



**2021-2022**

**In-Person Instructions  
A Handbook for Parents**

**Beatitudes of Our Lord School**

Release Date: 8/22/2021

\*Beatitudes In-Person Parent-Student Handbook can be accessed at [bolschool.org](https://bolschool.org)

\*The plan follows guidelines issued by the Los Angeles Department of Public Health and the Archdiocese of Los Angeles.

\*Beatitudes reserves the right to make additions, amendments, and deletions at any time.

### **Mission Statement**

The purpose of Beatitudes Of Our Lord School community is to enrich and provide each child with a faith-filled, safe learning environment where they have the opportunity to grow and succeed academically, spiritually, and morally.

Whether in-person or remotely, Beatitudes aims to support students' academic progress and spiritual development by making distance learning days engaging and supportive.

### **Office Schedule**

All visitors must check in to the office.

The office hours are:

- Monday-Thursday (7:30am-3:00pm)
- Friday (7:30am-1pm)

On-campus Visit:

- Practice social distancing
- Wear a mask

### **Instructional Schedule**

The following is the **in-person schedule** for **MONDAY-FRIDAY**:

<u>Grades:</u>	<u>Class Schedule</u>
TK-8th	7:40am-2:40pm (Monday-Thursday) 7:40am-12:15pm (Friday)

**\*Morning and afternoon daycare is available**

### **Pre-Checking for School**

**Do NOT send your child to school if any of the following are true:**

- Your child is not feeling well.
- Your child or anyone in your immediate household became sick or tested positive for COVID within the past 14 days.
- Your child had close contact (with a person for more than 15 minutes and within 6 feet of distance) with anyone outside your household who became sick or tested positive for COVID within the past 14 days.

### **Checking In for School (7:15am-7:35am)**

Only car drop-off is available. Students can be dropped off beginning at 7:15am. After exiting the car, each individual will have their temperature taken. If any member of the vehicle has a temperature at or above 100.4 F, the whole household will be sent home as a precaution.

### **Checking Out for School (2:40pm-3pm; Gates will close)**

Only car pick-up is available. If the parent/guardian is not available to pick up the child, ONLY the names of those listed on the school emergency file are allowed to pick up the child (NO EXCEPTIONS). Inform the school office beforehand of any special circumstances or changes.

#### **IMPORTANT:**

- Enter and exit on the passenger side only
- Only the child may get out of the car while in the carline
- No loading or unloading backpacks in the trunk while in the carline
- Drop-off: if your child needs assistance in unbuckling their seatbelt, you may park on the side of Page Pavillion and do so before entering the carline.
- Pick-up: if your child needs assistance in buckling their seatbelt, you may park on the side of Marron Hall.

### **Engineering controls**

We implement the following measures for situations where we cannot maintain at least six feet between individuals: We have installed Plexiglass partitions on all teachers' desks and in the front office.

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- We provide regular maintenance to our ventilation system.
- Doors or windows will remain open if possible. If not, we will run our AC fans which have a filtering system.
- We currently have ActiveTek Air Scrubber filters installed in all of our air conditioners.

### **Cleaning and disinfecting**

We implement the following cleaning and disinfection measures for frequently touched surfaces:

- Ensuring adequate supplies and adequate time for it to be done correctly.
- Proper training of all employees on the appropriate use of disinfectants.
- Informing the employees and authorized employee representatives of the frequency and scope of cleaning and disinfection.
- We use Clorox 360 Sanitizing Machine in all offices/classrooms.

Our maintenance and COVID team have been trained on the proper use of the Clorox 360 Sanitizing machine and of the use of chemicals. If we have a suspected case in our workplace, it will immediately be disinfected.

### **Hand sanitizing**

To implement effective hand sanitizing procedures, we:

- We have hand sanitizer at every classroom entrance, office entrance, and small hall.
- We have handwashing stations.
- We encourage and allow time for handwashing.
- We encourage faculty/staff/students to wash their hands for at least 20 seconds each time.

### **Guidelines for Students**

- Wash your hands frequently and avoid touching your face.
- Wear a mask or face covering in common areas, during transition times, in classrooms, and when arriving and dismissing from school.
- Sit in assigned seats in classrooms to promote social distancing and contact tracing.
- Plan on activities and athletics as scheduled, adhering to approved social distancing and safety measures.
- Bring a personal water bottle to school each day.

### **Guidelines for Parents**

- Monitor your child each morning for symptoms and do not send them to school if they exhibit any of the following:
  - Fever or chills
  - Cough, shortness of breath, or difficulty breathing
  - Fatigue
  - Chills or muscle aches
  - Headache
  - Sore throat
  - New loss of smell/taste
  - Congestion or runny nose
  - Diarrhea
- Reinforce the expectation for frequent hand washing, mask-wearing, and social distancing.

### **Attendance (Parent-Student Handbook p.13)**

Each day that a student is absent, parents must call the school office (562-943-3218) or email the office/teacher before 8:00am to report the specific reason/s for the absence. Upon the child's return to school, please email the office a note, even if a phone call has been made. The note should contain the student's name, date/s of absence, reason/s for the absence, parent's signature, and the current date. If the absence is due to a medical or dental appointment, a doctor's statement is required for the absence to be considered "Excused."

### **Uniform**

Beatitudes school uniform policy will be in effect. Thus, BOL students must wear their school uniforms for all instructional platforms.

Students will be required to wear their Mass uniforms (Parent-Student Handbook p.45) on Wednesdays. Spirit shirts with uniform bottoms are allowed on Fridays.

## **Operational Guidelines**

### **Building/classroom/bathroom**

- Daily cleaning and sanitizing will occur following health and safety guidelines. Using approved materials.
- Hand sanitizers have been procured for every classroom and department.
- Health/safety stickers are on display around campus to remind students of all Covid safety protocols.

### **Nutrition Services Students**

- Must bring their snacks and meals unless ordering through Choicelunch.
- Eating areas throughout the school will be designated.
- No heating of food is allowed
- No fast-food lunch drop-offs

### **Birthday Celebration**

- Parents may leave store-bought individually packaged treats during the morning drop-off.
- Unfortunately, no parents will be permitted to be on campus for birthday celebrations.

## **Monitoring Guidelines**

- Thermometers have been provided in every classroom. Temperature checks will occur at drop-off and midday.
- Monitor staff and student symptoms and absenteeism.
- Staff and students stay home if they feel sick.
- Parents should check their children for symptoms each day before school.
- If staff or students display symptoms of illness at school, they will be sent home.
- If symptoms of COVID-19 are present, contact the Los Angeles County Public Health Department, (562) 345-6800.
- Students and employees showing COVID symptoms should not return to school or work until they have followed all of the criteria established by the local health department or their health care provider.
- If a staff or student tests positive, contact tracing will occur. All individuals potentially exposed will be contacted as soon as possible.
- Beatitudes will send out a notification to the community stating a student or staff member has tested positive. Please note, no specific names will be shared in the communication.

## **Return-to-School Criteria**

- COVID-19 cases with COVID-19 symptoms will not return to school until all the following have occurred:
  - At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
  - COVID-19 symptoms have improved.
  - At least 10 days have passed since COVID-19 symptoms first appeared.
- COVID-19 cases who tested positive but never developed Covid-19 symptoms will not return to school until a minimum of 10 days has passed since the date of specimen collection of their first positive Covid-19 test.
- A negative COVID-19 test will not be required to return to school.

### **Frequently Asked Questions**

If a student tests positive for COVID, what will happen to the class?

- The Beatitudes COVID compliance team, with guidance from LADPH will best determine the individuals exposed.
- Only those individuals will be quarantined.

If my child tests positive for COVID, will their siblings also need to quarantine?

- Yes. The whole household will need to quarantine from school for 10 days. The child who tested positive will need to be fever-free for 24 hours (no use of fever-reducing medicine) after the quarantine period to return for in-person. If the siblings are symptom-free, they may return after the quarantine period.

For additional resources, please check our COVID-19 Updates tab on our school website: [bolschool.org](http://bolschool.org).