



ST. PATRICK CATHOLIC SCHOOL

# Safer Stronger Together

RETURN TO CAMPUS 2020-2021



# FROM THE PRINCIPAL'S DESK

Dear St. Patrick Families,

We are extremely excited to welcome our students to the 2020-2021 school year. We have been working closely with the Catholic Schools Office and the Diocesan Strategic Task Force Team to ensure a safe return to campus for our community. Throughout the school year we will follow recommendations from the CDC and DHHS guidelines to ensure that all areas are safe from the first arrival of a student to the last departure, which means aspects of this plan may evolve or change. Our commitment to Health and Safety will be evident from the classrooms to the hallways, and larger gathering areas. We have planned extensively to ensure that all measures for safety are being considered systematically throughout the building and implemented for our students and staff. We are looking forward to our hallways being filled with our joyful St. Patrick students once again.

**St. Patrick Return to Campus Task Members** include:

Principal  
Assistant Principal  
Nurses  
Front Office Personnel  
Technology Coordinator  
School Staff  
Cafeteria Manager  
PTO President  
Clergy  
Maintenance/Facilities  
Cleaning Company



*Safer. Stronger. Together.* serves to outline key details regarding the 3 models of instruction as well as our daily operations. Please keep in mind that at any time we may need to transition between learning models based upon recommendations and mandates from local and state agencies, the Catholic Schools Office, and the office of the Superintendent in collaboration with the Diocesan Strategic Task Team.

Regardless of learning model, we are well prepared to provide rigorous curricula that promotes academic excellence and rich cultivation of our Catholic faith. Your partnership with us will be critical in helping our students feel confident as learners to grow academically, spiritually, and socially. Our teachers will be integrating digital platforms into their daily Face-to-Face instruction which will allow for a seamless transition to remote learning if necessary--SeeSaw for grades k-3 and Google Classroom for grades 4-5. We will also be offering parent-training sessions related to these platforms.

As a faith-based learning community, we're here to support you. We are all in this together, and we will continue to live our motto, *Faith in Learning*. Please continue to pray for our community, state, and our country. We appreciate your continued support and prayers as we embark on this exciting school year.

Yours in Christ,

Amy Tobergte  
Principal

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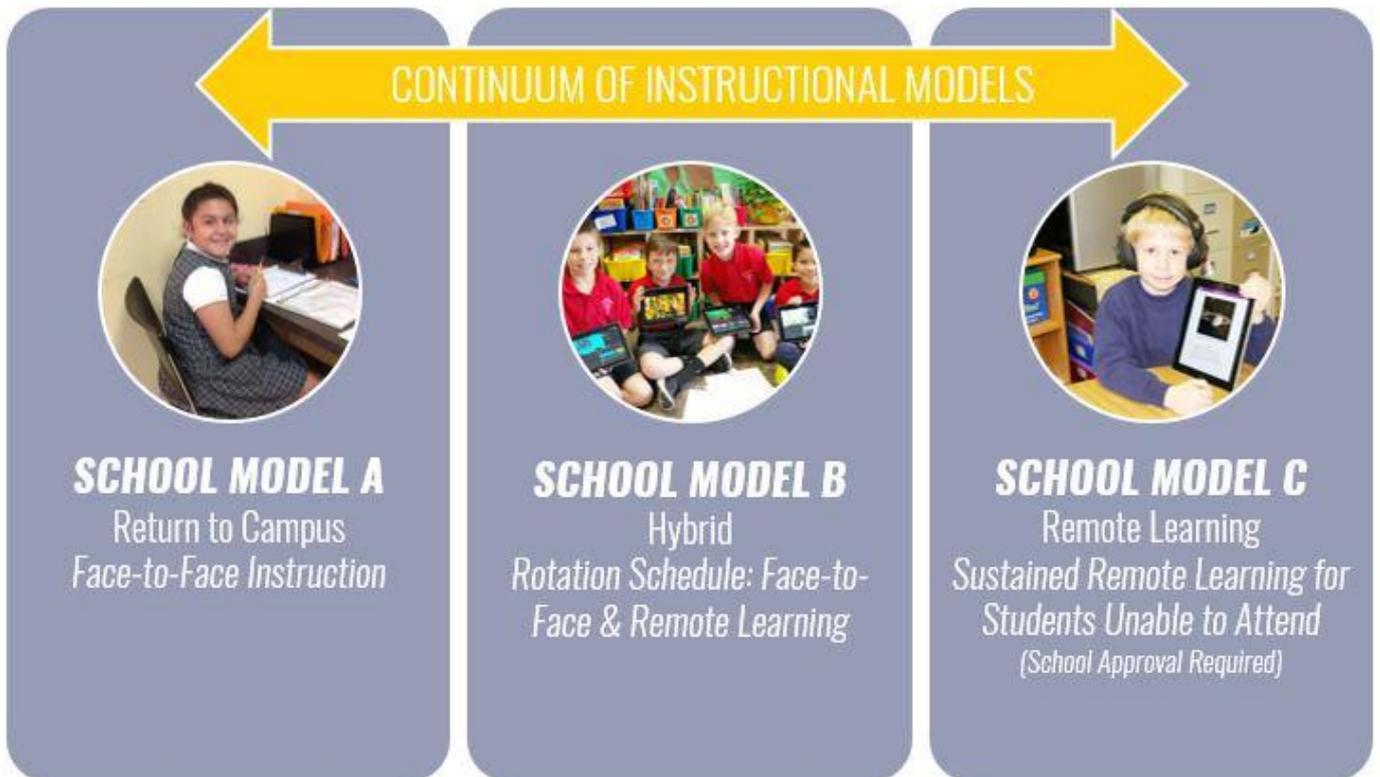
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# I. CONTINUUM OF INSTRUCTION

Any decision to shift instruction throughout the year is made after consultation with the Chancery and in light of the mandates by the Governor of North Carolina. The variability of the school year ahead requires that we be effectively prepared for changes to the instructional environment. The models of instruction include our optimal preference of face-to-face instruction. This level will incorporate reasonable social distancing, face coverings, and hand cleaning measures to reduce health risk. The hybrid model pairs face-to-face and remote learning instruction to increase social distance measures. The final model of instruction through remote learning provides safety from home. The continuum of instructional models are designed to be responsive to changes in health protocols as determined by the diocese, state, and local health officials.



## II. MODEL A: FACE-TO-FACE INSTRUCTION

St. Patrick Catholic School students thrive in our enriching faith-filled classrooms. Research has shown the importance of face-to-face instruction for the development of the whole child. We will continue to prepare with the guidelines below, a safe and conducive learning environment for our students with minimal social distancing. All of the protocols outlined in Model A will continue in Model B.

### SCHOOL DAY PROTOCOLS

- **Drop-Off (7:30AM-8:00AM):** Students and staff will complete the CDC checklist (see attached) prior to arrival to school. Upon arrival to campus, students and staff will receive a temperature check prior to entrance into the school building. Students and staff will sanitize their hands, enter the school and report immediately to their classrooms. Face coverings should be worn when students and staff enter the building and as they move through the common areas during arrival.
  - Our PTO will provide each student with a gaiter-style face covering OR a mask may be worn (family provided).
  - Parents will wait for child(ren) to be screened by staff before leaving campus.
  - Any student who does not pass the health screening will need to go home immediately.
  - Our staff will wear gloves and face coverings during the drop-off assessment.
- **Pick-Up:** Classrooms will remain separate during pick-up, and students and staff must maintain social distance and wear face coverings while waiting. Household groups may wait together, but maintain distance from other students. Face coverings should be worn by students and teachers at pick-up. Students will be called to the carline or to walkers by the front office, and will maintain social distance while they wait to head home. On the carline, students will stand on a social distance marker to wait for their vehicle. If all spots are filled, students will wait on markers in the gym.
- **Before Care (7:00AM-7:30AM):** Upon arrival to campus, students and staff will be administered the CDC checklist and receive a temperature check prior to entrance into the school building. Students and staff will sanitize their hands, enter the school and report immediately to Before School Care. Face coverings should be worn when students and staff enter the building and as they move through the common areas.
  - Our students will be supervised in the gym where CDC and social distancing requirements can be met. Students will be seated by class and spaced according to social distancing requirements. Once designated spaces have been filled, students will be dismissed to classrooms and supervised by their classroom teachers.
- **After School Enrichment Program:** MACS After School Enrichment Programs will be offered for this upcoming school year from dismissal until 6:00 pm. Additional information regarding the operations of the program will be forthcoming. Safety protocols that are in place at each school will be maintained.



# II. MODEL A: FACE-TO-FACE INSTRUCTION

## SCHOOL DAY PROTOCOLS CONTINUED

- **Classrooms/Homerooms:** We've prepared our classrooms as directed by the CDC and State requirements for appropriate social distance seating. Upon arrival to the classroom each morning, students and teachers will sanitize their hands and students will store personal use items for all subject areas in personal storage areas. Students and teachers will wash their hands at key points of the day, like before and after snack, before and after lunch and recess, when at the bathrooms, and before and after specials classes. The use of hand sanitizer will be under supervision where appropriate throughout the day.
  - Each classroom is equipped with an ample supply of hand sanitizer and paper towels and each student needs a personal supply of all items for classes and personal hygiene - face covering and tissues (see student supply list).
  - Classroom teachers or assistants will perform frequent cleaning throughout the day of high touch surfaces and allows time for cleaning and disinfecting between activities/classes.
  - Visitors are not allowed in the classroom as we are limiting those in and out of the classroom to essential personnel.
  - 4th and 5th grade students will not use lockers at this time.
- **Specials/Transitions:** As students and staff transition from classroom to classroom throughout the day, they will adhere to directional arrows in the hallways and stairwells. We have designated one stairwell as "up" and the other as "down", as well as designated traffic flow directions in the hallways. After students and staff depart the classroom, the room will be cleaned and disinfected by an adult staff member before the arrival of another class. Specials classes will be 40 minutes in length to accommodate disinfecting protocols. Students will bring their own supplies with them to specials classes.
  - PE: PE will be held outdoors whenever possible and will include individualized activities such as jump rope, agility activities, personal fitness, etc. Students will not share equipment or participate in activities that require physical contact between individuals and social distancing will be enforced.
  - A schedule is in place for frequent cleaning of any individual use equipment used in PE class.
  - If indoor PE is required, face coverings will be worn when social distancing can't be maintained.

# II. MODEL A: FACE-TO-FACE INSTRUCTION

## SCHOOL DAY PROTOCOLS CONTINUED

- **Front Office:** Visitors, parents, or volunteers may not enter the school or front office. Please call the front office if you are dropping off or picking up your student outside of normal drop-off and pick-up hours, and a staff member will meet your child. Entering the school will be by appointment only.
- **Other Common Areas:** If common areas of the school are used for class or gatherings, social distancing will be adhered to and the area sanitized between uses. There will be no school assemblies.
- **Cafeteria:** Students will eat lunch in the cafeteria by grade level, and will have assigned seats by class. Students will be spaced according to social distancing guidelines. Students will be served hot lunch by cafeteria staff wearing gloves. All surfaces will be cleaned and sanitized between each use. Hot lunch service will meet all health and safety guidelines. We will not have multiple cafeteria volunteers at this time--essential volunteers will be designated.
  - Lunch: We will continue to provide hot lunch service for our students. We will comply with COVID-19 safe food handling, preparation, and distribution as determined by the CDC and DHHS guidelines. No outside shared treats will be allowed, including for birthday celebrations
- **Snack:** During daily snack time, all students will bring their individual snack from home. If there is a situation in which the school provides a snack, it will be individual and pre-packaged. Students are not permitted to provide birthday treats for classmates at this time.
- **Recess:** This school year our recess schedule was created to allow for proper social distancing between students and prevents the mixing of grade levels. A schedule is in place for frequent cleaning of swings and structural equipment. Individual items such as hula hoops and jump ropes will only be used by one student at recess and then disinfected.
  - Teachers and staff will monitor games and activities to make sure that students adhere to social distancing guidelines and will prevent student gatherings and/or games that require physical contact. Students will not share items such as balls or frisbees.
  - If indoor recess is required, face coverings will be worn when social distancing can't be maintained.
- **Water:** Students will bring their own water bottles/containers and will be able to fill them using our bottle filling water fountain stations. Students without a water bottle will dispense water into a paper cup. Water fountain mouthpieces will be covered and unavailable for use.
- **Bathrooms:** All students and teachers will receive training on proper hand washing upon the start of the school year. Bathrooms will be marked for appropriate social distancing, the number of students in the bathroom at the same time will be limited, and high touch surfaces will be sanitized frequently.

# II. MODEL A: FACE-TO-FACE INSTRUCTION

## SCHOOL DAY PROTOCOLS CONTINUED

- **Nurse Visit:** Our school nurse or designee will continue to distribute medications to students who need medication to sustain attendance, students who have chronic health problems, or students with special needs as well as provide daily care for those who become sick or injured.
  - Students or staff will be screened for COVID-19 prior to entering the health room, and the number of students in the health room at one time will be limited to ensure safe, social distancing. If necessary, students will line up safely distanced outside the health room and will wash their hands or use hand sanitizer upon entering or leaving this space.
  - If a student or staff is deemed symptomatic, they will be isolated in a designated area and safely distanced from other students or staff that may also be in this designated area. If the student presents with fever or chills, cough, shortness of breath or difficulty breathing, body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea, vomiting and diarrhea, the parent will be notified for immediate pick up. If feasible and developmentally appropriate, the student will be asked to wear a face covering while waiting for pick-up.
  - Once a student has left the health room, it will be closed off and once deemed safe, will be thoroughly cleaned and disinfected once deemed safe to minimize the risk of exposure by the employee to respiratory droplets.
  - Our health room is equipped with temporal touchless thermometers, disposable surgical face coverings, reusable face shields, and disposable gowns. Our nurse or designee will wear a face covering when providing care for a symptomatic person, providing respiratory-related procedures that carry the risk of aerosolization such as nebulizers, and monitoring students who are waiting to go home in isolation. When monitoring or assisting a symptomatic student who is coughing and/or producing heavy respiratory secretions, a face shield will be worn in addition to the face covering. Gowns will be worn when caring for a younger student with vomiting and/or diarrhea.
- **Cleaning:** When students are out of the building Brotherly Glove, our cleaning company, will sanitize all classrooms, offices, hallways and stairway railings with electrostatic misting using the Clorox T360 unit, and restrooms with the Kaivac 1750. Mr. Celso will sanitize and clean common areas and high touch surfaces multiple times throughout the day. Bathroom surfaces will be disinfected hourly. High-traffic entrances and exits will have touchless hand sanitizer stations. Every classroom will be equipped with hand sanitizer and approved cleaning products to facilitate frequent surface cleanings.

## II. MODEL A: FACE-TO-FACE INSTRUCTION

### SCHOOL DAY PROTOCOLS CONTINUED

- **Mass:** Masses will be offered on Fridays and will observe current social distancing guidelines. The Cathedral will be sanitized before and after Mass. Depending on enrollment, students will attend Mass by grade level or with prayer partners. Masks are not required for students, but may be worn at a family's discretion.

### EXTRA-CURRICULAR ACTIVITIES

Each extra-curricular will be considered individually for feasibility and adherence to current state and local guidelines. This includes clubs, athletics, 5th grade musical, chorus concerts, etc. Students and staff will observe CDC and State requirements during one on one and small group tutoring.

### FIELD TRIPS

At this time field trips are on hold. We will continue to evaluate the possibility of trips throughout the school year.

### PTO EVENTS

PTO events that include large face-to-face gatherings have been put on hold for now.

Meetings or small group gatherings will be held virtually. In the event that a meeting occurs in person, temperatures will be checked and health screened. Masks will need to be worn by attendees in the building at all times and access will be limited. When possible PTO meetings will take place off campus or virtually.



## III. MODEL B: HYBRID

The shift to a hybrid approach for instructional delivery would include rotation schedules with face-to-face and remote learning components. There would be an emphasis on the need for increased social distancing at 50% capacity.

Students with last names starting with A-M attend face-to-face school on Mondays and Tuesdays.

Students with last names starting with N-Z will attend face-to-face school on Wednesdays and Thursdays.

Fridays will be designated days for remote learning and teacher virtual office hours.

Both face-to-face and remote learning will utilize digital platforms to support students, SeeSaw for grades k-3 and Google Classroom for grades 4-5.

## IV. MODEL C: REMOTE LEARNING

There may be times throughout the year that we will have to transition to remote learning. Thoughtful deliberations, evaluation of resources, and feedback has helped us create a framework for remote learning moving into the 2020-2021 school year. We are better equipped to meet the learning needs of our students at St. Patrick Catholic School. Flexible lesson planning with the incorporation of instructional tools that assist students in both face-to-face and remote learning environments will help ensure we are providing a high-caliber and rigorous level of education to all students.

**Remote Learning:** Remote learning will be the result of a complete shut down of the school campus due to the resurgence of COVID-19. SeeSaw in k-3 and Google Classroom in grades 4-5 will be the digital platforms used to provide assignments, assessments, feedback, and to collect assignments. Teachers will use a combination of best practices, including project-based learning, video lessons, virtual collaboration, blog/chat/posts, and more. Students will also have the opportunity to meet one-on-one with teachers to receive feedback and support.

**Sustained Remote Learning:** Sustained Remote Learning is an option for students unable to attend face-to-face learning due to general health concerns including anxiety and/or compromised immune system within the family. School approval is required for a student to enter into sustained remote learning. Consultation with the family that confirms the inability of the school to make additional accommodations for the safety of the student would result in the decision to implement sustained remote learning.

**Remote Learning and Sustained Remote Learning Tuition:** In the event of a natural disaster, disease outbreak or any other circumstances which, in the judgment of the school administration, make it infeasible, unsafe or otherwise imprudent to continue campus-based education, school shall resume as soon as practical via distance learning and/or other methods adopted and/or developed by the school administration and faculty. Due to continuing financial obligations relating to operational costs, including administrative, faculty and staff salaries, there shall be no suspension, reduction or refund of tuition or applicable fees.



## MODEL C: REMOTE LEARNING EXPECTATIONS

*The Model C Remote Learning expectations for administration and teachers involve establishing an environment that gives students the opportunity to meet the curriculum expectations for each grade level through digital means. Teachers will provide all students with a weekly plan outlining daily curriculum assignments along with specials area assignments. Teachers will include direct instruction videos or live instruction meetings during the week. All classroom teachers will host grade level appropriate classroom meetings during the week. A detailed plan for Model C Remote Learning will be distributed prior to the first day that students enter into this model. The staff of St. Patrick Catholic School are committed to providing families with a rigorous, Catholic education. In these unprecedented times, education takes on fluid and varied forms with the constant being our laser focus on each individual child's achievement and faith development.*

## REMOTE LEARNING PARENT INFORMATION

- Please continue to support the community and prayer life of our school.
- Set up a workspace and work time for your child, consistent with the school's schedule.
- Please work with your teacher on developing a routine for your child. Appropriate and consistent bedtimes, meal times, and school work times are very important to success. If you need suggestions for developing a routine for your child, please reach out to your child's teacher for ideas and help.
- Please contact your child's teacher through school provided contact information. Faculty and Staff are not expected to share personal cell phone numbers. If contacting the teacher after his/her scheduled office hours, allow time for the teacher to respond, at least 24 hours.
- Expect guided activities which may include any subject area, including specials classes.
  - Expect up to two hours of activities a day for K – 1st grades.
  - Expect up to three hours of activities a day for 2nd – 5th grades.
- School policies for homework and academic integrity still pertain. Always allow your child to do his/her own school work.
- Students are expected to attend all live classes and/or sessions. During these live sessions, students will be required to turn on their device's camera so the teacher is able to see the student during class.
- Please communicate with your child's teacher if your child is unable to attend an online class or scheduled meeting, or if he/she will be arriving late to the class.
- Continue to report absences per your school's guidelines.
- Our school's absence make-up policies apply to Remote Learning.



## REMOTE LEARNING PARENT INFORMATION

continued . . .

- Behavior concerns will be addressed following the classroom and school discipline policies. (See Parent Handbook for school discipline policy). Parents will be notified if there is a discipline issue with a student.
- Please presume the best of the teachers and school leaders and follow the appropriate chain of command if an issue arises. Your first point of contact is always your child's teacher--please contact him/her first with any concerns.
- Be sure your child gets exercise daily.
- We're here to work with you. We are all in this together.
- *Pray. We need your prayers and the prayers of your family, especially now. Make it a priority to connect with God during these times to feed your spiritual growth.*

# REMOTE LEARNING STUDENT EXPECTATIONS

- Be the best St. Patrick student you can be!
- Follow the St. Patrick Catholic School rules and Student Handbook. Be Jesus to One Another even in a remote setting.
- Please practice your prayers and remember to pray for all of the students, teachers, and families of St. Patrick Catholic School. Take time each day to connect with God.
- Set up a special work area and decide the best time to work. Treat remote learning like learning in your classroom at school. For best results, work in a quiet area of your home that includes a desk or table, and avoid distractions like food, toys, pets, television, and other electronics during work time.
- You are expected to attend all live classes and/or sessions. During these live sessions, you will be required to turn on your device's camera so the teacher is able to see you during class. Positive behavior choices and participation are expected. Our school absence make-up policies apply to remote learning.
- Complete and submit your work on time.
- Do your own work.
- Tell your parents if you have any questions or concerns, and ask your teacher for help when you need it.
- Be considerate of others in online discussions.
- You will be expected to follow all classroom and school rules when you attend online sessions during remote learning.
- Be an exceptional digital citizen by always being safe and responsible online. Tell a trusted adult when you have concerns.
- Plan time for rest and family activities.
- Although you are at home and not in your school classroom, your responsibility is to learn, grow, and be the best student you can possibly be during remote learning.



# V. PROCEDURES

## **Masks/Face Coverings**

At this time, students in grades K-12th will be required to wear a face covering upon arrival to school for COVID-19 screening to help reduce the risk of spread. Our PTO will provide each child with a St. Patrick gaiter-style face covering. All students are to arrive to school wearing a face covering, and will again leave school wearing a face covering. Following morning arrival procedures, students will be allowed to remove their face coverings for the day. It is not required that students wear a face covering during class or throughout the school day when social distancing measures have been established. Our classrooms, hallways, and common spaces have been configured to support social distancing requirements. Staff/faculty members are required to wear a face covering when social distancing measures cannot be maintained.

## **Transportation**

MACS transportation is available to families. Because students are often at the bus station unsupervised, and we cannot physically send a student home without a parent present, parents will be required to complete the CDC checklist at home with their child prior to arriving at the bus stop. Students in grades K-12th must have a face covering in order to board the bus. Should a student arrive to the bus without a face covering, the bus driver will provide one prior to the child boarding the bus. Upon arrival to schools, students will be screened with a temperature check and the CDC checklist prior to entering the building. Should the student display any symptoms, the symptomatic protocols will be followed. Each bus will be thoroughly disinfected after dropping students off and before the next group of students board. Efforts to increase social distancing between students will be employed. When social distancing is not feasible, students will be required to wear a face covering. Siblings will be required to sit together on the bus to help reduce the risk of spread and increase social distancing measures. The number of occupants on the bus will be determined by the Transportation Department and the CSO. If additional bus routes are required, a new schedule for pick-up and drop-off will be provided for families.

# V. PROCEDURES

## TRAININGS

**Staff Training:** Before the start of school staff will be trained on various policies and procedures related to health and safety. This always includes blood-borne pathogen training, EpiPen procedures, and general first aid. New this year, training will grow to include social distancing guidelines, cleaning procedures, staff response to symptoms and illness, and hygiene practices. Training will be conducted by our school nurse. In addition, a team of staff will be trained as first responders, which includes CPR and first aid certification. Throughout the school year staff will receive continuous training based on research-based best practices.

**Student Training:** The school nurse will train all students in proper hand washing and hygiene practices at the start of the school year and ongoing throughout the year.

**Parent Training for Remote Learning Platforms:** Parents will be offered virtual training sessions for SeeSaw (grades k-3) and Google Classroom (grades 4-5) to better facilitate remote learning. These two digital platforms will be used by teachers and students throughout the school year, in Models A, B, and C. Information regarding how to log in, access lessons and videos, find Zoom links, post completed assignments, and more will be offered to parents.

# APPENDICES

## Daily Home Screening for Students

### SECTION 1: Symptoms

If your child has any of the following symptoms, that indicates a possible illness that may decrease the student's ability to learn and also put them at risk for spreading illness to others. Please check your child for these symptoms:

<input type="checkbox"/>	Temperature 100.4 degrees Fahrenheit or higher when taken by mouth;
<input type="checkbox"/>	Sore throat;
<input type="checkbox"/>	New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline);
<input type="checkbox"/>	Diarrhea, vomiting, or abdominal pain
<input type="checkbox"/>	New onset of severe headache, especially with a fever.

### SECTION 2: Close Contact/Potential Exposure

<input type="checkbox"/>	Had close contact (within 6 feet of an infected person for at least 15 minutes) with a person with confirmed COVID-19: OR
<input type="checkbox"/>	Had close contact (within 6 feet of an infected person for at least 15 minutes) with person under quarantine for possible exposure to SARS-CoV-2; OR
<input type="checkbox"/>	Traveled to or lived in an area where the local, Tribal, territorial, or state health department is reporting large numbers of COVID-19 cases as described in the <a href="#">Community Mitigation Framework</a>
<input type="checkbox"/>	New uncontrolled cough that causes difficulty breathing (for students with chronic allergic/asthmatic cough, a change in their cough from baseline);
<input type="checkbox"/>	Live in areas of high community transmission (as described in the <a href="#">Community Mitigation Framework</a> ) while the school remains open



[cdc.gov/coronavirus](https://cdc.gov/coronavirus)