



# ARCHBISHOP CURLEY

H I G H S C H O O L

## *Archbishop Curley COVID-19 Re-Opening Policies and Procedures*

The Archbishop Curley High School community is committed to its mission. As part of that commitment, we have been working since early June on a re-opening plan to welcome the community for the 2020-2021 academic year. While we will follow the guidelines set forth by the State of Maryland and the Archdiocese of Baltimore Department of Catholic Schools, the following documentation provides the community with important policies and procedures to meet appropriate guidelines and our goals, while staying dedicated to our mission. In addition to the policies defined in the Curley Student/Family Handbook, students and families are expected to follow all Curley COVID-19 policies and procedures. Strict adherence to the policies and procedures is expected of all staff, students and families.

### *COVID-19 Parent Acknowledgement forms*

Per Archdiocesan policy, a series of forms must be completed in order for a student to continue their enrollment in Archbishop Curley. The ***Acknowledgement of Risk Form*** and the ***Agreement of COVID Policies Form*** must be completed by all parents/guardians who intend to have their sons be physically present on campus at any point during this pandemic. These forms will be emailed out to families, and posted on our website. They must be signed and returned to school no later than August 31, 2020. They may also be submitted by email to: [forms@archbishopcurley.org](mailto:forms@archbishopcurley.org)

### *Student Orientations*

All students (in person learning option students, and virtual learning option students) are asked to attend Orientation in person. Students who have selected the “virtual” option and who are not comfortable attending in person will be invited to attend the presentations through Zoom. Upon arrival, **students with last name A-L** enter through the **Main Lobby doors**, and **students with last name M-Z** enter through the **Athletic Lobby doors**. **All students will be screened and have their hands sanitized before reporting directly to the Auditorium.**

**Freshmen** (Class of '24): Friday, August 28, at 8:15 am

**Sophomores** (Class of '23): Friday, August 28, at 1:00 pm

**Juniors** (Class of '22): Wednesday, August 26, at 8:15 am

**Seniors** (Class of '21): Wednesday, August 26, at 1:00 pm

Students may begin their arrival 30 minutes prior to the start of the orientation.

### *Hybrid Schedule*

We will begin with this abbreviated 4-day synchronous and 1-day asynchronous model, allowing the community to adjust to masks, other protocols and to deal with September heat. Having the same student group two days in a row creates its own cohort. This will run through October 2<sup>nd</sup>. We will survey teachers and parents during the week of September 21<sup>st</sup> to assess this schedule. Based on survey feedback and administrative observation, a re-evaluation of the schedule will occur. If changes to the hybrid schedule are warranted, those changes will begin October 5, 2020.

### *Groupings*

Students who have selected the “in-person” option for the first semester have been assigned to either Group 1 (Last name A-L) or Group 2 (Last name M-Z). Each group has been organized to ensure proper social distancing in each classroom. Students in these groups will attend school in person only on their assigned days. Movement between groups will not be permitted.



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## Arrival times and entrance procedures

Each student attending school in person may not arrive prior to 7:15 a.m. No student will be permitted to enter the building prior to that time. All staff and students must complete a daily, electronic health survey that will be texted to cell phones each morning by 6:30 a.m. Students who do not have a completed survey will not be permitted to enter. Upon arrival, **students with last name A-E and M-S** enter through the **Main Lobby doors**, and **students with last name F-L and T-Z** enter through the **Athletic Lobby doors**. All students will be screened to ensure successful completion of the survey. Their temperatures will be checked through temporal scanning and have their hands sanitized before reporting directly to their classroom.

## Afternoon pick up procedures

According to the current hybrid model schedule, the academic day will conclude not later than 12:45 on Monday, Tuesday, Thursday, and Friday. Students choosing to purchase and/or eat their lunch on campus may do so in the SDR from 12:45 p.m. - 2:00 p.m. Students must follow the direction of staff and sit in designated areas to ensure proper social distancing. Students participating in a club or activity may remain on campus only if they are supervised by staff. Otherwise, **students must depart from campus no later than 2:00 p.m.**

## COVID-19 response policies and procedures

Staff and parents are required to inform the school as soon as they are made aware that they/their child has tested positive for the virus that causes COVID-19 or that they/their son has been exposed to a person who is confirmed to have COVID-19. Notification of a positive test result or exposure must be communicated directly to the school nurse (Mrs. Regina Davis) via email at [rdavis@archbishopcurley.org](mailto:rdavis@archbishopcurley.org) or calling 410.485.5000 x230. In the case of a positive COVID -19 test of a student or staff member (symptomatic or asymptomatic), the Baltimore City Health Department will be notified and will work with the school administration and nurse to lead the efforts to perform outreach and guide the contact tracing process of identifying those who have been exposed. According to the CDC, a “close contact” exposure is defined as an individual who has had close contact within a range of 6 feet or less for 15 minutes or more. <https://www.cdc.gov/coronavirus/2019-ncov/php/public-health-recommendations.html>. If a student or school staff member develops symptoms of COVID-19-like illness during the school day, the person will be isolated in the room adjacent to the Health Suite until they are picked up from school (within the 30-minute window).

Students/staff with a **positive test who are symptomatic** must stay home at least 10 days from the date of symptom onset AND until fever free for at least 24 hours without medicine, and improvement of other symptoms. Close contacts (exposure) to these people should stay home for 14 days from the date of last exposure even if they are asymptomatic or have a negative COVID-19 test done during quarantine. Per CDC guidelines one (1) negative test result is needed to return to school.

Students /staff with a **positive test who are asymptomatic** must also stay home for 10 days from the positive test. Close contacts (exposure) to these people should stay home for 14 days from the date of last exposure even if they are asymptomatic or have a negative COVID-19 test done during quarantine. Per CDC guidelines one (1) negative test result is needed to return to school.

Students/staff with a **negative test who are symptomatic**, but whose health care provider documents that the person has a specific alternate diagnosis, should stay home until symptoms have improved from their alternate diagnosis (e.g. strep, influenza, allergies) and are fever free for 24 hours without medication.



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Any student exhibiting COVID-19-like symptoms\* should not report to school in person. Instead, the student in this case should attend school virtually. Otherwise, he will be recorded as “absent” for that day. Any student exhibiting COVID-19-like symptoms during school will be placed in an isolation room next to the health suite. He will be monitored by staff and **MUST** be picked up by a parent/guardian within 30 minutes once they have been notified by the school that their son is ill. Students will be picked up in the athletic circle and signed out directly from the Health Suite. Siblings of any student exhibiting symptoms at school will also be dismissed at that time.

\*Symptoms are defined as: 1. New onset cough or shortness of breath; OR 2. At least 2 of the following: fever of 100.0 or higher, chills, shivering, muscle pain, sore throat, headache, loss of sense of taste or smell, or gastrointestinal symptoms (nausea, vomiting or diarrhea).

### **Communication of COVID-19 response**

The school will notify both the school community at large and those who are deemed in “close contact” with the affected student or staff member.

### **Virtual student expectations (synchronous days)**

Curley is prepared to offer synchronized virtual sessions for all classes on Monday, Tuesday, Thursday, and Friday. If a student is joining a class virtually, he is required to be virtually present at the scheduled start time. Students should note that attendance on all synchronized classes is mandatory. Teachers will take attendance and conduct prayer at the start of each virtual class. Students must remain virtually present and may only leave with permission of the teacher. Students must be fully visible with a virtual background and wearing a polo shirt. Students must use one virtual background throughout a single session. The virtual background must be appropriate. Teachers and administrators will determine an “appropriate virtual background.” Students should be seated at a table and be on time for the scheduled virtual session. Students are not permitted to record sessions or take screen shots without the expressed permission of the teacher. Teachers will have the right to remove a student from a virtual learning session. In such cases, a student's class performance grade will be affected and the school administration will be notified. All synchronized virtual sessions will occur via ZOOM or Google Meet. Teachers and administrators will provide directions for students and parents to access both tools.

### **Virtual student expectations (asynchronous days & independent work)**

All students (virtual and in person) should expect a minimum of 2 additional hours of asynchronous/independent work for each full credit course per week while the hybrid model is in effect. Teachers will assign work for students to complete independently, outside of the 2 synchronized learning sessions. At a minimum, teachers will be virtually available after school on Monday, Tuesday, Thursday and Friday as well as on asynchronous days during an office hour schedule set by the school. Students are not required to attend these office hours. Additionally, students will be encouraged to attend virtual club meetings, prayer services, and other engagement opportunities.

It is the school's goal to provide the best possible educational experience to our Curley men during this time. These policies may be subject to revision by the Archdiocese of Baltimore and/or Archbishop Curley High School during the school year. We pray for all those infected with COVID-19, as well as all those affected. Finally, we pray for the health and welfare of our community, state, nation and the world.