



**FALL 2020**

# **BACK TO SCHOOL**

Re-Opening Campus Policies and Procedures  
for Parents and Students of  
Annunciation Catholic School



**ANNUNCIATION**  
CATHOLIC SCHOOL

# WELCOME BACK!

## OUR APPROACH TO RE-OPENING IN-PERSON WITH ONLINE LEARNING AS NEEDED

We are looking forward to welcoming all students back on campus for in-person classes on August 31.

Our top priority is to provide our students with an excellent Catholic education while keeping everyone safe and healthy.

In developing our plan, our committee followed guidance from the Minnesota Department of Health, Centers for Disease Control, the Archdiocese and outside experts including a group of parents with medical, human resource, and mental health backgrounds. We also asked for input from our extended day program, which has safely been running in our school this summer. **THANK YOU** to all the Safe Opening Committee Members and the Parent Review Group.

We are exploring options for remote learning for those families that have specific medical issues. If this applies to your family, please complete the form at: [www.annunciationmsp.org/school/remote-learning](http://www.annunciationmsp.org/school/remote-learning) and a school representative will be in contact with you.

As guidance shifts, we will be monitoring and adjusting this plan accordingly.

In this booklet, we will outline the manner in which we will accomplish a safe environment for our students..



## PREPARING FOR FLEXIBILITY

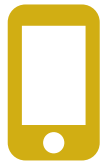
We are continually monitoring and adjusting to the ever-changing landscape, should there be a major shift in the Minnesota COVID-19 climate we will return to a distance learning model.



*the school day*

# AT-A-GLANCE

- Drop off and pick up will continue to happen at the South Foyer.
- All students must wear a mask inside the building.
- All students must wash or sanitize their hands after entering their classroom in the morning and throughout the day.



## HOW WE WILL COMMUNICATE WITH YOU

- It is the expectation that all parents will read *The Weekender*, our weekly e-newsletter.
- Information will also be available on our website.
- Frequently Asked Questions will be continually updated on our website.
- More urgent announcements or changes will be made via direct email.



# 8.31.20

*first day of school*



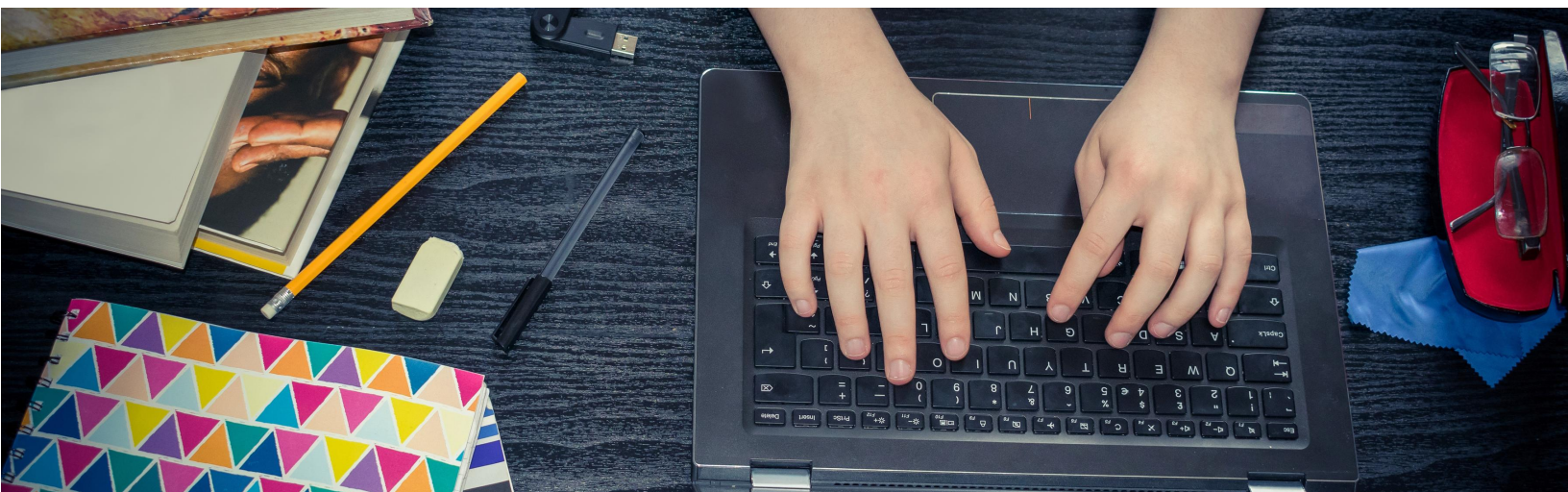
# 8:00 AM

*arrival time*



# 2:45 PM

*dismissal time*



*our shared commitment*

# HEALTH AND SAFETY

- All employees and students will be educated on proper handwashing techniques and respiratory etiquette.
- All employees and students will wear a mask at all times while indoors and maintain social distance when outdoors.
- All desks will face the same direction and will be arranged in accordance with the Minnesota Department of Health (MDH) Social Distance Guidelines.
- Flexible seating arrangements will be utilized in grade levels where feasible including floor seating with lap desks.
- Students will eat lunches in their classrooms or outside.
- All school lunches for purchase will be pre-packaged boxed lunches prepared by Agra Culture or students may bring a tree nut free lunch from home.
- Students will have their own school supplies and use of community supplies will be kept to a minimum. If using community supplies is unavoidable, designated bins will be used for clean and used supplies. Any used community supplies will be cleaned before put back into use.
- Equipment will not be shared between students whenever feasible. Any shared equipment will be cleaned between uses.
- Specialist staff will rotate to program spaces versus rotating kids through the building as much as possible.
- Specialist lessons will be held outside as much as possible.
- We are exploring ways to safely continue our tradition of weekly Mass and Adoration.
- High touch surfaces will be cleaned frequently and between different groups of students.
- Procedures are in place for students/staff who become ill at or away from school, or are in contact with someone with COVID-19. *More information to come as we get closer to the school year.*

## OUR COMMITMENT:



### TEMPERATURE SCREENINGS

*The CDC does not recommend universal system screenings in children which includes taking of temperatures.*



### HAND WASHING

*Every class will receive instruction on proper handwashing. It will be reinforced by ALL staff.*



### RESPIRATORY ETIQUETTE

*Every class will receive instruction on proper respiratory etiquette. It will be reinforced by ALL staff.*



### FREQUENT SANITATION

*A schedule has been developed for increased cleaning and disinfecting in the school building*



### NURSING STAFF

*A nurse will be on-site 5 days a week.*

## YOUR COMMITMENT:



### FOLLOW HEALTH + SAFETY PLAN

*The health of our community, and ability to safely provide in-person class will depend on our partnership.*



### STUDENTS WITH SYMPTOMS

*Please keep your child home if displaying symptoms. Guidance forthcoming.*



### PRAYER

*Please keep all of our families, students, faculty, staff and everyone affected by COVID-19 in your prayers.*



### RESPECT AND CHARITY

*As our leaders plan what this very different school year will look like, please be patient & kind.*



*putting policies into practice*

# A DAY IN THE LIFE AT ANNUNCIATION CATHOLIC SCHOOL



## **Classroom Arrangement:**

Desks will face the same direction & be in accordance with the MDH Social Distance Guidelines. Flexible seating & outdoor learning will be utilized when possible.



## **Movement on Campus:**

Traffic flow patterns and physical distancing will be utilized as well as minimal movement of classrooms.



**Masks:** Must be worn indoors at all times in accordance with Governor Walz's Executive Order 20-81.



## **Drop off and pick up:**

Will continue to happen at the South Foyer. Only students will be allowed to enter the school.



**Sanitizing Stations:** Will be located throughout the school and in all classrooms. Students must also bring their own.



**Lunch:** Students will eat pre-packaged boxed lunches prepared by Agra Culture or a tree nut free home lunch in their classrooms or outside.



**Mass:** We are exploring ways to safely continue our tradition of weekly Mass and Adoration.



**Recess:** Will continue to have outdoor recess without masks. Students will be divided into different areas for social distancing.



**Extracurriculars Activities:** We will work with SSYO to determine protocols to safely convene school sports.



**Group Gatherings:** No large group gatherings in the Gymnasium or Auditorium. When feasible, live-streaming into individual classrooms may be an alternative.



**Transportation:** We will have no busing. Field trips are suspended at this time. We will utilize virtual field trips when possible.



**Visitors:** We are limiting visitors, guests & volunteers at this time. If must enter the school, check in via the front office only.

*planning for the year*

# KEY AREAS OF PREPAREDNESS

We are committed to the Archdiocesan guidelines for schools.

1

## MAINTAINING HEALTHY FACILITIES

Routine cleaning and disinfecting of classroom surfaces, restrooms, lunchrooms, meeting rooms and drop-off and pickup locations.

2

## MAINTAINING HEALTHY OPERATIONS

Families, students and employees have been informed of and encouraged to self-monitor for signs and symptoms of COVID-19 through regular health checks.

3

## COMMUNICATING, TRAINING AND EDUCATING

Parents, staff, teachers and all others in the school community have been educated on health and safety procedures for shared involvement and responsibility.



**ADD THESE  
ITEMS TO YOUR  
SHOPPING LIST:**



HAND SANITIZER



PERSONAL  
WATER BOTTLE



MASK

<https://www.health.state.mn.us/diseases/coronavirus/facecover.html>

*final notes*

# FAITH + FAMILIES TOGETHER

We continue to follow CDC and Minnesota Department of Health guidelines and adjust to the ever-changing landscape. We will communicate detailed information as necessary.

The health and well-being of our community, the ability to continue to safely provide in-person instruction and pivot as needed will depend on our partnership -- all of our families, students, faculty and staff working together to maintain best practices for a healthy campus.

We are grateful for your support and faithfulness to our Annunciation community. We are confident that together, with God's love, help and guidance, we will make it through this time of uncertainty. We trust that God has a plan in all of this for us. May God continue to watch over us, bless us, and guide us on this journey.

Thank you for your cooperation during this challenging time! God bless you!



## OUR RE-OPENING LEADERS:

Father Bill Deziel, Pastor  
Kari Zobel, Principal  
Mike Langer, Dean of Students



## GET THE LATEST INFORMATION

- *The Weekender*, weekly e-newsletter
- School Website
- Email Communications





# MASKS REQUIRED INSIDE

*For those with disabilities or special health needs, please contact the school.*

STAY SAFE MN

m MINNESOTA

[staysafe.mn.gov](https://staysafe.mn.gov)

## MASK UP, MINNESOTA

- **Families Are Required to Provide Masks for their Children**  
(We will only have a few available for emergency use)
- **Acceptable Masks: Ear Loop Masks, 2 Layers,  
Store Bought or Homemade**
- **Masks Must Be Changed or Cleaned Daily**



**ANNUNCIATION**  
CATHOLIC SCHOOL



# ANNUNCIATION

## CATHOLIC SCHOOL

525 West 54th Street  
Minneapolis, MN 55419

[WWW.ANNUNCIATIONMSP.ORG/SCHOOL](http://WWW.ANNUNCIATIONMSP.ORG/SCHOOL) | 612-823-4394

### OUR VISION STATEMENT

*Annunciation Catholic School fosters each child's potential to create a better world through faith, virtue, knowledge, and service to others.*