



RETURNING SAFELY TO CAMPUS 2020-2021

A GUIDE TO REOPENING
SAINT XAVIER HIGH SCHOOL

RETURNING HOME TO POPLAR LEVEL

The Saint Xavier Community is committed to delivering our mission through an educational experience deeply rooted in on-campus programming while also providing learning options for those who are unable to be on campus due to significant health risks to the student or a family member in the residence.

The following are our principles for reopening campus:

- Protect the health and safety of students and employees.
- Be compliant with government orders.
- Utilize guidelines from the KY Department of Education, Centers for Disease Control, and other local/state authorities.
- Establish effective use of spaces and places to support physical distancing.
- Provide students with some familiarity of school routines for learning.
- Set clear expectations for everyone.

Returning to campus is going to look and feel different for St. X, as we are implementing many changes to support physical distancing and the best practices necessary for schools to reopen safely. To ensure everyone is familiar with these changes, along with our new safety protocols and guidelines, we will provide all students with a schoolwide training on our safety procedures on the first day of school.

WHAT'S IN THIS GUIDE:

1. Updated Policies
2. Health Concerns
3. Health and Safety Measures
4. The School Day
5. School Programs & Activities
6. Extensive Safety Measures
7. School Closures Due to COVID-19
8. Virtual Learning
9. Important Dates



POLICIES TO SUPPORT RETURNING TO SCHOOL DURING COVID-19

Dress Code

Students will not be required to wear ties while the mandatory face mask policy is in place. Students may wear a polo shirt or their dress shirt without a tie. The polo shirt does not have to be from St. X, but if the shirt has a logo on it, then the logo must be something neutral, like a college, brand name, or a team. All shirts must be tucked.

Perfect Attendance

We will not have this recognition this year. We want students to focus on their health and safety.

Attendance Monitoring

The administration will monitor each day's attendance to look for patterns that may indicate any need to move the school to online learning.

Backpacks

We will suspend the use of lockers until further notice. Students may carry a backpack with them throughout the day. St. X has the right to search student backpacks if we have reasonable suspicion that a student may be in possession of something illegal or a banned substance.

Water Bottles

St. X will no longer require a doctor's note for the use of water bottles during the school day. This policy change will remain permanent. Students will be required to use a clear water bottle with only water. Sodas and sports drinks are not permitted.

After-School Pick-up

This year, we ask that students be picked up from campus by 4:00 p.m. (The only exception to this will be for students who must wait past 4:00 p.m. for a practice or rehearsal to begin. This includes athletes, musicians, and St. X Players. They will be assigned specific areas to wait with their coach/director.)

Dropping off Items for Students

The only forgotten item a parent may drop off is medication.

HEALTH CONCERNS

When to Stay Home

Parents and students need to be overly cautious when deciding to stay home or attend school. Students should take their temperature every morning before leaving for school as a safety check. Please do not give your son any fever-reducing medication before taking him to school. If you have any doubt, please err on the side of caution and keep your son home. We will offer an online alternative to keep him from getting behind with his schoolwork. Keep your son home if he shows any of the following:

- temperature over 100.4
- cough
- vomiting/diarrhea
- new rash
- chills
- fatigue/body aches
- sore throat
- congestion
- runny nose (non-allergy)
- new loss of taste or smell
- shortness of breath
- possible exposure to COVID-19

If a Student Becomes Sick During the School Day

We will isolate the student and call a parent/guardian to pick up their son. The following is the protocol to be able to return to school:

- At least 24 hours with no fever without fever-reducing medication and
- Symptoms have improved.

The school nurse may ask that the student be referred to their PCP for evaluation and possible testing.

St. X will follow all guidelines for working with the health department on contact tracing, identifying and notifying others who were in direct contact of anyone with COVID-19 symptoms or who tested positive.

THE SCHOOL DAY

Starting the School Day

Students may begin arriving on campus at 7:20 a.m.

Masks that cover the mouth and nose are required for students, faculty, and staff in our building. The school will supply students with two St. X neck gaiters, but students are welcome to wear their own masks. These masks must be plain in design with no wording. **With written permission from a physician, a student may use a face shield instead of a cloth mask. Those notes must go to Student Services. The face shield should extend below the student's chin.**

- Masks must fit securely, but comfortably.
- Masks must include multiple layers. (Students using the St. X gaiter masks need to double-up the material over their mouth and nose.)
- Masks must be laundered regularly or be disposable.

All students will have temperatures taken on arrival using a scanner kiosk with facial detection. We will contact the parent of any student who registers a fever of 100.4 or higher. With parental permission, the student may drive home, or we will keep the student with our nurse until he can be picked up.

Students will report to assigned areas in the cafeteria and the Sterne Gym until 7:30 a.m. Students will then be released in a staggered order to their first classroom for the day.

During the School Day

Classes

We are exploring multiple options for our class rotations, and we will announce those closer to the start of school.

Social Distancing

In classrooms, every attempt will be made to keep proper distancing; however, when students are moving around the room or less than six-feet away from someone, they must wear their mask.

Food Service

FLIK will implement new food service procedures that comply with state and federal regulations. Food options will be packaged for students to grab. We will not be able to offer breakfast at this time.

Lunch Time

In order to comply with contact tracing guidelines, students will have assigned seating during lunch. We will keep classes together as much as possible. To properly space students for lunches, we will use the cafeteria and the Sterne Gym. We will stagger start and end times as needed.

Specialized Classes

These will be adjusted to meet guidelines from the KY Department of Education. These include art, PE, music, STEAM, etc.

Ending the School Day

We will stagger dismissals starting with seniors. These times will be forthcoming.

Students need to be picked up from campus by 4:00 p.m.

SCHOOL PROGRAMS/ACTIVITIES

Mass/Assemblies

Large school gatherings (if approved in the future to be held) will be adjusted to meet the guidelines given by the health department. Our campus ministry team is working with Father Anthony Vinson for alternatives to celebrating Mass as a school community.

Service

Our service program will be adjusted to shift our focus from direct service opportunities to examining the systemic issues that create the need for service. Required service hours are on hold.

Retreats

Currently, all retreats are on hold. We will re-evaluate with the retreat facilities before second semester. The retreat team is working to provide opportunities for students to make up retreats later in the school year and into the summer if necessary.

Athletics

Athletic decisions are guided by the KHSAA and communicated by our Athletic Office.

St. X Players

Auditions and productions will follow guidelines and make adjustments set forth by the KY Department of Education, including the governor's current guidelines regarding group gatherings. Performances will be streamed until audiences are allowed to return.

Field Trips

All field trips are cancelled until further notice.

Campus Store

The store is currently closed but items may be ordered through the online store.

Clubs/Activities

Clubs and activities are being adapted to follow the KY Department of Education guidelines. Moderators will communicate meetings

Bus Service

Miller Bus Service will be subject to their cleaning/screening protocol as provided by the KY Department of Education. Parents and students will need to comply with Miller's guidelines in order to use the bus service.

Required Study

We will not offer Required Study after school until further notice.

Peer Tutoring

Our guidance team will work with students to set up tutoring sessions over Zoom when feasible.

EXTENSIVE SAFETY MEASURES

Health and Safety Measures Taken by St. X

- Our HVAC System is already designed to provide the recommended air flow and humidity in all areas of our building. We can adjust according to the weather to bring in more outside air. We also have a regular replacement schedule for filters that we will increase. The new HVAC system in the library will have ultraviolet lights that kill 99% of germs.
- Hand sanitizing stations were already in each classroom and the cafeteria. We have added more stations near entrances and other high-traffic areas.
- Our housekeeping team will clean the facility in two shifts throughout the day. This will include exposed surfaces, water fountains, door handles, handrails, faucets, etc.
- Gloves will be used for health services, cleaning, and sanitation.
- An electrical static Clorox 360 cleaning system will be used to disinfect all areas of the building.
- Plexi-glass partitions have been installed in key areas including Student Services.
- Signs will be posted in highly visible areas to promote health and safety.

St. X will constantly monitor the ever-evolving conditions associated with COVID-19, and we will review and update guidance as needed based on those conditions and in consultation with public health officials.

SCHOOL CLOSURES DUE TO COVID-19

The school will monitor each day's attendance to look for patterns that may indicate any need to move the school to online learning. We will work closely with the health department to make any assessments on the need to close school.

School will operate on campus using a normal schedule.

School will close for 1-2 days to facilitate cleaning/contact tracing from moderate* COVID-19 exposure.

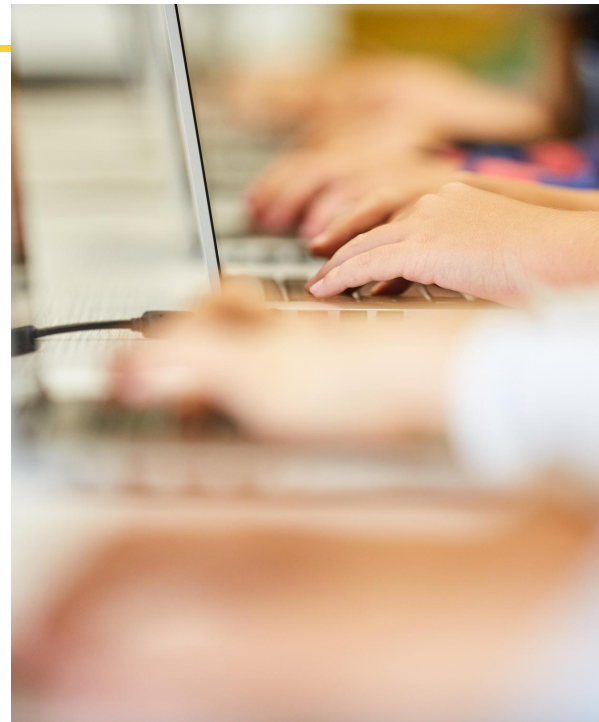
School will close for 3-10 days to facilitate cleaning/contact tracing from significant* COVID-19 exposure.

School will close for 11+ days to facilitate cleaning/contact tracing from substantial* COVID-19 exposure and outbreak.

*We will work with the health department to determine when we reach these levels.

VIRTUAL LEARNING

If a student is unable to attend school on campus, his classes will be provided online. This would be acceptable for situations that include a student in quarantine, a student or in-home family member with a suppressed immune system, etc. A student who stays home with an illness does not and should not attend a class virtually. The student should rest and recover, then follow the absentee policy for missed classes in the student handbook. **Virtual learning guidelines for our hybrid schedule, or if we must go to full NTI, will be given to all students and parents prior to the beginning of the school year.**



IMPORTANT DATES

August 13 – Freshman iPad Pick-up/Yearbook Photos (Last Name A-K)* Transfer Student iPad Pick-up/Yearbook Photos*

August 14 – Freshman iPad Pick-up/Yearbook Photos (Last Name L-Z)*

*Freshmen and transfer students must wear a shirt, tie, and a sport coat for yearbook photos.

August 17 – Freshman Orientation (Last Name A-K)

August 18 – Freshman Orientation (Last Name L-Z)

August 19 – Senior Orientation

August 20 – Junior Orientation

August 21 – Sophomore Orientation

August 24 – Hybrid Schedule Begins (specific details coming soon)

HYBRID SCHEDULE (<50% Capacity)

Sample Two-week Schedule:

Week 1

Monday – A-K on campus; L-Z online
Tuesday – L-Z on campus; A-K online
Wednesday – A-K on campus; L-Z online
Thursday – L-Z on campus; A-K online
Friday – A-K on campus; L-Z online

Week 2

Monday – L-Z on campus; A-K online
Tuesday – A-K on campus; L-Z online
Wednesday – L-Z on campus; A-K online
Thursday – A-K on campus; L-Z online
Friday – L-Z on campus; A-K online

***When there is a holiday, the entire schedule will shift past the holiday, so that no classes miss an opportunity to be on campus.**
