

Ascension of Our Lord Catholic School

2020-2021 Reopening Plan



Parent Edition

The fruit of the spirit is

love, joy, kindness, peace...Galatians 5:22-23

Dear AOL Families,

Thank you for choosing Catholic education and entrusting your children to Ascension of Our Lord Catholic School. We have created this reopening plan to ensure a safe opening while abiding by government and Archdiocesan guidelines. It offers detailed explanations and specifics to daily routines and operations during various governmental phases. This plan may change as we continue to receive updates and guidelines.

We understand that you chose Ascension of Our Lord to have your child receive a strong spiritual, intellectual, academic and moral foundation. Through every phase of reopening, it is our goal to meet the individual needs of our families. Please continue to pray for us that the Spirit of God guards us, always opening our hearts and minds as we strive to foster the Christian formation of your children through educational excellence. We cannot wait to see all our students soon!

God Bless,

Toni Ruiz

Principal

Ascension of Our Lord School 2020-2021 Reopening Plan

Ascension of Our Lord will offer **Traditional** and a **Virtual Learning** option this school year for Phases 2 and 3. Our Virtual Learning option provides a Catholic education with the flexibility to learn through online courses while still receiving the instruction and support of our teachers and staff. Virtual Learning will be offered through the Google Classroom platform, and students will be expected to follow attendance requirements. Students will be expected to complete assignments and work a minimum number of hours each day/week. Students will be expected to adhere to all policies and guidelines in the Parent-Student Handbook in all learning platforms. Videos and assignments will be uploaded to Google Classroom daily. Students opting for our Virtual Learning option must remain enrolled in Virtual Learning for a minimum of one quarter (9 weeks grading period). Students will be required to have a computer or tablet with reliable internet access.

PHASE 1	PHASE 2	PHASE 3
The maximum group size that may convene indoors in a single room, irrespective of room size, or outdoors at any given time		
10 Individuals	25 individuals	50 individuals

*Maximum class group sizes per Louisiana Department of Education

PHASE 1: VIRTUAL LEARNING UTILIZING ASYNCHRONOUS/SYNCHRONOUS AND HYBRID METHODS

Students will complete learning and assignments virtually **from home** through Google Classroom.

Asynchronous Learning will consist of daily teacher made videos and assignments uploaded to Google Classroom to allow students to learn concepts at their own scheduled pace.

Teachers will offer a daily **Live-Synchronous Learning** option utilizing Google Meet, which is embedded in Google Classroom, to provide live instruction for review, socialization and application of learning. A recording of each session will be uploaded to Google Classroom.

A schedule of meeting times for synchronous learning will be provided at time of Phase 1 implementation.

All students participating in virtual learning must wear any AOL uniformed shirt.

Teachers will implement a 48 hour due date for assignments.

PHASE 2: ON-CAMPUS LEARNING OR VIRTUAL LEARNING

Virtual Learning during Phases 2 and 3 will consist of teacher created instructional videos uploaded to Google Classroom.

Each morning virtual learners will need to sign into Google Classroom for attendance as well as grab-and-go lunch no later than 8:15.

Teachers will offer asynchronous and synchronous learning with daily assignments uploaded to Google Classroom.

Teachers will also offer daily office hours via Google Meet. Schedules will be provided within the first weeks of school.

Classes will be conducted on the school campus following all guidelines, including group sizes, set forth by the state. (See **Operational Considerations** for specific guidelines)

When students have an extended absence and/or need to quarantine due to illness, they will then take part **temporarily** in our Virtual Learning Platform until they are cleared to return to school. Expectations for these students will be determined on a case-by-case basis with administration.

For students that are out of school due to illness, the Handbook rules will apply regarding returning to school and making up work. Teachers should work with parents and students on a case-by-case basis.

On-campus students will remain static in their homeroom classroom throughout the school day. 5th-7th grade students will rotate classrooms.

STAR Testing, FRECKLE, and MobyMax Benchmark Assessments will be used to help determine student readiness in a variety of areas for the new school year. Teachers will utilize this data to provide additional targeted student support in mastering the standards and/or closing prerequisite skill gaps and deficits.

***Virtual learners will need to report to school after school hours within the first few weeks to complete STAR testing. Appointment times will be scheduled.

Virtual learners will not be able to participate in after school activities and sports.

PHASE 3: IN-PERSON LEARNING WITH VIRTUAL OPTION FOR EXTENDED ABSENCES

Classes will be conducted on the school campus following all guidelines, including group sizes, set forth by the state. (See **Operational Considerations** for specific guidelines)

All of the same expectations will apply as in Phase 2.

Once in Phase 3, administration will re-evaluate and decide when to introduce new procedures.

TECHNOLOGY

AOL will have 1:1 Chromebooks in every classroom from 2nd-7th grade. Our lower elementary classes each have multiple iPads. Teachers will use Google Classroom and various online resources in class from the start of school to ensure student knowledge and comfort of programs. Passwords for online programs used in class will be assigned at the beginning of the school year. Teachers will ensure all students can log in daily to Google accounts. Google Classroom will be our asynchronous and virtual learning platform. Plus Portals will be our electronic gradebook.

A virtual “How to” training for Google Classroom will be provided for parents and students.

****Students are responsible for purchasing a set of ear buds to be kept at school.**

AOL’s Technology contract will be updated, added to the Handbook and emphasized in classes.

- Devices will be loaned for quarantine and illness as requested.
- Parents will complete a form when students are checking out devices. Parents should reference the Archdiocese’s Video Conferencing and Safe Environment Policy for Schools.

OPERATIONAL CONSIDERATIONS during Phase 2.

- **We will reevaluate and update these guidelines for Phase 3 implementation.**

As stated in the Louisiana Department of Education’s Strong Start Document, “While inside the school facility, all adults and students in grades 3 through 12 must wear a face covering to the greatest extent possible and practical within the local community context.”

Definition per state: “Face Covering: A piece of material used to cover both the nose and mouth for the purpose of forming a barrier to droplets or airborne particles that are coughed, sneezed, or exhaled when talking. Face coverings are meant to protect both the wearer of the face covering and surrounding individuals.”

All students must wear a face covering while transition on campus.

There will be times due to teacher request for the students to wear a mask in the classroom.

Masks worn at school need to be a solid color or printed. A monogram is acceptable, as well as the AOL logo. NO OTHER LOGOS, IMAGES OR WORDS are allowed.

All 5th-7th grade students will rotate classrooms.

Prek – 4th grade students will remain in their homeroom classroom throughout the school day with the exception of grab-and-go lunch, recess, and P.E. (twice a week). Art, library, Religion, and computer teachers will report to the homeroom classrooms to conduct learning there.

Routines will be established by teachers to limit the number of students who go to lockers at one time.

Each side of the hallway will be marked for one way traffic with markers in 6 foot increments.

At this time, visitors will not be allowed on campus. No toys or balls may be brought from home.

FINANCIAL CONSIDERATIONS

Tuition will continue to be collected on the regular monthly schedule to cover operational expenses for AOL School, whether the student is participating in traditional or virtual learning. As per the Office of Catholic Schools, in the event of a natural disaster, disease outbreak or any other circumstances which, in the judgment of the school administration, makes it infeasible, unsafe or otherwise imprudent to continue campus-based education, school shall resume as soon as practical via distance learning and/or other methods adopted and/or developed by the school administration and faculty. Due to continuing financial obligations relating to operational costs, including administrative, faculty and staff salaries, there shall be no suspension, reduction or refund of tuition or

applicable fees. We will continue to seek financial relief from varying entities to cover additional costs associated with a safe reopening plan.

CLEANING AND SANITIZING

Each homeroom teacher will be supplied with hand sanitizer and disinfectant spray. Students must wash or sanitize hands upon arrival at the school, at least every two hours, before and after eating, before and after using outdoor play equipment, and before exiting the school facility.

Classrooms will be disinfected between classes, and cleaned after school hours daily.

ADDED SAFETY MEASURES

Students may not return to school for 48 hours, without the use of fever reducing medication, if they have a temperature at or above 100.4 degrees. If a child tests positive for Covid-19, they must have a doctor's release to return to school. If students show signs of sneezing, coughing, or discolored mucus from their nose, which is not related to Covid-19, they must wear a mask, if able, while at school.

Hand sanitizer stations will be set up at all external doors in the lower and middle school buildings as well as in all classrooms.

Homeroom teachers will teach proper hand washing, social distancing and respiratory etiquette during the first days of school. Reminders about practicing good hygiene, healthy decision-making, and how to confidentially self-report an illness will be given by administration by way of announcements, school website, and the school newsletter.

Visual supports for hand sanitizing, social distancing, masking, and walking directions will be displayed throughout campus.

If a child becomes ill at home (whether COVID symptoms or otherwise), the parents will be responsible for notifying the school office.

All students are to have an AOL water bottle to be used throughout the day. Students will have access to no-touch refilling stations throughout the school, as needed. All water fountains will be inaccessible.

Student supplies will not be shared. Students will keep their own supplies in a box at their desk.

Pre K-K nap mats will be stored in individual cubbies in the classroom.

5th – 7th grade lockers will be used according to social distance guidelines and be sanitized at the end of every day.

Parents will not be allowed to drop off forgotten items.

Off-campus field trips will not be taken in Phases 1-3.

ARRIVAL PROCEDURES

All staff will self-assess their health and take their temperature before signing into school each morning.

All homeroom teachers will be in classrooms by 7:30 to welcome students between 7:30 – 7:55 am.

All other staff will help in receiving the children from carline and making sure they arrive at their classrooms. Upon arrival, all students will exit vehicles masked-up, have their temperature taken, asked how they are feeling, sanitize hands, and report straight to their homeroom class or the cafeteria for breakfast. Static groups will remain together in cafeteria.

All students (Prek-7th) arriving for before care, prior to the gates opening, will enter the school through the front porch. Temperature will be checked. If the temperature is normal, he/she will receive hand sanitizer and report to the cafeteria.

After 7:30, Pre K students will be dropped off in the carline on Lafitte Dr. Staff members will assess students and take their temperatures. If a student's

temperature is normal, he/she will receive hand sanitizer and report to his/her homeroom.

K -7th students arriving in cars will be dropped off in the back porch carline on Greenwood Dr.

Parents are asked to have all car seats and boosters on the driver's side of the vehicle.

K -7 students arriving via St. John buses will be dropped off on front porch loading/unloading area.

K – 7th grade students will have their temperatures taken as they enter the school building in socially distanced stations. If a student's temperature is normal, he/she will receive hand sanitizer and report to his/her homeroom or the cafeteria.

Back porch gates will be open at 7:25am. Once the gates are opened, entrance to the school will be through the back doors only. Parents are not allowed to escort their children inside the school building.

Students arriving to school after 8:00am will enter through the front porch doors ONLY after a parent calls the front office, (985) 652-4532, to confirm late arrival.

If a student's temperature is at or above 100.4 degrees, the student will be sent to a designated area to cool off and have his/her temperature taken again. This area will be sanitized after the student(s) leaves.

Those students with temperatures at or above 100.4 degrees after a second reading will be sent home. The student must be picked up within 30 minutes of being notified.

Any student who is sent home due to a temperature at or above 100.4 will be confidentially documented by school personnel.

DISMISSAL PROCEDURES

Little Crusaders will be dismissed from the Lafitte Street carline beginning at 2:45. Students will sanitize hands before exiting building. Staff will escort students to gate for parent pick-up.

At 3pm, K- 7 students will begin to be dismissed from their classroom to the back porch car line at the time their parent/guardian arrives.

Students riding buses will be dismissed from their classroom and walk to front of school bus loading zone.

After school care will be dismissed to areas which will be designated by grade levels.

Students will sanitize hands upon exiting classrooms, wearing masks, and following directional pathways, while practicing social distancing.

Parents who need to pick up children early should do so before 2:45 PM. The parent/guardian will call the front office once parked in the visitor parking spot. The office will gather the information needed to check out the student.

BREAKFAST/LUNCH PROCEDURES

Students eating breakfast will report to the cafeteria and sit with static groups.

K-7th grade students will eat lunch in their classrooms. Students arriving after 7:45 AM will not be allowed to eat breakfast.

Covered lunches will be delivered to Pre K classrooms. Grab-and-Go lunch service will be utilized for students in grades K – 7th.

Students participating in virtual learning will need to sign into Google Classroom each morning to sign up for grab-and-go lunch no later than 8:15. These students will be allowed to pick-up grab-and-go lunches on the front porch between 11:15-11:45.

RECESS PROCEDURES

Students will remain with their homeroom class in Phase 2 for recess on the playgrounds. Homerooms will be assigned areas of the playground/back porch to utilize.

SPIRITUAL WELL BEING

School mass will be held weekly in church with social distancing and Personal Protective Equipment (PPE) protocols.

The Sacrament of Reconciliation will to be in the school schedule starting in September.

COMMUNITY WELL BEING

Meet Your Teacher Night is cancelled and changed to a drive through “Supply Drop-off” afternoon. This will be held on August 11 from 3:00-6:00. Parents and students can drive through the back porch during these hours, drop off school supplies, and say a quick hello to your new teacher. Please have supplies in a box labeled with your child’s name for the homeroom teacher. If supplies were purchased through Crusader School Supplies, the supplies will be delivered to your child’s homeroom classroom for you. The “Crusader Closet” will be open on the front porch during this time. Items that can be purchased include PE uniforms, water bottles, nap mats, spirit t-shirts, socks, and school jackets.

A virtual “Back to School Night” will be held on August 26 to allow our school families to learn more about classroom policies and procedures.

Reminders about practicing good hygiene, healthy decision-making, and how to confidentially self-report an illness will be given by administration by way of announcements, school website, and the school newsletter.

If a child becomes ill at home (whether COVID symptoms or otherwise), the parents will be responsible for notifying the office by e-mail or phone call. As a school, we will continue to update parents with important information through the newsletter, emails, text messages, and social media.

We will continue our commitment to Catholic education and the mission of Ascension of Our Lord School.

STUDENT AND STAFF CONSIDERATIONS

Ascension of Our Lord Catholic School policy protects the privacy of people at higher risk for severe illness due to underlying medical conditions. Faculty and staff will be reminded of confidentiality policies. If positive cases are discovered at school, we will contact the regional medical director and our regional superintendent for further direction. Names and/or identifying facts will not be given to the media.