



# TEURLINGS

## CATHOLIC HIGH SCHOOL

To Channel His Spirit for the glory of God

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July 27, 2020

Dear Parents,

On July 6, we sent home a letter to map out the plans for the reopening of Teurlings Catholic High School and followed up with a Frequently Asked Questions document. The plan is designed to help TCHS to successfully and safely reopen to students. The plan also reflects important guidance from the Louisiana Department of Education (LDOE), the Louisiana Department of Public Health (LDPH), the Diocese of Lafayette, and other governing agencies.

Our plan is built upon the following principles:

1. The safety and well-being of our students and faculty is and will remain the first priority.
2. Everything possible will be done to reopen TCHS and provide a safe, faith-filled, high quality education for our students.
3. The current situation in Acadiana remains fragile. While much has been achieved over the past several months, potentially the gains could be lost if we are not collectively prudent and cautious with how we proceed.
4. The trust our families place in us is sacred and as in all aspects of our ministry, our reopening efforts will move forward with complete transparency and clear, open lines of communication.
5. We call all people within our TCHS communities, and beyond, to exercise faithful citizenship and ask each family take personal responsibility for the common good as well as their own personal safety.

The information included in the July 6 letter is still accurate and meets the standard of care we need to accomplish. This plan is subject to change. If necessary, we may delay the start date, pending the status of local COVID-19 spread, on guidance by healthcare professionals, and/or by further instructions from Diocesan or civil authorities.

Starting the semester in a total distance learning situation would be exceedingly challenging for all of our students and parents, but especially difficult for our freshmen who are unfamiliar with the technology and expectations required to successfully participate in TCHS's rigorous academic program.

Therefore, we believe the safest plan for the reopening of school will be the "Hybrid" plan. By organizing face-to-face instruction, whether it's every day or on a rotation around smaller cohorts of students, TCHS can easily overcome one of the biggest hurdles to reopening: adhering to social distancing protocols in classrooms.



### A/B Hybrid Plan

Using the Hybrid Plan, students would be divided into two cohorts alphabetically, Group A (last names beginning with letters A-I) and Group B (last names beginning with letters J-Z). To further filter the students, all siblings with different last names would be placed in the same cohort, regardless of grade. We will run a straight seven schedule on campus daily with the cohort scheduled for face-to-face learning. Example of the A/B Schedule:

	WEEK 1	WEEK 2
MONDAY	GROUP A	GROUP B
TUESDAY	GROUP B	GROUP A
WEDNESDAY	GROUP A	GROUP B
THURSDAY	GROUP B	GROUP A
FRIDAY	GROUP A	GROUP B

### Straight Seven Schedule

Classroom Opens	7:15
Opening Bell	7:30
1st Hour	7:35 - 8:25
2nd Hour	8:31 - 9:21
3rd Hour	9:27 - 10:17
4th Hour	10:23 - 11:13
Lunch	11:13 - 11:43
5th Hour	11:49 - 12:39
6th Hour	12:45 - 1:35
7th Hour	1:41 - 2:30

Learning will continue for students when they are not in the face-to-face setting. Teachers will use a variety of methods to continue instruction, provide guidance and opportunities for practice/enrichment, and offer informal assessments. Students will be responsible for completing work assigned on days they are at home, just as they would be for days they are in the classroom. For this reason, students will need reliable internet access while at home. Local internet providers (AT&T, Cox and LUS Fiber) have low cost options for families in need of internet access. Please contact them directly for more information.



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Plans for students who have to enter a quarantine for an extended amount of time or whose health considerations require them to remain at home are still being finalized.

Should TCHS be instructed to close at any point during the school year, faculty and students will transition to a distance learning format. Information regarding that plan will be sent out as needed.

Teurlings Catholic is cancelling or postponing many events scheduled for this fall. The school calendar in ParentsWeb is representative of changes made to the August calendar. As necessary, we will make additional changes to the calendar for future events. All Hybrid A/B group scheduling is on the ParentsWeb calendar through May, as well as, the yearly schedule for the rolling block.

### **Orientation**

Orientation will take place August 13-14. Group A will report on August 13; Group B will report on August 14. Each day the students will complete Orientation paperwork and school/ID pictures, and they will also attend all seven classes. An Orientation scheduled will be emailed to you the first week of August.

### **Arrival**

Arrival and dismissal times have not changed; 7:30 AM – 2:30 PM.

All students arriving early on campus will report to their 1st hour class at 7:15 a.m., get their temperatures taken, and remain there. Students arriving on campus between 7:15 - 7:30 will report directly to their 1st hour class. Students arriving on campus after 7:30 will report to the front office for a temperature check and an admit slip.

Class transition times are adjusted and staggered as necessary, to reduce the number of persons traveling through the campus at a given time.

School campus access will be limited to students, employees, drop off/pickup lines, emergency personnel and recurring deliveries. In case of an emergency, parents should contact the front office.

### **Masking**

All students and employees will be required to purchase and wear an approved mask or face covering when in classrooms and during transitions. Face shields will be allowed but a cloth mask is still required when within 6 feet of others.



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Students and faculty are excused from wearing a face covering with documentation from a medical doctor. Please contact the school nurse with documentation.

Any student having difficulty with a mask is allowed to see the school nurse as needed.

In addition to an approved face covering, all laboratory classes will require approved disposable gloves.

### **Technology**

To begin the 2020-2021 school year, all TCHS students will be issued a school-owned Chromebook and protective case at no additional costs. Students will take this Chromebook back and forth from home to avoid cross-contamination. Temporary protective pouches will be issued by the school until the ordered permanent cases arrive. More detailed information can be found in the TCHS Student/Parent Handbook.

### **Safety, Hygiene, and Sanitation**

The entire facility is being deep cleaned and sanitized. Deep cleaning standards will be maintained during the instructional day and throughout the academic year.

Lavatories will be cleaned and sanitized following every class transition.

Hand sanitizer stations will be installed throughout the facility and in each classroom.

Portable hand washing stations will be placed outdoors throughout the facility.

Water bottle refill stations will replace the water drinking fountains.

Students will be permitted the use of an approved personal container for water only.

Additional sanitary supplies will be provided in each classroom.

Directional signs and floor graphics will be placed in hallways and walkways to facilitate ease of mobility throughout the building and to maintain social distancing standards.

Appropriate arrangements of desks, tables and other furnishings and equipment will be employed to increase safety and to effect appropriate distancing.



### School Nurse COVID-19 Policies

Parents should health-screen their student at home before sending them to school. According to the CDC, symptoms of COVID-19 can include but are not limited to fever or chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, congestion or runny nose. The student must stay home if he/she is symptomatic, sick, or has been in direct contact with someone who has tested positive for COVID-19. Per the CDC, direct contact means within 6 feet of someone for at least 15 minutes that has tested positive for COVID-19.

#### Student Illness While at School

1. Any student who presents with COVID-19 symptoms during school hours will immediately report to the nurse's office.
  - a. The nurse will isolate the student in her office away from other students and staff.
  - b. The student will have their symptoms checked, monitored, and reported to a parent or guardian.
  - c. A parent or guardian must pick up any student with confirmed COVID-19 symptoms and/or a temperature above 100.4 degrees Fahrenheit immediately.
  - d. The nurse will oversee all checkout procedures for students who are suspected to have COVID-19 following the Protocol for Checkout of Sick Students. They will not report to the front office and will exit through the side door nearest the nurse's office.
  - e. The nurse will refer parents of high-risk students to their healthcare providers to determine when school re-entry is recommended.
  - f. The nurse will communicate with all teachers and staff who have had contact with that student for the day.
2. Any student who presents with general medical concerns or complains of being ill will report to the nurse's office.
  - a. Upon assessment of symptoms, the nurse will determine the best plan of action on a student-by-student basis.
  - b. The nurse will communicate with a parent or guardian of all ill students when necessary.
3. Students, who need to be checked out, will do so directly from the nurse's office following the Protocol for Checkout of Sick Students. They will not report to the front office and will exit through the side door nearest the nurse's office.
  - a. The nurse will communicate with the parent or guardian of each student checking out.
  - b. The nurse will report to the front office the names of each student that will be checking out from her office.
  - c. The nurse will document all students checking out and complete a check out form to be turned into the front office at the end of each school day.
  - d. The student will stay in the nurse's office to isolate and be monitored until transportation arrives.



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- e. The parent/guardian is responsible for promptly picking up the student from school.
4. Students who have been assessed and deemed safe to remain at school will return to class with a time-stamped note from the nurse.

Anyone who has been in close contact to a confirmed case of a symptomatic individual with a known exposure should quarantine at home for 14 days past his or her last exposure to the case.

1. A close contact is any individual who has been within 6 feet of an infected person for at least 15 minutes during their infectious period, which includes the 48 hours before the day the person became sick (or the 48 hours before specimen collection if asymptomatic) until the person was isolated. Close contact is also if you had direct contact with the COVID-19 case (touched, hugged, or kissed them), you shared eating or drinking utensils, or they sneezed, coughed, or somehow got respiratory droplets on you.
2. If a close contact in quarantine becomes symptomatic, they would be considered a case as of the day their symptoms begin or the date of their test and need to follow end of isolation criteria above to return to school.
3. If someone in their quarantine period tests negative, they should remain in quarantine for the duration of the 14 days and monitor for the development of symptoms at any time during the quarantine period.

### Return of Students and/or Staff Members After Confirmed or Suspected Positives

1. Any student/staff member who has had a positive case of COVID-19 will need a release from a physician to be able to return to school.
2. Any student/staff member who has been thought to have COVID-19 can return to school after:
  - a. 3 days with no fever and
  - b. Respiratory symptoms have improved (e.g. cough, shortness of breath) and
  - c. 10 days since symptoms first appeared
  - d. OR a negative COVID-19 swab test result
  - e. OR a release from a physician stating it is safe for the student/staff member to return to school.
3. The nurse will be required to keep track of students sent home for COVID-19 reasons.
4. Parents are encouraged to notify the school if a student tests positive or has been in direct contact with anyone who tests positive for COVID-19.

### Example Scenarios

**An individual develops symptoms\* or tests positive.**

**What does the individual need to do?** The individual with symptoms or positive test should isolate and follow guidance for ending self-isolation. The individual may return to school when the ending self-isolation criteria is met.

**Who should be quarantined?** Anyone who was within 6 feet for 15 minutes or more starting 2 days before symptoms developed, or 2 days before specimen collection if



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asymptomatic. All close contacts should quarantine for 14 days from their last exposure to the symptomatic individual.

An individual's immediate family member is home on quarantine due to an exposure. This individual has been coming to school.

**Must that individual quarantine?** No, contacts of contacts do not need to quarantine. They should, however, follow social distancing at home with those in quarantine. They would not be subject to quarantine unless their immediate family member in quarantine developed symptoms or tested positive for COVID-19.

**Must others in the classroom quarantine?** No.

If a teacher, who teaches multiple classes is exposed and needs to quarantine, do all of the students they had contact with need to quarantine?

No, contacts of contacts do not need to quarantine. If the teacher then tests positive, follow guidance for quarantining close contacts.

Student stays home due to symptoms that developed overnight or over the weekend. Must the teacher and other student's quarantine?

If the student was at school anytime starting 48 hours before symptoms, then anyone who was a close contact from two days before onset until the student left school would need to quarantine for 14 days from the last date of exposure. If a courtesy notice is shared, it should be clear that it is not to initiate quarantine but for awareness and so persons be alert for symptoms and can make modifications due to any personal risk factors.

If classrooms are limited to 25 students, how many positives or on quarantine should be allowed before we put the entire class on virtual learning?

If anyone tests positive or has COVID symptoms in a class of 25 students and 6 feet physical distancing is not possible, anyone who was within 6 feet for 15 minutes or more would need to quarantine. If two or more people test positive or have COVID symptoms within 14 days of each other, move the entire class to virtual learning until 14 days past the last day a symptomatic person was in class.

How many students can we allow to be positive or on quarantine before we put the entire school on virtual learning?

The school may decide to move an entire school to virtual learning if the number of staff in isolation or quarantine hinders the operation of in-person learning. Factors to consider are adequate staffing, and number of classrooms affected, and age groups affected.

When may a student or teacher who was exposed and on quarantine return to school?

Quarantine is for 14 days from the last date of exposure. If they become symptomatic, they would be considered a case and need to follow end of isolation criteria to return to school.



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How long does a student need to quarantine if they have a positive COVID-19 case in their household?

The student would need to quarantine for 14 days past their last exposure to the household member. This may be 14 days starting when the case has ended their isolation period.

Do we require a negative test before a student or employee who has been exposed or positive is allowed to return?

**COVID case:** No, most COVID-19 patients should follow the symptom-based criteria for end of isolation above. Testing to determine end of isolation is appropriate for persons with or others to protect those weakened immune systems.

**COVID quarantine:** Quarantine is for 14 days from the last date of exposure. If someone in their quarantine period tests negative, they need to remain in quarantine for the duration of the 14 days as they may develop symptoms at any time during the quarantine period.

A student on a bus tests positive, whom do we quarantine?

Anyone who was within 6 feet for 15 minutes or more starting 2 days before symptoms developed or 2 days before specimen collection if asymptomatic should quarantine for 14 days from their last exposure to the positive individual.

If a student on a bus tests positive, is the bus driver quarantined?

If the bus driver was within 6 feet for 15 minutes or more starting 2 days before symptoms developed or 2 days before specimen collection if asymptomatic, then the bus driver would need to quarantine for 14 days from their last exposure. If students close to a case cannot be discerned from video or other means, the entire bus could quarantine.

If a student tests positive who has been practicing on a sports team doing conditioning outdoors and everyone has been more than 6 feet apart at all times, does the team need to quarantine?

Given the description, nobody needs to quarantine if they were more than 6 feet apart at all times. If anyone were within 6 feet for 15 minutes or more or any other type of close contact, they would need to quarantine for 14 days from the last exposure.

**\*COVID-19 symptoms in children include fever and one of the following: cough, sore throat, headache, muscle pain, loss of taste or smell.**





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### **Cafeteria**

Cafeteria lunch plans are in place for grab & go lunches, and plans are for students to eat in classrooms with their teachers.

### **Other Services**

Guidance services will be available to students throughout the instructional day.

Implementation plans for school Masses are currently in progress. Mass may be Live streamed into the classrooms.

Other whole school gatherings have either been cancelled or rescheduled through the month of August. The school calendar in ParentsWeb reflects these changes for the month of August.

### **Extracurricular/Non-Academic Activities**

- Athletics will be conducted in alignment with LHSAA guidelines. All other extracurricular activities will follow Teurlings Catholic High School protocols.
- Students will not be allowed to come to school during the day or after school solely for the purpose of participating in extracurricular activities. The sole reason established by TCHS for permitting remote instruction is to address parent safety concerns related to COVID-19 spread. On-campus extracurricular activities are of equal or greater concern in terms of social distancing and other related safety issues. Thus, parents of students who opt for their child to receive remote learning during the academic day must apply that same decision to all extracurricular activities.
- There will be no indoor pep-rallies during the Fall semester. Outdoor pep-rallies or gatherings must be in compliance with state social distancing guidelines.
- Any student social activities (i.e. dances, celebrations) must be conducted in open air venues or limited to less than 50 participants. All such activities, regardless of location, must be in compliance with federal, state and local social distancing guidelines.
- Hand washing or hand sanitation stations must be available for any activity.
- Use of face coverings will be implemented. All employees, parents, visitors and students must wear face coverings upon entry to an area where TCHS activities are being conducted and when not actively practicing or exercising, unless an exception applies. Exceptions will be made for age and health issues.
- TCHS staff will follow the response protocol in the event a student or staff member tests positive for COVID-19.
- Clubs and campus organizations are encouraged to meet virtually.
- For all LHSAA extracurricular activities, TCHS will follow all federal and state guidelines for spectators.



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### Visitors/Deliveries/Miscellaneous

Teurlings Catholic High School will restrict all visitors to only those essential to school operations.

- Visitors will not be allowed to visit during lunch time.
- Excluding the parental drop-off and pick-up times, before visitors are allowed onto campus, campus staff must screen all visitors for COVID-19 symptoms.
- Essential meetings will be done by appointment or through a virtual format.
- To ensure the safety of students and staff, no outside food deliveries will be accepted (i.e. food, gifts, Waitr, etc.).
- If possible, campus staff will establish a “no contact” system to allow parents/guardians to drop off essential items to students during the school day.
- Until further notice, field trips will be postponed.

We know you will have many more questions, and we want to be available to you. Feel free to contact me at [mboyer@tchs.net](mailto:mboyer@tchs.net). We intend to send regular communications as decisions and/or changes are made during the next several weeks.

Sincerely,  
Michael H. Boyer

