



# Bishop Ireton High School: Return to School Phased Plan

*A comprehensive plan that moves Bishop Ireton High School learners and educators forward safely, Advancing Always*

*July 2020*

*Updated August 2020 with additions highlighted in yellow and blue*

*Updated October 1, 2020 with additions highlighted in green*

*Updated February 19, 2021 with additions in orange*

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## FOREWORD

In the Catholic tradition and in the spirit of St. Francis de Sales, Bishop Ireton High School is a college preparatory high school and a Salesian community of service and learning. Bishop Ireton is committed to the safety, health and well-being of all school community members while providing an outstanding curricular program that promotes progress and academic excellence for all of our students. We remain mindful of the needs of all learners as we strive to offer in-person and remote instruction, social-emotional support, and safe access to facilities through uncertain and evolving circumstances.

In addition to the many departments that keep Bishop Ireton High School operating and thriving on a daily basis, a Response to Covid-19 Task Force made up of the Head of School, instructional and counseling leaders, a class scheduling specialist, the school nurses, the chief plant engineer and the director of operations worked with instructional administrators and the school disciplinary and security team to create plans and procedures for the 2020-2021 school year that are flexible and can equitably serve each student, while also ensuring their safety and success.

In accordance with federal state and local regulations and guidance, Bishop Ireton High School closed due to the coronavirus pandemic starting on March 13, 2020. In June 2020, Governor Northam announced the need for a phased physical reopening of Virginia's elementary and secondary schools, while simultaneously calling on every school to provide a high quality educational experience for each student in the coming school year regardless of the physical or technological setting. Bishop Ireton High School opened its doors again for instruction beginning on August 26, 2020 and continues to follow the directives and guidance of the state and local health authorities and the Diocese of Arlington. Bishop Ireton has some discretion and flexibility, as we implement the plan discussed in this document and receive support and guidance from the Diocese of Arlington Office of Catholic Schools.

We appreciate the challenges and changes to the traditional school day that may be required of our families and faculty, and we are grateful for the dedication of the BI community as we prepare for and

embark upon the year ahead. Despite the unusual circumstances of the times, we know that the Cardinal family will continue to Advance Always and Live Jesus.

## RETURN TO SCHOOL EQUITY PLANNING

As we implement our return to school, we remain committed to an education plan that provides equitable educational opportunities for our students. Bishop Ireton's Salesian values remain focused on the call to "Be who you are and be that well, to give honor to the Master Craftsman whose handiwork you are." Through that call, we recognize that meeting the needs of all Bishop Ireton learners, especially those disproportionately impacted by school closures or learning loss, is especially important during this time. The steps below will be addressed in our education plan.

Steps to Ensuring Equity During Covid-19:

- Meeting student needs first
- Prioritizing the physical and social-emotional needs of particularly vulnerable students
- Ensuring safety and monitoring mental health; Ensuring access to support programs
- Maintaining communication with families
- Identifying students who have experienced learning gaps and developing strategies to mitigate the impact of school closures on these students

## PHASES

### PHASE I and II

If, at any point during the school year Governor Northam announces a return to Phase I or Phase II, Bishop Ireton students will return to **all remote learning** with a synchronous learning schedule for all classes. In response to the survey responses from families and faculty, this synchronous plan is a change from our asynchronous model in the Spring of 2020. Students would have required attendance, logging into each class according to a virtual schedule that correlates directly with the in-person schedule (provided in the Schedule section.

- Under Phase I, the school and campus will be closed with only essential personnel working onsite. Teleworking will be required for all other personnel.
- Under Phase II, the school will be closed for instruction, and the campus open to personnel with strict social distancing measures in place. Teleworking will be encouraged.

### PHASE III

Under Phase III, the Bishop Ireton school and campus will be open with strict physical distancing measures in place.

During Phase III, Bishop Ireton will offer a Hybrid Instructional Approach that includes both in-person and synchronous remote learning:

- In-person instruction will be provided for 50% of the student body on a rotating schedule of alphabetically grouped students in order to maintain strict social distancing measures and classroom capacity. Half of the student body will be onsite for in-person instruction for 2 consecutive week days, and the other half of the student body will be onsite the following 2 consecutive week days. This schedule rotation will continue according to the school calendar for as long as we must operate on a reduced number of people onsite. The instructional schedule is based on a block schedule: B day (classes 1-4), and I day (classes 5-8) from 7:55am-3:05pm each day. Student groups are determined alphabetically by last name (A-K Group 1, L-Z Group 2). Conditions allowing, three lunch periods will be provided each day in the cafeteria with cleaning and sanitizing in between lunch sessions.
- Students are required to attend all classes in real-time whether they are in-person or working remotely. They are expected to be both present and engaged in learning during scheduled class times. Attendance will be maintained through the Blackbaud portal system. Student attendance will be checked and verified for in-person attendance and virtual attendance by the teacher in each class, beginning with the first class at 7:55am. Students who are logging in virtually must log into advisory each day. Students who are logging in virtually do NOT need to log into study hall or lunch.
- Remote learning exceptions and teleworking will be options for students and staff with high risk factors. Families with significant concerns or needs regarding their student's return to in-person learning must submit a formal written request to the Principal to remain in continuous remote learning. These requests cannot be intermittent daily changes, but rather the decision for the duration of the ongoing learning plan. Once the individual remote plan is in place, a student must stay fully remote through an instructional quarter. A change can be requested once the quarter has ended.
- Whenever possible, Extracurricular activities will be available with both in-person and virtual opportunities.

## BEYOND PHASE III

Bishop Ireton High School will return to a "new-normal" with all students onsite together for instructional and extracurricular operations, in consultation with the state governance, public health officials and the Diocese of Arlington.

- Some restrictions may still be in place at such a time. The practices and policies of the remainder of this plan are intended to serve as a plan for Phases I, II and III and do not necessarily apply beyond Phase III.
- Additional guidance continues to be provided by the state and local jurisdiction as the circumstances evolve.

## INTRODUCTION

As COVID-19 continues to present a public health risk to Virginians, Bishop Ireton High School is implementing strong health, safety and social distancing precautions in order to reduce transmission, minimize risk to students and staff, and promote community health and well-being. This requires planning, policies and mitigation strategies to address the areas of Physical Distancing, Health and Safety, Cleaning, Scheduling, Student Expectations, Technology, Instruction, Communications and Administrative Processes. Bishop Ireton will follow state and local health guidance for schools and will operate under the guidance of the Diocese of Arlington Office of Catholic Schools.

## PHYSICAL DISTANCING MEASURES/SAFETY PROCEDURES

Given the highly communicable nature of COVID-19, physical distancing measures are recommended during the reopening in Phase III in order to limit disease transmission. Generally, physical distancing has two components to it: keeping individuals a safe distance from one another (approximately 6 feet); and reducing the number of people whom any individual interacts with. Physical distancing will be practiced in the classroom and will remain an important prevention strategy on a daily basis.

### *Classrooms*

- Classrooms will have students seated 6 ft distance between one another, with desks appropriately marked. Class seating limit is based upon the square footage of the classroom and a six-foot distance desk allowance.
- Classrooms will average between 10-16 students and will not exceed 20 students.

### *Large Gathering Areas*

- Large gathering limits in Bishop Ireton's larger spaces will be determined by the **state and city** Executive Order that is in effect at that time.
- The auditorium has a capacity of 840 seats, but no more than 250 people will be allowed in that space at the same time. It will be utilized for small group Masses, assemblies, and fine arts program needs. **It is also utilized for study hall purposes as needed.** The auditorium will be cleaned and sanitized after each use.
- The cafeteria and dining areas have a capacity of 530 patrons. No more than 250 students will be allowed in that space at the same time. Outdoor seating is available and will be utilized whenever possible with safe distancing, which will reduce the number of people needing to sit indoors. **The atrium and resource center will also be utilized for lunch periods, providing additional spacing and reduced numbers in the cafeteria. Godley gym and the auxiliary gym will be used for overflow as needed.**

## *Common Areas*

- Appropriate signage for all indoor spaces, reminders about moving in public spaces, and mechanisms to communicate physical distancing such as floor marks for adequate spacing will be posted in the building and monitored by the nursing staff and facilities scheduling staff.
- Lockers will not be utilized during Phase III to allow for social distancing in hallways. Block scheduling ensures that no more than 4 classes will be held in one day, which means that student backpack load remains limited and reasonable. Bishop Ireton's Bring Your Own Device (BYOD) option allows for reduced materials and the use of e-books when possible. The BYOD information is attached as a separate document.
- Bathrooms will all be utilized with only one occupant in each bathroom at a time, no matter the size of the bathroom. **This includes the use of bathrooms for purposes of clothing changes.** Faculty bathrooms will remain one-person occupancy for staff only. **Student bathroom use will be permitted during class time by the teacher and a required to follow the one-person limit. The bathroom pass process will be shared with students during their orientation. Only faculty and staff will be permitted to use the restrooms during the change between class periods.**
- Stairwells that are wide enough for 6 ft distancing will be utilized for two-way foot traffic, but narrower stairwells will only allow for marked one-way directional foot traffic.
- Hallways, classrooms, bathrooms, offices and gathering areas will all contain hand sanitizer stations and will all have social distancing signage.
- **Water fountains will only be allowed for water bottle refills. Students must provide their own water bottles.**

## *General*

- **MASKS** - The use of Cloth Face Coverings is required indoors in all areas **and on campus**, even with 6 ft spacing. Face coverings may be lowered only for quick water breaks while seated in a classroom where 6-ft distance is maintained between seats, and while eating and drinking in the cafeteria. **Teachers will wear masks in the classroom and will also be provided with face shields to use in the classroom.** Face shields and cloth face coverings may both be used in the classroom for those who prefer additional coverage. Bishop Ireton will provide a Bishop Ireton uniform cloth face covering for all students **on their first orientation day**, and additional uniform mask options will be available for purchase through the School Store. **No permanent modifications may be made to B.I. Uniform masks - only mask strap locking beads and plain ear savers (provided by the student) are allowed. Students must put their first Initial and Last name on their mask on the white strip in black permanent ink. Failure to follow instructions to wear their mask will lead to students being sent home.**

**Approved Masks for students:** BI uniform masks provided by the school and sold in the school bookstore; solid white or black N95 or KN95 masks. For students who are in unapproved masks, the nurses will provide an approved surgical mask from the school clinic.

- Physical distance will be maintained between students on Bishop Ireton school buses, with students seated one per seat with masks in use.
- Physical distance of at least 6 feet will be maintained to the greatest extent possible during the school day. As students travel between classes, foot traffic will move in the same direction with floor markings providing reminders to help maintain distance.
- Signage for proper hygiene and social/physical distancing measures will be posted throughout the school building.

## HEALTH

### MITIGATION STRATEGIES, HEALTH SCREENINGS

Bishop Ireton High School will implement a variety of mitigation strategies that minimize the spread of COVID-19, as recommended by health officials.

- Staff and students who feel sick are encouraged to stay home. They should not return until they are well, fever-free, and symptom-free for 24 hours (without use of fever reduction medication).
- Daily health screenings will be required for all staff and students upon arrival through the use of SchoolPass, the school's new online security, safety and paperless student pass platform. SchoolPass integrates with our secure Blackbaud network portal to maintain confidentiality of student and staff information. Students, staff and visitors will utilize the SchoolPass app to complete the COVID-19 related screening process. Anyone who does not meet the health standards set in the screening will be sent to the health clinic to be seen by the nursing staff for a formal health evaluation.
- Thermal scanner stations will be located at the main front entrance and the student entrance (which will now be the auditorium lobby entrance) to take a temperature scan of everyone who enters the school building. (No face detection mechanism will be utilized.)
- Anyone who doesn't pass the initial thermal screen of 100.0 will be sent to the health clinic for a second temperature reading completed by the nursing staff. Anyone with a temperature of 100.0 or over will be sent home.
- Hand sanitizing stations will be available in every classroom and throughout the building to encourage proper sanitary cleaning.
- Frequent handwashing with soap and water will be encouraged throughout the day.
- The block schedule is being utilized to reduce contact numbers and movement within the building during the school day. Seating assignments will be maintained in each class period. While teachers may change the seating assignments throughout the year, the list will be documented and maintained by the nursing staff as they follow health and tracing regulations.
- Students who have a study hall during the first period of the school day do not need to arrive until their advisory and second period class. Students who have a study hall during the last period of the school day can leave the building once their final class of the day is finished. A one time written permission is required by the parent/guardian for this permission to be granted. Details on this written request will be provided by the Office of Student Life. These staggered arrivals and

dismissals help to reduce numbers on campus in the hallways as we reduce contact time and provide greater physical spacing.

## SCHOOL NURSES/HEALTH CLINIC/TRAINERS

Bishop Ireton High School has doubled its nursing staff from one full time registered nurse and one clinic to two full-time registered nurses and two full time clinics for the 2020-2021 school year. Both nurses have vast experience with the state of Virginia and Diocese of Arlington health requirements and paperwork requirements. The original clinic is located on the second floor of the building, and the second clinic (the new clinic) is located on the first floor of the building, with double sinks and easy access to the elevator, the school exit, the restrooms, and the cafeteria. We also have two full time athletic trainers who provide care for our students with a focus on student athletes.

The nursing staff and trainers will provide necessary training and information related to safe hygiene practices, physical distancing requirements, proper use of face coverings and face shields, and stay at home/return to school guidelines to staff and students through in-servicing at the beginning of the school year and throughout the school year as needed. They will provide information to families through the weekly newsletter and through direct emails as needed. The Magnus Health database will be used to maintain health information, and the SchoolPass health screening information will be used for covid symptom review and contact tracing. Both Magnus Health and SchoolPass are linked to our Blackbaud student network portal for security and confidentiality of records.

Personal Protective Equipment (PPE) is provided for all school staff through Title IV, CARES Act and operational funding, and emergency back-up PPE supplies will be maintained and provided to students who are without the necessary supplies. All students will receive a uniform-approved cloth face covering at the beginning of the school year, and families will be able to purchase additional uniform-approved options through the school store. Solid Black or White N-95 or KN-95 masks are always approved but must be provided by the student. Any student, staff member or visitor who arrives without a mask will be provided with a school clinic approved surgical mask.

Revised processes and procedures for clinic visits will be based on visit type (e.g. routine medication administration; accident or injury; clinical signs of illness) and will be provided to staff at the beginning of the school year.

- With two clinics, new processes will be provided to staff regarding the number of students in each clinic at one time.
- The first floor clinic will have an alternative space for children or staff with symptoms of COVID-19 in order to immediately isolate them from the general population and each other.

## *Travel Quarantine*

- Virginia currently does not have any quarantine requirements upon arrival from travel within the US. A 14-day quarantine is required for international travel - the traveler must self-quarantine for 14 days beginning from the day you return home. Self-quarantine means you need to stay home

the entire time and avoid contact with others, while monitoring your health before returning to school or work. ~~Do not take public transportation such as buses, trains, taxis, or ride-shares.~~

### ***Reporting to or Experiencing Illness at School***

- The following emergency protocol will be activated with students or staff who report to school ill or become ill in the school building:
  - The ill student or staff member will be isolated from others and will be required to wear a face covering (unless doing so would jeopardize breathing).
  - If the student or staff member is not severely ill, but medical care seems necessary, the emergency contact will be contacted so that transportation arrangements can be made.
  - If immediate medical care does not appear necessary, the ill student or staff member will be sent home to self-isolate and directed to contact his/her medical provider for guidance. If necessary, transportation home will be arranged with the emergency contact.

### ***Required Notifications if Suspected or Confirmed Positive for COVID-19***

- Parents must notify the school immediately if their child/student is suspected or confirmed to be positive for COVID-19. Notification is given to the Bishop Ireton nursing team: [lorged@bishopireton.org](mailto:lorged@bishopireton.org) and [kieran.mitchell@bishopireton.org](mailto:kieran.mitchell@bishopireton.org). Staff members and contractors must notify the school immediately if they are suspected or are confirmed to be positive for COVID-19 by contacting the Head of School and Principal. Under no circumstances are they to report to or remain at the school building. An emergency contact will be contacted if transportation is required.
- Individuals will be asked to provide the names of those with whom they had close contact at school. Student schedules will be reviewed for seating assignments and any opportunities for close contact with others within **48 hours** prior to the positive testing.

### ***What Counts as "Close Contact"?***

- You were within 6 feet for at least 15 consecutive minutes with someone who is suspected of or confirmed to have COVID-19.
- You provided care at home to someone who is suspected of or confirmed to have COVID-19.
- You had direct physical contact with a person who is suspected of or confirmed to have COVID-19 (touched, hugged, or kissed them).
- You shared eating or drinking utensils with someone who is suspected of or confirmed to have COVID-19.
- Someone who is suspected or confirmed to have COVID-19 sneezed, coughed, or somehow got respiratory droplets on you within **the past 48 hours**



### ***For Positive Cases of COVID-19***

- The nursing staff will notify the Virginia Department of Health for any positive case of COVID-19 within 24 hours of the confirmation.
- In accordance with Virginia law, the nursing team will provide notification within 24 hours of discovery of a positive test to all students, staff and contractors with whom the confirmed individual had close contact at the school during the 14-day period prior to positive testing.
- The Notification:
  - o Will keep the name of the individual confidential
  - o Will not share any other identifying information about the individual
  - o Will require individuals who had close contact to quarantine and not return to school for 14 days from the date of positive testing as long as they are symptom-free
  - o Will be done in writing for all populations requiring notification
- Classrooms and common areas used/visited for prolonged periods of time by an individual suspected and tested positive will be fully cleaned, sanitized and disinfected before allowing others to return to the space. Surfaces will be disinfected using only chemicals and products appropriate for the surfaces and indicated in the EPA List N for use against SARS-CoV-2. We will follow the directive of the local Department of Health in regards to closures.

Written notifications to the community will be sent from [health@bishopireton.org](mailto:health@bishopireton.org). That email address generates an automatic email response, answering commonly asked questions. For specific questions, the nurses will respond to questions during the next business day. The school portal resources tab contains a Covid tracker which maintains general data on resolved and active cases in the school community. It is updated within 24 hours of a reported case to the community.

### ***Learning and Working While Suspected or Confirmed Positive for COVID-19***

- Students and staff members suspected or confirmed positive for COVID-19 will not be expected or requested to work due to illness. However, nothing prohibits permitting a suspected or known COVID-19 student or employee from engaging in remote learning/work if the student's parent or employee makes the request to administration and the school and family agree that work can continue appropriately. This decision can always be revisited if the situation changes.
- The nursing staff will work with school administration to provide proper communication out to the community in regards to COVID-19 cases and administrators will provide information to school counselors to work on any schedule modifications for students as needed.

## ATTENDANCE

Attendance will be maintained through the student Blackbaud portal system. Students will be checked for attendance in each class, beginning with the first class at 7:55am. If a student must be absent from class either in-person or remotely, parents must communicate that information **by sending an email to [attendance@bishopireton.org](mailto:attendance@bishopireton.org) or** by leaving a voicemail on the attendance line at 703-212-5192. Phone messages should include the student's name, class year, the date or time period of the absence and a brief explanation. These messages are expected before 9:00am on the day of the absence so that the Attendance Manager can verify and enlist support for any issues.

## POLICIES TO ACCOMMODATE STUDENTS AND STAFF WHO ARE SAFER AT HOME

The public health community has identified populations of individuals who are at greater risk of severe illness from COVID-19, and for whom more stringent physical distancing is necessary. Therefore, per the Governor's phased reopening plan, remote learning exceptions are available for students and teleworking for staff who are at a higher risk for severe illness and are therefore safer at home.

A staff member with needs can meet with administration regarding reasonable accommodation and provide the appropriate paperwork in order to provide instruction virtually, while having a classroom proctor available to monitor instructional sessions. **Those proctors will be employees of Bishop Ireton High School for the 2020-2021 school year.**

Parents should submit a request to the principal at [dtobin@bishopireton.org](mailto:dtobin@bishopireton.org) if there are needs for a full remote learning program **at the instructional quarter mark**. The remote schedule will be run simultaneously with the hybrid learning schedule being provided for all other students.

Students or staff who must quarantine/isolate during instructional days due to positive testing or direct exposure to COVID-19 must provide documentation from a medical doctor to allow for remote only work. Students who are isolating but not sick must log in at the appropriate class times during this quarantine period. Staff members will be provided with an onsite classroom proctor during these periods.

If a student or staff member tests positive for COVID-19 and is unable to attend classes/work, the absentee process will begin: the counseling department will work with the instructional staff to assist the student, while the human resources department will work with the instructional administrative staff to provide the necessary substitute staffing during this period. The nursing staff will work with school administration to trace student and staff movement and will respond appropriately to the school community. It will be important for families to be flexible, understanding that temporary shutdown of school or certain classes may be required for a period of time, according to state directives.

## CLEANING

Enhanced cleaning and sanitizing will take place throughout the day. The day and evening cleaning crews will clean and disinfect all touched surfaces throughout the day with approved cleaning products, and every member of the community has a role to play in maintaining a clean school.

- Desks will be cleaned by students with disinfectant wipes at the completion of each class session and prior to the beginning of each class session under the supervision of the classroom teacher. All desks and classrooms will be cleaned and sanitized by our commercial cleaning service at the end of each day.
- Bishop Ireton will provide robust cleaning and disinfecting during the day and each evening. The Chief Plant Engineer and maintenance team will ensure that the proper cleaning of ventilation, air circulation systems, and water/plumbing maintenance systems are covered in order to mitigate the spread of COVID-19. CDC guidance is followed for all cleaning.
- The Bishop Ireton Facilities Maintenance team is a group of 4 professionals, who have staggered schedules between the hours of 7am through 5pm. They also provide on-call response for emergencies on campus at all hours. We also have an evening cleaning company, Universal Janitorial Services, Inc. The Universal team is onsite from 6pm-10pm. Their cleaning routines ensure that the school is clean from many different viruses and other germs, to keep our students, visitors and staff healthy. Their well-trained maintenance crew uses a systematized cleaning and disinfection routine, with the use of OSHA-approved sanitizing equipment, cleaning materials and disinfection products. This school cleaning and disinfection process includes:
  - o Main Entrance, hallways, lobbies and auditorium
  - o Classrooms and Offices
  - o Clinics
  - o Restrooms
  - o Gym & Fitness Facilities
  - o Cafeteria, Kitchen & Break Rooms
- The entire maintenance team and additional staff members will ensure that the cafeteria is cleaned and sanitized in between each cafeteria session use.
- All spaces in Bishop Ireton High School were decluttered by faculty and staff prior to the start of the 2020-2021 school year in order to facilitate social distancing guidelines and sanitizing protocols.
- The same cleaning protocols apply to all Bishop Ireton buses, which will receive cleaning after each use by the transportation staff.

## SCHOOL SCHEDULE AND STUDENT EXPECTATIONS

### SCHEDULE

The Instructional schedule was created with an understanding that the 2020-2021 school year may have us in various phases throughout the school year. This schedule will allow for such changes while providing consistency for students and will work whether students are receiving instruction in-person or logging in through remote learning.

The Instructional schedule has been arranged to minimize contact between groups during in-person sessions. While only 50% of the class will be in-person for instruction during Phase III, the other half of the class will be logging in to participate remotely and synchronously through the student portal.

The schedule allows for modifications on liturgy days, assembly days, half days, and no advisory days. It ensures that students are exposed to all necessary content, regardless of the number of hours they receive in-person instruction.

Student attendance will be maintained through the Blackbaud system. Students both in-person and logging in remotely from home will be checked for attendance in each class, beginning with the first class at 7:55am.

**Bishop Ireton High School 2020-2021**  
**General 4 + 4 B l o c k S c h e d u l e**

Regular Full Day Bells			Regular Block (90 min)			Full Day with No Advisory (95 min)		
PERIOD	B Day	I Day	Begin		End	Begin		End
Per 1 / 5	Group 1 Class	Group 5 Class	7:55 AM	-	9:25 AM	7:55 AM	-	9:30 AM
Advisory	Advisory	Advisory	9:30 AM	-	9:40 AM	(NO ADVISORY)		
Per 2 / 6	Group 2 Class	Group 6 Class	9:45 AM	-	11:15 AM	9:35 AM	-	11:10 AM
Per 3 / 7 & Lunch	Group 3 Class & Lunch	Group 7 Class & Lunch	11:20 AM	-	1:30 PM	11:15 AM	-	1:25 PM
Per 4 /8	Group 4 Class	Group 8 Class	1:35 PM	-	3:05 PM	1:30 PM	-	3:05 PM
"H a l f" D a y Bells			12:10 Dismiss (55 min)			12:10 Dismiss with No Advisory (60 min)		
PERIOD	B Day	I Day	Begin		End	Begin		End
Per 1 / 5	Group 1 Class	Group 5 Class	7:55 AM	-	8:50 AM	7:55 AM	-	8:55 AM
Per 2 / 6	Group 2 Class	Group 6 Class	8:55 AM	-	9:50 AM	9:00 AM	-	10:00 AM
Advisory	Advisory	Advisory	9:55 AM	-	10:10 AM	(NO ADVISORY)		
Per 3 / 7	Group 3 Class	Group 7 Class	10:15 AM	-	11:10 AM	10:05 AM	-	11:05 AM
Per 4 /8	Group 4 Class	Group 8 Class	11:15 AM	-	12:10 PM	11:10 AM	-	12:10 PM

Special Schedules within the Regular School Day (7:55-3:05) have also been planned for:

Extended Advisory, Assemblies, Liturgies, and Review Days (dates TBD and conditions permitting)

A Special Schedules with an Early Dismissal Time of 2:25 PM has also been planned for Teacher Professional Activities (dates TBD)

A Special Schedules with a Later Start of 9:55 AM has also been planned for Any 2-Hour Delays (dates TBD as needed)

## CLASS DAY ROTATION CYCLES

### "In Person" 4+4 Block Class Rotation Cycle

**(for conditions under which everyone is in school - Beyond Phase III)**

[illegible]

**"Hybrid" (In-Person and Remote) 4+4 Block Rotation Cycle**  
**(for conditions under which there is strict physical distancing - Phase III)**  
**Students are "2 days in, 2 days out", ongoing**

[illegible]

<b>"All Remote" 4+4 Block Rotation Cycle for Classes</b> <b>(for conditions under which everyone must be engaged in remote learning - Phase I, II)</b>												
		Mon	Tue	Wed	Thurs	Fri	Sat/ Sun	Mon	Tue	Wed	Thurs	Fri
		<b>B</b>	<b>I</b>	<b>B</b>	<b>I</b>	<b>B</b>		<b>I</b>	<b>B</b>	<b>I</b>	<b>B</b>	<b>I</b>
Begin	Synchronized times for class participation mirror regular cycle (times TBD including frequency & times for Advisory)	1	5	1	5	1		5	1	5	1	5
		2	6	2	6	2		6	2	6	2	6
		3	7	3	7	3		7	3	7	3	7
End		4	8	4	8	4		8	4	8	4	8

The school calendar will be maintained on the website and in the BI portal. An extended orientation period will be utilized to help get students acclimated to new protocols and processes while also providing them with connection to classmates and faculty. For students who are fully remote learners, information will be sent on when and how to log into each orientation session. The Assistant Principal of Student Life, Mrs. Mary Jordan, will be in touch with fully remote families in regards to anything that may need to be taken care of onsite, which may include picking up start-of-the-year materials or getting their school photo.

## STUDENT EXPECTATIONS

Although a hybrid schedule will have students learning in a different way in Phase III, we will encourage and expect every student to behave in a manner that represents the values of Bishop Ireton, our Catholic Salesian identity, and our school's honor code. The policies of the student handbook and technology acceptable use will be in place for students who are meeting both in-person and through virtual means. The Student Life team will be working with students and faculty to monitor student progress and behavior through in-person and virtual means. They will coordinate with parents for additional support as needed. It is important for all Bishop Ireton students and families to understand that confirmed unsafe off-campus behaviors (ie. attending or hosting unmasked parties) can directly impact your ability to have in-person school attendance.

Throughout use of the hybrid learning schedule, class information will be updated and posted using the My BI Portal. Students should be sure to check the portal as well as their email on a regular basis throughout the day. Due to the nature of hybrid scheduling, it will be important to maintain an academic environment on days when you are working remotely:



- Be timely for class – check the schedule ahead of time to remember which day cycle we are on.
- Be prepared for class – have your materials, technology and assignments ready.
- Virtual Etiquette – remember that you are logging into to a “real time” class:
  - ☐ Follow the requirements of the teacher in regards to verbal and written responses.
  - ☐ Recording other students or teachers or any part of an online class without permission will be considered an honor violation and will be promptly reported to the Dean of Students.
  - ☐ Check the portal for links/invites for each course session, provided by the teacher.
  - ☐ Communicate with your teachers or advisor if you need any assistance or support.
- Be prepared at home - When working with your technology, you will need to log in to class sessions with your camera on. Keep the following things in mind:
  - ☐ Audio: a quiet space that eliminates or limits unwanted background noise, and the ability for the teacher and fellow classmates to hear the student for class discussions. Students must notify the classroom teacher and the Dean of Students ([bassz@bishopireton.org](mailto:bassz@bishopireton.org)) immediately at the beginning of class if they are having audio issues.
  - ☐ Foreground Visual: Lighting that allows you to be clearly seen
  - ☐ Background Visual: Keep your background appropriate at all times and free from distracting objects that wouldn't be allowed in a classroom. The student should be the only person visible on the student's screen.
  - ☐ Location: Choose a work area that creates an educational/office setting for concentration (preferably not the bedroom, removing visual of the bed and keeping students focused on a designated learning space).
  - ☐ Technology:
    - Review your laptop, power charger, internal speakers, microphone, and webcam for proper functioning.
    - The use of headsets or earbuds is highly recommended, especially if there are multiple people working in one room. This will help limit the distraction to others.
    - The webcam must always be “on” for teacher visibility of the student. If the student is having camera issues, this issue must be reported immediately to the classroom teacher and the Dean of Students ([bassz@bishopireton.org](mailto:bassz@bishopireton.org)). Students/families must fix the issue within 48 hours in order to continue logging into classes. The school will work with the family on tech issues.
  - ☐ Communicate with your teachers, advisor or Dean of Students if you need any assistance or support.

## STUDENT UNIFORMS AND APPEARANCE

The Bishop Ireton uniform policy provides a dress code standard for our students, which fosters an environment conducive to learning and respectful behavior in accordance with our Salesian mission. Students who are in-person for instruction must dress in the complete Bishop Ireton uniform. Students who are logging in remotely must dress in the uniform polo shirt and follow the Bishop Ireton grooming policies in order to maintain the learning environment virtually. Those students who do not adhere to this policy will meet with the Dean of Students and be issued consequences.

## SCHOOL DISCIPLINE

In all areas of learning, discipline must be considered in the development of the whole person. Our Code of Conduct is based on the Gospel message of Jesus and our Salesian call to Live Jesus. Bishop Ireton's Student Life department provides both supervision and support for our students. The disciplinary and security team are focused on: 1. creating a positive school climate and a Salesian environment that focuses on prevention of issues; 2. developing clear, appropriate and consistent expectations and consequences to address disruptive student behaviors; and 3. ensuring fairness, equity, and continuous improvement of student behaviors.

Students will be provided with the code of conduct and the technology acceptable use policy at the beginning of the school year during student orientation days and through the written copy of the handbook. The handbook will also be available on the BI Portal. The Salesian Leadership Team, Student Honor Council, and Student Government provide students with a voice in school processes and the opportunity to play an important role in communicating positive behavior, assisting fellow classmates who may be struggling, and encouraging the Salesian virtues.

Bishop Ireton recognizes that establishing behavioral expectations that are clear, consistent, and equitable are the foundation for creating a safe, supportive school climate where each student is able to achieve and grow in God's love and the Salesian virtues. The disciplinary team understands that it is through genuine, supportive relationships, fair processes, and instruction in social-emotional learning skills, that every student can achieve.

## TECHNOLOGY

The pandemic has created an opportunity for Bishop Ireton High School to approach the delivery of instruction in unique and diverse ways. We are using technology to effectively meet learners' needs and equip staff in their delivery of instruction.

Our Director of Technology will work with the assistance of our tech support company, CTSS, Inc., to make sure that all Bishop Ireton-owned devices and all student-owned devices are registered with the school network for the start of the school year. While the school completed student and staff technology surveys in March 2020, an additional technology needs survey was sent to all students, families and staff in August and late October to review needed resources. The school has maintained extra equipment and resources as

back-ups for all students who are without technology, and funding has been budgeted for additional resources in cases of emergency or families' changing needs. Bishop Ireton will ensure that devices are available for all students, and hot spots will be made available for those students and staff who do not have access to Wifi in their current living situations.

The Bishop Ireton technology department already maintains strong cyber security through safety protocols and infrastructure maintenance. Additional supports have been added to enhance instruction during planning for COVID-19:

- Laptops for every faculty and staff member, including the appropriate charger
- Document cameras, to ensure that each faculty member has one for instruction
- Wireless microphones, to ensure that each faculty member has one for hybrid instruction
- Increased bandwidth through Comcast to account for increased simultaneous log-ins onsite
- Interactive tech panels in every classroom to allow for ease of screen sharing during instruction
- SchoolPass paperless student pass system, health screening system and visitor screening system, which links directly to our Blackbaud portal.
- Scantron Performance Series assessment software, which will assist us in reviewing student progress and learning gaps, and to mitigate the impact of Spring school closures on our students.
- Examsoft online testing software, which will allow our teachers a safe, an flexible online testing mechanism to support accurate testing, and provides tools for grading and department assessment collaboration.
- An Instructional Technology Specialist joined our staff this year to assist faculty and staff as they implement technology platforms and strategies in their classes.

## CYBERSECURITY

Bishop Ireton has a strong technology team in place to ensure cyber security for our students and staff. Our Director of Technology maintains our school's network and works closely with CTSS, Inc, our technology support company. CTSS provides daily remote support and is onsite two days per week to assist the technology director with tech and security needs. All software and tech platforms are vetted for student data privacy and cyber security precautions.

In addition to the school's BYOD policy, the school maintains carts of laptops, ipads and chromebooks for use by each department and the school library. Backup technology is available for students who are in need during any remote learning period.

## SCHOOL NUTRITION

Three Brothers remains the food service vendor for Bishop Ireton High School. They will maintain their food and equipment supplies onsite in the kitchen area and will follow all local health official rules and regulations regarding food handling and physical/social distancing. Disposable products will be utilized for

individual servings in order to provide safe, sealed food service options for students and staff. Plexiglass sneeze guards will be installed at food service and check out stations, and a food line that allows for physical distancing around the cafeteria space has been instituted. Hand sanitizing stations remain in place throughout the cafeteria, and all cafeteria seating will be marked and socially distanced by at least 6 feet between spaces. PPE will be used indoors by everyone, but face coverings may be removed by individuals when they are eating and drinking.

While Three Brothers provides staff for food service needs, Bishop Ireton provides staffing for supervision of students and cleaning in between each lunch period. Additional staffing has been accounted for to make sure that proper supervision and cleaning is in place as we maintain a safe environment for our students and staff.

During Phase 3, no shared food celebrations will be allowed in the classrooms. Advisories will find a new way to celebrate Fridays without donughts. Any food for events will be individually packaged.

### ATHLETICS, EXTRACURRICULAR and ARTS ACTIVITIES

Extracurricular activities, the arts, and athletic programs are an integral part of school life for many students, staff and families. They support the goal of providing a well-rounded educational experience for students within the reopening process. Ensuring the safety of all participants - students, coaches, sponsors and spectators - is paramount as we utilize these programs. Bishop Ireton is pleased to implement these activities, and all health, safety and physical distancing guidelines for each phase will be implemented. There will be impact to practices, competitions, club meetings, rehearsals, concerts and crowd gatherings, so flexibility will be important.

#### *Athletics*

- Activities and/or programs which involve external agencies will be coordinated in partnership with these entities (including the Virginia High School League (VHSL), VISSA and the Washington Catholic Athletic Conference (WCAC)). Weekday and Weekend competitions will be scheduled when safely possible.
- Our athletic trainers and nursing staff will continue to work with the state health department on safety protocols and requirements for quarantine should we have a positive case of COVID-19 during extra-curricular activities. They are the point of contact with families for any health concerns.
- Bishop Ireton coaches and the athletic director's office will communicate season information to students and families. In order for students to participate in athletics, all regularly required athletic health paperwork must be submitted via Magnus Health upload prior to student start.

### ***Athletics Rules and Requirements:***

- cloth face coverings are required whenever 10-ft physical distancing cannot be maintained by athletes and coaches, including during competition. This is in compliance with the Alexandria City face mask requirement ordinance of Oct. 1, 2020.

- Students may only participate in practices and workouts onsite on the days that they have school onsite through the athletic "Fall" season. Beginning after Easter break on April 12, 2021, hybrid students may participate in outdoor-only athletic activities on any day of the week, even on their opposite hybrid group day. They must follow all screening and attendance rules for their teams and activities. If inclement weather requires a practice or workout to move indoors, only hybrid students on their designated day may participate.

- Hybrid students may participate onsite on the weekends for any scheduled workouts or practices.

- Students who have selected the fully remote learning option cannot participate in any athletics or onsite extra- curricular activities.

- All students-athletes must have a current physical on file before they will be allowed to participate in any practices, workouts, tryouts, competitions. Bishop Ireton will not be offering physicals on campus.

- Programs participating in workouts, practices and potential scrimmages must follow and adhere to all WCAC policies. This includes physicals, practice times and duration of those practices.

- Transportation for activities and competitions will not be provided for students for practices and on weekends. Beginning May 3, 2021, limited school bus transportation will be offered to teams for weekday away games only for up to two teams using the two available Bishop Ireton buses. Scheduling must be done by coaches through the athletic department. A maximum of 6 athletes plus one employed coach can ride each bus. This firm number reflects social distancing requirements. All safety protocols will be enforced on each bus, including masking, distancing and cleaning. If there is an afternoon where two teams are playing away, the bus usage must be split between teams. If a team has access to both buses, a max of 12 players can be transported and an employed coach must be on each bus to enforce protocols. Buses won't be used for practices nor on the weekends. If a team wants to request additional buses for an event, they must utilize team funds, and the athletic department will only use bus vendors that are on the authorized diocesan list. The above safety protocols, capacity rules and attendance of an employed coach on each bus would apply to those additional hired buses.

- Students who cannot adhere to rules for safety, particularly physical distancing and mask requirements, will not be allowed to continue participation during the season. All student-athletes must fill out the health screening and have their temperature taken onsite by trainer/coach each

day prior to being allowed to participate. Failure to do so will result in the student-athlete being sent home immediately. A temperature of 100.4 is considered a fever and the student-athlete will be sent home immediately.

-No shared equipment including balls, blocking pads, sticks or other personal sports equipment

-Students MUST provide their own water bottle - no shared coolers

-Locker rooms will not be utilized. Any student clothing changes must take place in bathrooms, according to the school's covid protocols for bathroom usage.

-students must leave immediately at the conclusion of workouts, practices and competitions and remain distanced from others upon departure

### ***Athletics Schedule:***

After much discussion and discernment in Fall 2020, the WCAC (Washington Catholic Athletic Conference) fall sports season was delayed with the plan to postpone until a later date. The league deliberated with a decision of no athletic start prior to January 1, 2021 for WCAC play.

The WCAC is composed of thirteen schools spanning seven jurisdictions and many counties. These jurisdictions have different safety restrictions and requirements, and thus, the decision was made that that there would be no WCAC sanctioned contest, events or championship during the 2020-21 school year. The WCAC will permit member schools to continue with workouts, activities and competitions in sports that meet the safety requirements of each location.

### Winter Season

Bishop Ireton winter sports teams, in particular, girls and boys basketball, girls and boys swimming, ice hockey, wrestling and indoor track, all engaged in practices, workouts and, in some cases, competitions. Some winter sports elected to participate unofficially in local area club programs as an optional opportunity for students, while others were able to maintain official Bishop Ireton practices and events. This was all done within the safety protocols of state and local guidelines and requirements.

The Adjusted Athletic Season Dates for Fall and Spring:

### "Fall" Season

Tryouts/Practices: February 15 - February 27 (Football: February 15 - March 4)

Season: March 1 - April 10 (Football: March 12 - April 17)

Girls Volleyball

Field Hockey

Football

Girls and Boys Soccer  
Girls Tennis  
Girls and Boys Cross Country  
Cheerleading (without stunting)

### Spring Season

Tryouts/Practices: April 12 - April 24

Season: April 26 - June 5 (accounts for end of year exams and graduation ceremonies)

Girls and Boys Lacrosse  
Baseball  
Softball  
Girls and Boys Track  
Boys Tennis  
Golf  
Girls and Boys Crew

Bishop Ireton will adhere to state and local restrictions regarding competitions, spectators and visiting teams on campus. Due to major restrictions regarding spectators, our Hudl software and video livestream system will be utilized for competitions in Godley Gym and on Fannon Field.

The athletics department encourages any student that has an interest in a sport to email the respective coaches to let them know of interest and to answer any questions. We recognize the importance of athletics in the overall development of our students and want to provide as many athletic options as possible while doing so safely.

### ***Extra-Curriculars and The Arts***

Our Student Life Office, Campus Ministry Office, Music and Theater Departments work closely with the administration on extracurricular and club activities that we can participate in safely. Webcasting and technology means are utilized whenever possible to connect those who must participate virtually.

Announcements will come from those departments as instructional and event decisions are made throughout the school year.

- Students may only participate in extra-curricular activities onsite on the days that they have school onsite.

Beginning after Easter break on April 12, 2021, hybrid students may participate in outdoor-only extra-curricular activities on any day of the week, even on their opposite hybrid group day. They must follow all screening and attendance rules for their activities. If inclement weather requires a meeting or event to move indoors, only hybrid students on their designated day may participate.

- Hybrid students may participate onsite on the weekends for any event.

- Students who have selected the fully remote learning option cannot participate in any onsite extra-curricular activities. They may participate virtually where possible.

No unmasked singing or uncovered brass and woodwind instruments will be played in the building during phase 3. Students may utilize specialized instrument covers (approved by the music department) for brass and woodwind instruments during Wind Ensemble and band practice only. Chorus classes may sing indoors at the 10 ft spacing distance with masks, beginning March 1, 2021. Outdoor spaces will be utilized by teachers for music instruction when possible. Teachers are planning accordingly.

No overnight trips (which includes overnight retreats) will be allowed during phase 3.

## FINANCE AND BUDGET

Bishop Ireton High School administration and finance department remain in regular communication with the diocesan finance office, the school's funding partners, and contractual suppliers of equipment and supplies. We are working within federal and state requirements to use federal stimulus dollars and grants. Federal CARES Act funding, Title IV funding, and the school operational budget are being used to provide necessary safety, sanitizing and technology equipment as we maintain the facility in new ways during this Covid-19 period.

The Director of Admissions remains in regular communication with school administrators as we monitor enrollment and new student applications. Financial aid funds and applications for aid are reviewed regularly by the Financial Aid committee to ensure that family requests are responded to appropriately and in a timely manner. The FACTS aid management system continues to be utilized for aid review. The tuition fees and process will continue as posted and established through the FACTS tuition management system.

## COMMUNICATIONS

Effective communication plans have never been more important than in these unique times. The Bishop Ireton High School Communications department and school administration recognize the importance of using multiple channels and modalities to increase the effectiveness of messages and the likelihood of reaching the greatest number of stakeholders.

The following communication tools will be used:

- *This Week at BI*— This is the school's weekly newsletter which is published through Blackbaud and sent by email to current families, students and staff every Friday during the school year. The first edition of the 2020-2021 school year will be published on August 21, 2020. Throughout the summer, administration will utilize a similar format to TW@BI to provide updates on plans for the school year.



- *News From the Nest* – This is the school’s monthly alumni newsletter which is published through Blackbaud and sent by email to all registered alumni and current staff once a month. The Advancement department works with the Communications department to create this mailing.
- [www.bishopireton.org](http://www.bishopireton.org) – The official Bishop Ireton High School website has received a new, updated look and can be accessed by anyone in the public, including current families, alumni, prospective families, students and staff. The website provides information on all areas, including the academic and athletic calendars, forms, enrollment information, contact information, and current news. A Covid-19 Update page contains all formal communications that the school has sent out on schedule changes and updates since February 2020.
- My BI Portal – This is the student and parent portal through the Blackbaud network system, which provides an avenue for forms, instructional and grading information, schedules, and school information that should be protected from public publication. All current students, parents and staff have log-in information for their portal accounts. The portal contains the link to Magnus Health, which is the school’s electronic confidential filing system for all health information.
- Instagram, Facebook, Twitter – Bishop Ireton has public accounts with each of these social media platforms. The Communications department maintains these accounts and updates them daily with information for the Bishop Ireton community and the community-at-large. The Head of School provides regular video communication to the community through these platforms.

Throughout the summer, school administration sent Friday email updates to the school community on COVID-19 planning, and social media was utilized for video messages from administration. The Communications department will monitor and maintain additional communications needs and will work with school administrators to make sure that updates and information are timely and appropriately detailed. Emails and the emergency texting system will be utilized as needed.

The school handbook was updated to provide COVID-19 specific policies, and a family survey was sent out prior to the start of the 2020-2021 school year to determine student technology and health needs. Student Life, Campus Ministry, Counseling and our nursing team will monitor student and family needs during the summer and throughout the school year and will communicate needs and concerns with school administration.

Individual COVID-19 school response surveys were sent to the following groups in May 2020: parents, faculty/staff, and students. Over 60% of parents responded; over 65% of faculty/staff responded; and just over 25% of students responded. The data received from each survey has been reviewed and utilized to create a planned response for the 2020-2021 school year. In addition, the Diocese of Arlington sent surveys to parents and staff to get additional insight into school response to the pandemic, and that information was shared with Bishop Ireton administrators. Surveys will continue to be utilized to get feedback, especially when traditional onsite meetings and discussions are unable to be held due to social distancing.

## HUMAN RESOURCES

Bishop Ireton’s Human Resources manager will work with all employees regarding contracts, leave, and access to the diocesan Human Resources office. All contracts for the 2020-2021 school year have been

signed and submitted to the Office of Catholic Schools, and the Diocese of Arlington Employee Manual is available to all employees through shared docs and the HR office.

### SOCIAL-EMOTIONAL WELL-BEING OF STUDENTS, STAFF AND FAMILIES

In addition to prioritizing the health and safety of students and staff as school buildings reopen, the social-emotional well-being of students, their families and school staff remain a top priority for school leaders.

- While many parents are excited to have their children return to school, others may be anxious about the readiness of schools to reopen. Parents and caregivers may be concerned about how Bishop Ireton will ensure the health and safety of their children. Some may decide to keep their children at home due to lack of confidence in public health measures. Others may have issues providing transportation due to the hybrid instructional model and changes in parental work schedules. They can choose to apply for a solely remote learning plan by submitting their request in writing to the principal. Attendance is still required for all classes through virtual attendance log-in.
- The economic impact of COVID-19 may create stressors for many families who are struggling to meet their basic needs such as food, housing, or access to medical care, or may be coping with grief, loss or strained family dynamics exacerbated by the pandemic. The supporting departments, including Student Life, Campus Ministry, Counseling and the nursing team will all work with school administrators and the finance department to ensure that families are supported, and that they are connected with diocesan groups, such as Catholic Charities, as needed.
- Professional learning and training opportunities will be provided throughout the school year to assist faculty and staff in their work with the hybrid instructional model, technology support tools, and classroom behavior management. Department chairs will maintain meeting opportunities for fellow faculty members to provide mentorship, collaboration and collegial support.
- The Special Services Program will provide academic support and social-emotional support particularly for those enrolled in Academic Support, De Sales and Options programs. Special care will be given to assist students with identified disabilities and/or with Student Assistance Plans (SAPs) in navigating the unique schedule and demands of both an in person and virtual schedule. The Special Services team will focus their efforts on helping students fully engage in learning, building positive relationships in both the in-person and virtual classroom, developing self-advocacy skills and creating equitable learning environments for their students. The Special Services team will also provide support to teachers as they navigate what accommodations look like in a hybrid school environment.
- Parent contact and communication with the school is crucial as we partner to meet the needs of our students. Parent Conferences and Parent Back To School Night will still be held, but will be held virtually. Any parent meeting with faculty or staff will be held virtually. Our intention is to maintain communication while decreasing contact in the building. We want to maintain the in-person learning environment and provide an environment with reduced opportunity for contagion.

## IDENTIFYING ABUSE AND NEGLECT

Whether in-person or remote learning, Bishop Ireton remains cognizant of our role as mandated reporters of abuse or neglect (per § 63.2-1509). We will work with Student Life, Campus Ministry, Counseling, our nursing team, special services team and administrators to protect our students and report any signs of abuse.

## STUDENTS WITH DISABILITIES

Additional case managers have been added to the Special Services team to make sure that all students with disabilities receive the support they need to be successful during the various phases outlined in this plan. To facilitate a successful school opening, all Student Assistant Plans (SAPs) will be reviewed with students and families, and any plan revisions will be shared with faculty members through the student portal. The opening this Fall of two additional programs - - the DeSales Program and the Options Program - - will help provide a lower student to teacher ratio and targeted support for students with specific disabilities. *Starting in August 2020, Options students were provided with a 5-day a week in-person option. Beginning March 1, 2021, De Sales students will be provided with a 5-day a week in-person option, with limited space availability.*

The Special Services team anticipates that when students return to school after an extended closure, their needs may be very different. Academic Support teachers will work with faculty and student assistance teams to identify individual students who may need extra resources and targeted supports in order to be successful. If parents become concerned with their student's transition back to school or their child's ability to maintain their previous level of academic success in this environment, please reach out to the Director of Special Services.

## HYBRID AND REMOTE INSTRUCTION

One of the keys to a hybrid learning model is finding the most efficient ways to leverage technology to support continued learning while not in a face-to-face instructional setting. Bishop Ireton faculty will work with instructional administrators and the technology department to leverage technology in a positive way as they provide synchronous instruction for all students, both in-person and remotely. Each teacher will determine the instructional strategies that work best with their curriculum under this model.

Teachers will be utilizing our Blackbaud Learning Management System from the beginning of the school year so that all students are proficient in how to operate in the BI Portal. Through this portal, teachers will post direct links for the virtual classroom platform that they will be using for instruction. Microsoft Teams, Google Meet and Zoom are the three platforms utilized by most teachers, and they will review their plans with students during the first days of school.

Bishop Ireton faculty members are recognized for their effective and student-focused teaching practices, which will continue through in-person and virtual means, including but not limited to: blended learning, inquiry-based learning, project-based learning, flipped classroom model, and differentiated small group

instruction. As was the practice prior to COVID-19, teachers will collaborate with school counselors, co-teachers, administrators, the technology team, and other support staff to meet the expressed needs of all Bishop Ireton students.

Our math center and writing centers, which operate during each school day, will continue to operate through our Math and English departments. Virtual options for students to meet with department members for assistance during these hours will be provided. Information and details will be shared with students on how they can sign up for sessions during their study hall times. Our afterschool Homework Center and before and afterschool Testing Center will be available for hybrid students on their in-person days.

### ELECTIVES DURING HYBRID INSTRUCTION

Elective courses play an important role in promoting and maintaining student mental and physical wellness, as well as allowing students to continue preparing for workplace, college, and career goals. Bishop Ireton High School will continue with all elective classes. Faculty will work with students to maintain health, safety and social distancing measures and will communicate with students on proper and safe use of equipment and materials, and any requirements or modifications to the class schedule or uniform.

### ADVANCED PLACEMENT AND DUAL ENROLLMENT COURSES

Bishop Ireton will continue with all course offerings, including Advancement Placement (AP) classes and Dual Enrollment classes. We will remain in regular communication with these sponsoring colleges as well as with College Board to maintain strong curriculum parameters. All students will be prepared for final assessments and course credit.

AP Exams will be offered onsite with testing dates provided by The College Board. The Bishop Ireton Counseling Department will provide the schedule and testing plan to families. Fully remote students will be provided with the opportunity to take the AP exam onsite as long as they complete all required waivers and health paperwork.

### ACCREDITATION FOR THE 2020-2021 ACADEMIC YEAR

On March 13, 2020, Governor Northam closed schools for a minimum of two weeks. Subsequently, on March 23, 2020, he announced that all schools would cease in-person instruction for the remainder of the 2019-2020 academic year in order to mitigate the spread of the coronavirus. Due to the impact of these closures, school accreditation for the 2020-2021 academic year based on data from 2019-2020 will be waived by the state of Virginia. Bishop Ireton's accrediting agency, Cognia Global Commission, has certified that Bishop Ireton High School has met the criteria for educational quality and has provided a Certificate of

Accreditation by the Southern Association of Colleges and Schools Council on Accreditation and School Improvement for the 2020-2021 school year. Bishop Ireton will still undergo re-accreditation for the 2021-2022 school year through a fully virtual process.

#### PARENT PARTNERSHIP DURING COVID-19

The first priority for school consideration when returning to onsite instruction is to keep students, staff and families safe. Bishop Ireton will do this by ensuring that parents have communications that will provide them the most up-to-date information on our expectations, policies and procedures. As we put supports and practices in place, we look to families to partner with us in the following:

- Maintain a scheduled routine at home to the extent possible.
- Discuss new practices with your child to include activities that improve emotional health.
- Practice and model basic hygiene and healthy lifestyle practices.
- Be honest and accurate while remaining calm, easing fears, and reassuring your student.
- Support the school's policies and procedures as expressed in this plan.
- Pray as a family and encourage service to others, as we demonstrate Salesian virtues both on campus and at home.

We are blessed by our Bishop Ireton family and we look forward to our work together in the year ahead.