

# SCHOOL SITE-SPECIFIC COVID-19 PREPAREDNESS PLAN SUMMARY

## SCHOOL INFORMATION

Today's date (mm/dd/yy): 11/20/2020

School name: St. Victor School

School reopening date (mm/dd/yy): 10/12/2020

Indicate school setting: Elementary (TK-6th

Middle (6th-8th grades)

High (9th-12th grades)

grade) School/Program address:  
3150 Sierra Rd.

District Office/Main Administration address (if applicable):  
Diocese of San Jose

City: San Jose

City: San Jose

Zip code: 95132

Zip code: 95112

COVID-19 Designee Name: Mary Merten

Name of person completing form: Maria Victoria Hinkle

Direct phone for person completing form: 408-251-1740

Direct email for form completer: [vhinkle@stvictor.org](mailto:vhinkle@stvictor.org)

## CAMPUS PHYSICAL SPACE

Students:

Staff:

1. Provide the current anticipated number of students/staff on campus daily: 63 15

2. Which grades are/will be open? TK  K  1  2  3  4  5  6  7  8  9  10  11  12

3. How many individuals are expected to be on campus at any point in the coming month? 78

4. Provide the planned minimum distance between student desks: 6 feet

## VOLUNTARY IMPLEMENTATION OF PRIORITY RECOMMENDATIONS

5. Describe site plans to minimize COVID-19 transmission in staff breakrooms:

Staff breakroom is closed to eating and drinking. No gathering is allowed.

6. Describe any plans to assess potential outdoor learning spaces (e.g., outdoor seating and shade/protection from elements) and/or to move instruction outdoors:

Teachers will use outdoor space for instruction when possible. Social distancing will be observed at all times.

7. Describe any site plans to optimize indoor ventilation (e.g., opening operable windows, using high efficiency filters, etc.):

All windows and doors remain open for ventilation.

8. Describe any plans to facilitate routine testing of teachers and staff (e.g., by healthcare providers or at County testing sites):

Faculty and staff are mandated to undergo surveillance testing once every month.

9. Describe any plans to resume in-person instruction in phases (e.g., elementary in month 1, middle school in month 2, etc.):

All grades have begun in-person instruction. There is no plan for another phased re-opening.

10. Provide link to complete school opening plan:

<https://drive.google.com/file/d/1yZERF803C6-t1IgABmCEFYX1ZNFerjTn/view?usp=sharing>

# School Preparedness Plan to Meet County Guidance for COVID-19

## Visitor Information

(POST ON WEBSITE AND AT ALL SCHOOL ENTRANCES)

### VISITORS/VOLUNTEERS

**The school allows only necessary visitors and volunteers on the campus and will limit the number of students and staff who come into contact with them.**

### FACE COVERINGS - We will support students and staff wearing masks by:

All staff and students are required to wear face coverings. Students are required to bring extra masks. Extra masks are available in all classrooms and offices in case these are needed for dirty or lost masks.

### PHYSICAL DISTANCING - We will support physical distancing by:

All staff and students are required to maintain at least 6 ft. distance. Floor markings and poster reminders are made available to ensure that this is followed.

### CLEANING & MAINTENANCE

#### We will support cleaning and maintenance of our campus by:

Daily disinfecting and sanitizing of all classrooms and office by janitorial service. Faculty and staff disinfect classroom and office equipment after use. Signages/reminders for disinfecting and sanitizing are available.

#### HYGIENE - We will support routine and frequent handwashing by:

Students and staff are continuously reminded to wash hands for at least 20 seconds before and after eating, before and after outdoor play. Signages and reminders are posted around the campus. Hand Sanitizers are available in all classrooms and offices.

#### ROUTINE TESTING - We will encourage and support staff testing by:

All faculty and staff are required to undergo surveillance testing once every month. A record for testing is kept in the office.

- **Families are required to report known cases of COVID-19 in their household to the school immediately. The school will report all known COVID-19 cases to Santa Clara Public Health.**

<https://drive.google.com/file/d/1yZERf803C6-t1IgABmceFYX1ZNFeR>

- **For more details, see our complete school opening plan here:** [jTn/view?usp=sharing](https://drive.google.com/file/d/1yZERf803C6-t1IgABmceFYX1ZNFeR)

# COVID-19 Prepared School

Initial Plan Date: 08/10/2020 Revised Preparedness Plan Date: 09/14/2020



This school, St. Victor School, has completed a **School COVID-19 Preparedness Plan** to prevent the spread of **COVID-19**.

For more information or to learn how to file a complaint, see this school's School COVID-19 Preparedness Plan Visitor Information Sheet (required to be posted with this sign). To see this school's complete School COVID-19 Preparedness Plan, go to: <https://drive.google.com/file/d/1yZERf803C6-t1IgABmceFYX1ZNFerjTn/view?usp=sharing>

Santa Clara County  
**PUBLIC HEALTH**

