

# Our Lady of the Wayside School

Parent Information for 2020-2021 School Year  
Reopening with Trust

# We are Called

## School Theme for 2020-21

*In this school community, we believe that we are made for each other.*

*We believe that we are better together, because we are a family; we are many parts of one Body of Christ. We are called to support each other and to put others before ourselves.*

*We believe that we can grow in our relationship with God by learning about and loving all of God's creation: the world, the people in it, and ourselves. We are called to support each other and want the best for each other.*

*We believe that we learn better together. We are called to act with the highest regard for the health and safety of others to ensure that we can learn together.*

*We believe that God has a plan for each of individually and as a community. We are called to be patient and understanding of a plan that we don't understand.*

*We believe that we each have unique gifts. We are called as a school to prepare these children to flourish. We are called as parents to want the best for each child in the school community.*

# Good News

- **OLW will be opening for in person instruction on August 19th.**
- Father Artur is looking forward to getting to know the students of OLW this school year.
- OLW will be at a 1:1 student/iPad ratio in grades 1st-8th.
- Small class sizes (12-16 students in elementary and 17-23 students in middle school) will make it easier to space out students in the classroom.
- Multiple buildings allow for multiple entrances and additional space to separate cohorts.
- Five air conditioning window units are being installed in the elementary building. This is the maximum our current electrical will accommodate. Other classrooms will have dedicated spaces on campus with air conditioning that they will have access to at any time during the school day.

# The Cohort Model

## **What is a Cohort Model?**

- Students and staff are grouped by homeroom in PK-5th and by grade level in 6th-8th.
- Cohorts by grade level in middle school still allow for leveled math groupings.
- These cohort groupings remain consistent by having the same group of students stay together with the same staff/teachers.
- This model helps us to maintain a safe environment by eliminating interaction between cohorts.
- Should a child or staff member contract COVID-19, that cohort would be quarantined instead of the entire school.
- Cohorts will have lunch in their classroom and have recess together too.

# New Daily Procedures





# Uniforms & Masks

- Locker rooms will not be used during the day so all students in K-8 will be allowed to wear gym uniforms throughout the day on their designated gym days. Gym uniforms should adhere to normal handbook guidelines.
- During August and September, students will be allowed to wear spirit wear or solid color t-shirts without logos. Approved colors are white, blue (any shade), gray, and black.
- Masks are now part of the uniform per state mandate.
  - Should not contain messages or images that will cause distraction to learning or are inappropriate.
  - The school will have a supply of disposable replacement masks if needed.
  - Wash masks daily!
  - Masks can be removed while eating or social distancing outdoors during recess. Teachers may also take students outdoors for class when possible to give extra mask breaks as long as social distancing is observed.

# New Daily Procedures

- In person learning will occur
  - Our goal is to remain in the classroom unless guidelines and state mandates dictate otherwise.
  - Cohorts will be based on homerooms.
  - Classrooms will declutter to allow for additional spacing between students.
  - Desks or tables are arranged in rows when possible, facing the front of the room.
  - Teachers will circulate the room, but avoid long term close contact.
  - Small group learning will occur over shorter periods of time at tables with additional plexiglass protection.
- Accommodations
  - Students with any learning accommodations will still receive the services they require.
  - Resource teachers will proceed with the same caution as the classroom teachers.

# New Daily Procedures

- Arrival and Dismissal Procedures
  - Multiple designated entrances (3 elementary, 3 middle school, and preschool building).
  - Daily wellness checks at each entrance - temperature, mask, symptoms, hand sanitizer. Temperature must be below 100.4 degrees.
  - As a safety precaution, parents will not be allowed to enter school buildings during drop off or dismissal.
  - Specific details will be provided about drop off and pick up as the first day of school approaches.
- Recess
  - Students may remove masks during recess if playing games that allow them to socially distance.
  - Students will remain separated by cohort during recess.
  - Playground use will be limited to one cohort a day. Cleaning will take place each morning.



# New Daily Procedures

- Lunch protocols
  - Elementary and preschool students will eat lunch in their classrooms daily.
  - Students may remove masks while eating. They must stay seated at this time.
  - Masks will be placed in brown paper bags that the school has procured.
  - Middle school students will rotate by cohort eating in the gym or the classrooms.
  - Three recess periods to allow for recommended distancing between cohorts.
  - Hot lunch will still be provided on Mondays, Wednesdays, and Fridays but menu items will be limited to simplify the distribution process to classrooms.
  - Allergy safe spaces will be identified in classrooms where allergies are a concern.

# New Daily Procedures

- Lockers
  - Students will be assigned their own locker.
  - Students will be sent to their lockers in the morning in phases to maintain as much distancing as possible.
  - Middle school students will have set times to visit lockers to switch out materials.
- Extracurriculars
  - Modified extracurriculars for middle school
  - Athletics decision is pending
- Before and after school care still available
  - Cohorts will socially distance using multi purpose room and other spaces.
  - Moderators are encouraged to be outdoors as much as possible so students can remove masks.
- Regular cleaning of common areas by maintenance staff throughout the day.

# New Daily Procedures

- Supplies
  - Students will use only their own supplies and materials.
  - Extra steps will be taken to provide students with individual classroom materials, such as math manipulatives, white boards, etc.
- Specials
  - Art, Music and Library teachers will travel to each classroom for that specific class period.
  - PE will take place in the gym and outdoors as much as possible.
- Field Trips
  - No off campus field trips are currently allowed.

# Student Learning



# Faith

- Monthly Mass attendance in K-8. With church capacity currently at 125 attendees, students will attend Mass in person once a month. Father Artur is looking to upgrade streaming capabilities so teachers can stream Mass on additional weeks.
- Buddy program continues through virtual meetings and projects.
- Sacramental preparation will continue in 2nd and 8th grade. Confirmation and First Communion Masses from 2019-2020 are taking place in August and September.
- Prayer services in gymnasium with smaller groups(50 or less) at Advent and throughout the year
- Service projects

These are all important parts of our faith formation. We do not know how each will look in the new school year, but we will find a way to incorporate them as frequently as possible.

# Technology

- 1:1 iPads in Grades 1- 8
  - iPads allow opportunities to differentiate and provide different modes of instruction.
  - Middle school students will continue to bring their school iPads home daily.
  - Grades 1-5 will use their school iPads in school, unless remote learning is required, then they will take them home to use.
  - Platforms for communication and work will be on Seesaw (PK-4) and Google Classroom (5-8).
  - In the event that remote learning occurs, each student will have a Student Log-In Reference Sheet which will provide the students and parents with easy access to all of the log-ins and passwords needed.



# Long Term Remote Learning by State Mandate

- If local, state or federal authorities mandate that the school needs to move to Remote Learning at any time during the year, your child's teacher will be their remote learning teacher.
- Remote learning instruction in all day K-8 will require five hours of work each day. This will be a mix of zoom lessons and independent work. Students will have access to workbooks, individual manipulative kits, and iPads (1st-8th) to provide a variety of instructional strategies.
- Remote learning for half-day kindergarten will be reduced to no more than their traditional three-hour day.
- Preschoolers will have more frequent opportunities to engage online with teachers.

# Long Term Remote Learning by Family Choice

- Some families may choose to participate in a remote learning option at the start of the school year instead of returning to the classroom.
- Remote learning will be taught by certified teachers through Catapult Learning.
- Religion instruction will be provided through Our Lady of the Wayside.
- Families selecting this option must commit for at least one trimester.
- The Archdiocese will be sending out additional information about this option soon.
- As of today, families have until August 12th to formally declare their intention to chose this remote learning option for classes starting September 8th. A second registration deadline of September 11th will allow students to start on September 28th.

# The Well-Being of Our Students



# Committed to the Social Emotional Well-Being and Development of Our Students

- Social Emotional Check-Ins
  - Using the Illinois Social Emotional Learning Standards
  - Incorporating school-wide Read Alouds to guide discussions
  - Using a 'Morning Meeting' in Elementary/part of religion in Middle School
- Keep as much "normal" as we can
  - Traditional start with Prayer and Pledge
  - Familiar faces to greet them each morning
  - School Counselor and School Nurses will be available for students
- Keep students active as much as possible
  - Classes go outside to have class whenever it is possible
  - Incorporate movement breaks throughout the day
  - Recess will happen; playground use will be rotated between cleanings; new painted games in the parking lots are being added.



# Office of Catholic Schools - School Reopening Requirements



# School Opening Requirements Structure per the Office of Catholic Schools

- Form two Reopening Teams: Health and Safety and Academics.
- Complete detailed “checklist” of required tasks in various categories.
- Require all staff participate in training.
- Apply for reopening certification from the Archdiocese of Chicago.
- Acquire necessary safety supplies.
- Follow the Archdiocese of Chicago plan for responding to outbreaks if/when they occur.



# Health and Safety Team

- Attended a webinar on July 16th to receive training on responsibilities.
- Made up of school administration, school nurses, school maintenance, parish business office member, and a school parent designated by Principal.
- Responsibility of team is to help in formation and implementation of school safety plan and sign off that all portions of checklist required by the Archdiocese for certification have been properly completed.

# Academic Team

- Attended a webinar on July 20th to receive training on responsibilities
- Made up of school administration, curriculum coordinator, technology teacher leader, and marketing director. Teacher leaders will also be consulted during planning process
- Areas of plan include:
  - reviewing curriculum for first trimester to restart in person instruction,
  - adjusting assessment administration as needed,
  - training students in health and safety procedures
  - planning the development of Catholic Identity under current safety restrictions
  - implementing Social and Emotional Learning strategies
  - evaluating learning for students with learning plans
  - implementing health and safety protocols in student activities.

# Checklist Categories/Certification

The Health and Safety and Academic Teams will sign off that OLW has met the reopening requirements in the following categories:

- Traffic flow, Cohorts, and Building Preparation
- Classrooms
- Office and Teacher Lounges
- Recess Area/Playground
- Staffing
- General Guidelines
- PPE/Equipment Requirements

OLW will apply for reopening certification once the checklist is complete. Deadline for certification submission is August 10th.

# Safety Supplies

The Archdiocese of Chicago has assisted schools in securing the needed safety supplies.

- OLW will have:
  - one-gallon gel hand sanitizer per room – entryways, classrooms, gym, cafeteria and outside restrooms.
  - six non-contact thermometers
  - 20 face shields
  - 150 cloth masks for teachers/staff/faculty
  - disposable back-up masks (500 adult size, 500 children size)
  - 2,000 lunchroom style gloves
  - safety posters
  - 12 “Wash Your Hands” posters for restrooms
  - 100 social distancing floor decals

# Safety Supplies

The Archdiocese of Chicago has assisted schools in securing the needed safety supplies. OLV will have:

- CDC approved suite of cleaning/disinfectant concentrate.
- 50 spray bottles for cleaning/disinfectant classrooms. Every classroom will have a bottle for teacher use.
- Approved microfiber cloths to be used with cleaning/disinfectant supplies.

The Archdiocese of Chicago has also obtained a vendor for supply replenishment.

# Quarantine Protocols - Travel

- Students should remain home for two weeks after traveling to states experiencing significant COVID -19 outbreaks (as determined by the CDC and Illinois Department of Public Health).
- Parents should inform the school immediately if the student(s) display COVID-19 symptoms during the two-week quarantine period.



# COVID Symptoms

- Students exhibiting a fever or two or more other COVID-19 symptoms will be immediately separated from others until parents or the emergency contact can pick them up.
- Student should see a doctor to assess symptoms and/or administer a COVID-19 test.
- Students may return when symptoms subside with a doctor's note confirming the negative diagnosis.
- If students receive a positive test result or do not seek medical attention, they must isolate and not return to school until they have met CDC's criteria for discontinuing home isolation.
  - three days no fever AND
  - other symptoms improved by 75% AND
  - 14 days of isolation since symptoms first appeared.

# Isolation Protocol

When a COVID case appears in a Cohort:

- Student presenting symptoms while at school will be sent to the nurse's office, which will be in a larger classroom size space.
- They need to be picked up immediately
- Principal contacts Regional Director at Office of Catholic Schools.
- Communication is distributed to cohort and full school of confirmed case. Privacy of individual will be kept and students will not be named in communications.
- Extra cleaning and venting of the cohort space will occur.
- Remaining cohort members will be vigilantly monitored.
- If more than one case occurs in a cohort, the full class will likely be quarantined for at least 14 days. Students will engage in remote learning.

# What can you do before school starts to get ready?

- Have your child practice wearing their mask at home.
  - Make sure the fit is correct and that it stays above the nose.
- Use positive communication with your students.
  - Read the plan first as the parent or caregiver.
  - Make sure you understand the plan before talking about it with your students.
- Explain the changes with your children and why they are happening.
  - “We wear the masks to keep us safe and to keep our family and community safe.”
  - Hand washing and/or hand sanitizer keeps germs away.
- Pray for people who are suffering from COVID and also pray for those who are searching for a vaccine.
- Stay vigilant about your own health and habits.

# Final Thoughts

- Student and staff safety is our top priority.
- Communication from the Administration will be ongoing. Families can expect communication every Friday from now to the start of the school year.
- Please be patient if information changes. The current plan is fluid and may change depending on guidance from the State and the Archdiocese.
- Many questions can be answered in the Reopening Parent FAQ document from the Archdiocese of Chicago Office of Catholic Schools.
  - Parent FAQ Document
- Submit your questions for Mr. Wood at [reopeningquestions@olwschool.org](mailto:reopeningquestions@olwschool.org). Responses will be shared in Friday communications as Questions of the Week.