



DOMINICAN CATHOLIC SCHOOL

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Reopening Guidelines for School Year 2020 - 2021

A. MEANS FOR INSTRUCTION

1. The primary means for instruction will be **face-to-face teaching and learning** in the classrooms everyday of the week.
2. There will be a limit on the number of students per class. If the class has reached the designated number of students, students can be enrolled in the On-Campus Distance Learning. This means that students will be in school, but in a different classroom receiving instructions from their teachers virtually, BUT they will be supervised by a different teacher/staff.
3. Others may choose to enroll in the Off-Campus Distance Learning lessons. Students will stay home receiving instructions from their teachers virtually. Supervision and guidance will be done by the parents/guardians. Those who choose this mode of instruction must express their desire in writing addressed to the principal. See or call the Administration Office for guidelines.

B. DROP – OFF AND PICK – UP

1. Drop off Time: 7:30 AM - 8:00 AM

Entry points: Respective Classrooms

2. Pick – Up

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|-------------------------|----------------|
| A. Middle School | 3:00 PM |
| B. Elementary | 2:45 - 3:00 PM |
| C. Pre-K & Kindergarten | 2:30 - 2:45 PM |

3. Face mask/ facial covering is mandatory to every person who will drop-off and pick-up the child.
4. All students must wear face mask/face shield upon entering the school campus.
5. Parents/ Guardians are not allowed to enter inside the classroom. Dropping –off and picking – up must be at the drive way front of the school kiosk.
6. Children must pass through the temperature screening procedures at each entry point, after lunch time and before dismissal time. Children with 99°F or 38°C will NOT be allowed to attend school.
7. Social distancing must be observed/ enforced at all times by those who will drop – off and pick – up the child.
8. Children who come early must stay at the Kiosk following social distancing.
9. All students must have another pair of shoes for classroom use only. These must be worn upon entering and can be left in the room after class. Shoes worn from home should stay outside the classroom.
10. It is important for those students who are feeling sick to stay home.

C. SANITATION AND DISINFECTING

1. All students must wash their hands or sanitize before entering the classroom. All belongings including their bags must stay 15 minutes outside the classroom to be disinfected and sanitized.
2. Classroom tables, chairs and other equipment must be sanitized before the students will enter.
3. Cots (for Pre-K and Kinder students) must be exclusively assigned and labeled for individual child's use and must be sanitized before and after use.
4. Teachers must wear disposable gloves in assisting the students during meal time. Proper disposal of the gloves must be observed at all times to avoid any cross contamination.

D. SOCIAL DISTANCING

1. A distance of 6 feet or 2 meters must be observed. Parents are encouraged to remind, motivate, and practice their children on social distancing.
2. NO physical contact like hugging, handshakes, or any sort of physical touch is allowed among the students and adults.
3. Number of students in the classroom must be to its capacity only following the social distancing guideline.

E. FOOD PREPARATION AND MEAL SERVICES

1. Breakfast must be done at home or outside before coming to school.
2. There will be no cafeteria services. No food and snacks will be available for purchase except for the hot lunch from LSG. Usual ordering procedures will be observed.
3. Children must bring their own packed lunch, snacks and drinks. To avoid spillage, dry food such as sandwiches, pizza, biscuits, and the like is highly recommended for lunch and snacks.
4. Foods that are delivered to the school must be brought to the Administration Office. These must be packed in a tight sealed container or lunch box and must be properly labeled with the name and grade level of the students.
5. Snacks and lunch will be in the Classroom.
6. Parents are asked to remind their children NOT to share food with their classmates.

F. DCS EMPLOYEES GUIDELINES

1. Teachers and staff must report to work 15 minutes before their time for preparation.
2. Must pass through the process of temperature screening and disinfecting.
3. Must wear face mask/face shield during the instructional work time. Wear PPE if needed.
4. Must sanitize the classroom, students working area, and all educational equipment.
5. Must check student's temperature three (3) times a day and monitor every student in the classroom.
6. Must read, understand and follow the general guidelines from CDC and DPHSS

G. OPENING OF CLASSES

August 5, 2020 (Wednesday), but may be subject to change as per directives from government higher authorities.