

# FAMILY **GUIDE**



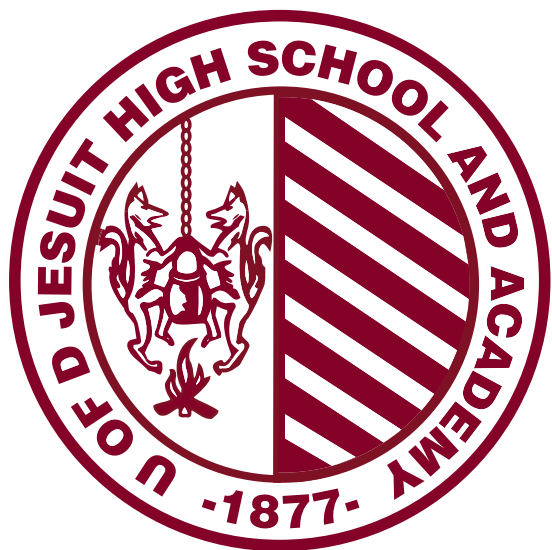
## Back to school

### UNIVERSITY OF DETROIT JESUIT

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# COVID-19





# Attendance and Instruction Options

During the current pandemic, you have options for your son's instruction. You will be able to choose a different option should your circumstances change. Use the official Options Form link in the email that contained this document.

## Option 1 AT SCHOOL EVERY DAY

Students report daily to the school building for the school day. On the day when a student's group status is LIVE for instruction, he will report in person to all of their classes that day. Each classroom is equipped with a camera and microphone for a real time broadcast. On the day when a student's group status is REMOTE for instruction, he will be assigned to a space in the building to be supervised by a teacher or staff member. He will use his computer to use Zoom video conferencing to report to their classes following the daily schedule for that day. Teachers will provide students the Zoom links for their classes. Some classes will be of a size that the entire class could be accommodated in the classroom with the teacher, regardless of live or remote status of the students on a given day.

## Option 2 AT SCHOOL AND HOME

On the day when a student's group status is LIVE for instruction, he will report to school in person to all of his classes that day. On the day when a student's group status is REMOTE for instruction, he will use his computer from home to report to each class using Zoom video conferencing following the daily schedule for that day.

## Option 3 AT HOME EVERY DAY

Students will follow the daily schedule from home remotely each day. They are expected to report on time to each class period using Zoom video conferencing. Attendance will be taken at the beginning of each class period.

# Instruction Components

Class periods may have both synchronous and asynchronous instruction components.

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## SYNCHRONOUS

Class period time for live, real-time connection and engagement with students.



## ASYNCHRONOUS

Class period time for students to work independently from the teacher (no cameras for remote group) on a prepared lesson/assignment/activity/socially distanced group work.



The start of each class period will begin synchronously with students in the classroom and remote. Teachers will use this time to take attendance and introduce learning activities. The rest of the class may be completely synchronous, completely asynchronous, or some combination thereof. The proportions of synchronous and asynchronous learning may vary from day to day. A portion of every day's instruction will always be synchronous. This is no different than teacher practices prior to the pandemic.



# ORIENTATION AND STEP

## SCHEDULE TRANSITION & EVALUATION PERIOD

| STUDENT ORIENTATION & STEP CALENDAR   |   |
|---|---|
| <b>Grade 12 Orientation</b>   | Wednesday, 8/19, 9 a.m. - Noon                        |
| <b>Grade 9 Orientation</b>  | Thursday, 8/20, 8 a.m. - 12:30 p.m.                   |
| <b>Grade 10 Orientation</b>   | Thursday, 8/20, 1:30 p.m. - 4 p.m.                    |
| <b>Grade 11 Orientation</b>   | Friday, 8/21, 9:30 a.m. - Noon                        |
| <b>Grade 7 Orientation</b>  | Friday, 8/21, 8 a.m. - Noon                           |
| <b>Grades 8 Orientation</b>   | Friday, 8/21, 12:30 p.m. - 3:30 p.m.                  |
| STEP BEGINS   |   |
| <p><b>First Day of Classes GROUP A</b></p> <ul style="list-style-type: none"> <li>In person ONLY, no remote</li> <li>Periods 1 - 8, 35-minute classes, lunch, no formation period</li> <li>No classes for Group B<br/><i>(Students in Remote Only group will be contacted)</i></li> </ul>   | Monday, 8/24, 7:45 a.m. - 3 p.m.                      |
| <p><b>First Day of Classes GROUP B</b></p> <ul style="list-style-type: none"> <li>In person ONLY, no remote</li> <li>Periods 1 - 8, 35-minute classes, lunch, no formation period</li> <li>No classes for Group A<br/><i>(Students in Remote Only group will be contacted)</i></li> </ul>   | Tuesday, 8/25, 7:45 a.m. - 3p.m.                      |
| <p><b>Phase In of School Cycle Schedule</b></p> <ul style="list-style-type: none"> <li>Six class periods, lunch, formation periods</li> <li>Group A &amp; B alternate each day - one group IN SCHOOL ONLY, one group REMOTE from home, and remote only group from home</li> </ul>   | Wednesday, 8/26 - Thursday, 9/3<br>7:45 a.m. - 3 p.m. |
| <b>Labor Day Holiday, NO SCHOOL</b>   | Friday, 9/4   |
| <b>Labor Day Holiday, NO SCHOOL</b>   | Monday, 9/7   |
| STEP ENDS   |   |
| <p><b>BEGIN FULL SCHOOL CYCLE SCHEDULE</b></p> <ul style="list-style-type: none"> <li>Students who chose to be at school every day begin reporting to school daily regardless of LIVE or REMOTE status</li> <li>Students who will be alternating between SCHOOL and HOME begin their schedule: Group A LIVE, Group B REMOTE on first day</li> </ul> | Tuesday, 9/8, 7:45 a.m. - 3 p.m.                      |

# ORIENTATION AND STEP

## Does my son need to attend Orientation?

Yes. Student Orientations will take place August 19-21 (see calendar on previous page for grade level orientation dates).

Students who have chosen the "At Home Every Day" option will be contacted to discuss their options.

## What is STEP?

During STEP, attendance to school in person will be limited to just Group A or Group B when their status is LIVE through Thursday, September 3. This will allow for the fine tuning of our new Health & Safety procedures/policies and school schedule without compromising live instructional time.

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## Orientation and STEP Summary

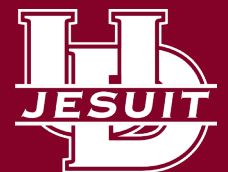
- Classes will begin on Monday, August 24, but a transition period will be in effect until Thursday, September 3.
- The first two days of classes will be class period orientation for all students. Students in group A will report for in class instruction on Monday, August 24 for all eight class periods (35-minute classes) (no class, remote or live, for students in group B). Students in group B will report for in class instruction on Tuesday, August 25 for all eight class periods (35-minute classes) (no class, remote or live, for students in group A). This will allow students to attend all their classes, meet their teachers, and review expectations and protocols for remote learning. There will be no formation periods on these two days. Students in the REMOTE ONLY group will be contacted.
- Students will begin the 6-period cycle schedule on Wednesday, August 26. Students who are attending school in person will only attend on days when their group status is LIVE. This only affects students who chose the option to be in school every day. Attendance to school every day will begin after Labor Day.
- Information regarding which group students will be in will be provided to students during orientation. Parents will be notified through email.
- We will return to the attendance options referred to on page 2 on Tuesday, September 8.



# ILLNESS - SCREENING DAILY ARRIVAL & ENTRY TO SCHOOL

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- It is imperative that students who are ill stay home.
- All students, faculty, and staff are required to complete a health questionnaire before entering the building.
- The student health questionnaire can be completed and recorded on a phone app. Students without a phone can complete and print the results from their home computer.
- A student who fails to complete the health questionnaire will not be allowed entry to the building.
- If a student has not been cleared by the health questionnaire, he should stay home and report the absence according to the "Attendance Guidelines" found in the Student/Parent Handbook, which will be distributed at orientation.
- Students must enter through the Atrium entrance on the East side of the building.
  - A student with a phone screen displaying GREEN is cleared and will be allowed to enter.
  - A student with a phone screen displaying RED is not cleared (should not have come to school, but if arrives) and will be taken directly to an isolation room to await parent pick-up.
  - Students who do not have a phone may present the completed paper version of the results as described above with the same rules.
- Two separate rooms will be used for students who become ill at school: those who report COVID symptoms, and those who report other non-COVID symptoms requiring medical attention (migraine headache, low blood sugar, etc.).
- Upon reporting illness or symptoms, students will be placed in a monitoring process managed by the School Health Professional, Dr. Deborah Wolfe.
- Students sent home from school with COVID-19 like symptoms will be given instructions as to when they may return from the School Health Professional, Dr. Deborah Wolfe.



# ILLNESS | SCREENING

- Attendance guidelines concerning the reporting of COVID-19 symptoms are included in the Student/Parent Handbook. There are three scenarios: sent home with COVID-19 symptoms, having a positive COVID-19 diagnosis, and a household member who tests positive. The criteria for returning to school in each scenario is described in the Handbook and follows current CDC guidelines and best practices.
- Family members and visitors are asked to refrain from entering the school building unless prior approval is granted by the school.
- All vendors entering the building will be screened, must wear a mask, and must sanitize hands upon entry to the building.
- Sanitizing stations are located at entry points and throughout the building.
- Supervised space will be provided before school and after school to accommodate students who arrive early or depart late.



## POSITIVE COVID CASES

- If a student or a direct household member tests positive for COVID-19, the School Health Professional, Dr. Deborah Wolfe, must be notified immediately as spelled out in the Attendance Guidelines section of the Student/Parent Handbook.
- When there is a positive diagnosis of COVID-19 in the school community, the priority will be to reach out to those in the classroom of the diagnosed student/faculty member. The broad U of D Jesuit community will be subsequently informed through regular reports on the number of cases. HIPPA and FERPA rules will apply to all communications.
- The Department of Public Health will be notified, and help determine through contact tracing, which individuals will require a 14-day quarantine. U of D Jesuit will cooperate and facilitate this contact tracing.
- It is important to note that the disciplined use of face masks/coverings and social distancing will decrease the need for students in a classroom to quarantine (be absent for 14 days) if a classmate is given a positive COVID-19 diagnosis. At a minimum, those notified of a classmate's diagnosis will need to self-monitor for symptoms. Further recommendations will be made with guidance from the Health Department.
- Quarantined students will still be expected to attend class remotely while at home, unless they are physically unable to do so.



# SPACING - MOVEMENT & SOCIAL DISTANCING

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- Teachers will do their best to maintain 6 feet of social distancing with students.
- Students, faculty, and staff will be required to pass through the hallways on the far right in the same direction to maintain appropriate social distancing.
- Signage is placed throughout the building to promote proper social distancing.
- Markers will be used at six foot intervals where line formations will take place.
- Desks are arranged to face the same direction.
- In smaller classrooms, plexiglass dividers will be used on desks.
- All rooms are well ventilated. HVAC filters have been inspected and will be replaced on a more frequent schedule than usual. Doors and windows will be kept open when possible.
- Faculty, staff, and administrators will monitor arrival and dismissal times to encourage social distancing.
- Physical Education classes will take place outside when possible.

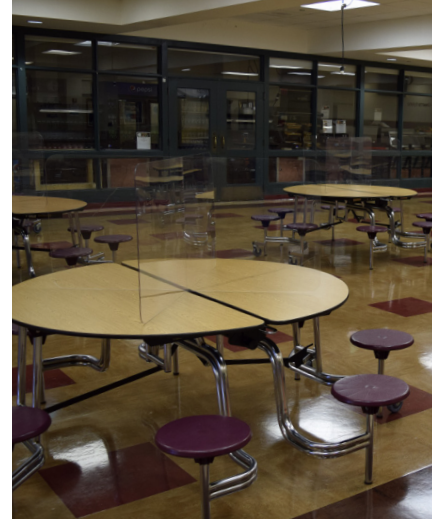




# FOOD SERVICE

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- Lunch will take place outside on the front and back fields, weather permitting. Students are permitted to remove their masks while outside when eating and remaining socially distanced. When lunch needs to take place in the school building, in order to accommodate proper social distancing, students will eat in their homerooms or in designated spaces if their group status is remote.
- Pre-ordered lunches will be available to students through the U of D Jesuit food service provider.
- Vending machines with drinks and food items will not be available this school year.



# ATHLETICS & STUDENT ACTIVITIES

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- Students are permitted to participate in all athletic team practices and contests and student extracurricular activities regardless if they attend school remotely or in person.
- Students will not be permitted to participate in athletics and student activities if they do not attend class remotely or in person.
- If students, who attend classes from home remotely, come to school for athletics or student activities, they will have to be cleared for entry using the phone health screening app.

