

**The protocol to be followed because of the threat of the pandemic in all entities of the
Archdiocese of Miami**

- Encourage employees to remain at home if sick and to immediately contact their supervisor so that the supervisor can act, if needed, regarding the health and safety of all employees.
- Require social distancing in all areas of parish campus, offices, meeting areas, church, sacristy, lunch rooms, school offices, maintenance shops or wherever.
- REQUIRE masks to be used by all, with only two exceptions:
 - When alone in an office (that is, an enclosed office) (please note, when someone comes into your office, you must put on your mask and they must wear a mask and both should remain socially distant at or more than 6')
 - Outside and alone
- Establish procedures in reception area or other gathering places so persons do not gather (wait outside, make appointments or other procedures to reduce the occasion to gather)
- Establish procedures in parish or school open office space such as marking off a buffer zone, so that staff and anyone coming in for assistance remain socially distant (more than 6' distance)
- Conduct meetings via ZOOM or other video conferencing equivalent to minimize inviting visitors/vendors or other outsiders into parish office
- Ministry activity should be conducted by video conference; ministries are still not approved to begin meeting in person
- In the event of an exposure from one diagnosed as positive within the parish or school, to follow CDC guidelines on closing off and sanitizing the area(s) involved.
- Attendance at school and participation in school activities pose some risks including the transmission of COVID-19. Although the school has taken various measures to reduce the risks of transmission, the possibility of infection from COVID-19 or other communicable diseases is nonetheless present. Parents expressly assume such risks by allowing their children to attend school and to participate in school activities and/or by coming onto the school campus and attending school activities themselves.
- In the event of a natural disaster, disease outbreak, or any other circumstances which in the judgment of the school administration make it unfeasible, unsafe, or otherwise imprudent to continue campus-based education, school educational programs shall resume as soon as practical by way of distance learning and/or other methods adopted by the school administration and faculty. Due to the school's continuing financial obligations related to its operations, there will be no suspension, reduction, or refund of tuition in these circumstances.
- I hereby authorize my child(ren) to use the digital platforms, tools and applications selected by Monsignor Edward Pace Catholic School to support the At Home Learning Program, including but not limited to Zoom, Plus Portals, and Showbie. I understand that these third-party platforms may maintain their own privacy policies, terms and conditions for which Monsignor Edward Pace School cannot control or assume responsibility for. I further understand that in order to facilitate program activities, these online platforms often include video and audio conferencing, recording, and other forms of electronic communication. This At Home Learning Program as well as those school directives and requirements related to this program of study may be amended at any time at the sole discretion of the school with or without notice.

COVERAGE

- This Plan has been promulgated to assist with preventing the spread of COVID-19; however, COVID-19 has been declared a worldwide pandemic by the World Health Organization and is extremely contagious. The Archdiocese cannot guarantee that an employee, student, volunteer, contractor or other campus visitor will not become infected with COVID-19. This Plan, and any other related policies and procedures, may be revised at any time with or without prior notice and the specific provisions may be subject to the discretion of the Superintendent of Schools and School Principals. This Plan may differ from other entities within the Archdiocese of Miami due to varying local laws and the unique nature of the services and population that each entity serves.

<http://pacehs.com/fall2020plans.php>