



# ALL SAINTS SCHOOL

Updated Guidelines for Hybrid Instruction



## INTRODUCTION

We have learned a lot about the spread of Covid-19 and how to safely bring students back on campus. Following the safety guidelines in the *Ready Schools Safe Learners* (RSSL) document we are excited to welcome students back to All Saints. We have designed a hybrid program that aligns with all the requirements in the RSSL including providing 35 square feet per person, requiring masks and providing frequent opportunities for hand hygiene.

### **March 8–12:**

Grades PreK-5 – Hybrid in Green/Gold color groups, two days in-person per week for each color group. (PreK will be in one grouping four days a week; M/T and Th/F).

Grades 6-8 remain in distance learning.

### **March 15-19:**

Grades 6-8 (in addition to PreK-5) return to in-person learning in a hybrid, two days a week in person for each color group.

**March 22-26:** Spring Break

### **March 29:**

Resume hybrid schedule.

### **April 19:**

CDL students may opt to join in-person.

### **May 10:**

CDL students may opt to join in-person.

An in-person student may change to CDL at any time.

## CDC RECOMMENDATIONS/SAFETY ADVISORY

Once we return to in-person learning, each of our actions will impact the entire community. We ask you to be mindful of CDC guidelines to social distance, wear masks, and limit your exposure to people outside your bubbles. Please be respectful of our larger community, and if at any time you veer from these guidelines or are exposed to COVID, we'd ask you to quarantine according to CDC recommendations to protect our community. For example, if you spend time unmasked with people outside your bubble, travel to a COVID hotspot, or have exposure to someone with COVID, we'd ask your children to stay home for 10 days and engage in distance learning. Additional information listed below

Please visit <https://www.cdc.gov/coronavirus/2019-ncov/index.html> for full COVID-19 guidelines.

## EXCLUSIONS

Students will not be able to be at school if they exhibit any of the following symptoms:

### Primary Symptoms

- cough
- fever (temperature of 100.4 F or higher)
- chills
- shortness of breath
- difficulty breathing
- loss of taste or smell

### Symptoms

- muscle pain
- headache
- sore throat
- diarrhea
- nausea
- vomiting
- new nasal congestion
- runny nose

### What if we have been exposed to someone with Covid-19 or if we have Covid-19 related symptoms?

If you have been exposed to or are exhibiting symptoms of Covid-19 contact the principal to be guided through next steps according to the Exclusion Summary Chart for Covid-19. It's critical that we learn of exposures as soon as possible to prevent spread within the school. Your information will be treated with sensitivity and confidentiality.

# SCHEDULE

## All Saints School Hybrid Calendar – 2021

	<b>Monday</b>	<b>Tuesday</b>	<b>Wednesday</b>	<b>Thursday</b>	<b>Friday</b>
March 8 <sup>th</sup> – 12 <sup>th</sup>	Green PreK – 5	Green PreK – 5	Regular CDL Wednesday Schedule	Gold PreK – 5	Gold PreK – 5
March 15 <sup>th</sup> – 19 <sup>th</sup>	Green PreK – 8	Green PreK – 8	Regular CDL Wednesday Schedule	Gold PreK – 8	Gold PreK – 8
March 22 <sup>nd</sup> – 26 <sup>th</sup>	Spring Break	Spring Break	Spring Break	Spring Break	Spring Break
March 29 <sup>th</sup> – April 2 <sup>nd</sup>	Green PreK – 8	Green PreK – 8	Regular CDL Wednesday Schedule	Gold PreK – 8	Good Friday No School
April 5 <sup>th</sup> – 9 <sup>th</sup>	Easter Monday No School	Green PreK – 8	Regular CDL Wednesday Schedule	Gold PreK – 8	Gold PreK – 8
April 12 <sup>th</sup> – 16 <sup>th</sup>	Green PreK – 8	Green PreK – 8	Regular CDL Wednesday Schedule	Gold PreK – 8	Gold PreK – 8
April 19 <sup>th</sup> – 23 <sup>rd</sup>	Green PreK – 8	Green PreK – 8	Regular CDL Wednesday Schedule	Gold PreK – 8	Gold PreK – 8
April 26 <sup>th</sup> – 30 <sup>th</sup>	Green PreK – 8	Green PreK – 8	Regular CDL Wednesday Schedule	Gold PreK – 8	Gold PreK – 8
May 3 <sup>rd</sup> – 7 <sup>th</sup>	Green PreK – 8	Green PreK – 8	Regular CDL Wednesday Schedule	Gold PreK – 8	Professional Dev. No School
May 10 <sup>th</sup> – 14 <sup>th</sup>	Green PreK – 8	Green PreK – 8	Regular CDL Wednesday Schedule	Gold PreK – 8	Gold PreK – 8
May 17 <sup>th</sup> – 21 <sup>st</sup>	Green PreK – 8	Green PreK – 8	Regular CDL Wednesday Schedule	Gold PreK – 8	Gold PreK – 8
May 24 <sup>th</sup> – 28 <sup>th</sup>	Green PreK – 8	Green PreK – 8	Regular CDL Wednesday Schedule	Gold PreK – 8	Gold PreK – 8
May 31 <sup>st</sup> – June 4 <sup>th</sup>	Memorial Day No School	Green PreK – 8	Regular CDL Wednesday Schedule	Gold PreK – 8	Gold PreK – 8
June 7 <sup>th</sup> – 11 <sup>th</sup>	Green PreK – 8	Green PreK – 8	Regular CDL Wednesday Schedule	Gold PreK – 8	Gold PreK – 8
June 14 <sup>th</sup> – 18 <sup>th</sup>	Green PreK – 7	Green PreK – 7	Gold PreK – 7	Gold PreK – 7	Last Day of School

### Regular CDL Wednesday Schedule Includes:

- 8:30 Mass
- 9:30 Class Meetings and Classes Begin
- 11:45 Principal's Message and Mindfulness Moment
- 1:00-6:00 Wednesday Exchange

Wednesday, February 24th after Mass is an in-service day, no school. Exchange will still occur.

Friday, April 16th is now a regular school day. The scheduled in-service was moved to Wednesday, April 14th in the afternoon. Regular Wednesday CDL will still occur.

No exchange the last week of school.

# DROP-OFF PROCESS

*All students and staff are to stay home if they, or anyone in their homes or community living spaces, have COVID-19 symptoms, or if anyone in their home or community living spaces has COVID-19.*

## **We will be doing a drive-by car drop off in the playground from 8:00-8:20 am.**

- Parents will pull into the Parish lot, similar to the drive-by parade routes.
- Below is a diagram of the correct procedure.
- At drop-off your student(s) will extend their arm out the window to have their temperature taken on their wrist.
- Staff will also verbally screen students for COVID-19 symptoms.
- Students with a temperature of 100.4 or above will not be allowed to exit their car.
- Please wear a mask at all times when on school property, that includes while in your own vehicle while interacting with staff.
- Students exit and enter their vehicle independently from the passenger side and head to their assigned entry door.
- Parents remain in their vehicles at all times.
- Carpools: Students who arrive by carpool are reminded that each person must wear their mask for the entire duration of the time in the car.



## **Walkers/Bike Riders:**

- Must walk/bike to Tobin Pavilion/Library and have temperature checked under covered area and then will proceed to their assigned door.
- Must wear a mask at all times and 6' distance from other students.
- Bikers must walk bikes when on campus.
- Bikes will be parked in the pavilion.

## **Students are assigned the following entry door for check-in:**

- Pre-K Door - Kindergarten, 2A, 5A
- Main – 2B, 3, 5C, 7B, 7C
- Backstop (behind baseball cage) - 5B, 6B, 7A, 8A, 8B, 8C
- Gym - 1
- Art & Music Rooms- 4
- Parish Hall – PreK
- Annex Room (above gym) – 6A

## PICKUP PROCESS

- Dismissal is from 3:00-3:20pm, with walkers and bikers leaving the premises first.
- 3:00 pm teachers will walk their cohorts out to the playground to be picked up on the same route as drop-off.
- The car line will be opened at 2:40 pm for cars picking up.
- Families will receive a large name placard that will need to be on your dashboard at time of pickup. Please be patient the first few weeks while all the kinks are worked out.
- Parents, please do not use drop-off or pick-up to discuss any questions with the teachers.
- Parents are not allowed on the playground.
- The playground equipment is not allowed to be used during drop-off and pick-up.
- PreK parents may park in the lot facing the church and walk to the covered area of the parish hall to pick up their student.
- Students walking may pick up their younger siblings outside at their designated class location. Students getting picked up in carline remain with their classes until their car arrives.
- If your child needs help getting in and out of the car, please comes towards the end of the pickup window.
- Students who are not picked up by 3:20 will remain outside in the portico until their ride arrives.

## SAFETY/OPERATIONS

- Anyone displaying or reporting symptoms of concern must be isolated and sent home as soon as possible. Isolation is in the former 4A classroom, away from other rooms.
- PreK will move to parish hall, 4th grade classrooms to music and art rooms, and 6A to the gym Annex.
- There will be no before and after care.
- Everyone will be required to wear a mask at all times, except for eating. Face shields are not acceptable alternative.
- Students must bring an extra mask each day and label all masks.
- Upon entry students will wash hands with soap and water or use an alcohol-based hand sanitizer.
- Visitors or parents are not allowed in the building.
- Contact tracing logs are maintained with information of all interactions between students and staff.
- The school has installed markers and walkway paths throughout the halls to keep 6' distance.
- Air purifiers are in every classroom.
- Bathroom breaks are scheduled by cohort.
- Lunches will occur outside, weather permitting. There are no hot lunches or milk service. All food/beverages must be brought from home.
- P.E. will occur in the gym.
- Music will occur in the homeroom classrooms.
- Art will occur in the homeroom classrooms.
- Teacher office hours will be scheduled on Wednesdays and by appointment.
- Morning recess will occur on the playground by cohorts. Playground equipment such as balls, jump ropes, etc. will be available and disinfected after each use.
- Drinking fountains are closed. Students should bring a filled water bottle each day.



## Q&A

### **Why can't all students be at school five days a week?**

Based on ODE requirements for how schools are able to return to in-person learning, All Saints is restricted by the 35 square feet per person requirement.

### **Does my student have to attend In-person?**

No, in-person is optional and will be streamed during each cohort. If you chose distance learning and subsequently decide to attend hybrid, you can enter the hybrid on April 19th or May 10th .

### **What will students' Wednesday instruction look like?**

Wednesdays will still be the same. We will have Mass in the morning, classes, Principal Message and Mindfulness and exchange pick up will still occur for ALL students on Wednesdays.

### **What if my child is a middle school student?**

Students in middle school remain with their ABC or XYZ cohort throughout the day in their homeroom classroom. Teachers in middle school rotate to the classrooms to teach.

### **Are uniforms required?**

YES!! Uniforms are only required for the students attending in-person hybrid class. Students at home are free dress but must follow the free dress code.

### **What are the mask requirements for in-person learning?**

Everyone at All Saints must wear a mask at all times that follows the minimum criteria:

- Masks must be made of two-ply cloth.
- Masks must securely cover the nose and mouth with straps that allow for a snug fit.
- Masks must be free of any images, text or messages not school appropriate.
- Neck gaiters, bandanas, and scarves are not permitted to be worn as masks.
- Students need to supply their own mask.
- Masks must cover the nose and mouth, and if a mask is disposable, a new mask is needed every day.
- If the mask is not disposable, it should be laundered every night.
- It is a good idea always to bring a spare mask to school.

## Q&A CONTINUED

### **What precautions have been taken in the school for Covid?**

Below are the key practices All Saints has implemented to reduce the spread of COVID:

- Maintain physical distancing
  - Minimum of 35 square feet per person when determining room capacity.
  - Maintain six feet between individuals
  - Schedule modified to limit the number of students in the building, schedules staggered to avoid hallway crowding
- Use face coverings
- Increase hand hygiene
  - Hand sanitizing stations are located at all entries, common areas and classrooms.
- Serve students in as small and stable cohorts as possible
- Prepare to isolate and quarantine at the first sign of illness or exposure
- Regularly clean and disinfect facilities
- Maximize airflow
- Air purifiers in each class

### **Will all the teachers be present?**

Not all of our teachers will be able to return in person, but with our wonderful technological upgrades, they will be able to zoom in and still teach from their home. An aide will be with these classes during that time.

*If a teacher is sick and needs a substitute, an internal staff member will substitute for their classes.*

### **How many teachers will be fully vaccinated by March 8th?**

The vast majority of teachers and staff will have received their second dose by March 8th.

### **What will the distance learning option look like?**

Our goal is to provide the highest quality Catholic education possible. With our shift to in-person instruction, our focus will continue to be on delivering strong instruction and impactful lessons—not only for those physically in the classroom, but also for those attending class via Swivl technology.

Teachers will be moving about the classroom, much like they would prior to the pandemic. Our Swivl devices will track the teachers' movements so that students at home can see and hear what is happening throughout the room. We will do our very best to engage all students, but there is no escaping that it will look different than what we are providing now.



## Q&A CONTINUED

The Swivl is a robotic mount for an iPad that is designed to track and transmit video and audio of a moving classroom teacher via Zoom. While this will be a different level of engagement than our Comprehensive Distance Learning model, it is a viable option to provide at-home learners with the same content that their in-school classmates are receiving in real time.

Time will be set aside for check-ins with distance learners to make sure they are successfully following the lessons. As with any student, we will be in frequent communication, and we will make adjustments to the best of our ability.

Specials such as PE, Art, Music, Spanish, and Library will occur by cohort.

### **Can my student leave any items at school?**

No, ALL materials, including textbooks, planners, water bottles, etc will need to be transported back and forth each day they are in hybrid.

### **What if my child is sick?**

If your child or family member has any symptoms of illness keep your child at home. We need everyone to commit to this protocol to ensure the health and safety of our students and families, our faculty/staff and their families, as well as the greater community. If your child will be absent/not participating in instruction, always contact the school office and your classroom teacher.

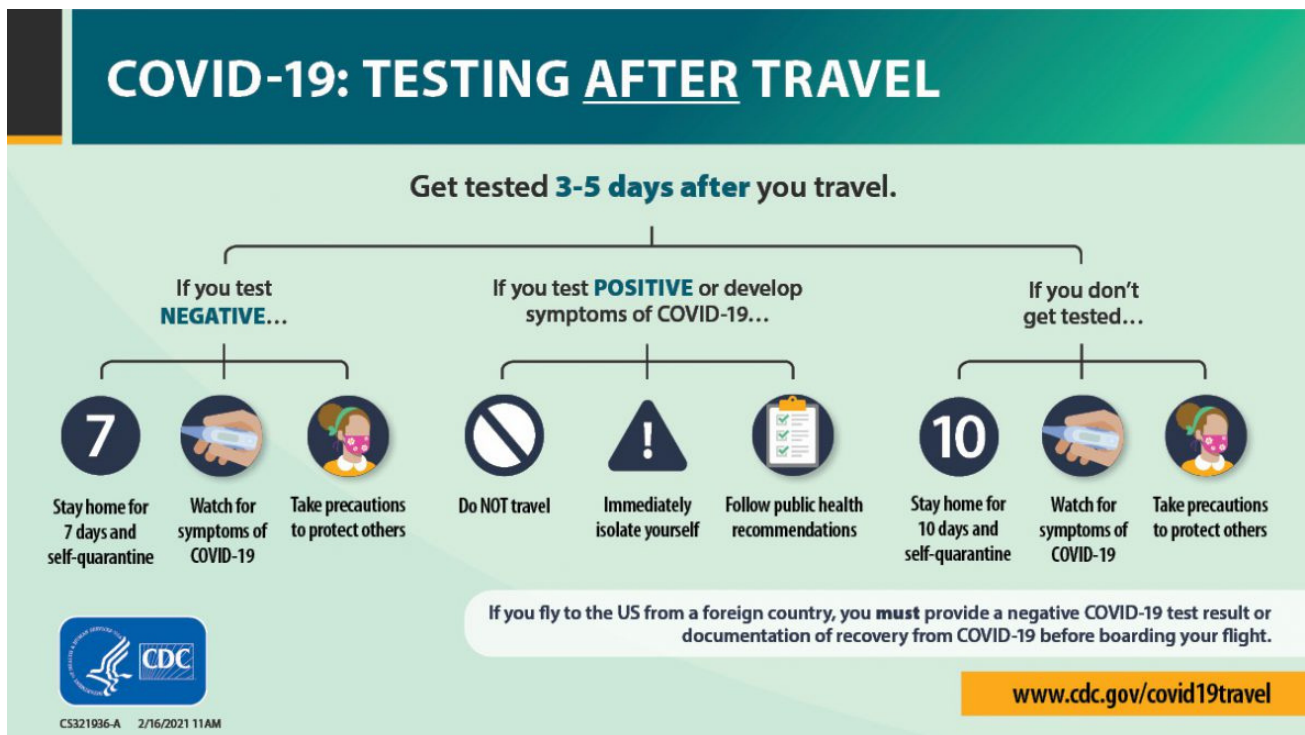
### **What if we travel?**

We are asked to abide by Oregon's travel advisory which includes the following recommendations:

- Persons arriving in Oregon from other states or countries, including returning Oregon residents, should practice self-quarantine for 10 days after arrival. These persons should limit their interactions to their immediate household. This recommendation does not apply to individuals who cross state or country borders for essential travel
- Non-essential travel includes travel that is considered tourism or recreational in nature.
- Essential travel includes: work and study, critical infrastructure support, economic services and supply chains, health, immediate medical care, and safety and security.
- Oregonians are encouraged to stay home or in their region and avoid non-essential travel to other states or countries.

## Q&A CONTINUED

If you must travel outside of Oregon, you must quarantine for 10 days before returning to in-person school. During this time, your child will join your class instruction via modified distance learning. Refer to the CDC diagram below for post-travel protocol guidelines. Contact the school office and your classroom teacher if you find yourself in this situation.



# ALL SAINTS SCHOOL CONTACTS

**Pastor:** Father Paul Jeyamani (frpaul@allsaintsportland.com)

**Principal:** Mr. Jon Myers (jonm@allsaintsportland.com)

**Vice Principal of Academics:** Mrs. Kim Fadden (kimf@allsaintsportland.com)

**Vice Principal of Community Affairs:** Mrs. Carla Russ (cruss@allsaintsportland.com)

**Business Office:** Sangeeta Sharma (sangeetas@allsaintsportland.com)

Esther Edgren (esthere@allsaintsportland.com)

**Parish Administrative Council Chair:** Mr. Michael Haglund

## 2020-2021 School Advisory Council (SAC) Members

This council meets monthly and advises on the current, and future, needs of the school and parish (including finances, facilities, and community building)

**Chair:** Heather Martin (hwestgmartin@gmail.com)    **Vice Chair:** Reniera Eddy

Katie Canaday	Mary Faulkner	Mary Gallagher	Jason Griffiths
Joey Harrington	Anna Helton	Dani Kerrigan	Dustin Schellinkhout
Jennifer Togioka	Jessica Traynor	Cari Wells	

## 2020-2021 Parent Resource Committee (PRC) Representatives

PRC Reps are the primary source of communication from teachers and the front office to our parent community. You will receive weekly emails from your grade representative and you may feel free to contact them, or the Chair, with any questions.

**Chair:** Anna Richter Taylor (annarichtertaylor@gmail.com)

### Grade Level Reps:

PreK - TBD

K - Kerianne McKeon (kerianne.mckeon@gmail.com)

1st grade - Kirk Baillie (baillie.kirk@gmail.com)

2nd grade - Megan Lanaghan (meganlanaghan@gmail.com)

3rd grade - Lisa Krois (lkrois@hotmail.com)

4th grade - Kimberly Graime (kgraim@gmail.com)

5th grade - Dani Kerrigan (dani.kerrigan@gmail.com)

6th grade - Jen Brigham (jabrigham@gmail.com)

7th grade - Melissa Flores (melissa.monica.flores@gmail.com)

8th grade - Angelina Davis (angelina.davis@pcc.edu)

## 2020-2021 Community Outreach Team (COT)

The COT facilitates age-appropriate community service projects for each grade by working with local non-profit organizations.

**Chair:** Robin Olson (robin@sandstrompartners.com)



The administrative team and faculty are grateful for the dedication and assistance of each team member. We thank all team members for sharing their time, talent and expertise to develop a strong CDL and hybrid program aligned with our Catholic values and commitment to academic excellence. We are truly blessed to be part of this community of caring families, committed teachers and a collective commitment to advancing our core mission and protecting the health and safety of our students, families, faculty and staff.

Thank you for your support and continued commitment to All Saints School and please take care of yourself and your family.



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