



SVS START SMART
RETURN-TO-SCHOOL/COVID-19 PROTOCOLS
GUIDELINES: **UPDATED WEEKLY**

This document will evolve as public health conditions change and modifications are provided by the Archdiocese of Los Angeles and the department of public health. Please anticipate updates as we work towards the fall. The attached guidelines were provided to us by the Archdiocese of Los Angeles based on the recommendations from public health officials. These guidelines need to be implemented for St. Vincent School to open our doors safely.

St Vincent School, in partnership with parents, will provide a transformative education embodying the Vincentian Charism of Service, to foster curious and resilient learners.



St. Vincent School
2333 S. Figueroa St.
Los Angeles, CA 90007
<https://school.stvincentla.net/>

Dear Vincentian Families,

We are deeply grateful to our wonderful teachers, and staff who prepared a vigorous remote learning program to keep our students intellectually, spiritually, and emotionally engaged and enriched. As we continue to prepare for the reopening of our school, we are updating our guidelines with the most current information. The guidebook outlines for our SVS students, families and staff the actions taken and the procedures that will be in place for our in -person learning plan for the 2020-2021 school year.

We will continue to offer a remote learning option for families who choose not to return to the campus at this time. Please rest assured that whether your children are attending school in person or online, St. Vincent School will continue to uphold its commitment to the mission statement:

St Vincent School, in partnership with parents, will provide a transformative education embodying the Vincentian Charism of Service, to foster curious and resilient learners.

Serving you with a Vincentian Spirit,

Mrs. Erika Avila-Auzenne, Principal

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PURPOSE

The purpose of this document is to provide guidance for in-person instruction during the 2020-2021 school year when allowed. We have created this START SMART PLAN to aid in navigating the reestablishment of our school where faculty and staff, students, and families feel safe and to reduce the impact of COVID-19 conditions upon returning to our school. The guidelines referenced in this plan are based on guidance from: Los Angeles Department of Public Health (LADPH), California Department of Public Health (CDPH), Division of Occupational Safety and Health (DOSH/better known as Cal/OSHA) and the Archdiocese of Los Angeles: Department of Catholic Schools. Regular updates will be made to this plan based on information provided by the DCS ,CDPH, LADPH, Cal/OSHA, and applicable federal, state and local agencies.

It provides the most salient information that you need to know about getting students safely on campus and keeping them safe. Planning to reopen campus will require diligent planning efforts and attention to detail on the part of our school leaders, faculties, and staff. County public health orders will be modified as conditions change; we are not exempt. Schools must be prepared to adapt to new modifications as they are mandated by public health officials. The Department of Catholic Schools will continue to update you on future modifications to local county health orders as they pertain to PK-12 schools. However, it is imperative that schools regularly monitor county public health orders as well. The following is the link to the Los Angeles County Department of Public Health: Los Angeles County Department of Public Health: <http://publichealth.lacounty.gov/media/Coronavirus/>

GOALS

The purpose of this plan is to safeguard students, staff and the community from the threat posed by COVID-19. The plan has the following goals:

1. Minimize the impact of all disruptions to the delivery of instruction and related services.
2. Mitigate the spread of COVID-19 and other infectious diseases with similar symptoms in the community and on campus.
3. Contribute fully and appropriately as a partner in the community's response to COVID-19.
4. Communicate with all stakeholders on issues that could impact school operations.

It is likely that the COVID-19 pandemic will affect our daily school routines at St. Vincent School for the foreseeable future. With prayer, thoughtfulness, and coordinated guidance with governing authorities listed below, we are formulating plans to mitigate risks and resume onsite learning

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STUDENT, FAMILY AND STAFF POPULATION

The students and families enrolled at St. Vincent School and the employees who administer the school program share equally in their responsibility to know the practices and requirements of the school reopen plan. Each is expected to do their part to ensure they support and follow the plan for the well being of all stakeholders. Each classroom will be provided hand sanitizer and cleaning supplies. Additional supplies are available in the health room if needed.

GENERAL PROTOCOLS

(Adapted from COVID-19 INDUSTRY GUIDANCE: Schools and School-Based Programs to fit SVS)

Promote Healthy Hygiene Practices

Health Screening (at home)

Parents are strongly advised to monitor for symptoms at home and must keep children who are sick at home until they are fever and vomit free (without medication) for 24 hours.

Immunizations

The State of California has not changed its requirements for childhood immunizations. As a result, all schools must continue to require vaccination records from parents or guardians. Please visit <https://www.shotsforschool.org> for more information. In addition, the CDPH strongly recommends faculty, staff, and students get their influenza immunizations in the autumn. This helps to decrease the occurrence of illnesses with symptoms similar to COVID-19.

Health Checks (at school)

Before entering campus, all students (or guardians on behalf of students) must respond to a brief health screening. If a student (or guardian on behalf of the student) responds with an affirmative to any of the screening questions, he/she must not enter the school campus. Screening will include questions concerning cough, shortness of breath, fever, and any other abnormal symptoms the student may be experiencing. Before entering campus, all students will have their temperature checked via no-touch thermometers. If a student has a fever of 100.4, he/she must not enter the school building. A staggered extended arrival will allow ample time to conduct screenings and temperature checks upon campus entry.

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The following are all the protocols that will take place on our campus:

- Teach and reinforce washing hands, avoiding contact with one's eyes, nose, and mouth, and covering coughs and sneezes among students and staff.
- Teach students and remind staff to use tissue to wipe their nose and to cough/sneeze inside a tissue or their elbow.
- Students and staff should wash their hands before and after eating, after coughing or sneezing, after being outside and before/after using the restroom.
- Students and staff should wash their hands for 20 seconds with soap, rubbing thoroughly after application, and use paper towels (or single-use cloth towels) to dry hands thoroughly.
- Staff should model and practice handwashing. For example, for lower grade levels, use bathroom time as an opportunity to reinforce healthy habits and monitor proper handwashing.
- Students and staff should use fragrance-free hand sanitizer when handwashing is not practicable. Sanitizer must be rubbed into hands until completely dry. Note: frequent handwashing is more effective than the use of hand sanitizers.
- Ethyl alcohol-based hand sanitizers are preferred and should be used when there is the potential of unsupervised use by children. Isopropyl hand sanitizers are more toxic and can be absorbed through the skin. Hand sanitizers containing Methanol (methyl alcohol) are prohibited in the school due to the risk of toxicity.
- Children under age nine should use hand sanitizer under adult supervision. Swallowing alcohol based hand sanitizers can cause alcohol poisoning. Call Poison Control if consumed: 1-800-222-1222.
- Consider portable handwashing stations throughout a site and near classrooms to minimize movement and congregations in bathrooms to the extent practicable.
- The school will develop routines enabling students and staff to regularly wash their hands at staggered intervals.
- Students are required to use face masks at all times except when eating, drinking, or carrying out other activities that preclude use of a face covering.
- Teach and reinforce use of face masks.

Faculty/Staff Health Checks (at home/school)

All faculty and staff must conduct a symptom self-check, including a temperature check, at their home prior to departing for school. Self-checks must assess symptoms such as cough, shortness of breath, difficulty breathing, fever (100.4 F or higher), or if the individual has had “close contact” with a person with a reported positive or actual positive test for COVID-19. All faculty and staff must report

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to campus between 7:20 a.m-7:30 a.m. Upon arrival will report to Centro for a temperature screening before going to their classrooms or offices.

FACILITY ADJUSTMENTS

- Office has installed an autosense hand sanitizer dispenser.
- All classrooms have installed an autosense hand sanitizer dispenser.
- New lunch area has been set-up to ensure social distancing for classroom space and/or daycare (if permitted.)
- Classroom rugs and superfluous furniture have been removed. Individual desks or tables installed with a six foot gap between student stations.
- Students have their own designated space (desk/table) with their own supplies and personal water bottle.
- The upstairs resource room adjoining the 5th grade room has been converted as an additional classroom space for robotics or any other academic purpose.
- Spots outside classrooms and restrooms are designated six feet apart for student lineup and for parent pick-up.
- The playground will have white dots with spaces six feet apart to help students follow the guidelines.

HYGIENE, CLEANING, AND DISINFECTION

Students and staff will be trained and reminded on a frequent basis on proper hygiene, cleaning, physical distancing protocols, etc.

Ensuring Proper Hygiene

Students and staff will be given frequent opportunities to wash their hands for 20 seconds with soap, rubbing thoroughly after application and using paper towels to dry hands thoroughly. Frequently scheduled mandatory handwashing breaks or opportunities (especially for younger students) will occur at minimum:

- before and after eating
- after using the restroom
- after outdoor play

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- before and after any group activity

Staff are instructed to model and monitor frequent and proper handwashing, especially in lower grades where bathroom time is an opportunity to reinforce healthy habits. Handwashing is the preferred method for maintaining proper hygiene.

Hand sanitizing stations will be installed at strategic locations throughout the school. In addition to the sinks in the bathrooms, portable handwashing stations will be placed near the classrooms to minimize movement and congregation in the bathrooms. Each hand washing station will have soap, paper towels, and trash cans nearby.

Respiratory Etiquette

Students and staff must cover coughs and sneezes with a tissue. Used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds.

Ventilation

The school will increase circulation of outdoor air as much as possible, for example by opening windows and doors.

Water Systems

The school will discontinue the use of the water systems and features and will encourage students and staff to bring their own water bottles until further notice.

Cleaning & Disinfecting

The safety of our faculty and staff and students are our first priority. Prior to reopening campus, St. Vincent School will have been completely cleaned and disinfected. Upon reopening, St. Vincent School is required to maintain safety by continuously cleaning and disinfecting per the chart below. These cleaning steps are to protect students and staff and reduce the risk of the spread of infection. All cleaning supplies will be in compliance with the approved disinfectants.

We will continue to adhere to all necessary safety precautions. In addition to the deep cleaning of the classrooms, offices, and school before faculty and staff and students return, these steps outlined below will routinely serve to reduce the risk of spread of infection.

General Disinfection Measures

Category	Area	Frequency
Workspaces	Classrooms, Offices	At the end of each use/day

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Appliances	refrigerators, microwaves, coffee machines	At the end of each use/day; between groups
Electronic Equipment	copier machines, shared computer monitors, TV's, telephones, keyboards	At the end of each use/day; between groups
General Used Objects	handles, light switches, sinks, restrooms	After each recess/lunch/afterschool
Common Areas	cafeteria, library, conference rooms, gyms, common areas	At the end of each use/day; between groups

School Procured Additional Supplies

Item	Quantity	Notes
Hand Pump Sprayer	1/classroom	For teacher use to spray desks for students to wipe down.
Staff Gloves	500 count/class	Nitrile gloves
Bulk Hand Sanitizer		55 gallon drums for refill stations
Individual Pumps	1/person	8oz
Cleaning Solution		Alcohol-based
Restroom Soap Dispensers		Automated
Classroom Sanitizer Dispensers		One in each classroom
IR Therm	4/school	Housed in school office
Acrylic/Plexiglass		Main office counter

LIMIT SHARING

St. Vincent School will do the following to limit sharing:

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- Keep each child’s belongings separated and in individually labeled storage containers, cubbies or areas. Ensure belongings are taken home each day to be cleaned.
- Ensure adequate supplies to minimize sharing of high-touch materials (art supplies, equipment, etc.) to the extent practicable or limit use of supplies and equipment to one group of children at a time and clean and disinfect between uses.
- Avoid sharing electronic devices, clothing, toys, books and other games or learning aids as much as practicable.
- Whenever possible, AMS will try to be “paperless” and submit assignments and work digitally to reduce contact exposure.
- ONLY reusable water bottles will be allowed.
- NO use of shared playground equipment.
- NO sharing of objects and equipment, such as toys, games and art supplies to the extent practicable.

ARRIVAL AND DEPARTURE

Students will be assigned staggered start and dismissal times to make it easier for parents to drop off and pick up students without risk of commingling with other students. The teachers or teacher ‘s aide for each cohort will be present to escort the cohort from drop off to the classroom and from the classroom to pick up to assure safe movement with appropriate physical distancing.

- There will be minimal contact at school between students, staff, families and the community at the beginning and end of the school day.
- The school will stagger days and arrival and drop off times or locations by cohort or put in place protocols to limit contact between cohorts and direct contact with parents as much as possible.
- Designated drop off locations will remain as consistently as practicable as to minimize scheduling challenges for families. Designate routes for entry and exit, using as many entrances as feasible.
- Parents are not allowed to walk students to their classrooms.
- There will be staff members assisting students who need help finding their classrooms.
- Put in place other protocols to limit direct contact with others as much as practicable. The following is the schedule:

GRADE	TIME	Entrance
	7:30 a.m.	● Front of school entrance and breezeway

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TK-2nd		
3rd-5th	7:40 a.m.	<ul style="list-style-type: none"> • Church parking lot and back door
6th-8th	7:50 a.m.	<ul style="list-style-type: none"> • Front of school entrance and breezeway

COHORTING OF STUDENTS

Student Cohorts

St. Vincent School will continue to offer a remote learning option for families who choose not to send their children back to campus at this time. For all students returning to campus SVS has adopted a cohorting approach with a hybrid schedule to ensure physical distancing. The members of each cohort will remain fixed throughout the school year, and there will be no commingling with others outside of their designated cohort during the school year.

- For instruction of children in grades TK-8, instruction must be provided in stable groups, however the size of such groups are not limited to 14 students. The size of the stable group must be set to allow for appropriate physical distancing between all students and staff at all times in the available instructional space.
- All gatherings of large groups, including whole school masses and assemblies are prohibited. However, in our hybrid model we will use our school parking lot for these gatherings with the guidance of local and state guidelines.
- Students will remain with their classmates at all times, including structured recess/lunch.
- Teachers and students may not visit another classroom outside of their classroom or grade level.
- Any student with or 1 or more COVID-19 symptoms (e.g., fever $\geq 100.4^{\circ}\text{F}$) will be provided a surgical mask, isolated and sent home.
- Students will practice social distancing and health practices.
- Students will have a designated space, solely for their use in their classrooms and in the extended daycare space (if permitted.)
- Students will not share spaces, supplies, or work in small groups (distancing will remain throughout the day.)

Fridays are designated remote learning days for all cohorts and will be dedicated to enhance cleaning and disinfecting and airing out of all spaces.

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Specials/Enrichment Classes

Technology classes and any other enrichment classes will remain virtually.

PE and health/cooking will be conducted outside with appropriate physical distancing and will not involve any contact sports. Cohorts will be assigned staggering PE/Health schedules to avoid commingling. We will be updating regularly per Los Angeles Department of Public Health guidelines.

SOCIAL/PHYSICAL DISTANCING

Physical Distancing Outside the Classroom

Social distancing is an effective way to prevent potential infection. Faculty and staff, students, parents, and visitors should practice staying the six feet recommended distance from others and eliminating contact with others whenever possible. St. Vincent School will reduce congregating of students, especially in hallways, recess and lunch areas, and outside the classrooms. This includes before and after school, recess, lunch, and other transitions. Each building and classroom will have designated entrances and exits. Procedures will be communicated to parents and students. Floor markings and signage will also be used.

- Traffic Flow – Taped lines on the floor will mark the walking direction throughout the campus in order to maintain the social distancing requirements,
- Interactions/Gatherings – Non-essential/informal meetings and visiting should be avoided.

Morning Assembly

At this time, outdoor assemblies and large gatherings of any type are not allowed (including morning assembly). Parents will be informed if this changes.

Recess

Recess is a time for the students to leave the classrooms to enjoy the fresh air, use the restroom, and wash their hands. In addition, students will be able to engage in fun physical activities while maintaining six feet of distance. Recess times will be staggered to reduce the number of students outside at a given time and to prevent the intermingling of cohorts. Each cohort will be assigned a specific play area. Recess activities will be staggered.

Lunch (if and ONLY if there is a full day schedule)

Students will enjoy lunch in their classroom then go outside to play. The sharing of foods, utensils and buffet/family-style meals will be avoided. Lunch times will be staggered to reduce the number of students outside at a given time and to prevent the intermingling of cohorts. Sanitization will take place in between play times.

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Physical Distancing in the Classroom

Distancing between the teacher desk and students must be at least six feet. Distancing between student desks should be six feet to the extent possible. If six feet is not possible, then the minimum distance must be no less than four feet. Classrooms with less than six feet between desks will utilize partitions.

Teachers will use increased spacing between desks or arrange seating at tables in an alternating fashion to maximize the spacing between students. Desks will be arranged in a way that minimizes face-to-face contact (i.e., configuration of desks in a checkerboard style and facing the same direction). Additional functions of the classroom environment will include:

- Markings (i.e., masking or painters tape) on classroom floors to promote distancing
- Increased ventilation (i.e., opening windows and doors)
- Students will remain in their designated classroom and cohort.
- All student desks will be at least six feet away from each other. Distance teacher and other staff desks at least six feet away from student desks. The classroom floors will be marked to promote distancing and/or arranged in a way that minimizes face-to-face contact.
- Teachers should develop instructions for maximizing spacing and ways to minimize movement in both indoor and outdoor spaces that are easy for students to understand and are developmentally appropriate.
- Teachers will implement procedures for turning in assignments to minimize contact.
- In each classroom, students will keep their belongings separate inside their desk.
- Teachers will ensure that belongings are taken home each day to be cleaned.
- There will be NO sharing of supplies, electronic devices, clothing, toys, books and other games or learning aids.

Non-Classroom Spaces

The school will:

- Limit nonessential visitors, volunteers and activities involving other groups at the same time.
- Teachers will consider use of non-classroom space for instruction, including regular use of outdoor space, weather permitting. For example, part-day instruction outside.
- Only one cohort/stable group will move through the hallway at one time.
- The faculty break room will have limited seating, and faculty breaks will be staggered in compliance with wage and hour regulations, to ensure social distancing.

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Food Service

- Children are encouraged to bring their own meals as feasible, or students can purchase the Archdiocesan packed meals which will be served in the classrooms instead of communal gathering in our lunch area.
- Individuals serving meals to students will use gloves and wash their hands after removing gloves.
- Faculty and staff will also be advised to bring their own meals.

Gatherings and Field Trips

- The school will pursue virtual group events, gatherings, or meetings, if possible, and promote a social distance of at least 6 feet between people if events are held. Limit group size to the extent possible.
- The school will pursue virtual activities and events in lieu of field trips, student assemblies, special performances, school-wide parent meetings, etc.
- The school will pursue options to convene sporting events and participation in sports activities in ways that minimize the risk of transmission of COVID-19 to players, families, coaches, and communities. The school will follow the CYO guidelines as well.

Visitor Restrictions

Our school will be closed at the end of June until mid July. We will not allow normal visitation to our school until our reopen date. Only diocesan scheduled workers (there is the construction project going on in the auditorium area) are allowed on campus during preparation for reopen. Once school is back in session, school visitation will still be limited while COVID risk persists, as determined by county DPH. A log of all visitors who are essential for the school's operation including name, phone number and email will be kept in the main office. The safety of our faculty, staff and students is our primary concern. Visits to the school Approved and scheduled visitation by appointment only. Visitors must check in the front office will be conditional on the visitor passing the same screening process as staff. Failure by any individual to follow these measures may lead to immediate removal from our campus.

Food Delivery

No one including faculty and staff will be allowed to have food delivered to the school.

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WEARING FACE COVERINGS

Anyone entering the school campus MUST wear a face mask. The requirements from the County Public Health requires a face mask. For more information on the proper use and the importance of face mask, please use the following link:

<http://publichealth.lacounty.gov/acd/ncorona2019/masks/>

General Guidance

- A face mask must be 2-ply cloth. Neck gaiters, triangle bandannas or masks with vents are not allowed.
- Masks must be taken home and cleaned daily.
- Any lost masks will be discarded after each day.
- Parents are responsible for teaching their children how to properly wear and care for their face covering during the school day. We recommend that students have at least two (2) clean masks with them every day. – students in TK-2nd are asked to keep an extra mask in a labeled bag in their classroom.

COVID-19 PROTOCOLS

Student or staff with: Action Communication	Student or staff with: Action Communication	Student or staff with: Action Communication
COVID-19 Symptoms (e.g. fever, cough, loss of taste, smell, difficulty breathing)	<ul style="list-style-type: none"> • Send home • Consult Medical Provider for further evaluation and possible COVID-19 testing. (if positive, see #3; if negative, see #4) • School/classroom remain at school 	No Action Need
Close contact* with a confirmed COVID-19 case	<ul style="list-style-type: none"> • NOTE: Exposures will be reviewed to assess which persons need quarantine including the possibility of quarantining all individuals in the same cohort or classroom as an infected person 	<ul style="list-style-type: none"> • Consider school community notification of known contact. • Confidentiality will be maintained

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	<p>if exposures cannot be ruled out for the entire group.</p> <ul style="list-style-type: none"> ● School remains open 	<p>in this correspondence.</p>
<p>Confirmed COVID-19 case infection</p>	<ul style="list-style-type: none"> ● Notify local public health department ● Isolate case and exclude from school for 10 days from symptom onset or test date ● Identify contacts, quarantine & exclude exposed contacts from school (likely entire cohort**) for 10 days after the last date the case was present at school while infectious and monitor for symptoms the last 4 days. ● Instruct close contacts to test for COVID-19 (will not shorten 10-day quarantine) ● Disinfection and cleaning of classroom and primary spaces where case spent significant time ● Must provide a doctor's note stating ok to return BEFORE returning to school or must quarantine for a total of 10 days and monitor for symptoms last 4 days. ● School Renames Open 	<ul style="list-style-type: none"> ● School community notification of known case. ● Confidentiality will be maintained in this correspondence.
<p>Tests negative after symptoms</p>	<ul style="list-style-type: none"> ● Child stays home until fever free without fever reducing medication for 24 hours and improved symptoms ● Report status to the school ● School/class remains open 	<p>Confidentiality will be maintained in this correspondence.</p>

St. Vincent School will default to the “Screening and Exposure Decision Pathways for Symptomatic Persons and Contacts of Potentially Infected Persons at Educational Institutions” provided by the LA County Department of Public Health.

Protocol for handling students faculty, and staff who become ill at school

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St. Vincent School will monitor students, faculty, and staff throughout the day for signs of illness. Students, faculty, or staff with a fever of 100.4 or displaying other COVID-19 symptoms (fever, cough, fatigue, or shortness of breath) will be sent home immediately. The student, faculty, or staff member will immediately be placed in an isolated area until they can be transported home. Parents will be instructed to pick up their children outside the front office. Parents will need to call the front office upon arrival and the student will be walked out to the car. Parents will not be able to enter the campus to pick up their children. Parents must pick up their child/ren promptly once they have been notified to do so. Testing is recommended. The student, faculty, or staff member will need to stay home until assessed by a doctor.

Testing of Staff

School staff are essential workers, and staff includes teachers, paraprofessionals, or any other school employee that may have contact with students or other staff. St. Vincent School will instruct symptomatic and close contacts to get tested and provide testing resource information.

Reporting a Positive Case of COVID-19

The school should be notified: 213-748-5367 or email principal@stvincentla.net if your student or anyone in your household has been exposed to COVID19. We will report the

COVID-19 Point Person and Task Force

Mrs. Sanchez, with support from Mrs. Avila-Auzenne, principal, and the SVS Task Force team and the health office, is the COVID-19 point person who will be responsible for:

- Establishing and enforcing all COVID-19 safety protocols
- Report status updates regarding test results to school classrooms. Confidentiality will be maintained in this correspondence † Ensuring the staff and students receive education about COVID-19
- Serving as liaison to the Department of Public Health in the event of an outbreak on campus
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In an instance that Mrs. Sanchez is not available, please contact Mrs. Avila-Auzenne with any COVID-19 related issues or concerns.

Considerations for Full School Closure

In the instance that a school has an outbreak (3 or more positive cases in a 14-day period) The school will immediately report it to the DPH. The DPH will review and determine next steps.

Please refer to the COVID-19 and Reopening link:

<https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/COVID-19/Consoli>

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[dated_Schools_Guidance.pdf](#) or the LA County Reopening Protocols for K-12 Schools link: http://publichealth.lacounty.gov/media/coronavirus/docs/protocols/Reopening_K12Schools.pdf for additional details.

For the most current information on school office hours please call the main office at 213-748-5367.

Maintaining Healthy Environment

The school has designated administrative members to the COVID-19 Task Force, which is responsible for establishing and enforcing all COVID-19 safety protocols and ensuring that staff and students receive education about COVID 19. One member of this team is designated as a liaison to DPH in the event of an outbreak on campus.

St. Vincent School COVID-19 Task Force Team

Mrs. Erika Avila-Auzenne, Principal, Compliance Parent and Student Support

Mrs. Cathy Logan, Vice Principal, Compliance Staff Support

Mrs. Celia Ventura, School Nurse

Mrs. Maria Cardenas, School Business Manager

Mrs. Alejandra Sanchez, Front Office Manager, Lead DPH Liaison (as of 3/12/21)

Ms. Katie Evans, PE/Health Teachers

Ms. Giselle Aranda, 2nd grade TA

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