

Opening Plan 2020-2021

Learning Together - Comet Strong

COVID-19 is a fluid situation, and local or state guidance could affect some or all of these plans. We will update and adapt as necessary to respond to changing guidance from the Diocese of Richmond, and health or government agencies.

Saint Benedict plans for in-person instruction 5 days a week

to the extent allowed by the Diocese of Richmond and government authorities.

Our planning process focuses on both

Our School Philosophy: To guide our students toward full communion in the Body of Christ. Faithful to the teaching authority of the Catholic Church, we participate as an extension of the family and provide a welcoming Christ-centered community that nurtures our children in achieving their God-given potential. Through Classical academics and Catholic formation, we help our students approach learning with joy and virtue, integrating faith and reason, and cherishing the pursuit of wisdom and truth.

Protect Our Community: The health (developmental, mental, and physical) and safety of our students, faculty, and staff is of utmost importance. Preventing/limiting an outbreak of COVID-19 requires Saint Benedict to partner with parents, the Diocese of Richmond, public health officials, and the community.

What you can expect

6 ft. - Physical Distancing

We will maximize physical distancing and achieve 6 feet whenever possible.

- Classroom furnishings will be limited to essentials and desks spaced
- Markings placed on hall floors to visually cue 6 feet
- New procedures to travel through the hallways (e.g. airplane arms)

Reduce movement throughout the building

- Lunch in classroom or outside
- Lower School - art and music in grade level classroom
- Middle School - Core classes generally meet every other day
- Homeroom (AM/PM) - In classroom of first/last class of day
- Limited use of lockers and cubbies



What you can expect

Limited Cross Grade Activities - Each grade will have its own recess time/area. In the classroom, teachers will sanitize desks/shared objects between groups.

Custodian - A custodian will be present during the school day to attend to the frequent cleaning of high-touch surfaces and common-use (e.g. bathrooms, stair railings) spaces to reduce the risk of infection.

Hand Sanitizer - Hand sanitizer dispensers will be stationed at all building entrances and in all classrooms.

Ventilation - Our recent HVAC replacement included mechanical equipment to introduce outside air. The project includes a regular schedule of maintenance which includes filters. Teachers are encouraged to keep their doors and/or windows open as appropriate.



What you can expect

Face Coverings

- Everyone entering campus must have a face mask!
- Teaching and reinforcement of the use of face mask coverings.
- Students in grades 4 - 8 and all adults will wear face mask coverings when they are not able to maintain a 6 ft. distance in classrooms or when in communal spaces.
- Students in grades JK - 3 will be encouraged wear face mask coverings when they are not able to maintain a 6 ft. distance in classrooms or when in communal spaces.
- Developmentally appropriate or medically necessary accommodations will be made as needed.
- Every student is asked to bring in 2 face masks (disposable is fine) in a ziploc bag with the student's name on it. This is being added to the supply list.



Specific Training

- Teacher/Staff training the week of August 17 will include
 - Handwashing
 - Respiratory Etiquette
 - Masks
 - Identifying COVID symptoms, what to do if student exhibits symptoms
 - Sanitizing Objects/Desks
 - COVID training that meets the Virginia's Emergency Temporary Standard (anyone may request access to this training/required of employees)
- Students training the first day of school (and on going) will include
 - Handwashing
 - Masks
 - Procedures for moving through building
 - Respiratory Etiquette
- Parents will have access to training via Google Classroom by Aug 21



What we expect from you

While Saint Benedict is undertaking numerous precautions to mitigate potential COVID exposure, each family plays an important role in ensuring that our community stays healthy!

- **Vigilance** - Families are asked to be vigilant with physical distancing, wearing face coverings in public spaces, and washing hands frequently outside of school.
- **Stay Home if you Have Symptoms** - It is critical that you stay home if showing any signs of contagious illness, that cannot be attributed to another known health condition.
- The Student Handbook will have a Pandemic Addendum. It will be posted by next Tuesday and you will need to complete the Handbook Acknowledgement form.

We have a shared responsibility to take measure to prevent the spread of COVID so that our school can remain open. **Learning Together - Comet Strong!**

The School Day - Carpool

Morning Carpool 7:45 - 8:10

- **Everyone must go through car line unless they have been approved as a walker by the Principal.**
- Temperature taken before car departs
- Students Grade 4 - 8 MUST wear mask
- Students Grade JK - 3 MUST have mask
- Students will use hand sanitizer and proceed directly to their classroom.

If you arrive after the gates are closed, you must park, walk your student to the front door, and wait while your student is screened.

An updated Transportation Form reflecting these changes, will be available next week for you to sign and submit.

Afternoon Carpool 3:00 - 3:15

- Students will be arranged on the blacktop physical distanced (family groups-possible).
- Students Grade 4 - 8 MUST wear mask. Younger students will be encouraged to wear masks.
- **Everyone must go through car line unless they are dismissed to ASE or have been approved as a walker by the Principal.**
- We will call the parents of any remaining students. At 3:30 remaining students will be sent to ASE (and the daily ASE rate will be charged).

Lunch & Water Bottles

- Students may bring their lunch or order from YayLunch! (starting the second week of school)
- Students will wash/sanitize hands before lunch and teachers will sanitize desks.
- YayLunch! - Individually packaged lunches - delivered in insulated bags (one per classroom)
- Packed Lunch - needs to be self-contained
 - Include needed utensils, napkins, and a drink.
 - Do not send in items that need to be refrigerated or heated.
- EVERY student should bring a filled reusable bottle from home EVERY DAY!
 - All of the drinking spouts on existing water fountains are being removed or disabled to prevent the spread of infection.

Recess/Outside Time

Outdoor time for students will be especially important this year.

- Teachers will be encouraged to take classes outside during the school day when lessons and physical distancing allow.
- Recess and PE will be outside, weather permitting.
- Masks required/encouraged based on grade if within 6 feet.
- Playground equipment will not be shared between grades and will be sanitized after each use.
- Classes will be cohorted by grade.
- Students will wash/sanitize hands after recess or PE.

Restroom Use

- Teachers will ensure that use of the restrooms is staggered.
- Partitions have been placed between sinks not 6 ft. apart.
- Additional students will wait outside the restroom spaced 6ft. apart based on floor markings
- Every other restroom stall will be closed to encourage distancing, and a plastic partition will be placed between sinks.
- The restrooms off the cafeteria will be set aside for use by the middle school students. The restrooms off the central stairwell will be used by the elementary grades.
- Each class will have assigned restroom times to help keep from overcrowding the restrooms (of course we know kids may have to use the restroom outside assigned times).

Extended Day 7:30-7:45 and 3:00-6:00

- Students will be screened before entry.
 - AM: Parent will stand at ramp door until the student passes screening.
 - PM: Students will be rescreened. Students who don't pass will be sent to the clinic and parents will be called.
- Physical Distancing and mask policies will be the same as during the school day.
- Parents are **REQUIRED** to sign-up in advance as our capacity is currently **LIMITED** by the state to 22 (including adults). This also allows the staff to prepare for the correct number of students.
- When picking up students from extended day (ASE) in the afternoon, parents will call/text the ASE cell phone upon arriving at the ramp door. A staff member will bring your child to you. Please allow a few minutes for them to gather their belongings.

CURRENTLY There are no other after-school offerings planned. **OUTSIDE** Groups (e.g. GRSM) are not using the building!

Additional Policies & Procedures

- Students, faculty, or staff who present with signs/symptoms of contagious illness, including COVID-like symptoms will be taken to the recently established isolation clinic. The student must be picked up from school as soon as possible by a parent/guardian or designated emergency contact and remain home as long as is required by current medical guidance.
- Confirmed cases of COVID should be reported to the school clinic.
- Temperature check is required for Entry
- Face Coverings are required for Entry
 - Must be worn by adults and students grade 4 and up when they are not able to maintain a 6 ft. distance in classrooms or when in communal spaces. Encouraged for younger students.
- No field trips for the Fall Semester.

Additional Policies & Procedures

- Visitors: We are restricting visitors to campus to those who have a compelling need.
 - This includes parents and other members of the school community.
 - This was a particularly difficult decision because of the important part parents and other members of the community play in the life of the school. Once local conditions improve, we look forward to welcoming parents back to campus.
 - We have discontinued facility rentals.
- Counseling: We are contracting with Commonwealth Catholic Charities for a social worker to provide short term and crisis counseling to students (in building twice a week for 3 hours each time).

COVID on Campus

We will separate and isolate those who present with symptoms in the isolation clinic

- We will call the parents of any students who show symptoms
 - If we can not reach the parents within 15 minutes we will call the parent designated emergency contacts.
 - If needed, we will facilitate safe transportation of those who are sick to home or to a healthcare facility.
- We will follow CDC guidance for cleaning and disinfecting areas used by sick individuals once they have departed.

If there is a confirmed case of COVID on campus

- The principal will communicate with the local health department to initiate public health investigation, contact tracing and consultation on next steps.
- We will work with local health authorities and the Diocese of Richmond to decide if we need to shut down the school completely or isolate certain grades.
- All communications will respect privacy and confidentiality.

Learning at a Distance

We will support students who are not able to be at school.

- Parents who think their student will need to stay home during Phase 3, should reach out to Jeff Cronheim, Dean of Students, to begin the Student Accommodation Process. This process allows for the creation of an individual plan appropriate to the students age and needs.
- An abbreviated process will be followed for students who are not ill but need to be out for 5-14 days.

Hybrid Learning

- Students who need to stay home will have opportunities during the day to join class in real time through equipment like Swivl (awaiting delivery) used in combination with Zoom. The teachers and aides will also perform regular check-ins.

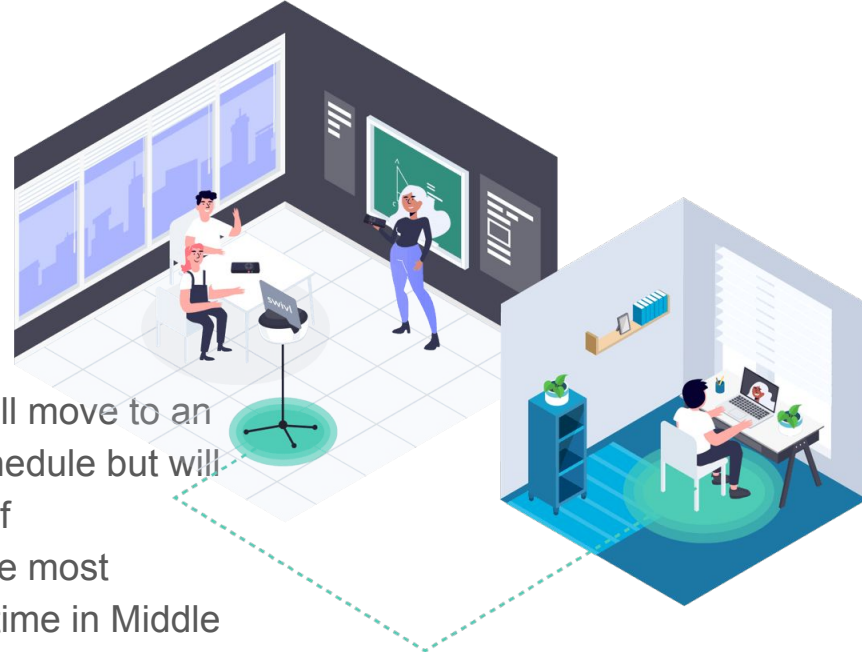
Learning at a Distance

Entire Grade

- Should an entire grade be at a distance, the grade will move to an online schedule that closely mirrors the in-person schedule but will involve more asynchronous activities. The balance of synchronous/asynchronous will vary by grade with the most asynchronous time in JK and the most synchronous time in Middle School.

LMS: To facilitate the transition between different types of learning we will be use a Learning Management System for all grades.

- JK - 3: Seesaw
- 4 - 8: Google Classroom



Faculty Summer Training

- All teachers participated in workshops about hybrid learning, which should allow for smooth transition between in-person and distance learning. Teachers also participated in professional development for dealing with the potential social-emotional impacts of COVID-19 and the differences in returning to school. Here are a few of the many courses taken this summer by our teachers:

Hybrid Learning for Middle School Teachers, Teaching Social-Emotional Learning in a Wireless World, Using Accommodations and Modification in Online Learning, The Flipped Online Classroom, From Emergency to Distance Learning, Early Childhood Pedagogy for In-Person and Online Teaching and Learning, Social-Emotional Learning Through Virtue Education

- There will be additional training in our Learning Management Systems, Google Classroom and Seesaw.

Supporting Each Other

We realize this continues to be a very stressful time. Please do not hesitate to reach out.

Sean Cruess, Principal, scruess@saintbenedictschool.org

Jeff Cronheim, Dean of Students, jcronheim@saintbenedictschool.org - to initiate the SAP process for students who need to stay home.

Denise Lawrence (after August 17), School Nurse.

Questions

- Mr. Cronheim has collected your questions and will attempt to answer the most frequent ones first.
- Mr. Cruess will answer the question or direct the question to another staff member.
- Questions that are specific to an individual situation won't be addressed and should be sent directly to prepared@saintbenedictschool.org
- If we don't get to your question or you have questions later please email prepared@saintbenedictschool.org