



ST. ANN SCHOOL COVID-19 PREPAREDNESS AND RESPONSE PLAN

St. Ann School will follow the DHD#10 and/or
the Diocese of Gaylord policies and procedures
as described in this document.

St. Ann School, Cadillac, MI
Revised 8/28/2021

St. Ann School will follow the DHD#10 and/or the Diocese of Gaylord policies and procedures as follows.

Hygiene

Washing hands protocols signage will be placed at all hand washing and sanitizing stations.

Signage will be posted throughout the school about 3' - 6' distance requirements.

- Each classroom and school office will have soap, hand sanitizer, paper towels, wipes, signage/reminders, Nitrile gloves and any needed PPE/supplies.
- Hand sanitizing stations set up throughout the building.
- Promote thorough hand washing vs. use of chemical hand sanitizer to avoid damage to flooring.

Cleaning

- Classrooms, bathrooms and general areas will be sanitized at the end of the day, or as needed with the Victory Electrostatic Sprayer. Bioesque botanical disinfectant will be used in the Sprayer.
- Each classroom will have a quart size sprayer bottle with the Bioesque solution for spot sanitizing.
- Individual tables and desks will be cleaned before and after snack (also lunch if served in the classroom).
- Gloves, masks and proper PPE will be used and worn when cleaning.

Athletics

- St. Ann athletics will follow MHSAA and/or Diocesan guidelines.

Screening

- Parents/Guardians should monitor their children for symptoms of infectious illness every day before school in accordance with our St. Ann Covid-19 Prevention Measures for the 2021-2022 school year.

Testing

- Teachers will send students down to the office if a student doesn't feel well and an office staff member will take that student's temperature. If the student has a temperature of 100.4 or above that student will stay in the school office sick room until they are picked up. The sick room will then be sanitized with the handheld sprayer.
- St. Ann School will follow CDC guidelines and current recommendations if a student, staff member or parent volunteer test positive for COVID-19, test negative for COVID-19 or have been released from isolation.

Bussing and Transportation (Per Cadillac Area Public Schools Policies)

- Masks worn on buses, federally mandated.
- Hand sanitizer available when entering and leaving the bus.

Drop off Procedures

To eliminate extra people in our building and for the health and safety of our students please follow drop off procedures.

- Preschool: Teacher or aide will meet the parent/student at designated preschool drop off area.
- JK - 5th grade: Parents will stop at the school's front entrance where the school principal and another staff member will let the students out of their vehicles.

Pick up Procedures

- Bus Rider: Students will social distance in the hallway from youngest to oldest. A staff member and the school principal will then escort them out to the bus.
- Car Rider: Individual classrooms will be released at staggered times and escorted by a teacher or staff member to the designated pick up area. School Staff will instruct parents to follow social distancing guidelines when they are waiting to pick up their child.
- Preschool: Teacher and/or aide will escort preschoolers out to the Southeast door for parents to pick up their child while following social distancing guidelines.

After School Pick up Procedures

- We will have 2 to 3 designated after school classrooms depending on the number of after school children enrolled.
- At this time we are asking that parents/grandparents/guardians to not enter the school for pickup.
- Once you arrive to pick up your child:
 - 1.) Use the security buzzer at the front entrance doors. You will either get the office, or Mrs. Abee, or Miss Roda.
 - 2.) If you have a child in the younger ASC (PS, JK, KG, 1G) you will be told to wait outside the emergency door with a #1 on the door. This door is located closer to the church, left of the school entry.
 - 3.) If you have a child in the older ASC (2G-5G) you will be told to wait outside the emergency door with a #2 on the door. This door is located by the blue bench, right of the school entry.