



2020-2021

**In-Person Instructions
A Handbook for Parents**

Beatitudes of Our Lord School

Release Date: 2/25/2021

*Beatitudes In-Person Parent-Student Handbook can be accessed at bolschool.org

*The plan follows guidelines issued by the Los Angeles Department of Public Health and the Archdiocese of Los Angeles.

*Beatitudes reserves the right to make additions, amendments, and deletions at any time.

School Reopening (2/17/21)

The County reached an important milestone Monday (2/15/21) that enables schools to open on-site learning for grades TK through 6. The key factor is the County's sustained adjusted case rate of under 25 new cases per 100,000 people for five consecutive days, which meets the State's requirements for reopening, provided schools are in full compliance with State and County directives. The criteria for reopening grades 7 through 12 will be met when the County's case rate drops below seven per 100,000 people. For more information, go to: publichealth.lacounty.gov.

Mission Statement

The purpose of Beatitudes Of Our Lord School community is to enrich and provide each child with a faith-filled, safe learning environment where they have the opportunity to grow and succeed academically, spiritually, and morally.

Whether in-person or remotely, Beatitudes aims to continue to support students' academic progress and spiritual development by making distance learning days engaging and supportive.

Office Schedule

All visitors must check-in to the office.

The office hours are:

- Monday-Thursday (7:30am-3:00pm)
- First/Third/Fifth Friday of the month (7:30am-12:30pm)
- (Designated Drop-off Friday) Second/Fourth Friday of the month (7:30am-2:00pm)

On-campus Visit:

- Practice social distancing
- Wear a mask

Phased-in Reopening:

In-person instruction is only permitted for grades TK-6 per Los Angeles county guidelines. Beatitudes will be implementing a phased-in reopening. The in-person opening dates are as follows:

<u>Grade</u>	<u>First Day of In-Person Instructions</u>
TK-K	Monday, March 8
1-2	Wednesday, March 10
3-4-5	Monday, March 15
6	TBD; Grade 6 is departmentalized with Grade 7-8
7-8	Pending Red tier

Instructional Schedule

Beatitudes has developed an instructional schedule that takes into consideration the traditional school schedule, developmental age, and instructional minutes guidance (synchronous and asynchronous work).

The following is the **in-person schedule** for each grade level for **MONDAY-THURSDAY**:

<u>Grades:</u>	<u>Class Schedule for Monday-Thursday:</u>	<u>Dismissal time:</u>
TK-K	7:40am-11:40am/2:40pm	11:40am with the option to stay until 2:40
1-5	7:40am-2:40pm	2:40pm
6-8	Pending Red tier	

FRIDAY: ALL grades/classes will be conducted via Zoom. School will dismiss at 11:40am.

MONDAY and FRIDAY: 7:40am Morning Assembly

WEDNESDAY: 8:30am Mass via Zoom

***Morning and afternoon daycare will not be available at this time**

Grade-Specific Reopening Zoom Meeting (Teacher's Zoom Room @ 5pm):

Just like in every back-to-school "re"opening, teachers will be discussing grade-specific protocols and schedules.

- TK-K Tuesday, March 2
- 1-2 Wednesday, March 3
- 3-4-5 Thursday, March 4

Pre-Checking for School:

Do NOT send your child to school if any of the following are true:

- Your child is not feeling well.
- Your child or anyone in your immediate household tested positive for the virus within the past 14 days.
- Your child had close contact (with a person for more than 15 minutes and within 6 feet of distance), with anyone outside your household who became sick or tested positive for COVID within the past 14 days.

Checking In for School (7:15am-7:35am; Gates will close):

Only car drop-off is available. Students can be dropped off beginning at 7:15am. Before exiting the car, each individual will have their temperature taken. If any member of the car has a temperature at or above 100.4 F, the whole household will be sent home as a precaution.

Checking Out for School (2:40pm-2:55pm; Gates will close):

Only car pick-up is available. If the parent/guardian is not available to pick up the child, **ONLY** the names of those listed on the school emergency file are allowed to pick up the child (**NO EXCEPTIONS**). Inform the school office beforehand of any special circumstances or changes.

Please review the instructional schedule for your child. There are grade-specific times as to when your child will be dismissed for the day.

Classroom Size

Beatitudes can safely accommodate up to 30 students (which we had already limited class enrollment this year for this specific reason) per classroom following the recent updates (2/8/21) in the *Reopening Protocol for K-12 Schools: Appendix T1*

- Maximum number of students in a stable group depends on maintaining proper physical distance between students and staff within the available instructional space.
- Clarified that a minimum 6 feet of physical distance between all students and staff remains the strong recommendation, and appropriate physical barriers should be used where 6 feet of distancing is not possible, but under no circumstances should distance between student seating be less than 4 feet.

In-Person and Distance Learning

Along with In-person instructions, the option for distance learning will still be available. The choice is on a per trimester basis. The first 2 weeks of every trimester will be on a trial basis. Families will not be allowed to choose for in-person and distance learning on certain days of the week.

Beatitudes will be implementing the HyFlex teaching model. To put it simply, teachers will live stream their lessons.

Designated Pick-up Friday (12:30pm-1:30pm; Distance Learners)

Designated pick-up Fridays are scheduled for the 2nd and 4th Friday of each month. These are for our students opting out of in-person so that may drop-off and receive any and all required materials.

Engineering controls

We implement the following measures for situations where we cannot maintain at least six feet between individuals: We have installed Plexiglass partitions on all of the teachers' desks and in the front office. All of the students' desks have plastic shields.

We maximize, to the extent feasible, the quantity of outside air for our buildings with mechanical or natural ventilation systems by:

- We provide regular maintenance to our ventilation system.
- Doors or windows will remain open if possible. If not, we will run our AC fans which have a filtering system.
- We currently have ActiveTek Air Scrubber filters installed in all of our air conditioners.

Cleaning and disinfecting

We implement the following cleaning and disinfection measures for frequently touched surfaces:

- Ensuring adequate supplies and adequate time for it to be done properly.
- Proper training of all employees on proper use of disinfectants.
- Informing the employees and authorized employee representatives of the frequency and scope of cleaning and disinfection.
- We use Clorox 360 Sanitizing Machine in all offices/classrooms.

Our maintenance and COVID team have been trained on the proper use of the Clorox 360 Sanitizing machine and of the use of chemicals. If we have a suspected case in our workplace, it will immediately be disinfected.

Hand sanitizing

In order to implement effective hand sanitizing procedures, we:

- We have hand sanitizer at every classroom entrance, office entrance, and small hall.
- We have installed a hand washing station.
- Encouraging and allowing time for handwashing.
- Encouraging faculty/staff/students to wash their hands for at least 20 seconds each time.

Guidelines for Students

- Wash your hands frequently and avoid touching your face.
- Wear a mask or face covering in common areas, during transition times, in classrooms, and when arriving and dismissing from school.
- Sit in assigned seats in classrooms to promote social distancing and contact tracing.
- Plan on activities and athletics as scheduled, adhering to approved social distancing and safety measures.
- Bring a personal water bottle to school each day.

Guidelines for Parents

- Monitor your child each morning for symptoms and do not send them to school if they exhibit any of the following:
 - Fever greater than 100.4 F degrees
 - Cough, shortness of breath, or difficulty breathing
 - Chills or muscle aches
 - Sore throat
 - Loss of smell/taste
 - Stomach issues
- Reinforce the expectation for frequent hand washing, mask wearing, and social distancing.
- Monitor your child's use of technology in the home.

Attendance (Parent-Student Handbook p.13)

Each day that a student is absent, parents must call the school office (562-943-3218) or email the office/teacher before 8:00am to report the specific reason/s for the absence. Upon the child's return to school, please email the office a note, even if a phone call has been made. The note should contain the student's name, date/s of absence, reason/s for the absence, parent's signature, and the current date. If the absence is due to medical or dental appointment, a doctor's statement is required for the absence to be considered "Excused."

Uniform

Beatitudes school uniform policy will be in effect. Thus, BOL students must wear their school uniforms for all instructional platforms.

Students will be required to wear their Mass uniforms (Parent-Student Handbook p.45) on Wednesdays. Spirit shirts with uniform bottoms are allowed on Fridays.

Operational Guidelines

Building/classroom/bathroom

- Daily cleaning and sanitizing will occur following health and safety guidelines. Using approved materials.
- Hand sanitizers have been procured for every classroom and department.
- Health/safety stickers are on display around campus to remind students of all Covid safety protocols.
- Only one cohort will be allowed to enter the bathroom at one time.

Nutrition Services Students

- Must bring their own snacks and meals.
- Eating areas throughout the school will be designated.
- No hot lunch program will be available at this time
- No heating of food is allowed
- No fast-food lunch drop-offs

Birthday Celebration

- Parents may leave store-bought individually packaged treats during the morning drop-off
- Unfortunately, no parents will be permitted to be on campus for birthday celebrations

Travel (Non-essential)

- Students or employees that leave the state must self-report and self-quarantine for 10 days before returning to campus.

Monitoring Guidelines

- Thermometers have been provided in every classroom. Temperature checks will occur drop-off and midday.
- Monitor staff and student symptoms and absenteeism.
- Staff and students stay home if they feel sick.
- Parents should check their children for symptoms each day before school.
- If staff or students display symptoms of illness at school, they will be sent home.
- If symptoms of COVID-19 are present, contact the Los Angeles County Public Health Department, (562) 345-6800.
- Students and employees showing COVID symptoms should not return to school or work until they have followed all of the criteria established by the local health department or their health care provider.
- If a staff or student tests positive, contact tracing will occur. All individuals potentially exposed will be contacted as soon as possible.
- Beatitudes will send out a notification to the community stating a student or staff member has tested positive. Please note, no specific names will be shared in the communication.

Return-to-School Criteria

- COVID-19 cases with COVID-19 symptoms will not return to school until all the following have occurred:
 - At least 24 hours have passed since a fever of 100.4 or higher has resolved without the use of fever-reducing medications.
 - COVID-19 symptoms have improved.
 - At least 10 days have passed since COVID-19 symptoms first appeared.
- COVID-19 cases who tested positive but never developed Covid-19 symptoms will not return to school until a minimum of 10 days have passed since the date of specimen collection of their first positive Covid-19 test.
- A negative COVID-19 test will not be required to return to school.

Frequently Asked Questions

If a student tests positive for COVID, what will happen to the class?

- The whole class will be quarantined (stay-at-home) for 10 days
- The class will revert back to the distance learning schedule; elective classes will be adjusted accordingly.

If my child tests positive for COVID, will his/her siblings also need to quarantine?

- Yes. The whole household will need to quarantine from school for 10 days. The child who tested positive will need to be fever-free for 24 hours (no use of fever-reducing medicine) after the quarantine period to return for in-person. If the siblings are symptom free, they may return after the quarantine period.

If any member in the car has a temperature at or above 100.4 F at the carline, what will happen?

- The child will not be allowed for in-person learning until he/she is fever-free for 24 hours without the use of fever-reducing medication.
- If there are BOL student siblings in the car, the whole household will be sent home as a precaution. The sibling/s will attend class via Zoom.
- The household may return for in-person learning once everyone is symptom/fever-free for 24 hours (if it is not COVID-related)
- If it is COVID-related, please refer to the protocols.

Why is there no in-person for Friday?

- School is still in session via Zoom. Friday will be used to deep-clean our campus and prepare for the following week.

Why is 7th-8th grade not allowed to come back yet?

- Per LADPH mandates, those grades are not cleared to return until the county is in the Red tier (<7 CR per 100,000)

Why is 6th grade not allowed to come back yet?

- 6th grade is departmentalized with 7th and 8th grade which means their classes have specialized teachers. During the course of the day, there will be some classes in which our in-person 6th graders will have no supervision coverage. The lack of supervision is not safe.

My child has outgrown her uniform, can I get some time to order his/her uniform?

- Yes

For additional resources, please check our Distance Learning tab on our school website: bolschool.org.