



Academy of the Holy Names

TO BE, RATHER THAN TO SEEM

— School Reopening Plan —

Executive Summary

Updated December 4



The Executive Summary will provide an overview of the Academy’s reopening plans. For a detailed look at policies and procedures, visit holynamespa.org/coronavirus/plan.

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Campus is scheduled to open on August 17th for Orientation, and August 19th for the first day of school, unless authorities declare schools must remain closed. The Academy recognizes that some families may not be comfortable with their child(ren) returning at this time, so we have developed two different reopening options. If the State of Florida mandates schools remain closed, we will open virtually. This year, we are eliminating late-start Wednesdays to capture as much academic time as possible in the event that we have to move to virtual learning. **Students may shift between options only once every six weeks.** The six-week period goes into effect once you switch choices. For example, if you choose in-school learning for your child, and after a few days or a week (a trial period), you decide that is not the right choice for your family, you can go at-home. Once you go at-home, you would be committed to continuing in that learning model for six weeks. The same would be true in reverse.

- **On-Campus Learning** - If the State of Florida allows schools to open and the family is comfortable attending school.
- **At-Home Learning** - If the child has a preexisting health condition or the family is not comfortable attending school.
- **Virtual Learning** - If the State of Florida does not allow schools to open.

On-Campus Learning

Your child(ren) will begin the academic year on campus with the expectation that specific health and safety procedures will be required. In the event that the State of Florida closes schools or initiates a stay-at-home-order, students will transition to virtual learning. Students may shift between options only once every six weeks.

At the Academy, we pride ourselves on our commitment to a close community—the Academy family. We acknowledge that students learn best in a community of caring adults who know them and understand their needs. While learning will look different this year, the heart and soul of the Academy will not change! Together, we will work to ensure our school meets the needs of the times within an atmosphere of care and concern for one another.

Mitigation efforts, which we have established in conjunction with medical professionals, include:

- **Eliminating late-start Wednesdays to capture as much academic time as possible in the event that we have to move to virtual learning.**
- The use of face coverings indoors. **Please note that masks with respirators or valves are not permitted.**
- Temperature checks during drop-off.
- Increased use of outdoor spaces. **Elementary School students (pre-K to 8th grade) may wear PE uniforms daily.**
- Expectation of responsible physical distancing both inside and outside the classroom.
- Installation of additional hand-sanitizing stations throughout campus.
- Increased cleaning measures, including the addition of four day porters to sanitize high-touch areas during the school day.
- A combination of outdoor dining and use of the entire Brady Center to promote social distancing.
- A separate clinic for temporary isolation of students/staff who show possible COVID symptoms.
- Virtual All-School Masses.
- Limiting visitor access to campus.

A detailed look at mitigation policies and protocols, including division-specific updates and a face covering FAQ, is available at holynamestpa.org/coronavirus/plan.

At-Home Learning

At-home learning runs concurrently with on-campus learning, however it is not the same as distance learning. While at-home learning is not equivalent to in-person learning, the Academy's faculty and staff will provide high-quality instruction to advance students' academic progress and attend to the social and emotional well-being of each student until he or she is able to return to school.

At-home learning, by design:

- Provides support for students and families who must be out, or who choose to be out, due to COVID-related concerns.
- Helps maintain connection and community between classmates on campus and at home.
- Will be available as long as COVID-19 continues to be a concern, most likely for the 2020-2021 school year.
- Allows the Academy to fulfill its mission and continue to provide our high-quality education to all students during these exceptional circumstances.
- Students will continue to receive grades and assignments must be completed. If a student is not sick, it is expected that he or she attend classes at the established times via Google Meet or Zoom and keep up with all assignments. Training will be provided on all tools and technology that support student learning.

Pre-K and K

Learning at Home While School is in Session On-Campus

- Each child will receive a materials kit and ideas for possible playful learning and exploration. This materials kit, or "to-go bag," will include a school-issued iPad that will have the necessary apps pre-loaded.
- Includes daily contact with an AHN faculty member.
- Includes both asynchronous (recorded) and synchronous (live) content.
- There will be a microphone in each classroom so students at home can hear the teacher and in-class discussions.
- Media, one-on-one or small-group contact, and hands-on activity time will total approximately 1.5 hours daily.
- Will utilize Seesaw and Google Meet or Zoom.

Grades 1-4

Learning at Home While School is in Session On-Campus

- At-home learning content will mirror on-campus content.
- Includes daily contact from an AHN faculty member.
- Each child will receive a "to-go bag" that will include that include all the materials needed to complete work and a school-issued iPad that will have the necessary apps pre-loaded.
- Includes both asynchronous (recorded) and synchronous (live) content.
- There will be a microphone in each classroom so students at home can hear the teacher and in-class discussions.
- Use of Seesaw/Google Meet or Zoom (grades 1 and 2) and Google Classroom/Google Meet or Zoom (grades 3 and 4)
- Content from math, language arts, science, social studies, religion, and Spanish will be provided and required for students to complete.
- Content from PE, art, music and drama provided and required.

SAMPLE SCHEDULE - PRE-K TO 4TH GRADE

Sample In-School Learning Plan	At-Home Learning Plan
Morning Meeting (8:00-8:30 a.m.)	Students will join their classmates daily for the morning meeting.
Math (8:30-9:30 a.m.)	Students will livestream into the on-campus classrooms for various lessons.
Recess (9:30-10:00 a.m.)	Students will receive feedback from classroom teacher/assistant or learning coach daily.
Language Arts (10:00-11:00 a.m.)	
Lunch/Recess (11:00 -11:45 a.m.)	
Small Groups/Reading (11:50-12:30 p.m.)	
Specials (12:30-1:00 p.m.)	
Social Studies/Science (1:00-1:45 p.m.)	
Religion (1:45-2:30 p.m.)	
Pack-Up/Dismissal	

For more detailed information about the daily schedule, please contact Bridgid Fishman.

Grades 5-8

Learning at Home While School is in Session On-Campus

- Includes daily contact from an AHN faculty member
- Includes both asynchronous (recorded) and synchronous (live) content.
- There will be a microphone in each classroom so students at home can hear the teacher and in-class discussions.
- "To-go kits" provided that include all the materials needed to complete work.
- Use of Google Classroom/Google Meet or Zoom
- Students join classes via Google Meet or Zoom. Content from math, language arts, science, social studies, religion and Latin/Spanish provided and required for students to complete.
- Content from PE, art, music and drama provided and required.

Sample In-School Learning Plan	At-Home Learning Plan
Advisory (8:00-8:30 a.m.)	Advisory (8:00-8:30 a.m.)
Set 1/5	Set 1/5
Set 2/6	Set 2/6
Lunch/Recess	
Set 3/7	Set 3/7
Set 4/8	Set 4/8
ART	

For more detailed information about the daily schedule, please contact Bridgid Fishman.

At-Home Learning

Grades 9-12

Learning at Home While School is in Session On-Campus

- Students will log into their classes at the scheduled time, either via Google Meet or Zoom.
- Each student is expected to log in and remain online, with video on, for the duration of the class.
- Students will be grouped in the classroom and virtually to facilitate small-group discussions and projects.
- There will be a microphone in each classroom so students at home can hear the teacher and in-class discussions.

2020 - 2021 High School Daily Schedule						
Daily Block Schedule for Monday, Tuesday, Wednesday, Thursday, and Friday						
Time	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
8:00 - 9:10	1	2	3	4	5	6
9:10 - 9:20	Passing Time - 5 minutes per two grade levels					
9:20 - 9:30	Potential time for teacher break					
9:30 - 10:40	3	4	5	6	1	2
10:40 - 10:50	Potential time for teacher break					
10:50 - 11:00	Passing Time - 5 minutes per two grade levels					
11:00 - 12:10	5	6	1	2	3	4
12:10 - 12:20	Passing Time - 5 minutes per two grade levels					
12:20 - 12:45	Lunch for Freshmen / Sophomores - Advisory for Juniors / Seniors					
12:45 - 12:55	Passing Time - 5 minutes per two grade levels					
12:55 - 1:20	Advisory for Freshmen / Sophomores - Lunch for Juniors / Seniors					
1:20 - 1:30	Passing Time - 5 minutes per two grade levels					
1:30 - 2:40	A	B	A	B	A	B

Following the recommendations from our Covid task force and trends from past pandemics, the Academy is preparing for possible interruptions in on-campus learning. This scenario is enacted when it is not safe to open all or part of the Academy's campus. When virtual learning is deployed, an entire class, division, or the school as a whole is involved. Last spring, we had to make this transition very quickly and we learned some lessons that we would employ if we have to return to this scenario. As a technology-rich school, we are leaders in remote education.

- Students will be equipped with a "grab-and-go" kit in the event on-campus learning transitions to the virtual model. Books and supplies will be readily accessible in the event an interruption occurs.
- We recognize the needs of young children include the requirement of supervision and care in addition to their learning. In the event we are limited to the number of students allowed on campus, we will prioritize the on-campus experience for our youngest students.

Lower School

- The school will assemble "to-go kits" for students with all necessary supplies, including print-outs, manipulatives and iPads with pre-loaded apps. Depending on the length of time we are in this model, print-outs and new manipulatives would be picked up through a drive-through service.
- There will be a consistent schedule of small-group and one-on-one check-ins with the teacher. The school will balance screen time for our youngest students while offering more face-to-face time with their teachers and peers.
- Students in pre-K through 2nd grade will use Seesaw and Google Meet or Zoom to submit work and communicate.
- Students in grades 3 and 4 will use Google Classroom and Google Meet or Zoom to submit work and communicate.
- In all grades there is an expectation that work for all subject areas will be provided and completed.
- We will offer a drive-through library so students have books to read.

Middle School

- Students in the middle school will continue with the schedule from spring, whereby they virtually attend their classes daily and Wednesday is a flex day.
- The school will assemble "to-go kits" for students with all necessary supplies, including print-outs and manipulatives. Depending on the length of time we are in this model, print-outs and new manipulatives would be picked up through a drive-through service.
- Students in grades 5 through 8 will use Google Classroom and Google Meet or Zoom to submit work and communicate.
- We will offer a drive-through library so students have books to read.

High School

- Students in the high school will adopt the Wednesday flex schedule. Monday and Thursday will be odd days and Tuesday and Friday will be even days, without rotation, and Wednesday will be a day for office hours and teacher meetings.
- The school will provide take-home art supplies in the lobby.
- All students will submit work through Veracross and Google Classroom.
- All students must be out of bed and at a desk with camera on ready to work at the regular class time.
- Students will be asked to wear their uniform top.
- Announcements will be provided to students through the Veracross Student Information Page.

Extracurriculars and Programs

Athletics

The Academy is utilizing the guidance of the Florida High School Athletic Association (FHSA), National Federation of State High School Associations, the Center for Disease and Control and our medical advisory board. Masks will not be required in athletics. Because it is not advisable to wear masks while participating in practices or competitions, additional measures must be added to try and mitigate exposure as best as we can.

Early Bird, Extended Day + After-School Programs

Early Bird will be offered daily beginning at 7:00 a.m. via a sign-up to use to ensure that we have enough staff. Due to limited space and supervisory personnel, our ability to accommodate Early Bird students is reduced, and we appreciate your cooperation in using this service only when necessary. Students will social distance in the Brady Center. They will not share supplies.

Extended Day will be offered; a defined plan is available at holynamestpa.org/coronavirus/plan. We are working with our vendors to determine if we can safely offer After-School Programs.

For high school students, the Bayshore building will close at 5:00 p.m. Students must be picked up by that time.

Faith Formation

Nurturing the spiritual life of AHN is integral to our community of faith. Students and staff will continue to celebrate All-School Masses from classrooms via livestream. Taking advantage of smaller group settings for worship, each grade level will engage in formative prayer experiences, break open the Word of God, and/or celebrate Mass throughout the year.

AHN Community Spread that Would Lead to School Closure

In-School Spread: Daily Average Based on Whole Population

If 5% of the total school population tests positive with COVID or are felt to have COVID by a physician	TRUE HYBRID
If 10% of the total school population tests positive or are felt to have COVID by a physician	ALL VIRTUAL

**If there is an outbreak isolated within a grade level/division, then it is possible that just that grade level will go virtual.*

In the case that the Academy must move to a true hybrid, half of students would come to school two days a week while the other half learns from home. The groups would alternate by last name, and an official schedule will be released should the need arise. If we need to reduce the number of students on campus, our priority will be keeping the lower school students on campus.

Absences, Notification of a Positive Test & Reporting

Absences

This year, the Academy is adopting a 72-hour fever-free policy, which supersedes the previous 24-hour policy signed in Magnus. If a student or staff member has a fever, he or she must remain home until fever free for 72 hours without the use of fever-reducing medication, unless a doctor signs a note stating that the fever was not COVID-related (i.e. an ear infection). Even with a doctor's note, the student or staff member must be fever-free without the use of fever-reducing medication for 24 hours. While we understand the change to the 72-hour fever policy is new, so is the ability for your child to seamlessly continue their daily education at AHN with our hybrid model. Students who are at home, either for quarantine or non-COVID illness, and feel up to it may join their classes online. While maintaining student safety, we are still able to offer the continuity of education. **All absences for students in grades pre-K through 12 must be reported via the Veracross Parent Portal.**

If your child has a symptom of COVID that is not something typical for him/her, we encourage him/her to stay home for the day out of an abundance of caution to monitor progression.

