

Saint Augustine Catholic School

REOPENING PLANS

POLICIES And PROCEDURES 2021-2022



SAINT AUGUSTINE CATHOLIC SCHOOL

Reopening Plans, Policies, and Procedures

2021-2022

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PREAMBLE

General Overview

Saint Augustine Catholic Church and School (“Parish”) is a 163-year-old institution in Washington. Our tradition is to welcome all who want to learn. We were built by and maintain a special significance in the Black Catholic community in the Washington Metropolitan area. To this end, we are determined to meet the needs of all families with a special emphasis on meeting the unique needs of Black families. Throughout the pandemic of Covid-19 Blacks have been particularly impacted. The Black community is disproportionately represented not only in Covid-19 victims, but also in the essential worker force that goes to work every day so as to meet societies’ needs – whether as bus drivers, FedEx delivery agents or medical techs and daycare workers, to name a few.

As you may know, Saint Augustine Catholic School is made up of families that are high level professionals, government workers, service providers, small business owners, contractors, gig workers and those who may be between employment opportunities. Our economic diversity is one of the strengths of the school community. Our common goal as a school is to ensure all students reach their potential and are spiritually sound as well as academically competitive when they graduate from Saint Augustine Catholic School. Students from the class of 2021, like over the last 10 years or so – have been admitted to Gonzaga, Georgetown Visitation, St. John’s College High School, DeMatha, Maret, Archbishop Carroll, and Elizabeth Seton, along with other schools. We are determined to maintain students’ academic excellence in this Coronavirus environment.

To this end, understanding the diverse economic environment of our parents and the continued need to offer structured, challenging and academic excellence – we provide you our plan for the September 7th school opening of Saint Augustine Catholic School.

Saint Augustine Catholic School is preparing to begin the fall 2021 academic year with full in-school instruction. Our students will

Saint Augustine Catholic School’s first priority remains the safety and wellbeing of our students and staff. We are making preparations for teachers to do instruction in their classrooms daily. Rigorous nightly cleaning, and social distancing continue to take place as we move forward to make sure the Saint Augustine School building is safe for our community.

SECTION 1

Program Operations and Facility Usage

The school year will begin on September 7, 2021 with full in-person classes. The following social distancing policies and procedures will be practiced in the Saint Augustine Catholic School building:

- Classrooms will be set-up for social distancing.
- Hallways and doors will be labeled for distancing and directional flow.
- Face Coverings will be required.
- Temperatures will be taken upon arrival (staff) and before entry (students).
- Sanitization stations with hand sanitizer, disinfecting wipes, and disinfecting sprays will be on hand in each classroom and common space.
- The Title One room will be repurposed as a health room.

- All common surfaces (e.g., sinks, doorknobs, and computers) will be sanitized throughout the school day.
- Parents dropping off students must wear face masks and remain near premises until their child's temperature is taken.
- Selected staff members will be identified as the COVID response team members. This team will be led by a school nurse or Certified Medication Technician (CMT). They will be responsible for taking temperatures, monitoring sick students, and documenting symptoms.
- Plastic shields in the administrative offices will continued to be used to separate desks and the front counter.
- Plastic desk shields and cloth face coverings will continue be provided for faculty, staff, students and visitors to use.

- Mr. Bullock; the Administrative Assistant, will train designated staff members on the use of the school mass communication system.
- One entry (during morning arrivals) and two exits (during afternoon dismissal) doors. Deep cleaning and sanitizing will take place daily and whenever students are not present in the school building; (e.g., while at recess).
- All visitors and parents will follow our health and safety protocols.
- We will provide an update on Before Care, After Care and After School activities to parents at the start of the school year.

SECTION 2

Health and Safety

Procedures and Protocols: Saint Augustine Catholic School will stay updated on information and guidance provided by ADW, the Center for Disease Control and Prevention, American Academy of Pediatrics (AAP), National Association of School Nurses (NASN), and local authorities regarding protocols designed to promote good health and safety for our students and staff.

General Health Awareness and Practices: We communicate regularly with all staff members, as we all continue to monitor developments associated with the virus.

1. Students and staff will be advised to participate in a daily health screening either at school or home.
2. Students and staff will practice health hygiene by frequently washing hands/using hand sanitizer, avoid touching your face, wear face coverings, and maintain physical distance.
3. Staff must wear a face covering at all times while in the building.
4. Opportunities for non-mask time will be made available during lunch or snacks when proper physical distancing can be maintained.

Mental Health Awareness and Practices: To nurture our school community's mental well-being, the Saint Augustine Mental Health professionals, including, but not limited to the School Social Worker, will conduct counseling services with teachers and students. Saint Augustine Catholic School will also provide other psychology professionals, for parents, students and faculty who may need assistance during this unprecedented stressful period.

Saint Augustine Catholic School will:

- Continue to nurture community connections.
- Utilize our Home School Association and parent leaders in planning socials.
- Saint Augustine Mental Health professionals will continue to monitor students with pre-existing conditions.
- Share resources to promote appropriate social and emotional skills
- Hold virtual back to school events for families to promote school reintegration.

SECTION 3

Catholic Identity

Catholic Identity Guidelines and Expectations: Saint Augustine Catholic School remains committed to the spiritual guidance of our students' Catholic Identity. Our School is currently blessed with the presence of Religious Sisters in our President, Sister Emmanuella Ladipo HHCJ, and our Director of Religious Education, Sister Bibiana Okoro, HHCJ will continue to teach and to prepare students to receive their Sacraments. Our Pastor, Father Patrick Smith, will continue to celebrate the Eucharist twice a week.

Saint Augustine Catholic School will:

- Mass will be held once a week to accommodate students and staff.
- Participate in the Archdiocese of Washington Opening School Mass.
- Continue daily schoolwide prayer.
- Maintain regular religious instruction.
- Provide service opportunities for our students.
- Require catechists to complete their certification.
- Our Director of Religious Instruction will utilize the Office of Catechesis for additional resources.

SECTION 4

Academics

Saint Augustine Catholic School will continue to offer the same subjects that it offered prior to the pandemic. Saint Augustine Catholic School teachers will continue encourage creativity and critical thinking as well as the ability to apply what has been learned to real world experiences.

Clear Expectations for Students/Teachers/Parents: Saint Augustine Catholic School will:

- Help teachers develop lessons suited for in person and blended/virtual learning.
- Keep track of daily attendance and enforce truancy policies.
- Regularly provide formal and informal feedback to parents about student performance.
- Collect and review prior student data to develop learning plans.
- Administer the Scantron Performance Series Express to students in grades K-8.
- Review Catholic Academic Plans (CAP) to determine possible modifications for learning.
- Provide parents with suggested resources to support their child.
- Provide multiple ways for students to access content.
- We will continue to structure academic activities for success.
- Use ADW established policy for grading and grade scale
- Implement rubrics for assignments.
- Help teachers create an academic setting for in-home virtual lessons.
- Encourage educators to engage in additional professional development opportunities.

Scantron Testing

- Baseline Testing Dates: August 23 - October 1, 2021 Students must be assessed upon their return to school in math and ELA/reading using the Performance Series Express.

Professional Development

- Encouraging educators to engage in professional development opportunities provided by the CSO will remain a priority for the 2021-22 school year.

SECTION 5

Marketing and Communications

We believe that our vigorous in-person learning model will attract many families to the school. Anecdotally, we have heard that many parents are looking for an in-classroom experience: In an effort to communicate with and retain our current parents we have:

- Sent a letter to parents from the Pastor, President, and Principal regarding reopening.
- Received and addressed parents' concerns throughout the pandemic and how it impacts the students' return for the upcoming school year.

Furthermore, we will:

- Update school website, handbook, materials related to school operations.
- Establish routine school and classroom communication with parents.
- Develop a compelling social media message to engage the community.
- Keep our calendar and digital platforms up to date.
- Encourage HSA virtual parent's meetings at their; based upon the increase in attendance.
- Host "meet the teacher" and "meet your classmates" meetings.
- Host Back to School Night.
- Host 8th Grade and specialized Parent Meetings.
- Host parents' conferences throughout the year.

Saint Augustine Catholic School commends the Archdiocese of Washington Catholic Schools Office for the informative guidance we received through the "Reopening Plan and Guidelines" Framework document.

#48

COMPLETE

Collector: Principal (Web Link)
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Q1 **St. Augustine School**

Please select your school, sorted by ESPA region.

Q2
 Contact Information

Name **Raven A. Wilkins, Sr.**
 Email Address **rwilkins@saintaugustine-dc.org**

Page 2: Operations

Q3
 Please indicate if your school can meet the following assurances by the start of the upcoming school year:

- Students have the ability to attend 5-days per week for the 2021-22 school year. **Yes**
- Students have a virtual option. **No**
- The school has procedures for essential visitors accessing the building. **Yes**
- The school has a plan to have extracurricular activities, band, and other 3rd party vendors in the school. **Yes**
- The school can ensure a 3rd party vendor is approved by the CSO before inviting them for extracurriculars. **Yes**
- The school has clearly defined lunch procedures. **Yes**
- The school has clearly defined recess procedures. **Yes**

Q4 **At School**

How will your school conduct daily screenings for students and staff?

Q5

Please indicate if your school can meet the following assurances by the start of the upcoming school year for the use of face masks:

- | | |
|---|------------|
| Except for specific circumstances like eating, will your school require face masks for all students, staff, and visitors while in the school. | Yes |
| The school can ensure masks are worn correctly (e.g., providing images, videos, demonstrations, etc). | Yes |
| There is a policy or procedure established for someone unable or unwilling to wear a face mask at all times. | Yes |
-

Q6

Please indicate if your school can meet the following assurances by the start of the upcoming school year for physical distancing:

- | | |
|--|------------|
| The school is able to ensure appropriate physical distancing throughout the building. | Yes |
| The school requires physical distance for students in the classroom, as feasibly possible. | Yes |
| The school can keep cohorts together, as feasibly possible. | Yes |
| The school can take steps to minimize interactions between cohorts. | Yes |
-

Q7

Please indicate if your school can meet the following assurances by the start of the upcoming school year for handwashing and respiratory etiquette:

- | | |
|---|------------|
| The school has policies and procedures to support frequent, proper handwashing. | Yes |
| The school has policies and procedures to support respiratory etiquette such as covering coughing and sneezing. | Yes |
| The school has adequate supplies available (e.g. soap, paper towels, hand sanitizer, tissues) to support handwashing and respiratory etiquette. | Yes |
-

Q8

Please indicate if your school can meet the following assurances by the start of the upcoming school year for personal protective equipment (PPE):

- | | |
|--|------------|
| The school is able to provide and distribute appropriate PPE including gowns, gloves, surgical masks, eye protection (face shield or goggles), and N95 masks, as relevant and necessary. | Yes |
|--|------------|
-

Q9

Please indicate if your school can meet the following assurances by the start of the upcoming school year for maintain clean and healthy facilities:

- | | |
|--|------------|
| The school can schedule routine cleaning of rooms, surfaces and objects, including high touch objects and surfaces (e.g., phones, light switches, keyboards, railings, doorknobs, etc.). | Yes |
| The school has cleaning and disinfecting protocols established in the event someone develops symptoms while in the school or tests positive. | Yes |
| The school has sufficient and appropriate cleaning and disinfection supplies available with the requirement to wear gloves when handling products. | Yes |
| The school can maintain necessary maintenance to ventilation and water systems so they are ready to use. | Yes |
| The school has provisions available for students and staff to safely access drinking water. | Yes |
-

Q10

Please indicate if your school can meet the following assurances by the start of the upcoming school year for response to a confirmed or suspected COVID-19 case:

- | | |
|---|------------|
| The school has procedures in place if someone gets sick with COVID-like illness. | Yes |
| The school has procedures in place to dismiss any student or staff potentially exposed within the school setting. | Yes |
| There is a dedicated isolation room for someone suspected of COVID. | Yes |
| The school has a plan if a student or class needs to quarantine. | Yes |
| The school has a plan to protect those at higher risk for severe illness. | Yes |
| There is a staff member responsible for reporting a positive case. | Yes |
| There is a process for notifying the school community about a positive case and appropriate actions taken. | Yes |
| The school can cooperate with contact tracing efforts. | Yes |
-

Q11

Please indicate if your school can meet the following assurances by the start of the upcoming school year for training and monitoring:

The school can train students and staff regarding safety protocols. **Yes**

The school can communicate on key health and safety policies be communicated to students, families, staff and visitors. **Yes**

Q12

Please upload your current reopening plan

Saint Augustine Catholic School 2021-2022 Reopening Plans Policies and Procedures 6-25-21 v1.pdf (580.3KB)
