
St. Hilary School

2020 Reopening Plan

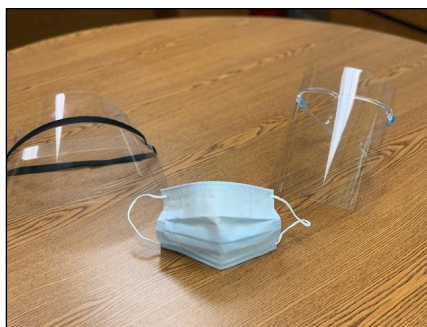
August 2020



Introduction

The 2020-2021 school year promises to be a year of unique challenges and opportunities, and we are committed to keeping you informed so that you can make the best decisions for your child.

Now that we have released our Responsible Return Plan and you have had an opportunity to review it and submit questions, we would like to provide clarification and additional details about items we have been able to refine and solidify.



Our Responsibility

- Our mission is to keep Christ at the center of all that we do. In solidarity with our parish and school community, we will inspire our students through inclusive, innovative, and challenging academic and spiritual experiences, to be leaders capable of making a positive change in the world.
- Partnering with parents (elaborate)
- Faith-based education (elaborate)
- Safe environment (elaborate)
- Professional Development for teachers (elaborate)
- Consistent Platforms (elaborate)

Your Role

YOU have an important role in making our plan work and helping our school stay open and healthy as long as possible. Below we have listed some specific things we need you to do, but we also need you to keep the following in mind during this unique school year.

First, we ask for your patience as we continue to navigate uncharted waters for months to come. Please know that in all we do and in every decision we make, we have the best interests of your child and every St. Hilary student at heart.

Second, we are all in this together. What one of us does has the potential to affect the entire school. We will eventually come out on the other side, but we must persevere together and keep doing all the right things to keep each other safe and healthy until we get there.

Third, we need you to be positive in your interactions with your children and on social media. Now more than ever, we need to be cheerleaders for our school, for one another, and especially for our students. Your support is vital.

Fourth, we are here to answer your questions and address your concerns as best we can. All we ask is that you show us the same degree of politeness and respect when communicating with us as you would expect of us.

Fifth, while our teachers may discuss the presidential election in factual terms as appropriate during lessons, we will not engage in political rhetoric related to COVID-19 or any other issue in our school. We ask that you support us in reinforcing this with your children.

Sixth, with so many unknowns ahead of us, we encourage every family to have contingency plans for all aspects of this school year. Please be sure those plans are in the works now so you can be prepared.

Finally, the 2020-2021 school year marks our 60th anniversary. As St. Hilary School alumni, Mrs. Alexander and I cannot be any more proud of our school than we are at this moment. We believe this will be our time to shine, as we look forward to making this year, however unusual, one in which we rise to new challenges, set the bar even higher, and achieve like never before. We hope you and your children will share this sense of pride with us.

Please note the following additional items for this school year:

- DAILY health checks prior to going to school – assess for COVID-19 symptoms and take temperature
- Anyone with COVID-19 symptoms or a temperature above 100°F MUST stay home
- Our attendance policy has been adjusted in consideration of COVID-19. While every student should be learning either in person or at home while he or she is well, there is no incentive to come to school when ill. Students may not return to school until they are symptom free for a full 72 hours (3 days) without fever reducing medication **OR** they have a negative COVID-19 test (must provide test results) **OR** they have a note from the

attending physician stating that symptoms are not the result of COVID-19. The perfect attendance award has been eliminated. The policy on excessive absence will be reviewed and applied on a case-by-case basis during the duration of COVID-19.

▪ **Every household must have a thermometer** to check students' temperatures before leaving home in the morning. Any student with a temperature above 100°F must not come to school and will be sent home if this temperature level occurs at school. Students will be checked upon arrival and during the school day. **Assessment of temperature and symptoms at home is extremely important to avoid last minute changes of plans for parents if students are found to have a fever or symptoms upon arrival at school.**



School Day Logistics

ARRIVAL

- Morning Latchkey will be available beginning at 6:50 a.m.
- Students not attending morning Latchkey should arrive no earlier than 8:00 a.m.
- Students will be scanned for temperature and screened for symptoms upon arrival before entering the building – those with a temperature over 100°F or COVID-19 symptoms will not be permitted to enter
- All students in every grade must wear a mask to enter the building
- Students will report directly to classrooms, not to Multi-Purpose Room
- Once in classrooms, students in grades 3-8 will wear masks with shields available for breaks; students in grades K-2 will change from masks to shields for classroom time

FIRST WEEK ARRIVAL JUST FOR KINDERGARTENERS

▪ **Due to COVID-19 restrictions, parents will be unable to walk children into the building and to classrooms. To help ease the transition *during the first week*, we will follow the schedule below as we welcome our Kindergarteners.**

▪ **MONDAY, AUGUST 24 – FRIDAY, AUGUST 28 – Kindergarten students will arrive between 8:30 and 8:45 a.m., after our regular drop-off time.**

This will allow time for saying goodbyes in a safe “hug zone” outside our main entrance before our Kindergarten team takes children to classrooms. Look for your child’s teacher and teaching assistants holding signs indicating where each class should meet near the main entrance / Jesus statue. Each class will be color coded and have a designated area to meet, and each student will have a color-coded dot to stand on to maintain social distancing:

101 – Miss Faetanini: Green, Meet by Jesus statue

102 – Mrs. Haskins: Blue, Meet in first row parking spaces to left of Jesus statue

105 – Miss Bennett: Red, Meet by large garage door to right of Jesus statue

▪ **If your Kindergartener will ride the bus to school during the first week of school, please email his/her teacher so arrangements can be made to assist your child in getting to the classroom.**

▪ ***Beginning Monday, August 31, Kindergarteners will report at the same time and follow the same procedures as all other students.***



DISMISSAL

- In order to ensure social distancing during dismissal, we will follow a staggered dismissal schedule as follows:

2:50 pm - Kindergarten students and their siblings (Kindergarten parents, please be sure to complete the survey via the link that was emailed to you.)

Non-Kindergarten Families Alphabetically by Last Name:

2:55 pm - Last names A-F

3:00 pm - Last names G-M

3:05 pm - Last names H-R

3:10 pm - Last names S-Z

Students will not be released until their designated time, so it is important that you make every effort to arrive as close to that time as possible, rather than lining up far in advance. We also ask for your cooperation in picking up your child on time, or calling the office in advance if you will be a few minutes late. In addition, we ask that the family last name of students being picked up be prominently displayed in the passenger side window of each car to help us efficiently match students with cars.

- If you prefer not to go through the car line, you may park in the far back parking lot and stand in the red “box” painted on the parking lot where you can safely reunite with your child
- Walking to the main entrance and waiting either inside or outside for your child is not a dismissal option
- All students in every grade must wear a mask to exit the building
- Students should go directly to car or bus – no loitering in hallways, restrooms, visiting other rooms
- Afternoon Latchkey will be available until 6:00 p.m.



BUS TRANSPORTATION

■ Four districts provide bus transportation for our students who reside in those districts: Copley-Fairlawn, Highland, Revere, and Woodridge. We anticipate that when the districts are providing in-person instruction and transportation for their own students, they will provide transportation for St. Hilary School students as well. If any of these districts move to online learning at any time, there is the potential that bus transportation for St. Hilary School students who ride the affected district's bus may be lost. We encourage all families to have an alternate transportation plan in place as this could happen without warning. For more information, you may contact the transportation departments listed below:

Copley-Fairlawn: 330-664-4820

Highland: 330-239-1901, ext. 1235

Revere: 330-523-3118 or 3119

Woodridge 330-928-6312

For additional bus transportation information, please go to Parent Resources / Bus Transportation on our school website.

School Day Logistics Continued

- Students will report directly to their homerooms upon arrival at school. Therefore, due to our inability to allow students to wait together in the Multi-Purpose Room before school, students should not arrive prior to 8:00 a.m. unless they are attending our morning Latchkey program. We will be unable to allow students into the building prior to 8:00 a.m. as we cannot allow students to congregate.
- Due to our inability to use the Multi-Purpose Room in the morning, students will be unable to use school-issued devices and work on homework in the Multi-Purpose Room before school. Completion of homework at home is strongly encouraged.
- To limit sharing of supplies, please be sure your child has all of the supplies indicated on the supply list for his or her grade, and that his or her name is on every item.
- Each student, including Kindergarten students, should bring his/her own individual snack to school each day. For the duration of COVID-19, there will be no sharing of group snacks, no birthday treats, and no holiday treats. The school will provide a small item to each student to observe his/her birthday, and holidays will be observed in ways that do not involve food.

-
- Students in grades 6-8 will have individual lockers. Students in grades 3-5 will have shared lockers with minimal contact with one another's belongings. Social distancing will be practiced as students access lockers.
 - We will not have any in-person all-school assemblies this year. We will also be limiting field trips and unfortunately, most will likely not take place.
 - Safety drills will proceed as usual, except that students will wear masks when exiting the building and will practice social distancing once outside.

Switching Classes

After consultation with Summit County Public Health, we have made the decision to allow students to switch classes as they normally would. Students passing one another in the hallway is not a concern, as changing classes is not an appreciable amount of time and students will be masked. Additionally, we will be limiting the number of students in the hallway at a time and have come up with a staggered and safe way to move students. Hallways will be marked with directional arrows, controlled, and safe. In making the decision to have students switch classes, in addition to COVID-19 safety, we are also considering the social-emotional needs of the students and staff. Having the ability to get up and move to a new environment will help the students feel energized and more at home because they are used to doing this. We will have the same seating arrangements for each cohort (homeroom and Math groups for 6-8). Staff have vocalized they would feel more safe and in control being in their own rooms. They will know what classrooms items and technology they have sanitized, where their own items are, and will not be stressed moving around. One exception is that some special area teachers will travel to classrooms because distancing is easier in the larger rooms. If it becomes recommended to change this plan at any time, we will.

Recess

Unstructured time during the school day allows for a child's physical, social and emotional development, all of which are foundational for mental well-being, school engagement, and learning, therefore St. Hilary is scheduling a modified daily recess for all students K-8.

- A schedule has been created allowing each grade level to have access to all areas of the playground / blacktop at least once a week.
- Students do not have to wear their face coverings during recess.

-
- Each class will have a designated color. If they are the color red then they will play with the red playground equipment, if they are the color blue they will play with the blue equipment, etc...
 - Students will wash and sanitize hands as they enter and exit the playground.
 - Play equipment will be cleaned and rotated in between each use.

Preventive Measures — COVID-19 Protocols

Vigilant Assessment of Symptoms

- DAILY health checks prior to going to school – assess for COVID-19 symptoms and take temperature
- Anyone with COVID-19 symptoms or a temperature above 100 degrees MUST stay home
- Everyone entering building will also be screened for symptoms and have temperature taken
- Students will be checked as they exit their car or bus
- We will also do a mid-day temperature check of staff and students

Face Covering Policy

- Face coverings **required** in school for all staff members and for all students
- ALL students will be required to wear a face-covering in high traffic/common areas like hallways
- We are asking families to provide masks for their children as you know the style of mask your child is most comfortable wearing. **All masks must cover the nose, mouth, and chin.** Writing and distracting patterns / logos will not be permitted. We are trying to give some leniency with masks, but do reserve the right to prohibit certain masks if they have an inappropriate pattern or logo. Students need a clean mask every day, with a spare mask in the backpack. During warm, humid weather, it is advisable to send several masks in

case the mask becomes damp and needs to be changed during the day. Please put the student's name on all masks.

- Mask breaks will be provided as often as possible. The school will provide every student with a lanyard to clip to his or her mask when taking a break.
- **If your child is not able to wear a mask due to medical reasons, you will need to submit a physician's note to the school office**
- The school will provide all students and staff with face shields to use in the classroom when applicable and necessary. We have been advised that face shields cannot take the place of masks, but can be utilized during certain subjects and situations as deemed by the teacher.

Preventive Measures — COVID-19 Protocols

Every student will need to wear a mask when entering and exiting the building, in their classrooms, and in hallways and common areas. **Please make sure your child has enough masks to wear a clean mask each day. During warm, humid weather, you may want to send several masks in case your child needs to change during the day. A spare mask should be kept in the student's backpack at all times. Please make sure your child's name is on each mask** either with a Sharpie or with labeling tape that won't wash or wear off.

Social Distance

- We will implement the American Academy of Pediatrics recommended social distancing of 3 to 6 feet wherever possible in our classrooms. We know 6 feet is the gold standard and have moved out excess furniture in all classrooms to do this to the best of our ability. We've measured every learning space in the building and will spread students out as much as possible in our classrooms.
- With all grades, we will work to limit hallway travel and will have markings on the floor to help traffic flow and social distancing.



Hand Hygiene

- We will insist on hand-washing breaks for students and we will have hand sanitizer abundantly available for all, in classrooms and in high traffic areas.

Sanitize Highly Frequented/ High Touch Areas Often

- Our cleaning and sanitizing procedures will be thorough. This is something we always take seriously and now we will ramp up our efforts even more. We will disinfect surfaces frequently, paying close attention to high touch areas.

Monitoring

- We will have two separate clinic areas this year, with a triage area to determine which clinic will be used in each case. Our primary clinic will be the traditional clinic next to the office, and our additional clinic will be referred to as our “little clinic”. In order to keep the primary clinic in use for students with other health issues, students identified as having a fever or symptoms of COVID-19 will be taken to the “little clinic”. As much as possible, minor needs such as Band-aids will be managed in the classroom. **We need your help in reinforcing with your child that trips to the clinic should be reserved for when a child is truly not feeling well** – not things such as chapped lips, dry skin, and other minor issues that can be addressed at home.

Isolation and Quarantine

One question we have heard repeatedly is, “What happens if someone gets sick?” Summit County Public Health has provided guidance on this topic.

If a child or staff member has symptoms but is not confirmed COVID-19-positive, that person would be asked to stay home or be sent home if already at school. Parents of a student in this situation would be notified by either the administration or the school nurse, with a recommendation to contact the child’s pediatrician. The school would contact Summit County Public Health for further guidance, but at that point, the individuals around the affected person would not need to stay home to quarantine for 14 days.

If the symptomatic student or staff member ends up testing positive (even if it takes days to get the results), this person would need to isolate. Summit County Public

Health would help us contact trace those individuals who have spent 15 minutes or more with the affected person and have been less than 6 feet apart from the affected person. In most cases, these would likely be the children who sit closest to that person, but this could also include the teacher, as the 15 minute benchmark is cumulative. Anyone who has spent an appreciable amount of time with a confirmed COVID-19-positive student or staff member will be notified with the help of Summit County Public Health, and would need to stay home to quarantine for 14 days.

In addition, with summer drawing to a close and the school year about to begin, we will be implementing a policy effective August 24 that if a student travels, especially to a "hotspot" area, the student must quarantine for 14 days. This policy will be in effect for the duration of the COVID-19 situation or until the end of the 2020-2021 school year. Thank you for your understanding.

COVID-19 Testing

At this time, Summit County is only able to process 200 tests per day, with priority testing for long term care facilities and outbreaks, but as schools begin to open they are planning to allot some of the tests for children. We are looking into facilities that may be able to assist with testing for our school community. In the meantime, we need to focus on symptoms and being very strict with our protocols. Most of the cases we are likely to see are going to be individuals with symptoms but we will not know if this is COVID-19 or some other ailment. We will have to presume these individuals are positive and be strict about our protocols. For example, if a student is believed to have COVID-19 and has symptoms of COVID-19 but cannot be tested or his/her parents do not want him/her to be tested, we need to follow this protocol:

“It has been 10 days since symptoms first appeared and at least 72 hours with no fever without fever-reducing medication, and other symptoms have improved.”

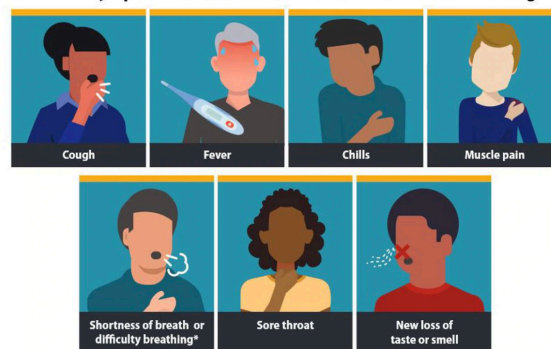
We will be recommending parents contact the pediatrician if their child has symptoms. By following the protocols and excluding sick students and staff from the school environment, everyone will be safer. This is why our school community needs to take symptom screening seriously and do the right thing when not at school. Limiting spread is key. Please be aware that your child, or his/her teacher, may need to isolate and/or quarantine multiple times throughout the school year. We have been stressing for months for parents to have back-up plans. Now is the time to make sure these plans are in place.

Illness and Return to School

Absence

- If a student is absent, state regulations require parents/guardians to notify the school office by phone as soon as possible to report the absence. If the school office has not been notified of the absence by 10:00 a.m., the school office will initiate a call to parents. Parents may leave a message on our answering machine 24 hours a day. The attendance line is (330) 867-8720 ext. 350.
- To help us track illness in the school, please do not simply say your child is sick, but specify the reason for the absence; i.e., fever, vomiting, etc. **This is especially important if the child has symptoms of COVID-19.** If the absence is due to a reason other than illness, please indicate that as well.
- Any student who has any symptom of COVID-19 that has not been otherwise explained in writing signed by the student's physician (i.e. routine cough due to asthma or allergies, etc.) or who has a temperature above 100 degrees must stay home.

Know the symptoms of COVID-19, which can include the following:



- Requests for homework must be made at the time of your call to report the absence or no later than 10:00 a.m. We will not be able to accommodate your request after that time.
- Students who are absent from school should not attend sports or other activities.
- The policy on excessive absences will be suspended during the 2020-2021 school year and/or during the duration of the COVID-19 situation.

Release Due to Illness or Injury

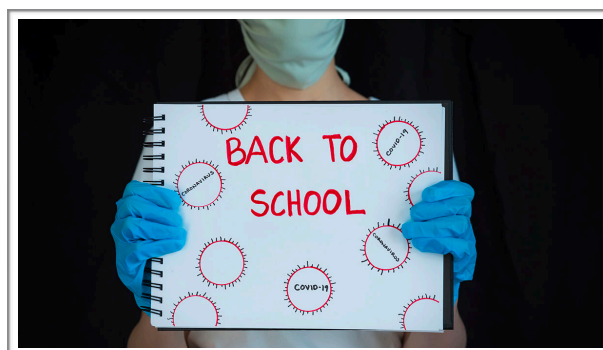
- Any student who, while at school, has any symptom of COVID-19 that has not been otherwise explained in writing signed by the student's physician (i.e.

routine cough due to asthma or allergies, etc.) or who has a temperature above 100 degrees, will be sent home.

- Parents will be notified as soon as possible if a student needs to go home for any reason of illness or injury and should come to school to pick up the student as soon as possible. If the parent cannot come, he or she is to send a representative to take the student. Emergency Medical Authorization forms must indicate the names of the persons to contact should it be impossible for the school to reach the parent.
- With verbal permission from the parent, school staff will sign the student out in the log. The parent or other person picking up the child will pull up to the Moorfield Road doors and school staff will supervise (or escort if necessary) the student walking to the car. Parents or others picking up ill or injured students will be permitted into the building only in the case of an emergency.

Return to School

- Students returning to school after an illness will be allowed back into the building when the following conditions have been met:
 - If the student has had a temperature over 100°F, he or she must be free of fever WITHOUT fever-reducing medication for a full 72 hours (3 days), UNLESS the student presents a written explanation signed by the student's physician indicating that the fever was due to an illness other than COVID-19, in which case the student may be able to return earlier. Otherwise, from the last point at which the student registered a fever, he or she must be fever free for a continuous, full 72-hour (3-day) period WITHOUT taking any medication to reduce the fever. The 72 hours or 3 days does not begin when the fever begins, but when the fever ends.
 - If the student has been at home or was directed to stay home due to either (1) a positive test for COVID-19; (2) the presence of COVID-19 symptoms; or (3) due to close contact with another person with COVID-19, he or she must stay home for a period of time that will depend on the circumstances:



Your child is believed to have COVID-19 or tests positive, and has symptoms of COVID-19. Your child may return to school when:

___ It has been 10 days since symptoms first appeared **and** at least 72 hours with no fever without fever-reducing medication, **and** other symptoms have improved.

OR

___ There is currently no fever, respiratory symptoms (if any) have improved, and you have received two negative test results in a row for your child, at least 24 hours apart.

Your child tested positive for COVID-19 but has no symptoms. Your child may return to school when:

___ 10 days have passed since the test and your child continues to have no symptoms.

OR

___ You have received two negative test results in a row for your child, at least 24 hours apart.

Your child has been in close contact with someone with COVID-19. Your child may return to school when:

___ Fourteen days have passed after exposure and your child continues to have no symptoms.

Parents must also sign the Student Return to School Acknowledgment and Certification Form found in the Red Folder on the school website.

ST. HILARY SCHOOL
COVID-19 RETURN TO SCHOOL ACKNOWLEDGMENT AND CERTIFICATION

Dear Parents or Guardians of _____ [Student Name],

Thank you for all your efforts to support your child's education and our mission as we have all had to adjust, and readjust, to working through the pandemic. Because your child was directed to stay home due to either (1) a positive test for COVID-19; (2) the presence of COVID-19 symptoms; or (3) due to close contact with another person with COVID-19, your child must stay home for a period of time that will depend on the circumstances!

1. **Your child is believed to have COVID-19 or tests positive, and has symptoms of COVID-19. Your child may return to school when:**

___ It has been 10 days since symptoms first appeared **and** at least 72 hours with no fever without fever-reducing medication, **and** other symptoms have improved.

OR

___ There is currently no fever, respiratory symptoms (if any) have improved, and you have received two negative test results in a row for your child, at least 24 hours apart.

2. **Your child tested positive for COVID-19 but has no symptoms. Your child may return to school when:**

___ 10 days have passed since the test and your child continues to have no symptoms.

OR

___ You have received two negative test results in a row for your child, at least 24 hours apart.

3. **Your child has been in close contact with someone with COVID-19. Your child may return to school when:**

___ Fourteen days have passed after exposure and your child continues to have no symptoms.

Please check the above criteria that have been satisfied, allowing your child to return to school.

By signing below you acknowledge that you are a legal parent or guardian of the above named child and have authority to sign this Acknowledgment and Certification and that you have knowledge of your child's condition. You further acknowledge and agree that (1) you have read and understand this Acknowledgment and Certification, (2) by checking the applicable criteria allowing your child to return to school you are representing that the criteria are satisfied, and (3) failure to make truthful representations could result in the removal of your child from school and, potentially, legal action.

Parent Name: _____

Parent Signature: _____

Date: _____

-
- If the student has traveled out of the state or country or to a “hot spot” area even within the state of Ohio, the school must be notified prior to the student’s intended return, and the school will follow whatever recommendations or mandates of the state and/or the Summit County Health Department may be in force at that particular time. Please be aware that if you plan travel for your child at any time during this school year and/or during the pendency of the COVID-19 situation, you risk your child potentially having to miss an extended period of time from school due to these requirements.
 - Return to school criteria are based on CDC recommendations as of July 21, 2020. The school reserves the right to require that additional or more stringent return to school criteria be satisfied in the event of a change in circumstances including without limitation a change in CDC or local or state government recommendations, guidelines, or requirements. In the event of a change the school will notify you as soon as possible.
 - Symptoms listed by the CDC as of July 21, 2020 include fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, and diarrhea.

STUDENT LIFE

- COVID-19 has created some additional scheduling logistics to be worked out in order to ensure proper social distancing. Our daily schedule, including grade level lunch and recess periods will be posted on the website. Student class schedules for grades 5-8 will be available on Gradelink shortly before the start of school.
- In grades 5-8, we will follow our traditional schedules, but will have two cohorts of classes. A homeroom cohort and a math cohort.
- We will keep our specials classes, but limit shared materials. Students having gym class on a particular day will wear their gym uniforms (grades 2-8) to school and remain in gym uniforms for the entire school day to avoid having to congregate in the locker room to change clothes. Black gym pants will soon be available for purchase for cold weather months. We will not have career elective classes this year.

STAYING CONNECTED

- We are streamlining communication this year. Mass emails containing school news will be sent on Monday mornings only. Information to be included in these emails must be emailed to dsinopoli@st-hilary.org by 3:00 p.m. on Friday for the following Monday.

-
- All of our typical in-person events will be done virtually.

CURRICULUM NIGHTS SEPTEMBER 2 & 3 - VIRTUAL STYLE

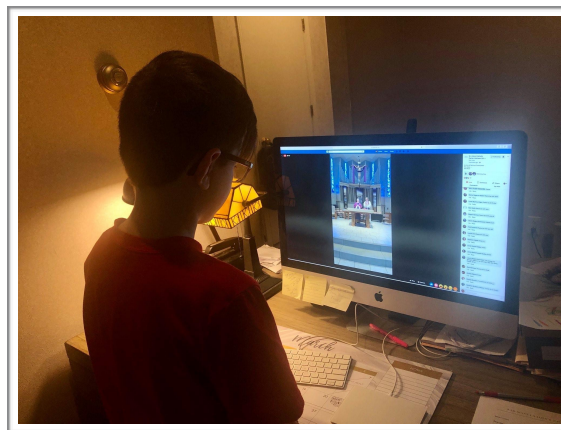
Please join us for our Curriculum Nights on Wednesday, September 2 for grades 6-8, and Thursday, September 3 for grades K-5. These will be virtual events with video links emailed for the various grade levels on each date. Please watch for more information.

■ NEW STUDENT CHECK-IN WEEK SEPTEMBER 8-11- VIRTUAL STYLE

We will again offer “New Student Check-in Week” the week of September 8-11. Due to COVID-19 restrictions, this will be offered in a virtual format. Each teacher will schedule time during this week to meet virtually with parents and students new to the school to address any questions or concerns about classroom procedures and general adjustment to a new school setting. Teachers will provide information about the New Student Check-in Week for their specific classrooms as school begins.

- There will be limited in-person volunteer opportunities this year, but sign-ups will be available via the classroom Sign-Up Genius. Watch for more information from teachers when school begins.

- We will continue to celebrate Mass together each week and on holy days. Each grade level (1-8) will plan several Masses as usual, but only the grade level planning the Mass will attend in person. Parents and grandparents of participants may attend but must sit in the back of the Church away from students. Masses will be live streamed and available for all to watch, and students not attending Mass in person will watch live streamed Mass from their classrooms. Eucharistic ministers will come to the classrooms to distribute Holy Communion. We will handle other religious services and events in a similar way.



- Due to the ongoing COVID-19 situation, we will be using live streaming as a tool to gather together as a school community in situations where we will not be able to have large in-person events. We will use live streaming only when we want to gather our community for prayer, for events where parents would normally be invited, and as a way to connect our community. When a student appears in a live stream, we will not identify the student by his or her full name so as to protect his or her identity. Any live stream with students on camera will only be viewable live and will not be recorded or available after the live stream is over. This will be to more readily ensure that the live image does not stay as something that can be downloaded. A live stream will simply be a way to “attend” as the event occurs, not to view it later.

■ For our weekly school Mass, which will be our most frequent live streamed event, and for any other live streamed events, **only students whose parents have given consent on the Media Release form on Gradelink will be able to participate and appear on camera.** To be clear, that means that if you do not give us permission to have your child participate as part of live streamed events, he or she will be unable to be chosen to sing or to read at school Mass. He or she will also be unable to participate in events including but not limited to the spelling and geography bees, leading school assemblies as a speaker or cheerleader, performances such as the kindergarten or 1st grade shows or any sort of theater, the Halloween parade, shadow stations, the Mime of the Passion, or any of the other times we would choose to live stream. This would be done not to exclude any student, but to respect parents' wishes. Similarly, if you have consented on this form, you now need to understand the additional implications of your consent for your child if he or she participates in an event that is live streamed.

IMPORTANT! Whatever choice of consent or lack of consent you have indicated on the Media Release form on Gradelink will apply to live streamed events as indicated above, unless we hear otherwise from you. You may change your consent at any time, even during the school year and even for only a particular event, by emailing Mrs. Smith at msmith@st-hilary.org.

SERVICES, AMENITIES AND EXTRACURRICULARS LATCHKEY

We understand families require the option of safe care beyond the traditional school day and we will continue to offer this service. We are extending our cleaning protocols to the Latchkey program as well.

- Wearing a face covering is required while in or moving around the Extended Day areas for staff and students.
- Students will be required to wash and sanitize hands before entering Extended Day, and before moving to any new activities.
- Teachers will monitor and control the number of students in the space to ensure physical distancing guidelines are followed.
- The Extended Day area will be disinfected and sanitized daily with special attention to high touch areas.
- All toys and supplies will be sanitized on a regular basis and there won't be any sharing of supplies.

-
- The Extended Day teacher will sign out the students on behalf of the parents.
 - Parents will be required to wear a face-covering and wait in a designated area. Staff will walk students to parents.
 - For information about the Latchkey before- and after-school care program and to register, please go to Parent Resources / Latchkey Program on our school website. If you have questions or need to speak with our Latchkey Director, Ms. Decker, please email mdecker@st-hilary.org or call 330-873-1282.

TWO LEARNING OPTIONS THIS SCHOOL YEAR:

OPTION 1: Traditional on-site, in-person learning experience in our classrooms five days per week, incorporating health and safety modifications in accordance with COVID-19 guidelines. Includes the ability to phase into and out of distance learning as needed based upon health conditions in our building and/or as mandated by state or local officials. If you choose Option 1 (in-person learning) but need to switch to Option 2 (distance learning) you may do so at any time with notification to Mrs. Woodman or Mrs. Alexander.

OPTION 2: Full-time distance learning for students who are unable to safely return in person, or are uncomfortable returning in person. This will occur simultaneously with in-person instruction in classrooms. If you choose Option 2 (distance learning) you will need to stay with this option for remainder of quarter to provide consistency for your child and our staff.

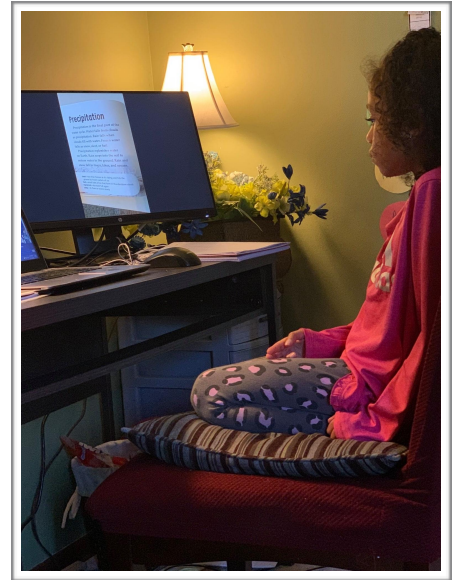
ADDITIONAL NOTES:

SIMULTANEOUS LEARNING: Offers students the ability to attend classes in-person (Option 1) or online (Option 2) at the same time (synchronously). Our teachers are preparing to have both in-person students and distance learning students at the same time. We have been collaborating all summer to develop best-practices and have been engaged in professional development sessions with teachers. Keep in mind, our typical supports and services - guidance counselors and Intervention Specialists will still be available to students who are online.

CHOOSING BETWEEN OPTIONS: We know that your situation may change throughout the school year. You can opt into distance learning at any time, but cannot come back to in-person learning until a new quarter starts. Your child will not lose his/her place as a student if your family chooses Option 2. No matter if in person or online, your child is a St. Hilary School Student.

For our virtual learners, we recommend the following additional suggestions to assist with promoting mental health and wellness:

- Encourage ongoing contact with peers and healthy social supports utilizing virtual platforms
- Limit and monitor the use of screens and social media outside of virtual learning to ensure safety and well-being. For more information and support, visit www.common sense media.org/
- Establish a consistent routine that incorporates breaks and unstructured “down time”
- Encourage your child to spend time outside when weather permits.
- Encourage physical activity whenever possible in order to maintain health and stamina.
- Reach out and connect with school staff if you have concerns about your child’s ability to cope and/or ability to keep up with assignments or activities.
- Work with your child to ensure that they are completing assignments and attending virtual meetings/lessons. This will assist in reducing anxiety/worry. Opportunities to connect with peers and schools’ staff will assist children with transitioning back to the physical school environment.
- Encourage your child to express their thoughts and feelings about not being at school and provide hope and reassurance for their return to the school environment.





Distance Learning Option

During these uncertain times, parents may choose the option of Distance Learning for their child. Our staff is fully committed and prepared to provide instruction online which will meet the high standards of a St. Hilary education.

- To hear and see first-hand the lessons being taught, teachers will use iPads with Zoom coinciding with Google Sites / Classroom. Students who choose the distance learning option will be able to interact with their teachers in real time.
- All teachers will utilize a Bluetooth speaker to ensure that the students joining from home will hear the lesson clearly.
- Sixth through eighth grade students will receive 1:1 Chromebooks and cases. Third through fifth grade students will receive Chromebooks from their respective grade level's Chromebook Cart. *Note: Currently only fifth, seventh, and eighth grade students will receive their Chromebooks at this time due to a delay in Chromebook delivery. We will do our best to meet the technology needs of each individual distance learner but we strongly encourage every family to be prepared to use their own device and printer.
- Curriculum will be rigorous and engaging, the trademarks of a St. Hilary education. As assessments are ongoing, lessons will be adjusted to meet the needs of our learners.
- Certain specials classes will be part of the weekly plan, and while the same curriculum will be covered, a parallel activity may be offered to the distance learning student.
- Parents will receive a schedule with specific times for direct instruction lessons that also include a recurring zoom link.
- Students in grades K-2 will be live on Zoom with their class approximately 3 hours per day.
- Students in grades 3-4 will be live on Zoom with their class approximately 4 hours per day.
- Students in grades 5-8 will be following their own individual schedules and will be on Zoom approximately 5 hours per day.
- Some pre-recorded lessons may be available to all students to access for review of concepts.
- Dedicated scheduled times will be available for parents/students to contact teachers for clarification of material.
- Expectations for a distance learning student will be similar to those of a child in the classroom. School uniforms, punctuality, a dedicated workspace free from distraction, and necessary supplies are paramount to creating a productive learning environment.
- Distance learning students will be active participants in lessons which focus on communication, cooperation and social emotional growth.
- Distance learning students will be active participants during live session. Students will be able to ask questions and will be expected to fully participate in discussions etc. as if they were a part of the in-person classroom.

Planning Ahead

COVID-19-RELATED CLOSURE

- If there is a diagnosed case of COVID-19 in our school community, we will be in immediate contact with the Summit County Health Department. We will work closely with public health officials and follow their direction to take appropriate quarantining measures and to provide transparency in communication to the community, while also meeting our obligations to protect privacy. These situations will be addressed on a case-by-case basis.
- It is possible, and we believe **likely**, that we may be **ordered** back into a distance learning situation at some point during this school year. If this happens, our expectations will be set much higher than what was experienced in the spring. This would include required video conferencing, specific schedules, and attendance checks, among other elements. We are in the process of planning for this situation and will keep you updated.
- To make sure we're ready for this, we have ordered Chromebooks for grades 3-6, in addition to the 1:1 Chromebooks we currently have for 7th & 8th graders. We will do our best to work with families who are in need of devices.

In Conclusion...

We ask for your patience as we partner together during this unprecedented situation and as we continue to provide updated information while this situation evolves. Please understand that while many businesses and offices across the country are not open and do not plan to return in person until sometime in 2021, we are being asked to safely bring over 500 students and over 80 staff members into our building every day beginning in just a few weeks, and are working tirelessly to do so. This is not business as usual, and we appreciate your patience as we navigate these new waters, especially if we ask to communicate or meet or handle paperwork with you by phone or email or virtually, and possibly outside of traditional school or business hours. We also thank you in advance for understanding that we cannot accommodate parents who simply stop by and ask to meet on the spot. We further ask that you trust us and know that we have the best interests of every student in mind as we plan for our return to school, and as we also plan for the very real possibility of a closure at some point during the school year. Thank you for respecting our knowledge of the many facts and nuances behind each and every decision we make.

