



PENINSULA CATHOLIC

High School

REINTEGRATION GUIDE

Fall 2021

#BACKTOBUSINESS

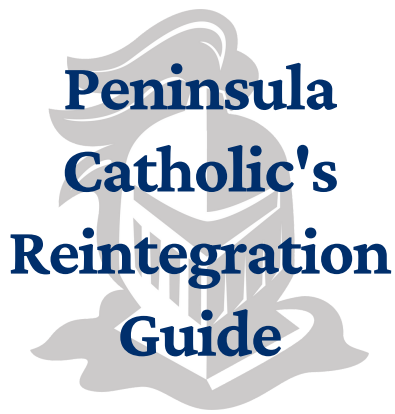


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Our Mission

Our community develops young men and women into spiritually, intellectually, and morally mature citizens, prepared to lead in a global and diverse society, by providing a supportive and disciplined college preparatory environment rooted in the Catholic tradition.



Though the new academic year may still hold surprises, it is important that we face whatever comes as one community, united by our love for one another and our trust in God.

IMPORTANT DATES

August 7

Home & School used book and uniform sale
10:00 am - 12:00 pm

August 10

New parent orientation | in person learners
6:00 pm - 7:00 pm

August 12

New parent orientation | virtual learners
6:00 pm - 7:00 pm

August 23

Team Building, Orientation, and Retreat
Grades 8 and 9 only | 8:00 am - 3:00 pm

August 24

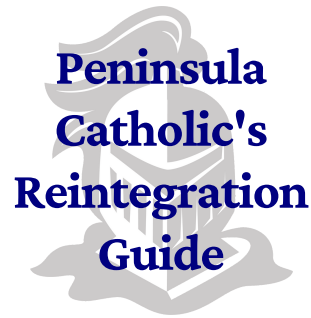
First full day of school,
All Grades, 7:45 am - 2:35 pm

September 1

Virtual Back to School Night
6:00 pm - 7:00 pm

September 8

ReuKnighited! Welcome Back Mass and Social
5:30 pm - 7:30 pm



DAILY SCHEDULES

Regular Schedule

10 minute Homeroom/90 minute classes/3 Minute Pass time/25 minute lunch

7:45am - 7:55am	Homeroom
7:58am - 9:28am	Block 1
9:31am - 11:01am	Block 2
11:04am - 11:29am	Lunch (25 minutes)
11:32am - 1:02pm	Block 3
1:05pm - 2:35pm	Block 4
2:40pm - 3:10pm	Activity Block (Bus leaves at 3:15)

Regular Mass Schedule

5 minute Homeroom/75 minute classes/3 minute pass time/28 minute lunch

7:45am - 7:50am	Homeroom
8:00am - 8:50am	Mass
8:54am - 10:09am	Block 1
10:12am - 11:27am	Block 2
11:30am - 11:58am	Lunch
12:01pm - 1:16pm	Block 3
1:19pm - 2:35pm	Block 4
2:40pm - 3:10pm	Activity Block (Bus leaves at 3:15)

Extended Mass

5 minute Homeroom/69 minute classes/3 minute pass time/27 minute lunch

7:45am - 7:50am	Homeroom
8:00am - 9:15am	Mass
9:19am - 10:28am	Block 1
10:31am - 11:40am	Block 2
11:43am - 12:10pm	Lunch
12:13pm - 1:22pm	Block 3
1:25pm - 2:35pm	Block 4
2:40pm - 3:10pm	Activity Block (Bus leaves at 3:15)

OPERATIONS & SOCIAL DISTANCING

TRAFFIC FLOW | CARPOOL

- Drop off, 6:30am - 7:40am
- **8th** and **9th** grade, Knights Athletic Center
- **10th** grade, Side Entrance
- **11th** and **12th** grade, Main Entrance
- Prior to 7:00am and after 7:40am, Main Entrance only
- Students who arrive prior to 7:15am will report to the cafeteria until teachers arrive
- In afternoons, parents will be directed through the to carpool line

STAGGERED DISMISSAL

- 2:35pm Dismissal for Student Drivers and their Riders
- 2:38pm
 - Dismissal for Carpool riders
 - Dismissal to Activity Block- club meetings and tutoring
- 2:40pm Dismissal for all other students
- 3:00pm
 - Athletes and Drama participants report to the gym
 - All remaining students report to After School Supervision in the library
- 3:15pm Afternoon Bus Departure
- 3:45pm All students not involved in athletics or drama should be off school grounds, unless utilizing the After School Supervision Services, 3:45pm - 5:00pm

AFTER-SCHOOL SUPERVISION

- 3:00pm - 5:00pm
- All students who are not off of school grounds and not participating in tutoring, drama, athletics, or class/club activity **MUST** report to After-School Supervision in the library promptly at 3:00pm on Monday-Friday.
 - **There are no exceptions.**
- On Monday-Friday, After-School Supervision is a complimentary service until 3:45pm. Parents will be charged the daily rate for After-School Supervision for any student remaining after 3:45pm. If students are found in the building unattended after 3:00pm, they will receive 5 demerits and will be escorted to After School Supervision and will remain there until their ride comes. Applicable daily rate charges will apply.
- A supervisor will be on hand to check in students, assign seats, monitor students, and check out students when their ride comes.

MASS

- All students will attend Mass weekly, Forum dress required
- Students will sit with their homeroom, every other seat; bleachers will be marked with an "x" to indicate where students may sit.

MONDAYS

- No Activity Block
- Only Athletes, Drama, and Mass Music Ministry can stay on Mondays--athletes and drama participants report to gym at dismissal; Mass Music Ministry reports to band room; athletics and drama students do not report to practice until 3:30pm
- 2:45pm - 3:30pm reserved for shared planning for faculty
- After School Supervision will be offered, 3:00pm - 5:00pm (Fee billed for students who remain after 3:45pm)

OPERATIONS & SOCIAL DISTANCING

LIBRARY IN AM AND PM

- The library will be open in the mornings for students needing to borrow equipment or rent uniform components from the school store.
- Students in After School Supervision sit at tables, distanced 3 feet apart
- Students must sign-in daily and put their seat # on the sign-in sheet

LUNCH LOCATIONS

- Grade 8, Health and PE Room, assigned seating
- Grades 9, and 10 cafeteria, assigned seating, distanced 3 feet apart
- Grades 11-12, classrooms, daily sign in sheets, students must sit in desks
- Library--Study Hall only--Use of e-hall pass required for entry; students should ask for these from their block 2 teacher.

ORDERING AND BRINGING LUNCH

- All lunches must be pre-ordered using FACTS Family Online (Parent Portal)
- All lunch orders must be placed online by 9:00am
- Students not eating in the cafeteria (grades 8, 11 and 12) will pick up packaged meals in the cafeteria and report to their lunch location
- Students may pick up "a la carte" items (chips, drinks, snacks, fruit cups, etc.) at lunch and parents will be billed for their selections
- Students may bring their own lunch and will have access to microwaves

CLASSROOMS AND INSTRUCTION

- Desks will be 3 feet apart from each other
- Seating charts will be adhered to for contact tracing purposes
- All in-person learners will be in the classroom; no flex spaces will be necessary
- Benches and couches will remain marked with an x to indicate seating distances
- There will be no social distancing markers

HALLWAYS AND RESTROOMS

- 3-minute pass time
- There will be no directional traffic signage
- Water fountains will continue to be used to fill water bottles only
- Lockers will be provided upon request
- Students should report to classroom and request a e-hall pass before using the restroom
- First floor classes will use downstairs main foyer restrooms; second floor classes will use upstairs main foyer restrooms; athletic wing classes will use main gym bathrooms

ATTENDANCE FOR IN-PERSON LEARNERS



Students who are normally in-person learners may only attend virtually due to illness or a pre-approved vacation and for no other reason. In-person learners are limited to five virtual days per term.

Illness

- An email from a parent informing the school and the student's teachers of illness is required **before** a PCHS student will be allowed to attend any classes virtually if they feel able to do so. Parents should inform all teachers using their faculty email addresses as well as office staff at attendance@peninsulacatholic.org. Faculty email addresses can be found on our website (About Us) or through your student's Canvas account.
- Any PCHS student attempting to join virtually without a parent having sent an email will not be admitted to the virtual classroom.
- If ill, students may not attend virtually more than two days in a row without a doctor's note or consultation with the school nurse, Mrs. Silcox.
- On the third consecutive (and subsequent) day, if no doctor's note has been provided or the student has not been approved to attend by Mrs. Silcox, the student will not be admitted to the virtual classroom and will receive an unexcused absence.
- If a PCHS student is sent home sick by the school nurse, the student may attend classes virtually for the remainder of the day, and that day will not count toward the 5 day limit.
- In-person learners will not be allowed to take tests or quizzes virtually. These will be taken the day they return.

Vacation

- It is strongly encouraged that vacations over one day be taken **ONLY** during school breaks (Christmas, Spring, etc.).
- Students who are out one day for vacation, court appearance, college visit, etc. should follow the same procedures as for an absence due to illness if the student wishes to attend classes virtually.
- Students who take vacations over one day while school is in session must request approval at least one week in advance by emailing the details to attendance@peninsulacatholic.org.
- When a student takes vacation for more than one day, they may attend classes virtually during the vacation if they choose. They should inform their teachers ahead of time.
- Students may not attend virtually if the vacation was not approved in advance.
- Upon return from a vacation that is two or more days, students have three school days to make up any and all classwork, homework, quizzes, tests, projects (i.e. any work assessed during their absence).
- Students do not have to seek pre-approval for taking a single vacation day if they do not plan to attend virtually. Parents must still inform the school of their absence by emailing the school at attendance@peninsulacatholic.org and their student's teachers.

It is strongly encouraged that vacations over one day be taken **ONLY** during school breaks (Christmas, Spring, etc.).

Students who are out one day for vacation, court appearance, college visit, etc. should follow the same procedures as for an absence due to illness if the student wishes to attend classes virtually.

Exceptions to these policies must be pre-approved by the principal.

PCHS Academic Expectations for Virtual Learners

- PCHS virtual student who is not passing all four courses with a C or above at the 9 weeks mark of each term, will be placed on probation. The student has until the end of the term to raise their grade to a C or above. In the event the student fails to do so, the student will either be required to come to school in person or will be disenrolled for the coming term
- PCHS students who decide to attend virtually must do so for the entire term. Students may choose to change to in-person only once each term, at any of the 9 weeks mark (i.e. following mid-term or final exams). Students who are in-person may not move to permanent virtual learning except in the case of a health condition verified by a physician that prevents them from attending in person

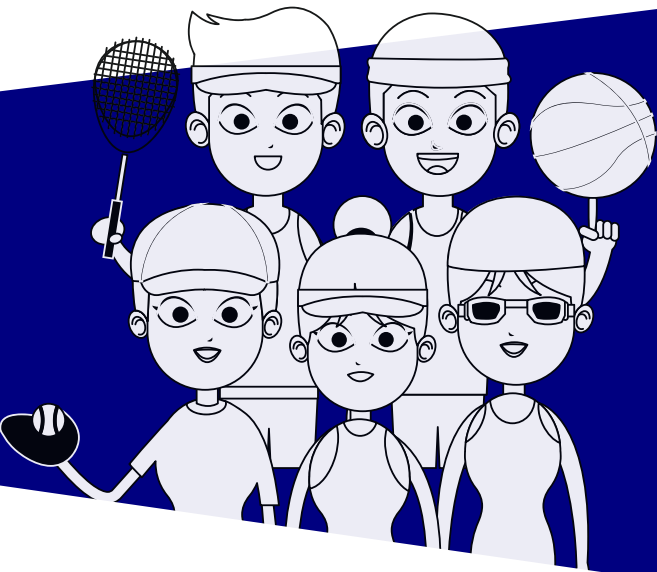
Events and New Updates

- Virtual Back to School Night--Remain via Zoom,
 - September 1 and February 9
- ReuKnighted! Welcome Back Mass and Social night
 - Mass, 5:30, followed by
 - Food, Games, Club Fair
 - Parent Service information
 - Bayport Credit Union sign up
 - PCHS faculty and staff in attendance- *Come say hello!*
- Parent - Teacher conference week- via Zoom
 - September 27 - October 1
 - February 22 - 25

#REUNKIGHTED

Extracurricular | Retreats | School Activities

For field trips and overnight trips, employees and students will follow the policies in place at the venue at which they are spending the night and/or visiting



All athletics will follow
TCIS/VISAA protocols



Bus and Transportation

- One student per seat, unless they live in the same household
- If it is not possible to create a 3 foot distance (one person per seat), students should wear masks on the bus





Cleaning and Sanitizing

- All classrooms will be sanitized nightly
- We will continue to provide disinfecting wipes in the classrooms
- Hand sanitizers will remain in the classrooms
- Sanitization stations will remain at the entrances and in communal areas
- There will be frequent cleaning of high touch areas daily:
 - Water fountains
 - Handrails
 - Door handles
 - Light switches
 - Restroom facilities

Use of Face Coverings

- Masks should be worn by individuals (older than 2) that are not fully vaccinated when indoors.
- The wearing of masks in our schools will be a personal and individual decision for faculty, staff, and families.
- The decision parents make to send unvaccinated or vaccinated students to school with or without masks is a personal decision and will not be questioned or disputed with them. It is vital that we extend grace to all and treat each other with respect.
- Parents who want their child to wear a mask indoors at school should notify Mrs. Silcox who will notify the faculty. If the student does not comply, parents will be notified. After a third incident, the student will move to virtual learning for the remainder of the term.
- Students who opt to wear a mask should bring their mask with them daily.

Hand Washing

- Students and staff will be encouraged to wash their hands frequently.
- Hand sanitizers remain in every classroom, in every communal area, and at every entrance.
- No contact paper towel dispensers are installed in all restrooms.
- Frequent reminders and signage regarding personal hygiene will be posted.



Health Clinic

Communication and Responsibilities

Mrs. Silcox, L.P.N., will:

The school nurse will monitor all faculty, staff, and students for COVID-19 symptoms daily

Faculty, staff, and students should closely monitor their health and must stay at home when they are having any symptoms of infectious illness.

Maintain a clear communication with the Virginia Department of Health and the Newport News Health Department, PCHS families and staff about ongoing policy adjustments and or illness outbreaks.

Students or employees who are exhibiting symptoms or have a temperature over 100.4 degrees will be sent home and not be able to return until their symptoms have subsided, and they are temperature free without fever reducing medicines for at least 24 hours.

Deciding When to Stay Home

If a member in your household tests positive for COVID-19, is awaiting test result due to direct contact, or experiencing COVID like symptoms:

- Fever/chills
- Cough
- Shortness of breath/difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

Stay home, call your doctor, and inform Mrs. Silcox

Procedures

- Mrs. Silcox will be notified by faculty or staff if they encounter a student with symptoms that mimic the flu or COVID-19 and/or fever.
- The clinic will be disinfected between every client visit.
- The clinic will be ventilated with an air purifier.

If a staff member or student is exposed to someone with COVID-19 or becomes ill with COVID-19, this must be immediately reported to the School Nurse or the Principal. Communication with the Newport News Health Department will be initiated and instructions for self-quarantine or other actions will be given.

Exposure or Positive Covid Test

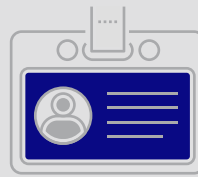
- Schools will continue to monitor exposure and positive cases. Contact tracing will be conducted, and quarantining based on current CDC/VDH recommendations for those exposed to and testing positive for Covid 19 will be followed.
- Only individuals directly exposed to someone who has tested positive for Covid 19 will be notified.

Health and Wellness Partnership

PCHS is committed to implementing and following all the guidelines and procedures stated here.

This effort must be supported by everyone in the community: faculty, staff, students, and families. With everyone's cooperation both at school and at home, there is a greater chance for success and keeping a healthy environment for all!

Visitors and Volunteers



- Parents/Guardians may not bypass the check-in window during "open" periods (6:30 AM-7:45 AM or 3:00 PM-4:30 PM).
- Parents/Guardians may drop off and pick up items for their students or conduct minor business via the check-in window, but may not enter the building without an appointment.
- Volunteers must check-in before proceeding to the event or scheduled meeting.
- All visitors must have an appointment to enter the building or have been invited to attend a meeting or other event.
- All visitors must receive and display a visitor's pass if entering the building.
- Vendors must check in at the main office and complete the security check-in before being allowed entrance to the building.

To enter the main building, parents/guardians must have an appointment with a staff member or teacher or otherwise invited to attend a special event (this does not include parents who are spectators at athletic events).

Psalm 91:2
*I will say to the Lord,
"My refuge and my fortress, My God, in whom I trust!"*

Many Thanks to the Task Force on reintegrating PCHS



MT Adinaro
Campus Ministry



Dan Batkin
Scheduling



Alyson LeMaster
Director of Enrollment



Michael Pilola
Academics
Technology/Infrastructure



Maria Silcox
Cleaning/Sanitizing
Health and Wellness



Kelly Smith
Academics



Candice Strickland
Scheduling



Robin Thomas
Director of Marketing
and Development



Tommy Thomas
Cleaning/Sanitizing



Melanie Weser
Academics
Technology/Infrastructure



Jenny Franklin
Chairperson

