



FALL 2020

REOPENING PLAN



Fostering Values • Nurturing Intellect • Shaping Character

CATHOLIC HIGH SCHOOL

PLAN FOR A GRADUAL RE-ENTRY TO SCHOOL

New School Schedules and Procedures

The Mission of Catholic High School is to provide a college preparatory education that nurtures the intellect, shapes character and forms Christian values. Catholic High School is a Catholic community that reveals God's presence in the world by affirming the Gospel message and challenging, when necessary, the views of a secular society.

Safety remains a top priority at CHS. With permission from the Office of Catholic Schools, CHS will transition to full-time classes by enacting a gradual re-entry plan for the first 2 weeks of school. This re-entry plan provides students and staff an acclimation period to adjust to the new protocols and procedures for attending school. After the 2 week adjustment period, students and staff will transition to 5 days a week in person instruction.

CHS will continue to follow directives from the Diocese of Richmond, and recommendations from the CDC, and Virginia Department of Health when planning for the safety of our students, faculty, and staff. The school will continue to follow phase guidance.



Academic Schedule

For the 2020-2021 School Year, CHS will utilize a daily 4-period block schedule with “Green” days and “Gold” days. Moving to longer block periods reduces the number of transitions necessary during the course of the school day and minimizes daily contact between varying groups of students. These are two major considerations that the VDOE, in consultation with the Department of Health, are asking us to take as we look at a safe return to school.

On “Green” days, students will meet with their blocks 1-4, while on “Gold” days, they will meet blocks 5-8. K-period will meet every day before school as usual. Depending on their 3rd or 7th block class, students will either have first lunch or second lunch. This schedule provides 90-minute classes, 10 minute transition times, and a 25-minute lunch.

Gradual Re-Entry Schedule (August 24 - September 4)

In order to offer a guided return to the new school experience for all students, we will offer a mix of in-person, remote, and asynchronous learning for the first two weeks of the school year. This acclimation period will involve splitting the CHS body of students into two groups alphabetically by last name to attend school in a 4-day rotation with a 5th day being an asynchronous day for all students. These groups will be referred to as “Cohort A” and “Cohort B”

Cohort A: All CHS students with last names beginning A-L

Cohort B: All CHS students with last names beginning M-Z

During the two week adjustment period, Cohort A (Last Name A-L) will attend classes in-person on Monday and Tuesday, being present in school on both days while Cohort B (Last Name M-Z) remains at home. In turn, Cohort B students will attend classes in-person on Wednesday and Thursday while Cohort A students remain at home. Fridays will be an opportunity for asynchronous learning at home for all. Students will not have a set schedule on these asynchronous days. However, they will have time to complete assignments and will be strongly encouraged to attend office hours to ask questions and interact with the teacher relating to content and lessons. [Teachers will offer office hours on Friday via the following schedule, organized by discipline.](#)

For the first week, August 24 - August 28, students will NOT log in remotely to classes when their cohort is at home. This will allow us to fully orient all students to the new protocols, return to in-person learning, and to build relationships with students in smaller in-person groups.

For the second week, August 31 - September 4, all classes will be live-streamed through the use of a webcam in each classroom. During this week of the gradual re-entry plan, students WILL be expected to log in remotely to classes when their cohort is at home.

To see a visual of the gradual re-entry plan explained above, please see the table below.

Week 1 (August 24 - August 28)					
	Cohort A In-Person No Remote Learning		Cohort B In-Person No Remote Learning		Asynchronous Day for All Groups
	Monday 8/24	Tuesday 8/25	Wednesday 8/26	Thursday 8/27	Friday 8/28
Times	Green Day for Cohort A	Gold Day for Cohort A	Green Day for Cohort B	Gold Day for Cohort B	
7:20 - 8:00AM	K Period	K Period	K Period	K Period	
8:05 - 9:35AM	1st Block	5th Block	1st Block	5th Block	
9:45 - 11:15AM	2nd Block	6th Block	2nd Block	6th Block	
First Lunch					
11:25 - 11:50 AM	Lunch	Lunch	Lunch	Lunch	
11:50AM - 1:20 PM	3rd Block	7th Block	3rd Block	7th Block	
Second Lunch					
11:25AM - 12:55PM	3rd Block	7th Block	3rd Block	7th Block	
12:55 - 1:20 PM	Lunch	Lunch	Lunch	Lunch	
1:30 - 3:00 PM	4th Block	8th Block	4th Block	8th Block	

Week 2 (August 31 - September 4)					
	Cohort A In-Person Cohort B Remote		Cohort A Remote Cohort B In-Person		Asynchronous Day for All Groups
	Monday 8/31	Tuesday 9/1	Wednesday 9/2	Thursday 9/3	Friday 9/4
Times	Green Day for Cohort A	Gold Day for Cohort A	Green Day for Cohort B	Gold Day for Cohort B	
7:20 - 8:00AM	K Period	K Period	K Period	K Period	
8:05 - 9:35AM	1st Block	5th Block	1st Block	5th Block	
9:45 - 11:15AM	2nd Block	6th Block	2nd Block	6th Block	
First Lunch					
11:25 - 11:50 AM	Lunch	Lunch	Lunch	Lunch	
11:50AM - 1:20 PM	3rd Block	7th Block	3rd Block	7th Block	
Second Lunch					
11:25AM - 12:55PM	3rd Block	7th Block	3rd Block	7th Block	
12:55 - 1:20 PM	Lunch	Lunch	Lunch	Lunch	
1:30 - 3:00 PM	4th Block	8th Block	4th Block	8th Block	

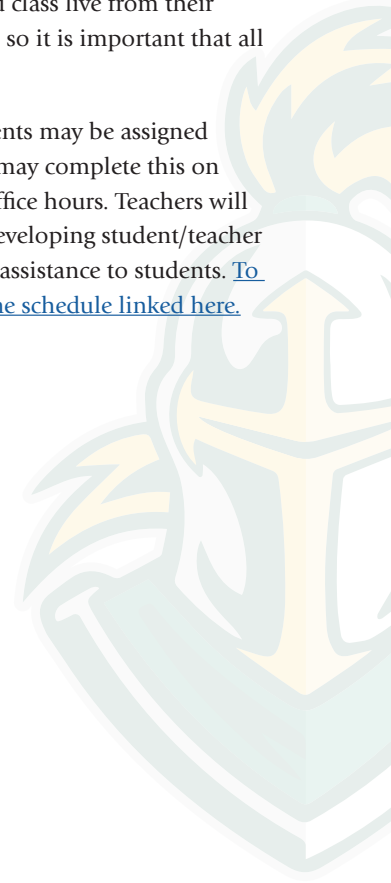
Remote Asynchronous and In-Person Learning

Please note that this gradual re-entry model utilizes “remote”, “in-person”, and “asynchronous” days for students. The difference between these terms is clarified below:

In-Person: Students will attend class in person, following physical distancing guidelines which includes wearing a cloth face covering when in the building, especially when within 6 feet of other students or staff.

Remote: Classes will be live-streamed via a wide-angle webcam in each classroom. Students that are not scheduled to be in-person for the day will log in and attend class live from their homes. New information will be presented by teachers on remote days, so it is important that all students log in and stay logged in for the entirety of the class period.

Asynchronous: Live class will not be held on asynchronous days. Students may be assigned independent work from teachers that they will have to complete. They may complete this on their own schedule or under the guidance of a teacher during his/her office hours. Teachers will host virtual office hours on these days to provide the opportunity for developing student/teacher relationships, offering further discussion of the content, and providing assistance to students. [To avoid overlap, these office hours will be organized by department via the schedule linked here.](#)



5-Day Alternating Block Schedule

Once students have experienced a gradual re-entry to school for two weeks, we will begin offering 5-day in-person instruction for all students. As explained earlier, we will utilize the same block schedule throughout the year to minimize class transitions and daily mixing of groups.

Green and Gold days will alternate each school day throughout the year. For example, if Friday is a Green Day then Monday will be a Gold Day. When school ends on a Gold Day before a holiday or teacher inservice day, the return day will be a Green Day. If school is closed for inclement weather, we intend to return on the opposite color from the last day of school. We will communicate about the schedule regularly as the new routine is established. Please see the visual below for clarity.

5-Day In-Person Instruction Schedule (September 8 - June 4)		
	All Students In-Person	All Students In-Person
Times	Green Day	Gold Day
7:20 - 8:00 AM	K Period	K Period
8:05 - 9:35 AM	1st Block	5th Block
9:45 - 11:15AM	2nd Block	6th Block
First Lunch		
11:25 - 11:50 AM	Lunch	Lunch
11:50AM - 1:20 PM	3rd Block	7th Block
Second Lunch		
11:25AM - 12:55PM	3rd Block	7th Block
12:55 - 1:20 PM	Lunch	Lunch
1:30 - 3:00 PM	4th Block	8th Block

Class Sizes and Physical Distancing

Students, staff, and visitors will maintain a 6-foot distance whenever possible during their daily activities on campus.

The Commonwealth of Virginia DOE updated physical distancing guidelines in schools, citing guidelines from the World Health Organization and the American Academy of Pediatrics. As of July 2020, a 3-6 feet distance between individuals is permissible in schools when face coverings are in place.

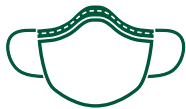
In the majority of CHS classrooms, a 3-foot allowance permits 20 students and a teacher to be present in the classroom. Students will have assigned seats in each classroom. Classes with rosters above 20 students will take place in school locations with more square footage such as the Forum, Gallery, Library, and Theater.

Mitigation Strategies

Mitigation strategies require community-wide participation and commitment to safety. It is our duty to each other to take these precautions so that we can keep our CRU community healthy. This [resource from the CDC is designed with young adults in mind](#), reviewing healthy practices and answering common questions.

In addition to the physical distancing measures that will be in place in all classrooms and during transitions, CHS janitorial staff will follow CDC guidelines to clean and sanitize the school, to mitigate the spread of COVID-19. Following disinfecting guidelines from the CDC and VDH, we will regularly disinfect surfaces with CDC approved products. We are hiring an additional custodial/maintenance worker to assist with the daily cleaning and disinfecting processes.

All school community members are expected to exercise mitigation procedures and hand hygiene. This includes adherence to the 3 W's:



WEAR

a cloth covering over your nose and mouth.



WAIT

6 feet apart.
Avoid close contact.



WASH

your hands often with soap and water for at least 20 seconds or use hand sanitizer.

Signage related to handwashing and physical distancing will be placed throughout the school.

Regular and frequent handwashing with soap and water for at least 20 seconds or use of hand sanitizers (with 60% and above alcohol) is essential. Sneezing/coughing into one's elbow and not sharing any items are habits that keep the school community healthy.

All staff and students will be trained on safety protocols which clearly explain procedures and healthy habits. Before and after each class, the teacher and students will assist in the disinfecting and sanitizing of desks/chairs. This IN/OUT process relies on both the departing student and incoming student to disinfect the desk/chair. Disinfecting wipes and hand sanitizer will be provided in each classroom.

Due to the size of CHS bathrooms, they will be limited to two occupants at a time. Additionally, our custodial staff will use enhanced cleaning protocols to sanitize bathrooms, highly touched surfaces, and common areas during the school day. Custodial staff will clean, sanitize, and disinfect the school building each day.

We strongly encourage students to carry personal health-related and sanitizing products with them in their backpack (e.g travel hand sanitizers, tissues, disinfecting wipes, etc.).

Face Coverings

The Office of Catholic Schools has shared the following guidance on face coverings for all Catholic Schools:

1. CHS will teach and reinforce use of cloth face mask coverings.
2. Teachers, all staff members, and visitors are to wear face mask coverings when they are not able to maintain a 6ft. distance in classrooms or when in communal spaces such as offices, hallways, restrooms, school Masses, etc.
3. Face mask coverings are to be worn by students in grades 4-12 when they are at a distance of less than 6ft. in the classrooms or in communal spaces such as hallways, restrooms, school Masses, etc.
4. Face coverings may be more difficult for our younger students in PK through 3rd grade but they should all have face coverings with them and will be encouraged to wear them when they are at a distance of less than 6ft. in the classrooms and in communal spaces such as hallways, restrooms, school Masses, etc.
5. Developmentally appropriate or medically necessary accommodations should be made as needed.

The wearing of a face covering is a duty to our community to help mitigate the risk of COVID exposure to others. This duty rests on all of us, as we look to keep a safe and healthy community and take all proper precautions to reduce the risk of this disease.

Each student is expected to wear a personal face covering when entering the building. Students and staff will provide their own appropriate face coverings, and a CHS option will be for sale in the school store.

Face shields can be used with face coverings but should not replace face coverings when not maintaining a 6ft distance.

Class Breaks and Class Transitions

In order to reduce the number of students that are coming in contact with each other in the hallway at one time and to continue physical distancing, CHS will establish planned times for classroom breaks and transitions.

- Students are asked to carry the books/notebooks they need for the day with them. Locker use will not take place during the fall semester due to the close proximity of school lockers.
- Students are encouraged to bring a filled reusable water bottle to school each day.

Following VDH guidelines, only touchless water fountains are permitted in schools. All other water fountains will be turned off. The school currently has one touchless water fountain, located in the front hall, and we are pursuing adding more touchless fountains to other parts of the building.

There will be breaks in classes and/or study hall so that students may wash their hands and/or possibly go outside to a specific area for fresh air, following physical distancing guidelines in all movements. Students more than 6 feet away from others outside may take a face-covering break, removing the face-covering temporarily. These activities will take place during a break time, as students will not have the ability to engage in these activities during the transition of classes.

We have planned for 10-minute transitions between blocks. This extra time will potentially allow us to stagger dismissal times for classes to reduce the number of students in the hallway at one time. In addition, there will be arrows on the floors in all hallways indicating the one-way direction of traffic flow through the school. Students will be instructed to move to their next class, following the one-directional signs in the hallways and maintaining appropriate physical distancing. This may mean that students will be walking a bit longer to reach their next classroom. With longer block classes, a slightly longer movement period between classes will be beneficial, giving students a chance to stretch their legs.

Daily Health Screenings

The partnership between home and school is paramount in ensuring mitigation strategies. All families are asked to read and sign the [Acknowledgement of Symptoms of Risk](#), prior to starting school this year. **This form must be turned in to Mrs. Gillis in the front office. It may be mailed and/or scanned and emailed to gillisb@chsvb.org**

- Parents are to conduct at-home health screenings of their child prior to coming to school each day, checking the child's temperature and ensuring that he/she is not exhibiting any symptoms of illness.
- Students who are feeling unwell or have a temperature must stay home until fever-free for 24 hours without the aid of a fever-reducing medicine.
- The process for informing the school of a sick child remains the same as during the 2019-2020 school year.
- If anyone is exhibiting COVID-19 symptoms on school property, he or she will be required to leave and will not be permitted to return to school property until he or she either tests negative for COVID-19 or has not experienced any COVID-19 symptoms for at least 14 days.
- All students will undergo a temperature screening prior to entering the school building each day. If a student has a fever of 100.4 or above, he/she will be asked to return home for care by his/her family.

All CHS faculty and staff will conduct at-home, self-screenings prior to leaving for work. Employees are encouraged to stay home when not feeling well. In addition, faculty, staff, and visitors will undergo a temperature check and health screening before entering the school building each day. If during the course of the health screening a staff member is found to have a temperature at or above 100.4 or is at risk of exposure to COVID, he/she will be asked to leave the school premises immediately.

CHS is in the process of hiring a school nurse who will assist in all health screenings, processes and procedures, including those related to COVID-19. In addition, the nurse will serve as the liaison between the VDH and the school regarding COVID-19.

If a student begins to show symptoms of sickness or COVID-19 during the school day, that individual reports to the clinic for evaluation by the school nurse. The school nurse will evaluate the student. If COVID-19 symptoms are present, the nurse may either quarantine the student to an isolated area awaiting pickup or if well enough and able to drive, ask the student to depart for home immediately. *The school is working in conjunction with the Virginia Department of Health to follow all necessary protocols and procedures related to COVID-19.*

School Hours

The school building hours will be as follows for the 2020-21 school year:

7:00 AM: Building Opens for Students (health screenings will begin)

3:30 PM: Main Building Closes for Students unless they are working with a teacher

3:30-5:30 PM: After School Care in the Cafeteria

After School Care

At this time, CHS plans to keep the cafeteria open for after school care from 3:30 PM-5:30 PM each school day. Students in after school care must sit in assigned seats, following all safety protocols for physical distancing.

Entering the School Building

In order to ease the flow of traffic into the school in the mornings, students will be assigned to enter the building through one of several designated entrance points for students. The assigned entrance point is where the student will have his/her temperature checked before entering the school building. We are also exploring the feasibility of a drive through temperature check in the parking lot for students who drive to school.

Staff will have their own designated entry point where they will undergo a temperature check and health screening questions.

Once inside the building in the morning, students should follow the directional signs on the floor as they proceed directly to their 1st/5th block classroom. Per recommendations, communal spaces such as the gym, library, and gallery will be closed before school except for those students that have 1st block class in that area. Morning prayer and attendance will take place in the first block of each day. The cafeteria will be open for those students who ordered boxed breakfast through Sage Dining.

Ventilation System

CHS has coordinated with our HVAC service provider to ensure that the school building is operating with the maximum amount of fresh air intake. In July, the HVAC unit for the cafeteria/kitchen was replaced. We will encourage teachers to keep classroom doors open to increase the airflow in the building.

Clinic

CHS is in the process of creating a clinic within the school building. The clinic will have an isolation/quarantine room adjacent to it as well. The clinic will be located in a low traffic area that includes a low traffic exit area for convenient parent pickup when a student is sick and needs to go home. More details on clinic procedures are forthcoming.

Lunch/Breakfast

Food: Students are encouraged to bring their own brown bag lunch from home. Microwaves will *not* be available. Sage will offer pre-orders online for boxed lunches and breakfast through MyKidsSpending. Pre-ordered box lunches will be delivered to the students in their lunch location. Students will also be able to pre-order breakfast boxes through Sage Dining, picking up their order and reporting to a designated morning location to eat.

Procedure: Lunch plans are based on the following safety guidelines: restricting mixing classes/groups of students, following phase recommendations for communal spaces, and maintaining physical distancing.

Students will report to their 3rd block (or 7th block) classrooms for both instruction and lunch. Students will be instructed to sanitize their hands prior to and after eating. Students will eat lunch in their assigned seats in the 25 minutes prior to class or in the 25 minutes immediately following.

In addition, we are in the process of procuring picnic tables for the courtyard, allowing for an outdoor seating area on fair weather days. Teachers may reserve the outside area for class use.

Mass and Retreats

Campus Minister, Cate Harmeyer, and CHS Campus Chaplain, Father Anthony, are working on plans for school Masses throughout the school year. This includes the following: Live-Streamed Masses from the Chapel to classrooms with Spiritual Communion; Masses viewed during Theology classes; outdoor Confessions available regularly with appointment. Campus Ministry is also exploring parent ministry in the evenings.

Given the current restrictions regarding group field trips and overnights, Campus Ministry is focusing on formation for the fall semester of the school year, followed by retreats in the spring, conditions permitting. In addition, the Campus Minister will work with small groups this fall, following safety protocols and guidelines.

Physical Education

All freshmen will be enrolled in the updated Lifestyle Wellness course. Students in this course will participate in appropriate wellness activities, sports, and various health topics. Outdoor facilities will be used as much as possible and indoor activities will follow all CDC guidelines. Students will also obtain their CPR/ First- Aid/ AED certification through the American Red Cross. Nutrition and Strength Training will continue to be offered, following safety protocols when using the weight room. Students in both Lifestyle Wellness and Nutrition and Strength Training will be notified of physical activity days in advance. Under current guidelines, locker rooms and dressing out will not be permitted. Updates on future dressing out guidelines and locker room usage will follow as allowed by the VDOE Re-start guidelines.

Athletics for PE Credit

All current freshmen and sophomores will have a one-year extension on the period of time to complete the Athletics for PE Credit program due to the uncertainty of athletics and competition during the 2020-21 school year.

Band/Chorus

Due to the nature of woodwind instruments, brass instruments, and singing, both Chorus and Band require special precautions. The forceful expulsion of air in both singing and woodwind instruments increases the need for modifications to keep participants and instructors safe. We are monitoring the guidance on these classes and making appropriate modifications, covering the curriculum while altering the typical daily class experience.

Athletics

VHSL has announced a condensed version of athletics for the 2020-21 school year. VISAA has stated that local conferences may make decisions about local competitions. CHS is a member of the TCIS Conference which has a scheduled meeting to determine the level of participation for member schools. Additional updates will be shared as they become available.

Transportation

We continue to evaluate the CHS daily bus service. Students on buses must follow physical distancing guidelines, corresponding to the current phase. This equates to one child per seat every other row, optimizing the distance between passengers.

COVID-19 Protocols

By entering Catholic High School, all employees, students, parents, and authorized visitors, acknowledge the following:

- ✓ Your temperature is under 100.4 degrees and has been without any fever reducing medicines for the last 24 hours; and
- ✓ You or anyone in your household does not have a new cough or new shortness of breath; and
- ✓ You or anyone in your household who has exhibited any COVID-19 symptoms has either been symptom-free for 14 days or has since tested negative for COVID-19; and
- ✓ In the past two (2) weeks, you have not been exposed - less than six (6) feet for greater than 15 minutes - to anyone who has tested positive for COVID-19 without wearing the appropriate Personal Protective Equipment (PPE) as defined by the Centers for Disease Control and Prevention.

If a student has been exposed to a COVID+ patient, parents should consult with their pediatrician and follow all health guidelines. If a student or family member tests positive for Covid-19 or was exposed to a COVID-positive person, the family should immediately notify CHS Principal, Peggy Boon. The [VDH offers guidance on when to safely stop isolation](#) after exposure or illness related to COVID-19

CHS has developed a relationship with a contact in the Virginia Beach Department of Health. If a student or faculty member reports being positive or exposed to a COVID-19 positive person, the school will notify VDH and follow their guidelines and procedures for contact tracing and notifications. CHS will inform families of students who may have been exposed, the Office of Catholic Schools, and the Office of Preparation in the Diocese of Richmond.

How will the school respond to a student or staff member testing positive for COVID-19?

The school will determine when the last time the student or staff member was on school grounds two days prior to the onset of symptoms, or testing if they were asymptomatic. The school must close off areas visited by the positive student or staff member so they can be cleaned and disinfected prior to reopening. If the student or staff member traveled on the school bus, it must be disinfected as well. As students at CHS shift between classrooms, the school will contact staff and families of students in classes throughout the student's scheduled day.

Students who were within six feet of the individual in class or on the school bus will be urged to self-quarantine and get tested four to five days after their last exposure to the person. If they choose not to get tested, they must remain home for 14 days. When required to quarantine

at home due to potential exposure to COVID-19, the school will work with the student and family to continue the learning. Depending on the case, this may include the short term use of a classroom webcam during the quarantine period, allowing the student to view instruction in his/her classes while safely quarantining at home. When a teacher is required to quarantine, other CHS teachers and/or a substitute teacher will step in to lead the class.

Multiple students and/or staff members test positive. Will the school close?

If there is more than one confirmed COVID-19 case (students or staff) in the school at one time, or if there is a series of single cases in a short time span, school administration in conjunction with the superintendent will work with the VDH to determine if it is likely that there is transmission happening in school.

When there is in-school transmission, it is possible that the entire school will be closed for several days for an extensive cleaning, likely one to three days. It is also possible that we will close school for two weeks to allow for a school-wide quarantine period. In either case plans will be put in place to continue the learning, most likely through Digital Learning Days.

Policies and school actions in response to COVID-19 transmission will be based on guidance from medical professionals and the VDH and may vary from what is stated above.

Visitors

For the foreseeable future, visitors in the building will be kept to an absolute minimum, limited to enrollment-based visitors or service related calls. Parents who wish to speak with a school employee are asked to call and/or email. If it is imperative for a visitor to enter the building, it will be by appointment only, and they will undergo a health screening prior to entering the building. Volunteers will not assist in the building at this time.

Social/Emotional Learning

We recognize the importance of social/emotional learning and mental health for our students while maintaining appropriate physical distance. Faculty are participating in professional development on social/emotional learning this summer. When feasible, extracurricular activities will continue virtually or physically, offering opportunities for students to participate safely and connect with others.

Student Handbook

The CHS Student is under review at this time, being updated for the upcoming academic year. It will be released in August. Prior to school beginning for students, parents are asked to read and acknowledge their understanding of the handbook.

Additional Measures

CHS is in the process of creating a guide and a webpage for students and parents outlining and explaining the new procedures. This guide will be available for families prior to school, allowing time to review and discuss prior to school opening. These proposed changes to a typical school day are going to require awareness, understanding, and community-wide compliance.

The diocese is providing professional development for faculty through a series of webinars in July and early August. In addition, all CHS faculty are taking part in reading professional books relevant to digital learning and innovative instructional methods. These professional development plans are designed to strengthen instructional approaches and engage students, especially in a digital environment.

Orientation for all students/families

Videos outlining new procedures and protocols are being developed for an August release.