

Saint Peter School Pandemic Plan

Planning and Preparation

Saint Peter School will remain in continuous communication with the Department of Catholic Schools, the New Jersey Department of Education and the Department of Health for all updates and recommendations.

The Principal and the Pastor will receive all updates and provide information to the school community as necessary through the school website, email messages and/or the Honeywell Instant Alert System.

A school closure will take place upon the recommendation or mandate of the Department of Catholic Schools, the Department of Education, or the local Health Department.

In the event of a potential school closure, the Principal and Teachers will prepare for continuity of learning and put a Remote Learning Plan in place.

Infection Control Procedures

Extra Cleaning Precautions will be put in place as per recommendations of the Department of Health and the CDC. Extra precautions (as we typically do during flu season) will be implemented by having the custodial staff disinfect all handrails, door handles, sink faucets, and flushers on a daily basis. In addition, all flat surfaces will be disinfected on a frequent basis.

Student education on proper hygiene will be conducted in conjunction with the nursing staff. The following important habits that help reduce the spread of germs significantly will be reinforced:

1. Wash your hands often with soap and warm water for a minimum of 20 seconds (sing "Happy Birthday").
2. Cover your cough and sneeze with the inside of your arm or with a tissue (then throw the tissue in the garbage immediately).
3. Avoid touching your eyes, nose and mouth with unwashed hands.
4. Stay home when sick.

What can parents do to help? Please continue to stress to your children the importance of washing hands, covering a cough or sneeze, and avoiding touching the face. In addition, please keep any child home who is sick. A child must be fever free for a minimum of 24 hours without fever-reducing medicine in order to return to school.

Should the school be directed to close, a thorough cleaning will take place during the closure in preparation for the return of staff and students.

Continuity of Learning: St. Peter School Remote Learning Guidelines and Expectations

Remote instruction and learning is no replacement for the traditional classroom, but we must be able to maintain and extend skills, provide challenges, and introduce new learning where possible in times of extended closure.

Google Classroom

- Students use Classroom daily for assignments, watch assigned videos, go to assigned websites, engage in discussion, create and attach Google Slide projects, and so on.
- Students must submit assignments by a certain time each day or points will be deducted unless there are extenuating circumstances and the teacher is notified
- Teachers will inform students of specific times each day to log in to Classroom for discussion or question/answer sessions, extra help etc.
- Due dates for each assignment will be posted - most of the “classwork” should be due the day it assigned just as if students were in school completing classwork
- Quizzes/Tests can be created, given and graded through Google Classroom

Google Meet

- At certain times each day, teachers who are using Meet may require students to join the Meet for class discussion, check in, ask questions, etc.
- This may be a requirement as long as students are aware of the expectation for each week
- Teacher must be notified if a student cannot join in the Meet at the specified time due to extenuating circumstances
- There is an option for recording the session which then may be used for any students who were unable to join or for a prerecorded daily message

Worksheets, Workbook Pages, Packets (Mainly lower grades)

- Teachers may email documents for student completion to be printed
- If printers are not working, students may answer on loose leaf
- Students must complete all daily work assigned and turn in at the specified time
- Parents may take a picture of the page and email it to the teacher to show completion

Flipped Classroom

- Using videos, such as in Khan Academy, teachers may assign new concepts followed by practice and then followed up with question/answer sessions via Google Classroom or Meet

Teacher Instructional Videos

- Teachers may create their own instructional videos (YouTube or in Meet) and upload to Google Classroom

Teacher Websites

- Teachers may post work on their websites each day

Helpful Instructional Sites

- Mystery Science
- Xtra Math
- Khan Academy

Teacher Guidelines

- Teachers must be available via email to respond to questions from students and parents.
- Teachers may post “office hours.”
- Teachers must make students aware of specific times each day that they are available on Google Classroom or Meet (if applicable) to answer questions or discuss work
- Teachers must make expectations known to students and parents, for example, *“All assignments are due when specified in Classroom for full credit. Five points per day will be deducted for late assignments. I will be available daily from 9-11 and 1-2 in Google Classroom to answer questions. All students will meet in Google Hangouts at 10 am on Tuesdays and Thursdays.”*
- Assignments for the day must be posted no later than 8:00 am daily (They may be posted the night before)
- Teachers must email the parents with how they will post assignments and what the expectations are for the students
- Communicate with parents throughout
- Attendance will be taken each day - students should check in with a comment, photo or completed assignment daily.

Student Expectations

- Students are responsible for all work assigned
- Students must meet all deadlines
- Students must abide by the honor system and do all of the work themselves
- Students must log in on time to any discussion/meet assigned by the teacher
- Remote learning is a time to work as if in school - it is not time off

Parent Tips

- Establish consistency
- Set up a work space for the student
- Create a schedule including snack time and lunch time
- Check in to ensure the student is completing all assignments
- Contact the teacher with any questions or any technical issues

Some general daily guidelines:

K-2: 30-45 minutes of math and 30-45 minutes of ELA; Religion, Science and SS may be added as teacher sees fit; Work in the form of packets via email or posted on website; Seesaw; Classroom & Meet (pending)

Grades 3-4: 45-60 minutes of ELA plus 30 minutes of Reading; 30-40 minutes of Math; Science, SS, Religion added in as teacher sees fit ; Google Classroom, Email, Workbooks, Meet

Grades 5-8: All subject areas 40 minutes per class per day; Using Google Classroom, Meet, Online textbooks, etc. May include specific time for login per teacher

Time per day: Approximately 4 hours (Ranging from 3 to 5)

Religion - Religion may follow the curriculum and religion books and/or may include assignments such as reciting the rosary on certain days, writing a prayer, reading a scripture and discussing with family

All involved must be flexible and work in partnership - teachers, students, parents - to make this successful.

While remote learning is a necessity under certain circumstances and is not ideal for an elementary school, it is an opportunity to create some new activities and assignments for students. Experiential learning and enriching projects are key. Teachers will use Google Slides, videos and other means to create engaging lessons, and students may also use these tools to create meaningful projects to extend their learning! Students can also present projects to the entire class in Google Meet.

Student-teacher interactions and parent communication will remain a constant.

This is also an opportunity to learn and use new tools, strategies and delivery methods to enhance instruction both now and in the future.