of Gesu’s students, faculty, staff, and families will be the first consideration in all decisions.

2) Gesu will fulfill its mission to provide a comprehensive, transformational education.

3) In-person instruction and interaction between teachers and students remains our goal, as both are vital to the educational development and emotional well-being of our students. According to the American Association of Pediatrics (AAP), “the importance of in-person learning is well-documented, and there is already evidence of the negative impacts on children because of school closures in the spring of 2020. Lengthy time away from school and associated interruption of supportive services often results in social isolation, making it difficult for schools to identify and address important learning deficits.”

These principles are the foundation for Gesu School’s Reopening Plan and inform all decisions related to protocols and procedures for the upcoming school year.

**While, throughout the planning process we had hoped to come to a conclusion that it would be safe to open for some in-person learning in September, ultimately, we have decided to begin the year implementing full remote learning. We came to this decision based on the input of our faculty and families and with the health and safety of our students and staff our highest priority. We are still seeing high numbers of COVID-19 cases across the country and there are simply too many unknowns about what the fall will bring.**
Gesu School will begin the school year fully remote with the intention of shifting to a hybrid model (combination of in-person and remote learning) as soon as possible. We will reevaluate the plan and consider the status of the COVID-19 pandemic monthly to determine when it will be safe to bring students back into the school building.

**Gesu School Mantra - It Takes a Village to Raise a Child:**
We do not take lightly the responsibility to educate our children and to do so in a safe and supportive environment. The reopening plan (full remote instruction to start the 20-21 school year) represents the school’s focus on balancing education/instruction with health/safety considering the difficulties presented by COVID-19. Additionally, Gesu School has long recognized the profound effect it has when children/parents/school are functioning as a collective family unit. Gesu’ s mantra is *It Takes a Village to Raise a Child.* As was the case when school closed in March, Gesu School remains committed to supporting its children/families, in any way possible.

- Gesu School building will be open from 8:00am – 3:00pm (Monday – Friday).
- Chromebook – Gesu School will have a limited number of devices to loan students in need.
- Internet Access – “Families will be guaranteed free access for two years, but city officials said they mean to continue the program given adequate financial support.” Program includes families with children in Catholic schools. [Click here for more information](#)
- Breakfast/Lunch – as was the case when schools were closed in March, the Nutritional Development Services (NDS) will provide meal boxes (to be taken home) beginning early September.
- Remote Learning Center – Gesu School is working to staff classrooms to serve as locations for children in need of supervision during the school day. Participating students will do their remote learning from the Gesu building during the school day. Limit 30 students; first come-first served. All students will need to adhere to the strict safety protocols (health screenings, mask wearing, social distancing, etc.).
- *Dancing with the Students* program will be offered virtually – 7th and 8th graders
- Counselors – counselors will be available to meet with students/families/staff related to their well-being (mental health, trauma and social and emotional needs) resulting from COVID-19, etc. Zoom sessions or in-person meeting can be scheduled with counselors. Jonathan Jackson (jonathan.jackson@gesuschool.org).
- Graduate Support – high school selection process for 8th graders starts now. Zoom sessions or in-person meeting can be scheduled with the Graduate Support Department. Jose Gonzalez; *(jose.gonzalez@gesuschool.org)*.
- Contact Gesu School if we can be of assistance in any way.

This document lays out the plan for full remote learning, the hybrid model, as well as health and safety procedures that will be implemented if/when students return to the Gesu School building.
Flexibility and Adaptability – The Model for Reopening

Introduction:
With the ever-evolving nature of the COVID-19 pandemic, schools must be flexible in their planning to ensure a smooth transition between various models for education. Gesu School will be able to move quickly and effectively between fully remote and hybrid learning depending on the current conditions and guidance from the Pennsylvania Department of Education. Models that involve in-person education will be done with the strict safety protocols in place to ensure the health and wellness of our students and staff.

Full Remote Learning to Begin the School Year:
ALL students will begin the school year in the full remote Virtual Learning Model. We will continue to monitor the health data monthly, with the goal of beginning to transition safely into our Hybrid Model. This decision will be based on the health data and consultation with Gesu’s Reopening Task Force and health officials.
- Formal instruction will begin on Tuesday, September 8th.
- On September 2nd, 3rd and 4th, student’s handbooks, workbooks, supplies, Chromebook (if needed), and resources will be distributed. Arrival times per grade will be staggered and student/parent must arrive wearing mask.
- Pick-up will be in student’s classroom and limited groups of 10 or less at a time.

Structure of Full Remote Learning:
In this model, students in all grade levels will participate virtually through both synchronous (live) and asynchronous (independent) learning 5 days per week, Monday through Friday. Daily schedules will mimic typical full-day, in-person learning.

New instructional content will be taught to all students, attendance will be required, and students work will be graded.

NOTE: When Gesu transitions in-person learning, in the case of a partial school quarantine due to COVID-19, we will transition one or more classes back to full remote learning for a period as recommended by the Department of Health.
Virtual Schedules:
- **Pre-K & Kindergarten**: 8:30AM to 11:30AM, Monday to Friday.
- **1st – 8th Grade**: 8:00AM to 2:30PM: 1st to 8th - Monday to Friday, Wednesdays will remain a 2:00PM dismissal day. Teachers may assign independent learning work/projects from 2:00pm to 3:00pm on Wednesdays.
- **Office Hours**: From 2:30pm – 3:00pm on Mondays, Tuesdays, Thursdays, and Fridays, teachers will have “office hours” during which they will schedule one-on-one meetings to check in with individual students and/or families.

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<tr>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
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<tbody>
<tr>
<td><strong>Online Teacher-LED Instruction</strong></td>
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<td><strong>Instructional Time Ends</strong></td>
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<tr>
<td><strong>Synchronous and Asynchronous</strong></td>
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<td><strong>for Students at 2PM.</strong></td>
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<td><strong>5 Days/Week</strong></td>
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<td><strong>This will allow for:</strong></td>
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<td><strong>2:30-3:00PM Office Hours</strong></td>
<td><strong>2:30-3:00PM Office Hours</strong></td>
<td><strong>TEACHER PLANNING</strong></td>
<td><strong>2:30-3:00PM Office Hours</strong></td>
<td><strong>2:30-3:00PM Office Hours</strong></td>
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**Pre-K - K Grade (Sample Daily Schedule)**

8:30-9:15AM: Morning Prayer/ Meeting/Whole Group Language Arts  
9:15-10:15AM: Smaller Group Instruction for Independent Reading and Math. Children will switch after 30 minutes (half the class will go to smaller group instruction, allowing social interaction).  
10:15-10:40AM: Whole Group Math  
10:40-11:00AM: Religion  
11:00-11:30AM: Social Studies or Science  
12:30-1:30AM: Office hours/Homework Help Available in Aides Google Classroom, Flexible Grouping in Teachers  
1:30-2:30PM: Check-In with Parents/Reply to Emails/Plan & Prep

*The first week of lessons will be in small groups to get students Acclimated to Google Classroom.

**1st - 8th Grade (Sample Daily Schedule)**

8:00AM: Student & Teacher Log-In  
8:05AM: Play Morning Prayer/Announcement of the Day  
8:10AM: Morning Advisory (Class Meeting)  

**Time**

- Follow Close as Possible Regular Class Schedule  
- Incorporate Special Classes/Bathroom Break/Lunch/ MAGIS/Social Justice Curriculum/SEL  
- Specials (art, music, and gym will be integrated into the daily schedule)

2:30PM: Check-In with Students/ Parents/Reply to Emails/Plan & Prep (Wednesdays 2PM Dismissal)
**Professional Development and Teacher Readiness:**

Gesu School is committed to ensuring that all our teachers are prepared to provide a high-quality, virtual education until we are able to return to school in person. The faculty will undergo the following training/professional development prior to the school year and throughout the first trimester:

- Pre-K teachers will receive the Seesaw Pioneer Training.
- Kindergarten through 8th grade teachers will receive the Google Certification Level 1 Training.
- On August 26th, all faculty will receive professional development Technology Training with an emphasis on Virtual Instruction, Seesaw and Google Classroom.
- September – All faculty will participate in mini-professional development sessions facilitated by the Virtual Team (faculty members).

**Expectations, Support, & Communications:**

**Student/Parent Readiness:**

- Students must have access to reliable internet service and a device for virtual instruction.
- Gesu will make available loaner Chromebooks, if needed. Parent agreement must be signed.
- Parent/Student must read, sign and return Handbook and Virtual Consent Form.

**Student Work:**

- Students must present/submit their own authentic work.
- Parents and students will remain up to date on Google Classroom to ensure that you are aware of all class assignment due dates, quizzes and tests.
- Parents will receive an email through Option C with school calendar.

**Attendance:**

- Student attendance will be taken daily.
- Students must wear Gesu uniform (at least Gesu logo shirt) while receiving virtual instruction.
- The same protocol stated in the Handbook will be followed if students are not meeting attendance expectations.

**Student Behavior/Conduct:**

- Students will be expected to follow Gesu School’s Code of Conduct as listed in the School Handbook.
- All students must maintain academic honesty and submit authentic work.
- Students must exhibit proper internet etiquette.
- Gesu School has a Zero Tolerance Policy for Cyber Bullying.
- Virtual Pink Slips may be issued from Teacher/Dean of Students if student’s behavior is inappropriate.
Student/Parent Support:
- Dean of Students/Counseling Team will have weekly check-ins, peer groups sessions, etc. with students, daily if needed!
- Parents are responsible for making sure that school has correct contact information.
- Counselors will host monthly parent breakfast sessions on Zoom.
- Teachers will hold daily office hours to meet with students one-on-one.

Parent Communication:
- Weekly Tuesday Virtual Folder
- Teacher Check-In
- Counselor Check-In
- Principal Monthly Calendar
- President Email Update
- Vice Principal will send resource list each trimester

Transition to Hybrid Model:
As appropriate, Gesu will transition from a fully remote model to a hybrid model of learning which will combine virtual and in-person education. The hybrid model will allow Gesu to bring students back into the building while significantly reducing classroom capacity (an average of only 10-12 children in the classroom on a given day).

The objective of the hybrid model is to balance in-person and remote learning for all students, in order to maximize learning, meet students’ need for social and emotional engagement. The classes will be divided in half with students either attending school in person or receiving instruction while home via simultaneously live streaming from the classroom (virtual) learning. On “virtual days” students will join their classmates through live-stream video with direct instruction from the classroom. The students in the virtual classroom will be given time to ask questions and interact with the teachers in the classroom. Parents/guardians will be provided with a schedule specific to each cohort (in-school/virtual). The schedule will include break times including bathroom, lunch, and recess so that students at home will know when to rejoin the livestream.

The Hybrid Schedule will be set as follows:
- For all families in grades Pre-K to 8, students will be assigned to Group A or Group B.
- **Group A** students will attend school in-person on Monday and Tuesday each week, while Group B students receive remote live-stream instruction on Monday and Tuesday.
- **Group B** students will attend school in-person on Thursday and Friday, while Group A students receive remote live-stream instruction on Monday and Tuesday.
- **On Wednesday**, Group A and Group B will rotate in-person, every other week. Dismissal be at 2:00pm.
- Our school building will be cleaned and disinfected every day, but after the school day on Wednesday, the building will undergo a more detailed cleaning and disinfecting.
**Transition to Hybrid Model (cont.):**

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<tbody>
<tr>
<td>Group A is in school.</td>
<td>Group A is in school.</td>
<td><strong>Rotation Day</strong> Group A is in school Group B is live streaming. (2:00PM Dismissal)</td>
<td>Group B is in school.</td>
<td>Group B is in school.</td>
</tr>
<tr>
<td>Group B is live streaming</td>
<td>Group B is live streaming</td>
<td><strong>Rotation Day</strong> Group B is in school Group A is live streaming. (2:00PM Dismissal)</td>
<td>Group A is live streaming</td>
<td>Group A is live streaming</td>
</tr>
</tbody>
</table>

Gesu will accommodate families with multiple children at the school to ensure that they are assigned to the same group.

**Parent/Guardian Option for Full Remote Learning:**
Under a hybrid plan, families may decide to continue to keep a child(ren) at home for health considerations specifically related to COVID-19. Gesu will make accommodations for full-time virtual learning.

**A Partnership**
Gesu School is a family and we must depend on each other to ensure the success of our children. The coming school year will be challenging for all. However, if we work together and remain adaptable, the children will have a successful school year.

In both full remote and hybrid learning, families must accept additional responsibilities related to supporting student achievement and well-being (e.g. monitoring student work and behavior). If/when we shift from fully remote to the hybrid model, students who, for health reasons, opt for full remote learning will not be graded differently from their peers.

While participating virtually, either in the hybrid or full remote model, students must wear the assigned Gesu School uniform to guarantee that appropriate attire is worn, at all times, during virtual instruction. Students are to not photograph or videotape other students, faculty or staff during virtual instruction nor are students to post to social media sites photographs or videotapes of other students, faculty, or staff.

All families whose child(ren) attend Gesu School in-person will be required to sign a commitment to comply with the protocols and procedures set forth in this document including to School-determined health and safety protocols (e.g. temperature screening, symptom reporting, etc.).
Plans and Protocols for a Healthy Learning Environment

Introduction:
The only way to successfully bring students back for in-person instruction, even at reduced capacity, is to implement strict and mandatory protocols to keep both the children and adults at Gesu safe. Key to this will be adherence to Center for Disease Control (CDC) and American Association of Pediatrics (AAP) recommendations for daily health screenings, social distancing, the use of personal protective equipment (PPE), and maintaining cohort learning. Cohorting is recommended by many health organizations, including the CDC and American Association of Pediatricians as an environmental measure to prevent the spread of disease.

Although Gesu will implement multiple precautionary measures, cohorting will be a fundamental part of the plan and guide our daily scheduling. We will keep groups of children (i.e. 6th grade girls) together for the entire day, remaining separate from other cohorts. If a case of COVID-19 were to surface within a cohort, we would, then, move to virtual learning at home with just the identified cohort. The rest of the school would continue to operate with in-class instruction. Contact tracing will be utilized to determine whether one or multiple cohorts would need to be quarantined (see page 16-17).

This section will detail protocols and procedures for students, families, faculty/staff to help maintain a healthy learning environment.

Daily Health Screening:
A key premise to maintaining a safe and healthy environment inside the school is keeping the virus out of the building.

Students –The following mandatory precautions will take place before and during students’ entry into the building:
- Parents/Guardians will be asked to conduct a health assessment of their child(ren) before sending them to school each day. Gesu School will provide a checklist of COVID-19 symptoms for parents/guardians to reference each morning. Any child with symptoms, including a fever of 100.4°F, will not be permitted to enter the school. For the safety of all students and employees, we ask families for their partnership, cooperation, and diligence in assessing the health of their child(ren).

  NOTE: In accordance with guidance from the CDC and CHOP, Gesu will not conduct temperature checks of students entering the school. Since many children do not present with a high fever as a symptom of COVID-19, it is thought that conducting temperature checks on hundreds of children entering a school would produce long lines and crowding that would ultimately create an unnecessary risk of viral spread.

- Use of hand sanitizer by each child as he/she enters the building.
- Maintain social distance (6 feet apart) in the building; to be enforced by members of the Gesu’s staff stationed at the school entrance and monitored throughout the building.
• All students are mandated to wear a face mask upon approaching the building, while waiting in line to enter the building, and always while in the building.
• Upon entering the building, all students must proceed directly to their classrooms, unless going to the cafeteria for breakfast.
• Teachers will conduct visual health assessments of each child throughout the day as a means of detecting signs of illness including, shortness of breath, coughing, and other signs of distress.

Faculty & Staff – The following precautions will take place as faculty and staff enter the building:
• Use of hand sanitizer upon entering the building.
• Daily temperature checks to be conducted upon arrival by a designated staff member. Any staff member with a temperature of 100.4°F will not be permitted in the school.
• Completion and submission of daily health questionnaire.
• Mandatory use of a face mask or face shield upon entering the building and always while in the building.

Modified Student Attendance & Faculty/Staff Leave Policy:
In these unprecedented times, Gesu will make accommodations to ensure that families, students and faculty/staff are cautious and make prudent decisions before coming to Gesu if experiencing any potential symptoms of COVID-19.

Students - Since we are encouraging parents to monitor health closely, and we mandate keeping children home if they display symptoms, the tracking of attendance has changed. If students are kept home because of suspicion of COVID-19, they will have the option to participate virtually. Students will be marked as “attending in person” or “attending virtually.” Only when children cannot or do not participate in any of the virtual lessons, will they be marked absent.

Faculty/Staff – If a faculty or staff requests a leave of absence due to COVID 19 (i.e. personal health considerations, health of a family member, need to take care of a child not in school, etc.), they may be eligible for Family Medical Leave Act (FMLA) – Click here for more information about the Emergency Family Medical Leave Act related to COVID-19.

Education on Prevention & Best Practices:
Students/Families – A significant part of the first day of school will be devoted to educating the students about the protocols and procedures detailed in this plan. Education will be on a grade-appropriate level and will focus on the importance of hand sanitizing, social distancing, wearing a face mask/face shield and safely sharing objects. Families will be provided resources through Option-C, and Gesu’s website, as to proper screening techniques for symptoms of COVID-19.

Faculty/Staff – We will devote a portion of our return to school in-service professional development meeting to reviewing the safety procedures and protocols. Teachers/staff will be educated on assessing students for symptoms of COVID-19. Professional development will also be dedicated to virtual instruction. Gesu will display educational signage throughout the building encouraging social distancing, wearing a face mask and good hygiene.
**Hand Hygiene:**
Proper hand hygiene is critical to the prevention of the spread of COVID-19. The use of hand sanitizer will be required by anyone entering the building. Gesu will place hand sanitizing stations throughout the hallways and have bottles of hand sanitizer in each classroom. Students will be mandated to wash their hands for 20-seconds after using the bathroom. Hand sanitizer will be used upon entering the classroom and after eating. Gesu will post signage throughout the building encouraging proper hand sanitization.

**Use of Personal Protective Equipment (PPE):**
The use of PPE is perhaps the single best way to prevent the transmission of COVID-19 according the CDC. Gesu will take a strict approach to the use of PPE while also understanding that it is both difficult and distracting for children to wear it all day.

**Students** - All students will be mandated to wear school-appropriate masks (as determined by the Gesu School administration) throughout the entirety of the school day. **Masks with breathing vents or valves AND neck gaiters are prohibited.** Masks may only be removed when students are eating breakfast, lunch or snacks. Cloth face masks should be washed/sanitized each night. Masks can be easily hand-cleaned with water and detergent. Students will also be provided face shields but must always still wear a mask.

**Faculty/staff** – Faculty and staff must wear a face mask all day both in shared spaces AND in the classroom. Teachers will also be provided face shields to wear. However, these must be worn in addition to the mask, not as a substitute. **Masks with breathing vents or valves are prohibited.** Staff members with shared offices must keep their face covering on while their co-worker is present. Staff members with their own office can take off their face covering when alone in the office; but must put it on when another person enters their office. Face masks and shields may also be removed when eating in a socially distant setting. Cloth face masks should be washed/sanitized each night.

**Arrival and Dismissal:**
**Arrival** – Gesu will implement the following new arrival procedures to ensure that social distancing (6 feet apart) is maintained as children enter the building in the morning and proceed to their classrooms:
- No student will be admitted in the building, including the vestibule, before 7:30am.
- Grades 1-8 will gather along the front of the building on Thompson Street. Signs will be placed on the side of the building to indicate where each cohort should gather. Pre-K and kindergarten will gather in the back alley between Gesu and St. Joseph’s Prep.
- During inclement weather students will arrive and gather with their cohorts in the gymnasium. Faculty/staff will monitor the hallways and stairwells to ensure social distancing between the children as they make their way to the gymnasium.
- At as assigned time (to be determined), cohorts will be dismissed from the gathering area to their classrooms.
- Late arriving students will proceed directly to their classrooms.
- Additional staff members will supervise arrival procedures to ensure compliance.
Dismissal – Similar to arrival, the following procedures will be implemented to ensure a smooth, socially-distant dismissal.

- Cohorts will be dismissed by grade and scheduled times to ensure there is no crowding in the hallways and stairwells.
- Upon leaving the building, students will wait in their designated cohort areas (same as arrival) until a parent and guardian arrives.
- Students taking public transportation or walking will immediately leave the vicinity of the school and make their way to the bus/train or home.

Classroom Set-Up:

The organization of a classroom is critical to support the academic progress of students and to provide an environment that allows teachers and students to interact comfortably and safely. With that in mind, careful consideration has been given to the strategic placement of furniture, learning centers, and material in order to optimize student learning, reduce distractions, and keep children safe. The following changes will be made to in-class management and set-up:

- Desks will be placed 6 feet apart, as measured from the center of one desk to the center of the next, in each classroom. In addition, Gesu will install COVID-19 Barrier Shields on each individual desk.
- Desks will be organized in rows and will face the same direction within each classroom.
- Excess furniture will be removed to allow for spacing of desks.
- For Pre-K and Kindergarten classes, tables will be used if the class is small enough to ensure social distancing; otherwise, desks will be used.

Shared Objects:

The use of shared objects (pens, certain art supplies, musical instruments, computers) will be curtailed or eliminated. When elimination may not be practical, additional cleaning protocols will be implemented. For Pre-K and Kindergarten classes, the sharing of toys will be limited to 2-3 students. After the toys are used, they will be placed in a “to be cleaned” bucket. All toys will be sanitized before the next use.
Movement Around the Building:
In order to maintain social distancing and keep cohorts separated, Gesu will implement the following protocols to limit movement in the hallways throughout the day:

- Special classes (physical education, art, music) will take place virtually in the main classroom. When the weather permits, physical education classes may take place outside on the rooftop.
- If multiple cohorts are moving through the building simultaneously teachers will ensure that they do not cross in the hallways or stairwells. If two cohorts need to proceed in opposite directions, teachers will ensure that they wait for the other cohort to exit the hallway or stairwell.
- Bathroom breaks will be scheduled to ensure that only one cohort uses the bathroom at a time. Time will be scheduled between cohort bathroom breaks to allow for sanitization of the bathrooms.
- Cohorts will move to outdoor recess one at a time to avoid crowding the hallways and stairwells.
- Face coverings will be required as students move throughout the building.

Faculty and Staff Breaks:
- Faculty and staff will be required to maintain social distance (6 feet apart) from their colleagues.
- Employees may utilize the faculty lounge and the library with a limit of two adults per table.
- Masks and/or face shields may be removed only while eating.
- If a faculty or staff member leaves the building during a break, he/she must be temperature checked and sanitize their hands immediately upon re-entering the building.

Recess:
Recess is critical to the physical and emotional health of each student. Weather permitting, recess will take place outside on the rooftop with the following pre-cautions:

- Students must wear face masks during the entirety of recess.
- Cohorts will be assigned individual sections of the roof to limit the interaction with other cohorts.
- Lower grades will have access to the playground on certain days of the week to reduce the mixing of cohorts.
- The use of shared objects, such as basketballs and volleyballs will be limited within the cohort and will be sanitized in between each use.
- Cohorts will be dismissed back to their classroom one at a time to avoid crowding the stairwells and hallways.
- Students will sanitize their hands after recess, before re-entering the classroom
- The playground will be sanitized after each use.
Food and Drink:
To limit interaction between cohorts and maintain proper social distancing, the following protocols around eating and drinking in school will be implemented:

Water Fountains –
- Drinking from water fountains will be prohibited.
- Students will be allowed to use the bottle-fillers on each water fountain. Students and staff are encouraged to bring their own re-fillable water bottles to school each day.

Breakfast –
- Breakfast service for grades 1-8 will be limited to 50 students per day in the cafeteria. If additional students show up for breakfast, Gesu will set up an overflow space to accommodate additional students. Students will sit in the cafeteria or other spaces with their own cohort while eating breakfast.
- Pre-K and Kindergarten children, as well as students in rooms 6 and 17 will be served breakfast in the classrooms each morning. No students will be turned away for breakfast.

Lunch –
- Grades K–1 will eat lunch in the cafeteria while maintaining social distance between cohorts.
- Grades 2-8 will eat lunch in their classrooms.

All students will sanitize their hands before and after eating breakfast, lunch, and snacks.

Gesu will provide additional information about breakfast and lunch service when guidelines are released by the Archdiocese of Philadelphia’s Nutritional Development Service.

After-School Programming/Athletics:
Gesu School is currently working to determine the feasibility of offering after-school services to begin the school year.

Guidance for athletic teams will be distributed once we receive information from the Catholic Youth Organization (CYO).

Field Trips and Other Gatherings:
- There will be no field trips until it is deemed safe.
- There will be no group gatherings, including school assemblies and Masses until it is deemed safe. As Catholic identity is central to Gesu School’s mission, students will continue to be educated in religious studies and participate in Mass through live streamed in each classroom.
Maintaining a Safe Environment

Introduction:
Outside of the daily protocols around academics and student activities, Gesu will implement additional procedures to ensure we maintain a safe, clean, and healthy environment. This section will detail our policies around visitors entering the building and daily/weekly cleaning/disinfecting protocols.

Visitor Policy:
For the foreseeable future, Gesu will restrict most visitors from entering the school building. This is meant to protect our students, faculty/staff, and those visitors. Maintaining a controlled environment where we can best monitor and prevent transmission of the virus informs our new visitor policy. This policy will be reviewed and revised on an ongoing basis and follow all government guidelines.

Parents/Guardians – Parents and guardians who need to pick a student up during the school day or drop something off in the main office will be allowed to enter the front vestibule of the school building only. Face mask must be worn while in the vestibule. They will then communicate with the office personnel through the sliding window connecting the main office with the vestibule. Any parent or guardian entering the school building must wear a face covering.

Volunteers – In-class volunteers will be prohibited from entering Gesu until it is deemed safe. Gesu will work on a case-by-case basis with outside organizations that provide in-person services to Gesu students. Staff from any permitted organization will have to undergo a health screening (temperature check, health questionnaire) upon entering the building and must wear a face covering while at Gesu.

Other visitors – Other visitors will be prohibited from entering the building during the school day until it is deemed safe to do so. Board and Committee meetings will take place virtually or via conference call.

Cleaning/Disinfecting:
Maintaining a clean and properly sanitized facility will be a critical component to preventing COVID-19 cases at Gesu School. Gesu has developed the following new procedures and protocols for cleaning and disinfecting the building throughout the school day, after school, and during the weekends:

Student Bathrooms –
- The bathrooms will be cleaned and disinfected and locked after each cohort use.
- The basement bathroom, utilized by individual students in between full class bathroom breaks, will be cleaned and disinfected with an electrostatic sprayer (click here for more information about electrostatic disinfecting) every hour.
- Each night, all bathrooms will be cleaned and electrostatically disinfected.
Faculty/Staff Bathrooms -
- Bathrooms will be cleaned and disinfected each night
- Hand sanitizer and alcohol wipes will be placed in each bathroom
- Faculty/staff will be asked to wipe down any touched surfaces with the alcohol wipes.

Classrooms -
- Nightly, each classroom will be cleaned and electrostatically sprayed with disinfectant.
- All classrooms will be provided alcohol wipes and hand sanitizer for use upon entry of classroom.
- All desks will be cleared at the end of each day in order to be cleaned properly.

Common areas -
- All common areas will be cleaned and electrostatically disinfected each night.
- There will be hand sanitizer dispensers mounted to the walls in the hallway and at each entry point of the building for use.
- Any faculty or staff using the lounge will be asked to clean up their area with alcohol wipe. The faculty lounge will be cleaned and disinfected each night.
- Door handles and touched surfaces in common areas will be disinfected periodically throughout the day.

Basement -
- Cafeteria will be cleaned and disinfected after each use.
- Kitchen area and equipment will be kept clean by kitchen staff. All surfaces will be cleared of any items to allow nightly disinfecting with the electrostatic sprayer on all surfaces.
- Chapel will be cleaned and disinfected after each use.

Roof Top -
- All playground equipment will be disinfected after each use.

**NOTE: All products used to disinfect the building are approved by the CDC to kill the COVID-19 virus.**

**Building Ventilation:**
Current guidelines from the CDC and American Society of Heating, Refrigeration, and Air-conditioning Engineers (ASHRAE) recommend building HVAC systems be configured to better mitigate the potential of disease transmission from airborne particles by increasing the percentage of fresh air brought inside the building and reducing the rate of recirculated air. To address these recommendations, Gesu School will make the following adjustments to our HVAC systems:
- The outside air dampers will be set to the maximum capacity in keeping with system stability and ideal air quality.
- Reduce the amount of mixed recirculated air by exhausting out of the building.
- Air handling unit filters will be upgraded to a MERV-13 filter which is a superior filter to help block finer particles entering the systems.
- Air handler filters will be replaced on a bi-monthly schedule rather than quarterly as in the past.
• Classroom door will be left open during the day to allow air flow.
• System Occupied run times will be increased to allow air handlers to flush building air and maintain an optimal humidity level.
• HVAC systems will be checked daily along with temperature and humidity levels.

**Travel – Family/Student/Faculty/Staff**

With the Covid-19 pandemic in near constant fluctuation in the United States, states are having to adapt rapidly with their rules and regulations. Members of Gesu School households will agree to be mindful of health guidelines and observe safe practices when traveling. If a student has traveled, or plans to travel, to an area where there are high amounts of COVID-19 cases (see link below), the student must stay at home/quarantine for 14 days upon return to Pennsylvania. The same applies to Gesu School faculty/staff. **Please stay updated as to the Pennsylvania travel restrictions.**

[https://www.health.pa.gov/topics/disease/coronavirus/Pages/Travelers.aspx](https://www.health.pa.gov/topics/disease/coronavirus/Pages/Travelers.aspx)
**Contact Tracing & Isolation**

This section will detail the protocols that Gesu will implement in the case of a suspected or confirmed case of COVID-19 within the school community. Gesu will have a registered nurse in the building five days per week. These protocols are guided by recommendations from the CDC and other health officials.

If a student or faculty/staff member has a suspected case of COVID-19 or is demonstrating symptoms while at school, the following will take place:

- The individual who is ill and demonstrating symptoms consistent with COVID-19 (such as fever, cough, or shortness of breath) at school will be separated from others immediately.
- Staff/faculty should leave the building upon confirming symptoms unless awaiting transportation. In that case, staff/faculty will be asked to remain in a designated isolation room in the building until picked up. The isolation room is designed to minimize exposure between the person with symptoms and other employees and students.
- Student will be placed in the designated isolation room with a supervising adult until a parent or guardian can pick up that student.
- Individuals who are sick should go home or to a healthcare facility, depending on the severity of the symptoms, and follow CDC guidance for caring for oneself and others who are sick.
- Individuals may return to Gesu after meeting the following criteria:
  - 3 days with no fever and
  - Symptoms improved and
  - 10 days since symptoms first appeared, if cleared by a medical professional, or if having a negative COVID-19 test.
  - Present document clearing individual for return to school/work.
  - If case of COVID-19 is confirmed, please reference sections below.

If a student or staff/faculty has a confirmed case of COVID-19 the following actions are to take place:

- Notify the local health officials and seek guidance.
- Conduct contact tracing which will include a review of the student/faculty/staff member’s schedule and who he/she came in contact with inside the school.
- Send individual home until local health officials can determine next step.
- If the individual is a teacher, Gesu will consider temporarily dismissing that teacher’s cohort and moving to virtual learning for a time period suggested by local health officials. If that teacher interacted with several classes, multiple cohorts may be required to leave school for a period of time as recommended by local health officials.
• If the individual is a student, his/her cohort may be required to leave school and move to virtual learning for a period of time as recommended by local health officials. If the effected student has a sibling in another class, multiple cohorts may be required to leave school for a period of time as recommended by local health officials.
• Communicate with faculty/staff and families of a confirmed case, without using a name or identifying information of the person with COVID-19.
• Close off area, wait 24 hours, then clean and disinfect areas associated with the identified case of COVID-19.
• During the following 2 to 5-day period, determine if other cases related to the initial case were identified and decide to extend or end the cohort temporary leave from school.
• The staff/volunteer can return after the following conditions have been met:
  o 3 days with no fever and
  o Symptoms improved and
  o 10 days since symptoms first appeared, if cleared by a medical professional, or if having a negative COVID-19 test.
  o Present document clearing for return to school/work.

If a student or staff/faculty member has come into contact with someone that has a confirmed case of COVID-19, the following actions are to be take place:
• The staff/faculty member or parent/guardian of the student will immediately notify Gesu School at (215) 763-3660.
• The faculty/staff member will self-isolate according to CDC guidelines and report to Gesu if they have any symptoms or test positive.
• Gesu will make accommodations for the student to participate virtually during the time of self-isolation.
• Gesu will require a negative COVID-19 test result for any student or employee returning from self-isolation.
Gesu School Reopening Task Force

Peter Gould, Task Force Chair, Gesu Board of Trustees
Bryan Carter, President & CEO, Gesu School
Melanie Colozzi, Teacher, Gesu School
Sr. Ellen Convey, Principal Gesu School
John Curry, Chair, Gesu School Board of Trustees
Gerard Davies, Treasurer, Gesu School Board of Trustees
Rosemary Español, Member, Gesu School Board of Trustees
Christopher C. Fallon, Esq., Gesu School Board of Trustees
Kate Hovde, Vice-Chair, Gesu School Board of Trustees
Jonathan Jackson, Counselor, Gesu School
Alana Lee, Vice Principal, Gesu School
Elana O. McDonald, MD, Pediatrician
Steve Piltch, Vice Chair, Gesu School Board of Trustees
Erin Rodgers Schmidt, Partner, Morgan Lewis, Member, Gesu School Board of Trustees
Mark Smith, Director of Facilities, Gesu School
Carolynn Thompson, Director of Finance, Gesu School
Rob Weinstein, VP of Development/Pandemic Coordinator, Gesu School
Jo-Anne Young, Teacher, Gesu School

This plan has been reviewed by Christopher C. Fallon, Esq. and the Law Firm of Cozen O’Connor, P.C.

For any questions or concerns, please contact:
Bryan Carter, President & CEO or Sr. Ellen Convey, Principal
(215) 763-3660
Reopening Plan Governing Body Affirmation Statement

The Board of Trustees of Gesu School reviewed and approved the Reopening Plan on September 1, 2020.

The plan was approved by a vote of:

- 30 Yes
- 0 No

Affirmed on: September 1, 2020

By:

(Signature of Board Chair)

(Print Name of Board Chair)