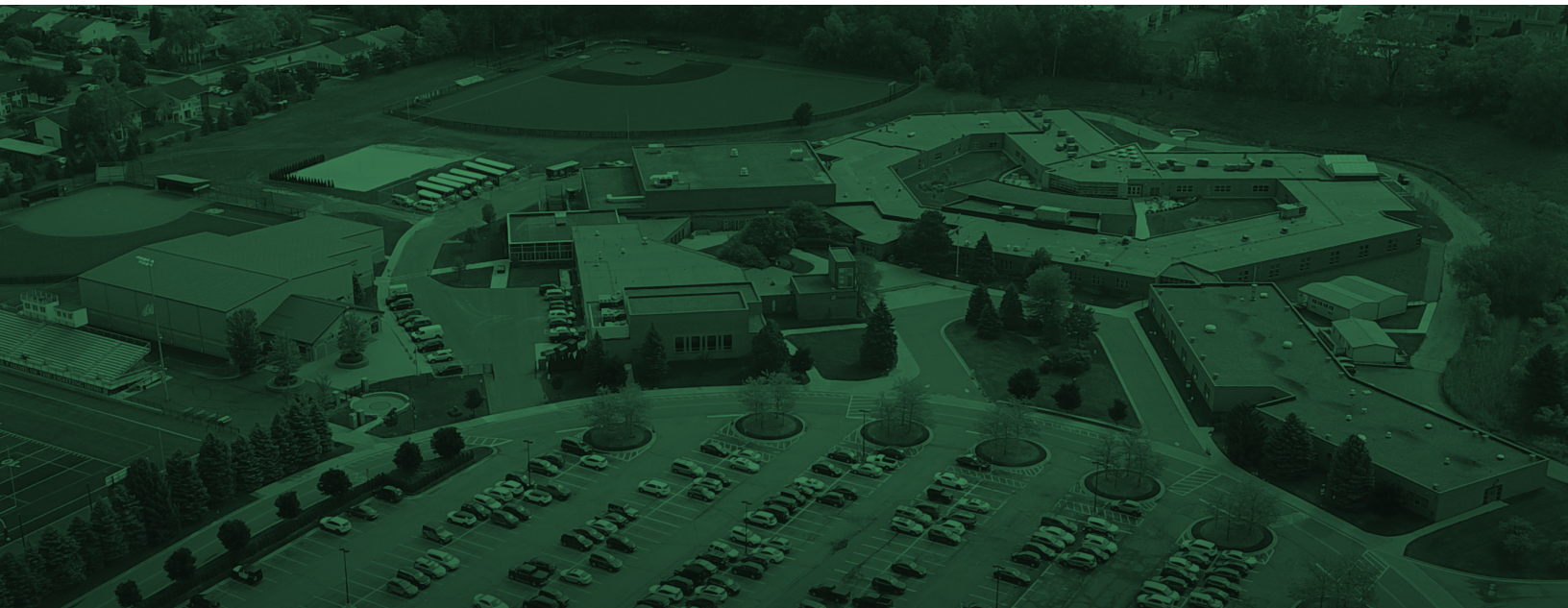




NOTRE DAME



# Return to School Plan 2020-2021

**Notre Dame Preparatory School and Marist Academy**

Released on Aug. 6, 2020



*"Be assured that Notre Dame is prepared to meet all requirements and many of the recommended suggestions for a safe return to school, thus exceeding state guidelines."*

Dear Notre Dame families:

In this document you will find a summary of our reopening plans. The reopening of our school is predicated on which phase our region is in as outlined in the Michigan Safe Start Plan. We are currently in phase 4, which allows for school to reopen, but with strict requirements and recommendations. Be assured that we are prepared to meet all requirements and many of the recommended suggestions for a safe return to school, thus exceeding state guidelines.

If we revert to phase 1-3, no in-person learning will be allowed. In that scenario we are prepared to move toward virtual learning for all students. Last spring, Notre Dame had between a 78 percent and 89 percent satisfaction rate, depending on division, for the delivery of online learning. Most parents felt that the level of work and quality of content exceeded or greatly exceeded what parents were experiencing from other schools. We also heard that parents would like to have more structure and teacher contact during a virtual experience to help keep their students on track. We have taken the feedback seriously and expect to deliver on an even more meaningful online experience in the fall, should we be required to pursue that option.

If we progress to phase 5 or 6, it means that we are getting a better handle on COVID-19 and we will be in a better position to lift some of the restrictions placed on students during the school day and with extracurriculars during phase 4.

Most of the plan that follows will focus on phase 4, which is what we believe to be the most likely scenario when we return to school on Aug. 19. The goal is to make the school as safe as possible but doing so practically and transparently with our parental community.

We understand that there are many concerns regarding the reopening of Notre Dame and all schools in Michigan. For this reason, we have decided to offer a synchronous learning option, where students with severe health risks or students whose immediate families have severe health risks, can attend classes virtually from home. For parents of lower school students in similar positions, we will offer an asynchronous learning option, where students can view lesson plans for the week, work on them at home with their parents, and check in with their teachers at scheduled times throughout the week.

The plan will continue to be fluid and we will do our best to make necessary adjustments throughout the school year. Our return-to-school task force has been in constant contact with other schools, our lead associations, the Archdiocese of Detroit, and local, state, and federal health agencies since mid-March. Our goal has been to share best practices and learn together, so that we can all return students to where they need to be: in school, with teachers that care and have the expertise to teach, role model and prepare them for both the academic and life challenges they will face in the future.

Working together, with God's will and Mary's oversight, we will prevail against any challenge that comes our way.

Blessings and peace,

Andrew J. Guest  
Head of School

## TABLE OF CONTENTS

Note: All details in this return to school plan are subject to change.

### PART I: THE YEAR AHEAD

Start of School Plan .....	5
Important Dates .....	6
Athletics .....	7

### PART II: HEALTH AND SAFETY

Facial Coverings.....	8
Screening for Staff and Students .....	8
Positive COVID-19 Cases.....	9
Hygiene.....	10
Mental, Social and Emotional Health .....	10
Spacing and Movement .....	11
Mass and Worship.....	12
Food Service Plan.....	13
Facilities and Maintenance.....	13
Visitors .....	14
Online Learning.....	15

#### Notre Dame Return to School Task Force

The mission of the Return to School Task Force is to work with the Head of School, in consultation with health care professionals, to prepare the processes, plans, and procedures for Notre Dame Preparatory School and Marist Academy's response to COVID-19 in order to mitigate the risk of exposure to students, faculty, staff, parents, alumni and stakeholders during the 2020-2021 school year.

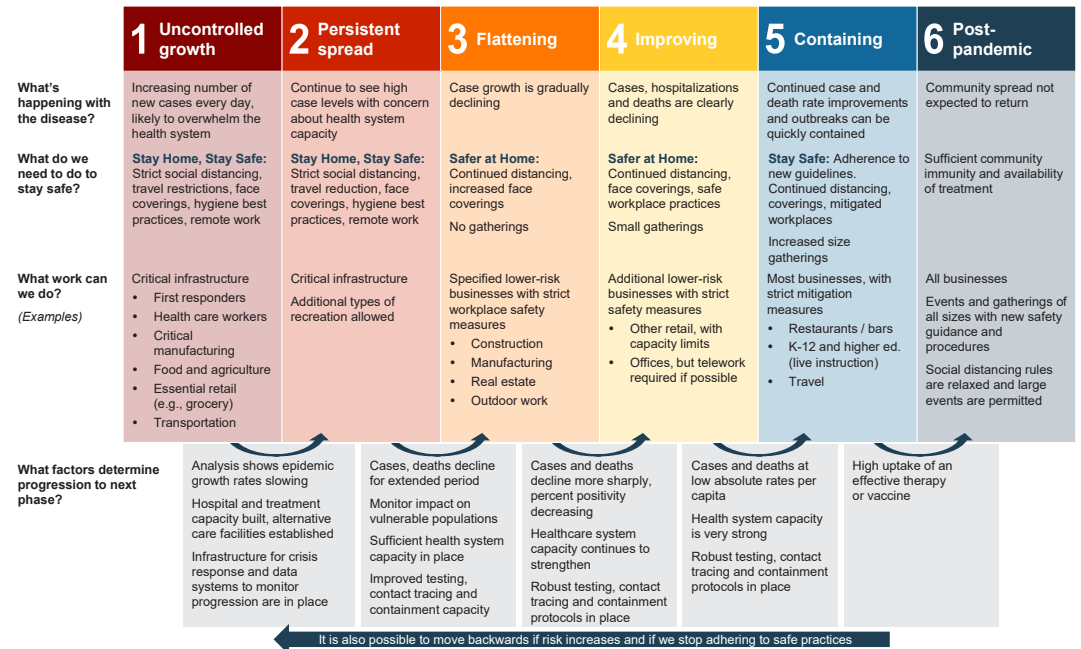
#### Task Force Members:

**Andrew J. Guest** – Head of School  
**Anthony Block** – Chief Financial Officer  
**Betty Wroubel** – Athletic Director  
**Mark Roberts** – Vice President for Advancement  
**Fr. Joseph Hindelang, s.m.** – Principal, Notre Dame Preparatory School  
**Kimberly Anderson** – Vice Principal, Notre Dame Preparatory School  
**Brandon Jezdimir** – Principal, Notre Dame Middle School  
**Kelly Patterson** – Vice Principal, Notre Dame Middle School

**Diana Atkins** – Principal, Notre Dame Lower School  
**Robert Patterson** – Vice Principal, Notre Dame Lower School  
**Michael Kelly** – Director of Marketing  
**Eden Konja** – Director of Information and Academic Technology  
**Daniel Lai** – Director of Communications  
**Kathleen McCaffrey** – Human Resources Manager  
**Kathleen Offer** – Director of Enrollment Management  
**Richard Winiarski** – Facilities Director

# PART I: THE YEAR AHEAD

## RETURN TO SCHOOL ROADMAP



- In June, Gov. Gretchen Whitmer released her "Return to School (Roadmap)," which is based off of the "MI Safe Start Plan."
- As of July 15, all schools are permitted to resume in-person instruction beginning in Phase 4. This return to school plan focuses on Phase 4 and return to face-to-face instruction.
- All PreK-12 schools will be required to follow the safety protocols outlined in the Roadmap which were noted as "required." Notre Dame is working to implement a majority of the "strongly recommended" or "recommended" practices.
- Safety protocols that are required must be implemented by all Michigan schools that serve students in grades PreK-12. They are the most feasible protocols that will minimize risk of exposure to COVID-19.
- Notre Dame retains authority to enact stricter public health requirements than is mandated within the state Roadmap.

Note: Notre Dame is also following guidelines from the Archdiocese of Detroit's re-opening plan that has been filed with the Department of Education.



## 2020-2021 School Scenarios

Depending on the status of COVID-19 cases based on the MI Safe Start Plan, there are four likely scenarios for the 2020 school year:

### Scenario No. 1: MI Safe Start Phases 1-3

- School is closed to students, and instruction is provided remotely.

### Scenario No. 2: MI Safe Start Phase 4 (Current Plan)

- School is open for in-person instruction with more stringent required safety protocols.

### Scenario No. 3: MI Safe Start Phase 5

- School is open for in-person instruction with moderate required safety protocols.

### Scenario No. 4: MI Safe Start Phase 6

- School is open for in-person instruction with minimal required safety protocols.

## PHASE 4: START OF SCHOOL PLAN

Classes will be held in-person Monday through Friday for the entire student body beginning Aug. 19 and run through Dec. 22, five days per week.

**Lower School:** Students in PreK-5th grade will continue an eight-day rotating schedule with classes from 7:45 a.m. to 3:05 p.m.

**Middle School:** Students in grades 6-8 begin their day at 7:45 a.m. and end at 2:45 p.m. following an alternating block schedule with four classes per day.

- A Day: Periods 1,2,3,4
- B Day: Periods 5,6,7,8
- Classes will be 80 minutes in length
- Community Time (30 minutes)
- Lunch (35 minutes)

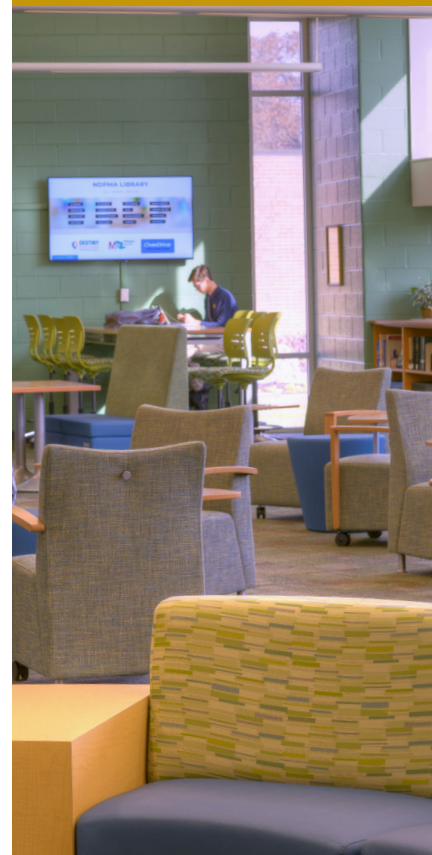
**Upper School:** Students in grades 9-12 begin their day at 7:45 a.m. and end at 2:45 p.m. following an alternating block schedule with four classes per day.

- A Day: Periods 1,2,3,4
- B Day: Periods 5,6,7,8
- Classes will be 80 minutes in length
- Three lunch periods (35 minutes)
- Community Time (25 minutes)

## PHASE 1-3: VIRTUAL LEARNING ENVIRONMENT

Classes will be held online only Monday through Friday for the entire student body beginning Aug. 19. The school building and campus will be closed to all students.

- Teachers will hold daily office hours.
- Counseling Office, advisors and campus ministers will be available by appointment (Upper and Middle School).



*Notre Dame also is following guidelines from the Archdiocese of Detroit's re-opening plan that has been filed with the Department of Education.*



*The principles of the Gospel, the teaching of the Church and the Marist philosophy of education are the educational norms upon which this Catholic school is based.*

## IMPORTANT DATES IN AUGUST

To provide a safe and smooth transition back into the classroom under our new practices and procedures, please be aware of the following key events:

- Aug. 16: Welcome Ice Cream Party for lower school families (outside)  
\*Families, wearing proper facial coverings, may view the classrooms.
- Aug. 16: Freshman Launch (virtual)
- Aug. 17-18: Faculty and staff meeting and retreat days
- Aug. 18: Senior Orientation, 1 to 2:30 p.m.
- Aug. 19: First Day of School Lower School
- Aug. 19: Freshman, Sophomore, Junior and Middle School Orientation
- Aug. 20: First Day of School (Middle and Upper School)

## CHRISTIAN PERSONS

The first aspect of our school mission is to help students develop as good disciples of Jesus. The principles of the Gospel, the teaching of the Church, and the Marist philosophy of education are the educational norms upon which this Catholic school is based.

We will follow Archdiocese of Detroit and State of Michigan guidelines regarding all school Masses, prayer services, retreat experiences and Christian Service Learning opportunities (which for the 2020-21 school year will emphasize the learning component rather than voluntary service in the local community).

It is always important for Notre Dame to foster an atmosphere where the faith of students and staff can grow, be celebrated in prayer, and be put into action by the way that we think, speak and treat other people. Our Campus Ministry Office and administration is working within guidelines of the archdiocese and the state to maintain the safest environment in which our students and staff can develop and grow as Christian persons.

## TECHNOLOGY

This summer, the IT department upgraded several systems and processes in preparation for a return to school or virtual learning environment, should the need arise.

- Deployed nearly 200 new Microsoft Surface Pro and Apple iPad tablets to students. 1:1 device program equips every student and teacher with webcam and microphone capabilities.
- Working to create templates to unify structure within PowerSchool Learning to provide consistency in distributing course material and posting class announcements.
- Increased the school internet bandwidth.
- Upgraded 25 wi-fi access points to improve network infrastructure and connections.
- Acquired a cloud-based content filter platform to allow filtering websites by device not location.
- Provided additional professional development training for our teachers related to virtual learning.
- Added improved processes for technology services to assist community with technical issues by utilizing ticketing system to triage and resolve reported issues timely via [ITSupport@ndpma.org](mailto:ITSupport@ndpma.org).
- Technology assistance is available during all normal school hours. Limited support is also available during evenings and weekends.

## ATHLETICS

Notre Dame's athletic department continues to monitor best practices and guidelines to help student-athletes safely return to play.

- Students have been outdoors on campus, socially distanced, since June 8 under the guidance of the Notre Dame Athletic Department, coaches, and athletic training staff. The following protocols were put in place to promote student safety and to mitigate the spread of COVID-19:
  - Student-athlete health screenings both on and before arriving to campus.
  - Daily temperature check for student-athletes on campus.
  - Mandated face coverings upon entering the campus.
  - Hand sanitation a minimum of every 30 minutes.
  - No school-provided water bottles or refilling stations.
  - Daily sanitation of athletic equipment and facilities.
  - No use of indoor facilities (locker rooms, restrooms, etc. unless for an emergency) until permitted by the Michigan High School Athletic Association (MHSAA) and National Federation of State High School Associations (NFHS).
  - Catholic Youth League (CYO) athletics will follow guidelines set by the MHSAA, Archdiocese of Detroit and NFHS.

Notre Dame will continue to work in collaboration with the MHSAA, Michigan Department of Health and Human Services, NFHS, AOD and CYO Athletics to ensure all protocols are in compliance. As a MHSAA member school, Notre Dame will continue to follow the MHSAA guidance for the upcoming year.



*Notre Dame will continue to work in collaboration with the MHSAA, Michigan Department of Health and Human Services, NFHS, AOD and CYO Athletics to ensure all protocols are in compliance.*

## PART II: HEALTH AND SAFETY

### FACIAL COVERINGS

- Facial coverings must be worn by faculty, staff and students before entering and until leaving the building, i.e., hallways, common areas, buses, etc.
- An alternative will be considered for medically-vulnerable students and faculty who have authorization from their primary care provider.
- May only be removed while eating.
- Can be homemade, store-bought, or disposable.
- Must cover both nose and mouth.
- Can be fun or stylistic but must be appropriate for a Catholic school (i.e., plain or simple pattern. No messaging, words or statements.).
- If a student forgets his or her mask, one can be purchased from the school bookstore.

**Lower School:** Not required for students in grades PreK through 5th grade except in hallways, common areas and when congregating with other members of the greater student body.

**Middle and Upper School:** Must be worn at all times while indoors (except while eating).

### SCREENING FOR STAFF AND STUDENTS

To help prevent an outbreak of COVID-19 in our community, it is extremely important that all individuals displaying signs of illness remain at home and not be permitted on campus.

#### At-Home Temperature Taking (Lower, Middle and Upper)

- Parents are highly encouraged to take their child's temperature every morning before school.
- All faculty and staff are **required** to take their temperature every morning before school.
- A student or staff member with a temperature of 100.3 degrees Fahrenheit or below are welcome to attend school.
- A student or staff member with a temperature in excess of 100.3 degrees Fahrenheit must stay home.
- Family members or guests are asked to refrain from entering the school building except under extenuating circumstances and by appointment.

#### Lower School (In-School Temperature Taking)

- Temperature checks will be completed at the entrance doors. Toddler-2nd Grade will enter through the front doors. Grades 3-5 will enter through the rear doors.

#### Middle School and Upper School (In-School Temperature Taking)

- Students must enter through an assigned door to have their temperature taken by thermal scanners.
- Faculty and staff will enter through any of the assigned doors to have their temperature taken.
- Doors will open daily at 7 a.m. for thermal scanning.
- Students arriving before 7 a.m. must remain in the main lobby until they are properly screened.
- Upper school students are required to conduct a five-question Student Health Survey before entering the building. Middle school students and staff will be asked health survey questions at the time of their temperature scan.



- Upper School ([form here](#))
- Add to Home screen: On your personal device or school device, open the link and click "add to home screen" so the link is easily accessible. Be sure you are logged into your [ndpma.org](https://ndpma.org) account. ([more information here](#)).
- A student or staff member with a temperature of 100.3 degrees Fahrenheit or below, and completed their daily screening, will be allowed to enter.
- Parents will be contacted to pick up their son or daughter if he or she records a temperature in excess of 100.3 degrees Fahrenheit.

### FALLING ILL AT SCHOOL

- Students with a fever, runny nose, cough or gastrointestinal symptoms must stay home.
- Students who feel ill in school will have their temperature taken.
- If a student has a fever or exhibits any other symptoms of illness, he or she will be moved to a designated waiting area until they can be picked up by a parent or guardian.

### POSITIVE COVID-19 CASES

- COVID-19 symptomatic students sent home from school must be kept home until they have tested negative for the virus, have completely recovered according to CDC and local health department guidelines, or provide authorization to return to school by their health care provider.
- Asymptomatic students who test positive for COVID-19 must quarantine for 14 days before returning to campus.
- If a student tests positive, he or she must notify the school immediately.
- Test locations can be found using the [Michigan.gov](https://michigan.gov) testing locator.
- Staff who become ill must notify their direct supervisor and report for off-site testing.
- If a staff member is symptomatic, they must be symptom free for 48 hours to return to campus. If they test negative, the staff member may return to campus after being fever free for 48 hours.
- Families will be notified of the presence of any clinically diagnosed cases of COVID-19 in the classroom and/or school to encourage closer observation for any symptoms at home. HIPAA and FERPA rules apply.
- Notre Dame will cooperate with Oakland County Health Division if a confirmed case of COVID-19 is identified, and, in particular, collect the contact information for any close contacts of the affected individual from two days before the individual person showed symptoms to the time when the individual was last present at the school.
- The health department will initiate contact tracing, following regular public health practice.
- Close contact with a person who is COVID-19 positive is defined by the CDC as closer than 6 feet for 15 minutes or more.

**Middle School and Upper School:** Quarantined students will still be expected to attend class digitally while at home, unless they are physically unable to do so.



*To help prevent an outbreak of COVID-19 in our community, it is extremely important that all individuals displaying signs of illness remain at home and not be permitted on campus.*



*Notre Dame counselors will be available to address the emotional, social, school and mental health concerns of all our students.*

## HYGIENE

- Buildings have been deep cleaned in preparation for the 2020-21 school year.
- Buildings are equipped with adequate amount of supplies to support healthy hygiene behavior.
- Hand sanitizer is available in each classroom.
- Adequate time will be allocated during the school day to allow for classrooms to be cleaned in-between each class period.
- Sanitizer stations will be frequently checked and refilled.
- Contracted for additional support from our third-party janitorial company for supplemental cleaning/disinfecting during the school day including use of electrostatic sprayer.
- Established emergency cleaning protocol to be implemented when confirmed case of COVID-19 is reported by a student or faculty/staff member.
- Additional training provided to all maintenance staff, including "Safe Schools Training (Cleaning and Disinfecting Your Workplace)" and OSHA certification in "Preparing Workplaces for COVID-19."

## MENTAL, SOCIAL AND EMOTIONAL HEALTH

Notre Dame counselors are available to address the emotional, social, school and mental health concerns of all our students. Guidance counselors have provided professional development for our teachers and staff on topics such as mindfulness and well-being, and identifying, reporting and supporting students in distress.

- Teachers and counselors work together to promote self-care and build healthy relationships with our students.
- Student concerns will be reported to school counselors to ensure support for students in distress.
- Middle school students can make appointments by contacting their advisor or by scheduling an appointment directly with a counselor either by email or in person.
- The [Campus Ministry team](#) will work in conjunction with the counseling office to provide emotional, psychological, physiological and spiritual guidance to students struggling with issues such as stress, relationships, death and faith formation.
- Wellness tips and information for the NDPMA community provided to teachers and staff.
- During the 2019-2020 school year, the upper school introduced the "Be Nice" program, a student-led campaign to address teen mental health. [Learn more.](#)
- Parents are encouraged to notify their child's counselor (upper and middle school) or principal (lower school) with mental health concerns. Visit the NDPMA Counseling [website](#).

## PICKING UP/ DROPPING OFF STUDENTS

### Lower School (Arrival)

- Toddlers will be dropped at the front entrance.
- Toddler parents may enter the building, with a facial covering and temperature/health check at the front door.
- Students in PreK-3 through 2nd grade will be dropped off at the front entrance, parents are not allowed inside the building.

- Students in 3rd through 5th grade will be dropped off at the rear of the building, parents are not allowed inside the building.

#### **Lower School (Dismissal)**

- Students will have a staggered dismissal time.
- Grades 3-5 will be dismissed at 2:50 p.m. Students can be picked up on the grassy area (west side of building near rear entrance).
- PreK-3 through 2nd grade will be dismissed at 3:05 p.m. Students can be picked up on the grassy area (west side of building near rear entrance).
- Toddler parents may enter the building, with a face covering after temperature/health check, through the front doors to pick up students from classroom.
- Parents with students across grade levels must adhere to the scheduled times to maintain proper social distancing.

#### **Middle School (Arrival)**

- Students will be dropped off in the main circle and will enter through Door 4 (near chapel and cafeteria) where thermal screening will take place.

#### **Middle School (Dismissal)**

- A one-way directional traffic pattern will guide students to the building exit and out to the buses or a designated area for middle school parent pickup at the end of the school day.
- At the end of the school day, students who are not involved in sports or other extracurricular activities should be picked up promptly by a parent or guardian.

#### **Upper School (Arrival and Dismissal)**

- Freshmen and sophomores should enter/exit the building through the main entrance of the school (Door 1).
- Juniors and seniors should enter/exit the building through the doors at the middle of the B Wing/across from study hall (Door No. 34).
- Before 7 a.m., all students should enter through the main entrance (Door No. 1) and remain in the lobby area until they are temperature screened.
- After 7:45 a.m., all students should enter the building through the main entrance (Door No. 1) for temperature screening.
- At the end of the school day, students who are not involved in sports or other extracurricular activities should be picked up promptly by a parent or guardian.

### **SPACING AND MOVEMENT**

Notre Dame will make several adaptations to provide a safe environment where students, faculty and staff are able and encouraged to maintain appropriate social distance from one another throughout the course of the school day. It should be noted that we cannot guarantee that 6 feet of distance will be able to be maintained.

Current guidance gives us confidence that when we put into place procedures such as staying home when sick, consistent personal protective equipment, and regular hygiene practices, this will provide sufficient risk mitigation for our population within our building, even if students are sometimes closer than 6 feet. Signage is placed throughout the buildings to promote proper social distancing.

#### **Middle School and Upper School**

- Classroom spacing and arrangement of desks (arranged to face the same direction) for maximum distance.



*Notre Dame will make several adaptations to provide a safe environment where students, faculty and staff are able and encouraged to maintain appropriate social distance from one another throughout the course of the school day.*





*The middle school will have a one-way loop in the D-E wing and through the courtyard that will be used when traffic is heavy throughout the day.*

- Assigned seating in the classroom.
- Enforcing reduced capacity in common gathering areas such as the cafeteria, main triangle, etc.
- Faculty/staff to remind students of distancing and face covering guidelines.
- Adapting group work assignments to provide more physical distance among groups of students.
- Adapting activities and locations for courses such as physical education, visual arts, and performing arts, to maximize distance and avoid certain activities.
- Reducing and eliminating shared classroom materials whenever possible.
- Increased use of outdoor campus space for various classes and activities as weather permits.
- Floor markings to appropriately space people apart in specific areas around campus.
- Additional time in between classes to allow students to use the bathroom and wash hands.
- The middle school will have a one-way loop in the D-E wing and through the courtyard that will be used when traffic is heavy throughout the day (i.e., in between classes, before and after school).
- In the upper school, locks for lockers will not be provided (unless requested) to help with traffic flow in the hallways.
- Middle school students will be assigned every other locker.

#### **Lower School**

- Students and faculty will follow the one-way traffic pattern (no crossing across the hall to enter classrooms; complete continuous loops will be made).
- Sanitizer stations will be located at the front door, rear door, and near the entry to the 5th grade classrooms.
- Hand-washing schedule will be posted and followed in all classrooms.
- Tables and chairs will be cleaned several times throughout the day (following the CDC guidelines and EPA-approved materials).
- Teachers will wear gloves during lunch and snack time for students.
- Playgrounds will be sanitized after use. Students will sanitize hands on the way to the playground.
- Students will eat lunch in the classroom.
- Masks required for teachers for the entire day.
- Restrooms will be cleaned and sanitized every four hours during the school day.
- Classrooms and restrooms will be cleaned and sanitized each evening.

#### **MASS AND WORSHIP**

PreK-12 all-school Masses will be suspended for the first semester.

#### **Upper School and Middle School**

- Mass will be split into smaller groups and held concurrently in the main gym, the Grimaldi gym, the cafeteria or outdoors.
- Mass will follow AOD guidelines for worship, which have been approved by the governor's Safe School Start task force for Catholic schools.
  - Less than 50 percent capacity.
  - Facial coverings required.
  - Social distance seating required.
  - Hand sanitation stations at entry and exit.



### Lower School

- Mass will be held each Wednesday morning for grades 1-5 only.
- Facial coverings required.
- Social distance seating required.
- Hand sanitation stations at entry and exit.
- Participants will be restricted to students and faculty.
- Mass will be livestreamed for parents who wish to participate from home.

### FOOD SERVICE PLAN

In order to allow for as much social distancing as possible:

- Tables will be limited to four students.
- The stage area in the cafeteria will be added as a dining area.
- Outdoor spaces may be used for dining, weather permitting.
- Hand sanitizer will be placed outside the cafeteria entrance.
- Self-serve salad bar and soup station will be replaced with pre-packaged salads and soups.
- To reduce wait times, menu choices will be limited; more items pre-served, fewer custom topping options, sandwiches pre-made, etc.
- The Flik Company, our food service vendor, will fully train, implement, and monitor all relevant food safety and human resource protocols.
- Food service staff will be required to wear all necessary personal protective equipment.
- No cash will be accepted for food purchases in the cafeteria. All students and staff must use ID cards and food service accounts.

### FACILITIES AND MAINTENANCE

- Following requirements of MI Safe Schools: Michigan's 2020-21 Return to School Roadmap.
- In compliance with recommendations and best practices from the Centers for Disease Control and Prevention and the Oakland County Health Division.
- Created and coordinated placement of visual controls and/or signage in school buildings to reinforce social distancing and proper hand washing.
- Sanitizing stations placed at entry points and throughout the buildings.
- All vendors entering the building will be screened, must wear a mask, and must sanitize hands upon entry to the building.
- Working in conjunction with our HVAC contractor to increase flow of outside air into indoor spaces where possible.
- Frequency of air filter changes and MERV rating of filters increased to help diminish circulation of contaminants within the building.
- Classroom windows may be opened, weather permitting.



***PreK-12 all-school  
Masses will be  
suspended for the  
first semester.***



*Notre Dame will continue to provide bus transportation service for students who need assistance in getting to and from school each day.*

## TRANSPORTATION

Notre Dame will continue to provide bus transportation service for students who need assistance in getting to and from school each day. We have put a number of best-practice processes in place to keep riders safe.

- Hand sanitizer supplied on all buses.
- Hand sanitizer must be used before entering the buses.
- All passengers must wear a facial covering at all times.
- The bus driver must wear a face covering unless it is unsafe for him or her to do so while driving.
- Buses will be cleaned and disinfected before and after each use.
- If a student becomes sick during the day, they may not use bus transportation to return home.
- Weather permitting, windows will be open to promote ventilation.
- Students will be issued an assigned seat for social distancing (siblings shall be seated together).
- Students will be temperature screened when entering the buses. Students with a temperature in excess of 100.3 degrees Fahrenheit will be required to stay home.

## VISITORS

- No outside visitors, including parents (except for extenuating purposes and by appointment only).
- Visitors to all school buildings will be screened for symptoms, must wear a facial covering, and sanitize hands prior to entry.
- Visitors to the Athletic Office and Business Office must check-in at the front entrance at the upper school.
- Visitors to the Fr. Colin House (Advancement Office) will be by appointment only and are required to wear a facial covering.
- Records of all visitors will be kept.

## SYNCHRONOUS ONLINE LEARNING

### Upper School and Middle School

- Provide a virtual synchronous online learning option for those students who have health concerns, live with family members who have health concerns and/or are unable to return to campus this fall.
- Students participating in synchronous online learning will not be able to attend classes on campus and may not be able to participate in athletics or in-person extracurricular activities.
- Families who wish to participate will need to email Mr. Brandon Jezdimir ([bjezdimir@ndpma.org](mailto:bjezdimir@ndpma.org)) for the middle school, and Mrs. Kimberly Anderson ([kanderson@ndpma.org](mailto:kanderson@ndpma.org)) for the upper school by Aug. 12.
- **Families choosing synchronous learning are required to commit to one of the three return date options.**
- The online option will match the regular daily schedule for all other students.
- Virtual students will livestream into their classes from home, and attendance will be recorded as usual.
- Students who become sick throughout the school year, are asked to quarantine, or are unable to return to the classroom for other reasons will be able to use synchronous learning to transition between in-person and online learning throughout the year.
- For specific details [click here](#).
- Students who opt into the synchronous online learning option must adhere to the virtual learning handbook guidelines. [View here](#).

## ASYNCHRONOUS ONLINE LEARNING

### Lower School

Students whose health is compromised or who reside with a family member whose health is compromised can opt for an asynchronous online learning option. These students will be considered on a case-by-case basis.

The plan is available for:

- Fall trimester (return to campus Nov. 2, 2020)
- Semester (return to campus Jan. 4, 2021)
- Year (return to campus August 2021)
- Once an option is selected, the plan cannot be altered.
- Multiple touch points with core teacher via Zoom during the week.
- Weekly meeting via Zoom with Spanish teacher to go over assignments.
- Weekly assignments posted and submitted through PowerSchool Learning.
- Biweekly activities in technology, PE, music and art posted on PowerSchool Learning.
- Teachers will be available for questions via email and will respond within 24 hours.
- For more information, email [datkins@ndpma.org](mailto:datkins@ndpma.org).
- View more details [here](#).



*Middle and upper school virtual students will livestream into their classes from home, and attendance will be recorded as usual.*



NOTRE DAME

**Notre Dame Preparatory School and Marist Academy**  
1300 Giddings Road  
Pontiac, MI 48340  
248-373-5300  
[ndpma.org](http://ndpma.org)