

## FONTBONNE REOPENING PLAN 2020 - 2021

Fontbonne will open the 2020 - 2021 school year with ***a Hybrid of Distance Learning & In-School Learning*** moving into a Full In-Person return or possibly a full Distance Learning plan as conditions and state guidelines indicate.

### **Phase One of Reopening August 24, 2020 - September 11, 2020**

During the weeks of **August 24 - September 3**, Fontbonne adults will be trained on all reopening guidelines as well as technology support and curriculum best practices. This training and preparation for the school year is important.

The first four opening days of school, **September 8 - 11**, will be dedicated to educating students and practicing drills prior to the start of classes to learn how to enter and exit the building, change classes, stand in line for restrooms, manage the Dining Hall and office spaces. Students will also become accustomed to the rules around wearing face masks and keeping socially distant at all times. Students will also be educated on their individual class expectations, access to Google Classroom, Google Meets, calendar of when they are in school and when they are not in school, etc.

Students will report on their assigned day for training and community building:

#### **August 31, 2020**

Grade 9, 8:30am - 12pm  
Freshwomen Community Day

#### **September 8, 2020**

Grade 9, 7:45am - 2:10pm

#### **September 9, 2020**

Grade 10, 7:45am - 2:10pm

#### **September 10, 2020**

Grade 11, 7:45am - 2:10pm

#### **September 11, 2020**

Grade 12, 7:45am - 2:10pm

**\*\*\*Lunch will not be served on these days. ALL students will need to bring their lunch to school.**

## **Phase Two of Reopening Plan**

Students will work in Hybrid Model beginning on **Monday, September 14**. All students will attend classes either in person or remotely everyday. After four full weeks of hybrid learning, the administration and implementation team, if Massachusetts guidelines allow, will reassess if we can transition to an all in person schedule. This allows time for our students to be well-trained in the health and safety measures and become accustomed to school life amid the pandemic. We will watch the COVID-19 progress and assess what is best for our students and adults. We may remain in a Hybrid format. We also know the Distance Learning plan can be activated at any time.

## **Hybrid Plan**

The schedule for our Hybrid Plan will be a Block Schedule that can be used for both the HYBRID model, In-Person Model and Distance Learning. In the schedule for our Distance Learning model, times will be modified to address the needs of our students and adults when online all week.

The class schedule will be a 70-Minute Block schedule with four periods running each day. There will be an Activity Period during the scheduled Lunch Block. During the Activity Period, all students will be assigned to participate in some activity.

In the Hybrid model, students will report to school two days in a row. They will report by Grade Level to school. Time between classes will be increased in order to reduce stress, safely move students from room to room, and allow for wiping desks and hand washing. All classrooms will have a spray bottle of disinfectant and a supply of paper towels. All students, upon entering the class, will spray their desks and wipe their desk down.

Classroom spaces have been modified to allow for social distancing between students. Large classes have been moved to alternative spaces. Sneeze guards are on every teacher desk for the safety of the teacher and student during one on one conferences with students. Masks will be mandatory throughout the entire school day and after school. Mask breaks will be scheduled into the day.

Students will be assigned to their lunch place. Students are encouraged to bring their lunches from home. Our Dining Services will provide a Boxed lunch and some packaged goods to be purchased. ***Families will have to order these in advance and all boxed lunches would be prepaid.***

## **Physical Education/Health and Fine Arts Courses**

As of July, the Department of Education has outlined guidance for Physical Education classes as well as Performing Arts courses. Fontbonne will follow these guidelines for these courses and we will make a determination at the end of August as to whether we are able to offer Select and Jazz Choir this year.

### **Student Expectations and Guidelines:**

***\*Note that these guidelines may be added to or modified based on ever changing state guidelines.***

#### **Before the school day**

- If you experience any of the following symptoms, please communicate with your parents: fever or chills, cough, shortness of breath, fatigue, body aches, headache, the new loss of taste and smell, sore throat or runny nose, nausea or vomiting, diarrhea.
- If you have symptoms, you will be required to stay home until the symptoms have subsided for two days.
- Wearing a cloth face covering is required to enter the building. Reusable face coverings should be washed frequently.
- All face masks need to be a solid color with no writing.
- All students will need to come to school prepared with a facemask and alcohol-based hand sanitizer (at least 60% ethanol; at least 70% isopropanol). Should you forget your face covering, Fontbonne will provide one for the students. Students would go to the Main Office, Dining Hall or Foyer to receive a mask. All classrooms are stocked with additional masks as well.
- All students are required to exercise hand hygiene (hand washing or sanitizing) upon arrival at school. Sanitize, or even better, wash your hands immediately upon entering the building.
- Please bring a water bottle labeled with your name to school as water fountains will not be available. Students may purchase water for 1.00 in the dining hall.
- In addition, make sure your backpack has all of your items for the day. With four periods in our school day, the students will not be using their lockers.
- Practice “social distancing” on school grounds. “Social distancing” refers to measures being taken to restrict where and when people can gather in order to stop or slow the spread of infectious disease. In general, 6 feet of separation is the distance that should be kept between people interacting within the school community.

## **Drop-off and Pick-up Times and Locations**

All Students will be dropped off at school NO earlier than 7am and no later than 7:40am.

The following are the drop-off points:

**Sophomores and Seniors: Main Entrance Door**

**Juniors and Freshwomen: Dining Hall (Porch area)**

All students who arrive early need to wait in the designated areas for school to begin. At 7:35am, all students can report to their first period classes to wait in the classrooms for school to begin.

Pick-up locations will be the same as drop-off:

**Sophomores and Seniors: Main entrance (Foyer)**

**Juniors and Freshwomen: Dining Hall (Porch area)**

## **During the school day**

All students are required to wear a cloth face covering that covers their nose and mouth while in classes and in hallways.

- Throughout the day, students will maintain six feet of distance when possible.
- Mask breaks will be scheduled throughout the day - most likely outside.
- All students will read all signage and follow designated routes to classes. There will be no congregating in hallways and students will follow designated routes so distance is observed.
- All students will eat at assigned seats in the dining hall or assigned classroom.
- Students cannot share food, drinks, cups, utensils, dishes, towels, school supplies, or other items with students. It is important to wash these items thoroughly with soap and water after use.
- While handwashing with soap and water is the best option, alcohol-based hand sanitizer (at least 60% ethanol; at least 70% isopropanol) may be utilized when hand washing is not available. Students should sanitize their hands as frequently as possible including, but not limited to: before, during, and after preparing and eating food; after using the bathroom; after blowing one's nose, coughing, or sneezing; after touching objects with bare hands that have been handled by other people.
- All students will sanitize their hands when they enter a classroom.
- All students will spray their seats and wipe their desks when they enter a classroom.
- Students may remove their face covering while eating meals or snacks but must maintain a minimum distance of 6 feet between individuals.

- There will be no group gatherings and no congregating in the bathrooms.
- Student lockers will not be used during the school day.
- Students are to avoid touching your eyes, nose, and mouth and sneeze into a tissue if possible. If one is unavailable, sneeze into the crook of your elbow.
- Any student who exhibits COVID-19 symptoms during the school day, or if they report having been in contact with someone who is infected, must inform an adult in the community (administrator, faculty, staff, etc.) and then report immediately to the caring/isolation room where they will be picked up by a parent or guardian.
- All students will sanitize their hands before leaving the building.

### **After the school day**

- Students who need to wait for a ride and are part of the afterschool program will wait in the Dining Hall. ***Students who are utilizing our after school program need to be pre-registered this year.***
- Masks should be washed frequently.
- All students must practice social distancing on school grounds.

### **Parent/Guardian Expectations and Guidelines**

The decision of how to open schools is based on current federal and state recommendations which are implemented using the best scientific evidence to ensure the safety of all students. As changes emerge, Fontbonne will be flexible and ready to adapt to keep everyone in the community safe. Returning to school will look very different from what your children are used to prior to COVID-19. As Fontbonne plans to reopen safely, there are several required components that families must comply with to maintain safety. Hygiene is crucial, which includes handwashing, respiratory etiquette, social distancing, and cleaning preparation for the entire facility.

### **Please follow these important guidelines**

***\*Note that these guidelines may be added to or modified based on ever changing state guidelines.***

Students must remain home if they are sick or experiencing any symptoms of COVID-19. According to the CDC, symptoms include but are not limited to: fever or chills, cough, shortness of breath, fatigue, body aches, headache, the new loss of taste and smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea. If a child has symptoms or tests positive for COVID 19, the following is required:

- It is the parent's responsibility to contact the school and inform of your child's absence and the reason for the absence.
- Parents/Guardians will contact their child's physician if they display these symptoms and get their child tested for COVID -19.
- While waiting for test results, students need to stay home.
- If test is positive, students will
  - remain home at least 10 days and until at least 3 days have passed with no fever and improvement in other symptoms
  - Monitor symptoms
  - Notify the school and personal close contacts
  - Answer the call from the local board of health to help identify close contacts to help them prevent transmission
  - Secure a release from contact tracers (local board of health or community tracing collaborative) for return to school
- If a student tests negative they can return to school once asymptomatic for 24 hours
- **Additional extensive protocols will be written in the COVID 19 addendum to the handbook. They can also be found on the DESE website.**

Supplies each child will need in their backpack include:

- Please have your child have all of their materials in their backpacks. This includes any utensils and a placemat for lunch as well as any school supplies. The sharing of food, utensils and school supplies will not be allowed.
- Please have your child bring a wide mouthed water bottle labeled with their name to school as water fountains will not be available. We will have water dispensers managed by adults.
- Building entrances, classrooms, cafeteria, and other key locations will be equipped with hand sanitizer and/or disinfectant wipes. We also require students to keep a small bottle of hand sanitizer in their backpacks.

The following guidelines must be adhered to:

- Physical & social distancing measures will be in place. No large group gathering will be allowed on campus as communal spaces will be limited. Remind your child that they should distance themselves with others by six feet when possible and at least 3 feet at all times.
- There will not be any face-to-face seating in the classroom, all seats will be in the same direction. Masks are required to be worn in the classroom. Classroom windows will be open when possible. Students will be advised to disinfect desks

with disinfectant spray and then proceed to clean hands with hand sanitizer as they enter and leave each class.

- Transportation: masks should be worn at all times while commuting on buses/trains and in carpools (discretion of parent). There will be no congregating in the parking lots when students are dropped off or picked up
- Remind your child of the importance of adequate sleep, a healthy diet, and regular exercise. These tips will be especially helpful to your child as they adjust to the routine of returning to school.
- As always, contact your child's counselor or the nurse to discuss any emotional and/or physical concerns.

### **Facilities Enhancements:**

The following changes have been made to our facility to ensure everyone's safety.

- Directional (one-way) signs will be in all hallways and on stairwells.
- Classrooms and open spaces are set up to maximize social distance, and in most cases, there is 6 feet between seats.
- Lockers are not being used.
- Water Fountains are not able to be used. Students will bring a water bottle from home that can be refilled at school.
- Hand sanitizer dispensers have been placed in every classroom and common area.
- There is a bottle of Disinfectant spray in every classroom.
- All doors will be propped open to eliminate contamination.
- The isolation/Caring room will be managed by our School Nurse. This space will be deep cleaned after each usage.
- Classroom doors and windows will be kept open when possible to increase air circulation.
- The number of guests on campus will be limited.
- All tops will be removed from trash bins to limit interaction with covers.
- All bathrooms are well stocked with soap and cleaning products.
- Students will be limited to three students in the bathroom at one time.
- COVID-19 "Best Practices" signage will be placed throughout the school.

### **Cleaning Practices**

Routine cleaning practices will continue, in addition to the following:

- Special attention paid to high touch areas throughout the day, including:

- Countertops, door handles, hand railings, table surfaces, light switches, toilets, sinks, shared electronic keyboards, trash bins, etc.
- Utilization of EPA-approved disinfectant known to mitigate the spread of COVID-19
- Electrostatic disinfectant machines will spray classrooms each night to disinfect rooms.
- Students and Faculty assist with a proper wipe down of all desks and utilize resources after each usage
- Thorough cleaning will occur at the end of each day - floors, high touch services, bathrooms, etc.