

2020-21 School Year Information (COVID-19)

Dear Immaculate Conception Families,

I am thrilled to welcome our students and faculty back to school this fall. Due to the COVID-19 pandemic, last spring was certainly unprecedented. Thank you for supporting your children and Immaculate Conception Elementary School during that challenging time. Your hard work was a testament to your dedication to your child's learning.

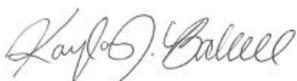
As we look ahead to the 2020-21 school year, there will be many challenges we will have to overcome. Please rest assured that the number one priority of Regis Catholic Schools administration and faculty is the health and safety of our students and their families. While I know there are many changes and challenges that will present themselves this year, I know that we have a great team, who will work together to accomplish our normal high standards in these unprecedented times.

Over the summer, the Regis Catholic Schools Administrative Team worked closely with community medical professionals, the Eau Claire City-County Health Department, and the Diocese of La Crosse to determine the safest procedures for reopening. Further, we surveyed all families and faculty about their preferences. This document outlines procedures ***specific to Immaculate Conception Elementary School***. An overview of policies for the entire system has been shared via the system, and can be accessed on the Regis Catholic Schools website. Please take the time to read the policies and procedures carefully.

Should you have any feedback or questions regarding these policies, please contact me. I look forward to the opportunity to work with all our families to provide an educational setting that meets individual needs.

"Trust in the Lord with all your heart, and lean not on your own understanding; in all your ways submit to Him, and He will make your paths straight." -- Proverbs 3:5-6

God Bless,



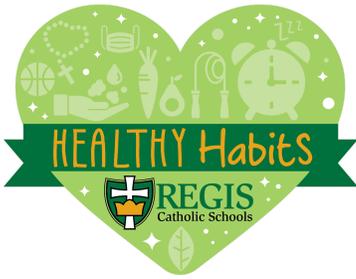
Kayla Bahnum
Principal, Immaculate Conception Elementary School
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Learning Today, Leading Tomorrow

Regis Catholic Schools is dedicated to educating students of all faiths in a Catholic, Christ-centered environment. We are united by Our Core Values of **Living Faith, Accepting Responsibility, Promoting Teamwork, Achieving Excellence, and Inspiring Leadership.**

August 4, 2020

Regis Catholic Schools 20-21 School Year Theme: Healthy Habits



Our Regis Catholic Schools theme for the year is “Healthy Habits” meant to help us grow mentally, physically, and spiritually. Each month you will receive information about the one habit we are focusing on as a school community. We ask that you please reinforce these habits with your child at home. To learn more, please visit www.RegisCatholicSchools.com/healthy-habits/.

Immaculate Conception Elementary School New Policies & Procedures

Home Health Screening Requirements

It is the responsibility of the parent/guardian to make certain a child is healthy and able to attend school. A parent/guardian should take each child’s temperature in the morning prior to sending him or her to school. **Sending a child to school with obvious symptoms of illness is unacceptable and that child will immediately be sent back home. It is also unacceptable for a child to be given medication to mask the symptoms of any illness in an effort to “make it through the day”. If your child is not healthy, it is imperative that they remain home for the safety of our entire school community!**

If, during the school day, a student appears to have an illness, the school will proceed with standard medical responses, including taking the student’s temperature. If a student needs to go home because of illness, we have an “isolation room” prepared at Immaculate Conception Elementary School for sick students. Sick students will wait in this room until a parent arrives to take them home. *Parents will be asked to pick up ill students at Door #1 (Main Visitor Entrance).

Communication

You will receive notification from the school office about any potential exposures to COVID-19.

Please see the RCS K-12 Parent & Guardian Information (COVID-19) document on our website for system wide details of exposure and communication.

If your child(ren) are exposed to COVID-19:

Notify the school office as soon as possible. Do not come to school and limit contact with others. Report to a testing site as soon as possible. Notify the school office of the result. The Eau Claire City-County Health Department will contact us if notified first.

Please stay home as directed by health officials should your child have a positive COVID-19 test.

The situation surrounding the COVID-19 pandemic continues to change quickly. All policies, procedures, and information outlined in this guide are subject to change based on the advice of our local health department and/or the Diocese of La Crosse. Any and all changes are and will be effective immediately. It is important to keep in contact with your school and read all communications. (August 4, 2020)

**You may reach the school office at (715)-830-2276 M-F,
8AM-4PM**

**You may reach the school principal at (715)-830-2276 ext. 1601
M-F, 8AM-4PM**

or via email any time at kbahnub@RegisCatholicSchools.com.

Please contact the school office with any COVID-19 related information as soon as possible.

Transportation Procedures

Arrival

Students will report directly to their homerooms each morning. They are permitted to go to their locker to get organized for the day. However, students should not linger in the halls.

Students will be expected to wash their hands upon arrival at the school.

Breakfast

Breakfast will be provided in the cafeteria from 8:15 to 8:30 a.m. each day. If a student would like breakfast, they should report directly to the cafeteria. When a student finishes their breakfast, they will wash their hands and report to their classroom.

Morning Meeting

Morning Meeting will begin promptly at 8:35 a.m. each day. However, Morning Meeting will not be held physically as an entire school. We will still take the time to pray, say the Pledge of Allegiance, celebrate birthdays, awards and discuss the virtues each day, however, we will do so virtually.

Dismissal

Our dismissal procedures will change greatly this year. Please read all procedures below carefully and complete the Transportation Form in your Back-to-School Packet.

Bus

Student Transit will bus Immaculate Conception students. Students will need to wear a mask on the bus. When buses arrive, students will be dismissed from classrooms by bus number over the PA system. They will report to Door #1, where they will be walked to the bus by an Immaculate Conception staff member.

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Pickup

As explained in the RCS K-12 Parent & Guardian Information (COVID-19), each family will be assigned a number and issued a rearview tag to display this number.

Immaculate Conception will stagger departure times for pick up students according to last name. Please arrive as close as possible to your assigned time. This will help us decrease wait time and traffic on Highland Ave.

Last Name (of student) Beginning With...

A-K 3:00 PM

L-Q 3:15 PM

R-Z 3:30 PM

(Example: Smith - S, Pick up time of 3:30 PM)

When a parent arrives to pick up their child, their family number will be displayed in their dashboard. At the entrance to the parking lot, the staff on car duty will electronically report this number to each classroom. All students from that family will report to Door #5, where an Immaculate Conception staff member will escort them to the parent vehicle. While you wait for your student, you may park in the lot. We realize that this may create waiting and will take longer than what we are accustomed to. If you would like to make changes to accommodate your schedule, please contact the school office.

Walkers

Any walkers will be dismissed after all buses are dismissed.

Before/ After Care

Students attending IC Before/After Care should report to the Oak Room when they are called. Information on Before/After Care will be provided to families who have signed up before school starts. If you have questions, you may contact Gayle Flaig, our Regis Child Development Center Director.

Visitors & Volunteers

For your safety and that of all students, we will be limiting contact between grade level staff and students. Parents and visitors will not be permitted without prior permission from the principal. Should you need to pick up your child during the school day, drop off materials, or visit school for any reason, you should call the school office when you arrive. School staff will greet you at Door #1 (Sherwin Ave.) and will assist you. Please do not enter the building.

We are so blessed at Immaculate Conception to have so many wonderful volunteers who visit us through the day. However, for the safety of our students and staff, we will not be asking for volunteers at this time. We will notify parents and volunteers when we are able to welcome them to our building once more.

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Celebration of the Mass

There will be two Masses each week:

K, 3 & 5: Tuesdays at 9 a.m.

1, 2 & 4: Thursdays at 9 a.m.

At this time, no parents or parishioners will be permitted to attend school Mass. This is for the safety of all our staff and students. Masses for parents and parishioners are offered at other times. Thank you for respecting this policy.

Students will be seated in a physically distant manner in church. They will also be encouraged to wear a mask. At this time, no singing will be done at Mass. Students may still participate in the Mass by reading, and saying communal prayers.

Fr. Francis will come to pews to administer communion to those who are able to receive it. Fr. Francis will do a whole group blessing for those that are unable to receive communion.

All Mass restrictions as imposed by the Diocese of La Crosse will apply.

Shared Spaces

In an effort to prevent the spread of germs, with the exception of lunch and Mass, all indoor activities will take place within the students' grade level classroom. Students will still enjoy art, music, library, physical education, computer, guidance, and Spanish lessons each week. Physical Education will take place outdoors as frequently as possible.

While classroom cleanliness is always important, this year we will step up our efforts to keep rooms clean and disinfected. It is expected that teachers spray sanitizer on all student surfaces and commonly handled items periodically through the day.

Each evening, the custodial crew will spray disinfectant in all classrooms and common areas. The bathrooms will be cleaned twice per day and the cafeteria will be cleaned after lunch. Our custodial staff is going above and beyond the health department recommendations to deep clean once per week, and instead doing this once per day.

Drinking Fountains

We recommend all students bring their own filled water bottle each day. Drinking fountains will be turned off with the exception of our new, touchless bottle-filling stations.

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Food (Breakfast, Lunch, Birthday Treats)

Breakfast

Breakfast will be provided in the cafeteria from 8:15 to 8:30 a.m. each day. If a student would like breakfast, they should report directly to the cafeteria. When a student finishes their breakfast, they will wash their hands and report to their classroom.

Snacks

Students will be allowed to eat a snack in the classroom. We will ensure that the space is disinfected and that students will wash their hands before and after eating.

Lunch

We highly recommend paying for school lunch online. Students will only have one hot lunch option this year. Due to limited availability of certain food items, hot lunch schedules will be sent out every 2 weeks if we are not able to send monthly updates. Students will also not be permitted to choose certain food items from the menu. If a child does not like a particular food item, they do not have to eat it. However, parents are strongly encouraged to pay attention to the lunch menu and send cold lunch if the main entree is something that their child will not eat.

Students will be served their lunch by cafeteria staff who will be separated from students by plexiglass. Students will be physically distanced in line.

Students will be seated in the same seat, at the same table, each day. They will be seated in a zig-zag pattern. During the first days of school, teachers may take their class down to the cafeteria to have them choose their seat for lunch at assigned tables, in the proper seating formation. As always, students will not be permitted to exchange food, touch the food of others, and will be required to follow basic table manners.

Peanut Free Table

Students with allergies will still be asked to sit at a separate peanut free table. If you feel your child does not need to sit at the peanut free table but does have an allergy, we will ask that you sign a waiver.

Visitors & Special Occasions

At this time, parents will not be permitted to eat lunch with their children at school. Students or classrooms will no longer be allowed to visit off campus restaurants as a treat for good behavior. Teachers will not be allowed to have outside food delivered. Students may not eat lunch in classrooms or offices.

Classroom Parties

Teachers will still be permitted to hold classroom parties for certain occasions. However, we will celebrate without shared foods at this time.

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Birthday Treats

We will not share birthday treats that are food this year. Students will celebrate birthdays in other ways in the classroom, such as playing a fun game of their choice.

Classroom Closures

Students who are experiencing a quarantine or a classroom closure will still have school lunch available to them. This will be bagged and sent home with at home packets. Parents, families, staff and parishioners who are experiencing hardship due to COVID-19 are not eligible for school lunches, but there are options available through Immaculate Conception Parish. If you or anyone you know are experiencing hardship, please contact the parish office.

Student Technology

Included in your Back-to-School Information is an “At Home Learning Survey” to determine student needs should we require them to learn at home. Please take the time to complete this survey for each of your children. We will work to provide student devices should they be needed.

IMPORTANT REMINDER

The plans outlined in this document are specific to Immaculate Conception Elementary School.

Our 2020-21 Regis Catholic Schools K-12 Parent & Guardian Information (COVID-19) guide outlines all system-wide plans, policies, and procedures. These apply to all of our schools. The most up-to-date version of this guide is always available online at www.RegisCatholicSchools.com/coronavirus-information/.

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