



**ST. ATHANASIUS
CATHOLIC ACADEMY
RE-OPENING PLAN 2020-2021**

**6120 BAY PARKWAY
BROOKLYN, NY 11204**



Logistics, Planning and Social and Emotional Provisions

This plan was developed in collaboration and guidance with the Diocese of Brooklyn Back to School Task Force, New York City Department of Health, CDC Guidelines, American Pediatric Association Recommendations and the State of New York

Note: This plan is pending government approval and assumes public health requirements are met; thus, it is subject to change, given the uncertainties of COVID-19.

***RESPONSIBLE PARTY**

The responsible party for this plan is the principal, Mrs. Diane Competello. She will be responsible for maintaining the plan policies and protocols for students, faculty and staff.

Creating well defined entrance protocols for students, teachers, and visitors

- **Entrance and Exit Procedures for Teachers, Students and Visitors: (Entry and exit doors may change depending on circumstances)**

- **TEACHERS AND OTHER STAFF MEMBERS**

Teachers and aides will enter through the parking lot door on the left side near the auditorium and proceed to the main office to sign in. All are required to wear face covering upon entry. All will be required to use hand sanitizing and have fever scan before 7:40 A.M. . If temperature is over 100° teacher will be sent home.

- **STUDENTS ALL STUDENTS WILL WEAR A MASK , HAVE TEMPERATURE CHECKS, UNLESS IT IS DONE AT HOME BY PARENTS, AND USE HAND SANITIZER UPON ENTERING. ANY PERSON WITH FEVER OVER 100° WILL BE SENT HOME.**

Students in grades K-1-2 will enter through the main doors on Bay Parkway between 7:50 and 8:10 A.M. Security Guard and Nurse will do fever scans. Students will use hand sanitizer and wear face covering upon entry and when walking to classrooms . Students will be escorted to classrooms by teachers and/or aides. Dismissal for K will be at the 62nd Street door at 2:45. Dismissal for Grades 1 and 2 will be from the Faith Formation door at 3:00.

Students in grades 3-4-5 will enter through the parking lot door nearest the Stage (61st Street yard entrance) to auditorium, wearing a mask, use hand sanitizer, and proceed to classrooms after fever scans done by aides at the entrance. Dismissal will be the same stairway and door at 3:00.

Students in grades 6-7-8 will enter through the Faith Formation door wearing a mask , hand sanitize, and proceed up to classrooms by that stairway after fever scan by aides.. Exit will be through Bay Parkway doors at 3:00

Hallways will be marked for traffic direction.

VISITORS will have limited access to the building. They will answer questionnaire regarding COVID contacts, have fever scan, must wear face covering, must use hand sanitizer, must report to Security guard. **ANY PERSON WITH FEVER OVER 100° WILL BE ASKED TO LEAVE. Only 2 visitors in the lobby will be allowed. Others will be socially distanced outside the building.**

Developing routines for daily health checks

- **SCREENING AND TEMPERATURE CHECKS**

- All staff and students entering the Academy will have the daily screening and temperature checks on arrival.
- Or parents do home screening for student

Link is here https://docs.google.com/forms/d/e/1FAIpQLSdJ9_1_TLgPh200f0k7HVhUYyTmsdtTm7LiXzuDjmhfHgL_XQ/viewform?usp=sf_link

Ask parents/guardians to take their child's temperature either before coming to the facility or upon arrival at the facility. Upon their arrival, stand at least 6 feet away from the parent/guardian and child. Ask the parent/guardian to confirm that the child does not have fever, shortness of breath or cough. Make a visual inspection of the child for signs of illness which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.

- Daily Attestation for Faculty, Staff and Visitors –Link is here https://docs.google.com/forms/d/e/1FAIpQLSfir2pUQfN4ENkN48GUOke_nyddltsCVDAdzvojqAPRBGiMQ/viewform?usp=sf_link
- Daily Attestation for Students: https://docs.google.com/forms/d/e/1FAIpQLSdJ9_1_TLgPh200f0k7HVhUYyTmsdtTm7LiXzuDjmhfHgL_XQ/viewform?usp=sf_link

- **FACE COVERINGS/MASKS** Students, staff or visitors without a mask will be provided with a disposable mask, to be worn in the building at all times.

- **SIGNAGE FOR DAILY HEALTH REMINDERS – posted throughout the building:**

- *Stay home if you are sick*
- *Stay 6 feet away from others*
- *Wash your hands often with soap and water. Use hand sanitizer if soap and water are not available.*
- *Protect those around you - WEAR A MASK !*
- *Always cover coughs and sneezes*
- *Symptoms to look for – COVID-19*

- **STUDENT SUPPLIES-** All student will have their own notebooks and writing/coloring/painting materials. No sharing is permitted of these or of electronic, toys or books. In primary grades, toys and equipment will be cleaned after each child's usage. Devices will be cleaned before recharging. Personal devices/phones will remain in the child's backpack between usage.

Developing protocols for social distancing in the classroom

- Classes will be split into cohorts (maximum 15 students) using additional facility space as well as temporary rooms in auditorium.
- Desks will be 6 feet apart. Markers will be on floors to show spacing.
- Teachers will be travelling to each room for instruction delivery. Students will have individual materials to be used only by one student. No students will be walking around. Teacher will remain in the front of the room. Students will remain with their cohort.
- Teachers of “Special” subjects i.e. Gym, Art, will come to the classrooms. Gym class will be outside if weather permits, or in the classrooms.
- NO sharing of electronics, toys or books.

Developing a plan for social distancing outside of the classroom in highly populated areas like hallway/locker areas, restrooms, locker rooms, lunchroom/cafeteria, the library, etc. This includes a plan for Mass and extra-curricular activities.

- Sidewalk and parking lot will be marked for Social Distancing as students enter the school.
- In hallways floors will be marked for social distancing (6 ft) with circular decals and/or arrows for direction of foot traffic.
- Lunchroom will not be used for lunch. Students will eat in classrooms with cohorts.
- Restrooms Students will be required to keep social distance on markers while waiting to use restrooms. Touchless paper towels and soap dispensers installed. Handwashing and distancing signage posted.
- Teachers will switch classes, not students, to avoid traffic in in halls and stairways.
- Students will be trained in Social Distance protocols before school opens as well daily reminders.
- Mass will be as announced with limited groups of students socially distanced in church.
- **TRANSPORTATION-** St. Athanasius Catholic Academy uses yellow bus service provided by the New York City's Office of Pupil Transportation (OPT) and will follow all guidelines issued by such agency.

Developing scheduling options to facilitate reduced capacity at school

- Morning entry for Kindergarten to 8th grade will begin at 7:50 until 8:05 using designated entrances assigned by grade levels. Pre-K will arrive from 8:30 on and Nursery begins at 9:00.
- Class schedules will include 30 to 60 minute blocks depending on the grade and subjects taught.
- Teachers will plan for 3 scenarios
 1. 100% in-person classes with social distancing and health protocols .

Teachers will have Maximum of 15 students socially distanced in rooms including non-traditional classrooms in the auditorium and making use of the STEM Lab and Learning Center, as well as other rooms on our site. One group will have live instruction with the teacher, while the other cohort in this grade will be in the partner room with an aide while using technology to view the lesson in real time. Teachers will switch rooms the following day so that students have equal amount of live teacher and technology.

2. Hybrid Teaching- In school/Remote - Some parents may opt for keeping students at home.

While students will be in socially distanced rooms at a maximum of 15 per classroom, those at home will be able to view lessons through Google classroom. Teachers will schedule times to help those in Remote situations

3. 100% Remote Learning- All students at home Teachers will be prepared to deliver remote instruction

Instruction will be held daily through designated platforms such as Google Meet, Zoom, Seesaw, schedule office hours to communicate with parents , and post all assignments on Google classroom. Specific

Attendance will be reported for any of these teaching situations as mandated. Students who do not attend remote classes will be reported as absent from school. Parents will be notified.

Creating a plan to handle confidentiality issues

- Our school nurse will be responsible for responding to COVID-19 concerns. All school staff and families will know who this person is and how to contact her.
- Confidentiality issues to be handled by the nurse and Principal who will then electronically transfer information to those concerned such as student's family, Diocese officials, DOH officials as necessary.
- Proper consent or authorization will be required before disclosing any health information as we must be mindful of employee and student medical privacy rights.

Procuring the necessary supplies for hygiene like hand sanitizer, wipes with bleach, etc.

- Hygiene supplies such as soap, paper towels, hand sanitizing stations and dispensers, refill supplies, wipes, bleach and misting equipment have been purchased and will be ready for the opening day of school. The school custodians will be responsible for reporting to the principal when less than 10 day's supply of any needed materials warrants an order of new supplies. Inventory will be taken weekly to determine ordering.
- Hand sanitizing stations, touch-less soap and paper towels dispensers, and wipes will be replenished daily in rest rooms and classrooms, as well as entrance ways and offices.

Creating a plan for deep-cleaning of facilities and high touch areas daily, between alternate schedules, in the case of evidence of positive cases, etc.

1. DAILY

After arrivals, custodians will use cleaning wipes on all bannisters, door handles, doorknobs throughout the facility. Before and after eating, students will wipe down desks and devices that have been used. All Classrooms, hallways, offices stairways, and restrooms will be sanitized with fogger and bleached after dismissal. Teachers will use Clorox or Lysol wipes throughout the day to keep desks sanitized. After lunch rest rooms will be wiped down again.

2. IF OTHER GROUPS USE THE BUILDING

If any extracurricular activity takes place the sanitizing procedure will be repeated when they leave.

3. IN THE CASE OF EVIDENCE OF POSITIVE COVID:

The Principal and school nurse will notify local DOH officials, staff and families while maintaining confidentiality rules.

We will inform those students or staff who have had close contact with a person diagnosed with COVID-19 to stay home, self-monitor for symptoms and call a doctor if symptoms develop.

Custodial staff will close off the areas used by sick person and wait at least 24 hours before cleaning and disinfecting.

NECESSARY PROTOCOLS FOR WEARING FACE MASKS INCLUDING CREATING PLANS FOR STUDENTS WITH SENSORY ISSUES

- **FACE COVERINGS/MASKS ***See Addendum 1**
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- **ADDENDUM 1- FACE COVERINGS**
- [Face Coverings](#)
- **Office of the Superintendent of Schools ~ Diocese of Brooklyn**
- Students are required to wear face coverings when in the school building and maintain appropriate social/physical distancing. Students should bring an appropriate face covering from home. The school will have surgical masks available for students as needed.
- Faculty and Staff shall be required to wear masks. Masks will be provided to all staff members by the individual school. Choosing to wear a mask of their own is equally acceptable. In addition, face shields will be provided upon request, but they are not to be used in lieu of a mask.
- All visitors to the school for any reason will always be required to wear a face covering while on school grounds or in the school building.
- All masks for faculty, staff, and students are subject to approval by the principal and Office of the Superintendent of Schools. Masks should be plain and free of any objectionable statements or support for any group, product, political view, and so on, other than the name of their Parish School or Catholic Academy.
- Non-disposable mask should be washed daily.
- NYS Department of Health Interim Guidance for In-Person Instruction at PK – Grade 12 schools during the COVID-19 Public Health Emergency (July 13, 2020)recommends that if face coverings are to be worn by all individuals at all times, students should be allowed to remove their face coverings during meals, while outside in the fresh air, and for short breaks so long as they maintain appropriate social distance.

NECESSARY PROTOCOLS FOR WEARING FACE MASKS INCLUDING CREATING PLANS FOR STUDENTS WITH SENSORY ISSUES (continued)

- CDC recognizes that wearing cloth face coverings may not be possible in every situation or for some people. In some situations, wearing a cloth face covering may exacerbate a physical or mental health condition, lead to a medical emergency, or introduce significant safety concerns. Adaptations and alternatives should be considered whenever possible to increase the feasibility of wearing a cloth face covering or to reduce the risk of COVID-19 spreading if it is not possible to wear one.
- Cloth face coverings should not be placed on:
 - Children younger than 2 years old.
 - Anyone who has trouble breathing or is unconscious.
 - Anyone who is incapacitated or otherwise unable to remove the cloth face covering without assistance.
- Appropriate and consistent use of cloth face coverings may be challenging for some students, teachers, and staff, including:
 - Younger students, such as those in early elementary school.
 - Students, teachers, and staff with severe asthma or other breathing difficulties.
 - Students, teachers, and staff with special educational or healthcare needs, including intellectual and developmental disabilities, mental health conditions, and sensory concerns or tactile sensitivity.
- While cloth face coverings are strongly encouraged to reduce the spread of COVID-19, CDC recognizes there are specific instances when wearing a cloth face covering may not be feasible.
- In these instances, parents, guardians, caregivers, teachers, and school administrators W consider adaptations and alternatives whenever possible. They may need to consult with healthcare providers for advice about wearing cloth face coverings.
- **Clear Face Coverings or Face Shields**
- Teachers and staff who may consider using clear face coverings or face shields include;
 - Those who interact with students or staff who are deaf or hard of hearing, per the [Individuals with Disabilities Education Actexternal icon](#)
 - Teachers of young students learning to read
 - Teachers of students in English as a second language classes
 - Teachers of students with disabilities
- *Face shields are not to be used for normal everyday activities or as a substitute for cloth face coverings because of a lack of evidence of their effectiveness for source control.*

NECESSARY PROTOCOLS FOR WEARING FACE MASKS INCLUDING CREATING PLANS FOR STUDENTS WITH SENSORY ISSUES (continued)

- **Practical Recommendations**

- Include cloth face coverings on school supply lists and provide cloth face coverings as needed to students, teachers, staff, or visitors who do not have them available.
- Include clear face coverings on school supply lists for teachers and staff who regularly interact with students who are deaf or hard of hearing, students learning to read, students with disabilities, and those who rely on lip reading as a part of learning, such as students who are English Language Learners.
- Ensure that students and staff are aware of the correct use of cloth face coverings, including wearing cloth face coverings over the nose and mouth and securely around the face.
- Ensure that students, teachers and staff are aware that they should wash or sanitize their hands (using a hand sanitizer that contains at least 60% alcohol) before putting on a cloth face covering.
- Ensure that students, teachers, and staff are aware that they should not touch their cloth face coverings while wearing them and, if they do, they should wash their hands before and after with soap and water or sanitize hands (using a hand sanitizer that contains at least 60% alcohol).
- Ensure teachers and staff are aware that they should wash or sanitize hands (using a hand sanitizer that contains at least 60% alcohol) before and after helping a student put on or adjust a cloth face covering.
- Ensure that all students and staff are aware that cloth face coverings should not be worn if they are wet. A wet cloth face covering may make it difficult to breathe.
- Ensure that all students and staff are aware that they should never share or swap cloth face coverings.
- Students' cloth face coverings should be clearly identified with their names or initials, to avoid confusion or swapping. Students' face coverings may also be labeled to indicate top/bottom and front/back.
- Cloth face coverings should be stored in a space designated for each student that is separate from others when not being worn (e.g., in individually labeled containers or bags, personal lockers, or cubbies).
- Cloth face coverings should be washed after every day of use and/or before being used again, or if visibly soiled.
- Students and schools should consider having additional cloth face coverings available for students, teachers, and staff in case a back-up cloth face covering is needed during the day and to facilitate every day washing of cloth face coverings.
- Students, staff or visitors without a mask will be provided with a disposable mask, to be worn in the building at all times.
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- * Some people, such as people with intellectual and developmental disabilities, mental health conditions or other sensory sensitivities, may have challenges wearing a cloth face covering. They should consult with their healthcare provider for advice about wearing cloth face coverings.
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Reviewing and updated the Emergency Contact Plan

- Families will be required to update emergency contact information before school re-opens through School Admin and Option C.
- Option C Parent Alert system will be used to notify parents of emergencies including school closures and restrictions to limit COVID-19 exposure such as limited hours , early dismissal etc. using email, text and automated phone calls.
 - Staff and families self-report to the school principal and nurse if they or their student have [symptoms](#) of COVID-19, a positive test for COVID-19, or were exposed to someone with COVID-19 within the last 14 days .

Periodically surveying stakeholders to evaluate programming and support and make adjustments.

- **MEETING WITH PARENTS-**

1. Meeting will be held before school resumes with parents by grade levels to discuss changes and re-opening plan that has been posted on school website.

2. Teachers will hold class “Back to School” Zoom meetings to discuss plans and procedures for the new year.

SURVEY TEACHERS One was already done. Monthly surveys will be given to assess new year procedures and practices, what is working, what needs change.

- **SURVEY STUDENTS** – Mid-semester and end of semester

- **SURVEY PARENTS** – At progress report and report card times

- Surveys will be for program evaluation, student device needs, family/teacher/student social-emotional needs.

ADDENDUM 2 – HEALTH AND SAFETY MEASURES

- [Health and Safety Measures: Monitoring and Containment](#)
- General Information
 - ✓ Administration, Faculty, Staff and Students will be reminded to stay home if they feel ill.
 - ✓ Administration, Faculty, Staff and Students will be reminded to stay home if they were within less than six feet for a prolonged period of time with a person with COVID-19
 - ✓ Training will be provided to all administration, faculty and staff on recognizing the signs and symptoms of COVID-19 and what to do if a child or adult are displaying symptoms.
 - ✓ Information will be provided to parents on the signs and symptoms of COVID-19 in children
 - ✓ Schools will ensure that any personnel performing in-person screening activities, including temperature checks, are appropriately protected from exposure to potentially infectious individuals entering the facilities. Personnel performing screening activities should be trained by employer-identified individuals who are familiar with CDC, DOH, and OSHA protocols.
 - ✓ Screeners will be provided and use PPE, which includes at a minimum, an acceptable face covering or mask, and may also include gloves, a gown, and/or a face shield.

ADDENDUM 2 – HEALTH AND SAFETY MEASURES (continued)

- **Daily Health Screening**

- Temperature Checks

- It is the recommendation that parents take their child's temperature every day before leaving for school. If the child's temperature is 100.0 degrees or higher, the child should remain home and see a doctor.

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- Temperature screening and screening questions as outlined in the NYS Guidance for In-Person Instruction at Pre-K–Grade 12 Schools during the COVID-19 Public Health Emergency are to be taken as each staff member and student enters the building:

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- Persons who have fevers of 100.0 degrees Fahrenheit or above or who are exhibiting other signs of illness shall not be admitted to the school.

- If the school has a nurse, the nurse will conduct the screening. In schools where a nurse is not present or is unable to conduct the screening, trained school personnel will be designated to do so.

- In schools utilizing multiple entrances to avoid gatherings and enhance social distancing a designated trained school personnel should be at each entrance to conduct the daily temperature check.

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- Schools are prohibited from keeping records of student, faculty, staff, and visitor health data (e.g., the specific temperature data of an individual), but are permitted to maintain records that confirm individuals were screened and the result of such screening (e.g., pass/fail, cleared/not cleared). (FERPA)

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ADDENDUM 2 – HEALTH AND SAFETY MEASURES (continued)

- **Health Screening Questionnaires**

- Screening is strongly recommended to be conducted remotely (e.g. by electronic survey, digital application, or telephone, which may involve the parent/legal guardian), before the individual reports to school, to the extent possible; or may be performed on site at the school.
- Remote screening should be coordinated to identify individuals who should not go to school and should be referred to their health care provider for further evaluation and COVID-19 testing.
- On-site screening should be coordinated in a manner that prevents individuals from intermingling in close or proximate contact with each other prior to completion of the screening
- Screening for all students, faculty, staff, must be completed using a questionnaire that determines whether the individual has:
 - knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had symptoms of COVID-19;
 - tested positive through a diagnostic test for COVID-19 in the past 14 days;
 - has experienced any symptoms of COVID-19, including a temperature of greater than 100.0°F, in the past 14 days; and/or
 - has traveled internationally or from a state with widespread community transmission of COVID-19 per the New York State Travel Advisory in the past 14 days.
- Schools should implement health screening practices for unscheduled visitors (e.g., members of the public allowed to use school grounds).
- Schools must require individuals to immediately disclose if and when their responses to any of the questions changes, such as if they begin to experience symptoms, including during or outside of school hours.

ADDENDUM 2 – HEALTH AND SAFETY MEASURES (continued)

- Symptoms and Signs of Illness

- School Personnel will monitor staff and students throughout the day for signs of illness. Symptoms potentially include the following:
 - • Fever of 100.0 degrees Fahrenheit or higher
 - • Cough
 - • Stuffy nose
 - • Chills
 - • Shortness of breath/difficulty breathing
 - • Loss of taste or smell
 - • Congestion/runny nose
 - • Nausea/vomiting/diarrhea
 - • Muscle/body aches
 - • Fatigue
 - • Sore throat
 - • Headache

ADDENDUM 2 – HEALTH AND SAFETY MEASURES (continued)

- Screening Positive for COVID-19 Symptoms at School

- Any individual who screens positive for COVID-19 exposure or symptoms, if screened at the school, must be immediately sent home as outlined below with instructions to contact their health care provider for assessment and testing.
- Schools must immediately move students who are exhibiting COVID-19 symptoms to the Isolation room where they will be monitored while they await pick-up and safe exit from the building.
- Isolation Rooms when in use, must be occupied by a school staff member wearing full PPE, with external ventilation increased within the area of isolation so as to encourage air flow (windows opened, non-mechanical ventilation disabled).
- Administration, Faculty or Staff will be discreetly asked to leave the building immediately and to report their symptoms to a medical professional.
- Schools and maintenance personnel will be required to close off and restrict the areas accessed by any sick individual or any individual exhibiting symptoms.
- The Isolation Room, or any room or area occupied by sick or symptomatic individuals, must not be reopened or utilized until cleaning and disinfection have taken place in an acceptable and prescribed manner following the CDC prescribed guidelines.
- Schools are to wait twenty-four (24) hours before custodians clean and disinfect the Isolation Room
- Staff members tasked with cleaning the affected areas must wear appropriate personal protective equipment and arrange for optimal ventilation conditions during the cleaning process.
- Schools are to advise sick staff members and students not to return to school until they have met the CDC criteria to discontinue home isolation for COVID-19 and non-COVID-19 related illnesses, which includes three days with no fever, an illustration that symptoms have improved, and ten (10) days elapsed since the symptoms first appeared.
- School leaders should monitor staff absenteeism as well as present symptoms or types of illness among students and staff to guide decision-making and next steps.
- All quarantine orders issued by the federal, state, and local government directives must be followed by students, faculty, and staff.

ADDENDUM 2 – HEALTH AND SAFETY MEASURES (continued)

- Reporting a Positive COVID-19 Case

- Principal will immediately notify Tom Chadzutko and Joan McMaster in writing with all relevant details of any confirmed COVID-19 case.
- Principals will be instructed on notifying the state and local health department about the case if diagnostic test results are positive for COVID-19 and follow the state and local health department guidance on notification and for next steps.
- Principals must then distribute this notification to school staff members and families
 - once approved by the Office of the Superintendent. No identifying information is to be used in any communications regarding the individual who may be symptomatic
- Principals will coordinate with maintenance staff to ensure compliance with CDC disinfection procedures and timelines guidance.
- Schools will follow all health department directives on school closures, because of COVID-19.
- Schools in consultation with the local health department(s), about the requirements for determining when individuals, particularly students, who screened positive for COVID-19 symptoms can return to the in-person learning environment. This returning to learning requires a written note of medical clearance from a licensed NYS health care provider, proof of a negative COVID-19 testing after having no fever for three days, and symptom resolution, or if COVID-19 positive, medical release from isolation.
- In keeping with HIPAA law, at no time should the identity of the individual, who is COVID-19 positive, be revealed. Schools must take extreme and extenuating measures to protect the identity of the individual. This is a critical violation of a person’s civil rights, and appropriate action for the failure to do so could result in disciplinary action up to and including termination.
- **PLEASE NOTE: Plan is subject to change according to state and local health agencies.**
- **Triggers Closure Plan**
- St. Athanasius Catholic Academy will follow the outlined guidelines provided by state and local agencies.
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- **Contact Tracing**
- St. Athanasius Catholic Academy will follow all New York City guidelines for contact tracing.



Social and Emotional

Diocese of Brooklyn

St. Athanasius Catholic Academy

6120 Bay Parkway

Brooklyn, NY 11204

Creating community and connecting with students in new school configurations

Buddying different grades via Zoom/Google Meets for
Online Mass celebrations via Zoom/Google Meets
Mass celebrations in schoolyard (Sept., Oct., Nov.)
Classroom mass celebrations (Priests assigned to classes)
First Friday Mass with 2 or 3 classes in church at social distances –
sometimes livestreamed to classrooms.
Alternate classes attending Benediction and Adoration
Principal welcomes new students on academy/school social media
Monthly Zoom/Google Meets sessions to bring different classes together
to socialize- ex, “read alouds”, “show and tell”,
Classroom meetings addressing shared experiences
Recess with different classes via Zoom/Google Meets
Post special events, milestones, student of the month on Website



Facilitating community and connection with faculty and staff

- Principal will have frequent communications with the Office of the Superintendent staff
- Faculty will continue virtual monthly meetings with small group meetings as needed for planning or PD.
- Advisory Team of teachers for grade levels and specials will meet with Principal bi-weekly disseminates information to other teachers
- Due to the limited time meetings can be digital to limit interaction
- Faculty meetings will have a person to take minutes. Agenda will be clear as it pertains to goals of the school.
- PDHP counselors would provided appropriate referral for
 - Post traumatic stress, Health emergencies, Grief and bereavement, anxiety, depression, other health challenges
- Counseling sessions provided by Mother Cabrini
 - Post traumatic stress, Health emergencies, Grief and bereavement, anxiety, depression, other health challenges
- Spiritual Support for faculty and staff (our parish priests)
 - Faith Based discussion groups will be offered
 - Weekly rosary prayed together on zoom



Onboarding students to orient to the new realities of the classroom and school

- Plans need to be consistent across the whole school
- Teachers will have virtual meetings to discuss contents and carrying out the plan
- Parents must be educated on plans – posted on website
 - Virtual Back to School Meeting- video from principal , then individual teachers will host class Zoom
- Rubric plan must be made if students do not comply with new realities of the classroom- age appropriate
- Student check-in to discuss how they are feeling using digital surveys
- Principal will create and post welcome back video message to the families
 - Principal will give updates on safety procedures
- Principal will get Mother Cabrini and PDHO Counselors to implement

Support for Students Exposed to Trauma (SSET) to address issues of

- anxiety or nervousness
- withdrawal or isolation
- Depressed mood
- Acting out in school
- Impulsive or risky behavior



Developing a differentiated on-boarding plan for students that are new to the school (transfer students)

- Teachers will have a buddy system where new students are paired/grouped with other students in the class via Zoom/Google Meets sessions
- Class parents and those who have been in school previously will be asked to be “Buddy Family” to new families
- Principal will highlight events to ensure communication is open
- Important events will be posted on school social media pages
- Teachers will hold classroom meetings addressing shared experiences
- Principal will have virtual meetings with families to give information and answer questions



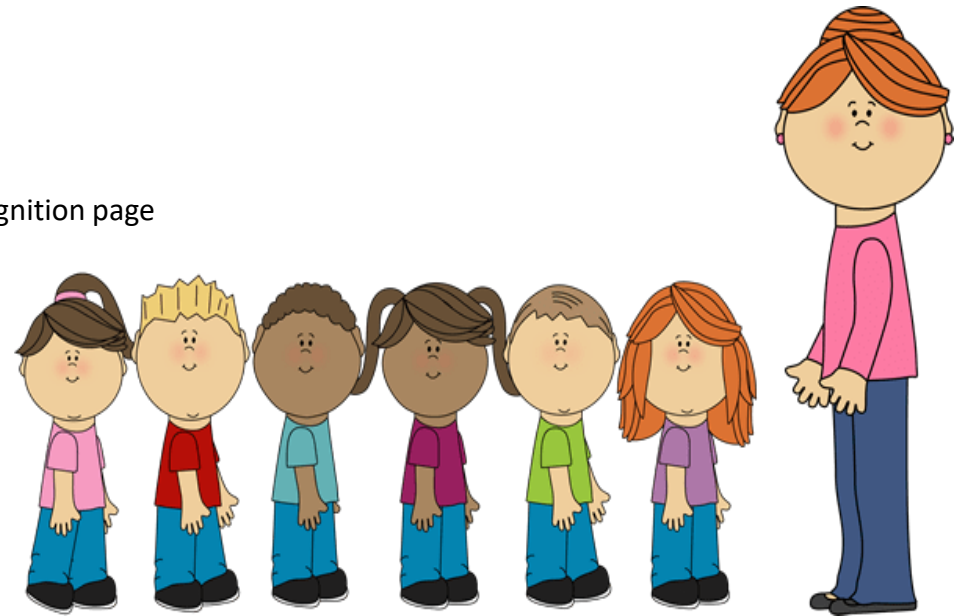
Developing authentic ways for parents to connect with the school community in a virtual world

- Administration will facilitate parent meetings via Google meets or zoom meetings for support or information
- Grades 4-8 – Parents can remotely learn from Evidence Based Program EBP Guiding good Choices
- Grades K-3 - PDHP can customize remote parent learning programs
- For Social Well –Being Virtual Zumba, Yoga, Meditation can be organized by class parents for other parents
- For Spiritual Well-Being – Teachers can volunteer to lead faith based discussion groups,
or weekly meets to pray the Rosary.
- For Emotional Well-Being– Bereavement support is available by priests and parish bereavement groups



Maintaining daily rituals (i.e. daily announcements, morning prayer, etc.)

- Morning prayers and announcements will be over PA system rather than in yard assembly as last year.
- Afternoon prayers will be recited in classes by teachers and aides
- Prayer before lunch will be recited in each class
- Mission class of the month winners will be displayed in the hallways.
- Virtual calendars for months will be on website
- Students of the Month will be announced on designated bulletin board and a digital recognition page



Structuring social opportunities for students and families

- Schoolwide virtual talent show will be held again
- Mass in school yard with select classes and social distancing will be held
- HAA will host Halloween/Easter celebrations in schoolyard
- Teachers will have Virtual Christmas parties with their classes
- Classes will have virtual class trips
- Teachers will host “movie night” on Google Meets



Creating ways to mitigate stress responses in students, teachers, and families

- Students-

Teachers will post all announcements, handouts and assignments on their Website class page and Google classroom homeroom page.

- Families

Administration will send notices via Option C to families and post on website

Emails will be limited to school domain

- Teachers

Teachers will use their email at the school domain to communicate with parents and never with students. Nursery and Pre-K also use Seesaw App. Teachers will post hours they can be reached. If contacted later, they will respond within 24 hours.

- Advisory Team of teachers on grade bands and specials

- meet with Principal bi-weekly disseminates information to other teachers

- Class Parent

- contact with the principal as necessary
- Disseminates appropriate information



Enhancing approaches to support social emotional learning

- Communication will be open with principals, teachers and administration
- Emotional Literacy will be addressed in each class
- Mother Cabrini and PDHP Counselors will be requested to provide services according to the needs of the school



SOCIAL & EMOTIONAL
LEARNING SUPPORT

Adjusting recruiting and marketing practices to attract new families and maintain contact with those newly enrolled.

- Highlights of activities are posted on the website homepage (videos) and individual class pages.
- Zoom meetings are offered with prospects for personal touch
- New families are contacted via phone to check in during first month and periodically after that
- New families will meet with host families via phone, Zoom, Google Meets
- Board members help recruit by contacting families
- School website has recorded messages of teachers, parents or students telling why they love our school love it here because...



PDHP & Mother Cabrini Counselors

Principals would like counselors to return to schools opening day to provide social and emotional support to students and teachers.

Principals agreed with PDHP that an emphasis should be given to students exposed to trauma.

Principals reported concern about the need to provide social and emotional support to introverted students.

Principals believe that social distancing could be adhered to with counselors inside their schools.

Good site for parents :

<https://www.facebook.com/PDHPParents/>