

**Trinity High School
Return to School Plan for First Halfterm
2020-21 School Year**



Dear Trinity families,

Thank you for all of your input during these unprecedented times. As you will read, through the tireless efforts of THS administrators, staff and you, we formulated this plan for the first Halfterm (HT1) of the 2020-21 school year. It was very important for our administrative team to hear from all of you, and we listened. Your children and our staff's health and safety are paramount to everything that went into the policies and procedures that will govern the first 9 weeks of the school year. As we have mentioned before, we will continue to revise the plan, policies and procedures based upon guidance from the Diocese of Cleveland, the Governor, the CDC and the Ohio Department of Health when it is deemed necessary.

We are pleased to announce that each student will receive a Chromebook for his or her use while enrolled as a Trinity High School student. Based upon availability, the plan is to hand them out to each student on their class orientation day during the week of August 24. After reviewing all of the submissions, 42% of our families chose the simultaneous learning option. This, along with other factors, allowed us to make the necessary modifications to the beginning of the school year, and allow families to feel safe. Parents will be required to log into your PowerSchool account beginning on Thursday, August 6 to electronically indicate your preference for the first Halfterm, HT1, August 24- October 23, and electronically sign a Covid-19 Policy with Acknowledgement and Assumption of Risk. The deadline to return this form is this Monday, August 10, by 5:00pm.

The first modification was pushing back the start dates for our staff and students. Staff will now report the week of August 17 for professional development while students will now report the week of August 24, only for one day, with their Class. Please be aware that dates can be changed based on guidance from the Ohio Department of Health and Governor DeWine.

Every student needs to report for this orientation day whether he or she chose In-Person or Simultaneous learning. Every student needs to wear a mask or shield from home.

Week 1 schedule will look like this:

Monday, August 24;	Class of 2021, 9:00 am-Noon
Tuesday August 25;	Class of 2022, 9:00 am-Noon
Wednesday August 26;	Class of 2023, 9:00 am-Noon
Thursday August 27;	Class of 2024, 9:00 am-Noon
Friday August 28;	Students Off, Teacher Development Day
Monday August 31;	School In Session, All Classes

Another modification we made is to the length of the school day, and how many days a week that your students will be in school. Many of our families asked if we could look at shortening the length of time our students are together inside the school, and we have come up with a plan for that on page 3.

School Day 8:30 am - 2:00 pm

Period 1 8:30 am – 9:45 am
Period 2 9:45 am – 11:00 am
Period 3 11:00 am – 12:45 pm
Lunch A 11:00 am – 11:30 am
Lunch B 11:35 am – 12:05 pm
Period 4 12:45 pm – 2:00 pm

Along those lines, here is an updated look at a typical school day to begin 2020-21, with many of your questions and the new protocols updated.

School Day in First Halfterm, (HT1) 2020-21

*Trinity Students arrive between 7:30 - 8:30am

*Students will enter through 4 different doors designated by Class.

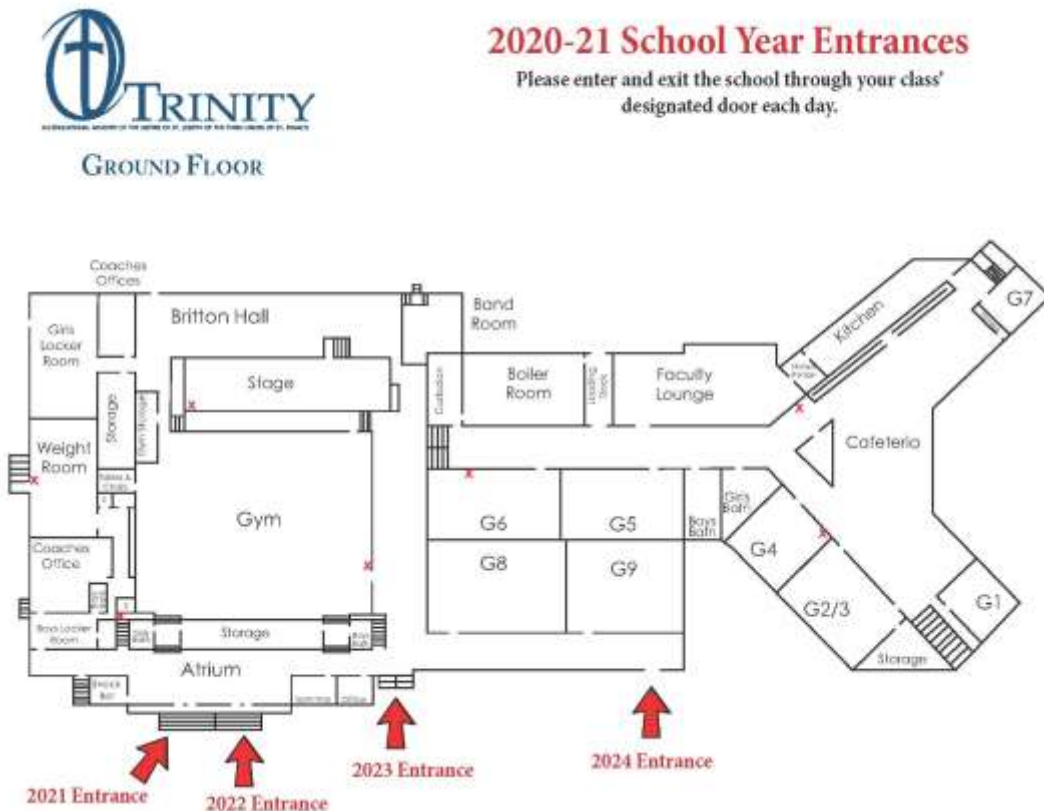
*Handicap/G9 entrance: Class of 2024

*G8 entrance: Class of 2023

*Atrium, North Side Door: Class of 2022

*Atrium, South Side Door: Class of 2021

***School Map:**



*Each faculty, staff member and student will have their temperature checked when they walk in the door

- *An administrator will check the student's temperature daily before they can enter the building

- *Students who have a temperature above 100 degrees will be sent home

 - *Parents/Guardians will be contacted immediately for the students to drive home or be picked up as soon as possible

- *If a student needs to be picked up by a parent/guardian, they will be isolated in G9 until their parent/guardian arrives

*At this time, lockers will not be utilized. Students will carry their belongings in a personal bag or backpack. Upon entering and after temperature check, students will move on to their first period class

- *The locker policies and procedures will be reevaluated when the weather turns colder

*As in past years we will maintain 4 class periods in our block scheduling, however the length of classes will be shorter in length; 70 minutes classes with a 10-minute bathroom break included

- *Each classroom will adhere to the 6 foot social distancing, limiting the number of students to 20 or less students in each classroom

- *Every class period, a scheduled classroom break will be provided for students to use the bathroom

 - *The bathroom breaks will be staggered at different times to avoid congestion and maintain social distancing

 - *Two extra men's bathrooms have been added for use throughout the day. One is outside of Godlewski Gymnasium and the other is the men's locker room

- *Classroom desks/tables will be sanitized after each period by a combination of the teachers and students. Each teacher will allow ample time at the end of class to get the desks clean

 - *Teachers will spray their work area and each desk. Teachers will wipe down their own area while students wipe down their area with disposable cloths provided by Trinity in each classroom

*Lunch

- *All students will come down the same South side stairwell; the other two stairwells will both be up only

- *Students are allowed to bring their own lunch from home

- *Students buying lunch will enter the lunch line with social distancing being implemented

- *Students will grab a pre-packaged hot or cold lunch

- *Students will pay at the register, separated by plexi-glass

- *Students will move to the cafeteria or Britton Hall for their lunch period

- *Each table will practice social distancing

- *The students and cafeteria staff will be separated by shields/plexi-glass

*End of Day

*Each class will leave out the same door they came in

*Due to Covid-19 guidelines, **ALL students need to be picked up no later than 3:30 pm** unless they are involved in an after school co-curricular activity

*If a student needs special arrangements, those arrangements will need to be worked out by parents/guardians with a school administrator

That is how a typical school day will look, keeping safety of our students and staff as the top priority.

Simultaneous Learning

Those students who have chosen the simultaneous learning option will be required to be present for all of their classes and in uniform. Students need to have a designated work area where they can sit for each class. Areas such as lying in bed will not be allowed.

Attendance will be taken by each teacher in all classrooms to confirm a student is participating in class and are able to interact with their teacher and classmates.

Each classroom has had a brand new camera installed so all students can attend class and follow the lesson plans through Google Classroom.

Pre-Professional Internship Program

The Pre-Professional Internship Program has been put on hold for the beginning of the 2020-21 school year. We will reevaluate the program after Term 1 in the hopes the intern program can return for Term 2.

Visitors

Trinity High School will limit the number of visitors allowed in the building until further notice. Only Trinity staff are allowed on campus in preparation for the upcoming school year. Nonessential personnel and visitors, and those students currently participating in a fall co-curricular activity will be restricted.

When school reopens full time, visitors will still be restricted and will need to report to the main entrance front desk. ALL visitors will need to have their mask or shield on before entering the building, and will maintain proper social distancing.

Covid Screening

With all Covid-19 related policies, procedures, and guidelines, Trinity High School is following CDC and Cuyahoga County guidelines. Trinity administration maintains contact with Cuyahoga County health officials to advise on how to best operate now and as the situation changes.

As mentioned earlier, each student will enter through his or her designated Class door to have his or her temperature taken before entering the building. If a student tests above 100 degrees, they will be sent home. Once a student has tested below 100 degrees, they may enter the school with their mask or shield on, and head directly to their first period class.

Any student or staff member must remain home if they are known to have had close contact with someone who has tested positive for COVID-19 in the last 14 days or are experiencing any of the following symptoms:

- *Temperature of 100 degrees or higher**
- *Fever or chills**
- *Cough**
- *Shortness of breath or difficulty breathing**
- *Fatigue**
- *Muscle or body aches**
- *Headache**
- *Loss of taste or smell**
- *Sore throat**
- *Congestion or runny nose**
- *Nausea or vomiting**
- *Diarrhea**

In the event that a staff member, student or member of a Trinity community household is diagnosed with or has been exposed to COVID-19, Trinity administration is mandated to report this information to the Board of Health. The Board of Health will provide direction for the next action steps to be taken.

Following Ohio Department of Health guidelines, any member of the Trinity community who tests positive should notify Trinity High School they have been exposed to COVID-19. Also following ODH guidelines, if any members of their household have been diagnosed with or presumed to have COVID-19 or are quarantined for any reason, you must notify Trinity High School.

Trinity High School administration is committed to working closely with the Board of Health to ultimately determine the proper response.

Masks, Shields, and Social Distancing

Each student and staff member will receive a Trinity logo facemask. Every student who chose In Person Learning and every staff member will also receive Trinity shield. **Either the mask or shield has to be worn at all times while on campus at Trinity High School.** Staff will receive theirs during the week of August 17 and each student will receive theirs on their respective class day during the week of August 24.

While wearing the mask or shield, both the nose and mouth must be covered. Masks should be cleaned regularly, daily if possible. No masks or shields will contain any other word or images outside of the Trinity logos already on there. These forms of protection will not only protect your child, but everyone else around them.

Masks or shields may be removed for eating and drinking with 6 feet of social distancing being observed.

Trinity will follow the proper recommended social distancing guidelines of 6 feet and stay away from interpersonal contact whenever possible. Evidence from health organizations has suggested that with the proper face coverings, spacing as close as 3-4 feet have similar benefits of 6 feet of space. With the percentage of students choosing simultaneous learning, each classroom will have 20 students or less, and is set up to keep students 6 feet apart in all classrooms and at lunch periods.

Traffic flow providing walking direction between classes will be controlled with signage posted all over the building and on the floors. Stairways will also be designated with signage as up and down. This will help maintain 6' of social distancing throughout the school day. Staff will be prominent throughout the hallways providing supervision and guidance between classes and for dismissal at the end of the day.

A reminder that students will not have lockers during the first term and will carry their belongings with them in a personal backpack or bag.

In addition to the traffic flow and stairwell signage, there will be reminders to maintain social distancing, sanitizer usage, and hand washing cleanliness instructions.

Sanitation stations will be in every classroom and common areas, and students will be given a bathroom break during every class period to wash their hands. Proper hygiene helps reduce the chance of getting Covid-19 and reduces the chances of spreading the virus.

Cleaning

Trinity maintenance staff has spent the entire spring and summer deep cleaning and disinfecting the entire school building. The staff also painted the school building to enhance the safety of our students and staff. As mentioned above, all classrooms and work areas will be cleaned throughout the day.

Trinity also invested in several deep cleaning machines so the entire school will be deep cleaned (fogged) and sanitized each night for added safety and protection.

If a staff member or student tests positive for Covid 19, the school will close off the areas that were heavily used by the individual for 72 hours. This will allow for even more cleaning and disinfecting while allowing for natural deactivation of the virus (unless it has already been more than 3 days since that individual was on campus). Trinity will also notify all staff, families and students if there is a lab-confirmed Covid-19 case at the school.

IEP Students

Social distancing guidelines will be followed while Trinity continues to provide special education services and meet the needs of each individual child. Needs will be determined on a case-by-case basis.

Communications

Trinity administrators will handle all communications with the assistance of the school communication staff. To stay up to date with any information:

- *Our staff will communicate through School Messenger with emails and text messages to the contact information we have on file.

- *Communications staff will post the latest information on the school website: ths.org

- *Communications staff will utilize our social media platforms when necessary including; [Twitter](#), [Facebook](#) and [Instagram](#)

Information and messages from teachers and administrators may also be relayed through Google Classroom.

Athletics and Co-Curricular Activities

No co-curricular activities and clubs, outside of athletics, will be allowed during the first Halfterm, (HT1). Trinity athletics will comply with the State of Ohio, the Ohio High School Athletic Association, and the Chagrin Valley Conference guidelines and regulations regarding practices, scrimmages, and athletic contests. Students who have elected Simultaneous Learning are eligible to participate in athletics as long as attendance requirements are met.

More information on athletics will be coming from Athletic Director, Tony SanFilippo. Communications can be found on the Trojans athletics website: <https://thsathletics.org/>, [Twitter](#), and [Facebook](#) accounts.

Important Notes and Frequently Asked Questions

*Students will not have lockers during the first term

*Students will carry books, lunches and their belongings in their own bag or backpack

*This policy will be reevaluated, as the weather turns colder

*Along with sanitizer spray and towels, each classroom and common areas will have a touchless sanitizer station

*Along with the cafeteria lunch line area, plexi-glass will be installed at the front desk in the main entrance area

*Trinity will engage with local health officials for guidance as necessary

*As mentioned before, all common areas and classrooms will be deep cleaned (fogged) and sanitized every night

FAQ's

Have the teachers had virtual classroom training? Yes, and the education/professional development continues.

Do the students have any summer reading assignments? No.

Is there a possible alternative for students who cannot be picked up by 3:30 PM? If you have extenuating circumstances, please contact school administration to make arrangements.

How will transportation provided by Trinity be handled this year to and from school? Are there safeguards put into place? There will be transportation, details to follow.

Are Ohio Department of Health guidelines for social distancing in schools 3 to 6 feet? 6 feet is recommended, but according to CDC guidelines and the Ohio Department of Health, 3-4 ft. is sufficient when wearing face protection.

How will sick days be counted this year? If a student is not feeling well, like from a cold or allergy as an example, could he or she learn from home that day?

Trinity High School will follow State recommendations on how sick days will be counted. If your child is not feeling well, they must stay home. Students can learn remotely if they are feeling well enough to participate.

If a student is ill, and will not be participating that school day's activities, a phone call needs to be made by 9:00 am to Trinity High School by a parent/guardian for the excused absence. This is for both In-Person and Simultaneous learning.

School days missed due to Covid-19 will be handled on a case-by-case basis.

How will liturgies be handled this year? No all school liturgies in the first Halfterm, (HT1) of the year. We will reevaluate after the first Halfterm, (HT1).

How many children will there be in each classroom? Maximum of 20, following State guidelines of 6 feet of social distancing.

Will the students be 6 feet or more apart in the cafeteria and Britton Hall during lunch? Will there be assigned seating? Yes, the recommended social distancing guidelines will be in place at all times during lunches. Students will choose a seat for the first Halfterm, (HT1).

When the weather turns cold, where will the students store their coats and boots? It will be reevaluated when the weather turns colder.

How will substitute teachers be handled this year? We will continue our current policy of in-house teachers subbing for each other.

Can students bring their own sanitizer? Yes. In addition, every common area and classroom will have a touchless sanitizing station.

Is there a plan for the school if the State steps in again and closes schools? Yes, we will go to remote learning through Google Classroom.

Is the Spirit Shop open during the summer? Yes. The Spirit Shop will be open during the school's business hours. Ask for Mr. Burke or Ms. Burke upon arrival.

Trinity's business hours for the month of August are:

Weeks of August 3 and August 10 August 17-31	Tuesday, Wednesday, Thursday Monday-Friday	9:00 am – Noon 8:00 am – 2:30 pm
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Contact Information:

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