



NOTRE DAME ACADEMY

Educating Women to Make a Difference

2021-2022

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PANDAS RETURN TO CAMPUS PLAN



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Pandas Return to Campus

We are very excited to welcome our Pandas back to campus for the 2021-22 academic year. Our goal is to provide as much normalcy as possible for our students this school year; however we cannot ignore the fact that there has been a nationwide increase in COVID-19 cases and hospitalizations fueled by the highly contagious Delta variant. Since this is an evolving situation, our COVID-19 mitigation protocols will be reassessed regularly and are subject to change throughout the school year.

Notre Dame Academy's priority is to have the necessary protocols and procedures in place to keep our community safe this school year. We will need everyone's help in implementing our **2021-22 Pandas Return to Campus Plan**. The support of our parents and students is critical to our success. We thank you in advance for your help in our efforts to bring our NDA community back to campus safely.

Throughout the 2020-21 school year, our Pandas exhibited many important traits of an NDA student. They were steadfast in their faith, diligent in their studies and committed to supporting one another. While our school environment is getting back to normal, a great deal will be expected of our students again this school year. They will need to continue to look beyond themselves for the welfare of all by following protocols that will aid in mitigating the spread of COVID-19 on our campus. Together we will recommit our community to our NDA values reflecting God's light and love to each other and to the world.

Parent Responsibilities

Parents are a vital part of our NDA educational experience and that is as important now as ever. Prior to school starting, parents must complete an "Acknowledgement of Responsibility Form" stating that they will perform a daily health assessment of their daughter before she leaves home for school each day.

Every student enrolling at NDA for the first time must submit an updated immunization record prior to the first day of school. The record must be submitted on the official Commonwealth of Kentucky Immunization Certificate. Please upload each document separately and appropriately label each upload. Once finalized, these forms should be uploaded into Final Forms.



COVID-19 Mitigation Strategies

Symptom Screenings and Health Precautions

- Each school family and NDA employee will be required to sign an “Acknowledgement of Responsibility Form” prior to school starting. This will be available in Final Forms.
- Each student and employee will complete a **Daily Personal Health Assessment** before leaving home for school.

1. Has the student been tested and tested positive for the virus that causes COVID-19 in the last 14 days?
2. Does the student have a temperature of 100.4 or greater, as measured by a reliable and accurate home thermometer?
3. Does the student have any COVID-19 related symptoms, including persistent non-allergy related cough, shortness of breath, difficulty breathing, chills, muscle pain not attributable to recent activity, sore throat, new rash, GI symptoms (i.e., vomiting or diarrhea), or loss of taste or smell?
4. Has anyone in the student’s household been diagnosed with, or showing symptoms of COVID-19?
5. Has anyone in the student’s household been in recent close contact (i.e. past 48 hours) with anyone exhibiting symptoms of COVID-19 who has tested positive, not been tested, or is waiting for test results?
6. Has the student traveled outside the country or to any high-risk locations in the last 14 days or been in close contact with someone who has traveled to high-risk locations in the past 14 days?

If the answer is “yes” to any of the foregoing questions, the student is not permitted to attend school or any school-related activity, and the student’s parents or guardian must contact the school office immediately.

- Notre Dame Academy has a school nurse to help keep our students healthy and safe.
- Materials promoting COVID-19 mitigation strategies have been posted throughout the school building.

Contact Tracing

Students and parents will be asked to cooperate with the administration and school nurse with contact tracing investigations if needed. This will allow for quick identification of those at high risk of infection from the positive COVID-19 student/staff.

Cleaning/Sanitizing our Campus

- Hand sanitizer, surface disinfecting spray and paper towels will be available in each classroom and office.
- Drinking fountains will only be used for filling water bottles.
- Each quarter our building will be treated with an antimicrobial treatment to reduce the risk of germ transmission on surfaces.

COVID-19 Mitigation Strategies Continued

Hand Sanitizing

- All members of the NDA community are expected to sanitize their hands frequently. Hand sanitizer pumps will be available in every classroom, public space and office.

Masks

- As per an executive order by Governor Beshear, masks are required inside the school building at all times. This order was effective on August 10, 2021, for a period of 30 days, and is subject to renewal.
- Students and staff are required to wear a cloth face covering, unless medically waived.
- Messages or images on masks align with NDA's dress code.
- Masks must cover nose and mouth, stay in place and be in good condition and clean.
- Masks are not required at any outdoor campus facilities.

Social Distancing

- Classrooms have been set up with desks 3 feet apart throughout school.
- Seat markings will be used during the lunches to space students 3 feet apart.
- Congestion in common areas will be reduced.
- Seating charts will be used to assist with contact tracing, if needed.

Together we can
Make a Difference!

Daily Arrival at School

Daily arrival at school will follow the following procedures:

- Before students report to school, a daily health assessment should be conducted. Any student who is exhibiting symptoms of COVID-19 should not come to school and contact their doctor.
- Doors to the school will be open at 6:30 a.m. each morning. At 7:45 a.m. students can begin moving to classrooms.
- Masks must be worn before entering the school building.
- Students who arrive late to school will report to the front office. Key cards are required for them to enter the building and will be required to scan themselves into school.

School Day Information

The following guidelines are in place for the safety and well-being of all students, faculty and staff.

- Classrooms have been set up with desks 3 feet apart throughout school.
- Masks must be worn at all times when a student is in the building or as otherwise indicated by a teacher or supervising faculty. Masks are not required outside.
- Water fountains will be available but only the bottle feature will be operational. Students are encouraged to carry a water bottle throughout the day that meets the specifications in the Student/Parent Handbook.
- We will continue to eat in two lunch mods. We will be utilizing the cafeteria, auditorium and all outside areas (weather permitting). Students will have the option to purchase lunch and a drink.
- Visitors are permitted on campus. Visitors will be buzzed in at the front doors of the school must report to the main office where they will need to check in.

Dismissal Information

It is absolutely necessary that NDA provides a safe and orderly dismissal.

- Students who are remaining after school for pickup or athletics will remain in a common area and continue social distancing. Students will be required to wear a mask while in the building after school hours. The CLC will be open until 5:00 p.m. each day for students to work quietly.

Social and Emotional Wellness

Committed to the charism of the Sisters of Notre Dame, NDA's Counseling and Student Services Department supports students in the areas of academic growth, emotional/social wellness, and college/career readiness. They seek to reduce learning barriers, partner with students to develop life skills, and collaborate with family and community resources to nurture healthy, confident young women.

Our Student Services Department has adapted procedures to provide a safe and healthy environment where they can provide necessary support for students. Programs provided by the Student Services Department will continue throughout the 2021-22 school year.

School Masses

Notre Dame Academy celebrates our Catholic faith in many ways. All students participate in class masses periodically throughout the school year. We also gather together many times to celebrate the mass as a whole school community. We hope to continue to celebrate the mass together during the 2021-22 school year following the Diocese of Covington Protocols for Celebrating the Liturgy amid COVID-19.

Extra-Curricular Activities

Extra-curricular clubs and activities are to follow the same safety protocols used throughout the school day including social distancing, wearing facial masks and hand washing.

Athletics

Notre Dame Academy's Athletic Department will follow COVID-19 mitigation strategies based on KHSAA Guidelines.



Infection Procedures

Notre Dame Academy will follow infection procedures provided by the Diocese of Covington. These procedures can be found in Appendix B.

Communication

Notre Dame Academy communicates COVID-19 activity to the school community each week in NDA's Panda Press Weekly. Additional COVID-19 information can be found on NDA's website at www.ndapandas.org>Current Students>Resources>COVID-19 Information.

2021-22 Schedules

Regular Schedule (R) M, T, TR, F
(47 minute classes, 30 minute lunches)

8:00	-	8:47	1st Class
8:51	-	9:38	2nd Class
9:42	-	10:29	3rd Class
10:33	-	11:03	First Lunch
11:07	-	11:54	4th Class
10:33	-	11:20	4th Class
11:24	-	11:54	Second Lunch
11:58	-	12:45	5th Class
12:49	-	1:19	HR/PPT
1:23	-	2:10	6th Class
2:14	-	3:01	7th Class

Delayed Schedule (D) W
(43 minute classes, 30 minute lunches)

9:00	-	9:43	1st Class
9:47	-	10:30	2nd Class
10:34	-	11:17	3rd Class
11:21	-	11:51	First Lunch
11:55	-	12:38	4th Class
11:21	-	12:04	4th Class
12:08	-	12:38	Lunch
12:42	-	1:27	5th Class
1:31	-	2:14	6th Class
2:18	-	3:01	7th Class

Infection Procedures

The following procedures were provided by the Diocese of Covington.

Additional COVID-19 School Questions

Q1. What are the symptoms of COVID-19? The Centers for Disease Control (CDC) has identified a wide-range of symptoms that can be mild to severe and symptoms may appear 2-14 days after exposure to the virus. People with the following symptoms may have COVID-19: fever (above 100.4°F), chills, shortness of breath, fatigue, muscle/body aches, headache, loss of taste or smell, sore throat, congestion or runny nose, nausea or vomiting, diarrhea and a new, uncontrolled cough that causes difficulty breathing. Go to the following CDC link to check your symptoms: <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>.

Q2. What should a parent do if a child has illness symptoms? If your child shows illness symptoms that could be COVID-19, you should contact your doctor. Your doctor may ask that your child participate in a COVID-19 test. You must alert your school's main office and do not send your child to school. If the symptoms occur during the school day, your child will be sent to the office and you will be contacted to pick your child up from school. Your child may return to school when he/she has been symptom and fever free for 24 hours without fever-reducing medication or your child's doctor has provided an alternative diagnosis.

Q3. What should I do if my child tests positive for COVID-19? You must contact your child's school immediately to report the positive case. You will need to provide details to the school principal to assist with contact tracing. This may include, but not be limited to: the date symptoms began, close contacts your child had with others, siblings (their school/grade levels), other activities, etc. This information will be used to determine if there were any close contacts in the school community. You should work with your child's primary care physician for treatment. Your child may not return to school for 10 days from the date symptoms began or the date of the positive test (if asymptomatic).

Q4. Will the school communicate positive student cases? Yes. Schools will continue to inform parents when their child is deemed a close contact to a positive case, if there is a positive case in a classroom, and will also keep the entire school community informed of case activity.

Quarantine Procedures

The following Quarantine Procedures were provided by the Diocese of Covington.

Parents must report COVID-19 cases to their child's school. Each COVID-19 report will be reviewed and contact tracing will be conducted for the positive case. The guidance below will be used when determining the appropriate actions for each report. This guidance comes from the Kentucky Department of Public Health for schools.

Quarantines

When a positive case is identified and reported to the school contact tracing will be conducted to identify any close contacts to the positive case. A close contact is defined as follows:

- A close contact is someone who was within 6 feet of the positive COVID-19 case for a cumulative total of 15 minutes while the person was considered contagious. The contagious period is 48 hours prior to the onset of symptoms.
 - Exception: In the classroom setting, students who were at least 3 feet away from the positive case and masked may be excluded as a close contact based on the circumstances and prevention measures in place at the time. This will be evaluated on a case-by-case basis as long as specific details can be obtained and reviewed.
- If a student is deemed a close contact to the positive case, the parents will be notified and provided the close contact letter from the health department. The family may choose from the following quarantine options for their child:
 - Quarantine for 10 days if you have no symptoms.
 - Quarantine for 7 days if you have a negative COVID-19 test on or after day 5 and have no symptoms.
- If the close contact lives in the same household as the positive case, the following guidance from the NKY Health Department should be followed:
 - The quarantine for a household contact will begin after their last exposure to the positive case. If the contact can separate from the case within the home then they are considered no longer exposed. The quarantine options above may be used.
- If an individual meets the following criteria, he/she will not have to quarantine when considered to be a close contact to a positive case:
 - The person has been fully vaccinated and shows no symptoms of COVID-19
 - The person has previously tested positive for COVID-19 and recovered (within the past three months) and shows no symptoms
 - If someone is exempt from quarantine and begins to show symptoms within 14 days of the close contact exposure then he/she must isolate immediately, notify the school, and contact their doctor for treatment/testing.