

St. John's School
Guidelines for COVID Prevention
Updated for August, 2021

Current (Tentative) Plans:

Our official opening for the 21/22 Schoolyear will be on Monday, August 9th. On that day the Lower School students will attend school from 8:00 to 11:30, and the Middle School students will attend their classes from 12:00 to 3:30. Then on Tuesday, August 10, only Upper School students will attend. They will be here from 8:00 to 11:30.

ALL STUDENTS will begin full-day, in-person classes on Wednesday, August 11. There will be no Online Classes option for parents and students. Absentees will be supported in the traditional ways: make-up work, Google Classroom, etc.

In alignment with our parent poll, we will, again, stagger the morning starting times (**beginning on Wednesday, August 11**). Lower School students will start class at 8:00 and be dismissed at 3:00. Both Middle and Upper School students will start class at 8:30 and be dismissed at 3:25. (This is a slight change from last school year.)

While many of the CDC Guidelines that we followed last year will remain in place, there are a few changes to our protocols. Our purpose, as before, is to minimize the possibility for the COVID19 virus to be passed from person to person in our school.

In the event of a positive COVID19 case, all parents will be generally informed within 24 hours. Parents of students deemed to have been in close contact with the positive individual will be notified as soon as possible after the administration has been informed. Students and teachers who have been vaccinated will not be required to be tested or to quarantine if they are found to be close contacts. Non-vaccinated close contacts will be required to quarantine for 14 days.

Parents and employees must notify the school immediately in the event of a confirmed positive diagnosis of a student/employee, a member of a student's/employee's household, or someone the student, employee, or household member has been in contact with. Clearance for return to school after a required quarantine will be determined by the school nurse. The school will strictly abide by DPHSS guidelines for quarantine and return to school/work.

FYI:

Primary Point of Contact: Pat Bennett, Head of School

Secondary Contact: Cecilia Guiao, School Nurse

Additional Contacts: Michelle Untalan, Lower School Assistant Head

Bob Kelley, Middle/Upper School Assistant Head

School Phone: 646-8080

SCHOOLWIDE REQUIREMENTS (Until Further Notice)

- Parents will not be able to park on campus and leave their cars. Only students and employees will be allowed on campus. (Parents and other visitors may enter the school office under strict protocols: limited number, appointments preferred, distancing, masks.)
- School personnel will monitor hallways and escort younger students as needed. Also, older siblings may escort younger family members to classrooms.
- Pre-K and Kinder parents may park at the pool and walk children to Lower School back entrance.
- Only St. John's students and employees will be allowed on campus. No utilization of facilities by outside groups or individuals will be permitted without express approval from the Head of School.
- Proper wearing of face masks and personal distancing will be required at all times and will be strictly enforced.
- Any student who exhibits symptoms or develops a fever during the school day will be placed in isolation, and parents will be called to pick up the student within 30 minutes time.

MOST IMPORTANT: Parents will be repeatedly reminded: Do not send children to school if they are not feeling well, or if they are on required or voluntary quarantine. Since the COVID19 symptoms are broadly variable, any/every illness must require absence from school. Parents may contact the school for assistance with make-up work.

A checklist for parents to review each morning will serve as a reminder of expectations. (Such as symptoms, household member travel or illness, etc.) By bringing the student to school, parents certify that the checklist requirements are all met. (Parents will be required to complete and submit a screening agreement prior to students attending classes.)

The school relies heavily on the integrity of all families in helping to ensure that no potential carrier of the COVID19 virus brings it to our school.

The school nurse will be the authority for clearance procedures after illness. She will advise the Head of School regarding specific students and circumstances.

Individuals (students or employees) who are at high risk for COVID19 must inform the Head of School in order to establish special protective measures.

In the event of a positive COVID19 case within the school population, parents will be notified, and unvaccinated students/employees deemed to have had "close contact" will quarantine at home for 14 days. Contact tracing and other actions taken by DPHSS and the Government of Guam will take precedence over school policies.

CLASSROOM PROTOCOLS—ALL LEVELS:

- All classrooms must be staged with a minimum of three-foot distances between students.
- No lunchtime drop-offs. Students may either bring a lunch (ready to eat) or order from the Hungry Knight for classroom delivery.
- Students will eat lunches quietly, without loud talking, laughing, etc.

- Students must bring their own drinking water or a refillable water container. Water fountains will only be operating as “hands free” filling stations for water bottles.
- Students must always have clean face masks and wear them covering both mouth and nose. Masks with valves are not allowed. The use of face shields is optional, but masks are still required, except when eating.
- Each student should have a personal hand sanitizer.
- Students may not share objects of any kind, pencils, markers, toys, books, etc.
- Handwashing will be a priority after each activity.

TEACHERS

- Open classroom doors at least 15 minutes before first class and during full passing times in order to avoid students touching doorknobs or waiting in groups in hallways.
- Maintain permanent seating charts, and enforce seating compliance, for all classes (to assist with accurate contact tracing if necessary.)
- Any student who exhibits *any* symptoms of illness, must be referred to the school nurse immediately. Upon email, phone, WhatsApp, or other notice, the nurse will come to the classroom to collect the student. Teachers who feel ill will likewise report it immediately.
- Students must not be allowed to share books or other items.
- Compliance to the rules (masks, distancing, hand-cleaning) is critical. Non-compliant students, after fair warning, must be referred to the administration for disciplinary action.
- Teacher duty hours will remain the same for all teachers 7:30 AM to 4:00 PM.
- Any employee who is placed on mandatory quarantine status will not be charged leave time.
- To the extent possible, teachers should open doors and windows for a few minutes several times throughout the day.

Special Note: Our Air Conditioner contractor has provided the following description:

Campus is comprised of multiple HVAC design systems, Lower, upper and gymnasium are operating on large DX unit. Supply air is distributed through main ducting, branching off to each class in over- head venting. Air returning to units is through open ceiling/common return. All have Fresh Air Ducting Middle, LRC and Snack Wing are operating on smaller Dx/Mini split units. All units are maintained on a quarterly schedule, however prior to reopening of school a full maintenance and sterilization will be conducted. Filters will be replaced on bi-weekly basis until UV lights are installed