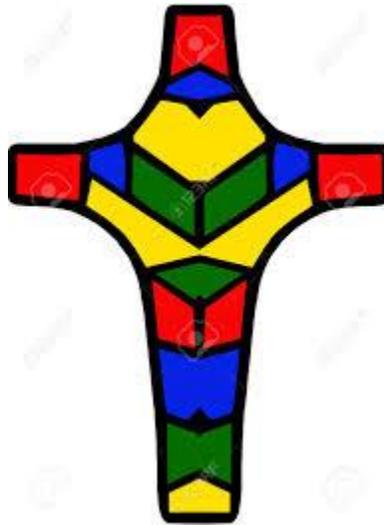


Forward with Hope

Re-Entry Plan – Parent Guide

Catholic Diocese of Wichita Kansas



“I plead with you! Never, ever give up on hope, never doubt, never tire, and never become discouraged. Be not afraid.”

St. Pope John Paul II

Forward with Hope



**Diocese of Wichita Catholic Schools
2020-2021**

Dear Parents/Guardians,

“Together with the family, the parish, and each other, we will form each student into a disciple of Jesus Christ who seeks the Truth, grows to love It, and learns to live It.” This is the mission of the Diocese of Wichita. We strive to meet this mission every day and will continue to live this mission regardless of the educational setting. We are uniquely prepared to own, adapt, and deliver on our core principles of unity, faithfulness, stewardship, and scholarship.

We believe that the current pandemic will likely continue to challenge our schools. Therefore, we need to implement procedures to meet the ever changing and uncertain learning environment. We will continue to be guided by our desire to keep our families safe, to minister to the spiritual and mental health of our community, and to provide an excellent Catholic Education.

This document is meant to be a practical guide for parents/guardians in navigating the upcoming school year. This guide is a BASELINE. Individual schools are asked to adhere to, or surpass the standards as outlined in this document. We realize that with schools located in twelve counties, there will be variances in this plan. *Forward with Hope* allows for flexibility, transparency and prioritizes an emphasis on the health and safety of our community.

A word of gratitude to the expertise of the principals, presidents, and other school leaders for their contributions, and in particular the Superintendent Council, Diocesan Catholic School Council, Re-entry Planning Committee, and the Parent Oversight Committee.

Blessings,

Janet Eaton

Superintendent of Schools, Wichita Catholic Diocese

***Special Prayer for Our Wichita Catholic
School Community***

*We pray Jesus for your
guidance, protection and understanding
as we the Wichita Catholic Diocese
prepare to start our new school year.
Guide our priests, families and school staff
to be beacons of hope for our children.*

*We humbly ask for Mary our Mother,
patroness of our diocese,
to protect our school community.*

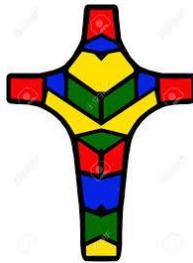
*We pray for the gifts of wisdom,
knowledge and understanding during this school year.
Let our minds be illuminated through the Holy Spirit
to see God's plan each and every day.*

Amen.

Written by Sharon Stutey and friends

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Forward with Hope

Over-Arching Priorities

Through discussions with pastors, principals, presidents, teachers, and parents, there have been certain themes that have emerged confirming who we are as Catholic educators and driving this *Forward with Hope* plan. These priorities are:

Catholic identity and mission must be front and center.

We are “family” centered.

Safety of students, teachers, and community is paramount.

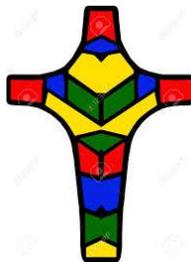
Academic excellence is a pillar for our Catholic schools.

Students need teachers and teachers need students.

We shall be practical, realistic, and flexible.

Decisions will support all populations of students.

Time in the school building should be maximized.



General Safety for Students

Health Contract: Under the current pandemic circumstances, we must work together to assure the safety of all students. All parents will be asked to sign a Health Contract agreeing to matters such as: temperatures taken each morning at school, adhering to the temperature threshold, letting the school know if a student had an exposure, symptoms, were being tested and/or had a positive test, following protocols for return to school after illness, and informing school of any out of state travel.

Temperature Check: All students will have temperatures checked upon entering the school daily. No student with a temperature of **100.4** degrees or more will be allowed to be at school. Individuals should be fever-free for 24 hours without a use of fever reducing medicines.

Handwashing/Sanitizing: This is our #1 strategy for safety at all levels. In school, hands will be washed/sanitized about every hour; in particular upon entering for the day and any time students move from one location to another. Handwashing should be for 20 seconds or two Hail Mary's!

Masks: As of 7/23/2020 though Executive Order, #20-59 was signed by Governor Kelly, we await clarification if the individual counties can require a different protocol with masks. If this is decided affirmatively, schools will follow individual county regulations and stipulations. If it is not in the hands of the county or if a county does not specify a different protocol, then the school will follow Executive Order #20-59. Persons with a medical condition, mental health condition, or disability that prevents wearing a face covering – this includes persons with a medical condition for whom wearing a face covering could obstruct breathing, must provide medical documentation to the school stating the situation.

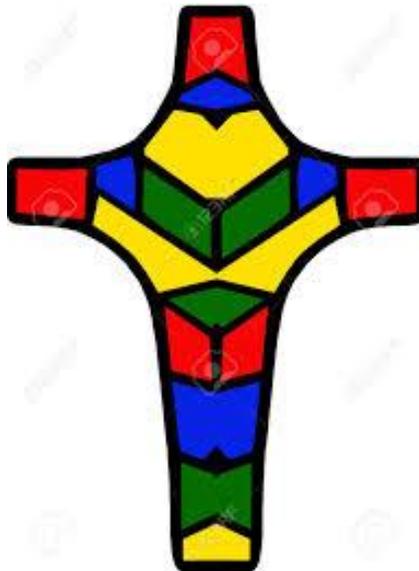
Calling in Sick Children: Parents will be asked to share the child's symptoms as they call in for absences. If a child is tested for COVID-19, the principal must be notified. During a pandemic, the school is allowed to ask these questions for the health and safety of all in the school.

Diocesan Attendance Policy: The diocesan attendance policy (#406), will be enforced on a case by case basis only.

Travel: If a student travels to anywhere on the KDHE quarantine travel list, he/she must quarantine for 14 days.

Vaccinations: All students and staff are recommended to have the influenza immunization by November, 2020.

Parent Contact: It is imperative that all contact information and emergency contact information be kept up to date in PowerSchool.



Delivery Options

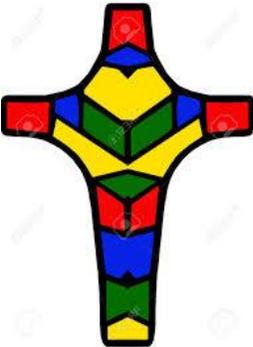
As a Diocese with schools in twelve different counties we will be mindful that the local county expectations, guidelines and directives must be considered. Our priorities include the eight areas as listed on page 4. We whole-heartily believe that in partnering with all families, the 2020-21 school year will be a success.

We realize that a school may experience all three of these scenarios at some point in the school year. The scenario will be determined for the entire school. It will be decided by the local parish school, with the support of the Catholic School Office, local parish and county authorities.

Scenario A: Stable Groups
Providing distance between classrooms of students.

Scenario B: 6-Foot Distance
Providing 6-foot distance between students.

Scenario C: Remote learning
At home learning for all.



Scenario A: Stable Groups

Providing distance between classrooms

Definition: The focus of Scenario A is the distance between classrooms of students (stable groups of students), versus individual students within a particular classroom. A stable group is comparable to a single classroom of students. Stable groups exist to minimize crossover among children and adults within the school; the exact size of the stable group may vary based on the physical size of the classroom. This scenario may not apply to the larger high schools.

Description in brief: (note some bullet points are applicable to elementary and not to high school)

- Follow the Mass seating guidelines for students on page 10.
- Adoration and confession will continue with 6-foot social distancing.
- Continuation of before/after school latchkey.
- Elementary stable groups will be assigned specific restrooms in the school.
- In departmentalized grades, it is advised that teachers move classrooms, students stay.
- Elementary PE/music/art/etc. should be outside as much as possible or in homerooms.
- Elective classes at the elementary and middle school will be determined locally.

- Clubs will be determined locally.
- Social distancing is important when students are not in their stable group.
- If students do move to different classrooms, all desks will be cleaned between switches.
- Students will use hand-sanitizer upon entering and exiting each room.
- One way routes will be identified in hallways and/or staircases.
- Schedules may be staggered within the school to alleviate hallway/restroom congestion.
- Breakfast/lunch schedule and/or seating may be altered to maintain distancing.
- Students may be asked to eat lunch in various locations such as classroom, outside, etc.
- Students in all grade levels will have assigned seats.
- Students will bring and use personal water bottles.
- If lockers are used, student distancing should be considered when accessing the lockers.
- Student athletic practice will be directed by Kansas State High School Athletic Association and the Catholic School Activities League.
- The drop-off and pick-up procedures may be altered to alleviate congestion.
- No field trips away from campus or assemblies will be scheduled.
- No parents, outside visitors or guests will be allowed in the building without an appointment.
- Scheduled volunteers will have temperature taken & must wear a mask.

Mass Seating Recommendations, Stable Groups (Scenario A)

- Stable groups may sit together, recommend 3-feet distancing between students.
- One or two completely empty pews between stable groups.
- Parishioners who attend Mass should be socially distant from the stable group of students by one or two completely empty pews.
- No adults, other than the teacher/para, may sit with the students.
- Consider livestreaming the Mass to the classrooms if space is limited.



Scenario B: 6-Foot Distancing

Providing 6-foot distance between students

Definition: The focus of Scenario B is based on requiring 6-foot social distancing by arranging students so that 6-foot distancing can be maintained. Within the classroom this may result in a classroom of students overflowing into additional space. Larger capacity rooms can be divided into more than one classroom.

Description - Part I: (note some bullet points are applicable to elementary and not to high school)

- Follow the Mass attendance guidelines for students on page 13.
- Adoration and confession will continue but with social distancing.
- Continuation of before/after school latchkey & clubs will be determined locally.
- In departmentalized grades, it is advised that teachers move rooms.
- If students do move to different classrooms, all desks will be cleaned between switches.
- Elementary PE/music/art/etc. should be outside as much as possible or in homerooms.
- Elective classes at the elementary and middle school will be determined locally.

- Students will use hand-sanitizer upon entering and exiting each room.
- One way routes will be identified in hallways and/or staircases.
- Schedules may be staggered within the school to alleviate hallway/restroom congestion.
- Breakfast/Lunch schedule and seating will be altered for social distancing.
- Students may be asked to eat lunch in various locations such as classroom, outside, etc.
- Students in all grade levels shall have assigned seats.
- No lockers will be used unless schools can provide for 6-foot distancing.
- Students will bring and use personal water bottles.
- Student athletic practice will be directed by Kansas State High School Athletic Association and the Catholic School Activities League.
- The drop-off and pick-up procedures may be altered to alleviate congestion.
- No field trips away from campus or assemblies will be scheduled.
- No parents, outside visitors or guests will be allowed in the building without an appointment.
- Scheduled volunteers will have temperature taken upon arrival and must wear a mask.

Scenario B – Part II: If there is NOT adequate space or staffing to fully accommodate all grade levels, the remaining students will have class time in a physical classroom a minimum of two times a week and participate in remote learning the other days.

- If feasible and when needed, students will have access to a school-supplied device, if needed.
- Parents need to report if a student cannot join a live-streamed class. Attendance taken.
- Individual school policies relating to make-up work apply to at-home learning.
- On days of remote learning, students will be expected to account for their studying by completing a daily log. Maintaining the log is a state requirement.

Mass Seating Recommendations, 6-Foot Distancing (Scenario B)

- Students should sit 6-feet apart in all directions.
- Where possible siblings could sit together with less than 6-feet distance.
- Parishioners who attend Mass should be distant by at least 6-feet from a student or school employee
- Consider livestreaming the Mass to the classrooms, if space is limited.

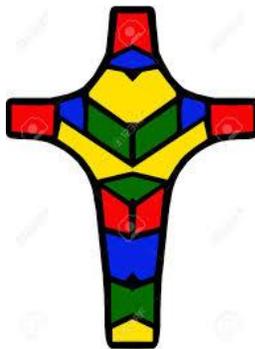
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Scenario C: Remote Learning at Home

Definition: In Scenario C, school buildings will be closed to students in gatherings of more than nine students. Student learning will occur mainly at home. Most instruction will be virtual.

Description:

- Schools may be able to bring in small groups of no more than 9 students for individualized help.
- School days beginning with prayer will be encouraged.
- Streamed Mass will be encouraged daily for students to watch.
- Virtual adoration will be encouraged.
- Schools will strive to offer internet-ready devices for each child in a family as needed.
- Participation and achievement grades will be earned by students.
- For remote learning, when video sessions are hosted, participation grade will be issued.
- Regular outreach to families will occur.
- Regular check-in with students will occur.
- Schools are encouraged to limit the number of different logins and programs.
- Schools are encouraged to have a standard due date and/or time for assignments.
- Breakfast and lunch will be provided by the Catholic school or the nearby local public school.
- On days of remote learning, students will be expected to account for their studying by completing a daily log. Maintaining the log is a state requirement.



Cafeteria and Food Service

- It is important to ensure all children have access to school meals.
- Parents may apply at any time for free/reduced meals. Contact the principal.
- Handwashing or sanitizing for all individuals before/after meals.
- Lunch shifts may need to be expanded.
- No self-serve condiment containers will be used.
- Consider a variety of spaces around the school for eating to spread out.
- No guests coming for lunch.
- Scenario A: Students seated as a stable group 3-feet apart.
- Scenario B: Students remain 6-feet apart.

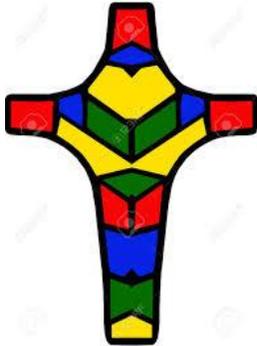
Extra and Co-curricular

- Directives will come from Kansas State High School Athletic Association and other sponsoring organizations.
- Hand sanitizer/wash upon arrival, frequently throughout activity.
- Marching band, orchestra/concert band, theater, and choir will follow the Fall 2020 Guidance for Music Education.

Common Spaces

- Individual student belongings will be separated from others by cubbies, lockers, containers.
- Students will travel between locations as little as possible.
- Library may be used; students will use sanitizer upon entering and exiting.
- Playground high touch point surfaces will be cleaned at least daily. Handwashing after use.

Sick Students and Positive Tests



Symptom Screening for Students: Do at HOME!

- Individuals who have symptoms should not report to school.
- Temperatures taken upon entry every day by school.
- Fever is defined as **100.4 degrees**.
- Individuals should be fever-free for **24 hours** without a use of fever reducing medicines.
- The diocesan absentee policy will be modified to allow for this requirement.
- Individuals exhibiting symptoms of COVID-19 without other obvious explanations are prohibited from coming to school. Current known symptoms:
 - Fever (**100.4 or higher**)
 - Chills
 - Rigors
 - Muscle and body aches
 - Fatigue
 - Headache
 - Sore throat
 - Lower respiratory illness (cough, breath shortness)
 - New loss of taste or smell
 - Diarrhea

Protocol for Positive COVID Test or Exposure

- Notify principal of school.
- Principal work with Dr. Jamie Finkeldej, Associate Superintendent.
- Together consult health department.
- Follow health department recommendations.
- All protocols will be kept current and communicated home.

Protocols – Based on what is CURRENTLY known

All protocols and procedures in the event of an exposure or positive COVID-19 test result will be established through collaboration of the local school, the health department of the specific county and Catholic School Office. The safety of children is our first and foremost concern. Cautionary and deliberate precautions will be taken at all times, and in all situations. The following standards are based on what is currently known.

Defining a Case of Positive COVID-19 and the Infectious Period

- A person is considered a case of COVID-19 if they have tested positive for the SARS-CoV-2 virus by a diagnostic test.
- A case is considered infectious two days prior to the onset of symptoms through at least 10 days after the onset of symptoms.
- Cases must remain in isolation until they have met the criteria for release from isolation set by the CDC, KDHE, and the local health department.

Defining a Close Contact:

- A person is considered a close contact of a case if the individual was within 6-feet of the case for 10 minutes or more or if they had exposure of secretions.
- Close contacts must remain in quarantine until they have met the criteria for release from quarantine set by KDHE or the local health department.

Return to School After Exclusion

- Once a student is excluded from the school, the individual may return if able to satisfy the recommendations of the KDHE or local health department guidelines. Currently those guidelines are:

Untested: Persons who have not received a test proving or disproving the presence of COVID-19, but experience symptoms may return if the following conditions are met: 1) Ten calendar days have passed since symptoms first appears and 2) Fever free for 24 hours without the use of fever reducing medicine and other symptoms have improved.

Tested and Awaiting Results: Persons who are suspected of having COVID-19 disease and are awaiting test results would be isolated at home until test results are received.

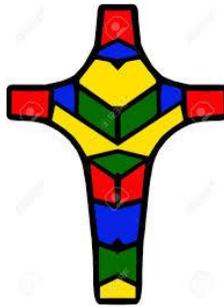
Positive Results Symptomatic: Persons may return if the following conditions are met: 1) Ten calendar days have passed since symptom first appeared and 2) Fever free for 24 hours without the use of fever reducing medicine and other symptoms have improved. A minimum of 10 days.

Positive Results Asymptomatic: Persons may return if the following are met 1) ten calendar days have passed and symptoms have not developed.

Negative Results: A negative test result during the 14-day quarantine period does not affect that quarantine period and the individual must finish their 14-day quarantine.

Other Exclusions for School

- If a student is excluded from school because of a positive COVID-19 test, other students and employees living in the same household are considered close contacts and will be excluded from school for a mandatory 14-day quarantine period.
- If a student is excluded from school on a 14-day mandatory quarantine period because of close contact, then other students living in the same household are not excluded from school.
- Other students, teachers, and staff who are contacts of contacts are not excluded from school.



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Metrics

Which scenario will a school begin the year in?

- One of our guiding principles is that students need teachers and teachers need students. Therefore our hope and plan is to start all schools in either Scenario A or B.
- For schools who have small enough class sizes, and/or enough space to achieve 6-foot distancing, and who have enough qualified staff, there may be no distinction between Scenario A and B.
- Schools who cannot achieve 6-foot distancing with current staffing, may or may not start in Scenario A and will move to Scenario B based on the criteria list below.
- Because of their population density, Bishop Carroll Catholic High School and Kapaun Mt. Carmel Catholic high school will begin in Scenario B.

What metrics will determine movement between scenarios?

- State and/or county mandates will be the first determining factor for which scenario a particular school will be in.
 - If 6-foot distancing is required, then the school will be in scenario B.
 - If the state/county government closes schools, then the school will be in Scenario C.
- The number of positive COVID cases in a particular school will be a second determining factor.
 - If the number of positive COVID cases and resulting mandatory quarantines leaves a school without enough teachers or adults to adequately staff the building then a school would temporarily move to Scenario C for a period of no less than 14 days.
 - If the number of positive COVID cases and resulting mandatory quarantines impacts at least half the classes or 30% of the student population a school could temporarily move to Scenario C for a period of no less than 14 days.
- A school may move from one scenario to the next based on the following metrics in their particular county.
 - Rolling 14-Day average of Positive percent of all tests (CDC considers anything over 10% a code red).
 - Number of hospitalization and/or availability of ICU beds in the community.
 - Significant change in the number of positive cases in the community.
 - Availability of PPE and cleaning supplies.

Students with Underlying Conditions

Students with underlying health conditions will receive an Individual Health Plan (IHP), which will guide the services available, the method of delivery of those services, and the anticipated timeline for his or her return to the classroom. IHPs can be instituted at the time that the student's health warrants a continued learning opportunity outside of the classroom and will be re-evaluated quarterly.

This remote learning opportunity may/may not be associated with the specific parish school depending on the number of requests, the size of the school, the medical diagnosis of the student, and resources of the school. Pastors, principals, and the Catholic School Office will need to be consulted on this request.

This plan will continue to be updated as the 2020-21 school year approaches and gets underway. Your continued support and prayer for a successful school year are greatly appreciated.

