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# Message from the Headmaster

Through the many challenges tied to the pandemic of 2020, Malden Catholic has remained strong and has risen to the occasion, providing a full and seamless academic experience for its students. With-out missing a beat, veteran teachers delivered full course curriculum in every class via Distance Learning and provided the creative delivery of content along with challenging assignments and testing, maintaining the academic rigor despite the unprecedented circumstances. I could not be prouder of our faculty and staff and our families.

Through this booklet we will share with you the exciting plans for the safe reopening of our campus for classes on September 14. We will continue to receive additional guidance from the Governor's office, Massachusetts DPH, and the CDC and will update you and adapt our plans as the situation continues to evolve. It is our hope that we will have full immersion into the school by the end of the year.

- John K. Thornburg, Headmaster



# United As One MC Community

Having delivered a successful college preparatory experience to a dedicated body of students for over 80 years, Malden Catholic has remained dedicated to its Mission and Xaverian Spiritual values of Simplicity, Compassion, Humility, Trust and Zeal and is committed to maximizing the safety and well-being of all members of the MC community. We are one family, working diligently to create an environment that permits as many students as safely as possible to engage in on-campus and in-person activities.

Malden Catholic invested \$250,000 in facilities and technology upgrades.

## A Culture of Health

## FOR THE SAFETY OF OUR ENTIRE COMMUNITY:

- You must wear your mask.
- Practice meticulous hand hygiene.
- Wipe down exposed surfaces.
- Maintain 6 feet of distance from others.
- Take your temperature before coming to school. If you have a temperature of 99.5 or above, please stay home that day.

- If you are experiencing a cough, fever, sore throat, loss of sense of smell or taste any respiratory issues, please stay home.
- Log in to the SAFETY App by AUXS via iPad or smartphone to answer a series of questions related to how you are feeling and complete your personal attestation every morning before heading to school.
- Arrive and exit through the assigned doors. (When facing the doors, the door on far right is the

- entry door. Door on far left is the exit door. Middle doors are locked for social distancing.)
- Enter through your assigned door:
  - Boys will enter and exit through the back door (Door 11).
  - Girls will enter and exit through the front door (Door 1).
- Proceed directly to your assigned classroom.
- Follow all posted traffic flow signs in halls and staircases.

- Respect areas where no entry is permitted, as in the case of areas roped off by stanchions.
- Maintain at least 5 steps between self and another person while on stairs. If you feel unwell while at school, contact the Nurse, Mr. Smith, Mr. Bucchino, or Mr. Grocki. The team will meet you and assess your needs.



#### **VISITING MALDEN CATHOLIC**

- Visitors will not be allowed in the building without the Nurse and Mr. Smith's approval.
- Parents will not be allowed in the school unless they have an appointment with a member of the Administration. If a parent meeting is approved, all parents will have temperature screening by the Nurse.
- Parents who wish to drop off something for their child must call the school and arrange to meet Front Desk personnel at the main door with the item.
- Delivery personnel will leave all items at front door and are not allowed in the building unless cleared by Assistant Principal, Director of Facilities, and the Nurse.



John K. Thornburg

James Grocki

Caitlyn Oates

Raymond Barry

Paul Sullivan '87

Janet O'Neill

Brian J. Walsh '87

Mason S. Tenaglia '74

Roberto DiMarco '91, Esq.

James R. Donovan H'11

Jeffrey Smith '95 Girls Division Leader, Malden Catholic

**Elizabeth Paquette** School Nurse, Malden Catholic Dr. David King Surgeon, Mass General Hospital

Boys Division Leader, Malden Catholic **Robert Bucchino '71** 

Senior Director of Facilities, Malden Catholic DJ Cacciapuoti

William Raycraft Director of Athletics, Malden Catholic

#### MC RE-ENTRY ADVISORY COMMITTEE

Headmaster, Malden Catholic

Sean Hurley '97 CFO/Assistant Headmaster, Malden Catholic Rose Maria Redman Principal/Assistant Headmaster, Malden Catholic **Dianne James** 

Senior Director of External Affairs, Malden Catholic Assistant Principal for Student Life, Malden Catholic

Director of School and College Counseling, Malden Catholic

Director of Information Technology, Malden Catholic

Retired CFO, Amerifee Corp. Patricia McWade GCHS'65

Dean, Student Financial Services, Georgetown University

President, R.W. Sullivan Engineering

Managing Director, Boston Financial Management

Managing Director, CBIZ & MHM

Vice President at IQVIA Inc, Payer & Managed Care Insights

Partner- Foster, Walker, & DiMarco, PC



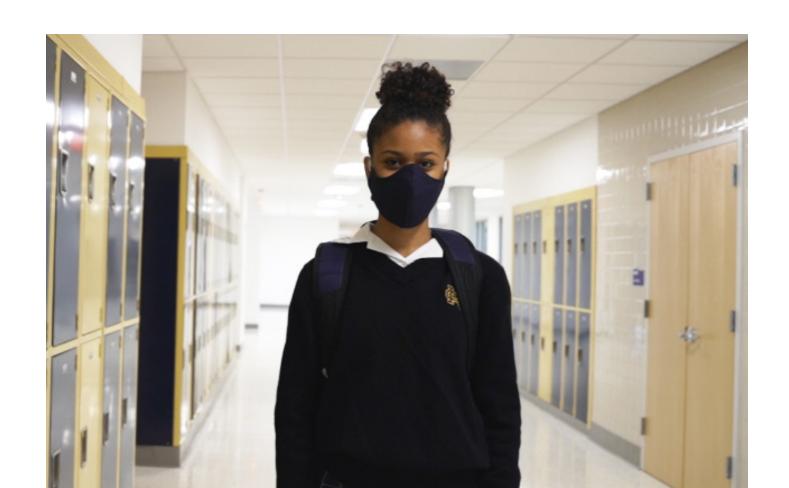
### FAQs - Responses by Dr. David King

#### WILL CLOTH MASKS KEEP STUDENTS SAFE WHILE AT SCHOOL?

Cloth masks are a social contract with others around you. Your mask protects those around you, not yourself. Cloth masks do not prevent a student from becoming infected with COVID-19, but instead, cloth masks prevent one student from transmitting virus to another by trapping large respiratory droplets. Consequently, if all students and staff wear cloth masks and maintain social distancing, this will likely prevent virus transmission should an infected individual come to school.

#### ARE N95 MASKS BETTER FOR PROTECTING STUDENTS?

N95 masks prevent BOTH transmission of the virus via droplets, as well as inhalation of infected droplets, should they be in the air. Unfortunately, N95 masks need to be professionally fit-tested in order to be effective. Without proper fit-testing, an ill-fitting N95 is no better than not wearing a mask at all. Additionally, using N95 masks for primary prevention is not a good use of a fragile healthcare resource. To be responsible consumers of healthcare resources, N95 masks should be limited to use by healthcare providers treating known COVID-19 patients.





#### **ABOUT DR. KING**

Dr. David King is a board-certified trauma surgeon and critical care intensivist by training. Once COVID-19 hit, Dr. King became a nearly full-time intensive care doctor treating hundreds of COVID-19 patients at MGH. He has published several peer-reviewed scientific research papers on COVID-19 and is on the COVID-19 advisory boards for the City of Boston, United States Department of Defense and the United States State Department.

## IF ONE STUDENT TESTS POSITIVE, WILL THE COHORT NEED TO GO INTO QUARANTINE?

Not necessarily. A positive student will undergo contact tracing by our school nurse to determine which other students had close contact. Tools such as the classroom seating plan will be used to aid this process, which is why it is important that students sit only in their assigned seats each day. A cluster of cases within a cohort will likely result in the entire cohort going into quarantine, but this will be handled on a case-by-case basis.

#### WHEN WILL A STUDENT BE SENT HOME?

Students and staff will be sent home if they have any signs or symptoms of COVID-19 infection.



## HOW LONG WOULD A STUDENT NEED TO BE EXPOSED TO BE AT RISK FOR COVID-19?

Exposure time is a function of proximity and ventilation. For example, prolonged exposure outside from 4 feet away is likely much safer than less prolonged exposure in a confined space indoors.

#### WHY IS MC NOT REQUIRING COVID-19 TESTS FOR RE-ENTRY?

This approach has been carefully considered, however, testing an entire school population comes with several limitations. A single COVID-19 test result represents a snapshot in time. For example, a student of staff member may test negative 3 days before the start of school, but that student could acquire the virus the day before school. Other, secondary considerations include the cost of testing and the sampling error that can result in false negative results in as many as 17% of tests. In addition, nasopharyngeal sampling is quite uncomfortable and many students may not tolerate the test well enough to obtain adequate sampling, which would result in a false negative test.

## DOES A STUDENT NEED TO SHOW TEST RESULTS IF THEY HAVE BEEN DIAGNOSED IN ORDER TO RETURN TO SCHOOL?

Yes, test results should be shared with the school nurse in accordance with HIPPA rules. No student's test results will be shared with other staff or students.

#### WHEN SHOULD MY STUDENT STAY HOME?

Students and staff should have a low threshold for staying home. If a student or staff member feel ill in any way, and especially if they have any signs or symptoms of COVID19.

## WILL STUDENTS BE AT GREATER RISK WITH THE MONDAY/ THURSDAY AND TUESDAY/FRIDAY AT-SCHOOL SCHEDULE? WHY ARE THEY NOT THERE MONDAY/TUESDAY AND THURSDAY/ FRIDAY?

The frequency of cleaning and enhanced air handling system has been designed to support the cohorts as they are currently designed. Additionally, we believe the social-emotional well-being of the students will be strongly enhanced by having fewer days away from school. We tried to avoid creating a situation where there will be up to 5 consecutive days away from school/faculty/friends. If, for example, a student was in a Monday/Tuesday cohort, they would be away from school from Wednesday through the following Monday. This absence from the social community may impact the individual's emotional wellness over the duration of the semester.

#### ARE THE TEMPERATURE SCANNERS HELPFUL AND ACCURATE?

As students, faculty and staff enter the building, the new temperature scanners at Malden Catholic will monitor and detect any body temperature above 99.5 degrees. Temperature scanners are largely accurate, but certainly not perfect. Students and staff should be aware that exercising right before coming to school may result in a higher than normal body temperature. To avoid this, morning exercise should be avoided before coming to school.

#### WILL THE STUDENTS BE AT GREATER RISK IF SPORTS RESUME?

All sports teams will practice following MIAA and MA state guidelines and procedures for social distancing. Further information regarding individual sports teams and all practices and procedures will be forthcoming.

## WILL CONTACT TRACING BE POSSIBLE IF STUDENTS MOVE FROM SCHOOL TO SPORTS ACTIVITIES?

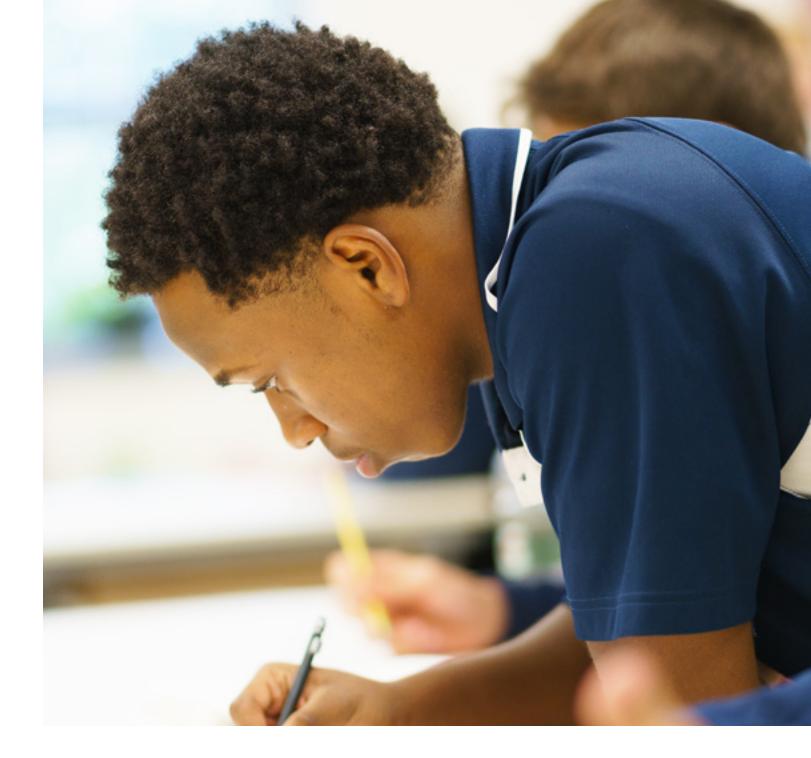
Yes, we believe this will be possible.

# **Committed to Your Safety**

Malden Catholic is committed to your safety and has invested over a quarter million dollars in new systems and technology to ensure a successful reopening of the school. Here are some of the additions we have made to our facility in preparation of the new year:

- Dolby Surround Sound in every classroom.
- Maintained cleaning and disinfecting procedures that align with and meet CDC standards and quidelines.
- Nurse Paquette has completed a course from John Hopkins University to be a COVID-19 Contact Tracer.
- Purchased electrostatic sprayers that allow thorough and efficient surface disinfecting.
- Installed a thermal camera system for use at main entrances for rapid temperature screening.

- Added an Isolation Room to the Health Services Suite.
- Upgraded ventilation in Nurse's room and the Isolation Room.
- Added desk shields to main reception area.
- Purchased new equipment to allow for quicker and more efficient disinfecting of large areas.
- Installed hand sanitizer in every classroom and dispensers in hallways and common areas.
- Transitioned to touch-free soap and paper towel dispensers.
- Increased filtration efficiency in HVAC equipment.
- Provided touchless thermometers for use by the nurse.
- Added building-wide signage regarding traffic, social distancing, hand washing and other COVID-19 topics.



- Hired an additional nurse to assist Mrs. Paquette with additional COVID-19 responsibilities.
- Faculty and staff will have completed professional development training courses in COVID-19 before the start of school.

#### **SIGNAGE**

Signage has been installed throughout the building describing Malden Catholic's expectations regarding wearing masks, social distancing of six feet between parties and traffic flow. Signs at the entrance will also indicate that sick individuals should stay home.



# The Hybrid Academic Model

In Effect September 14, 2020

#### **HYBRID- "YELLOW PHASE"**

At Malden Catholic, we are committed to educating the whole person and firmly believe that live classroom instruction is optimal for the growth and education of our students. After working with several experts in the medical field, Malden Catholic constructed a Hybrid Model that will de-densify the classrooms and maintain the standard CDC guidelines of 6 feet of social distancing while allowing every MC student to come to school 2 days/week to participate in live classroom studies. Teachers will be live in the classroom 4 days/ week, unless illness or extenuating circumstances require remote learning. Due to the size of our classrooms and the need to protect our students with social distancing, it is not possible to accommodate additional students in the building for more than 2 days/week.

All students will learn remotely on Wednesday and this day will be used to clean the building and provide students the opportunity to pursue academic enrichment, Leadership, club offerings, Campus Ministry, advisory program and community building. The other two days of the week, students will participate in class via Distance Learning. This way, students will have the benefit of inperson experience and also give the students the ability to engage in classes in real time from home, thus creating a balanced and equitable experience for excellence in teaching and learning.

This means that students will be assigned to a "cohort" or group that will attend classes in the building either Monday-Thursdays (Blue Cohort) or Tuesday-Fridays (Gold Cohort.) The cohorts will allow the school to not only manage the

density, but also to limit the impact that the student population might have in the event of COVID-19 exposure. The staggered, inperson class days were designed to keep students more fully engaged throughout the entire week and not have more than 2 weekdays in between each live classroom experience.

The 4-day academic schedule was created so that all seven class periods will meet 4 days/week and provide a full course workload in all subjects.

#### **COHORT GROUPINGS**

Malden Catholic administration has determined the cohort groups for each grade based on academic leveling, siblings and transportation needs. The final cohort schedule will be distributed the week of August 24.

## FULL DISTANCE LEARNING OPTION FOR STUDENTS

Families may request to have their students attend Malden Catholic in a full remote schedule for the remainder of 2020. These requests should be sent directly to Mr. Smith. Students will be expected to attend all their classes in proper dress attire and meet all of the same academic requirements as those who are attending school. If a student would like to reenter a cohort after a period of Distance Learning, please send an updated request to Mr. Smith at smithj@maldencatholic.org.

#### **WEDNESDAYS OR 5TH DAY**

Wednesday - (5th day) will be utilized for academic enrichment, Leadership Development, club offerings, Campus Ministry, advisory program and community building. More programming details to follow.

## CLASSROOM LAYOUT AND TECHNOLOGY

The school has assessed every classroom on campus. We have determined the capacity for each classroom using 6 feet of social distancing, as well as providing space at the front of the classroom for the teacher.

All classroom desks have been outfitted to be stationery and teachers will stand in a designated area 6 feet away from students with the space in front of the room clearly marked. Students will move from classroom to classroom with all their materials. Students will be responsible for cleaning their desks/chairs at the end of each class and should refrain from encroaching on the teacher's outlined space or accessing the teacher's desk at the front of the room.

Malden Catholic has partnered with LogMeln and Dolby to provide remote students with an integrated in-classroom experience. Utilizing LogMeln's industry leading GoToMeeting software and Dolby Voice Room, Malden Catholic has transformed its classrooms into high-end video enabled learning

environments. Each classroom has been equipped with a Dolby Voice Room that consists of an HD camera, a media hub and a conference phone. New high-resolution projectors have been installed in the classrooms as well.

Utilizing an external monitor, teachers will also be able to view and interact with remote students as if they were sitting in the front row of the classroom.

Attendance will be taken and students are expected to attend all classes either in-person or remotely. Classes will be recorded and students will be able to view class recordings if they were unable to attend for health/medical reasons.

Before coming to school, students will complete a personal attestation found on the SAFETY App by AUXS via iPad or smartphone with questions related to how they feel.

### **Hybrid Schedule**

#### **DAILY ROTATION OF PERIODS**

Monday Blue Day 1	Tuesday <b>Gold Day 1</b>	Wednesday <b>"Fifth Day"</b>	Thursday Blue Day 2	Friday <b>Gold Day 2</b>
А	Α		Α	Α
В	В		В	В
С	D		E	F
D	E		F	С
E	F		С	D
F	С		D	E
G	G		G	G

#### **9TH AND 10TH GRADE BOYS SCHEDULE**

	START	END	LENGTH
1	8:00 AM	8:40 AM	40
2	8:45 AM	9:25 AM	40
3	9:30 AM	10:10 AM	40
4	10:15 AM	10:55 AM	40
LUNCH	11:00 AM	11:25 AM	25
5	11:30 AM	12:13 PM	43
HR	12:18 PM	12:26 AM	8
6	12:31 PM	1:31 PM *60	
7	1:35 PM	2:15 PM	40

#### 11TH AND 12TH GRADE BOYS SCHEDULE

	START	END	LENGTH
1	8:00 AM	8:40 AM	40
2	8:45 AM	9:25 AM	40
3	9:30 AM	10:10 AM	40
4	10:15 AM	10:55 AM	40
5	11:00 AM	11:43 AM	43
LUNCH	11:48 AM	12:13 PM	25
HR	12:18 PM	12:26 AM	8
6	12:31 PM	1:31 PM *60	
7	1:35 PM	2:15 PM 40	

#### 9TH AND 10TH GRADE GIRLS SCHEDULE

	START	END	LENGTH
1	8:00 AM	8:40 AM	40
2	8:45 AM	9:25 AM	40
3	9:30 AM	10:10 AM	40
4	10:15 AM	10:55 AM	40
HR	11:00 AM	11:08 AM	8
5	11:13 AM	12:13 PM	*60
LUNCH	12:18 PM	12:43 PM	25
6	12:48 PM	1:31 PM	43
7	1:35 PM	2:15 PM	40

#### 11TH AND 12TH GRADE GIRLS SCHEDULE

	START	END	LENGTH
1	8:00 AM	8:40 AM	40
2	8:45 AM	9:25 AM	40
3	9:30 AM	10:10 AM	40
4	10:15 AM	10:55 AM	40
HR	11:00 AM	11:08 AM	8
5	11:13 AM	12:13 PM *60	
6	12:18 PM	1:01 PM 43	
Lunch	1:06 PM	1:31 PM 25	
7	1:35 PM	2:15 PM 40	

#### **FOUR-DAY SCHEDULE**

In the event of a four-day week, both Blue and Gold days will run and the 5th day will be cut.

#### **DROP-OFF BEFORE SCHOOL**

Parents may drop their students off at 7:15 a.m. on school days. Doors will open at that time and students need to proceed directly to their classrooms. Early drop-off and social congregating will not be allowed outside of school.

#### **AFTER SCHOOL PICK-UP**

The school day ends at 2:15 p.m. and students need to leave the campus at that time. If sports teams are meeting, the student may join their team at 2:15 p.m. Late pick-up and social congregating will not be allowed outside of school.

#### **BREAKFAST**

The cafeteria will be closed in the mornings. Breakfast will not be an option this year.

#### **LUNCH**

Students will be allowed to remove their masks and will be spaced according to socially distanced guidelines during lunch. According to health care advisors, eating in one direction with a minimum of 6 feet apart is optimal for social distancing. For this reason, MC will use the outdoor courtyard for dining along with large indoor spaces such as the gym and other locations for lunch. We

will also have a tent stationed outside the gymnasium for additional seating. This area will be supervised by an Administrator and a Safety Monitor. Students may bring their own lunch or purchase a grab-and-go lunch from our cafeteria supplier, Aramark. Please note that the microwave oven will not be available for use.ww

#### **WATER BOTTLES**

Students will need to bring water bottles from home. Touchless water refilling stations are located throughout the building. Please note the water fountains have been disabled to provide a safe environment.

#### **BOOKS**

Students will use physical books during the school year and will to need to bring the books along with study materials back and forth daily. Digital books will be used as well. Teachers will notify students in advance if their textbooks can be left at home on particular days.

#### **LOCKERS**

Lockers provide a place for congregation and reduce flow therefore students will not have access to their lockers.

#### MASS

Malden Catholic will not be able to use the gym for Mass, but we will be conducting virtual prayer services.

#### STUDENT PARKING

Students will be able to park in the MC parking lot, however, all students will need to enter through their designated school entrance. We will be providing teachers with numbered parking spaces this year. Students are not allowed to park in any numbered spaces.

## GYM, WEIGHT ROOM AND LEARNING COMMONS

The gymnasium will be utilized for some courses and lunch periods. It will not however, be available for recreational purposes. The weight room will not be open at this time. Learning Commons will be supervised and available for students during the school day for unstructured periods. Students will only be allowed to sit in designated seats that are clearly marked for social distance purposes. Computers will not be available for use in the Learning Commons.

#### **OFFICE HOURS**

Virtual office hours will be available with teachers and the schedule will be set at the beginning of the year.

#### **EXTRA HELP**

Faculty will be available for extra help to support student learning. Under the Hybrid Model, students are required to email faculty to request an appointment for extra help sessions.

## SCHOOL AND COLLEGE COUNSELING

Students will continue to work with their assigned school counselor. Meetings will take place both in person, when 6 feet of distancing is possible, and virtually. School counselors will continue the work they have done in the past and be able to engage with students at home and on campus. Counselors will reach out to students via email. Parent meetings will be conducted virtually through appointment.

#### **ELECTIVES**

The feasibility of offering certain elective classes such as physical education, dance, drama, yoga and choir are still being discussed.

#### **TRANSPORTATION**

MC is currently evaluating reduced transportation options for the coming school year.



## Student **Expectations**

#### **MASKS**

All members of the Malden Catholic community must wear masks while on the campus. Two (2) official Malden Catholic masks will be provided during orientation for each student. These masks have been approved by the Re-entry Task Force and by the school's medical advisors. Students may not embroider on or add initials/ designs to their masks. N95 and KN95 masks are not recommended but will be acceptable with medical note and permission of the School Nurse. Additional MC approved masks can be purchased through our school uniform vendor, Collegiate House.

#### **MASK BREAKS**

Mask breaks will be permitted each period. Students will be able to take their masks off and place them in a bag. Students will not be allowed to get out of their seats and will remain seated for the duration of the break.

#### IF YOU FORGET YOUR MASK

Masks are required to enter Malden Catholic High School. If a student, faculty, or staff members forgets their mask, they should stay in their vehicle outside the school building and use the following protocol:

- Call the main number:781-475-5301 or 781-475-5318- the Health Office.
- Report that you forgot your mask and provide your location.
- The Nurse or staff member will bring you a disposable mask.
- It is recommended that students carry a spare mask in their backpack and faculty / staff carry a spare mask in their vehicle.

Students, faculty, and staff should not walk into school without a mask on for any reason.

#### **CLASSROOM EXPECTATIONS**

All students, whether on campus or participating remotely are required to abide by all attendance policies, classroom expectations and policies outlined in the Student Handbook. Students are expected to conduct themselves in a respectful manner at all times. Violations of any policy will be referred to the Assistant Principal of Student Life for potential disciplinary action. Participation in all mandatory school activities, either in-person or remotely will be required. Students and teachers will not be allowed to change the set up of classrooms. To facilitate learning, teachers will create an alternative means for engaging students in small group discussions, activities and lessons.



#### **ATTENDANCE**

Attendance will be taken for every class and there will be no attendance penalty for students who are Distance Learning.

Parents will be contacted by the Division Leader if a student misses a class either in-person or live.

#### DRESS CODE

All students, whether on campus or participating in Distance Learning are required to abide by the Malden Catholic dress code.

#### **CHANGING CLASSES**

As part of the MC Social Contract, each of us is committed to practicing social distancing of 6 feet or more. Through practicing distancing of 6 feet or more we significantly reduce the potential to spread illness while promoting and enhancing the safety and well-being of the community. Students in Malden Catholic will pass between classrooms throughout the day. MC will use decals and signage to direct the flow of student during the change of classes. Staff will be present to observe the process and ensure students are abiding by the posted guidelines.

- Students, faculty and staff are required to wear masks at all times, including during class changes.
- Arrows and signage will direct the flow of students and faculty during the change of classes.
- Staircases have been designated up only and down only to decrease the amount of traffic.
- The traffic flow has been set up to minimize face-to-face contact during the change of classes.
- Students must remain 6 feet or more apart while changing classes.
- Students will utilize assigned bathrooms to prevent large numbers using the same restroom.

#### **ACADEMIC INTEGRITY**

Malden Catholic values and calls for integrity in all actions. Students, faculty and staff are expected to model academic integrity in all instances, whether on-campus or remotely. In a Hybrid learning environment, teachers do not have the same ability to oversee the behavior/activities of all students. Malden Catholic is resolute regarding or expectations and has a high degree of confidence in the character and values of our students. If a student fails to meet expectations regarding integrity by cheating or other unethical behaviors, at home or in the classroom, the student will be subject to disciplinary action as outlined in the Student Handbook. MC has consistently taught students to embrace the role of leadership and Xaverian Spiritual values and influence any situation for the good of all.

#### **PREPAREDNESS**

Students must be prepared for class each day. This means that all assigned work needs to be completed on time. In addition, students need to be presentable, respectful and ready to participate.

## COLLABORATION VS. COPYING

It is important for students to understand that every assignment submitted must be his/her own work. Plagiarism is a serious infraction and will not be tolerated, so it is important to understand that the following violate academic integrity standards:

- Discussing an assignment with a friend is very different from copying and pasting someone else's work and submitting it as your own.
- Remote learning does not mean that students may copy information from the internet or each other and submit it as their own.
- If you take part in these unethical practices during distance learning, there will be serious consequences. Students may be withdrawn from the class.



#### **DIGITAL CITIZENSHIP**

Online classes follow the same policies and procedures as if they were conducted at 99 Crystal St.

- Every student is expected to maintain a respectful approach in all interactions online and in writing.
- In the interest of protecting the privacy of the members of the Malden Catholic community, no one is allowed to use any camera, video camera, smart phone, iPad or any other electronic device

to take any photo(s) or video(s) of any student, faculty member, administrator, staff and any other personnel on or off campus at any time without awareness and/or permission of that individual.

- A student is never allowed to share electronic content from a photo or video obtained without permission.
- Anyone who violates this policy is subject to disciplinary action.

#### **Orientations**

Grade 12 Orientation - September 8

Grade 9 Orientation - September 9

Freshmen will meet virtually with their Formation Advisory groups on August 26. In-person freshmen orientation will take place on September 9 at Malden Catholic High School.

Grade 10 Orientation - September 10

Grade 11 Orientation - September 11



### **Additional Models of School Operation**

#### TRADITIONAL IN-PERSON ACADEMIC LEARNING MODEL

#### TRADITIONAL IN-PERSON LEARNING - "GREEN PHASE"

When Malden Catholic feels it is safe to return to Traditional In-Person Learning we will initiate the Green Phase. This phase will be implemented if there are no new cases of COVID-19, the public health environment restrictions have been removed and the Malden Catholic administration approves the full re-entry of all. The Green Phase will be a return to the normal day to day operations of the school with guidelines designed to limit the transmission of illnesses. We will continue to follow the same academic schedule described in the Hybrid Model.

#### **FULL DISTANCE ACADEMIC LEARNING MODEL**

#### **FULL DISTANCE LEARNING - "RED PHASE"**

In the event that Malden Catholic feels it is necessary or the school receives new directives from the Commonwealth of Massachusetts, Malden Catholic is prepared to immediately transition into RED PHASE or a full distance learning model. The academic schedule will remain the same and will continue to follow the schedule described in the Hybrid Model.

#### **RED PHASE SCHEDULE - FULL DISTANCE LEARNING**

	START	END	LENGTH
1	8:00 AM	8:40 AM	40
2	8:50 AM	9:30 AM	40
3	9:40 AM	10:20 AM	40
4	10:30 AM	11:10 AM	40
LUNCH	11:10 AM	11:55 AM	45
5	11:55 AM	12:35 PM	40
6	12:45 PM	1:25 PM	40
7	1:35 PM	2:15 PM	40

## **Athletics**

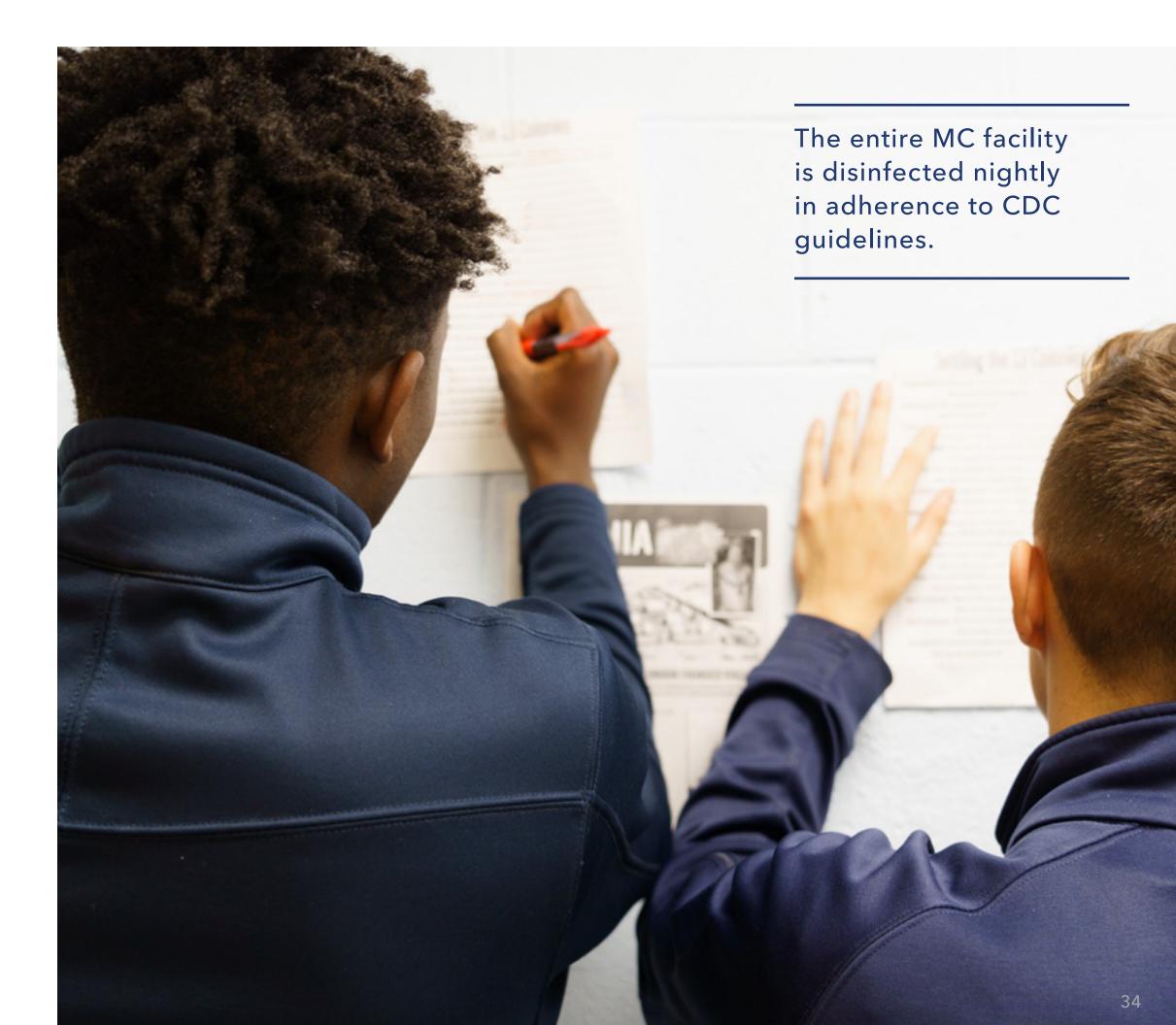
#### **SPORTS**

The Commonwealth of MA has convened a task force to develop guidelines for intramural and interscholastic athletics and MC will follow all MIAA guidelines and regulations as per outlined below. Certain fall sports will be allowed and will begin on September 18th. Other seasons are listed and will be reviewed prior to their start based on health guidelines and safety precautions.

## MIAA INTERSCHOLASTIC ATHLETICS 2020-2021

MIAA Board of Directors Votes 24-0 in favor to start fall season on September 18th with sports listed below and students may participate in all four seasons.

The MIAA COVID-19 Task Force Recommends that sport committees and sports medicine committee create and recommend modifications for Fall sports (Soccer, XC, Golf, Girls Volleyball, and Girls Swimming) by August 25th.



Health and safety instructional signage has been added throughout the MC building.



The MIAA COVID-19 Task Force will review recommended modifications on August 27th.

The MIAA Board of Directors votes unanimously to encourage schools to create their fall schedule within leagues or geographic regions for Fall 2020.

The MIAA BOD votes unanimously not to have any MIAA 2020 Fall postseason tournaments. Leagues may have their own tournament provided that they adhere to EEA guidelines.

The MIAA COVID-19 Task Force recommends that the MIAA Board of Directors allow out of season coaching from September 18th, 2020 - July 3rd, 2021. The MIAA Board of Directors has voted to allow out of season coaching from September 18th, 2020 - July 3rd, 2021 as approved by the school principal and administration.

The MIAA Board of Directors agrees to set aside time on October 29th agenda to consider recommendations from the Task Force regarding the winter season.

## Malden Catholic Athletic Seasons 2020- 2021

#### **FALL SPORTS**

September 18th - November 20th

Boys & Girls Soccer, Boys & Girls Cross Country, Girls Volleyball, Girls Swim & Dive, Golf

#### **WINTER SPORTS**

November 20th - February 21st

Boys & Girls Basketball, Boys & Girls Hockey, Wrestling, Boys & Girls Indoor Track & Field, Winter Cheer, Boys Swim & Dive

#### **FALL SPORTS II**

February 22nd - April 25th

Football and Fall Cheer

#### **SPRING SPORTS**

April 26th - July 3rd

Baseball, Softball, Boys & Girls Lacrosse, Boys & Girls Tennis, Boys & Girls Outdoor Track & Field, Rugby, Crew

# Health and Safety Protocols

Malden Catholic recognizes that these are challenging times that have impacted all of us in different ways. We are committed to providing a safe environment and the attached guidelines have been carefully developed to address and promote the safety, health, and welfare of the Malden Catholic community. Parents with individual concerns regarding their student's health and well-being should contact their primary care physician for professional medical consultation.

#### **COVID-19 TESTING**

Malden Catholic is still in the process of determining the guidelines for students, faculty and staff and will provide a final determination after consulting with our health care advisors.

#### **MASKS ARE REQUIRED**

All members of the Malden Catholic community will be asked to wear masks while on the campus. Two (2) official Malden Catholic will be

provided during orientation for each student. These masks have been approved by the Re-entry Task Force and also by the school's medical advisors. Students may not embroider on or add initials/designs to their masks. N95 and KN95 masks are not recommended but will be acceptable with medical note and permission of the school nurse.

#### HAND HYGIENE

Students must practice meticulous hand hygiene... soap and water preferred. Hand sanitizer is to be used if there is no visible contamination or dirt on the hands. Avoid touching your face and do not shake your hands when wet.

#### DAILY ATTESTATION FORM

All students, faculty and staff will be required to use the SAFETY App by AUXS via iPad or smartphone to answer a series of questions related to how you are feeling and whether or not you are experiencing any symptoms. Please complete Daily Attestation Form 2.

## MC TEMPERATURE ASSESSMENT CAMERAS

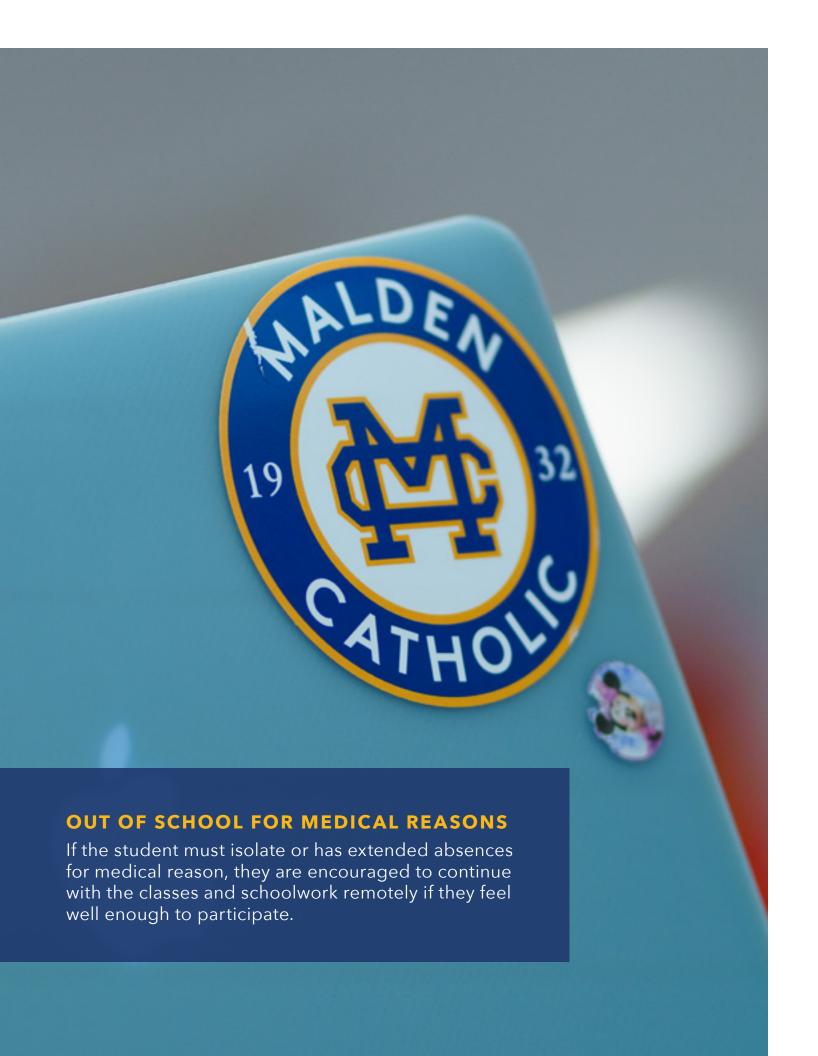
In the hopes of minimizing the transmission of the virus, MC has also placed 2 infrared cameras at school entry points to assess an individual's temperature. If an individual registers as an elevated temperature that person will be assessed by the school nurse as indicated. While it has also been noted that in many cases, fevers are not always associated with being symptomatic of COVID-19, the

cameras provide a useful tool that allows communities to be proactive in the prevention of spread of COVID -19.

#### **ISOLATION ROOM**

Malden Catholic has a designated isolation room where students who present with illness symptoms during the day can wait for parent/guardian pick-up. The isolation room is reserved exclusively for this purpose.





#### **SICK DAY GUIDELINES**

Any person with the following symptoms should not come to school: fever/chills or generalized body aches. Fever constitutes 99.5 degrees Fahrenheit or higher. A temperature of 99.5 with body aches likely indicates acute illness.

#### **COVID-19 SYMPTOMS**

If any student has COVID-19 symptoms (fever, cough, shortness of breath), the student must follow up with a medical provider or PCP with a clearance note prior to returning to school. Have parent/quardian call the child's pediatrician or the Health Department for guidance regarding the presenting symptoms and if testing for COVID-19 is warranted. Per CDC guidelines for those who have confirmed COVID-19 and similar symptoms but are NOT tested: persons with COVID-19 who have symptoms and were directed to care for themselves at home may discontinue home isolation under the following conditions: at least 3 days (72 hours) have passed since recovery defined as resolution of fever without the use of fever-reducing medications and improvement in respiratory symptoms (e.g., cough, shortness of breath); and, at least 10 days have passed since symptoms first appeared.

## WHEN STUDENTS MAY RETURN TO SCHOOL

If diagnosed with COVID19, with or without positive test and/ or symptoms, please refer to Commonwealth of Massachusetts Department of Public Health and the Malden Board of Health for return to school or work.

Here are the guidelines during COVID-19 pandemic health emergency:

- Active vomiting or diarrhea 72 hours since last episode.
- Fever 72 hours fever-free without the use of fever- reducing medication.
- After 24 hours on antibiotics for variety of bacterial causes.
- Health care provider/Physician's note of clearance for various student-specific medical conditions.

## CHRONIC HEALTH CONDITIONS

Malden Catholic will continue to support students with acute or chronic health conditions. Short-term absences will be handled on a case-by-case basis with the student in touch with Mr. Smith or Mr. Bucchino. Long-term absences will be evaluated if criteria are appropriate for medical leave or other potential medical accommodations.

#### **CONTACT TRACING**

It is important to note that testing, combined with contact tracing and isolation, helps control the spread of COVID-19 in Massachusetts. All test results, both positive and negative, are reported to the Massachusetts Department of Public Health (DPH). When a person has a positive COVID-19 test, it is the local Board of Health or the Massachusetts Community Tracing Collaborative that will reach out to provide support so that these individuals can remain safely in medical isolation. They will also ask for help to identify close contacts. These organizations will then reach out to the individual's close contacts to provide important information that is aimed to stop the spread of the virus, including how to safely isolate/quarantine. While these organizations will provide support, to further assist with contact tracing the student/family and staff are asked to reach out to their personal contacts and notify the school. In the event of a positive diagnosis within our community, the School is committed to supporting a contact tracing process as quickly and efficiently as possible. Malden Catholic's contact tracing process will include the following:

#### STUDENT INFORMATION

 The Nurse will use the student information system to generate a list of students who are in class with the student, and a list of relevant teachers.

- The Nurse will use the student information system to generate a list of impacted activities / athletic teams for the students.
- The Nurse will interview the student to ask the student who he/ she eats lunch with and in what space he/she eats.
- The Nurse will provide the list of students and faculty exposed and the context in which they were exposed to the City of Malden Health Nurse.
- The Nurse will follow the directives of the City of Malden Public Health Nurse and Massachusetts Department of Public Health.
- The Nurse will notify the parents of the students in classes and activities with the student that there is potential exposure to a positive diagnosis of COVID and convey to the parents the requirements / recommendations of the City of Malden Public Health Nurse.

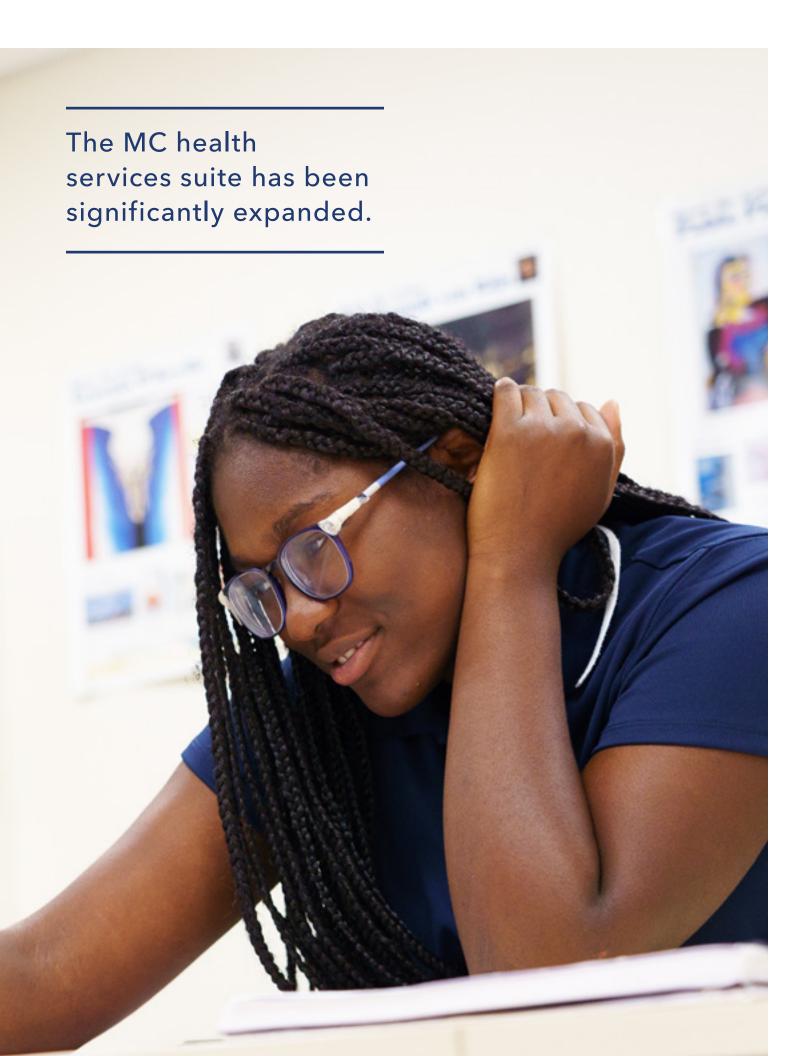
MC utilizes electrostatic sprayers for nightly disinfecting.



#### **FACULTY/STAFF**

- The Nurse will generate class rosters for the faculty, team rosters if the faculty member is coach, and club rosters if the faculty member is a moderator.
- The Nurse will inform the Athletic Director of any exposure of a team member or coach.
- The Nurse will interview the faculty member to report who they eat lunch with and where they eat lunch.
- The Nurse will interview the faculty member to compile a list of any MC related individuals they have been in contact with at a distance less than 6 feet for ten minutes or more.

- The Nurse will provide the list of students and faculty exposed and the context in which they were exposed to the City of Malden Public Health Nurse.
- The Nurse will follow the directives of the City of Malden Public Health Nurse and that Massachusetts Department of Public Health.
- The Nurse will notify the parents of the students in classes and activities with the faculty member that there is potential exposure to a positive diagnosis of COVID and provide to the parents the requirements / recommendations of the City of Malden Public Health Nurse.



#### **CONTRACTOR/VENDOR**

- The movements of contractors and vendors on campus must always be logged. Phone numbers for contact tracing must be obtained and recorded.
- In the event of a positive diagnosis of a contractor/vendor the Nurse will generate the appropriate faculty/student lists, as well as lists of staff who may have been in proximity to the contactor/vendor.
- The Nurse will share the list of students and faculty exposed and the context in which they were exposed with the City of Malden Public Health Nurse.
- The Nurse will follow the directives of the Malden Public Health Nurse and that Massachusetts Department of Public Health.
- The Nurse will notify the parents of the students in classes and activities in proximity to the contractor/vendor that there is potential exposure to a positive diagnosis of COVID and convey to the parents the requirements/ recommendations of the city of Malden Public Health Nurse.

## POSITIVE COVID-19 DIAGNOSIS OR INDIVIDUAL EXPERIENCING SYMPTOMS

To minimize the possibility of spreading illness, individuals who do not feel well, or have been exposed to a positive case of COVID-19, should NOT come to school for any reason. If any member of the community is exposed to a positive case of COVID-19 the following protocol is required:

- Upon learning of exposure to a positive case of COVID 19, the individual must stay home and refrain from coming to school or participating in any school related in person activities.
- Inform the School Nurses, Elizabeth Paquette RN or Carol Olive RN.
- The School Nurse will inform the Headmaster, Principal, Leaders and Assistant Principal for Student Life.
- The School Nurse will contact the City of Malden Public Health and explain the situation.
- If requested, the School Nurse will provide contact tracing information, related to the individual(s) exposed, to City of Malden Public Health Nurse.
- The School Nurse will record the recommendations of the City of Malden Public Health Nurse and report them to the faculty / staff member, student, and the student's parents / guardians.
- If a student, faculty, or staff member is required to quarantine, they can only return to school if they are qualified to return based on the Commonwealth of Massachusetts guidelines.

## POSITIVE DIAGNOSIS OF A MC STUDENT, FACULTY OR STAFF MEMBER

To minimize means the possibility of spreading illness individuals who do not feel well or have been exposed to a positive case of COVID-19 should NOT come to school for any reason.

- Faculty, staff, or students who receive a positive diagnosis are required to notify the School Nurse as soon as possible.
- Upon notification of a positive case the School Nurse will contact the City of Malden Public Health Nurse and generate a contact tracing report for the individual with a positive diagnosis.
- The School Nurse will alert the Headmaster and the Principal of the positive case and provide a list of all locations in the school that were visited by the individual diagnosed.
- The areas will be immediately closed off and then sanitized by staff in appropriate PPE.
- The School Nurse will record the instructions of the City of Malden Public Health Nurse and then share the instructions with the appropriate staff in school.
- The school will notify the community in the event of a positive diagnosis on campus.

- MC will not disclose the name or any identifying information of any individual with a positive diagnosis, in compliance with health privacy laws. All members of the school community are discouraged from speculating about the identity of any individual with a positive diagnosis.
- An individual with a positive diagnosis can only return to school if she / he is qualified to return based on the Commonwealth of Massachusetts Guidelines.

Increased filtration efficiency provides fresh air throughout the MC facility.

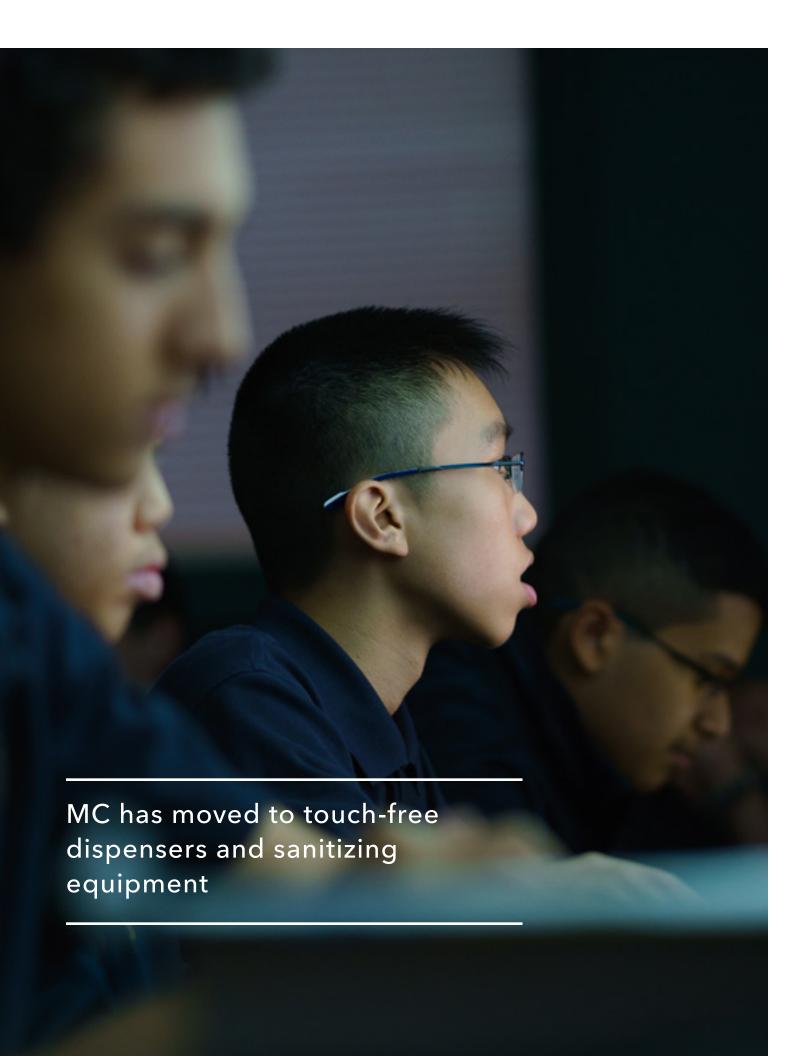
## COMMUNICATION REGARDING COVID-19

The school has been consistently committed to transparent and timely communication with faculty, staff, students and parents. The school will communicate with faculty, staff, students and parents if/when there is a positive diagnosis on campus. Communication will have a two-tier approach:

- 1. For individuals exposed to a positive case for more than 10 minutes at less than 6 feet: the school will work with public health authorities during the contact tracing process. In collaboration with public health authorities, the school will notify individuals who were exposed to a positive case of COVID-19 by phone and email. Notification will also include instructions on a follow-up protocol.
- 2. For general community notification: the school will email faculty, staff, students and parents if/when a positive case is diagnosed within the MC community. The email will provide general information about the diagnosis as well as any action steps taken by the school to reduce risk.
- 3. In the event that Malden Catholic feels it is necessary or the school receives new directives from the Commonwealth of Massachusetts, Malden Catholic will notify all members of our community that we are transitioning to our Red Phase (full distance learning).

MC recently upgraded the facility's entire HVAC system.





## INDIVIDUALS EXPERIENCING SYMPTOMS IN SCHOOL

To minimize the possibility of spreading illness, individuals who do not feel well, or have been exposed to a positive case of COVID19, should NOT come to campus for any reason.

- If a student, faculty or staff member experiences symptoms of COVID-19 they are to immediately notify the School Nurse.
- The School Nurse will then implement necessary protocol to isolate the individual experiencing symptoms. Necessary personal protective equipment (PPE) will be used.
- A Nurse will monitor the individual in isolation.
- The area where the individual experienced symptoms will be cleared, closed, and then sanitized by staff wearing appropriate PPE.
- Parents / guardians will be notified and required to come to campus to pick up a student immediately.
- If a faculty / staff member is experiencing symptoms, the Nurse will assess whether the individual is able to drive home or if the individual needs more assistance. Follow the protocols for faculty / staff and the directives of the School Nurse.

#### **MEDICAL EMERGENCY**

In some cases, individuals may experience symptoms while in school. In some instances, the symptoms may lead to an individual requiring medical attention. If an individual requires medical attention, we will follow our school wide protocol for emergency:

- Use the classroom or office phone to to the Health Office ex 318 and report a medical emergency. Please report the specific classroom or office location.
- Evacuate students to the cafeteria/ or other location as directed by Administration.
- Await arrival of the Nurse and/or a School Emergency responder.
- The nurse responding to the location will have the necessary PPE.
- The Assistant Principal or Principal will determine if a move to a shelter-in-place status is necessary until EMS has left campus.
- The classroom / office will remain closed until after business hours and then it will be deep cleaned.

#### **TESTING FOR COVID-19**

Malden Catholic is assessing whether or not to implement a testing protocol. Additional information will be provided at a later date.

#### **FLU SHOTS**

While the School Nurses and Administration understand that the annual flu shot does not address COVID-19, it is important for all students, faculty and staff, who are medically able, to get their annual flu shot as early as possible. Faculty and staff will receive further details on the flu clinic and must have up-to-date health insurance when arriving at the clinic.

#### **VACCINE REQUIREMENT**

Department of Public Health has added a new influenza vaccine requirement for all children 6 months of age and older attending childcare/preschool, students in all grades of school from Kindergarten through Grade 12, and students of post-secondary institutions. This requirement was put in place to reduce influenza-related morbidity

and to reduce the overall impact of respiratory illness in a population still facing the COVID-19 pandemic. Students will be expected to have received an influenza vaccine for the current influenza season (July-June) by December 31 unless they have a medical or religious exemption.

#### TRAVEL NOTIFICATIONS

If students, staff, or faculty members will be traveling outside their home region, they are required to notify the Nurses Office by email. The school will notify the Administration.

 School Nurses will review information on the locations that will be visited and determine, in consultation with public health guidelines and authorities and school administration, whether any action or precautions are required.

- The decision on quarantine will be made in collaboration with the City of Malden Public Health Nurse and the MC School Nurses and Administration.
- MC requests the notification of travel take place at least 7 business days prior to the planned departure. The school realizes that in some instances, prior notification is not possible and requests notification as soon as possible.
- MC will abide by and consult CDC Travel Guidelines and the Commonwealth of Massachusetts COVID-19 travel order. Students, faculty, and staff are asked not to travel outside of Massachusetts to any areas currently listed as COVID-19 higher-risk states for at least two weeks prior to coming to school.

## CONFIDENTIALITY AND SHARING PERSONAL INFORMATION RELATED TO COVID-19

Due to the nature of COVID-19, Malden Catholic does not offer confidentiality for any health information shared with a faculty or staff member. Employees of schools have a responsibility to share such information to ensure the health and safety of our campus community. The school will only share information with faculty and staff on a need-to-know basis. The school understands and respects the need for privacy but must balance that need with our responsibility to act on behalf of the community public health.

#### **CLOSE CONTACT POLICY**

#### **Definition of a close contact:**

If a student or staff member tests positive for COVID-19, their close contacts will be defined as only those who have been within 6 feet of distance of the individual for at least fifteen minutes, while the person was infectious. The infectious period begins 2 days prior to symptom onset. If someone is asymptomatic, the infectious period is considered to begin 2 days prior to the collection of their positive test. While previous guidance stated that all students in an elementary classroom would be defined as close contacts, this new guidance provides a narrower definition of a close contact which mirrors DPH guidance.



## Policy of when a close contact may return to school:

All close contacts should be tested but must self-quarantine for 14 days after the last exposure to the person who tested positive, regardless of test result. After further consultation with the medical community, we are updating this guidance as the virus can cause illness from 2-14 days after exposure and even asymptomatic individuals can transmit the virus. Going forward, even if an individual identified as a close contact receives a negative test result, they must continue to self-quarantine for the full 14 days as the virus may take up to 14 days to cause illness.

## Policy of when a student/staff person may return to school after COVID-19 symptoms:

If a student or staff member has COVID-19-like symptoms, they may return to school after they have tested negative for COVID-19, have improvement in symptoms, and have been without fever for at least 24 hours without the use of fever reducing medications. If a provider makes an alternative diagnosis for the COVID-19-like symptoms, the individual may return to school based on the recommendations for that alternative diagnosis (e.g., influenza or strep pharyngitis).

If a student or staff member presents COVID-19-like symptoms and chooses not to be tested, they may return to school 10 days from start of symptoms, as long as their symptoms have improved and they have been without fever for at least 24 hours prior to their return to school without the use of fever reducing medication.



## **Charts and Resources**

### COVID-19 Checklist for School Opening

- \*Quarantine for 14 days if any 3 or more checked, do NOT come to school.
- \*Quarantine for 14 days if ANY in **bold italics** are checked, do NOT come to school.
- \*Consult your primary care physician immediately.
- \*Patients can end quarantine before 14 days if they have been afebrile for 72 consecutive hours without the use of acetaminophen or other antipyretics, and all symptoms have resolved, and it has been at least 7 days since onset of symptoms.

Fever over 99.5°, taken daily after awakening each day	New sore throat
Self-reported shortness of breath	New inability to taste or smell normally
SaO2<92% on room air (if available)	New exercise intolerance
Red eyes not from another known cause	New runny nose
New non-productive cough	New unexplained diarrhea or nausea
	Severe muscle aches or fatigue

#### **OTHER NOTES**

Quarantined individuals should NOT share bathroom or common areas with non-quarantined.

Practice meticulous hand hygiene...soap and water preferred. Hand sanitizer only OK if NO visible contamination or dirt on hands. Avoid touching your face. STOP SHAKING HANDS!

1:10 bleach:water solution is excellent for wiping down all possibly contaminated "high-touch" fomite surfaces (desktops, counter tops, computer keyboards, door handles) and kills coronavirus.

## Things You Can Do to Prepare for Returning to School



#### **PRACTICE HAND HYGIENE**

Wash hands often throughout the day. Count for at least 20 seconds ensuring they wash front, back, and in-between fingers.



#### PRACTICE PUTTING MASK ON AND OFF

Your child will be required to wear a mask upon entering school and within classrooms and hallways. Remind not to touch the inside of their mask when taking it off.



#### PRACTICE 6 FEET OF DISTANCE

You may choose to measure off 6 feet within your home and marking the distance with tape on the floor.



#### **PURCHASE A THERMOMETER**

Check your child's temperature every morning. If your child's temperature is above 99.5 or higher, they must stay home until they are fever free (without the use of Tylenol or Motrin). If your child develops a fever while in school, they will be sent home and asked to remain out of school for a period of time.



#### **PURCHASE EXTRA MASKS**

When possible, cloth masks should be used one time and then laundered. Consider buying multiple masks to give you proper time to wash them in between use.



#### **UPDATE IMMUNIZATIONS AND PHYSICALS**

Both are required each school year. Contact your child's Primary Care Physician for an appointment.



#### **CHANGE AEROSOLIZED MEDICATIONS**

Nebulizers cannot be administered in school. Contact your child's pediatrician for an updated Asthma Action Plan and proper equipment. It is recommended that all inhalers have a chamber to administer the medications.



#### **PURCHASE REUSABLE WATER BOTTLES**

Water fountains or "bubblers" will not be in use.



#### **VERIFY AND UPDATE EMERGENCY CONTACTS**

If your child presents with COVID -like symptoms, they will placed in an isolation room and will need to be picked up immediately. Please ensure a contact can reached at any given time.



#### **STAY INFORMED**

Educate yourself with reliable sources such as the CDC or the Massachusetts Dept of Public Health.

## Nonpharmacological Intervention (NPI) Recommendations for Communicable Disease

#### **INDIVIDUAL**

- i. Avoid close contact with people who are sick
- ii. Stay home when you are sick
- iii. Cover your cough or sneeze into your elbow or a tissue, then throw the tissue in the trash. Follow with hand hygiene
- iv. Avoid touching your eyes, nose, and mouth. If you do, wash your hands afterwards
- v. Wash hands often with soap and water (20 seconds)
- vi. If you don't have soap, use hand sanitizer (60-95% alcohol based)
- vii. Clean and disinfect frequently touched objects and surfaces using a regular household cleaning spray or wipe
- viii. Ensure all vaccines are up to date of self and household members
- ix. Promote non-contact methods of greeting

#### **ENVIRONMENTAL**

- x. High touch surface cleaning
- xi. Routine environmental cleaning
- xii. Postage throughout schools encouraging frequent handwashing
  - 1. Handwashing should be conducted daily prior to eating.
  - 2. Students assigned to a bathroom
- xiii. Hand sanitizer dispensing units at each building entrance
- xiv. Limit food-sharing activities
- xv. Increase ventilation keep windows open when possible

#### **DAILY CARE FOR HEALTH NEEDS**

#### i. Good to Go

- 1. Office staff do not need to take advanced measures to provide care for the below listed conditions. Students can be cared for in the office.
- 2. Students may ambulate independently to the office for a variety of individualized needs such as:
  - a. Daily scheduled medications
  - **b.** Daily scheduled procedures
  - c. Diabetic care, blood glucose monitoring
  - d. Lost a tooth, tooth pain
  - e. Wound care or Ice-Pack needed for small bumps/bruises