



SAINT MARGARET OF SCOTLAND CATHOLIC SCHOOL

RETURN LEARN

2020-21 ACADEMIC YEAR PLAN

Safe. Flexible. Enriching. Together.



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Safe. Flexible. Enriching. Together.

PLANNING AND OVERVIEW

PLANNING OVERVIEW

Between May 15 and July 23, 2020, over 90 school parents, teachers, staff members and administrative team members participated in and/or contributed to the research, conversations, meetings, plan development, reporting, vetting, revisions and finalization of this document, in a Steering Committee-led structure with 22 working committees.

The Steering Committee began meeting weekly on June 4 with the Administrative team. This group brings pandemic-specific expertise to the Administrative team and has pledged to remain available for weekly consultation as needed, though the starting months of school. Additionally, the broad array of individual and organizational input, review and support from many SMOS stakeholders working in subcommittees contributed to a robust, well-considered Plan.

The final plan content, including the change in the Return to Learn start date, was presented by the Administrative team and Steering Committee co-chairs to the SMOS School Board on July 20 and the plan was endorsed with unanimous support. SMOS Pastor Father Matthew O'Toole reviewed and approved the final plan on July 24.

SURVEYS AND COMMUNICATION

Four surveys have informed the recommendations for SMOS' return to learning – two were generated by the Archdiocese of St. Louis and two were generated by the Survey Subcommittee. Further details about survey data will be included in the full Return to Learn plan to be released on July 31.

The principal's Thursday newsletter will continue to provide weekly updates to the Return to Learn plan, unless an immediate need for communication is necessary. Parents will continue to be updated via FastDirect and email and text via School Messenger. Updates to the Return to Learn plan can also be found via the website at:

www.stmargaretstl.org/school/returntolearn.

PARTNERS IN PLANNING

In addition to SMOS' internal stakeholders – the families, teachers and staff of St. Margaret of Scotland and the parish of whom the school is a ministry – SMOS has relied on external stakeholders: the Archdiocese of St. Louis, the St. Louis City Department of Health and the St. Louis City Office of the Mayor.

In the process of planning, the Administration, Steering Committee and Subcommittee workgroups have relied on information from the Centers for Disease Control, specifically [Considerations for Schools](#) and the [Academy of Pediatrics' COVID-19 Planning Considerations: Guidance for School Re-entry](#).

OUR GUIDING PRINCIPLES

Our Mission

St. Margaret of Scotland Parish School is a diverse, urban, vibrant and inclusive Catholic community. We provide a challenging learning environment for children, prekindergarten through eighth grade, in which they realize their academic potential and giftedness in body, mind and spirit. Our students embody the example of our patron saint as responsible leaders and caretakers of our community through works of service and social justice.

Our Statement of Beliefs

- + Faith is foundational.
- + Education is a family-school partnership.
- + All are welcome.
- + We are “the Spirit of St. Margaret of Scotland.”

Our Guiding Framework

Together, we are planning for a Safe, Flexible and Enriching Return to School, with attention to the most vulnerable in our community and in response to the local and global conditions surrounding the COVID-19 pandemic.

Our Guiding Question

How does this decision affect the most vulnerable in our community?

HEALTH AND SAFETY

Our Highest Priority for Students, Teachers and Staff

CLEANING AND DISINFECTION



In alignment with public health recommendations, St. Margaret of Scotland School will take measures to prevent community spread of COVID-19, including undertaking enhanced cleaning and disinfection procedures. The following recommendations are based on current guidelines and recommendations from the City of St. Louis Department of Health, Center for Disease Control and Prevention (CDC), American Association of Pediatrics, World Health Organization, American Federation of Teachers and peer education institutions.

Reducing the risk of exposure to COVID-19 by cleaning and disinfection is an important part of reopening processes and safe school operations to prevent or limit the potential for community spread via person-to-person contact and contact with contaminated surfaces. The virus that causes COVID-19 can be killed by the correct use of the appropriate products. The SMOS guidelines adopt the framework of the CDC's [Guidance for Cleaning and Disinfecting Public Spaces, Workplaces, Businesses, Schools and Homes](#):

1. Normal routine cleaning with soap and water will decrease how much of the virus is on surfaces and objects, which reduces the risk of exposure.
2. Disinfection using [EPA-approved disinfectants against COVID-19](#) can also help reduce the risk. Frequent disinfection of surfaces and objects touched by multiple people is important.
3. When [EPA-approved disinfectants](#) are not available, alternative disinfectants can be used (for example, 1/3 cup of bleach added to 1 gallon of water, or 70% alcohol solutions). Do not mix bleach or other cleaning and disinfection products together. This can cause fumes that may be very dangerous to breathe in. Bleach solutions will be effective for disinfection up to 24 hours. Keep all disinfectants out of the reach of children. [Read EPA's infographic on how to use these disinfectant products](#) safely and effectively.

Outdoor playgrounds/natural play areas only need routine maintenance. Hand hygiene should be emphasized before and after use of these spaces. Outdoor play equipment with high-touch surfaces, such as railings, handles, etc., should be cleaned and disinfected regularly.

More detailed Cleaning & Disinfection information and recommendations will be made available in the full Return to Learn plan to be released on July 31.

THE DIFFERENCE

Between Cleaning and Disinfecting

- **Cleaning removes germs**, dirt and impurities from surfaces or objects. Cleaning works by using soap (or detergent) and water to physically remove germs from surfaces. This process does not necessarily kill germs, but by removing them, it lowers their numbers and the risk of spreading infection.
- **Disinfecting kills germs** on surfaces or objects. Disinfecting works by using chemicals to kill germs on surfaces or objects. This process does not clean dirty surfaces. By killing germs on a surface after cleaning, it lowers the risk of spreading infection.
- **Sanitizing lowers the number of germs** on surfaces or objects to a safe level, as judged by public health standards or requirements. This process **works by either cleaning or disinfecting** surfaces or objects to lower the risk of spreading infection.
- Cleaning and disinfection of frequently touched surfaces will be the main focus of building services personnel during a pandemic. The Centers for Disease Control and Prevention (CDC) recommends **cleaning** frequently touched surfaces and commonly shared items **at least daily** and when visibly soiled.

www.aft.org/coronavirus

HEALTH AND SAFETY

Our Highest Priority for Students, Teachers and Staff

SCREENING AND EXCLUSION PROTOCOLS



SMOS will require screening of students and staff (temperature check and passing a standardized health assessment) prior to entering the school building. Although only a small number of children who have COVID-19 will have a fever, it is important that a student with any other communicable disease be excluded from school. Additionally, parents are encouraged to ask their child(ren) about symptoms of illness and take their temperature before sending them to school. This will reduce the chance that parents will send their child(ren) to school when they are ill.

Questions on the self-assessment will ask if the person has otherwise unexplained onset of fever, cough, chills, shortness of breath, muscle pain/ache that cannot be explained by other activities (i.e. exercising, recent trauma, etc.), sore throat or loss of taste or smell. The staff member or student must not be permitted to enter the school building if they answer “YES” to any of the screening questions.

[Student Covid-19 Checklist Screener](#)

[St. Louis City Department of Health Exclusion Guidance](#)

MASKING



For the safety of our students and faculty, all students and staff members are required to wear a mask while on campus. Staff members and students in prekindergarten to eighth grade must wear a face covering when in the school building. Exception: Students with a documented condition (note from MD/NP) that prohibits the use of mask/face covering for safety or health reasons.

Face coverings are not required when providing outdoor instruction and students and staff are able to maintain the recommended physical distance (6 ft) between others. Face coverings may be removed during lunch, so individuals can eat their meal. Students will be eating in their classroom. All students and staff must wear a mask when in hallways, bathroom, or any shared area where they may come in contact with students who are not in their cohort/class.

Please note: Due to very limited supply now, professional grade masks like N-95 masks should be reserved for medical professionals on the front lines who have increased risk of exposure to coronavirus.

For more information, visit the CDC website explaining how to wear a mask correctly.

[CDC - How to Wear a Mask Correctly](#)



HEALTH AND SAFETY

Our Highest Priority for Students, Teachers and Staff

USE OF SPACES



SMOS will utilize all available spaces indoors and outdoors to promote the safe physical distancing among classroom cohorts and across the school community.

Examples of adaptations include:

- Recess spacing that alternates between blacktop use and a walk to a nearby playground and also that does not include more than one grade level per period
- Lunchtime in classrooms versus in the cafeteria
- Use of non-homeroom spaces to allow for classes to spread out into smaller groups across more space
- Utilizing the Dragon's Grove and other outdoor spaces



INCREASED PERSONNEL



In order to safely and adequately staff our classrooms to accommodate increased physical distancing, SMOS has hired additional teaching assistants. The lead teacher will design, direct and administer the lessons to all children at every grade level; the teaching assistants will assist in the monitoring of classroom work and assist in the implementation of lessons. The

added adult staff members will help SMOS prioritize safety for all while also retaining high standards for academic learning and progress to grade-level standards.

The school will also contract with a School Nurse who will serve the SMOS school community 4 days per week, from 7:30 AM – 12:30 PM. The role of this staff member will be to triage ill students, communicate illness with school families and oversee the SMOS quarantine room for sick students.



RESTRICTED VISITORS AND VOLUNTEERS



Visitors will not be allowed in the school building. Only with the permission of Administration will essential visitors or volunteers be admitted to campus. In the case that a visitor is admitted to campus, they must first pass the temperature check and standardized health assessment screening prior to admittance.


RESPONSIVE LEARNING

A Flexible, Enriching Plan for Teaching and Learning

STARTING PLAN FOR AUGUST 24, 2020

Due to current levels of COVID-19 in the St. Louis metro area, St. Margaret of Scotland School plans to begin school with the **Hybrid In-Person and Virtual Learning Schedule on Monday, August 24**. We will continue with Hybrid In-Person learning only as long as necessary. Our plan is to increase the number of students physically on campus, up to full capacity, as soon as it is safely possible.

Families will have the choice between two learning options:

OPTION 1	OPTION 2
A HYBRID IN-PERSON AND VIRTUAL LEARNING SCHEDULE 	A FULL-TIME VIRTUAL LEARNING SCHEDULE 

OPTION 1: A HYBRID IN-PERSON AND VIRTUAL LEARNING AT HOME MODEL

Lead teachers will plan all lessons and teaching assistants will help with virtual learning and enrichment work. Teachers will take over the plans for specific subjects and then switch rooms. This will assist in the heavy workload that teachers will be undertaking with both in-person and at-home learning. Teachers will work closely together to co-plan lessons so that all students in each grade level will be getting the same lessons every day. This will help alleviate the stress of teachers covering content for all subjects.

3rd - 8th Grades

Our hybrid in-person and virtual learning at home model will have grades 3rd - 8th split into two groups. Group A would attend school in-person every Monday/Tuesday. Group B will attend school in-person every Thursday/Friday. Wednesdays will be virtual learning for both groups. Siblings will always be together on the same schedule.

Kindergarten - 2nd Grades

Kindergarten - 2nd grade students will be in-person on Monday/Tuesday and Thursday/Friday, but will be virtual learning on Wednesdays. These grades will be placed into smaller groups to assist in social distancing:

- The 53 Kindergarten students will be in three classes of 17.
- The 53 First grade students will be in three groups where they can utilize an additional room. This will allow for groups of 17-18 students.
- The 45 Second grade students will be in three groups where they can utilize an additional room. This will allow for groups of 15 students.

(CONT ON PAGE 8)

RESPONSIVE LEARNING

A Flexible, Enriching Plan for Teaching and Learning

OPTION 1: A HYBRID IN-PERSON AND VIRTUAL LEARNING AT HOME MODEL (CONT)

Pre-Kindergarten

Our hybrid model will accommodate Pre-Kindergarten students in-person full-time. The younger children will be given extra space in the school building where they can rotate from sitting on the floor to desks/tables, carpet, etc. while maintaining physical distancing.

Keeping Pre-K through 2nd grade learning full-time in-person for 4 or 5 days a week allows for students who are too young to work independently/virtually to still get the needed support from their teachers. It is important for our youngest children to develop those early social skills and much of what they are learning are foundational skills.

WHAT WILL LEARNING LOOK LIKE FOR THE HYBRID IN-PERSON AND VIRTUAL LEARNING MODEL?

Below is a tentative schedule for what the schedule for this learning model will look like.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
PRESCHOOL In-School Learning	PRESCHOOL IN-SCHOOL LEARNING	PRESCHOOL IN-SCHOOL LEARNING	PRESCHOOL IN-SCHOOL LEARNING	PRESCHOOL IN-SCHOOL LEARNING
K-2ND IN-SCHOOL LEARNING	K-2ND IN-SCHOOL LEARNING	K-2ND VIRTUAL LEARNING	K-2ND IN-SCHOOL LEARNING	K-2ND IN-SCHOOL LEARNING
3RD-8TH GRADE COHORT A IN-SCHOOL LEARNING	3RD-8TH GRADE COHORT A IN-SCHOOL LEARNING	3RD-8TH GRADE COHORT A VIRTUAL LEARNING	3RD-8TH GRADE COHORT A VIRTUAL LEARNING	3RD-8TH GRADE COHORT A VIRTUAL LEARNING
3RD-8TH GRADE COHORT B VIRTUAL LEARNING	3RD-8TH GRADE COHORT B VIRTUAL LEARNING	3RD-8TH GRADE COHORT B VIRTUAL LEARNING	3RD-8TH GRADE COHORT B IN-SCHOOL LEARNING	3RD-8TH GRADE COHORT B IN-SCHOOL LEARNING

[**CLICK HERE: Requests for Hybrid In-Person Learning Days**](#)

In order to accommodate our SMOS families, you may request the days your child(ren) attend in person learning. These requests will be taken in the order they are received and are not guaranteed. Over the next few days, look at your personal family schedule, consider carpools and your support system while making your request. Please fill out the attached google form. Requests are due by Monday, August 3 at 8 AM. If we do not hear from you, we will assume you do not have a preference and you will be assigned.

RESPONSIVE LEARNING

A Flexible, Enriching Plan for Teaching and Learning

OPTION 2: A FULL-TIME VIRTUAL LEARNING AT HOME MODEL

Families who are not able to consider an in-person or hybrid in-person learning option can choose the Full-Time Virtual Learning at Home Model. Families who choose this option must commit to this learning model for an entire quarter.

In order to successfully challenge students to meet their full potential, the SMOS Virtual Learning at Home plan will be tailored to meet student needs by grade level. The virtual learning committee established 6 separate learning groups. Each learning group will tailor their plan to the specific needs of their students.

Pre-Kindergarten Learning Group	Kindergarten - 1st Grade Learning Group	2nd - 3rd Grade Learning Group
4th-5th Grade Learning Group	Middle School Learning Group	Specials Learning Group

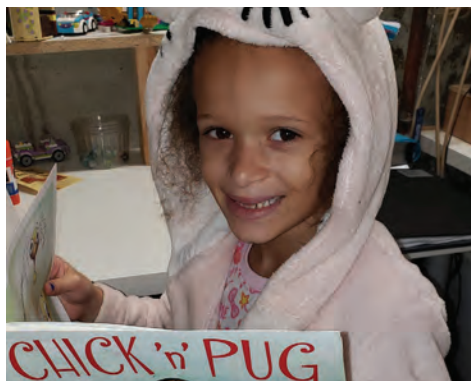
For each learning group teachers will compile a framework to establish and maintain a successful virtual learning plan. The focus areas are scheduling, instruction, assessment, feedback and classroom management. In order to develop the most effective virtual learning plan it is critical to tailor the plan for each learning group. More information about the Virtual Learning at Home Model will be released over the next several weeks as the teachers finish developing their plans.

If your family determines that at home virtual learning is the best option for your child(ren), please fill out the attached google form. Your decision is due by **Monday, August 3rd at 8 AM**. If we do not hear from you, you will be assigned to Hybrid In-School and Virtual Learning days.

[CLICK HERE: Sign up for Full Time Virtual Learning](#)

Exposure to COVID-19 and Quarantined at Home

Students or families who are sick or have been in contact with someone identified as COVID-19 positive will be required to quarantine for 14 days before returning to school. These students will be able to continue their learning at home with the full-time virtual learning schedule. Families will be asked to sign an agreement that acknowledges their child will be virtually learning from home and agreeing to self-isolate for 14 days before returning to school.



PIVOTING IN PARTNERSHIP

St. Margaret of Scotland remains committed to a safe, flexible, enriching learning environment together. In consultation with the St. Louis City Department of Health and the Archdiocese of St. Louis, SMOS will prepare to exercise its flexibility to move between our 3 learning plans. This will be dictated by their recommendations for the protection of the health and safety of our students, teachers and staff.

RESPONSIVE LEARNING >>>

A safe, flexible, enriching return to learning based on the current status of COVID-19 in St. Louis City. Our goal is to have students learn at school when health and safety guidelines allow it.

← COVID-19 STATUS IN ST. LOUIS CITY →

PLAN #1

Full Return to School with
Option for Virtual Learning

**In the event of minimal
community spread of
illness**

Students attend school on campus using a full-time traditional schedule with healthy and safety precautions in place.

Families have the option to full-time virtual learn from home.

PLAN #2

Hybrid In-Person and Virtual
Learning with Option for Full Time
Virtual Learning

**In the event of moderate
community spread of illness**

Pre-Kindergarten students attend school full-time in-person.

Kindergarten - 2nd grade students attend school in person Monday, Tuesday, Thursday, Friday and learn virtually with teachers on Wednesdays .

3rd - 8th grade students learn virtually with teachers on Wednesdays and are on campus either Monday/Tuesday or Thursday/Friday.

Families have the option to full-time virtual learn from home.

PLAN #3

Full Time Virtual Learning for
PreK-8th Grades

**In the event of a substantial
spread of illness in our
school(s) and/or our
community using local and
state guidelines and/or
stay-at-home orders.**

All students in Pre-Kindergarten - 8th Grade participate in full-time virtual learning from home with teachers and teaching assistants.

WHOLE CHILD CONSIDERATIONS

Our planning structure took in account every part of the St. Margaret of Scotland School experience. This is, at its core, the care of the Whole child. This involves:

- Spiritual care, for example, prayer integrated into every classroom in every planning model
- Social/Emotional care, through Mindfulness (all grades), Teen Outreach Program (Middle School only) and Counseling (as needed, across all grades)
- Core Curriculum Adaptations, with attention to spectrum of learners, both those with learning challenges that require assistance to come to grade level and those who require challenge beyond grade level
- Faith Formation that includes Mass and sacramental preparation
- Inclusion, Diversity & Equity that tends to the needs of the most vulnerable as St. Margaret herself committed to do
- Physical Education that will include physical activity, outdoor space and health
- Performing Arts that may be safely exercised in music classes across all grades
- Visual Arts with a full-time 1st - 8th grade art teacher
- World Languages: Spanish (all grades); French and Russian (Middle school only)

CLOSING THE LEARNING GAP

The spring of 2020 presented unique and unprecedented challenges to learning and teaching. Teachers have worked to identify all standards that were not taught in the spring of 2020 due to distance learning and standards that need to be retaught. These gaps will be communicated to the next teacher. Our learning consultants have developed a plan to meet the needs of all students. This tiered approach will be used:

- To catch students who may have gotten behind during distance learning
- To identify struggling students
- To support teachers and parents

This approach can easily be implemented for in-person learning, as well as virtual learning. Alongside support for learners who are struggling, our learning consultants are developing a plan to meet the needs of students who would benefit from more academic rigor.

More detailed information about the adaptations within the SMOS curriculum and care for the whole child will be made available in the full Return to Learn plan to be released on July 31.

BEYOND THE BELL

AFTERCARE

SMOS recognizes that the fee-based, Aftercare service provided by SMOS is important for many of our school families. After reviewing the logistics, facilities, staffing, physical distance requirements and financial feasibility and then combining that with the health and safety of the Aftercare staff and the children and families that use Aftercare:

The 2020-2021 SMOS academic year will start without an Aftercare Program.

The School Administration, with the SMOS Aftercare Leadership team and the Aftercare Subcommittee, will re-evaluate the feasibility of this program at different intervals after the school year begins.

TECHNOLOGY

St. Margaret of Scotland School is proud to announce that we are the recipient of a very generous grant from the William T. Kemper Foundation for the upgrade of technology equipment in our school. This gift comes as a recognition of the excellence of our Catholic school and its commitment to form young people as lifelong learners. The money will meet the needs of our technology replacement plan. Namely, it will allow us to purchase iPad stations and Chromebooks for students in Kindergarten through 8th grade. The grant will ensure that every family in Kindergarten through 8th grade has a personal device that is well-functioning and equipped with the technological tools their child requires to excel in his or her education.

EXTRACURRICULAR ACTIVITIES

The St. Louis City Department of Health requires activities and events like field trips, student assemblies, special performances and school-wide parent meetings to be held virtually when possible and canceled if virtual is impossible.

After school clubs will be held virtually when possible or by following the protocols put in place by that organization and with administrative approval. Information about CYC Sports will be released directly from that organization.

Planning is an on-going process and we know that we haven't covered everything in this brief overview. While a more in-depth plan will be released on July 31, 2020, we still want to hear from our community! If you have any questions, please submit them by filling out the google form below.

[SUBMIT YOUR QUESTIONS HERE](#)

St. Margaret of Scotland, Pray for Us!



Saint
Margaret
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