



**St. Agnes Academy-St. Dominic School  
2020-21 Guide to Reopening - Keeping Our Community Connected**



*The Dominican*  
COMMUNITY of SCHOOLS



# An Overview

Protecting the health, safety and well-being of every member of the St. Agnes Academy-St. Dominic School community is our highest priority. When school opens in August our mission, values and commitment to our students will be the same, but many aspects of our daily operations will look different. As we move forward living alongside COVID-19 will require flexibility, innovation, and understanding.

We remain committed to educating our students in all aspects of the Dominican Pillars - Study, Prayer, Community and Service. The health and safety procedures in our reopening plan have been thoughtfully developed with local, state and national guidance to ensure the safest environment for our community. We have created a learning plan that will provide for on campus classes for students in all grades, paired with remote learning if needed or appropriate. Our plan also includes accommodation for students who may need to attend remotely due to family circumstances or a family quarantine.

## Principles for Reopening Campus

- Protect the health, safety and well-being of each member of our St. Agnes-St. Dominic community
- Comply with local, state and federal government orders and regulations, utilizing guidance from the Centers for Disease Control, Shelby County Health Department, and medical experts
- Establish an effective use of spaces and places to support physical distancing where practical
- Provide a robust educational experience for all students focused on growth and joy and grounded in the Four Dominican Pillars
- Support the social and emotional health of our students, ensuring that all students feel safe and engaged
- Keep our community connected
- Remain flexible and nimble in our response with a willingness to revise approaches and strategies as new information becomes available



# The Process

## ALL PHASES

- Follow CDC & Government Guidelines
- Screening Prior to Entering Building
- Numerous Health & Safety Protocols
- Virtual Learning K-12 (synchronous & asynchronous available)

### **ROSE** Safer at Home

- Virtual Learning K-12 (synchronous & asynchronous)
- ECC Open On Campus
- No Athletics, Extracurriculars, or School Events

### **MARTIN** STRICT - Smaller Cohorts

- Specials Teachers Deliver Virtually
- More Frequent Physical Activity with Restrictions
- Lunch in Classrooms
- Staggered Drop-off & Pick-up
- Highly Modified or No Athletics, Extracurriculars, or School Events

### **CATHERINE** RELAXED - Larger Cohorts

- Specials Teachers Come to Classrooms
- More Frequent Physical Activity with Restrictions
- Lunch in Common Areas
- Staggered Drop-off & Pick-up
- Modified Athletics, Extracurriculars, or School Events

### **DOMINIC** Next Normal?

- A Record Kept of All Students, Faculty & Staff Present Each Day
- School Gatherings as Safety Dictates
- Virtual Learning Available to Any Student

We have designed a framework that manages our students' and teachers' contact with others as dictated by the COVID-19 threat level. Students will be kept in cohorts allowing for varying degrees of freedom and contact with other students and faculty through four different phases. We've named these phases after Dominican Saints. This will remind us that no matter how we are congregating, God and the Holy Spirit are with us. Phase Rose of Lima (Rose) is similar to this past spring with Safer at Home protocols and restrictions. Phase Martin de Porres (Martin) or Phase Catherine of Siena (Catherine) limits student interactions to those in their classroom or in their school. Phase Dominic allows us to have larger community gatherings.

**By July 31, 2020, we will announce what phase we will be in for the opening of school. Information about COVID-19 and recommendations for the way we respond to it are constantly changing. We will continue to adjust our procedures as we receive updated guidance.**

# The School Day - Early Childhood PK2-JK

Due to our license through the Department of Education, we are able to offer on campus learning for our young learners in all four phases. Students will be in a cohort with their class. Extended Day would not be available during Safer at Home (Rose Phase).

## MARTIN

### Cohorts:

- Students will be on campus in individual class cohorts confined to the ECC.
- Specials teachers will teach virtually.

### Start Time and End Time:

Drop-off will be from 7:45 a.m. to 8:15 a.m.

PK2 pick-up at 2:30 p.m. Monday-Friday.

PK and JK pick-up at 2:45 p.m. Monday-Friday.

EDA available from 3:00 - 5:30 p.m. No drop-in option available.

### Recess:

Students will have recess by individual class cohorts in designated play zones.

## CATHERINE

### Cohorts:

- Students will be on campus in multi-class cohorts confined to the ECC.
- Specials teachers will teach virtually.

### Start Time and End Time:

Drop-off will be from 7:45 a.m. to 8:15 a.m.

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EDA available from 3:00 - 5:30 p.m. No drop-in option available.

### Recess:

Students will have recess by multi-class cohorts in designated play zones.

\*During any phase a remote learning option is available.

## Back-to-School Week

To provide our families with a warm welcome to the new school year, we have adapted our traditional Back-to-School Night to a Back-to-School Week. Back-to-School Week will include Meet the Teacher Meetings, technology presentations, and a Stars and Suns caravan to pick up important back-to-school items. Details of these events will be sent from your dean.

## Orientation Days

**PK2-JK:** To ensure that our students have a smooth transition into the 2020-21 school year, each child will attend a **half-day orientation on either Thursday, August 13 or Friday, August 14.**

You will receive a letter with your child's class assignment and scheduled orientation day. Drop-off time is 7:45 a.m. - 8:15 a.m. and pick-up time is 2:30 p.m. for PK2 and 2:45 p.m. for PK and JK.



# The School Day - SAA-SDS K-8th Grade

## MARTIN

### Cohorts:

- **K-6th Grade** - Students will be on campus in individual grade cohorts.
- **Grades 5 and 6** students will stay in their cohorts and teachers will travel between classrooms.
- **Jr. High** - Students will be on campus in individual grade cohorts. Students will travel to their classes.
- Specials teachers will teach virtually.

### Start Time and End Time:

Morning carline drop-off: 7:30 - 8:00 a.m.

Class times: 8:00 a.m. - 3:00 p.m. Monday - Friday

Teachers will be in their classrooms to greet students at 7:30 a.m.

EDA is available from 3:00 - 5:30 p.m. No drop-in option available.

### Recess:

Students will have recess by individual grade cohorts in designated play zones.

## CATHERINE

### Cohorts:

- **K-6th Grade** - Students will be on campus in multi-grade cohorts.
- **Jr. High** - Students will be on campus in multi-grade cohorts. Students will travel to their classes.
- Specials teachers will travel between classrooms.

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Morning carline drop-off: 7:30 - 8:00 a.m.

Class times: 8:00 a.m. - 3:00 p.m. Monday - Friday

Teachers will be in their classrooms to greet students at 7:30 a.m.

EDA is available from 3:00 - 5:30 p.m. No drop-in option available.

### Recess:

Students will have recess by multi-grade cohorts in designated play zones.

\*During any phase a remote learning option is available.

## Back-to-School Week

To provide our families with a warm welcome to the new school year, we have adapted our traditional Back-to-School Night into a Back-to-School Week. Back-to-School Week will include events such as Meet the Teacher Meetings, technology presentations, and a Stars and Suns caravan to pick up important back-to-school items. Event details, dates, and times will be sent from your dean.

## Orientation Days

**K-8:** To ensure that our students have a smooth transition into the 2020-21 school year, each child will attend a **half-day orientation on either Thursday, August 13 or Friday, August 14**. Orientation Days will be from 8:00 a.m. until noon, and teachers will be ready to greet their students at 7:30 a.m. You will receive a letter indicating which day your child's Orientation Day will be held.



# The School Day - Upper School 9th-12th Grade

## MARTIN

### Cohorts:

The Upper School will be divided into two cohorts.

Group A\* (Blue) and Group B\* (White)

We will open on a two-week rotation schedule as follows:

WEEK 1	WEEK 2
<b>Group A (Blue)</b> M, W, F - ON-CAMPUS T, H - REMOTE	<b>Group A (Blue)</b> M, W, F - REMOTE T, H - ON-CAMPUS
<b>Group B (White)</b> M, W, F - REMOTE T, H - ON-CAMPUS	<b>Group B (White)</b> M, W, F - ON-CAMPUS T, H - REMOTE

Arrival Times: 8:15- 8:45 a.m. | School Day: 9:00 a.m. - 3:30 p.m.  
We will repeat this schedule every two weeks. Every day students will attend classes 1-7.

*\*Each cohort will be divided to include approximately half of each grade. Siblings will be grouped in the same cohort.*

[Click here to access the Proposed Schedule.](#)

## CATHERINE

### Cohorts:

Students will be on campus and instruction will be in the classroom

### Start Time and End Time:

- Morning drop -off/arrival 8:15 a.m. - 8:45 a.m.
- Teaching and learning are done in person or in a hybrid mode.
- Classes will begin at 9:00 a.m. and end at 3:30 p.m.

### FLEX Time:

FLEX Time will be open in the middle of the day for lunch, Mass or prayer service, study, make-up and extended time testing, extracurricular activities, teacher help, and recharging in general.

\*During any phase a remote learning option is available.

## Orientation Dates

Whether we are in the Martin Phase or the Catherine Phase, our plan is to welcome students to the school year with **on-campus orientations**.

**August 13** - Half-Day Orientation for Sophomores, Juniors and Seniors only - Arrive between 8:15 a.m. and 8:45 a.m. and depart at 12:30 p.m.

**August 14** - Freshmen Student Orientation - Arrive between 8:15 a.m. and 8:45 a.m. and depart at 3:30 p.m. We will welcome the newest members of our school family! Freshmen only.

**August 17** - First Full-Day of Classes for all grades 9-12 - remote or in person

St. Agnes Academy-St. Dominic School

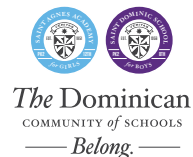
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# Health and Wellness



## Community

Keeping our campus healthy is a collective effort. With everyone's understanding and cooperation we have a much better chance of minimizing risk and maintaining a healthy environment for our students, employees, families and the community. Our safety protocols will not work without everyone's honest and active participation.



## Face Coverings

We view face coverings as an important way that we, as a community, can slow/stop the spread of the virus and protect each other. All students must bring a face covering to school every day. At a minimum, face coverings are to be worn when entering the building, leaving the classroom, traversing the campus, and when physical distancing is difficult to maintain. Each division will outline more details in their back to school deans' newsletters.



## Daily Health Screening

We will conduct daily health screenings including contactless temperature checks for all students, faculty and staff upon arrival to campus each day. Students who arrive late will be screened at a central location in each division. We will implement staggered arrival times by division to allow ample time for student check-in procedures each morning. We are developing a health assessment questionnaire through our school app. More details to follow.



## Clinic

We have a full-time nurse practitioner on staff, and we will continue to have a clinic open for routine visits. We have two additional rooms designated as health areas for students who need to be isolated. It is important to note if a student is sent to one of these health areas and is running a fever, coughing or experiencing other COVID-19 symptoms, the student will not be permitted to return to class. He/she will be isolated, the parent will be immediately notified, and the student will need to be picked up within 30 minutes.



# Health and Wellness



## Enhanced Cleaning

Classrooms, stairwells, doors, playground equipment and common areas will be sanitized throughout the day. In addition to enhanced cleaning protocols, we have installed hand sanitizer stations at all classroom doors, entry doors and in all common areas on campus, and every classroom is stocked with supplies to support healthy hygiene. Campus spaces will be closely monitored for immediate sanitation needs.



## Classroom Space

Desks will be arranged forward facing in a manner to maximize physical distancing recommendations. All extra furniture will be removed from rooms to allow desks to be spread further apart. Students will be allowed to bring backpacks to school, but students are asked to leave most personal belongings at home.



## Campus Mobility

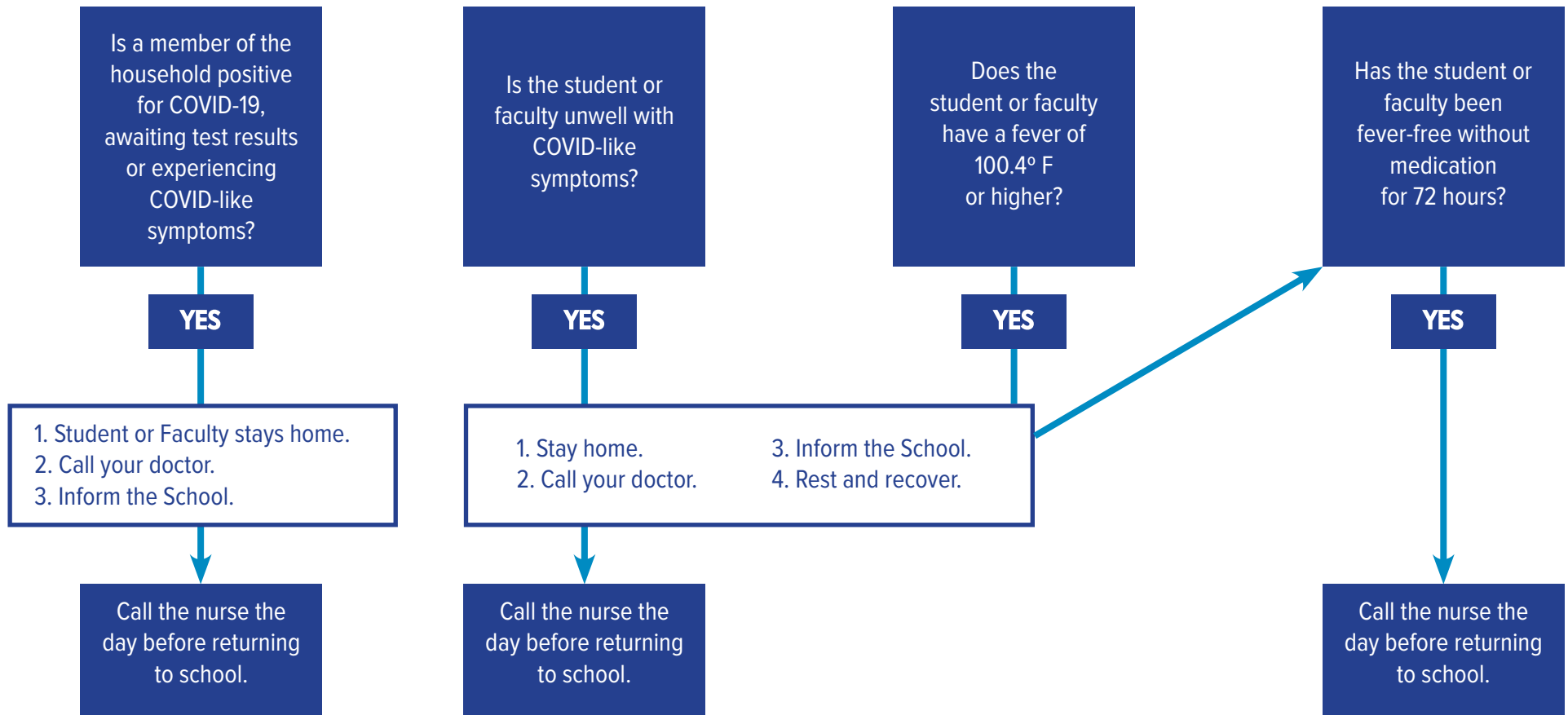
Schedules and movement patterns are being modified to minimize hallway traffic and interaction. Outside sidewalks are used whenever possible for student travel. Faculty and staff will monitor dismissal to ensure proper physical distancing is maintained. New signage is being posted throughout campus to direct movement patterns that support physical distancing.





# Health and Wellness - Deciding when to stay home

Parents agreeing and knowing when to keep children home from school is a very important part of keeping our campus healthy. To help, we have outlined key protocols to help families determine when a child should stay home.



**Important:** If at any point the student is feeling well enough, they may participate in school remotely until returning to campus.



# Additional Program Information



## Visitors on Campus

In order to minimize risk and maintain a healthy environment for our students and teachers, we will **strictly limit access to campus buildings to students, teachers and essential personnel**. Anyone entering a building on campus will be required to have a health screening.



## Dining Hall - Lunches and Snacks on Campus

Depending on the phase, students may not eat in the Dining Hall. Students may eat in classrooms or other designated spaces on campus. Our food service provider, Pedestal, will offer lunches that will be delivered to classrooms. Pedestal is developing an online menu, which will include a variety of dining options for our students. The online order form must be submitted weekly. Students may also bring lunches from home. More details will be provided in late July outlining Pedestal's health & safety protocols, the new menu options, and ordering system. While lunches are available, students will need to bring their own snacks.



## Athletics

St. Agnes Academy-St. Dominic School is committed to the development of the mind, body, and spirit of each student, and we recognize that athletics plays a fundamental role in that mission. Our objective is to ensure that all athletic events are conducted in a safe manner for our athletes and our families. We are working closely with state and local leagues as they work to make decisions regarding return to play. We will be sharing information as we receive further direction from these various leagues. Your flexibility and patience will be very important as we aspire towards a safe "return to play."



## Extracurriculars

At St. Agnes-St. Dominic we encourage our students to explore their interests and talents through participation in one of the many clubs and organizations we offer. Our creative team is developing a new take on our extracurricular offerings this year to keep students engaged and inspired. Watch for more to come.



## Extended Day Activities

**When school begins we will not be able to offer early morning care.** We have prioritized resuming our after-school EDA program. It will be organized around grade level cohorts appropriate to each phase.

*Please note: Hours for 2020-21 EDA program will end at 5:30 p.m., and **there will not be a three day option or a drop-in option.***



## Large Gatherings

Due to physical distancing guidelines, we will not be able to gather in large groups when school begins. Events and assemblies are being reimagined to maintain our strong community and honor our traditions. We are making arrangements to have weekly Mass available for our students through a combination of streaming and allowing small cohorts to attend Mass on campus.



# Expanding the Reach of the Classroom

## What is Hybrid Learning?

While we understand the on-campus experience at SAA-SDS is beneficial for the majority of our students, we also recognize that returning to campus may not be the right option for some of our families. Additionally, some students may be absent for prolonged periods due to symptom monitoring. In order to support all of our students, St. Agnes-St. Dominic will use technology to extend the reach of the classroom beyond the physical space on campus, providing real-time access to students who are at home. Students will be able to access the classroom remotely and maintain their daily learning schedule.

## What is a Hybrid Classroom?

Classrooms will be equipped with speakerphones and cameras to assist with our Hybrid Learning model. When students are absent for a day, week or longer, they will still be able to actively participate in their classes, learn, ask questions and get feedback in real time. Our learning management system, PowerSchool, provides a centralized location for all classroom content and assignments.

## Choosing a Remote or an On-Campus Learning Environment for My Child

In all phases, St. Agnes -St. Dominic will offer both a Remote and an On-Campus Learning Environment. Remote Learning is designed for families where returning to campus is not the right option. This option provides an opportunity for students and teachers to remain connected and engaged with the content being taught while working from their homes.

On **July 31** the school will email a Google Selection Form to all families so that they can indicate their choice for either Remote or On-Campus learning for their child. The selection must be made by **August 5**, and the commitment to that learning environment will be for approximately four-weeks.

At the conclusion of the four-week commitment, families will have the option to continue in the selected learning environment or to change it. If at any time a child needs to transition from On-Campus to Remote Learning due to an illness or a change in circumstances, this option will be available.



# Support a Healthy Campus

## You Can Help

Creating and maintaining a healthy campus environment is essential and is going to require everyone's support and participation. Families can help reinforce safety protocols by:



### Teaching Healthy Hygiene Practices:

- Encourage frequent hand washing and use of hand sanitizer.
- Practice coughing and sneezing into elbows.
- Add daily temperature checks to the morning routine.



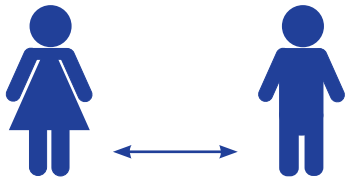
### Maintain Preventative Health Practices:

- Continue regular doctor visits and well-child appointments.
- Keep immunizations and physicals current.
- Encourage lots of physical activity and time outside.



### Help Keep Children Emotionally Safe:

- Ask how they are feeling and give them space to share and ask questions.
- Maintain a routine at home to provide stability.
- Continue reassuring them that the adults in their lives are there to support their well-being, both physically and emotionally.
- Reach out for help. Our counseling team is available throughout the summer to provide support.



### Teaching and Encouraging Our Health Protocols:

- Visually show and practice keeping physical distancing.
- Practice wearing a cloth face covering.

**Note:** Face coverings should not be used on children under two years old or anyone who has trouble breathing or is unconscious or incapacitated.



## In Closing

Our Board of Trustees and Reopening Task Force have undertaken a comprehensive review of COVID-19 public health guidance, state and local reopening guidelines, campus input and school logistics. Our efforts are informed by regular engagement with medical experts, as well as local, national and international resources. We are committed to prioritizing the health and safety of every member of the SAA-SDS community.

We thank you in advance for your assistance in helping to keep our community safe. While the school will do its part in attempting to mitigate exposure during the school day, it is important that our families take an active part in ensuring the same when the school day ends. We all have the same goal, to have an in-person education experience on campus for our students. So please, even when you are away from St. Agnes-St. Dominic, remember to wash your hands frequently, wear a cloth face covering when in public and maintain physical distance.

Flexibility and transparency are of the utmost importance, and we want to encourage you to contact our team if you have any questions or concerns about how we are serving your family. We anticipate that you may have additional questions. The week of July 27, division heads will hold Town Hall Zoom meetings to address additional details specific to each division.



**We can't wait!**

We are looking forward to the start of the new school year.

Please be sure to monitor school communications for updates and additional information.



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