

# 2020

# Saint Timothy Catholic School

## Phase 3 Campus Reopening Plan

“Saint Timothy Catholic School joyfully instills a love of Christ and empowers every child to achieve, lead, and serve with integrity and compassion.”



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# Saint Timothy Catholic School Reopening Plan

## Our Purpose:

**“While the world changes, the cross stands firm.”**

**- St. Bruno**

We want to first thank all of you for your continuous prayers and patience over the past month. The waiting game is never easy, but we are grateful that you offered us the latitude to proceed at a pace that would garner the greatest success.

Since beginning the reopening planning process, we have diligently sought to discover the safest way to continue educating your child(ren), while maintaining our Catholic identity and strong sense of community. After careful consideration of the Virginia guidelines for reopening, daily updates from the CDC, and ongoing feedback from all of our stakeholders, we are excited to share with you our formal plan for reopening. Realistic to the ever-changing nature of the environment in which we currently find ourselves, and reluctant to plant our flag too deeply, the plan outlined in this document will offer us the greatest versatility in the event of a shift that would allow us to move forward to phase 4, or would force us to regress to phase 2. The quote from St. Bruno, aside from being our theme for the upcoming school year, reminds us of our resilience as faithful followers of Jesus Christ. As we did in the spring, we will adjust accordingly, and will continue to remain Christ-centered and student-focused.

Before we jump ahead, it is important to acknowledge all of the hard work that went into the implementation of this plan for reopening. The reopening team—led by your feedback, and driven by a desire to provide the very best for the kids—worked tirelessly to ensure a safe transition to the new school year. We welcome all of you to join us in this new academic year, in whichever return to school is best for your family. You will find the details of our reopening plan in the pages to come, as well as a separate form for your completion.



## Guiding Principles for Reopening:

1. Students and staff should be welcomed back to a safe learning and work environment. Each decision made regarding reopening should be Christ-centered and student-focused.
2. As much on campus learning as possible should be offered, while maintaining social distancing and health precautions.
3. The implemented plan should be flexible and provide a smooth transition to Phase 2 or Phase 4 health and safety guidelines.
4. Full-time eLearning should remain an option for students and families.
5. Regular communication should be maintained between administration, faculty, and families. Saint Timothy Catholic School respects that parents will choose the return to school that best supports the needs of their family.

## Disclaimer:

Saint Timothy Catholic School reserves the right to alter, change or remove this plan based on student and staff needs and CDC recommendations.



## Reopening Plan:

Beginning August 26<sup>th</sup>, Saint Timothy Catholic School will welcome students five days a week for three hour core instruction with their homeroom teacher. K-8 students will participate either in morning classes from 8:00-11:00 or afternoon classes from 12:15-3:15. Preschool students will be welcomed back on September 8<sup>th</sup> and 9<sup>th</sup> for their initial schedule, either part-time or full-time. Any K-8 student who chooses full-time eLearning at home will have the option to livestream core academic classes and participate in recorded Specials lessons and enrichment activities.

The first two weeks of school will allow students and staff to reintegrate to the school day and become familiar with the newly implemented health and safety precautions. Beginning September 8<sup>th</sup>, Specials classes will begin being presented virtually and requirements can be completed in two formats. Students who partake in full-time virtual instruction or in AM/PM classes will participate in Specials classes at home. Students who remain on campus to participate in on-site eLearning will use their Chromebooks to partake in Specials classes and enrichment activities during that time. Specials courses will be graded.



K-8 First  
Day of School



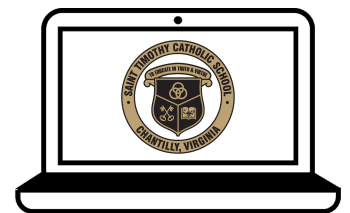
Preschool First  
Day of School



First Day of On-  
Campus eLearning

## On-Campus eLearning:

Beginning September 8<sup>th</sup>, on-campus eLearning will be an optional service for families in need of a full-time on-campus schedule. Students participating in on-campus eLearning will be grouped with their peers and groups will not mix. eLearning groups will be led by our Specials and Instructional Assistant teams. In addition to lunch and recess, students will use Chromebooks for eLearning participation in Specials classes and enrichment activities.



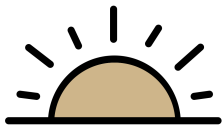
The four options for students are outlined below. Families will be asked to make a selection by July 31<sup>st</sup>. The school will reevaluate the reopening plan each trimester. Please note that the options are subject to change based on Virginia Reopening Phases.

### 1. Full-time eLearning at Home:



Students participating in at home eLearning will attend core instruction with their homeroom/content-specific teacher via livestream. Elementary students will livestream classes from either 8:00-11:00 or 12:15-3:15. They will also participate in Specials classes and enrichment activities through a virtual platform at home. Middle school students will livestream classes from 8:00-11:00.

### 2. AM Core Instruction with PM at Home eLearning:



Students participating in AM core instruction will learn from their homeroom/content-specific teacher from 8:00-11:00. They will participate in Specials classes and enrichment activities through a virtual platform at home from 12:15-3:15.

### 3. PM Core Instruction with AM at Home eLearning:



Students participating in PM core instruction will learn from their homeroom/content specific teacher from 12:15-3:15. They will participate in Specials classes and enrichment activities through a virtual platform at home from 8:00-11:00.

### 4. Core Instruction with On-Site eLearning:



Students participating in this option will be on campus from 8:15- 3:15. They will be receive three hours of core instruction from their homeroom/content-specific teacher and three hours of on-site eLearning. Students will be placed in either AM or PM core instruction based on spacing and availability.



## 1:1 Technology:

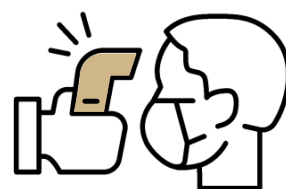
In order to promote seamless learning through a variety of scenarios, Saint Timothy Catholic School will implement 1:1 technology for the 2020-2021 school year. In addition to middle school students, Chromebooks with on-site tech support will be available for purchase for students in grades K-5. The cost will be \$150 per Chromebook for the academic school year. For students participating in any on-campus learning, purchase of a school Chromebook will be required. For all K-8 students, eLearning at home or on campus will involve technology use to promote the development of digital learners. In the event that the school building must close, students will transition to full-time eLearning on their Chromebooks until the school building reopens.



## Daily Health Screening:

Each day before arrival, families will be required to complete a daily health screening for each of their children. It will be monitored in real time by school staff members. In the event that the screening has not been submitted prior to arrival on campus, staff members will guide families to a separate carpool lane and aid them in the process.

If a student has a temperature of 100.0 degrees or higher or presents with symptoms resembling Covid-19, they will need to be picked up within 30 minutes. In the event that a parent/guardian is unable to be reached or arrive within the 30 minute window, an emergency contact will be notified for immediate pick-up. Parents/guardians should verify that the emergency contact listed in PowerSchool is local and includes up-to-date information. Students will be able to return to the school building after being cleared by a Health Care Professional.



## Cleaning Protocols:



Regular cleaning and sanitizing of high touch surfaces will take place throughout the school day. A more thorough cleaning will take place from 11:00-12:00 every day and as well as every evening. Each classroom and designated on-site eLearning area will be equipped with an EPA approved and child safe germicidal disinfectant spray.

The position of facilities attendant will be added to the school staff. The role of the facilities attendant will be to clean and sanitize high touch areas and restrooms throughout the school day.

## Covid-19 Diagnosis Procedure:



In the event that a student or staff member is diagnosed with Covid-19, Saint Timothy Catholic School will follow the guidance of the local health department and CDC. In such an instance that a class quarantine is suggested by the CDC, students would transition to at home eLearning for that time.

A Covid-19 diagnosis should be immediately reported to the school principal and school nurse.

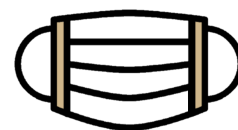




## Face Coverings:

In instances when 6 feet of social distancing cannot be maintained, students and staff will be required to wear face coverings. Face coverings will be required during arrival, dismissal, and hallway travel during the day. Students should keep an extra face covering, labeled with their first and last name, in a Ziploc bag in their backpack at all times.

In the classroom, when all students are safely distanced, the teacher will allow the students to remove their face coverings. If social distancing is compromised for any reason, the teacher will instruct the students to wear their face coverings. Face covering requirements also apply for students attending on-campus eLearning. Students will not be required to wear face coverings during recess or lunch.



Face coverings can be the pattern/color of their choosing, but must be appropriate and will be worn to Mass. The school reserves the right to determine a face covering inappropriate and provide a new covering for the student to wear for the remainder of the school day.

Preschool students will wear masks in a developmentally appropriate way and will be permitted to remove their face coverings for significant portions of the school day.

## Lunch:

Students will enjoy lunch at home before or after their core instruction. For students participating in on-campus eLearning, nut-free bagged lunches should be packed. Students will not eat in the cafeteria and school lunches will not be provided. Full-day preschool students will eat in their classrooms. Elementary students who participate in on-site eLearning will eat with a small group in their designated eLearning environment. Middle school students who participate in on-site eLearning will eat lunch with their peers in a covered outdoor area.



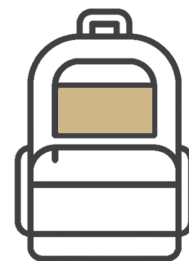
## Arrival and Dismissal:

AM Core Instruction: Students may be dropped off between 7:40 to 8:00 and will be dismissed at 11:00.

PM Core Instruction: Students may be dropped off between 12:00 to 12:15 and will be dismissed at 3:15.

Core Instruction with On-Site eLearning: Students may be dropped off between 8:15 and 8:30 and will be dismissed at 11:00.

Preschool: Full-time students will arrive at 8:00 and be dismissed at 3:15. Part-time AM students may be dropped off between 7:40 to 8:00 and will be dismissed at 11:00. Part-time PM students may be dropped off between 12:00 to 12:15 and will be dismissed at 3:15.



## Bus Transportation:

Students who use the bus for transportation will be required to sit against the window, with one child per seat. Since 6 feet distance may not be maintained, face coverings will be required for the duration of the bus ride to and from school. Our drivers will have access to the Daily Health Screening for the students on their routes, and will be tasked with only admitting students who have completed their positive screening onto the bus. Bus service is only an option for the morning and afternoon routes.



## After School Activities, Aftercare and Field Trips:

Until restrictions lift, after school clubs and field trips will not be scheduled. Initially, Aftercare (3:15-6:00) will not be offered due to space and cleaning limitations. We will continue to explore ways to provide this service in the future.



## Additional Health Precautions:

- In both the classroom and on-campus eLearning areas, 6 foot social distance between students will be maintained to the fullest extent possible. The learning environments will be arranged with desks and materials 6 feet apart.
- Health screenings must be completed and recorded each morning before students arrive at school.
- Additional hand sanitizing stations will be implemented throughout the campus.
- Each of the preschool and elementary classrooms, as well as most middle school classrooms, are equipped with a classroom sink. Regular hand washing will be scheduled into the school day.
- The amount of students using a designated restroom will be limited.
- Students will remain in their classrooms or eLearning environments. For content-specific classes, teachers will rotate locations as opposed to the students.
- Indoor assemblies and other large group gatherings will not be scheduled until restrictions lift.
- Each classroom and on-campus eLearning area will be nut free.
- Use of shared supplies will be reduced.
- Water fountains will be closed. Students are encouraged to bring a water bottle from home, labeled with first and last name.
- Lockers will not be used. Middle School students will carry backpacks to hold their supplies.
- Air purifying systems will be introduced throughout the building and windows will be opened, when weather permits, to promote airflow.



## Mass and Adoration:

Attending weekly Mass will remain a priority for our students and staff. Students on campus will attend Mass in-person each week in rotating small groups. For students learning at home, prerecorded and livestreamed Masses are being considered. Adoration will be held for our school community in the Parish Hall and livestreamed for students learning at home.



## Prayer for the Start of the School Year:

Heavenly Father,  
Thank You for this day,  
filled with promise and renewal.  
Keep me and my loved ones  
healthy in body and mind.  
Guide me as I pray, learn, and work  
at Saint Timothy Catholic School.  
Teach me to be ever grateful  
for the many gifts and talents  
with which I have been blessed.  
Through the example of  
Jesus Christ, Your Son,  
Give me the strength of spirit  
to shed Your light and love  
throughout our community.  
Allow me to recognize the  
goodness in all those I meet.  
Keep me faithful to your commandments.  
Refresh my spirit and make me  
a messenger of your peace.  
Amen.



# 2020

## **Saint Timothy Catholic School Health Mitigation Plan**

### **Covid-19 Team:**

**Mr. Michael J. Pryor, Principal**

**Ms. Haley Hennessy, Assistant Principal**

**Mrs. Elizabeth Vanderhoof, Director of Curriculum and Instruction**

**Julie Evans, Director of Preschool**

**Julie Duffy, RN, BSN, School Nurse**

### **Point of Contact:**

**Mr. Michael J. Pryor**

**[mpryor@sainttimothyschool.org](mailto:mpryor@sainttimothyschool.org)**

**(703) 378-9408 ext. 203**

**This school is accredited by the Virginia Catholic Education Association whose accreditation process has been approved by the Virginia Council for Private Education as authorized by the Virginia State Board of Education.**

**13809 Poplar Tree Road, Chantilly, VA 20151**

# Health Addendum

## Health Department Contact

Fairfax County Health Department  
10777 Main Street  
Fairfax, VA 22030  
Gloria Addo-Ayensu, M.D., M.P.H., Director of Health  
703-246-2411



## Additional Health Precautions

- Masks, gloves, and all first aid supplies are placed in every classroom for easy access. Teachers will also have access to face shields.
- Retreats are scheduled to address the mental health of staff and topics include mindfulness and dealing with stress and anxiety.
- ESSER funds were used to purchase PPE and other health equipment.
- All staff in the building are required to complete COVID-19 training developed by health care professionals.

## Promoting Behaviors that Reduce the Spread of COVID-19

- Directed hallways, desk placement, assigned bus seating, and additional signage along all hallways act as visual reminders for students and staff to maintain social distancing.

## Maintaining Healthy Environments and Operations

- Onsite maintenance staff will ensure that water systems are safe to use in the event of a prolonged closure.
- Large gatherings of students, mixed groups of students for clubs or other events, and field trips are canceled until further notice.
- Instructional Assistants and support staff will be trained to ensure continuity of operations
- Onsite maintenance staff will ensure ventilation systems operate properly and increase circulation of outdoor air as much as possible

## Protecting Vulnerable Individuals

- The Diocese of Arlington has provided a plan with flexible sick leave policies and practices that enable faculty, staff and students to stay home or self-isolate when they are sick or have been exposed.

## Preparing for When Someone Gets Sick

- Students or staff who present with symptoms will be isolated until a parent/guardian or emergency contact can be reached to arrange for immediate pick up.
- A full time on site porter will disinfect periodically throughout the day and thoroughly clean any areas where a student or staff member has been isolated.
- In the event of a positive case in the school, our procedure is to call the health department and proceed according to their protocol.

