

St. Lawrence School

524 Walnut Street
Lawrenceburg, Indiana 47025

Parent-Student Handbook COVID – 19 Amendments 2020-2021



SAINT LAWRENCE SCHOOL

School Masses – School Masses will be held on Thursdays at 9:00 a.m. The school Masses will be different this year due to the COVID-19. Grades 4-8 will go the first week and grades 1-3 will go the following week. We will continue to follow that schedule as the year progresses until it is safe to resume our regular Mass schedule. The Masses will be for the school ONLY. Parents and visitors will not be permitted at the school Masses. Please know that this is for the safety of our students and staff.

Recess - Recess will be by grade and we will utilize two separate areas designated by traffic cones – half of the blacktop in parking lot of school. These areas will be rotated so that all classes get access to each area. Each class will have their own playground equipment. Students can share equipment and play games such as 4-square, tossing football, knock-out etc. Playground equipment will be sanitized after each recess period. Students will use sanitizer or wash hands before and after recess.

Visitors – No visitors will be permitted in the building. There will be a drop box outside the office doors. Anyone who needs to drop something off at school should place their items in a bag with a name on it and buzz the main entrance door buzzer to let us know that their item is there for pick-up. At this time, we will not have any parent volunteers for lunch or recess duties.

Food Service (Lunch and Snacks)

- Students may bring their own water bottle (Please put the student's name on the water bottle). If reusable, they will need to wash it nightly.
- Individual allergy considerations will be made on a case-by-case basis.
- Cafeteria workers will wear protective masks while preparing and serving lunch.
- We are planning on serving lunch in Hartzer Hall.
- 4 students will be assigned to a table (every other seat).
- Students will be in line with their class.
- Depending on class sizes, more than one grade may be able to eat at the same time.
- Lunches will be served in to- go style boxes similar to the fish fry to-go containers.
- Milk will be handed out in the lunch line. No student should open the milk cooler

- As of right now, no volunteers will be scheduled for lunch or recess duty, we are trying to limit the number of people coming into the building.
- Water will be available, it will be pre-poured by staff, No student will be able to fill or refill cups.
- For those using milk during snack break, an adult must get the milk from the cooler and hand out the straws. We are trying to limit what each student will touch.
- Staff will come to each table with a trash can to throw away all garbage. Once a student is sitting down they will not be allowed to get up until lunch is finished and they are excused to return to the classroom or playground.
- Tables and chairs will be wiped down before the next group of students will be permitted into Hartzler Hall.

Library Procedures

- The doors to the library will be locked at all times when the librarian is not present.
- We will limit the number of students who may enter the library when the librarian is present to 4 at a time.
- Hand sanitizer is to be used coming in and going out by all.
- A plexiglass screen will need to be installed at the library desk.
- Six-foot distancing markings will be placed on the flooring.
- There will be three different Rubbermaid totes with lids when the children return their books. They will personally need to place them in the appropriate tub. Books will be sanitized and quarantined for 72 hours before returning them to the shelves.
- If a child needs to use a computer in the library, the computer will be sanitized upon them leaving.
- There will be **No** reading groups this year. If the teachers want the librarian to read to the students, she will go to their classroom.
- Sanitizing will be done throughout the day on tables, desks, etc.

Assemblies – At this time, we will not be holding any assemblies. We will still honor our students with awards at the end of the 1st semester, but it will be done within each classroom.

Cell Phones – 4th through 8th grade students are permitted to bring their phones to school. Until further notice, they will not be collected and put in bins like last year. They are to turn them off and put them in their backpacks for the remainder of the school day. They are NOT permitted to have them out for any reason during the school day.