

Dear Parents:

August 21, 2020

Our region is currently in Phase five. The Diocese of Gaylord and the State of Michigan approved the procedures that are set in place at St. Mary-Hannah School for both Phase Four and Phase Five.

We have implemented the guidelines of the Diocese of Gaylord, the State of Michigan and CDC to the best of our ability. **It is the safety protocols of our school and each family** that will keep our children, families and staff safe and healthy.

New for this school year: (Covid-19 Protocols)

1. Mrs. Forsman's classroom has been moved up the hall next to my classroom. We feel this will allow for all programs to be in their own pod area. Also, it allows for more spacing within the room.
2. All students have a designated computer. New computers for the computer lab (hopefully arriving soon)
3. Designated entry and exit doors for each program that will remain locked. The school entry door is #3 (doors/west side of building) and latchkey is #10, by the cafeteria.
4. Adults allowed by the entry door only. Please contact us through other options: call, email, notes, ClassDojo or by appointment.
5. **Health checks each morning by parent at home and school. Notify school immediately (or on/before 8:30 am) if any health concerns. CDC list of symptoms will be given to each family to verify before coming to school.**
6. Desks are physically distanced up-to-6 feet.
7. We are small classroom pods and/or have physical distancing in place.
8. Masks are required in shared spaces, such as use of the hall and bathroom. (Practice for community) In classroom pod settings masks are not required unless a student is out of their seat.
9. Our mechanical system has fresh air ventilation. My students can testify to windows open all year. Outside classes (when possible).
10. Frequent scheduling of washing of hands or hand sanitizer and designated bathrooms for each program.

11. No sharing of items. Students will have their own items for all classes in labeled containers. If school items need to be shared, they will be sanitized/disinfected between uses.
12. More disinfecting of high touched areas throughout the day by staff and disinfecting classrooms when students are at lunch/recess. We are using a bleach solution. This solution has been used daily in preschools for over 30 years without side effects. We will use microfiber towels and/or paper towels to sanitize & disinfect as suggested by professional cleaning companies.
13. Six-foot markings throughout the building and partitions up in areas of close contact.
14. We are offering an on-line learning program. Contact me to make arrangements.

What is staying the same?

1. Kind and caring teachers and staff.
2. Sharing and teaching of virtues through our faith.
3. Excellent core education and specials classes.
4. Excitement of being together again.
5. After school activities for Third Grade and up.

I understand the concerns that we are all feeling. We want to be together and wish nothing has changed, but for now, we need to help our children and each other through this. We must rely on each other at home and at school to keep our families and friends safe.

Of all the schools in the area, we are in the best position to operate as close to normal as possible due to the two separate wings and larger classrooms. The staff and I care deeply about the safety of each child. We can continue our face-to-face instruction as safely as possible without losing the educational, spiritual and social interactions our children need.

This is a step of faith and trust.

Jesus, We trust in You!

Lisa Medina