

# BACK TO SCHOOL FALL 2020



## Re-Opening Campus Policies and Procedures for Parents and Students of Notre Dame Academy



# WELCOME BACK

Dear Notre Dame Academy Families,

Notre Dame Academy is committed to providing our students and families with an educational experience of excellence grounded in our Catholic faith. Our theme this year is from 1 Corinthians: "Let all that you do be done in love." We want to provide a safe, healthy and positive learning environment that emanates the love of Christ.

As we prepare for our reopening on August 31, we have designed a comprehensive plan that is also flexible enough to be responsive to the ever-changing impact of COVID in our local community. Our NDA plan encompasses guidance from the Minnesota Department of Health, the CDC and the American Academy of Pediatrics and was developed by a team of nine faculty and staff members with guidance from the Archdiocese of St. Paul and Minneapolis. Our highest priority in planning a return to school is the health, safety and well being of our students, faculty and staff.

There is still much uncertainty about COVID and how it will impact our community in the school year ahead. Our plan is flexible and will adapt with current cases, trends and research on COVID. MDH will guide our decisions should we have a positive COVID case in our school. We will be prepared to shift to short term or longer term building closures and distance learning if needed.

Our plan for a cohort or "family" model for classrooms will be used to limit exposure throughout the school building if and when students become symptomatic or test positive for the Coronavirus. It is extremely important that our parents and guardians responsibly participate in this process in keeping our community healthy by conducting daily COVID -19 symptom monitoring for each student every morning before school. If your child is sick or displaying COVID -19 symptoms, please keep them home.

We are eager for our students to return to the classroom for onsite learning as relationships and human connections are at the heart of learning. While things may look a little different, we remain the same at our core: a school that loves your children and wants to partner with you to help them grow and thrive as learners and young people of faith.

Please note that we will not host our annual Back to School night. Also note in the following materials that we have an altered schedule the first week of school that will allow our staff and students to learn and practice new protocols before we bring everyone back together on Thursday, September 3.

The coming year will present us with continued challenges but also opportunities and blessings. May we remain patient, kind and understanding of each other's situations. And may we share with one another great compassion, gratitude and love just as Jesus shows us each and every day. Please pray for our school community as we navigate these new challenges and welcome students back to NDA in just a few short weeks.

In Christ,

Dr. Bonita Jungels

**FAMILY DECISION:** Please click [here](#) to submit your decision with regard to choosing to send your child to NDA in person for the first trimester. Final decisions must be made by Friday, August 14th for our staff to plan for accurate classroom numbers.

# A SAFE RETURN TO SCHOOL

Notre Dame Academy will continue to keep all families updated on our plans as we move forward with our plan to reopen. We will communicate via Insight, News Notes, emails as well as on our NDA website. As new information comes to light, we will use all of these communication tools to keep you updated.

## GUIDING PRINCIPLES

Four guiding principles will be important to our school community throughout the year as conditions change.



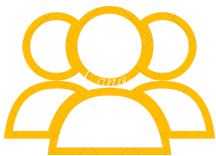
### HEALTH & SAFETY

Health and safety protocols to mitigate the risk of COVID-19 transmission must be adopted by everyone. While we are not able to eliminate risk, we can implement coordinated interventions to reduce transmission.



### CONTINUOUS LEARNING

The scientific research regarding COVID-19 continues to evolve influencing recommendations for schools throughout the world. More educational research regarding the effectiveness of different school models is also emerging. Faculty members will continue to engage in instructional design to provide the best educational experience for students.



### RESPONSIBLE LEADERSHIP

Throughout the academic year, the Board of Directors and school leaders will work closely with students, parents, faculty, and advisors to choose the best courses of action in a challenging environment.



### TRANSPARENT PARTNERSHIP

To build a culture of health and safety, families and school personnel must fully understand school protocols. Mutual accountability and collective responsibility will lead to the best student outcomes. In addition, the partnership with the Minnesota Department of Health will influence individuals and school operations.

"Let all that you do be done in love" 1 Cor 16:14

# LEARNING SCENARIOS

**Notre Dame Academy plans to return to full-time in-person learning this fall.**

We have also planned alternate learning models in the case of different scenarios that may be required throughout the school year. The health and safety of our students and staff are our top priority. School leadership will continue to monitor the situation and make changes to our educational plan as necessary.

## CURRENT



### IN-PERSON LEARNING

In this model we will have all students on campus Monday-Friday. It will include restrictions, such as social distancing, face masks, and healthy practices.

## ALTERNATE



### HYBRID LEARNING

In this model, students will alternate between on-campus and distance learning.



### DISTANCE LEARNING

Students will remain at home with full-time online learning.

# BACK TO SCHOOL WEEK

AUGUST 31ST - SEPTEMBER 3RD

## MONDAY - AUG 31st

2nd, 5th, and 8th grade students will be on campus.

## TUESDAY - SEP 1st

1st, 4th, and 7th grade students will be on campus.

## WEDNESDAY - SEP 2nd

Kindergarten, 3rd, and 6th grade students will be on campus.

## THURSDAY - SEP 3rd

All students will be on campus.

## FRIDAY - SEP 4th

No School

## WHAT TO EXPECT

Things are going to look different this year, which is why we want to start our year with Back to School Week. This will be a staggered return to school over three days. Students will go through what a normal day will be like this year. We will also be teaching our protocols, healthy practices, and other changes to the school day.

## WHAT TO BRING



School supplies (supplies ordered ahead of time will be in classroom)



Personal headphones



Clean Face Mask



Lunch Money (enclosed in envelope with child's name on front)



Reusable Water Bottle

# ARRIVAL & DISMISSAL

Please follow our arrival and dismissal protocol for arrival and dismissal to keep everyone safe.

## ARRIVAL



Students will stay inside their car or bus until directed to get out.



Students from the same household will stand by cones to maintain physical distancing while waiting in line for temperature screening.



Students will then have their temperature checked at the entrances. If a student has a temperature over 100 degrees, the student and siblings will be sent home.



Students will move straight from their entrances to their classroom and sit at their desk.



Teachers will then release students to go to lockers at separate times to allow for physical distancing.

## DISMISSAL

The Notre Dame Academy staff is working on a plan to safely dismiss our students in a timely manner. We have a few options we are discussing, and we will share the details of this plan before school starts.



# HEALTH & SAFETY PLAN

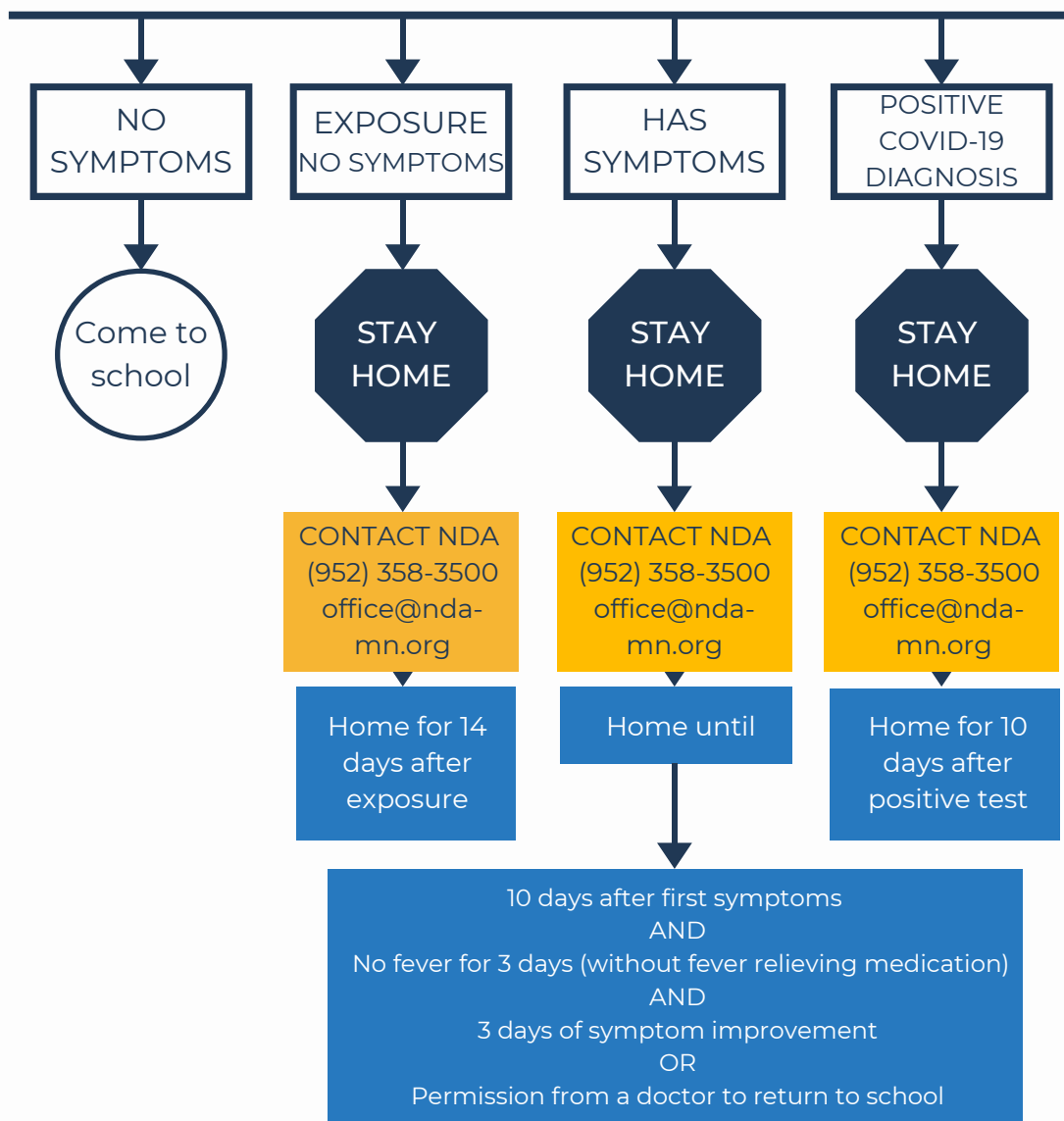
**PLEASE SCREEN YOUR CHILD(REN) BEFORE SCHOOL EACH DAY FOR THE FOLLOWING SYMPTOMS:**

## SYMPTOMS FROM MN DEPARTMENT OF HEALTH:

Symptoms of COVID-19 include fever, cough, shortness of breath, chills, headache, muscle pain, sore throat, fatigue, congestion, or loss of taste or smell. Other less common symptoms include gastrointestinal symptoms like nausea, vomiting, or diarrhea. Symptoms may appear 2-14 days after being exposed to the virus.

Exposure is defined as having been within 6 feet of an infected person for at least 15 minutes.

## DAILY DECISION FLOW CHART



# HEALTH & SAFETY

Together, we can support a healthy school.

At Notre Dame Academy the health and safety of our students and staff are our top priority. Creating and maintaining a healthy school is essential and will require our community's support and participation. We have a long history of working in partnership, and we will draw on that as we work through this school year.

## OUR COMMITMENT:



### TEMPERATURE SCREENINGS

Temperatures will be taken for students, staff, and visitors upon arrival. Anyone with a temperature over 100 degrees will need to go home.



### HAND WASHING

Hand sanitizer will be provided in each classroom and hand washing will be done throughout the day.



### RESPIRATORY ETIQUETTE

Educate and encourage proper cough etiquette and mask usage.



### FREQUENT SANITATION

Increased daily disinfecting throughout the school.



### FACE MASK LANYARD

Lanyards will be provided to every student to keep masks with each student throughout the day.

## YOUR COMMITMENT:



### FOLLOW HEALTH + SAFETY PLAN

Screen your child for symptoms before sending him/her to school every day.



### STUDENTS WITH SYMPTOMS

Any person with COVID-19 related symptoms or who tests positive for COVID-19 will be required to follow quarantine procedures.



### FACE MASK

All K-8th grade students will be required to wear a face mask throughout the day. Students may remove their mask during lunch, recess, and outdoors.



### PRAYER

We believe in the power of prayer and ask you to pray for our school community.

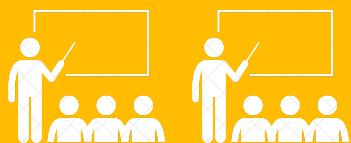


### EMPATHY

Practice empathy with other parents, other students, and school staff.



# A DAY IN THE LIFE AT NDA



**Kindergarten** will be divided into two cohorts with our Kindergarten teachers team teaching. Both cohorts will spend part of their day with each teacher.



**Elementary grades** will be in a cohort or "family" model with limited exposure to other students.



**Middle school** students will be in two cohorts per grade to reduce class size.



Each student will have his/her **own desk or table**. Every classroom will be arranged to maximize space 3-6 ft. in between students.



Signage will be placed throughout the school promoting healthy practices. There will be markers to designate appropriate physical distancing.



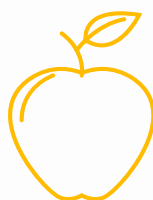
Every K-8 student, staff, and visitor inside our school building will be **required to wear a mask**.



Specialists will **come to each classroom**, including art, music, technology, and Spanish. Gym will be outside (weather permitting).



Hand sanitizing stations will be inside **every classroom**.



Students will be **physically distanced while eating lunch** in the cafeteria. Lunch groups will be reduced in size.



Only small groups of students, on an alternating schedule, will attend Mass. Mass will be **live-streamed** to classes not in attendance.



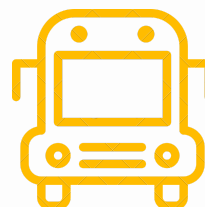
Students will have recess and outdoor time everyday. Recess groups will be reduced in size. Students can take off masks, but must observe social distance.



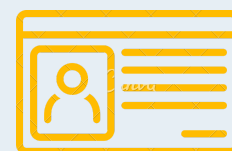
All extracurriculars are **cancelled or will be postponed** until further notice.



Use of restrooms will be **coordinated and scheduled** by teachers in each age group.



Busing will be **available**. Students will have to wear a mask and be physically distanced from anyone not in the same household.



Essential visitors will be **allowed by appointment only** (screenings and masks required).



*planning for the year*

# KEY AREAS OF PREPAREDNESS

Our faculty and staff at Notre Dame Academy is committed to following health and safety protocols to keep everyone safe.

1

## MAINTAINING HEALTHY FACILITIES

Routine cleaning and disinfecting of classroom surfaces, restrooms, lunchrooms, and drop-off and pickup locations.

2

## MAINTAINING HEALTHY OPERATIONS

Families, students and employees have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19 through daily health screenings.

3

## COMMUNICATING, TRAINING AND EDUCATING

Parents, staff, teachers and all others in the school community have been educated on health and safety procedures for shared involvement and responsibility.



**WE ARE LOOKING FOR DONATIONS OF THE FOLLOWING:**



TOUCHLESS,  
DIGITAL  
THERMOMETER



CLOROX  
WIPES



CLOTH  
MASKS

# FAITH + FAMILIES TOGETHER

The popular COVID tagline seems very appropriate to use at this time: We are all **IN THIS TOGETHER**. All of us want the very best for our children - health, safety, love and a strong faith. Together, with the love of Jesus and the intercession of his beautiful mother Mary, we can bring our students back to school to enjoy the wonderful friendships and active and engaged learning that every student should have the opportunity to experience. **Little Moments. Big memories.** Together, let's make this happen.

## GUIDING RESOURCES

Throughout the planning process, the Centers for Disease Control and Prevention (CDC), Minnesota Department of Health (MDH), Minnesota Department of Education (MDE), Archdiocese of Saint Paul and Minneapolis, and the American Academy of Pediatrics (AAP) have been valuable resources. The guidelines and conclusions offered by each organization have strongly influenced the academic plan for the 2020-21 school year. In addition, school medical advisors have helped shape school operations.



### OUR RE-OPENING COMMITTEE

Bonnie Jungels  
Liz Flom  
Mary Ellen Gross  
Hallie Keenan  
Bill Kobe

Father John Bauer  
Joann Meyer  
Janel Dysart  
Jerry Dargis  
Pat Boyd



### GET THE LATEST INFORMATION

Please see the Insight, News Notes, emails and website for updates.





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<https://nda-mn.org> | (952) 358-3500

## OUR MISSION STATEMENT

As a regional Catholic school, our mission is to provide PreK — 8th grade students a Christ-centered and innovative learning environment where each student has the opportunity to grow spiritually and academically. Continually guided by the spiritual example of Our Lady, Notre Dame Academy provides a caring and nurturing community for all.