

Holy Trinity 2020-21 School Year Reopening Plan

This is a living document that is fluid based on the spread of COVID-19 and the decisions of the local health department

The following information is the most up to date plan based on the information received from KSDE, local school districts, CDC and Kansas Health Department. The details in this plan will be fluid as we move into the fall and beyond based on guidelines set by these entities. As stated in our earlier communication, HTS has put together a plan to reopen with the assistance of two task force groups made up of several diverse stakeholders within our school and parish community. Information was provided by the Kansas Chapter of American Academy of Pediatrics, KS Covid Workshop for Kids recommendations and endorsed by Wichita Pediatrics and KC Academy of Family Physicians. We thank all those individuals as well as all HTS parents for their feedback, suggestions and points of view during this pandemic.

Holy Trinity will be offering two options in returning to school this fall;

Option 1: On-Site Learning

Option 2: Virtual Online Learning

The health guidelines and procedures will be guided by the Johnson County Health Department and will take precedence over any of the following information. HTS wants to provide the safest, least restrictive environment possible that benefits all students. We also want to make sure our families feel comfortable and informed about the ongoing situation.

Within this document you will find information about:

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Health

***Guidance set by the local health department (due to pandemic status)**

*Wearing Masks

- Best Practice is that visitors, staff and students should wear masks while inside the school building unless it inhibits his or her job or ability to participate in the educational process or is disruptive to the educational environment.
- Masks are also recommended outside when social distancing is not possible.
- Masks need to be one solid color (black, white, red, blue or navy). Holy Trinity or Catholic symbols are acceptable additions to solid color. If you choose to have a lanyard to attach the mask to that would be acceptable following the same mask color and HTS guidelines. Please place the students name on the backside of the mask.
- Students in K-6 should not be required to wear a mask at school unless state, county or local officials determine otherwise. *Currently Governor & County order mandates masks at all times unless eating or outside when 6 foot distancing can be maintained.

Hygiene

- All people are required to wash their hands or use hand sanitizer (at least 60% alcohol) at least once an hour or whenever they enter or leave a classroom. Classrooms will have access to hand sanitizer and classroom sink, however we ask that each student have their own personal hand sanitizer with them every day.
- Teach and reinforce hand-washing and hand sanitizer use frequently.
- Encourage students and staff to cover coughs and sneezes with a tissue. Used tissues should be thrown in the trash and hands should be washed immediately with soap and water for at least 20 seconds. Students may carry their own personal tissues.
- Disinfectant and related supplies are readily available in all classrooms.
- Water bottles are acceptable (Drinking fountains closed; filling stations available)
- Signage throughout the building should be posted to promote proper hygiene related topics including hand washing, social distancing and sharing of personal items. Hallway traffic will be directed one-way when possible and signage posted.

*Social Distancing

Close contact/High Risk Exposure is defined by the health department as being within 6 feet of an infected person without proper PPE and distance safety protocols for more than 10 minutes or if there has been direct exposure to secretions from an infected individual (cough or sneeze). Close contacts may be required to quarantine for a period of time until they meet health department criteria to return to school. Distance restrictions are set by the health department.

No hand shakes, hugs, holding of hands or high fives between individuals will be allowed. Teachers will give and teach alternative ways to communicate care and support. There are verbal and non-verbal ways to help younger students feel safe and supported. Desks/Tables set to where students all face the same direction. We will encourage use of outdoor space when available.

Social-Emotional Support

Most students and their families have experienced some loss and trauma with this pandemic. Because of this, there will be more social-emotional education and activities to help students with the adjustment back to school. Just like each student has individual education needs, each student will have his or her own social-emotional needs. The goal of Holy Trinity is to help all its students with coping skills and resilience. Returning to school will look and feel different, and this may cause students and their parents to feel more anxious. Teachers want to support their students' social-emotional needs, and have resources available in the school to help. Parents are encouraged to request meetings (it may be by phone or Zoom) with teachers for updates, information, and concerns. Parents are also welcome to contact the school counselor, before school gets started or anytime during the school year, to schedule a meeting about concerns that impact their child's learning and/or social-emotional well-being. This is available to help parents feel supported, receive information/referrals, and problem-solve. No problem is too small or a bother. Parents are the most important educators for their children, and know their children best. Please let the teacher, the school counselor, the resource teacher or administrators know how the school can support your child and family through this unprecedented time. We pray for guidance, strength and support, and are a team to help.

Materials

Students and teachers are encouraged to limit shareable materials. When that's not possible, washing or sanitizing of hands and disinfection of surfaces and materials will take place. Students should have their own backpacks which should be disinfected prior to arriving at school and when they arrive home. Backpacks will be placed in locations away from others (under desks if possible). Middle School Lockers will be available for students, however accessibility will be limited based on distancing and cleaning.

Group Stability

We will encourage student and staff movement. Students will stay in homeroom groups for core classes, electives/specials. Teachers will move between classrooms when feasible. 6th-8th grade students will be in block scheduling to limit movement times. To reduce the number of contacts between students, middle school will attend specials as a homeroom rather than self-selected electives. Content will be age appropriate and follow the elective topic for that quarter. Frequent masking and hand washing will be in place when social distancing is not possible.

Mass

Students will attend Mass weekly either in person or online. We are planning on student only Masses. No All-School Masses will take place in person. Students who can't get to weekly or all school Mass will attend online in the classroom.

Specials/Electives

Specials classes will take place in locations where social distancing can occur. Specials/Electives K-8 will be by homeroom and be blocked a week at a time. (Ex. One 1st grade classroom would have PE all week for one hour each day and the next week Art, etc). This will limit transitions of students in classrooms. One way directions will be put in place in all hallways. All students will get all their credit hours for specials/elective. Movement and stretching exercise activities will start every class period no matter the class. Classrooms will be disinfected after each usage.

Technology

All students K-8 will have Google accounts. K-3 students will use their HTS Google account to access online learning curriculum via Google Classroom. Email will only be available to 4-8 students. Technology classes will take place. Distancing and extreme disinfecting practices will take place between classes. K-3 classes will have access to desktop computers. 4th-6th will have access to chromebooks at a rate of 1 to 3. Disinfection practices will be used before and after every use. 7th-8th will be 1-to-1 with devices used at school.

PE

All efforts will be made to avoid cancelling PE. Students will be taken outside when possible. Indoor activities will be set up to adhere to CDC guidelines as much as possible. Hand washing and sanitizing will occur before and after class. Shared equipment will be sanitized after each use.

Recess

Students will receive outdoor recess every day (weather permitting). Students will be able to play with shared equipment as long as they wash/sanitize hands before and after recess and practice good hygiene (Hands off face). Students who wish to walk and talk must maintain social distancing. The playground will be open. The area behind the gym will not be used as a teacher parking lot to add additional space for recess.

Pick-up/Drop-off

Masks and social distancing must be practiced during pick-up and drop-off. The same procedures for pick up will continue. Doors will be propped open and no visitors are allowed in the building until dismissal. In the morning, students are not allowed in the building until 7:20 a.m. Students that arrive between 7:20-7:35 will be directed to the gym or alternate location.

Field Trips

There will be no field trips until further notice. Fees charged at packet day for FT will not be assessed.

Music Ministry and Middle School EC

Until further notice, all EC classes have been postponed and any charges that would have been issued will not be assessed. Music Ministry, Choir, Art Club, Feed Your Brain, Student Aide, Science Club, Fiber Arts, Shape Up, School Store. We look forward to returning these options as soon as limitations restricting these types of contact and close gathering classes have been lifted. During EC time, students will still have classes - Electives/Specials - rotating on a weekly basis and moving by homeroom.

Middle School Schedule

Students in grades 7 and 8 will be moving to a block schedule. This will allow students to attend classes as they would in a middle school setting, switching between classes as assigned. However, block scheduling will also allow for a minimal number of students in a classroom on any given day. They will attend 3 core classes, study hall, homeroom, and Specials/EC on a daily basis. Once this schedule is set, we will share the details with families and students. During hybrid, students will be further divided into smaller groups. These will rotate every 2 days and those in hybrid will live stream into their classes in an alternate location in the building.

Facilities

Heavy and frequent cleaning of classrooms and common areas will take place. When applicable, windows will be opened in classrooms to circulate outdoor air. Sanitizer stations are located throughout the building and in every classroom.

Restrooms

It is recommended that all students use the restroom during instructional time to reduce the number of interactions. Washing hands and use of hand sanitizer when entering and leaving the classroom is required.

Lunch

Hot lunch will be provided for those who choose. All meals will be plated on a disposable plate. Students will not have a salad bar option. Any a la carte or fruit and veggie options will be pre-packaged or plated. Lunches will be eaten in classrooms. No guest will be allowed at this point. This plan is still being worked on with our food service company as well as health department guidance.

Visitors

At this time, no visitors or volunteers will be allowed in the classrooms. Visitors to the office must wear a mask and use hand sanitizer. Do not come to the school if you are sick or showing signs of COVID-19.

Library/Book Check out

We plan on library classes and book check out on a bi-weekly basis. Books will be pre-selected per grade level and quarantined for a week prior to being redistributed. Questions on this can be directed to the Librarian.

CYO & Co-Curricular Activities

All CYO and Co-Curricular activities must adhere to CYO and Parish guidelines set prior to any event. The CYO Athletic Director will work with the parish. Performing Arts will follow school safety protocols in regards to masks and distancing. Decisions on performances will be made at a local level in advance with guidance from the local health department.

Safety Drills

Drills will take place using guidelines provided and when necessary.

Conferences

Parent/Teacher Conferences, will take place both virtually and in person with guidelines followed.

Nurses

NO COVID TESTING will be done at the school.

NO nebulizer treatments will be done at school.

- Communication with families on all illnesses including COVID-19 symptom screening.
- Communication liaison with state and local health departments
- Support staff and students with injury/illness issues as prior years.
- Track attendance and communicate any quarantine information.

Exclusion from school - Students and employees exhibiting symptoms of COVID-19 without other obvious explanation are prohibited from coming to school and if they do come will be immediately sent home. Symptoms and information regarding COVID-19, allergies, cold and flu are provided by the health department.

Current symptoms of note include fever (100.0 or higher), chills, rigors, muscle/body aches, fatigue, headaches, sore throat, respiratory illness (cough, shortness of breath or difficulty breathing), loss of taste or smell, and diarrhea.

Temperature screening will be completed on every staff member daily. Students who show signs of illness or visit the nurse will be screened. Parents are encouraged to take their child's temperature daily before sending them to school. If they have a fever, they are to contact the nurse for further instructions. As in prior years the rule is still the same, DO NOT SEND a child to school with a temperature, if they have diarrhea, or have vomited. The nurse will communicate with the parent on a timeline for when they can return based on the symptoms.

School personnel will be wearing PPE including masks and face shields. The nurse, office, and librarians will have plexiglass barriers to protect the staff members.

Return to school will be determined by the health officials in communication with our nurse and following CDC requirements. It will be determined by COVID-19 symptoms. This could be anywhere from 10-14 days.

Current Guidelines: To Return to School

COVID-19 Symptoms

- 10 calendar days since onset of symptoms AND

- Fever Free for 72 hours without fever reducing medication OR
- Whichever criteria is longer - (Minimum of 10 days)

Tested and awaiting results:

Must remain isolated until results are received and plan in place.

Positive Test:

Symptomatic

- 10 calendar days since onset of symptoms AND
- Fever Free for 72 hours without fever reducing medication OR
- Whichever criteria is longer - (Minimum of 10 days)

Asymptomatic

- 10 calendar days since date sample was collected AND
- Symptoms have not developed
- If symptoms develop during the 10 days, then follow the symptomatic criteria

Negative Result

- Will depend on the Health Department and any travel related exposure quarantine guidelines (14 days)

Travel-Related Quarantine:

- If a student or employee has recently traveled from a location on the KSHE Travel related list, that person is subject to mandatory quarantine starting the day they return to Kansas.

All confirmed cases of COVID-19 will be handled by the health department. Cleaning, isolation and contract tracing protocols will be put in place and communicated.

Option 1 - On-Site Learning

This is the option where students will be on campus partaking in school per the health guidelines provided by the health department.

Option 2 - Virtual Online Learning

This is an option parents can ask for if given a reason and a plan with HTS administration. This is an option where the family must maintain the criteria below. This is not continual learning (like last spring). This is online learning, where students will be accountable for the work provided. We can not guarantee that this experience will be the same as on-site learning. All online learning and curriculum will be provided via Google Classroom. All students will use their Google accounts to log in. Reach out to teachers with any technical issues or questions.

Criteria for Virtual Online Learning:

- Responsible for all the assignments and assessments provided.
- All assignments/tests turned in on time (due dates)
- Understanding that grades will be kept
- Fill out an attendance Daily Question will track attendance
- Must complete all subjects areas including weekly specials/elective assignments
- Must attend any ZOOM classroom sessions
- Must be in uniform and follow applicable school handbook policies
- Must commit to at least 2 weeks of virtual online learning before going to on-site learning
- Must take MAP, State and/or STAR Assessments (on-site) - we will schedule with you
- Must participate in online Mass (1x week)
- Full Tuition

Online learning if sick

If a student is sick for any reason, they will still be given the grace period of 2 days for every sick day to complete work. Sick or quarantine students will be able to log in and follow along with the Virtual Online Learning via Google Classroom. These students may have lesser criteria demands based on their situation and illness.

HTS Teacher Curriculum Best Practice Guidelines

Click the link to view what teachers are planning

[HTS Curriculum Best Practices](#)

Best Practices for Parents BY Parents

Information from our own HTS Parents

Best Practices for Parents for Navigating an Uncertain School Year

- Lead your children in daily prayer. Pray often for the teachers in your life.
- Have a family meeting about how Christ is the center of education, and students are to build on their Christ Skills by being: "Caring, Humble, Respectful, Inclusive, Self-disciplined and Trustworthy." Consider posting it and/or role-playing through different situations.
- Create a schedule or routine for your children, both for regular school and for virtual school. If necessary, post it and refer to it often, especially in a unique school situation,

so students feel as informed as possible, to help alleviate stress or anxiety. If appropriate, at bedtime, consider briefly discussing what the next day will look like.

- When attending virtual school, encourage your child to get dressed, brush their teeth, etc. before beginning their school day. This familiar routine of "getting ready for school" could help set a positive tone for the day.
- Have a consistent, quiet place set aside in the home for your children to do ANY school work (regular school homework as well as virtual school work).
- Communicate to teachers/administrators when you are struggling with multiple children using technology at home.
- Ensure that your child is proficient with log in procedures and provide assistance as necessary. Recognize that close proximity to an adult when children are online is important in order to ensure safety. Be ready to assist with technical difficulties.
- Provide a checklist of daily tasks to complete, especially on virtual school days.
- Stay informed about your student's work. Log in to the online learning platform regularly to view their work. Consider reading both teacher and student comments on assignments to stay informed. Check in regularly with older students regarding due dates, rubrics, and their plans for success. Provide guidance or support as appropriate.
- Communicate honestly, respectfully, and regularly with your child's teacher about their progress, especially if you notice a change in their confidence or if they are struggling with understanding or comprehension of an assignment.
- Determine an age-appropriate time for all screens to be turned off at night, and stick to it.
- Be attentive and responsive to all email communication from administration and teachers.
- Be mindful of your own words in front of your children when it comes to anything related to the current educational environment. Children will mirror their parent's attitudes, effort, concerns, etc. Strive to be supportive, regardless of the learning situation.
- Have students arrive at school on time. Likewise, set reminders and/or timers so your student can arrive on time to virtual lessons.
- Show your kids love, give yourself grace, do what you can -- as parents.

God is with us, and we will continue to pray to Him for guidance and strength. We are so blessed to be able to include Him in all that we do at Holy Trinity.