



1035 Canterbury Street
Roslindale MA, 02131
617-323-2500

RE-OPENING PLAN

PROGRAM OPERATIONS PLAN:

Name: Sacred Heart STEM School

Designee: Monica Haldiman, Head of Campus

Hours of Operation: 8:00-3:30

Before/Afterschool: Anticipated October 2020 Opening

ARRIVAL:

1. All scholars will go to the schoolyard. Practicing social distancing. At the bell classes will line up, and file into the building utilizing numerous entrances. All handrails will be sanitized after arrival. In case of inclement weather all scholars will enter through the front door
 2. Health Screening for all families at drop off [DAILY HEALTH ASSESSMENT](#)
 3. Parents must buy 3 cloth masks for their scholar
 4. Hand sanitizer at all entrances and exits, classrooms, offices.
 5. All water fountains/bubblers will be turned off in the building. **Please send in bottled water with your scholar for the day.**
 6. No visitors. Parents will not be allowed to go to the classroom. Everyone must wear a mask upon entering the building. No field trips.
 7. Virtual Back to School Night and private ZOOM conferences with teachers, parents and scholars.
- **If your scholar is not feeling well DO NOT send them. If you are not feeling well, YOU do not bring them.**

DISMISSAL:

1. All classes will exit through the front door and library doors to cut down traffic through one exit.
2. Please pick up your scholar on time as there is no waiting area.

CLASSROOMS:

1. All classrooms will be equipped with all necessary PPE. Hand sanitizer, disinfectant wipes.
2. All classrooms will be equipped with **air purifier/circulator machines regulated for their square footage.**
3. Teachers will wear face masks and/or face shields
4. Classes will be cohorts. No two cohorts will intermingle.
5. Weather permitting, some classes can be held outside
6. Furniture will be socially distanced
7. ALL scholar desks will be equipped with clear plastic shields. This allows for greater communication and aids in frequent mask breaks.
8. Scholars will have assigned seats
9. Scholars will go to lockers one or two at a time maintaining social distance
10. All excess furniture will be removed
11. NO area rugs
12. **NO SHARING OF MATERIALS** such as pens, pencils, crayons etc. Equipment can be shared but must be disinfected between each use.
13. Scholars will practice and or learn proper handwashing techniques.
14. Hygiene signage and symbols throughout the building.
15. Mask and glove policies implemented
[Glove Usage Mask Policy](#)
16. [Bathroom Procedure](#)

CLEANING:

1. Building will be disinfected each morning and evening utilizing an electrostatic cleaning machine and spot cleanings.
2. This cleaning will include all major surfaces (tables, chairs, floors, mats, handles etc.)
3. Any object touched or utilized will be disinfected
4. Scholars will wipe down their desks and locker handles periodically
5. Mandated handwashing procedures [Hand Washing Policy](#)

CAFETERIA: All lunches will be grab and go. Scholars will eat in their classrooms. The shields on their desks will allow them to eat without masks. All desks will be cleaned after lunch.

MONITORING AND RESPONSE PLAN:

1. If anyone in your family has a temperature of over 100.00 degrees the scholar with them will not be allowed entrance into the program
2. If during the day a scholar has a temperature of over 100.00 degrees the designated family member will be called to pick up the child within one hour
3. While a scholar is waiting to be picked up they will be in the Comfort/Care Isolation room supervised by the school nurse. This area is completely separate from the rest of all scholars, faculty, and staff.
4. Health assessments will be done each morning.

MEDICAL PLAN:

1. All medication must be registered with the school nurse.
2. All medication will be administered by the school nurse .
3. The school nurse will be fully equipped with protective PPE. Face shield, safety goggles, disposable gowns.
4. An Isolation care and comfort room has been established.