



**Christ the King
Catholic School**

Reopening Plan 2020-2021

Version Date: July 20, 2020

Dear Christ the King Parents and Guardians,

The disruption to all of our lives caused by the COVID-19 health crisis has been profound. Thank you for your patience and understanding during these weeks as we prepare plans for reopening. We all understand this school year will be different, but we are committed to providing all of our students with an exceptional education.

Our plans for reopening school developed in unison with the Diocese of Des Moines are built upon the core principle to provide an excellent whole-child, Catholic faith based learning experience emphasizing academic, personal and social-emotional health in a safe and nurturing environment that embraces the values of our school and parish community.

This document is a plan that has been developed in unison with the Diocese of Des Moines and in compilation of guidelines developed by the CDC, the Iowa Department of Education, the Iowa Department of Public Health, parent survey data, staff input and the practical realities of managing school operations. The measures we are taking mitigate, not eliminate, the virus spread, and we will do so through segmenting of our classes and distancing within them. Given the continued uncertainty of the COVID-19 pandemic and the fluidity of continued modifications and restrictions, we need to be flexible and adapt to changing conditions. Our plans are subject to change based on future conditions and/or recommendations/requirements put in place by state and local health agencies and in consultation and approval from the Diocese of Des Moines Catholic Schools and the Pastor. Much can change over the next 30 days and we are hopeful that the changes will only improve our opportunity to return to as normal of a school environment as possible.

Again, we thank you for your patience and understanding during these challenging times. Please be assured despite all the challenges, we are compelled, out of love for our students to provide an environment that is safe, academically rich, socially rewarding and grounded in our faith as a Catholic community. We look forward to seeing all of our students in the fall and will communicate any further details as soon as possible.

God bless,

Daniel Thole
Principal

Overview

We plan to reopen our school on Monday, August 24, 2020 with a full-day instructional program for Kindergarten through 8th Grade and extended care. Pre-Kindergarten will begin on August 31, 2020. The instructional day will run from 8:10-3:20. The key components of the reopening school plans address the health and safety of our students, teachers and staff at school. It is every person's responsibility to help us keep our school community safe.

These are plans as of June 30. As this is a fluid situation, we will continue to update you as we approach the opening of school on August 24 if the details outlined in this plan change or when we have additional information to communicate.

For families who feel too uncomfortable sending their children to school in-person, we will have a virtual learning option. It will be laid out in this plan, as well.

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General Measures

The following provides a snapshot of changes that will be implemented to improve the overall safety and well being of our students and staff.

- Access to school building and campus is limited to students, staff, and authorized guests.
- Students practice social distancing when at school
- Limit shared objects and materials used at school
- Encourage students and staff to bring water in reusable containers
- Water bottles must go home daily to be cleaned
- Student belongings kept separated
- Student belongings sent home each day to be cleaned
- Limit the amount of materials handed from student to teacher and vice versa.
- Lunch food program workers follow safety guidelines for food packaging and distribution.
- Regular meetings with the school's Return to Learn Team meets during the school year to monitor effectiveness of COVID-19 plans

Back to School Nights

The following provides an overview of the plans for parents on Back to School nights

- Plans for location and options for Back to School Night are still being finalized.
- We plan to hold this in four split events: Preschool, K-2, 3-5, 6-8
 - K-8 will take place on the evenings between 8/18 - 8/21
 - Preschool will take place between 8/24 - 8/28
- We will hold these events in locations that allow for distancing between sets of parents/guardians. Children are strongly encouraged not to attend.

Arrival

The following provides a detailed description of the many elements of the arrival of students, different operations of the school day and how we will ensure our students are able to learn effectively and stay safe and healthy while doing so.

- We urge parents to drop off students between 7:55 and 8:10 if possible.
- PreKindergarten - 4th grade students will enter the Main Entrance on the upper floor. 5th-8th grade students will enter on the lower floor to the east of the main entrance.
- Temps taken
 - Each student will have their temperature recorded. If the student has a temperature of 100.4 or greater, the student will be sent home immediately. Parents cannot leave until student has temperature taken and is able to enter the school building.
- If a student arrives any time between 7:35 and 7:55, they will report to the cafeteria where they may eat breakfast. If over 45 students arrive before 7:55, we will relocate the students who are not eating.
- The only students permitted to arrive prior to 7:35 are Kids Club and bus students.
- At 7:55, students will be escorted to their classrooms from the cafeteria.
- When students enter the building, they will immediately go to their individual locker if they need to place anything in there. Lockers will be split for students by mode of arrival in order to ensure distancing in the hallways.
- At 7:55, students will begin going to their classrooms where they will be greeted with a non-physical greeting from their teacher who will be wearing a mask and/or a face shield. The students will go to their assigned location and begin the morning procedures.
- As a school, staff will require students wear masks or other approved face coverings when entering the building, exiting the building, in high traffic common areas, and when working in close proximity when proper distancing or PPE such as shields/plexiglass isn't available. However, as a parent, you have the ability to ask your child to wear their mask more frequently, even the entire day if you choose. Whether or not to wear their mask outside of the required time frame will be up to the individual family to decide and enforce.
- Busing
 - Parents of students who ride the bus must understand that temperatures will be taken at school. If a student has a high temperature or other symptoms, the parents will be required to come pick the student up.

- It is extremely important that the parent check the child's temperature and symptoms prior to the student getting on the bus.

School Day - in person

The following provides a detailed description of the different operations of the school day and how we will ensure our students are able to learn effectively and stay safe and healthy while doing so.

- Our general philosophy as a school will be to “segment and mitigate”.
 - Segment - students in specific grade levels will be segmented strictly into their classes. These classes will not interact with other class levels throughout the day. More details of how we will achieve this will follow in this letter. Additionally, students will be distanced from each other in the classroom as much as possible. This comprises desks six feet apart, limited sharing of materials, and other details that are laid out in this document.
 - Mitigate - by segmenting our population, we can mitigate the spread of the virus (or any virus) more effectively. Thus, if a student or tests positive for COVID-19, we will know that only the people in that class will have potentially been in “direct contact” with that person. This will allow us a better chance to continue operating as a school in a safe manner by helping keep our students healthy and keep our students learning in-person.
- During the first week of school, we will train our students on how to be prepared for the potential of virtual learning. Students will be trained on classroom software, email addresses, virtual learning expectations, etc...
- Students with specific social emotional needs, will be able to see the school counselor.
- Class norms
 - Each class will have their own set of established norms that allow the students to understand the expectations clearly and for the class to operate in a safe and effective manner.
 - Many of these norms will be school-wide norms and some may differ due to the vast differences of ages in our students.
- Classroom cleaning
 - Classrooms will be cleaned each day. The door handles will only be touched by teachers when possible and all commonly touched areas will be disinfected each night.

- Classroom safety
 - Students in specific grade levels will not physically interact with students of other grade levels throughout the school day. Our grade levels will be segmented at all times, including bathroom breaks, recess, Mass and lunch.
 - Students in the classrooms will practice physical distancing to every practical extent possible. Seats will be distanced six feet apart and sneeze guards will be installed where applicable.
 - Materials for students will not be shared. Parents have been made aware in the supply list that items typically handed out by the teacher may need to be purchased.
 - Daily routines enabling students and staff to regularly wash hands and use hand sanitizer. Classes will use the restroom on a scheduled basis and the bathrooms will be disinfected when the class is finished.
 - Staff will train students on practices that ensure personal health and safety including: handwashing techniques, avoiding contact with one's eyes, nose and mouth, covering coughs and sneezes, etc...
 - Hand sanitizer stations in every classroom, the gym, lunch room, and library, and at every entrance to the school.
 - Group work will be limited; however, if/when group work occurs, students will be required to wear an approved face covering.

- Lunch
 - Seating in the lunchroom will continue to operate in a similar manner as segmenting with the academic day. Students will sit with their classmates, and they will not sit in adjacent seats. Less students will be in the cafeteria at one time than in previous years.
 - Tables will be cleaned when classes leave, and ample time will be allotted to ensuring the disinfectant has time to work.

- Recess
 - We are committed to giving our students recess as in the past. This will be even more important this year with the new restrictions in the classrooms.
 - Classes will continue to be segmented during recess, and we have a great opportunity to do this well on our vast campus.

- PE
 - Our students will partake in PE on a routine basis.

- To start the year, our students will engage in activities that allow for social distancing and limit contact of a shared item with hands.
- Music
 - Our students will begin the year engaging in music in a more project-based setting and singing in the group setting will wait until later in the year.
- Band
 - Our students will be able to participate in individual and small group lessons during the school day as in the past. Distancing will be strictly enforced, and cleaning will occur regularly.
 - Depending on the participation numbers, we still plan to offer large group band in a modified manner this year.
- Art
 - Our students will engage in art lessons as in the past. Whether we have them in the art room or in the classrooms, they will be taught by our art teacher.
- Transitions
 - When walking in the hallways, students will be required to wear a mask and will maintain distancing from other people and objects.
- Mass
 - Our students will be able to enjoy the celebration of the Mass on Thursdays as in the past. Just as we will operate with lunch, our classes will be segmented and our students will be distanced.

Dismissal

The following provides a description of how our students will be dismissed for pick-up at the end of the school day.

- For dismissal, our students will have a staggered release. As with morning arrival, our 5th-8th grade students will exit the doors on the lower floor and the Pk-4 students will exit the doors on the upper floor at the main entrance.

- We thank you for your patience with this, and we anticipate that we will make modifications to the operation of this after a couple iterations when the year begins.

Option for Virtual Learning

The following provides an explanation of a new decision made by Christ the King School regarding the option for virtual learning.

- Christ the King School, in unison with the Diocese of Des Moines and the State of Iowa, will give families the option to partake in virtual learning. This decision will be made in collaboration with Christ the King School and the students will have the same expectations as students who come to school in person each day.
- Tuition will remain the same as it will take additional time and resources to effectively teach the students who stay home.
- If the school deems that this decision is not beneficial to the development of the student, the student may become required to attend in person.

School Day for Students Who Stay Home

The following is a quick overview of what are planning for students who need to stay home.

- We understand that the optimal development opportunity for our children is in the classroom. This is true for academics, social emotional development, and faith education. We also understand that different families and students have different circumstances that may require them to stay home to learn.
- If a student is home due to medical reason or family choice, the student will have the opportunity to stream the classes in a virtual manner. We plan to be able to provide live streaming. More details will come in the future.
- Christ the King staff did a remarkable job leading virtual learning this past spring. We know we have a “head start” in this regard for students who stay home, and we are confident that with the improvements we are planning, we will make this a valuable experience for all.
- For students who cannot livestream, recordings and/or materials will be distributed. Christ the King is still working on the details of this plan.

- Christ the King will have an associate or teacher checking in with virtual students each day. We care about the success of all of our students, and will allocate additional resources to our students who need virtual learning.

Communication

We understand that communication will be very important as we venture into learning this fall.

- Christ the King will routinely communicate with parents/guardians during the first stages of the fall trimester.
- Communication will entail the status of the plan, how the school day is going for our students, any changes we are anticipating, etc...
- Christ the King will utilize email, DoJo, and the website. New families will soon be added to DoJo.

Mental Health

The social emotional mental health of our students is going to be a major focus for us this fall. We understand the potential negative effects of being away from their peers in school for over five months, so we will be monitoring each student.

- Our teachers will be formatively assessing each student in the morning and throughout the day in order to see who may need to be referred to the school counselor for any mental health needs.
- We are privileged to be a Leader in Me school that focuses on teaching the students the “7 Habits of Highly Effective People” and these 7 Habits are very effective in solidifying the mental health of our students.

FAQ

Remaining frequently asked questions (FAQs) not addressed explicitly in the above letter

- What would cause us to go virtual?
 - There is not a clear path to what could cause virtual learning at this time. There are various scenarios including but not limited to government mandate or multiple students in multiple grade levels testing positive. We will continue to monitor the pulse of our school throughout the fall to determine the best course of action for our students.
- How will we communicate students having a positive test for the virus?
 - We will communicate students testing positive in a similar fashion as we do with other cases such as lice and strep. This will be communicated anonymously. Whether we communicate in grade bands or will communicate to all families has not yet been dictated.

Distance Learning Sign-up

REQUIRED for families choosing distance learning:

<https://forms.gle/Mp7ncSP4YfbyayF67>

Form Title: Distance Learning Sign-up

Description: Based on the proclamation from Governor Reynolds as of July 17, 2020, the Diocese of Des Moines Catholic Schools will be offering a distance learning option for families who choose to learn remotely. In order to make decisions regarding staffing and program structure that best meet the needs of all, we need to determine immediately the number of students who will be participating at each grade level. To participate in distance learning for the first trimester for the 2020-2021 school year, **please complete this form by Friday, July 24**. Official commitment will be done through formal registration for the distance learning program later this summer once all details regarding the online program structure have been finalized at each school.