



# RETURN TO CAMPUS PLAN

ST. BERNARD ACADEMY COMMUNITY  
2020-2021

## A LETTER FROM MR. SABO



Dear SBA Community,

Since first announcing our Return to Campus plan in June, the situation and circumstances around the COVID-19 pandemic have continued to evolve. Please know that we take this virus and all of its implications very seriously and that we continue to monitor all developments closely. We continue to plan for our students to return to campus in August and are committed to providing as safe of an environment as possible.

We continue to watch recommendations from the federal government and the Centers for Disease Control and Prevention (CDC) and will seek guidance from nationally renowned public health experts at Vanderbilt University Medical Center. As we have learned thus far, there is a need to have detailed plans to create a safer environment as we return to school, but we must also be nimble, as the pandemic can evolve and change quickly. We will be vigilant and will not hesitate to make any changes we deem necessary.

A great deal of our planning this summer has included ways to make the physical campus safer. We have added ways to clean the building air, included floor markings as reminders for social distancing, and purchased significant amounts of protective equipment and cleaning supplies. The school will be cleaned frequently throughout the day with emphasis on high touch areas.

Gatherings of 25 or more will be avoided, and our student groupings will keep pods or cohorts together limiting exposure and cross-over implications.

Our dropoff and arrival locations have changed creating a different feel to our morning campus and plans to begin dismissal earlier are included.

Based on this guidance we ask that you also commit to keeping your children safe and following key practices as you and your family go out into the community, including wearing masks when in public spaces, maintaining distancing and avoiding large groups, and washing your hands often. This expectation begins in the days and weeks leading up to the start of school. Preparing for your children's return to campus should be mindful. Our return to campus will only be as safe as those students/teachers returning to campus. We ask that all families commit to this safety element at home and know that we are committed to keeping students safe while on campus. Our goal is not only to reopen our school, but to keep school open continuously as long as possible.

**As has always been our standard of care, any student, faculty, or staff member with a temperature of 100.4° or higher will be sent home. If a student displays multiple symptoms, that student's family will be notified of that as well.**

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The four main components of our day-to-day plan for preventing the spread of COVID-19 on campus are especially important:

- wear face coverings/masks
- physically distance six feet as often as possible
- avoid large gatherings
- regularly wash hands with soap and water or use hand sanitizer.

The COVID-19 advisory committee has gone to great effort to craft a safe return to campus; however, it is the actions we each take as individuals—both on campus and off campus—that will have the most immediate and long-lasting impact. We strongly recommend that any student participating in sports, competitions, and other off campus activities follow social distancing guidelines. Some of these practices include always wearing a mask when in a group setting, avoiding gatherings in locker rooms, team meetings, parties, etc.

We know that these times are very challenging and difficult. Please know that we continue to listen to your input coming through surveys, zoom calls and email. Through all of this, we will remain committed to our values and our mission. We feel very confident in the way we were able to adapt last spring to our distance learning and will continue to innovate and make needed adjustments as this school year progresses. We are truly committed to providing the best academic experience possible through a combination of on-campus classes as well as distance learning.

Sincerely,



Chuck Sabo  
Head of School



**THE COVID-19 ADVISORY COMMITTEE HAS GONE TO GREAT EFFORT TO CRAFT A SAFE RETURN TO CAMPUS; HOWEVER, IT IS THE ACTIONS WE EACH TAKE AS INDIVIDUALS—BOTH ON CAMPUS AND OFF CAMPUS—THAT WILL HAVE THE MOST IMMEDIATE AND LONG-LASTING IMPACT.**



# COVID-19 ADVISORY COMMITTEE

As we continue to monitor the COVID-19 developments, we would like to recognize and thank our COVID-19 Advisory Committee. We will continue to meet virtually as we determine the best course of action to take for the upcoming school year. This group has been instrumental in providing insight and feedback to help shape our return to school plan. We proudly thank them for their commitment to the families at SBA and for their meaningful work.

**Dr. Tom Talbot, MD MPH**

Professor of Medicine,  
Vanderbilt University School of Medicine  
Chief Hospital Epidemiologist,  
Vanderbilt University Medical Center

**Dr. Keipp Talbot, MD MPH**

Associate Professor of Medicine,  
Vanderbilt University School of Medicine

**Dr. Frank S. Calandrino, MD**

Pulmonary Physician, Private Practice,  
Midwest Chest Consultants, PC, St. Charles, MO

**Bonna Johnson**

Vice President of Corporate Communications,  
Nashville Convention and Visitors Corp

**Shane Cortesi**

Immediate Past President, SBA Board of Trust  
Patent Attorney at Cortesi Law, Nashville

**Chris Crane**

Finance Committee Chair  
Divestiture Execution Manager, Bank of America

**Evelyn Ebbie Redwine**

SBA Board of Trust  
Registered Nurse

**Li Xu**

SBA Board of Trust  
Marketing, Caterpillar Finance

**Dr. Margaret Thornton, Ed.D**

Lower School Division Head

**Christina Mila**

Upper School Division Head

**Pam Parks**

Business Manager

**Randy Russell**

IT Director

**Rebecca Nichols**

Aftercare Director

**Carl J. 'Chuck' Sabo**

Head of School

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**St. Bernard Academy is committed to and will be ready to return to the school campus depending on public health and government guidelines. It is our plan to open at full capacity, short of a mandate to shelter-in-place.**

Protecting the health, safety and well being of every member of the St. Bernard community is our highest priority. Our mission focuses on providing an excellent Catholic academic education built on a foundation of self-discipline, compassion and a sense of responsibility for social justice in the tradition of the Sisters of Mercy. We feel that providing this excellent education is best accomplished with in-person, on-campus, face-to-face instruction and interaction. While the infection and ensuing pandemic caused by the COVID-19 virus may impact our on-campus instruction and normal activities throughout the 2020–2021 school year, we will not be deterred and refuse to surrender hopelessly to the challenges posed by the virus.

## **OUR PRIORITIES FOR REOPENING**

- Protect the health and safety of students and employees
- Be compliant with government orders
- Utilize guidelines from the Centers for Disease Control and Prevention (CDC), Davidson County Department of Health, and Vanderbilt University Medical Center
- Establish effective use of spaces and places to support physical distancing
- Provide students with familiarity of school routines and for virtual learning
- Set clear expectations for everyone's health, safety, and learning
- Safely accommodate the maximum allowable number of students and teachers on campus for as much in-person teaching and learning as possible



**WHILE THE INFECTION AND ENSUING PANDEMIC CAUSED BY THE COVID-19 VIRUS MAY IMPACT OUR ON-CAMPUS INSTRUCTION AND NORMAL ACTIVITIES THROUGHOUT THE 2020–2021 SCHOOL YEAR, WE WILL NOT BE DETERRED AND REFUSE TO SURRENDER HOPELESSLY TO THE CHALLENGES POSED BY THE VIRUS.**





## FIRST DAYS OF SCHOOL

STUDENT LAST NAME	DATE	TIME
STARTING WITH A – K	AUGUST 17, 2020	8:00 AM – 11:30 AM
STARTING WITH L – Z	AUGUST 18, 2020	8:00 AM – 11:30 AM
ALL STUDENTS	AUGUST 19, 2020	8:00 AM – 3:10 PM



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## MORNING DROP OFF

Parents are asked to check each child's temperature and assess for symptoms before coming to school in the morning. These symptoms include: fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea. Any student exhibiting any of these symptoms or has a temperature of 100.4° or higher should remain at home and attend school remotely for the day using our hybrid learning plan.

To ensure the safety of our students and staff, we will be taking temperature checks of all people in the car. If anyone in the car has a temperature at or above 100.4°, all students in the car will be asked to return home and attend school remotely for the day. Additionally, each family will be asked a series of questions to help assess additional risk and exposure, to ensure the safety of all who will enter the building. If a family answers yes to any of these questions, they will be asked to return home and recommended to seek COVID testing. Students may attend school remotely using our hybrid learning plan during this time.

All faculty and staff will participate in the same screening as students and parents every school morning. They will get their temperature checked and will also be asked the same series of questions. Should a faculty or staff member not pass this screening, he or she will be asked to return home and will be recommended to seek COVID testing.

## COVID-19 SCREENING QUESTIONS

**HAVE YOU BEEN IN CLOSE  
CONTACT WITH A CONFIRMED  
CASE OF COVID-19?**

**ARE YOU EXPERIENCING A  
COUGH, SHORTNESS OF BREATH,  
OR SORE THROAT?**

**HAVE YOU HAD A NEW LOSS  
OF TASTE OR SMELL?**

**HAVE YOU HAD VOMITING  
OR DIARRHEA IN THE  
LAST 24 HOURS?**

**HAVE YOU HAD A FEVER  
IN THE LAST 48 HOURS?**

## DROP OFF LOCATIONS

There will be four morning drop off locations. Families who have multiple students with different drop off locations are asked to please drop off all students at the youngest child's door. Parents and students should stay inside of their car until the student(s) is cleared by a school personnel to enter the building. In an effort to keep everyone safe and prevent congregating, if your family walks or bikes to school, parents are asked to remain on the sidewalk and not approach the building.

Students will only be released from their cars if they are wearing a face covering. Upon entry into the building, students will report directly to their first period classroom; students will no longer congregate in the gym for morning care.

LEVEL(S)	MORNING DROP	TIMES (PREFERRED)	CLASSES START	PM DISMISSAL
7th / 8th	<b>DOOR #1</b> 2304 Bernard Avenue Lobby Doors	7:15 AM – 7:45 AM	8:00 AM	Beginning at 2:40 PM
5th / 6th	<b>DOOR #8</b> Circle Drive by Dining Hall	7:30 AM – 7:45 AM	8:00 AM	Beginning at 2:40 PM
3rd / 4th	<b>DOOR #5</b> Pad by K Door	7:15 AM – 7:30 AM	8:00 AM	Beginning at 2:40 PM
1st / 2nd	<b>DOOR #2</b> Bernard Avenue Double Doors	7:15 AM – 7:45 AM	8:00 AM	Beginning at 2:40 PM
K	<b>DOOR #5</b> Side Door on Pad	7:15 AM – 7:45 AM	8:15 AM	Beginning at 2:40 PM
JK	<b>DOOR #4</b> 24th Avenue Single Door	7:30 AM – 7:45 AM	8:15 AM	Beginning at 2:40 PM
3K	<b>DOOR #8</b> Circle Drive by Dining Hall	7:30 AM – 8:00 AM	8:15 AM	Beginning at 2:40 PM



## BUS / TRANSPORTATION GUIDELINES

The risks associated with student transportation in buses have not been studied to date. As a result, these recommendations are derived from school operating procedures and the best “reasonable standard” given CDC guidelines for social distancing. St. Bernard Academy expects the following:

- Face masks or face shields should be worn by all staff and students at all times.
- Windows should be open when possible and conditions allow.
- Unloading of buses at school should be staggered to minimize mixing of students as they enter school and to allow six feet of distance while entering through designated entry points.
- Seats and handrails will be wiped down with either an EPA-approved disinfectant, diluted bleach solution or the use of a UV wand before and after every ride.

The bus driver is responsible for taking the temperature of each student as well as anyone else in the vehicle with the student at drop off. Any person with a temp of 100.4° or greater will be cause for the student(s) not to attend school for the day.



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## FACE COVERINGS

We view the use of face coverings, either masks or face shields, as an important way that we can slow/stop the spread of the virus and protect each other. Use of face coverings is encouraged as much as possible throughout the school day, while being required anytime physical distancing of 6 feet or more cannot be guaranteed. Both children and adults are more likely to ensure proper use of face coverings when it fits snugly and comfortably. Reusable masks should be cleaned at home daily before rewearing at school.



**WE VIEW THE USE OF FACE COVERINGS, EITHER MASKS OR FACE SHIELDS, AS AN IMPORTANT WAY THAT WE CAN SLOW/STOP THE SPREAD OF THE VIRUS AND PROTECT EACH OTHER.**

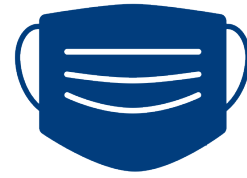


### Students

Each child should have 3 masks: one to wear, one as a spare and one to wash. Students should have at least one spare, clean face covering in a sealed plastic bag in their backpacks with them each day. Each needs to be labeled with the student's name. Students will not be allowed to wear another student's face covering.

Masks will be required when physical separation of 6 feet or more cannot be maintained or when students are in public spaces including hallways and restrooms. Mask breaks will be provided throughout the day, as directed by teachers. Students will not be required to wear a face covering when

### FOR ALL STUDENTS:



Bring a face covering to school every day.



Students will be asked to wear their face covering when physical distancing is not possible.



Some students will choose (or need) to wear masks all day.

separated by 6 feet or more or when outdoors for recess or break. Grade levels will be given designated times throughout the day for outdoor time. While masks will not be required, play and other activities that involve close student contact will not be permitted.

### Faculty and Staff

Faculty and staff will be required to wear face coverings, masks or shields, during morning drop-off, afternoon dismissal, in hallways, restrooms and other common spaces. Additionally, because faculty and staff will be moving throughout the classroom, it is required for faculty and staff members to wear face coverings at all times when in the classroom.



## CLASSES AND CLASSROOMS

All classrooms in Levels 1-8 will be arranged with distancing in mind, when space allows. Students will be distanced at a minimum three feet apart but we will always aim to have six feet of distance. High touch areas of the classroom will be cleaned throughout the school day. Classrooms will be stocked with hand sanitizer as well as other CDC approved cleaning products. Some upper level classes may have plastic partitions separating students as well.

### Faculty and Staff

Our three year-old students will remain within their single pod and classroom for the entire school day.

### JK/Kindergarten

Our Junior Kindergarten students will be in two pods, Blue Cubs and Red Cubs. The Kindergarten students will be in three pods, Pandas, Koalas, and Polar Bears. All families will receive information on which group their student is enrolled.

### Levels 1 and 2

Levels 1 and 2 will be self-contained broken up into three pods per grade level. Students in these levels will remain in one classroom with the same teacher throughout the day, with the exception of specials classes (PE, music, art, library/computer). The specials teachers will travel to student classrooms for these classes, with the exception of PE.

### Levels 3-8

Levels 3-8 will be kept in pods as often as possible. Academic placements require that some students switch classes at various points throughout the day, but this has been kept to a minimum whenever possible. In general,

teachers will be moving between classrooms and students will stay in place. Students will travel to PE and Music.

## MOVEMENT OPERATIONS

The hallways will be divided with tape to allow for appropriate distancing when traveling in the building. The flow of foot traffic will be directed in one direction. Markers on the floor around the school will be used to indicate six feet of distancing when standing in lines. Classes will avoid entering the hall or other common areas when another class is present. Face masks or shields must be worn by all persons at all times in hallways and common areas. Lockers will be used with distancing in mind. Congregating in the hallways will not be permitted.



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## DAILY SCHEDULE

The daily schedule has been modified to eliminate common break time for multiple grade levels. The schedule also provides more passing time between class periods, to allow teachers to sanitize work stations and move to another classroom or for well-monitored and intentional movement of students throughout the building. Upper school and lower school will essentially be on the same schedule, with the exception of the lunch period.

We will begin the school year with the following schedule. This allows an earlier start to dismissal procedures, providing a longer period of time to move students out of the building safely. We intend to move this dismissal time back later in the semester, and increase the length of class periods, as we progress through the semester and become more efficient at our dismissal procedures while maintaining safety. Monday-Thursday dismissal begins at 2:40 PM; Friday dismissal begins at 1:25 PM.

### LOWER SCHOOL (LEVELS 1-4)

MONDAY – THURSDAY		FRIDAY	
Period 1	8:00 AM – 8:45 AM	Period 1	8:00 AM – 8:40 AM
Period 2	8:50 AM – 9:35 AM	Period 2	8:45 AM – 9:25 AM
Period 3	9:40 AM – 10:25 AM	Period 3	9:30 AM – 10:10 AM
Period 4	10:30 AM – 11:15 AM	Period 4	10:15 AM – 11:00 AM
Period 5 (LUNCH)	11:20 AM – 12:05 PM	Period 5 (LUNCH)	11:05 AM – 11:50 AM
Period 6	12:10 PM – 12:55 PM	Period 6	11:55 AM – 12:35 PM
Period 7	1:00 PM – 1:45 PM	Period 7	12:40 PM – 1:20 PM
Period 8	1:50 PM – 2:35 PM		



## UPPER SCHOOL (LEVELS 5-8)

MONDAY – THURSDAY		FRIDAY	
Period 1	8:00 AM – 8:45 AM	Period 1	8:00 AM – 8:40 AM
Period 2	8:50 AM – 9:35 AM	Period 2	8:45 AM – 9:25 AM
Period 3	9:40 AM – 10:25 AM	Period 3	9:30 AM – 10:10 AM
Period 4	10:30 AM – 11:15 AM	Period 4	10:15 AM – 11:00 AM
Period 5	11:20 AM – 12:05 PM	Period 5	11:05 AM – 11:50 AM
Period 6 (LUNCH)	12:10 PM – 12:55 PM	Period 6 (LUNCH)	11:55 AM – 12:35 PM
Period 7	1:00 PM – 1:45 PM	Period 7	12:40 PM – 1:20 PM
Period 8	1:50 PM – 2:35 PM		

## RECESS AND BREAK

Students will have two scheduled outside breaks each day, weather permitting. Grade levels will be given designated times throughout the day, on a variable daily schedule, for outdoor time to minimize contact with other groups of students. Students may not be required to wear masks while outside unless keeping social distance is a problem. Then masks will be required. With masks off, play and other activities that involve close student contact will not be permitted.

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Face coverings must be worn when students go back into the building. During very hot weather, students will be given time to cool off before being asked to walk into the building with his/her mask being worn. All students will either wash or sanitize their hands after being outside or using the restroom.

## **ATHLETICS AND PHYSICAL EDUCATION**

As of this writing, the Nashville Diocesan Athletic Committee has suspended fall sports until the reopening of schools in August. The committee will reconvene to determine how best to proceed after that time..

PE classes will be modified to promote social distancing, utilizing outdoor spaces as much as possible. Individual fitness and health will be at the core of PE classes for the 2020–2021 school year. Locker rooms will remain closed and students will instead wear their school uniform or athletic spirit wear with appropriate athletic schools on their designated PE days.

## **FINE ARTS AND PERFORMING ARTS**

At this time, individual music lessons (piano and guitar) will not be offered on campus during the day. Forensics will be allowed to return while practicing social distancing and the use of shields or masks. Currently there are no plans to host a Christmas program or school play for the 2020–2021 school year.

Music classes will be modified to emphasize instruction on music theory and playing instruments. Band will resume with Mr. Schletzer with extra distancing measures in place as well as shields for instruments.

## **LIBRARY AND COMPUTER**

The Library and Computer Lab are both closed at this time. However, books will be made accessible to students with assistance from Mrs. Kitchel. Chromebooks and iPads will also be available to students for computer and academic classes.

## **GATHERINGS, ASSEMBLIES, AND FIELD TRIPS**

All-school assemblies are discontinued until further notice to adhere to local guidelines pertaining to large gatherings and no off campus field trips are being scheduled at this time. At the time of this writing, plans are being drafted to celebrate our faith in a meaningful way. We will not gather for mass as a group in the gym, but other liturgical options are being explored.

## **VOLUNTEERING AND VISITORS**

At the present time volunteers, visitors and tutors will not be allowed to be present on campus. This restrictions my change as conditions regarding COVID-19 change. Information regarding specific accommodations as they relate to students services will be announced with individual families. Solutions to this isolation are in development at this time and may include video conferencing.

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### **If your child needs to be dismissed from school early:**

- Please notify your child's homeroom teacher as well as the office ahead of time.
- When you arrive for pickup, ring the doorbell at the front office and await entry. The number of individuals in the lobby at any given time will be limited. Everyone entering the building must wear a face covering and will have their temperature checked.
- Physical distancing markers will be placed across the lobby. Please wait at one of these locations until you are asked to enter the office.

### **If you have an appointment scheduled on campus:**

- When you arrive, ring the doorbell at the front office and await entry. The number of individuals in the lobby at any given time will be limited. Everyone entering the building must wear a face covering and will have their temperature checked.
- If your temperature is at or above 100.4° then you will be asked to reschedule the appointment once you are fever free for at least 24 hours.
- Physical distancing markers will be placed across the lobby. Please wait at one of these locations until you are asked to enter the office.

## **FOOD AND DRINK ON CAMPUS**

As the school year begins, students will eat lunch either in their classrooms or in another designated space inside/outside of the building. Chef Dan has planned in compliance with the CDC and the Catholic Schools of Nashville reopening protocols to provide safe lunch options for our students.

Chefs Food Service has designed a balanced and nutritional to-go style lunch menu that SBA will implement starting on the first full day





of school. We will serve pre-made salads, soups, and a limited selection of hot menu items. As mandated guidelines are lifted, he may revise the menu of options available. While lunch will not be served in the Dining Hall, the staff will continue to meet all sanitation and safe food handling guidelines including daily logged temperature screenings, gloves, face masks, and face shields. The new guidelines will result in an increase in the amount of disposable ware but Chefs Food Service will continue to use certified compostable products as much as possible.

We will continue to post the monthly lunch menu on the SBA website and the Chefs Food Service website. New menus will be posted one week before the start of each month. Lunch menus **will not** be physically collected from the student. Due to the timeliness in preparing the to-go style lunches, students will be asked to choose their **lunch preference 24-hours in advance during a lunch roll call each morning**. This will ensure for accurate lunch counts and timeliness of lunch delivery each day.

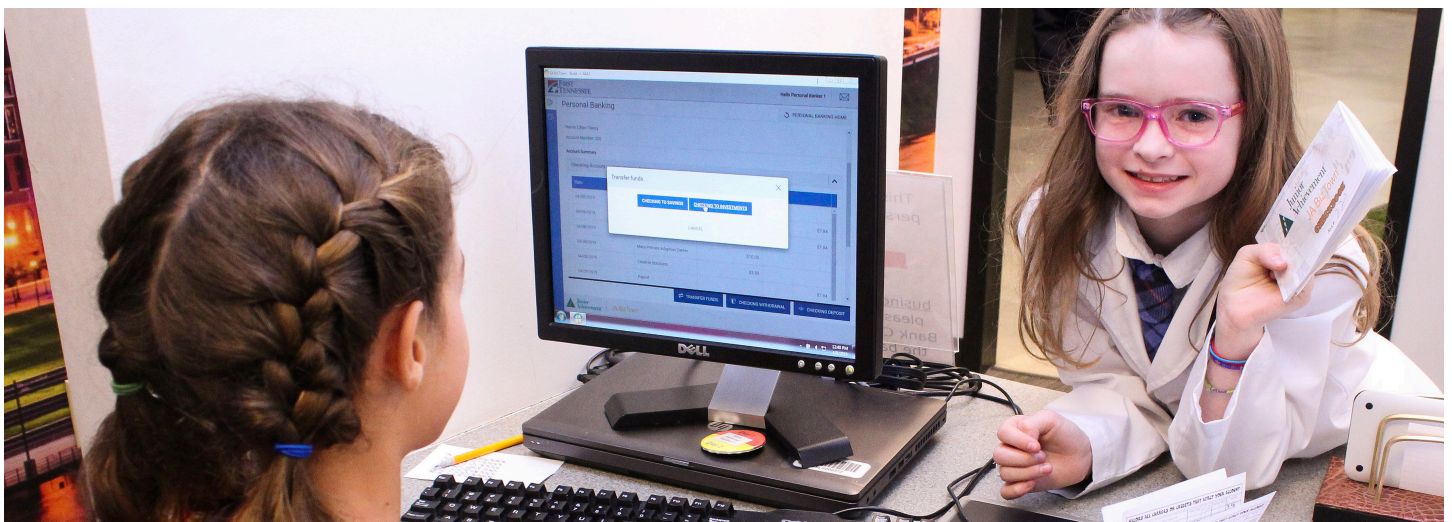
Students will remain physically distanced while eating. Hand-washing or sanitizing will be required both before and after lunch or snacks.

## Packed Lunches and Snacks

Parents are asked to please be mindful of the various containers in a child's lunchbox. If a child is unable to open a container or packaging on his or her own, please do not send it to school. This will minimize the amount of contact teachers have with children's items during mealtimes. Please send any utensils your child may need.

## Water

The water fountains have been covered for the foreseeable future, however with great vision, the Home School Association has provided water bottle filling stations which will remain available for student use. Students are encouraged to bring a bottle labeled with their name and filled with water each morning that can be refilled throughout the day. Younger children will be supervised by teachers when the bottles are refilled at scheduled times. Bottles are not to be shared between students.



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# **HYGIENE AND CLEANING PROCEDURES**

Upon entering the building, students will start the day by either washing or sanitizing their hands. In addition to classroom bottles of hand sanitizer, SBA has 10 hand sanitizing stations setup throughout the building. Both students and teachers will wash or sanitize their hands before entering a different classroom.

Students will be required and given opportunities to wash or sanitize their hands before and after lunch and upon returning inside from outdoor activities.

For those students and teachers who remain in the same classroom throughout the day, a break will be scheduled every 2-3 hours for hand washing or sanitizing.

Most of the time teachers will rotate classrooms rather than the students, and they, too, will be required to wash or sanitize their hands before moving into a new classroom. Anytime a teacher or student leaves a space, the area will be disinfected (high touch items and flat surfaces). Sanitizing wipes and UV wands will be used.

Student supply lists were written this year to minimize sharing of items. Any shared supplies, particularly for specials classes (ex. Percussion instruments, paint brushes, basketballs, etc.) will be cleaned/sanitized between uses.

Frequently touched surfaces (light switches, door handles, bathrooms, etc.) will undergo cleaning with either a disinfectant or a dilute bleach solution often, no less than daily. Bathrooms will be cleaned each morning, after lunch, and at the end of the day.

## **TECHNOLOGY**

SBA has made a large financial investment in technology to aid with the 2020–2021 school year using SBA budgeted monies along with monies made available from the ESSER Fund and the CARES Act. We have purchased a new LMS (Learning Management System), additional Chromebooks, and webcams. It is our intent that these purchases will provide a great learning environment either at home or on campus.

### **Learning Management System (LMS)**

Schoology is our new LMS. This platform will allow students, parents, and teachers to easily view all the assignments and other needed course materials all in one place. Parents and students will receive login and training information for Schoology at a later date.

### **Chromebooks**

SBA has purchased new Chromebooks for students to use in the classroom. Students in Levels 2-8 are invited to participate in the BYOD (bring your own device) program.

### **Webcams**

Webcams in the classrooms provide the opportunity for synchronous teaching throughout the school day. Students who are learning at home will have the ability to interact with his/her teacher and not miss out on modeled instruction.

## HYBRID LEARNING

Among St. Bernard Academy's many strengths is our ability to serve and engage our student community in ways that are flexible and accommodating while continuing to fulfill our mission.

Our approach to the hybrid learning model does not change our mission to nurture individual potential and prepare students to thrive in a complex world; rather, we have expanded our capabilities so that everyone in our community is able to benefit from a St. Bernard Academy education and experience academic continuity. SBA has made significant investments in technology and professional development for our teachers in order to continue delivering a high-quality educational experience regardless of the location.

### What is Hybrid Learning?

St. Bernard Academy typically provides an on campus education with teaching and learning. While we understand the on-campus experience is the most suitable approach for the majority of our students, we also recognize that some families may not be able to have their children return to campus for reasons related to the virus. In order to support all of our students, the St. Bernard Academy teachers will coordinate the use of technology to extend the reach of the classroom beyond the physical space on campus, providing real-time access to students who are at home. Students will be able to access the classroom remotely and maintain their daily learning in what has been identified as synchronous learning.

Every classroom will be equipped with a camera, a microphone, and a speaker designed to create a more immersive experience for those learning remotely. If students are absent for any amount of time, they will still be able to actively participate in their classes: learn, ask questions, and get feedback in real time. SBA has also invested in a new learning management system, Schoology, that will be utilized for in-person, hybrid, or remote learning.



**OUR APPROACH TO THE HYBRID LEARNING MODEL DOES NOT CHANGE OUR MISSION TO NURTURE INDIVIDUAL POTENTIAL AND PREPARE STUDENTS TO THRIVE IN A COMPLEX WORLD; RATHER, WE HAVE EXPANDED OUR CAPABILITIES SO THAT EVERYONE IN OUR COMMUNITY IS ABLE TO BENEFIT FROM A ST. BERNARD ACADEMY EDUCATION AND EXPERIENCE ACADEMIC CONTINUITY.**



For many, an understandable key concern is whether certain populations of students and families may be at increased risk of infection and severe disease by attending school in person. Individuals will need to make the decision to attend in-person classes in close consultation with their health care provider. Ultimately, individual decisions to attend school in person under COVID-19 conditions will be left to parents and families. If reasonable accommodations can be made, the school will work with each individual on a case-by-case basis and with medical authorizations or recommendation. While in-person classes are in session, all parents have the option to choose for their student(s) to learn remotely. Students learning remotely will:

- Follow their daily schedule, 8:00 AM – 3:00 PM
- Virtually “attend” each class synchronously through video conferencing
- Interact with peers and teachers during class
- Complete assignments and assessments as indicated in Schoology
- Participate in individual weekly check-ins

Students who are required to quarantine due to a COVID exposure are expected to attend classes remotely through this hybrid plan. Similarly, students who may present with a fever or other symptoms and are required to stay home to monitor symptoms will be asked to participate remotely if symptoms are not severe and do not hinder learning and participation in class.

Please notify your child’s homeroom teacher and the office if your child will be participating in remote learning.

## **SCHOOL-WIDE REMOTE LEARNING**

While we have every intention of returning to campus and staying on campus, we acknowledge that there might come a time when we must implement a full remote learning plan. Should this happen, we anticipate that most all of our teachers will continue teaching from their classrooms while students learn from home. Students will participate in synchronous learning and will be able to interact with the teacher and other students via Schoology.

Similar to the hybrid learning plan, students will:

- Follow their daily schedule (this schedule may be adjusted in a full-remote scenario, details will follow as needed)
- Virtually “attend” each class synchronously through video conferencing
- Interact with peers and teachers during class
- Complete assignments and assessments as indicated in Schoology
- Participate in individual weekly check-ins

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## DISMISSAL

All students will be released directly from their last period class for dismissal. Bus riders will be dismissed first from their classrooms to load the bus. Car rider line will begin next. SBA personnel will be present in the car line to identify the riders in the first group of cars. Those students will be called from their classrooms to load into their cars. That group will be released and then the next set of cars will be called.

In order to ensure the safety of all and prevent gathering, there will not be a walking door this school year. All families are asked to pick-up through the carline. Students in levels 6th-8th with parent consent documented by the school will be permitted to walk home. These walkers will be dismissed alongside the first round of carline riders.

Students who plan to attend Aftercare will remain in their last period classrooms. Grade level groups will be called in between rounds of carline riders to ensure no overlap of passage in the hallways. Aftercare will follow specific check-in protocols for each group as outlined in the Aftercare portion of this document.

## AFTERCARE PROGRAM

Our aftercare program will resume with the new school year. Students will be divided into age appropriate groups, not to exceed ratios determined by the Department of Education. Each day, students will rotate through indoor and outdoor activities at set times. Protocols and procedures similar to those being implemented during the school day will carry over to aftercare.

- All students will wear a mask while they check-in, use common areas, get picked up, or cannot maintain 6 feet of distance while

indoors. Masks will not be required during outdoor play unless six feet of distancing cannot be followed.

- All students will have their temperature taken at check-in. Any child at or above 100.4° will be removed from the group. Parents will be notified for immediate pickup.
- Aftercare will not host any on-campus clubs until at least the end of September. We are considering virtual options in the meantime.

Please refer to additional information provided directly by our Aftercare program for more details specific to the program.



## SICKNESS, SYMPTOMS, EXPOSURE AND COVID-19

The COVID-19 Advisory Committee has been tasked with determining outcomes for various scenarios concerning students, teachers, staff, parents and family members who may exhibit symptoms, test positive for COVID-19, or have been exposed to individuals with symptoms or who have tested positive for COVID-19. The committee continues to monitor emerging CDC and other agency guidelines for assistance in developing the outcomes for these scenarios concerning individuals who may need to isolate/quarantine and for what length of time.

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The School will communicate any known cases to the school community without identifying the student's name and will follow guidance from the CDC, local public health authorities and our COVID-19 Advisory Committee. Procedures may change based on community conditions and public health best practices.



## DECIDING WHEN TO STAY HOME

Parents agreeing and knowing when to keep children home from school is a very important part of keeping our campus healthy. To help, we have outlined key protocols to help families determine when a child should stay home.

Has the student been in close contact with an individual who has tested positive for COVID-19, is awaiting test results, or is experiencing COVID-like symptoms?

**YES**



1. Stay Home!
2. Call your Doctor
3. Inform SBA
4. Call the school nurse before returning to school

Is the student unwell with COVID-like symptoms?

**YES**



1. Stay Home!
2. Call your Doctor
3. Inform SBA
4. Call the school nurse before returning to school

Has the student been fever free for 72 hours without medication?

**YES**



1. Congratulations!
2. Call the school nurse before returning to school

# HEALTH AND WELLNESS MATTERS AND WE ARE IN THIS TOGETHER.



The changes we are making to spaces and places on campus to accommodate physical distancing are only one aspect of supporting a healthy campus environment. Keeping our campus healthy is a collective effort, one we are asking everyone in our community to support. With everyone's understanding and cooperation, we have a much better chance of minimizing risk and maintaining a healthy environment for our students, employees, families, and the community.

## HOW YOU CAN HELP SUPPORT A HEALTHY CAMPUS

Creating and maintaining a healthy campus environment is essential and is going to require everyone's support and participation. Over the summer, our families can help reinforce safety protocols by:

### Teaching Healthy Hygiene Practices:

- Encourage frequent hand washing and use of hand sanitizer
- Practice coughing and sneezing into elbows
- Add daily temperature checks to the morning routine
- Wearing cloth masks when out in the community when you are not able to reliably distance from others

### Maintain Preventative Health Practices:

- Continue regular doctor visits and well-child appointments
- Keep immunizations, including influenza vaccines, and physicals current
- Encourage a lot of physical activity and time outside

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## Help Keep Children Emotionally Safe:

- Ask how the children are feeling and give them the opportunity to share their feelings and ask questions
- Maintain a regular routine at home to provide stability
- Continue to reassure them that the adults in their lives are there to support their well-being, physically and emotionally
- Reach out for help. Our counselor is available to provide support

## Teaching and Encouraging Health Protocols:

- Visually show and practice keeping six feet apart
- Practice wearing a cloth face mask

## A FINAL NOTE FROM MR. SABO

Finally, thanks for the support of so many of you. I know that we have all had to suffer through the trials of this pandemic but I think we'll come out on the other side a better academic institution. Your support as a community has provided me with a great deal of comfort knowing that you understand what it takes to keep this place going.

In the meantime we will continue to plow ahead, adjust our course as needed and continue the tradition of excellence in academics that we are famous for. Enjoy the rest of your summer and we will get together soon.



I KNOW THAT WE HAVE ALL HAD TO SUFFER THROUGH THE TRIALS OF THIS PANDEMIC BUT I THINK WE'LL COME OUT ON THE OTHER SIDE A BETTER ACADEMIC INSTITUTION. YOUR SUPPORT AS A COMMUNITY HAS PROVIDED ME WITH A GREAT DEAL OF COMFORT KNOWING THAT YOU UNDERSTAND WHAT IT TAKES TO KEEP THIS PLACE GOING.

