



CATHOLIC  
Partnership Schools  
Educating Camden's Children

Community Learning Campus at St. Anthony's  
Holy Name  
Saint Cecilia  
Saint Joseph Pro-Cathedral  
Sacred Heart



# ON THE ROAD BACK...

PREPARED FOR CATHOLIC PARTNERSHIP FAMILIES

First Day of School September 8, 2020

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## LETTER FROM THE MANAGING DIRECTOR

Dear Parents and Guardians,

When our students left our school buildings on March 13, 2020, we could not imagine they would continue in a virtual learning model through the end of the school year. This shift required our five schools to quickly re-imagine how to best deliver virtual instruction to serve CPS students. We are now approaching the start of the 2020-2021 school year and once again, we are facing a challenge we could not have imagined.

Over the past several months, the CPS Leadership Team along with our Principals have been working on a plan to safely reopen our schools on September 8, 2020. On Monday, July 13th, you were sent a survey to help us understand your thought process regarding returning to school in the Fall. We were overwhelmed by the response - thank you for being true partners in this process. We heard you!

Ultimately any reopening plan must balance safety, instruction, and operations in a way to provide the best solution for all 1,000 CPS students as well as our faculty and staff members. Included in this document are two models for safely returning to school. The two models reflect your responses from the survey. We understand that these models may not be ideal for all CPS families but please be assured that all decisions were made with the safety and health of your children as our top priority. We will continue to monitor recommendations from the NJ Department of Education and the CDC; each new update and change has the potential to require us to rethink and rework our plans.

CPS takes our responsibilities to our families, staff, and community seriously. We understand our obligation to meet the safety and educational needs of our students and staff. Our priority is to keep your children safe while providing a high quality education. We assure you that we are working hard to provide a safe and healthy environment for your children.

Sincerely,

A handwritten signature in dark ink, appearing to read "Frank Monaghan", is positioned above the printed name.

Frank Monaghan, Managing Director





### Model 1 – Hybrid In-Person and Online, Schedule A/B

- The A group will attend school in person on Monday and Wednesday. (They will have online instruction on Tuesday, Thursday, and Friday)
- The B group will attend school on Tuesday and Thursday. (They will have online instruction on Monday, Wednesday, and Friday)
- We will do our best to give siblings the same A or B schedule
- The school day will take place from 8 am – 1 pm
- Aftercare will NOT be available

### Model 2 – Virtual Model

If you choose not to send your student(s) to school for any in-person instruction, your student(s) may stay home and CPS will provide online instruction. Students will be assigned to either an A or B group. They will be required to log in at 8 am and participate in all activities with their classmates until 1 pm. Attendance will be taken. Students must be dressed in clothing appropriate for school.

### Model 3 – If Schools are Required to Close

If the state or county departments of health decide that schools should close, we will change over to our plans for 100% virtual learning. In this model students will be required to log in at 8 am and participate in all activities with their classmates until 1 pm. Attendance will be taken. Students must be dressed in clothing appropriate for school.

On **August 7, 2020**, parents will be asked to complete a form in which they will select between the hybrid model or an all virtual model. The form must be submitted by **August 14, 2020**. Because we need to plan for smaller class sizes, staff assignments, and other considerations, this decision **cannot be changed until the next marking period**: A few weeks before the end of the first marking period, parents will be allowed to make changes to the way that their child is receiving instruction for the second marking period.



### We Believe That

Excellent Catholic schools provide an environment—founded on faith and graced by God—that nourishes the spirits and souls of children in a way that can sustain them for a lifetime.

The neighborhood school is an anchor of security for children, families, and communities.

Education is a transformative power that can positively change children's lives and give them hope and a future of possibility. It is the most critical factor in breaking the cycle of poverty.

Our children need places and people upon whom they can depend for safety, strength, and support.

Grounded in this system of beliefs, Catholic Partnership Schools strives to accommodate all of our PK-8 students in school every day as safely as possible with the ability to quickly transition to a high-quality remote option if necessary. We also are able to accommodate students who are not able to return in person due to illness with a remote learning option.



### Guiding Principles

#### Our Guiding Principles for Safely Reopening Schools

- To ensure the safety and wellness of students, staff and the community
- To deliver high-quality instruction to students, in all instructional models
- To use our resources (space, material, personnel) wisely

### Return Phases

#### PHASE 1:

School begins September 8th for all students using the following model:

All schools will offer a hybrid model with 2 days of in-person instruction and 3 days of online learning for all students. Students will be placed in either an A group or a B group and will be given a specific schedule for their group. The school day will be shorter, approximately 5 hours per day. **There will be an online-only option.**

#### PHASE 2:

This will be considered and implemented if public health conditions improve and state and county guidance allows for more in-person indoor activities.

Students continue on the same A/B schedule, but the school day will get longer, approximately 6.5 hours. **There will continue to be an online-only option.**

#### PHASE 3:

This will be considered and implemented if public health conditions improve and state and county guidance allows for more in-person indoor activities.

We will return to our normal five day a week in-person schedule. Aftercare will be open. **There will continue to be an online-only option provided.**

\* PLEASE NOTE: CPS will remain in Phase 1 until public health conditions improve according to our state and county departments of health. Families will be provided written notice when CPS believes it is safe to move out of Phase 1. CPS could skip Phase 2 and go immediately from Phase 1 to Phase 3 if the local health situation improves enough to do so.



### Learning Model 1 (Hybrid)

All schools will offer a hybrid model with 2 days of in-person instruction and 3 days of online learning for all students. Students will be placed in either an A group or a B group and will be given a specific schedule for their group. The school day will be shorter, approximately 5 hours per day. We will do our best to put siblings into the same A or B group.

#### Grades K-5 (In School Schedule)

- 90 minutes of English Language Arts
- 90 minutes of Math
- 60 minutes of religion
- 60 minutes of an elective (art, music, gym, Spanish, technology, or STEM)

#### Grades K-5 (At Home Schedule)

- 30 minutes of English Language Arts independent practice of skill(s) taught on previous day
- 30 minutes of Math independent practice of skill taught on previous day
- 30 minutes of religion reflection, writing, or project
- 45 minutes of a live elective (art, music, gym, Spanish, technology, or STEM)
- 45 minutes of Social Studies or Science practice or project
- 30 minutes of independent reading

#### Grades K-5 (Fridays)

- Small-Group live instruction with teacher or aide
- Cross-Curricular Project-Based Learning
- Test Review with teacher or aide
- Independent reading

#### Middle School (In School Schedule)

- 60 minutes of English Language Arts
- 60 minutes of Math
- 60 minutes of Social Studies or Science
- 60 minutes of religion
- 60 minutes of an elective (art, music, gym, Spanish, technology, or STEM)

#### Middle School (At Home Schedule)

- 60 minutes of English Language Arts independent practice of skill(s) taught on previous day
- 60 minutes of Math independent practice of skill(s) taught on previous day
- 45 minutes of religion reflection, writing, or project
- 45 minutes of Social Studies or Science practice or project
- 45 minutes of a live elective (art, music, gym, Spanish, technology, or STEM)

#### Middle School (Fridays)

- Small-Group live instruction with a teacher or aide
- Cross-Curricular Project-Based Learning
- Test Review with teacher or aide
- Independent reading
- 60 minutes of a Career and Technical Education course



### Learning Model 2 (Virtual)

If you choose not to send your student(s) to school for the hybrid model, your student(s) may stay home and CPS will provide virtual instruction. Students will be assigned a group and must login and participate in the live instruction with the other students in their group. Students will be required to follow the same schedule as their group. (Same as the Hybrid schedule—virtual students will log-in during the assigned Group A/B “In-School” schedule and will follow the assigned Group’s “At Home” Schedule).

#### Grades K-5 (Monday – Thursday)

- Grades K-5 (In School Schedule)
- 90 minutes of English Language Arts
- 90 minutes of Math
- 60 minutes of religion
- 60 minutes of an elective (art, music, gym, Spanish, technology, or STEM)

#### Grades K-5 (At Home Schedule)

- 30 minutes of English Language Arts independent practice of skill(s) taught on previous day
- 30 minutes of Math independent practice of skill taught on previous day
- 30 minutes of religion reflection, writing, or project
- 45 minutes of a live elective (art, music, gym, Spanish, technology, or STEM)
- 45 minutes of Social Studies or Science practice or project
- 30 minutes of independent reading

#### Grades K-5 (Fridays)

- Small-Group live instruction with teacher or aide
- Cross-Curricular Project-Based Learning
- Test Review with teacher or aide
- Independent reading

#### Middle School (In School Schedule)

- 60 minutes of English Language Arts
- 60 minutes of Math
- 60 minutes of Social Studies or Science
- 60 minutes of religion
- 60 minutes of an elective (art, music, gym, Spanish, technology, or STEM)

#### Middle School (At Home Schedule)

- 60 minutes of English Language Arts independent practice of skill(s) taught on previous day
- 60 minutes of Math independent practice of skill(s) taught on previous day
- 45 minutes of religion reflection, writing, or project
- 45 minutes of Social Studies or Science practice or project
- 45 minutes of a live elective (art, music, gym, Spanish, technology, or STEM)

#### Middle School (Fridays)

- Small-Group live instruction with a teacher or aide
- Cross-Curricular Project-Based Learning
- Test Review with teacher or aide
- Independent reading
- 60 minutes of a Career and Technical Education course





### Learning Model 3 (Contingency If Schools are Required to Close)

Learning model three will only occur in the event that state or county health department guidelines require CPS to close our schools to in-person instruction. If this were to happen, all students will stay in their same groups and follow Learning Model 2.

### Requirements and Resources

- Complete and communicate the structure of the school reopening plan 30-days prior to the start of the school year.
- Complete and communicate full reopening plans on the CPS website by August 7.
- Follow NJDOE, state, and federal health guidelines and procedures for individuals who test positive for COVID-19.
- Follow NJDOE, state and federal health safety protocols around food service, daily cleanings and other school operations.
- Prepare students, staff, and families via clear, continuous communication with the school community.
- Adopt contingency plans for emergency operations in the event facility closure becomes necessary.

[New Jersey Department of Education The Road Back; Restart and Recovery Plan for Education](#)

[Diocese of Camden COVID-19 Flow Chart with Degrees of Separation](#)

### Student Flow, Entry, Exit, and Common Areas

Our plan for keeping students and staff safe is to keep student and staff groups small and consistent by having the same group of children stay with the same staff as much as possible.

### Arrival

All students entering the building will have their temperature checked upon entry. After successfully passing their screening, they will go directly to their homeroom, use the sanitizing station and sit at their own desk. Students will not bring backpacks. The coatrooms will be utilized minimally in the Fall. Students will have scheduled bathroom breaks and an aide will be in the hallway to monitor bathroom use. Students will be required to wash their hands after using the bathroom and also use the bathroom or classroom's hand sanitizing stations.

### Dismissal

Dismissal will take place classroom by classroom or with meeting spots outside designated for classes, ages, and the best traffic flow.

### Lunch

Five breakfasts and five lunches, plus milk, will be given to each student to take home on Mondays or Tuesdays depending upon which group they have been assigned. Parents of students who are not returning to the school building may still pick up their meals on the assigned day.

### Classroom Configurations/Layout

All CPS classrooms will contain one of the following two configurations depending on the classroom size and number of students assigned to the classroom.

#### Configuration 1

A 6-foot distance is maintained between students when they are seated at their desks. Students are required to wear masks.

#### Configuration 2

A distance of no less than 3 feet, and as close to 6 feet as possible, is maintained between students when they are seated at their desks. All students are behind a three-sided barrier while at their desks. Students are required to wear masks.



### Before School Starts

Parents should decide, based on their family situation, if it is safe for their child to return to school in-person. Students with pre-existing conditions may need to have a doctor's note stating that they are well enough to attend school in-person.

### Entering the building

Each school has identified the best method to drop students off. This may include a tent for drop off to shield from inclement weather. Social distancing rules will be applied and everyone must wear masks. Parents will need to stay with students during the screening process. Designated staff will take the temperature of each student. If they are 99.9° or below they will enter school. If their temperature is 100° or above, they will not be allowed to enter. Parents will also be asked three general screening questions.

- Has any family member or anyone living with the student been exposed to or have COVID?
- Is the student taking fever-reducing medication?
- Have you traveled to any of the states that are listed in the Governor's Quarantine list?

Based on their temperature and your answers to the above questions, your child may be sent home. If a child is sent home because they have Covid-19 symptoms or because they know they have been exposed in their homes, they should be tested for Covid-19 and wait until they receive a negative test result before returning to school in-person. Children will be expected to follow along with their A or B group online.

No parents will be allowed in the building during the school day. School payments, forms, and signatures should be included in a plastic communication envelope. **No cash will be accepted.** Visitors will be limited to those conducting official business.

### Personal Protective Equipment (PPE) for Students/Staff

Wearing a mask is done for the common good and is a service to the other members of the school community. Because COVID-19 can be transmitted when a person does not have symptoms, and because wearing a mask has been shown to reduce transmission, masks are an important component of maintaining health in the school.

All students, grades PreK through 8 and staff, will be required to wear a mask at all times. The following PPE has been ordered and will be available in schools.

- A touchless thermometer for every classroom, the nurse, and the main office
  - Masks
    - Students will be encouraged to bring their own, but schools have a supply of disposable masks.
  - Gloves will be available for screenings and cleaning.
  - Hand Sanitizer will be provided:
    - Before and after morning screenings and
    - To all students as they enter the building
  - Hand sanitizing stations will be present throughout the schools.
  - Signage for handwashing will be in all restrooms.
  - Touchless Water Fountains have been ordered.
  - Antibacterial Soap will be available in all restrooms.
  - Paper towels. Will be available in all restrooms.
- Time will be added to the classroom schedule for restroom-hand washing.
- Students must follow the rules. Consequences for not following rules may include:
1. Oral warning
  2. Written note home
  3. Call home
  4. Detention
  5. Suspension

### Response to Students & Staff Presenting Symptoms

If a student or staff member is exhibiting symptoms, these symptoms must be documented along with time/date they were noticed and the person noticing the symptoms.

If a staff member exhibits symptoms for more than 24 hours, they will be required to provide documentation of a negative COVID test (from a Testing Site/Doctor) before they can return to work.

**If a student has symptoms, they will be sent home.** All students who are absent from school because they show COVID-19 symptoms should visit a doctor. It is expected that students will remain absent from school until they are fever free for 48 hours and other symptoms disappear. Students who are absent for two or more days for medical reasons will be required to have written clearance from a doctor to return to school. Students who have tested positive for COVID-19 will be able to return to school after following the guidance of their local public health department. Students with positive tests should expect to be absent for at least two weeks.

### If someone tests positive

- If your child or someone in your home tests positive for Covid-19, please **notify the principal of your child's school immediately**.
- If a student or staff person tests positive for COVID-19, the school will immediately notify staff and families of a possible or confirmed case **while maintaining confidentiality and without specifically identifying the student/staff member/person who is infected**. Because each situation is different, the school will consult with its local public health department to determine next steps. Students who share a classroom or who may have had contact with the student/staff person who tested positive will be monitored closely for COVID-19 symptoms, according to the recommendations of the local health department. Some students may be asked to stay home from school for approximately 14 days. If this occurs, students will be allowed to complete work virtually while the class is away from school.

### Summary of Protective Measures

- Schools will provide the following information to local health officials:
  - The identity of the person with COVID-19 or probable COVID-19 (i.e. staff, a child in care, household contact).
  - The date the person with COVID-19 or probable COVID-19 was last in the building;
  - The date the person developed symptoms.
  - Types of interactions the person may have had with other persons in the building or in other locations.
  - How long their interactions were with other persons in the building.
  - If other persons in the school have developed any symptoms; and
  - Any other information to assist with the determination of next steps.

### Facilities/Cleaning

- An outside cleaning company will be in charge of cleaning and sanitizing each day. The company will meet state standards with regard to cleaning and sanitizing.
- Each day, teachers and students will be in the habit of wiping down their stations and commonly used/high touch areas with Clorox wipes or other sanitizing agents.
- In general, schools will not let outside entities, including their connected parish groups, use the school buildings in the Fall. If an exception is made and an outside group is given permission to use the facilities, cleaning/sanitizing procedures will be in place.

As mentioned above, each school has its own unique Safety Plan.

Click below to access your schools' plan:

[Community Learning Campus at St. Anthony](#)

[Holy Name](#)

[Saint Cecilia](#)

[Saint Joseph Pro-Cathedral](#)

[Sacred Heart](#)