

July 28, 2020



Dear parents and guardians,

I would like to begin by thanking you for your patience and understanding as we continue to respond to the COVID-19 pandemic. I am proud of the way our teachers, staff, students and families have handled the difficulties and disruptions that have come our way. Our school has been working diligently to plan for various scenarios we may face this school year, and this letter outlines how we are planning to begin in August. Please carefully review all of this information as a family and ensure that your student understands the requirements involved.

## OUR CURRENT PLAN

After receiving input from families, discussing possibilities with our faculty and staff, and reviewing relevant information from government and health officials, we are prepared to share our current plan for the beginning of the school year. This plan promotes the following top priorities that our school has identified throughout this process:

1. Dedication to the health and safety of everyone in our school community
2. Commitment to our school's mission of forming young people to be prepared for college, professional careers, and faith-filled leadership
3. Preference for in-person learning and student life, where possible, since that is a better environment for student achievement and adolescent development

**We have decided to delay the beginning of the school year until Monday, August 17.** This will give our faculty and staff time to prepare for the required changes, and it will also offer your families time to adjust to the information contained in this letter.

Our school year will therefore begin on **Monday, August 17**, but the first week of school will be different from usual. We will use that week to orient our incoming students and re-orient our returning students to the building. August 17-20 (Monday through Thursday) will include:

- four (4) half-days of in-person Orientation for all incoming Freshmen and transfers
- one (1) half-day of in-person Reorientation for Sophomores, Juniors and Seniors

Attendance will be mandatory for the Orientation and Reorientation days (August 17-20), since this is how we will train students on the new protocols in the building and prepare them for the year ahead. For these sessions, the grade levels will be split into small groups of students, which will meet either in the morning or the afternoon by assignment.

**Beginning Monday, August 24,** we will use the blended learning model shown in the graphic below. Each week, the students will follow a rotation according to their grade level:

- Navy blue days: students will come to the school building for in-person classes
- Gray days: students will stay home and attend their classes online using a synchronous (live) format—this means that students will be required to sign in at specific times during the day for each of their classes
- Green Fridays: students will stay home to complete class work using an asynchronous (not live) format—this means that students will complete class work on their own but will not be required to sign in at specific times during the day. These days will also be used for other student activities and individual meetings.
- \*Yellow days: half of the student’s grade level will come to the school building in the morning for in-person formation and CWSP training. This will include job training sessions for CWSP, formation through our Pastoral and Student Activities offices, and specific grade-level programming like College Counseling for Seniors.
- \*Orange days: half of the student’s grade level will stay home for CWSP training using an asynchronous (not live) format—this means that students will complete CWSP work on their own but will not be required to sign in at a specific time

\* Students will rotate between Yellow and Orange days from one week to the next

Starting August 24th...					
	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
9TH GRADE FRESHMEN	At school building: In-person class	At home: Synchronous class	FORMATION & CWSP TRAINING	At home: Synchronous class	At home: Asynchronous class for all grade levels. School building will be used for specific clubs, groups, and individual appointments with counselors or other staff.
10TH GRADE SOPHOMORES	At home: Synchronous class	FORMATION & CWSP TRAINING	At home: Synchronous class	At school building: In-person class	
11TH GRADE JUNIORS	FORMATION & CWSP TRAINING	At home: Synchronous class	At school building: In-person class	At home: Synchronous class	
12TH GRADE SENIORS	At home: Synchronous class	At school building: In-person class	At home: Synchronous class	FORMATION & CWSP TRAINING	
FORMATION & CWSP TRAINING: Each week, these sections will alternate					
Half of the class sections will be at the school building for CWSP training, pastoral and student life, and college counseling (Seniors).			Half of the class sections will be at home with digital CWSP Training.		

We know that there are some families whose students cannot come to the school building due to **health complications**. We are committed to exploring possibilities for these students to continue at Arrupe through online-only attendance each week. In this scenario, the student would

need to assume extra responsibilities for completing his/her work on time and for communicating regularly with teachers and staff. If your family has a situation that might require this option, please email [info@arrupemail.org](mailto:info@arrupemail.org) as soon as possible, so that we can discuss those circumstances.

We understand that this plan will present additional challenges for families who have students at Arrupe in **different grade levels**. At this time, we can only accommodate students from one grade level at a time for in-person learning, so siblings in other grade levels will need to remain at home. We sincerely regret any inconvenience this may cause.

As Mr. Paradise's letter on July 8 announced, we have decided not to send students to their **CWSP placements** until at least Tuesday, September 8. This will give us additional job training time before students are sent to work. Once that happens, we will need to modify our weekly plan slightly to allow for a full CWSP workday and the usual Friday workday rotations.

## **NEW, MANDATORY HEALTH & SAFETY REQUIREMENTS**

As men and women for others, we must all take concrete steps to promote the health and safety of each member of our school community. Below is a brief description of the health and safety precautions we will implement, which all students will be required to follow.

Each morning, **before coming to school**, families must take their student's temperature, and answer the health check questions listed at the end of this letter. If the student's temperature is at 100.4 °F or above, or if the student answers *yes* to any of the health questions, the student must stay home.

When arriving at the school in person, all students and adults will undergo a similar **health screening**. To be in the building, the individual must pass the health check screening questions mentioned above and must not have a temperature above 100.4 °F. Please note that **families should not plan any travel out of the state while school is in session**, as is asked in question #4 of the health screening.

All students and adults will be required to wear **face masks/coverings** in the building. These masks must fit securely and cover the individual's nose and mouth. Modifications to this requirement (for example, using a clear face shield) can be made if wearing a mask is not possible due to a medical condition certified by a doctor. Families should have a sufficient supply of masks so that they can be washed regularly; masks should not be worn more than one day without washing. We are also modifying our dress code slightly for the beginning of school: boys will not be required to wear ties and can leave the top button of their shirt unbuttoned.

Students and adults will need to observe appropriate **social distancing** while in the building. Having fewer individuals in the building each day will certainly assist with this effort. Students' desks will be spaced out in classrooms as much as possible, and students will need to follow instructions regarding physical spacing during class.

Students will also need to follow **instructions** regarding bathroom breaks, lunch procedures, moving from one classroom to the next using directional hallways and stairwells, and where they are allowed to be in the building outside of class time. Students will also need to wash their hands regularly, or use the hand sanitizer available throughout the school.

As Mr. Paradise's letter also announced, all students will be grouped into **cohorts** for their classes, meaning that they will be with the same classmates for all six classes. Students' interactions with one another should primarily be with the peers in their cohort.

The **end of the school day** will also look different. Students will be released one class at a time. We will ask students to depart the building as soon as possible, so that we can begin the process of disinfecting surfaces and changing over the air in the building for the following day.

Our maintenance staff will **disinfect** classrooms and other spaces in the building regularly throughout the day, and we are providing for enhanced disinfecting shortly after the school day ends. Our heating and air conditioning system has also been modified to provide increased air flow and filtration throughout the day.

In the event that there is a confirmed case of COVID-19 on campus, we will follow the guidelines set by local health officials. As that information is currently being updated, we will share additional details regarding that process as soon as they are available.

## **WHAT YOU SHOULD DO NOW**

We speak often about the value of partnership between your families and the school to support your student's education at Arrupe. Partnership is essential right now, given the realities we are all facing. We ask that you take the following steps in the coming days:

1. Review and discuss all the information in this letter with your student.
2. Reach out to [info@arrupemail.org](mailto:info@arrupemail.org) with any questions you may have about this plan.
3. Remain vigilant about health precautions. Remind your student that being part of our community means helping keep the community safe. They should avoid large gatherings, practice social distancing, and use a face mask even when not at school.
4. Monitor your student's health daily, and have a plan for keeping your student at home if he/she becomes ill or would need to be retrieved from school due to illness.

Thank you for everything you and your family are doing to promote the health and safety of our school community. Our school's motto is "The School That Works," and working together at this time is critical. Our next steps are to synthesize the essential elements of our plan in a user-friendly resource on [www.Arrupemail.org](http://www.Arrupemail.org); this will be available in the coming days. We will also be receiving new guidance from the Centers for Disease Control and Prevention, the Colorado Department of Public Health and Environment, the Colorado Department of Education, and our networks of schools. As we continue the planning process, we will keep you informed. Please use [info@arrupemail.org](mailto:info@arrupemail.org) for any questions or concerns that you may have.

Yours in Christ,

A handwritten signature in black ink that reads "Fr. John Nugent" followed by a small flourish.

Fr. John Nugent, SJ  
Principal

### **DAILY HEALTH SCREENING QUESTIONS TO BE ANSWERED EVERY MORNING**

Please answer "yes" or "no" to the following questions.

1. Do you have any of the following?
  - Fever
  - Shortness of breath
  - Cough
  - Chills
  - Repeated shaking with chills
  - Muscle pain
  - Headache
  - Sore throat
  - New loss of taste or smell
2. Are you ill, or caring for someone who is ill?
3. In the last two weeks, have you been in contact with someone diagnosed with COVID-19?
4. In the last two weeks, have you traveled outside of Colorado?