

PANDEMIC PREPAREDNESS AND READINESS PLAN

2021



COVID-19 School Policies and Procedures for Parents and Students of Notre Dame Academy



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.

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 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 years 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 COVID. 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 love that our students are in 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.

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.

In Christ,

Dr. Bonita Jungels

BEING IN SCHOOL

Notre Dame Academy will continue to keep all families updated on our plans and procedures. 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 is currently full-time in-person learning.

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.



ARRIVAL & DISMISSAL

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

Students will be dismissed by their mode of transportation home: Carpool, Bus, or Lion's Lair.

carpool

Carpool students will be dismissed through the front school door by their last name:

3:40-3:45 A-D

3:45-3:50 E-K

3:50-3:55 L-P

3:55 - 4:00 Q-Z

bus

Students who ride the bus home, will be dismissed to the playground door where they will get on the bus. Students must wear their masks on the bus and only share a seat with a member of their household.

lion's lair

Students will be dismissed over the loud speaker to go to the cafeteria for Lion's Lair.



HEALTH & SAFETY PLAN

Please help us in following the appropriate path if a child, student, or staff person is experiencing the following symptoms consistent with COVID-19. This plan is taken directly from the Minnesota Department of Health Decision Tree for Schools.

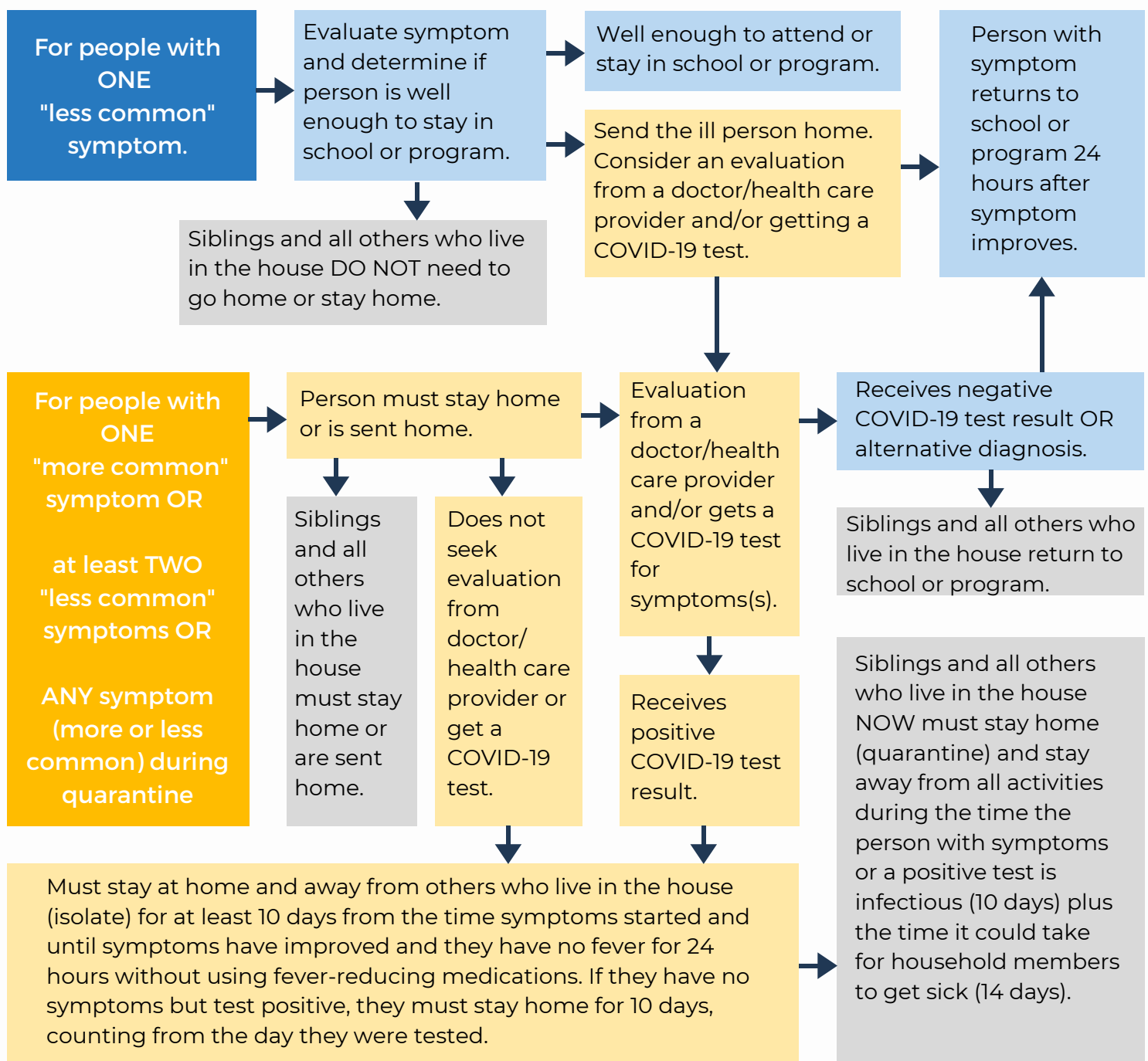
SYMPTOMS FROM MN DEPARTMENT OF HEALTH

MORE COMMON

Fever or 100.4 degrees Fahrenheit or higher; new cough or a cough that gets worse; difficulty/hard time breathing; new loss of taste or smell.

LESS COMMON

Sore throat; nausea; vomiting; diarrhea; chills; muscle pain; extreme fatigue/feeling very tired; new severe/very bad headache; new nasal congestion/stuffy or runny nose.



HEALTH & SAFETY PLAN CONT.

For people who are a close contact of someone who tested positive for COVID-19.

A close contact is ANY person who lives in the same household as a person who tested positive for COVID-19 OR someone who has been within about 6 feet of a person who has COVID-19 for a total of 15 minutes or more throughout the course of a day (24 hours).

Stay home from ALL ACTIVITIES during your quarantine period (starts day after last contact with the person who tested positive).

Quarantine Protocols:

- Stay home and quarantine for 7 days with a negative covid test that has been done 5 days after exposure (or 10 days without a test).
- We also expect families who are traveling outside of Minnesota and outside of the country to quarantine for 7 days with a negative covid to return to school (or 10 days without a test)

How long to stay away from others (quarantine)

www.health.state.mn.us/diseases/coronavirus/close.html#long

Siblings and all others who live with the person who is the close contact DO NOT need to stay home.

If the person who is a close contact develops any of the more or less common symptoms and/or has a positive test result.

Must stay at home away from others (isolate) as much as possible for at least 10 days starting from the day they were tested (if no symptoms) or starting from the time their symptoms started and until their symptoms have improved and they have not had a fever for 24 hours (without using fever-reducing medications).

Siblings and all others who live in the house NOW must stay home (quarantine) and stay away from all activities during the time the person with symptoms or a positive test is infectious (10 days) plus the time it could take for household members to get sick (14 days).

For the most up-to-date decision tree, please visit
www.health.state.mn.us/diseases/coronavirus/schools/index.html#youth

People who have been vaccinated must also follow safety protocols by social distancing and wearing masks.

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° 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 properly fitted face mask throughout the day. Students may remove their mask during lunch, recess, and outdoors.



PRAYER

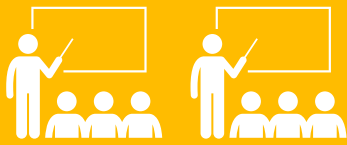
We believe in the power of prayer and ask you to pray for our school community.



EMPATHY

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

A DAY IN THE LIFE AT NDA



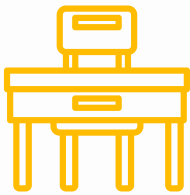
Kindergarten will be divided into two cohorts and will spend the day divided between both teachers.



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 that covers their nose and mouth**.



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.



Half of the 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.



Some extracurriculars will be allowed in the spring with proper protocols in place for wearing masks and social distancing.



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
ACCEPTING
DONATIONS OF
THE FOLLOWING:**



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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Minnetonka, MN 55345

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

Updated February 1, 2021

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.