



RESPONSIBLE
RETURN TO
SCHOOL



ST. ANGELA
CHAPEL

A responsible return to Ursuline Academy

The plan to begin the new school year could not have happened without the input of many, including the many parents who responded to the survey and emailed us with their suggestions. Being part of a community requires the commitment of all to work towards the solutions that provide the best learning experience for our students. We fully intend to address the importance of personal responsibility with everyone in our community—faculty, staff, students, and families—so that no one group feels they are solely responsible for making this plan work.

In addition to the feedback of parents, including some who are health care professionals, we also asked to hear from our faculty and staff, because they are an integral part of this process. As we developed this plan, we had to consider many different needs and possible accommodations. Our goal throughout has been to provide the optimum experience, one that also pays close attention to the safety needs of all. One of the parents who works in health care shared the concept of planning for a “responsible return” to school, and we believe that is a useful way of looking at this plan.

Our plan is to resume school on August 13th as originally announced with a phased start for the first cycle (first six days of school). We are preparing for school to be in-person, five days per week, in the building and for the normal length of day, beginning at 7:50 a.m. and ending at 3:00 p.m. But we have instituted many safety protocols, as well as expectations around daily health assessments and policies for visitors and gatherings.

Finding the appropriate balance between the mission of Ursuline while mitigating the risks of COVID-19 throughout our community is critical. Considering the social and emotional impact of in-person and remote learning was another area where we listened to the community and incorporated government guidelines. Based on the information we have at this time, we will go ahead with the in-person plan, but if conditions change, we are prepared for a shift to remote learning. This document will be available on the Ursuline website and revised if the pandemic situation should change. Thank you for your input as we work as a community to start the new school year.

Opening Days – A Phased Start to School

Weekday	Date	Event	Who is on campus?	Schedule
Tuesday	August 18	New Student Orientation	Incoming Freshmen and Transfer Students	
Wednesday	August 19	Photos	<i>Sophomores – 10:00 a.m.</i> <i>Juniors – 11:00 a.m.</i> <i>Seniors – 12:00 p.m.</i>	
Friday	August 21	Seniors First Day	Class of 2021 Only	A Day
Monday	August 24	Sophomores First Day	Class of 2023 Only	B Day
Tuesday	August 25	Freshmen First Day	Class of 2024 Only	C Day
Wednesday	August 26	Juniors First Day	Class of 2022 Only	D Day
Thursday	August 27	Seniors & Sophomores	Classes of 2021 & 2023 Only	E Day
Friday	August 28	Juniors & Freshmen	Classes of 2022 & 2024 Only	F Day
Monday	August 31	All Students Together	All Students	A Day



HEALTH & HYGIENE

Preventative Measures



Face Coverings

All students and employees are required to wear face coverings while on campus.

Bring your own cloth or surgical face covering every day.

Must fully cover nose and mouth (see [CDC recommendations](#) for proper use).



Physical Distancing

We cannot guarantee 6 foot distancing in every situation throughout the day. We will strive to maintain appropriate distance.

However, the [CDC guidance](#) shows that when **all** preventative measures are taken **together** (stay home when unwell, wash hands frequently, wear a face covering), the risk of exposure is greatly reduced.



Hand Washing

Reminders to frequently wash hands will be announced and posted.

Hand sanitizer will be used upon entering the building and also upon exit.

Sanitizer is located throughout the building and should be used when hand washing is not readily available.

Wellness Checks



All students, staff, and faculty are required to self-screen prior to entering campus.

Temperature check
Daily screening



A short health questionnaire will be completed by all students, staff, and faculty every few days.

Confidentiality and privacy will be maintained.
Designed to help us track the well-being of our community.

Sick or possible exposure to COVID-19?

Stay Home.

- Students, staff, faculty will be required to stay home if any of the following conditions are met:
 - Exhibiting symptoms associated with COVID-19 (click here for the CDC's [most current information](#))
 - After close contact with persons that have tested positive for COVID-19 (What is close contact? [Click here.](#))
 - Returning from travel to COVID-19 “hot spots” as determined by the CDC and Ohio’s Board of Health.
 - Less than 72 hours (three days) fever free

Notify School.

- Contact via Attendance line.
- Report symptoms and length of absence.
- Report if staying home due to COVID-19 related issues (self exposure or household concern).
- Indicate if student will be participating remotely for the duration of absence. Remote participation from class on a short-term basis (1-10 days) will not be considered an absence from school as long as she is actively participating in her daily classes.

Sick at School?

- All students, staff, and faculty who become ill while on campus are to report to the nurse's office.
- A temperature check will be the first protocol taken by the school nurse.
- If a student, staff, or faculty member has a temperature of 100.0 degrees or higher, or demonstrates symptoms of COVID-19, that individual will be isolated and sent home.

Return to School

- Students, staff, or faculty who have stayed home with COVID-19 related issues (illness or exposure) will receive guidance on what they will need to do to return to school.
- We will follow guidelines from medical professionals as well as public health officials.



SPACES & SCHEDULES

Entrance and Exit



Sanitize hands upon entry and before exiting.



Face covering must be on before entry.



Drop off procedures and times will remain the same.



Students are encouraged to wait outside for pick-up, using physical distancing.



Bus procedures will be determined by the providing district and are not controlled by Ursuline Academy.

Visitors



By appointment only.



Parents may drop off items (lunch, materials). A face covering is required, and items will be placed on a table in the entrance. Text your daughter that her items have arrived.



Visitors must check in at the office as usual, and will be screened. Guest speakers for classes are encouraged to be virtual visits.

Classrooms



DESKS AND COMMON TOUCH
POINTS WILL BE SANITIZED
BETWEEN CLASSES.



DESKS WILL BE ARRANGED FOR
MAXIMUM DISTANCE.



SHARED MATERIALS WILL BE
SANITIZED BETWEEN USES.

Open Shared Spaces

Food Service

- Limited food service will be available. All food items will be prepared and packaged by our food service staff. There will not be any self-serve options like an open salad bar or buffet style serving available.
- Due to reduced capacity, the café will be designated for eating only. Students who are not actively eating or drinking will not be able to work, study, or lounge in the café during free mods.

Free Mods

- Students will still have the freedom to self-govern during free mods.
- Common spaces (library, microps, gallery, lobbies, etc.) will have reduced capacity.
- Faculty and administration will monitor common areas to remind students of physical distancing guidelines and other preventative measures (face coverings and hand washing).



LEARNING & LEADING



Design Principles

- Courses at Ursuline Academy continue to be robust learning experiences.
- Our take-away during the Spring of 2020 helped us construct a common language and series of design principles to support our students and faculty as we prepare to return to the classroom.
- Our design recognizes that some students and faculty may periodically be remotely learning or teaching for a short period of time (1-10 days) during the school year.
- Course design includes a common cadence or rhythm to the learning cycle. This structure will be similar across all content areas, supporting deeper learning and engagement in the content, in person or remote.

Hybrid Model

NEW this year: a **hybrid** component for our modular schedule has been designed. Every student will have one class per cycle per course that will be hybrid. This is NOT a full day of hybrid learning, just the class as indicated on her schedule. This allows for:

- A reduction in the number of class changes (student circulation) per day
- Allows for students to be more physically spread out for learning
- Permits students to meet with teachers in small group and one-on-one setting for additional support or enrichment
- Encourages students to practice independent learning

The image features a teal background with a subtle pattern of overlapping leaf shapes. A white rectangular border is centered on the page, enclosing the text. The text is in a clean, white, sans-serif font.

FAQ & DEFINITIONS



St. Angela Merici, the foundress of the Ursuline Sisters, wrote:
“If according to times and circumstance, the need arises to make new rules
or do something differently, do it prudently and with good advice.”

We take her words to heart as we embrace the challenges and
opportunities for creativity that this upcoming school year provides.

FAQs

Will you let us know if someone in the community tests positive?

- We will cooperate with local health officials and follow their guidance and recommendations regarding contact tracing and notification.

How will extracurriculars, retreats, athletics and performing arts be handled?

- As an extension of the school day, extracurriculars will follow the same policies and procedures for face coverings, hand washing, and physical distancing, as well as food and shared items. There are more specific event planning guidelines that are being developed and will be available to anyone planning meetings or events.
- Retreats are being redesigned to allow for safe and healthy procedures to occur while we continue the spiritual development of our students.
- Procedures regarding athletics will be determined by the Ohio High School Athletic Association.
- Annual performances are being reimagined with safe opportunities for our students to participate.

How are assemblies and school masses being handled?

- We are investigating ways that we can be present in spirit as a whole school via livestreaming. Each event will be individually evaluated for the best way to proceed with everyone's health in consideration.

How are shadows and recruitment functions going to be handled?

- Ursuline promises to provide a meaningful and informative admission process for prospective students so they can make an informed high school decision. See our [Admissions page](#) for specific details.

How are events (Auction, evening parent meetings, community celebrations) being handled?

- Large scale events are being considered on a case-by-case basis. Some will continue with physical distancing, some will become virtual, and others will be rescheduled for a later date.
- Parent night, meetings, and conferences will likely be held in a virtual format.

Although the physical nature of our activities and events may change, everything we do will reflect the spirit of Ursuline Academy.

FAQs continued...

Who can we contact if we have additional questions?

- We welcome all questions, so please send them to our Communications Director [Amy Klunk](#) and she'll ensure we receive them.
- We will address those questions and share them with the broader community in future Reports and update these Frequently Asked Questions.

How will remote learning be handled if a student needs to be quarantined?

- We took into account that we needed to plan for maximum flexibility between remote and in-person learning in Ursuline's courses, which we have defined as hybrid learning. This allows flexibility for those students who have temporary needs to stay at home, either because of illness or the need to stay at home because of exposure to COVID-19. To provide a way for students who are absent to fully participate in their classes, each classroom will be outfitted with the technology to allow them to connect and engage in the classroom activities remotely. Our goal is for students to have the ability to engage in classes remotely by participating in class discussions or small group activities, not just watching or listening from a distance.
- We are currently piloting the technology classroom setup with a small summer class that is in session on campus. This pilot is giving us the opportunity to work through sound and remote engagement issues, so we can be prepared to thoroughly train our faculty during our opening in-service days.

How will you control the crowded hallways to keep the students safe?

- We are adjusting our traffic patterns in the school, especially the World Language hallway, which are narrower than most of the halls in the building. Like you may have seen in some of the local stores, we are converting some hallways to guide students to use one-way traffic. Although the start and end times of the school day have not changed, procedures for student arrival in the morning and at dismissal will also look slightly different to accommodate safe distancing.
- Students will receive more details about morning arrivals on campus via a video message from the Leadership Team prior to the start of school.

Definitions

- **Close Contact:** defined as any individual who was within 6 feet of an infected person for at least 15 minutes starting from 2 days before illness onset (or, for asymptomatic patients, 2 days prior to positive specimen collection) until the time the patient is isolated. ([CDC](#))
- **Hybrid:** at Ursuline Academy, the hybrid model refers to a type of blended learning in which the learner and teacher are still present in the building, but working independently. This may include online learning, but could also look like small group work, writing conferences with faculty, consultation with faculty, or independent work time on assignments or projects. This model will allow for more physical distancing.