



*“Leading Forward”*  
*A Safe and Healthy Return to School*

This plan was developed by Carroll faculty and staff in collaboration with parents and our Board of Limited Jurisdiction. The Archdiocese of Cincinnati, other Dayton area Catholic Schools, and the Montgomery County Department of Health were also heavily involved in its creation. **This plan is subject to change based on public health conditions across the region, state, and country.**

## Educating Students Safely:

Educating students safely is our number one goal. If we take no safety precautions, we risk shutting down school for the entire school year again. We must be able to balance personal freedoms with safety to ensure we keep our doors open for our students to learn. Unfortunately, there is an inherent level of risk for all students returning to school. This plan is intended to mitigate that risk, not eliminate it. The plan is about finding a way to live with this virus and how to do so in a school environment. It's going to be with us for a while, so we must find the best procedures to educate our students in the curriculum, form their faith and live their own lives in a safe and healthy way. We need to reflect responsible living and education.

### Face Covering

*Carroll High School will not be able to continue school in-person if the virus is spreading within the school.* To ensure in-person instruction continues without a long-term closure again, we will all need to work together. Face coverings being worn by all is the most essential piece of the puzzle- especially given that we cannot guarantee six feet of social distancing in our school.

Thus, all students, faculty, staff, and visitors will be required to wear a facemask while inside Carroll High School. If your child is unable to wear a mask for a medical or mental health reason, please contact us we can work with your health care provider to create a 504 Plan and seek an alternative solution to a standard mask.

All students will be provided a "gaiter" style and traditional "behind the ear" mask to wear each day. Students can choose to wear a mask of their own as long as it fits properly and is appropriate for school. Masks should be washed on a regular basis. Carroll will have disposable face coverings available for students who forget to bring a mask to school and will continue to order more supplies as needed.

### Social Distancing

Six feet of social distancing is not possible in most of our classrooms with our students attending school full time. Classrooms have been set up to maximize spacing, but we will give our best effort to encourage, promote, and enforce social distancing throughout school grounds. This will include signage, floor markings, one-way traffic flow, adequate spacing in large gathering spaces and having staggered arrival and dismissal times.

### Daily Cleaning/Sanitizing

We are securing all supplies needed for daily deep cleaning and sanitizing. Daily deep cleaning, which includes sanitizing all high-touch surfaces, will be performed by our custodial staff nightly. In addition, desks, chairs, doors, and other frequently touched surfaces in classrooms will be sanitized throughout the day. Students and staff will work together to keep the building clean while remaining safe from increased use of cleaning supplies.

### Personal Hygiene

Students/staff be given individual bottles of hand sanitizer and will wash their hands with soap and water at least once a day. Families can provide their own sanitizer if they wish to choose the brand.

### Large Gatherings

Mass will be held regularly by class or House. Assemblies, pep rallies, and House competitions will be on hold for now until we know they can be done safely. It is too early to make determinations about sock hops, dances, the student section at games, theatre productions and all other large gatherings held on campus.

### Visitors

Visitors must wear a face covering at all times while on school grounds. Visitors must check into the office and have their temperatures checked. Parents needing to pick up their child early or drop off items during the day, should remain in their cars, contact the school by phone and wait in front of the building for your child or a staff member to help you.

### Lunch

To start the year, students will eat lunch in an extended Family Room period. Students will have the option to pack a lunch or pre-order meals through our cafeteria provider, W.g. Grinders. The cafeteria will not be used as a dining space, so W.g. Grinders is working on a plan to deliver the pre-ordered lunches to student classrooms. We will have a cashless system for ordering lunches (more details to come).

### Ministry and Service

We are committed to continuing the faith and formation for all Carroll students. This includes, but is not limited to, daily prayer, a consistent celebration of Mass and the Carroll retreat program. While things are changing, and the student experience may seem different, our faith will remain an integral part of our community.

Carroll will identify early on, which students are willing to participate in retreats throughout the year for all classes and create a process by which all retreats will be run — Freshman Retreat, Sophomore Retreat, Junior Retreat and PATS, most likely, following new formats (*more details to come*).

### Extracurricular Activities

We are committed to the educational experience extending through student activity opportunities such as athletics, band, drama and clubs. Student activities will run by following all the proper health protocols outlined by the Montgomery County Department of Health and the OHSA. Carroll provided transportation for student activities is being considered at this time.

## COVID-19 Symptoms / Intermittent Quarantine

As we go through the school year, **all staff and students are required to check symptoms daily before leaving home for school.** According to the Centers for Disease Control and Infection, these are the known symptoms of COVID-19. If your child presents any of these symptoms, please contact our school nurse, Joyce Dunham to determine if your child should attend school that day.

<ul style="list-style-type: none"><li>• Fever or chills</li><li>• Cough</li><li>• Shortness of breath or difficulty breathing</li><li>• Fatigue</li><li>• Muscle or body aches</li><li>• Headache</li></ul>	<ul style="list-style-type: none"><li>• <b>New loss of taste or smell</b></li><li>• Sore throat</li><li>• Congestion or runny nose</li><li>• Nausea or vomiting</li><li>• Diarrhea</li></ul>
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### Public Health Guidelines for Confirmed COVID-19

- All individuals who tested positive will quarantine for a minimum of 10 days from onset of symptoms or date of test. It is safe to be around others after the following: 10 days since symptoms first appeared **AND** 24 hours with no fever without the use of fever-reducing medications **AND** COVID-19 symptoms have improved
- While under COVID-19-based quarantine, students will be connected to the Online Learning Coordinator and an individual learning plan will be implemented for the time a student is away.

### **Public Health Guidelines for Symptoms**

- An individual student or staff member who shows symptoms of COVID-19 should inform a staff member / administrator as soon as symptoms are discovered.
- Students/staff should immediately stay home until symptom free for 72 hours. It is recommended that this person get tested for COVID-19.
  - While under symptom-based quarantine, students will be connected to the Remote Learning Coordinator and an individual learning plan will be implemented for the time a student is away.

### **Public Health Guidelines for Direct Contact with COVID-19 Case**

- If an employee or student has been in contact with a positive COVID-19 individual at home or other environment, that employee or student must be quarantined for 14 days from the date of known contact. Close contact is defined as within 6 feet for 15 minutes or greater. They should monitor and take appropriate actions if symptoms appear. Symptoms may appear 2-14 days after exposure.
  - While under contact-based quarantine, students will be connected to the Remote Learning Coordinator and an individual learning plan will be implemented for the time a student is away.

## **Key Dates to Start the Year**

We will begin the school year more gradually to ensure that every student understands the safety protocols in place and feels comfortable in their learning environment. Because the path of this virus is unknown, our school calendar may change throughout the year. We will communicate with you frequently to ensure that any changes are made clear to our entire community. The beginning of the school year go as follows:

### **THESE DATES ARE A CHANGE FROM THE ORIGINAL CALENDAR**

- August 19<sup>th</sup>:** New Student Orientation  
 Freshmen - 8:00 a.m. – 3:00 p.m.  
 Transfer Students - 8:00 a.m. – 11:00 a.m.
- August 20<sup>th</sup>:** Baltimore, Charity, Gonzaga report for a full day of school (8:00 a.m.- 3:00 p.m.)
- August 21<sup>th</sup>:** Mercy, St. Mary's and Trinity report for a full day of school (8:00 a.m.- 3:00 p.m.)
- August 24<sup>th</sup>:** All students report 8:00 a.m. – 3:00 p.m.

**Wednesday (8/26, 9/2, 9/9, 9/16):** Remote learning days – see Remote Learning Plan below

**Additionally, we will monitor the virus and reserve the right to make changes to the calendar around holidays and other breaks to best meet the needs of our students and their families.**

## Daily Schedule for In-School Learning

1st period	8:00 a.m. - 8:50 a.m.
2nd period	8:55 a.m. - 9:40 a.m.
3rd period	9:45 a.m. - 10:30 a.m.
4th period	10:35 a.m. - 11:20 a.m.
Fam/Lunch	11:25 a.m. - 12:15 p.m.
5th period	12:25 p.m. - 1:10 p.m.
6th period	1:15 p.m. - 2:00 p.m.
7th period	2:05 p.m. - 2:50 p.m.
Announcements and staggered dismissal – 2:50 p.m. – 3:00 p.m.	

## Learning Models:

Carroll High School believes that students learn best and show the most growth developmentally and spiritually when they attend school in-person, every day. However, at all times we must make the health and safety of our students at the forefront of all our decisions. Additionally, the security and comfort of our families, especially during this pandemic, must be given the strongest consideration. As such, we have developed various models of learning that can meet the needs of all our students and their families. Please note that **Parents choosing Model #2 will fill out the Remote Learning Registration form which includes additional information for this option. This form must be submitted by Wednesday, July 29th.**

### Model #1: Students Attending School In-Person Every School Day

#### Safety Protocols

- All students are required to do a full symptom check, including temperature, before leaving their homes in the morning. If a student has a temperature of 100 degrees or above, he or she is required to stay home from school until symptom free for 72 hours.
- Students who arrive at school before 7:45 should go immediately to the cafeteria. If arriving after 7:45, students should report directly to their 1<sup>st</sup> period class. If you need to see a teacher before school, please make arrangements ahead of time. There should be no lingering in the hallways.
- Students will have a staggered release at the end of the day.

#### Classrooms

- In the majority of classrooms, we are unable to provide 6 ft of social distancing between each desk. We will, however, practice and maintain as much social distancing as possible in our classrooms.
- Carroll's new HVAC system is equipped with a high-quality air filtration system and ultraviolet light air purifiers.
- All classrooms will have doors open during class to allow for better air circulation.

- Students will have assigned seats in each classroom.

#### **Hallways, Restrooms, Lockers, and other Common Areas**

- When possible, all hallways and stairwells will be one-way traffic only.
- For hallways where one-way traffic is not possible, all persons must stay to the right.
- Passing period times will be adjusted to account for these changes.
- Common area access will be limited to ensure student safety. Students will need to carry most course materials in their backpacks.

#### **Health Services**

- If a student/staff member experiences COVID-19 symptoms while on school grounds, they must follow the following protocol:
  - Notify faculty or staff immediately
  - Make plans to leave school and go home/doctor's office as soon as possible.
  - While waiting for parent pickup, students must stay isolated in the quarantine room. Staff will be present to support students.

#### **Exceptions to Option 1:**

With the governor's new color coded, tiered COVID-19 warning system, counties will be rated on a weekly basis. As of July 20th, Montgomery County is on level 3. Depending on our level as a county, there could be strong restrictions placed on us by the Montgomery County Department of Health or the state government that we must adhere to. If this happens, Carroll High School is prepared to move to two different models of instruction.

#### **Blended Learning Model**

- Students would attend school in person every other day and have Remote classwork the opposite day. This model presents certain logistics and pedagogical challenges, but we are prepared to make it work for our families should the need arise.
- Students will either report to school by House or by alphabet. Siblings will be on aligned schedules.
- On the days when a student is home, they will be required to log into each class Remote and complete all tasks associated with each class in their schedule.

#### **Whole-School Remote Learning Plan**

- This model is very similar to how we operated successfully at the end of the 2019-2020 school year and our teachers will be preparing students to work in this model from day one.
- Whole School Remote Learning Plan:
  - If permitted, we will plan to work closely with small groups of students needing extra support at school once or twice a week.
  - If permitted, athletics and after school activities will continue as scheduled.
  - Additional Modifications that will occur a Whole-school Remote Learning Plan:

#### **What kind of course work should I expect?**

Students will be "in session" remotely on their Chromebook, Monday and Tuesday, Thursday and Friday, from 9:00 - 2:45. Attendance is mandatory. There will be no regular class on **Wednesday**. Rather, Mass and academic help sessions will take place.



<b>How long will class periods be?</b>	Class periods will be 30 minutes in length with a 15 minute break in between. There will be a 45 minute period for Family time and lunch. Students will not need to “attend” Study Hall.
<b>How does class begin?</b>	Each day will begin with announcements and prayer. Students will need to be logged into their Chromebook by the start of each class time. Teachers will send a message using their GoGuardian account to “interrupt” your computer and begin instruction.
<b>What will class look like?</b>	Classes will operate in one of two manners:  A. Teachers will present in “live time” (chat/video/messaging) or show a pre-recorded video during the 30-minute class period. Any homework given in this option will be due by the start of class the next day.  B. Teachers will post an assignment. Any assignment given in this option needs to be due at the end of the period.
<b>How can I communicate with my teachers during our time away from school?</b>	Email teachers with any questions you have. Teachers will respond within 24 hours.
<b>What if I cannot access work at home?</b>	Contact your teachers as soon as possible so that they are aware of your situation, then contact either Mr. Derus or Mrs. Kilby to keep them informed as well.
<b>How should I dress and where should I work?</b>	Dress appropriately. You do not have to wear your uniform; however, you should be presentable. Choose a quiet location in your home, at a table or desk, for class time.

### **Daily Schedule for Whole-School Remote Learning Plan**

1 <sup>st</sup>	9:00 – 9:30
2 <sup>nd</sup>	9:45 – 10:15
3 <sup>rd</sup>	10:30 – 11:00
4 <sup>th</sup>	11:15 - 11:45
Lunch / Family	12:00 – 12:30
5 <sup>th</sup>	12:45 - 1:15
6 <sup>th</sup>	1:30 – 2:00
7 <sup>th</sup>	2:15 -2:45

### **Model #2: Individual Students Attend School from Home**

For students who have a documented medical situation, which may make in-person instruction unsafe, and families that are not ready to send their student back to regular school, Carroll will have an Individual Remote Learning Plan.

- **Parents choosing this option will fill out the Remote Learning Registration form which includes additional information for this option. This form must be submitted by Wednesday, July 29th.**
- Parents choosing this plan will have to commit to a minimum of one quarter of remote learning for their student.
- A Remote Learning Coordinator will work with students and teachers to ensure students stay current on course work. Although it will not be the same as in-person instruction, each class will be facilitated by a Carroll teacher, and the student will be receiving the same content as their peers in school.
- Students will be assigned a study hall to meet daily with the Remote Learning Coordinator
- Students are expected to be online and communicating with their teachers daily to complete their course requirements.
- Some courses, such as Industrial Technology, Ceramics and Family and Consumer Science will not be open to students taking the Remote Learning Option.