

March 14, 2022

Hello Soulard School Community,

As we look ahead toward spring and the end of the school year, we are entering a new phase of the covid pandemic. Case numbers have plummeted nationwide, in our city, and in our own school. While we had multiple classes quarantining throughout January, we have not had an active case of covid in our school since February 1.

In light of these improving circumstances, the CDC and the City of St. Louis Department of Health have revised many of their recommendations, including regarding masks.

We have taken this opportunity to review our full Reopening Plan and all aspects of our covid mitigation processes. We have consulted with all our school stakeholders - we have surveyed staff, students and parents for feedback to this revision to our Reopening Plan.

Changes to highlight include:

- Masks are elective starting 3/14/22 in most situations. Read our full "mask situational" policy on p. 10.
- Quarantine/isolation rules have changed effective 3/14/22 to more closely match those established by the CDC. See p. 8 for more details.
- We have eliminated the daily online health screener effective 3/14/22 while still asking families to monitor student health and keep kids with symptoms home (p. 16).
- We will be welcoming families to enter the building during pick up/drop off effective after spring break on 3/28/22 (p. 16) - more details will be shared coming as we work out the logistics of this change.

Thank you for your feedback and support!

Sarah Christman, Executive Director
Shenika Bishop, Principal
Eleanor White, Communications & Operations Director
Jay DeLong, Board President

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1. Classroom Assignments and Schedules

Below are updated learning plans by grade/class for 2021-22:

- Junior Pre-K (Sprouts) - class of 10 students and 2 teachers at 1111 Victor building
- Senior Pre-K (Quietude) - class of 16 students and 2 teachers at 1110 Victor in Quietude classroom
- K - 5th grade - classes of 20-24 students and 2 teachers each in 1110 Victor classrooms
- Extended Core classes will meet in various locations depending on the class - some may meet in classrooms, others in other spaces within our building, and others may meet in spaces in nearby buildings, including Gene Slay's Girls and Boys Club.

2. Learning Expectations for Families and Staff

It is our plan to provide learning daily in-person, and students are expected to be in school on time, ready to learn unless they are ill.

If covid exposure causes individual students to need to quarantine, the school will work with the family to find ways to keep the student engaged and connected to class activities and learning.

If a whole class or larger numbers of students need to quarantine, the school will revert to a distance learning model during quarantine for the affected groups.

In order to ensure that quarantining does not disrupt learning more than necessary, classes will continue to integrate technology into in-person learning. Elementary students who need them will be provided with personal electronic devices (iPad Minis for K-2, Chromebooks for 3-5th). Classes, especially at the upper grades, will continue to use online learning platforms such as Google Classroom both in and out of the classroom.

Families will be asked to sign technology contracts ensuring that devices are kept safe and used for educational purposes only. In the event of a quarantine or other switch to distance learning, wifi hotspots will be issued to families that need them.

A. Online Learning Platforms

Platforms were chosen by our Curriculum Committee and administrator team in 2020 with the goal that learning could be fluid and flexible between in-person and distance learning and allow for continuity during closures. We will continue to use email, Seesaw, Google Classroom, and Zoom as our instructional and communication platforms. Seesaw will act as the K-2 instructional platform and Google Classroom will act as the 3-5th grade instructional platform. Whether in-person or distance learning, we will use a variety of instructional support apps. It is not expected that students work for extended periods of time on instructional apps. Classroom

teachers will provide suggested usage times for instructional support apps to help ensure apps are being used to complete assignments, review and reinforce skills. Please contact your child's teacher if you have concerns about the length or difficulty of an assignment.

B. Parent responsibilities during distance learning

In the event of a class quarantine, it is the expectation of the school that families will work to ensure that their child participates fully in all virtual learning activities. Teachers and other school staff will work with all families to ensure that students have the tools they need to remain connected.

C. Serving students and families with special needs

In the event of a quarantine, the school's Director of Special Education will work with the special education staff and classroom teachers to ensure that any students with IEPs or 504 plans have their educational needs met during distance learning in accordance with their Form G plans.

The school administrative team, including the School Counselor, will work with families and classroom teachers to ensure that quarantining students have the tools and support they need to continue to participate in distance learning, including providing wifi hotspots for students who lack wifi in their home. Staff will work to identify any other barriers to distance learning and work to address these needs as applicable.

3. Family Out-of-School Choices

As a community we are constantly working to make our school and community stronger and safer. In this current time, that commitment to each other extends further than ever. In creating these plans, we are continuing to balance student, staff and community safety against the need to engage and educate our children.

Our teachers and staff are on the frontlines of a pandemic with our students. The success of these plans not only falls under the responsibility of the school, but is directly tied to each and every community member. Individual choices outside of school time will play a significant role.

We are asking our community to prioritize the health and safety of our staff, students and their families by getting vaccinated against COVID-19, and making out-of-school time choices that reflect [CDC guidelines](#) and [AAP recommendations](#). This will decrease the risk of exposure and transmission, as well as demonstrate care and consideration for those returning to the building this fall.

Dr. Echols, head of the Health Department of St. Louis, stated that while health officials were initially concerned that schools would be vectors for covid spread into the community, it appears so far that it is the community that is spreading the disease into schools. Please do your part to keep our students and staff safe.

4. Infection Control Plan

The following document was approved by the City of St. Louis Department of Health on August 27, 2020.

The Soulard School's Infection Control Plan is a companion document to the *City of St. Louis Public Schools Infectious Disease Control Administrative Guidelines and Procedures*.

The spreading of respiratory illnesses including COVID-19 could necessitate the closing of schools to help break the spread of disease. The nature of the disease will be important to a decision that schools be closed and the following questions should be considered:

1. Can someone spread the disease without showing symptoms?
2. What are the ways in which the disease can be transmitted to/between persons?
3. What is the incubation period for the disease?
4. Is there a vaccine available for the disease?
5. Are the numbers of students and staff getting sick increasing day-to-day?

The local health authority or the Director of the Missouri Department of Health and Senior Services (DHSS) (or their designated representative) are empowered to close schools in order to protect the public health (19CSR 20-20.050). If the Director of DHSS determines that the local health authority does not take adequate control measures to protect public health, including the closure of schools, the Director may do so [19CSR 20-20.040 (2) (J) and (3) (C)]. While a recent Cole County ruling questions the power of the DHSS to delegate powers to the city public health authorities, The Soulard School will continue to work closely with the local Department of Health, as well as follow guidelines set forth by the CDC and state DHSS.

The school leadership should consult with the local health officials to answer the above questions before advising their board on the decision to close, or subsequently reopen schools. School leadership should also seek guidance from the local health authority of other recommended measures leading up to the decision to close. Measures will include (but not be limited to) increased hygiene and social distancing.

In addition to daily general cleaning for classrooms, custodial staff should immediately institute the additional sanitation measures outlined in the *City of St. Louis Public Schools Infectious Disease Control Administrative Guidelines and Procedures* including:

Custodians are to ensure there are tissues available in all instructional areas. Teachers will instruct students on the use and disposal of tissues when sneezing or coughing.

Custodians are to make sure soap is available in all restrooms. Teachers will supervise students in frequent and thorough hand washing and hand drying.

Advise all students and staff to be particularly mindful of eating well, drinking plenty of liquids, and getting adequate sleep.

Coronavirus (COVID -19)

Locally, the City of St. Louis Department of Health has been working closely with school organizations and other large organizations to guide and advise. The virus is being transmitted from person-to-person and can be transmitted from an individual who is non-symptomatic.

Health experts advise that the best course of action is to practice good hand washing skills; avoid touching eyes, nose, and mouth; practice distancing yourselves from others and avoid large groups. The first two points are the easiest to control.

The Soulard School is engaged in efforts to provide for and promote personal hygiene practices among students and teachers. We have secured supply lines and additional orders of soap and hand sanitizer. Adjustments are being made to ensure that students have more personal space in classrooms and in cafeterias. In addition, we are enlisting parents in the effort to promote good handwashing at home and to keep lines of communication open with their child's school.

Prevention

The Pfizer covid vaccine became available to children ages 5-12 in November 2021. The school is joining the city health department, AAP, CDC and other health experts in encouraging all families to get their elementary-aged children fully vaccinated.

In addition, covid boosters are now approved for all adults, and we encourage all eligible parents and staff members to get vaccinated and boosted.

Aside from vaccines, the best way to prevent illness in children is to avoid being exposed to this virus and use everyday preventive actions to help prevent the spread of respiratory diseases, including:

- Avoid close contact with people who are sick.
- Avoid touching your eyes, nose, and mouth. Viruses can remain on frequently touched objects such as doorknobs and cell phones for quite some time. If you touch a contaminated surface and then touch your face, you can transfer the germs, which can lead to illness.
- Stay home if you are sick, especially if you have a fever.
- Cover your cough or sneeze with a tissue, then throw the tissue in the trash. Block the spread of germs by using a tissue or the inside of your elbow. Do not use your bare hands.
- Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe.

Testing & Exclusion

Any staff member or student who tests positive or has symptoms of covid-19 will be excluded from school until certain conditions have been met. Any unvaccinated staff member or student who has an exposure to covid-19 will be excluded from school until certain conditions have been met. See exclusion table below.

Exposure is defined by the Health Department as having close contact for 15 minutes or more. The school will consult with the Health Department about next steps if a staff member or student tests positive. An unvaccinated staff member or student who has been determined by

the Health Department to have had a covid exposure will be excluded from school and directed to self-quarantine for two weeks, regardless of symptoms or test results, per the Health Department and CDC guidelines.

TSS & SEC School Exclusion Chart - 2021-22

Symptom(s)	Immediate action	To return
<p>One low-risk symptom including: Muscle aches/soreness Chills Runny nose Congestion Sore throat "Not usual self" (lethargic, no appetite, etc)</p>	<p>Parents/school assess for non-contagious causes (allergies, injury, etc.). If other cause, can attend/stay at school</p> <p>If no obvious cause, send home/stay home.</p>	<p>24 hours AND No additional symptoms AND One symptom resolved, improving or stable w/o medication</p>
<p>One low-risk symptom: Nausea Vomiting Diarrhea Headache</p>	<p>Parents/school assess for non-contagious causes (known food allergies, playing on the Comet, etc.). - if other cause, can attend/stay at school.</p> <p>If no obvious cause, send home/stay home.</p>	<p>Next school day after symptoms resolved w/o medication</p>
<p>Fever over 100.4 and no other symptoms</p>	<p>Send home/stay home</p>	<p>24 hours fever-free w/o medication and no additional symptoms develop OR Doctor's note and 24 hours fever-free w/o medication OR Negative covid test and 24 hours fever-free w/o medication</p>
<p>Two low-risk symptoms (see above)</p>	<p>Send home/stay home.</p> <p>Any siblings/household members at school also sent home.</p>	<p>Negative covid test and symptoms stable/improving OR Doctor's note and symptoms stable/improving OR 10 days from symptom onset or 3 days from symptom resolution, whichever is longer</p>
<p>1 high-risk symptom: Shortness of breath Cough Sudden loss of sense of taste/smell</p>	<p>Send home/stay home.</p> <p>Any siblings/household members at school also sent home.</p>	<p>Negative covid test, consult w/ health care provider and symptoms stable/improving OR 10 days from symptom onset or 3 days from symptom resolution,</p>

		whichever is longer
<i>Known covid exposure, regardless of symptoms, unless fully vaccinated</i> Exposure = 15+ minutes of close contact. Contact Health Dept. for guidance	Send home/stay home. Contact Health Department.	Quarantine for at least 5 days regardless of test results or symptoms.
<i>Pending covid test due to possible exposure or mild symptoms (self or household member)</i>	Stay home until test results are received	Return once negative test results are received. If had confirmed exposure (by Health Department standards), must stay home 5 days if not fully vaccinated.
<i>Positive covid test (self or household member)</i>	Sent home/stay home. Household members also sent home.	Stay home at least 5 days from start of symptoms/positive covid test. School to assist Health Dept. in contact tracing among school community.
<i>Non-covid-associated symptoms/conditions:</i> Unexplained rash Pink-eye Head lice Hand, foot & mouth disease Ear infections Etc!	Send home/stay home.	Following treatment and/or doctor's note.

Note: During flu season, a negative flu test may also be required for return to school.

Based on Washington University Pediatric guidelines at

<http://wupaarc.wustl.edu/Portals/WU-PAARC/PDFs/covid-19/StudentSymptomDecisionTree081321.pdf?ver=2021-08-13-223353-163>

Quarantine & Isolation Policy Staff/Contractors/Volunteers and Other Adults

	Exposure	Home exposure	Positive test
Vaccinated/ Had covid in past 90 days	NO QUARANTINE Test when learn of exposure, monitor for symptoms, mask for 10 days after exposure	NO QUARANTINE Test when learn of exposure, monitor for symptoms, mask for 10 days after exposure. If multiple household members sick, school may	5 DAY QUARANTINE If no symptoms: test to return after 5 days. Mask for 10 days from positive test. If symptoms: test to return after 5 days if feeling better (fever free 24+ hours). Mask

		ask to quarantine.	for 10 days from positive test/symptom start.
Unvaccinated	5 DAY QUARANTINE Test when learn of exposure, quarantine for 5 days, test to return. Monitor for symptoms, mask for 10 days after exposure	5 DAY QUARANTINE Test when learn of exposure, quarantine for 5 days, test to return. Monitor for symptoms, mask for 10 days after exposure. If additional family members become sick, 5 day clock would reset after each one.	5 DAY QUARANTINE Same as above

Pre-K and Elementary Students*

	Exposure	Home exposure	Positive test
Vaccinated/ Had covid in past 90 days	NO QUARANTINE Test when learn of exposure, monitor for symptoms, mask for 10 days after exposure	5 DAY QUARANTINE Home for 5 days regardless of tests/symptoms, test to return, mask for 10 days after family member's positive test If additional family members become sick, 5 day clock would reset after each one.	5 DAY QUARANTINE If no symptoms: test to return after 5 days. Mask for 10 days from positive test. If symptoms: test to return after 5 days if feeling better (fever free 24+ hours). Mask for 10 days from positive test/symptom start.
Unvaccinated	5 DAY QUARANTINE Test when learn of exposure, quarantine for 5 days, test to return. Monitor for symptoms, mask for 10 days after exposure	5 DAY QUARANTINE Home for 5 days regardless of tests/symptoms, test to return, mask for 10 days after family member's positive test If additional family members become sick, 5	5 DAY QUARANTINE Same as above

		day clock would reset after each one.	
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*Students who have tested positive for covid in the past 90 days and recovered would not have to test to return, and may be eligible for shortened quarantines depending on circumstances

Why are students treated differently from adults in these policies?

In our experience over the past 2 years, while students have been willing and respectful of masking, we have found that most students are unable to wear masks tightly and consistently throughout the day. In addition, they have more difficulty keeping social distance from classmates and staff, washing hands thoroughly and monitoring/communicating about their symptoms. For these reasons, we are choosing to create different, more cautious policies for students than for adults in some circumstances.

Why are we differentiating between vaccinated and unvaccinated people?

With the omicron variant on the wane, we are working to match our policies more closely with those of the CDC, which differentiates between exposed vaccinated and unvaccinated people. If evidence again begins to show that vaccinated people are spreading covid as easily as unvaccinated, we will consider further revisions to our policy.

What’s the difference between a household exposure and a “regular” exposure?

We are choosing to differentiate between home exposures and other types of exposure for students. Home exposures are unmasked, for an extended period of time and in close quarters. Even with efforts to separate the household after someone tests positive, there are often still shared HVAC systems, dishes, bathrooms, etc. Based on our experience during the omicron wave, we believe there is a high chance that a person with a home exposure will develop covid, regardless of vaccination status. While our policy for staff is similar for regular exposures and home exposures, we reserve the right to request that a vaccinated staff member with a home exposure quarantine, especially if there are multiple family members sick.

What about testing supply?

Testing supplies to schools have been restored and we are able to test both students and staff members who are experiencing symptoms or have a known exposure. Families may choose to:

1. Test at school
2. Test at home
3. Test at a free testing site, clinic or doctor’s office

Masks

Starting in late February 2022, the CDC unveiled a new system for tracking covid data and assessing covid risk. The system designates counties as low, medium or high risk based on current covid rates and hospitalization rates. You can view our county’s current rates here: https://www.cdc.gov/coronavirus/2019-ncov/science/community-levels.html#anchor_82254

Under current guidelines, as long as our county is designated as low or medium risk, masks will remain optional under most circumstances. If the county should reach high risk level, masks will again be required while indoors.

Effective March 14, 2022, The Soulard School will have a “mask situational” policy.

Situations when masks will be required:

- For a staff member, student, parent or other person entering the building who has a known covid exposure within the past 10 days.
- For a staff member, student or other person entering the building who has tested positive for covid in the past 10 days (must be at home for 5 days).
- For students and staff in a classroom where there is more than 1 active case of covid
- For all staff, students and visitors if there are more than 5 active cases of covid in the school building
- For all staff, students and visitors if the CDC designates St. Louis City as being a “high risk” area.

<https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html>

This policy requires communication between families and schools. Please continue to communicate about any positive tests in your household, or other exposures your child has. The school will continue to communicate with individuals, classes and the school community about any short- or long-term changes in mask policy.

All staff and students may elect to wear masks in any situation, indoor or out.

If classes are required to wear masks, teachers will remind students consistently about proper mask usage and the school will provide replacement masks for students/staff who have lost, broken or forgotten masks during the school day.

If classes/individuals are not required to wear masks, teachers will not provide masking reminders or replacement masks under most circumstances.

Social distancing

The Soulard School will set up classrooms and student schedules to ensure that there is a 3’ radius of space around each student when seated and working in the classroom. Schedules will be set to avoid crowding in hallways and restrooms.

Most elementary students will eat lunch in the lunchroom, with a maximum of 48 students (2 classes) in the lunchroom at a time. Some classes will alternate eating lunch in the classroom or the lunchroom.

Hand washing

Hand washing is the single most effective means of preventing the spread of infection. Hand washing procedures should be followed even if gloves have been worn. If an emergency situation precludes proper hand washing, the hands should be washed as soon as possible after exposure.

Any skin surface that comes into contact with blood or other body fluids should be cleansed using the same procedures used for hands. Hands should be washed:

- Before and after touching open wounds (even if gloves are worn).
- Before eating
- After any direct exposure to blood or other body fluids.
- After removing gloves
- After handling soiled or contaminated items and equipment.
- After using the toilet

The correct method used for hand cleaning and decontamination is with soap and water:

- Wet hands.
- Lather hands with either bar soap or liquid soap.
- Rub repeatedly for at least 20 seconds
- Rinse.
- Turn faucets off using a dry paper towel.
- Dry hands properly and dispose of used paper towels in plastic bags.

In areas where running water is not readily available:

- Remove obvious soil with a wet towelette
- Use waterless foams or rinses to clean skin.

Staff Reporting of Health Status:

Staff will be provided with a list of symptoms to monitor for at home. Any staff member indicating illness will be asked to stay home.

Staff who are feeling ill during the school day will have their temperature checked in the office using an infrared thermometer.

Any staff member with a temperature of 100.4 or above, or other possible symptoms of covid-19 or other contagious illnesses (coughing, shortness of breath, excessive fatigue, nausea/vomiting/diarrhea, etc.) at any time in the school day will be sent home.

Student Reporting of Health Status:

Families will be provided with a list of symptoms to monitor for at home. Any student displaying signs of illness will be asked to stay home.

Students who are feeling ill during the school day will have their temperature checked in the office using an infrared thermometer.

Any student with a temperature of 100.4 or above, or other possible symptoms of covid-19 or other contagious illnesses (coughing, shortness of breath, excessive fatigue, nausea/vomiting/diarrhea, etc.) at any time in the school day will be sent home.

Cleaning Protocols:

Full cleaning of classrooms, halls, cafeteria and restrooms, including vacuuming, trash removal, and wiping down desks, tables, chairs, bathroom fixtures, etc. will occur nightly by a professional cleaning service when students are not in the building. Cleaners will be fully

trained in cleaning and safety, be provided with cleaning task lists, and wear uniforms and gloves while in the building.

In addition, the classrooms will be provided with basic cleaning supplies including gloves and cleaning spray to allow staff and students to clean high-touch areas such as desks throughout the day.

School Operations:

- Acquisition and placement of hygiene supplies - soap, hand sanitizer, paper towels and tissues: The Soulard School will contract with reliable providers including Cintas and Staples for the provision of basic hygiene supplies.
- Cafeteria cleaning and social distancing: The school will continue to prepare lunches in the kitchen, with a maximum of 48 students (2 classes) eating in the cafeteria at a time. Other classes will eat in their classrooms. Students eating in the cafeteria will be spread out across tables to ensure social distancing.
- School Assemblies and gatherings: The school will not conduct indoor assemblies in the 2021-22 school year. Outdoor assemblies will be permitted. Other social and informational gatherings will be evaluated and altered to ensure social distancing.
- Physical education: PE classes for 2021-22 will be conducted outside when possible. Otherwise, PE classes may utilize the gym at Gene Slay's Girls and Boys Club. Starting 3/6/22, masks will not be required during indoor PE under most circumstances.
- Music, Art, specialty courses: Our "extended core classes" will take place in the classrooms or specialized classrooms depending on the class size and availability.
- Field Trips: Field trips will be considered for the 2021-22 school year with student safety in mind. Student, staff and chaperone mask policy would match that while at school. Preference will be given to trips that take place outdoors or in well-ventilated, not overly-crowded locations. Any parent chaperones must be fully vaccinated.
- Transportation: The Soulard School does not provide transportation to and from school daily. In the event that field trips involve bus transportation, the school will ensure that any contracted bus company follows Centers for Disease Control (CDC) guidelines for ensuring bus surfaces are cleaned and sanitized regularly and all students and staff would be properly distanced and/or masked as needed.
- Training of staff and students: Staff received updated training in August 2021 about mask wearing, hygiene, cleaning protocols, and symptoms of covid-19 and other contagious illnesses. Students will be taught handwashing, sneeze/cough and mask-wearing protocols throughout the year. Signage and verbal reminders will help students remember to keep safe social distance with peers and staff.
- Illness Procedures: Staff will receive training in recognizing signs/symptoms of illness. Children suspected of being ill will be sent to the office. In the office, the Communications & Operations Director, Principal or other administrator on duty will take the student's temperature and make an assessment based on symptoms if the student should go home. Students waiting for parent pick up will be isolated in a curtained area in the office.

Health Room Procedures:

The Communication & Operations Director's office will serve as the main health room where student illness is assessed. The Communications & Operations Director or another trained staff member will take students' temperatures as needed and assess other symptoms. The staff

member will wear a face covering at all times, and wash hands before and after assessing the student. Any student with fever or other covid-19 symptoms will be moved to the isolation area of the office area (outside the C.O.D.'s office) to await parent pick up.

The C.O.D.'s office will also be a central holding point for student medications and first aid supplies, though each classroom will also have a first aid kit.

Communication:

- The Soulard School will ensure that students, staff, parents, community and media receive information, tips and updates on school procedures (including dismissal of classes or school) in accordance with health guidelines. Information sources include, among others, the City of St. Louis Department of Health and the Centers for Disease Control (CDC) and the World Health Organization. We also work with other public school organizations to share best practices.
- The Soulard School's website, www.soulardschool.org, includes a copy of the current reopening plan including this Infection Control Plan. When community health concerns are amplified, information is highlighted on the website and through social media, as updates are made available.
- Communication policies and procedures are in place, the Communications & Operations Director is the designated individual to issue information and updates on school dismissals to staff, parents and community (media).

Health Emergency Procedures:

- The school will verify that staff and parent emergency contact lists are up-to-date.
- The Principal and Communications & Operations Director will inform staff to observe for signs and symptoms of covid-19.
- The Communications & Operations Director will implement protocols for managing students who fall ill at school and track and report information to the St. Louis City Department of Health.
- The Communications & Operations Director will report daily to the Principal and Executive Director the percentage of enrolled students who are absent, as well as staff absences.
- The Communications & Operations Director will keep record of students and staff who leave school due to illness.
- The school has identified an area to temporarily hold students suspected of having influenza and/or a respiratory illness until parents arrive. This same space or another, will be used in the event large numbers of students or staff become ill.
- The school Counselor/Social Worker will develop specific strategies and share calming techniques with students, staff, and parents coping with fear and anxiety about current health events.

School Closure:

- The school leader will work closely with the City of St. Louis Department of Health in deciding on school closure(s) due to a health threat. Such decisions will vary depending upon the number of absences, severity of cases and risk factors.
- The Soulard School will continue to work with the local department of health to determine if/when school needs to close or reopen.

- Due to the need for consistency throughout the state, school closures and/or openings to protect the public health and safety may be directed at the state level.
- In the face of a health crisis, or heavy absenteeism, the Executive Director has the authority to cancel ALL activities scheduled on school property including those of outside groups.
- In most instances, closed schools can be reopened by the Executive Director. However, in cases where schools were closed by DHSS or a LPHA, only the director of DHSS, his/her designee, or the LPHA may authorize the reopening of schools. Schools will be reopened only when the situation that caused the schools to be closed has sufficiently abated.

Academics:

- In the event a school is temporarily closed due to a health emergency, teachers will use their school's online platforms to communicate class assignments to students. Platforms may include email, Zoom, Google Classroom and Seesaw, as well as other apps and websites shared through those platforms by the teachers.
- Students will be offered technology to take home to facilitate distance learning, such as iPads, Chromebooks and wireless hotspots.
- Teachers will communicate with both parents and, as applicable, students by email or phone to ensure they are accessing remote assignments.
- Academic expectations:
 - All students continue to engage in learning and complete assignments to the best of their ability
 - All parents support their children's learning and help their children seek help from teachers as needed
 - All teachers will provide ongoing communication and support to students and parents, and strive to provide engaging and meaningful learning experiences during distance learning
 - The school will provide support for students, parents and teachers, with a special focus on ensuring that disadvantaged students and those with special education needs receive the help they need to continue participating in school and making academic progress regardless of their setting

5. Covid Testing and Vaccinations

Starting in fall 2020, the school received rapid covid antigen tests from the Missouri Department of Health & Senior Services. These tests have been designated by the state for use to test students and staff members who display covid symptoms. The Communications & Operations Director received training from the MDHSS in how to administer, read and report these tests to state and local health agencies. As of the end of 2021, the school has administered more than 200 rapid tests and keeps 40 or more tests on reserve at all times.

Under school policy set by The Soulard School Board of Directors, all staff hired after 9/15/21 are required to be fully vaccinated. Staff hired before that date are also required to be vaccinated, but are allowed religious or medical exemptions.

Any substitute teachers, parent or community volunteers, student teachers or others working in the classrooms or closely with students (including kitchen volunteers) are required to be fully vaccinated, with no exemptions/exceptions. Parents visiting the building for meetings, picking up/dropping off their children, or attending a field trip where they are not in close proximity to other students (i.e. not driving other students) are not required to be vaccinated.

As of November 2021, covid vaccines are available for children ages 5-11. The school is encouraging all families to get their children vaccinated, and is tracking the vaccination status of students. The school will continue to provide information to families about vaccine events and vaccine safety. At this time, the school does not have a vaccination policy for students.

6. Opening & Closing Matrix

The school has established 4 phases of school instructional models for 2021-22 based on staffing, parent needs and local conditions. Parents and staff would be notified by email and phone, if necessary, regarding any changes between phases.

Factors that will be considered in moving from one phase to another (more open or more closed) include:

- Student and staff attendance/absence rates due to covid cases or exposures
- CDC Covid Community Level designation for St. Louis City
- Government-issued stay-at-home orders or other recommendations/restrictions
- Changes in medical recommendations based on new viral strains

Phase 1: Fully Distance

Looks like:

- No students or staff in building, Pre-K through 5th grade
- Distance learning provided at all grade levels (including Pre-K)
- Extended core activities provided in virtual format

Phase 2: Distance with Support

Looks like:

- K-5th 100% distance
- Consideration of in-person learning support for students with special needs
- Pre-K open part/full-time
- Aftercare available for kids in building
- Extended core activities provided in virtual format

Phase 3: Staggered/Hybrid In-Person

Looks like:

- Pre-K open full-time
- Elementary opens on staggered/hybrid schedule
- Aftercare available for kids in building
- Extended core activities provided by combination of in-person and virtual formats
- Distance learning option still available for families not comfortable with return to in-person school

Phase 4: Fully In-Person

Looks like:

- Pre-K open full-time
- Elementary open to all kids, 20-24 kids and 2 teachers in a classroom
- Extended core activities provided in extended core rooms
- Before and aftercare available for kids in building
- Distance learning offered for students who are quarantining due to covid exposure or active covid illness
- No long-term school-sponsored distance learning offered

7. Daily Procedures

A. Pick Up/Drop Off

Arrival

1. Screening - Families are asked to assess their children's health prior to drop off. Students who are ill, or who have family members with covid or are waiting on covid tests should stay home. The school will not conduct in-person health screenings or temperature checks unless a student/staff member is feeling ill.
2. Entry locations - 7:00-8:15:
 - a. Families participating in beforecare can use key card at McGurk's Room (kitchen) door to drop off students in beforecare. Must sign in.
3. Entry locations - 8:15-8:30:
 - Elementary walkers: main entrance on Victor. Starting 3/28/22, parents have option of walking kids to classroom door. Please schedule all parent/teacher conversations - pick up/drop off is not the best time, as teachers are supervising students.
 - Elementary car riders: driveway
 - Sprouts Jr. Pre-K: Sprouts rear entrance
 - Quietude Sr. Pre-K: Use key card at McGurk's Room (kitchen) door to walk students to class. Parents should wear masks. Parents with elementary siblings should use main entrance and verify they have completed the elementary health screener prior to walking their Pre-K student to class.
4. Entering school
 - a. Upon entering school, all students, staff and visitors will be asked to wash their hands and/or use hand sanitizer.
5. Tardy/late students:
 - a. Elementary students arriving after 8:30am ring the bell at the Victor St. entrance.
 - b. Parents should wait until the student is admitted to the building.
 - c. Elementary students arriving after 8:45am will be marked tardy.

Dismissal

1. Sprouts Jr. Pre-K:
 - a. Parents pick up at the Sprouts back door at designated time.
2. Quietude Sr. Pre-K:
 - a. Parents use key card to enter McGurk's Room door and pick up children from classroom door.
 - b. Parents with a pre-k student and elementary sibling may request that the elementary sibling meet them in the hallway by Pre-K.
3. Elementary:
 - a. Aftercare students will be dismissed from class first.
 - b. Students going to Gene Slay's Girls & Boys Club for aftercare will be picked up from the classroom by a TSS staff member and walked across the street.
 - c. Parents picking up at 3:30pm can park and walk up to the Victor St. door and wait outside, or drive through the driveway. Starting 3/28/22, parents will have the option of picking up from the classroom door. Please schedule all

parent/teacher conversations - pick up/drop off is not the best time, as teachers are supervising students.

- d. At Victor St. or the driveway, parents will display a sign with their child's name or otherwise identify the student they are picking up, and the staff member or volunteer working driveway will call that student from class using walkie-talkies. Students will not congregate in the hallways.
- 4. Students not picked up by 3:45pm will be taken to the hallway outside the office and parents contacted. Fees may be assessed for late pick ups (see Parent Handbook).

B. Lunch and Snacks

The Soulard School's lunch and Nutrition/Culinary Arts program are unique and integral to our philosophy. We want to maintain as much of the integrity of this program as possible despite covid restrictions.

We will continue to offer healthy, balanced, from-scratch meals for pre-k and elementary students and staff throughout the 2021-2022 school year. We will strive to practice the highest standards of food safety during lunch preparation. The CDC says COVID-19 is not a food-borne illness, but we want to limit all possible avenues for germs to be spread through our community.

The school will provide a morning snack at school due to our generous produce donation from Tom Lange Produce. Daily snacks will consist of a fresh fruit/vegetable and a grain or protein (i.e crackers, popcorn). Handwashing and hygiene will be enforced before and after any food is consumed. Students may bring an afternoon snack from home that meets the Terrific 10 (see Parent Handbook).

Sarah Kate Buckles, Culinary Arts Teacher, and Erin Turner, Culinary Arts Assistant, will continue to create an environment that is as safe as possible from exposure to food allergens. They have updated Serv-safe food safety certifications and will be up-to-date on all the St. Louis Health Department recommendations for schools.

Parent and grandparent volunteers may help in the lunchroom if they are fully covid vaccinated and trained by the Culinary Arts staff, and wear masks throughout their work.

In order to comply with safety guidelines and social distancing requirements, a schedule will be created to limit the number of classes in the lunchroom, with some classes eating in their classrooms on some days. Lunch and all required utensils, paper products and garbage containers will be delivered by cart to the classrooms for students and staff. Kitchen staff will deliver, retrieve, sanitize and dispose of all lunch accoutrements.

Lunch Schedule - fall 2021

<i>Class</i>	<i>Location</i>	<i>Schedule</i>
Jr. Pre-K/Sprouts	Classroom	Daily
Sr. Pre-K/Quietude	Lunchroom - 2nd lunch	Daily

KG/Mums	Lunchroom - 2nd lunch	Daily
1st/2nd/3rd grades	Lunchroom/Classroom - 1st lunch	Rotating weekly schedule
4th/5th grades	Lunchroom - 3rd lunch	Daily

When in the lunchroom, meals may be pre-plated at tables or may be self-serve. We will be able to practice table manners and social skills and build our community in this way while keeping safely distanced.

Nutrition classes will include meal planning lessons, outdoor instruction in growing herbs and vegetables, and grade standard nutrition instruction, as well as a return to food preparation and cooking.

C. Recess

Every class will have one or more recesses. Whenever possible, these will be outside.

Recess schedule 2021-22:

- Jr. Pre-K: On their own playground, typically 1 hour a.m. and 1 hour p.m.
- Sr. Pre-K: On the main school playground, Typically 1 hour a.m. and 1 hour p.m.
- Kindergarten, 1st: Grade level recesses, 30 minute lunch recess and 30 minute afternoon recess on school playground
- 2nd - 5th: Grade level recesses, 30 minute lunch recess on school playground or Gene Slay's Girls & Boys Club field.

TSS Playground Recess Schedule

- 9:00-10:00 - Pre-K morning recess
- 11:00-11:30 - Kindergarten lunch recess
- 11:30-12:00 - 1st grade lunch recess
- 2:00-3:15 - Pre-K afternoon recess
- 2:00-2:30 - 1st grade afternoon recess
- 2:45-3:15 - Kindergarten afternoon recess
- 4:00-5:00 - Aftercare

GSGBC Field Recess Schedule

- 11:30-12:00 - 2nd/3rd lunch recess
- 12:00-12:30 - 4th/5th lunch recess

All classes will wash hands after recess, and select playground equipment will be sanitized as needed. Sunlight also contributes to breaking down any coronavirus on outdoor surfaces.

Students are given the option of removing masks when going out for recess. Students are provided with paper bags for mask storage if needed.

Classes may also opt to use outdoor space for instruction and lunchtimes, weather permitting, as this allows for lowered risk of coronavirus spread.

D. Before and Aftercare

The school offers before and aftercare for families who require this service for their work schedule. If we have more students enroll than we have space for, given our staffing, we will contact families and work to further prioritize families who need this program most.

We will work to keep groups of students separated by age when indoors, but it will be impossible to keep them in their class cohorts. Before and aftercare will be conducted outside as much as possible to lower risk of spread across age groups, so students should dress accordingly.

E. Building and Physical Plant

The school contracts with a company to provide nightly cleaning of all classrooms, offices, bathrooms and hallways. A separate company provides clean floor mats, kitchen linens and paper products weekly.

We have installed UV lights for all HVAC systems throughout the school to sanitize the air as it travels through those systems. In addition, each classroom has an air purifier running during the school day. We will also continue to increase air circulation by opening windows and running fans as much as possible.

Within the classrooms, teachers will use furniture to provide visual cues to students about social distancing. While we will work to continue to offer students a variety of seating options, we continue to use primarily desks in elementary classes to ensure that students can spread out to work with easily defined personal workspaces.

8. Frequently Asked Questions

How do vaccination rates affect our policies?

As of March 1, 2022, more than 80% of our students are fully vaccinated against covid-19, as are 92% of our staff. Because our vaccination rates are significantly above those of our city and the nation, we feel confident that the adjustments we are making to our policies will still result in the school being a safe place for everyone.

What happens if covid cases increase or decrease dramatically in our school or community?

After several years of pandemic life, we are ready to continue making adjustments to our policies as needed. If rates increase, we can revisit prior policies and rules, including masking guidance and quarantine periods. If rates decrease, we can continue loosening restrictions. As always, we will seek community input on these changes.

What if masks are optional, but our family wants our child to continue wearing one?

Students, staff and visitors are welcome to continue wearing masks during the school day. We are asking that families establish mask practices with their children and provide extra masks in their child's backpack. If classes are in "mask optional" mode, teachers will not be providing mask reminders or providing extra masks for students in most circumstances.

I have more questions! What now?

Elementary academics - shenika.bishop@soulardschool.org Principal

Elementary special education/student needs - kate.brothers@soulardschool.org SpEd Director

General logistics - eleanor.white@soulardschool.org Communications & Operations Director

Big picture school questions - sarah.christman@soulardschool.org Executive Director

Early Childhood, Before & Afterschool - amy.cross@soulardschool.org Program Director

Updated School Calendar - as of 3/1/22

August	9	Admin return full-time
	16	Teachers return, PD week
	23	First day of school
September	6	Labor Day
	17	PD day
October	15	PD day
November	5	Records Day, end of first trimester
	22-24	Closed for fall break
	23	Conferences (all day)
	25-26	Thanksgiving break
December	17	PD day
	20-31	Winter break
January	1	Winter break
	3	PD day
	17	MLK Day
February	11	Records Day, end of second trimester
	21	Presidents Day
	24	Conferences (p.m.)
	25	Conferences (all day)
March	15	Lottery for 2022-23 elementary admissions
	21-25	Spring Break
April	15	PD day
May	6	Records Day
	27	Last day of class
	31	PD day
June	1-3	PD days
	6	Summer programming begins