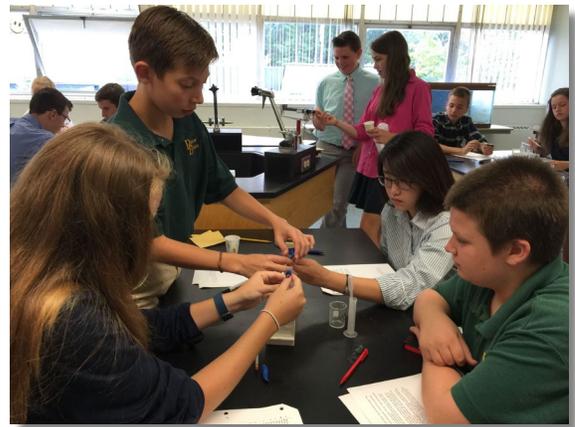




Bishop Brady High School

A Catholic School ~ A Caring Community



Back to School Plan

August, 2021

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INTRODUCTION

Bishop Brady High School successfully completed the 2020-2021 school year fully in person without the loss of a single day and without a single case of school transmission of COVID. We did so with the patience, dedication, and cooperation of our students, their families and our employees in following a conservative set of pandemic protocols modifying almost every aspect of school life. **In conjunction with all Catholic Schools in the Diocese of Manchester, Bishop Brady High School is proud to continue to offer in-person instruction for the 2021-2022 school year, while being fully prepared to pivot by increasing or decreasing our modifications based on a bi-weekly risk assessment. The 2021-2022 plan will be continually reviewed and adjusted to balance safety and risk while imparting a full program of spiritual, social-emotional, and academic offerings.**

Our COVID Reopening Task Force has transitioned to a Health and Safety Committee of the Bishop Brady Advisory Board and continues to include faculty, parents, medical professionals, lawyers, and board members. This group will review the continually changing statistics, research and guidelines from multiple organizations both locally and globally in order to update our model to optimize participation in the safest way possible. Specifically, **the committee will review objective community data every two weeks**, monitor the changes in guidelines from the Catholic Schools Office, the State of NH, and the CDC , and assess updates from the American Academy of Pediatrics, NH Division of Health and Human Services, local school district plans, and regional and national educational and medical organizations.

Joining me on Health and Safety committee are:

Mr. Keith Bergeron – Dean of Students

Dr. Lori Christerson – Faculty and Brady parent

Mrs. Jo Brooks – Registrar, Brady parent and former Marine Logistics Officer,
USMC Captain

Mr. Tony Johnson – Athletic Director

Attorney Tracy Uhrin, '99 – Alumna, Advisory Board Chair, Chief Deputy Clerk, United
States District Court, District of NH

Dr. Jeff Wiley – Physician and Brady parent

Dr. Pat Casey – Physician and Brady parent

Mrs. Anna Thomas – City of Manchester Public Health Director and Brady parent

I cannot thank these individuals enough for volunteering their time at meetings as well as providing research and documentation for the entire group to review and discuss. Our plans and our successes are due to their dedication and combined expertise.

In June, the Diocese of Manchester announced their intention to have all Catholic schools remain in-person and to have employees and parents exercise individual decision-making regarding the wearing of masks in the building. The Catholic Schools Office strongly encourages the use of masks for anyone one over the age of two when indoors at school, particularly those more vulnerable or those with more vulnerable family members at home. Despite the incidence of breakthrough cases for some

vaccinated individuals, that number is minimal and we continue to recommend vaccination for our employees and students if they are medically able to receive it. The NHDHHS studies on breakthrough cases since January, 2021 have shown that of 44,000 cases of COVID, only 1000 of those were of vaccinated individuals, therefore 97% of cases are in unvaccinated individuals. Likewise, of the more than 500 people hospitalized for COVID in the same time frame, 95% of those hospitalizations were unvaccinated people. And while you can still get COVID if vaccinated, the severity of illness is reduced.

Over the past month, there has been a substantial rise in all of the metrics used to assess risk for our schools. Currently, the entire state is in the substantial range of community transmission, COVID cases and hospitalizations continue to rise, and the Delta variant has proven more contagious and a significantly higher risk to unvaccinated individuals. These factors have caused us to take a conservative step back and begin the school year fully masked while indoors. All outdoor activities do not require masks. This is not a decision that was taken lightly but was data-driven based on science and the metrics of our community. Bishop Brady’s goal is to leave the decision to mask to individual families or employees whenever possible. The shift to universal face mask use will be implemented when community conditions make masking a critical tool to prevent the disruption of in-person school learning. Our primary concern is for the health and safety of every member of our school. The NH Department of Health and Human Services provides the following Decision Matrix.

NH DPHS Indoor Face Mask Recommendation

		Level of Community Transmission		
		Minimal	Moderate	Substantial
Cases Within Facility	Sporadic cases without evidence of facility transmission	Optional*	Optional*	Universal [†]
	Single Cluster	Targeted	Targeted	Universal [†]
	Multiple clusters or a larger outbreak	Universal [†]	Universal [†]	Universal [†]

* Face masks still recommended for people who want maximal protection for themselves or others (e.g., a household member who is unvaccinated or medically vulnerable)

† Exceptions can be made for classrooms/schools that have achieved a high vaccination rate (e.g., high-school), or where other prevention measures can be strictly implemented (e.g., 6 feet of physical distancing)



The factors involved in making and revising decisions include:

- Recommendations of the Catholic Schools Office, NHDHHS, CDC and AAP
- Recommendations from Chief of Infectious Disease at Concord Hospital and Public Health Director for City of Manchester
- Levels of community transition from NHDHHS dashboard
<https://www.covid19.nh.gov/dashboard/schools>
- Rate of vaccination among faculty and students – if a school has a high vaccination rate, universal masking may not be necessary. While Bishop Brady imposes no requirement for the disclosure of vaccination status of students or employees, if voluntary disclosure indicates a vaccination rate of 80% or higher, our masking protocols could shift pending no outbreaks or clusters within the school community.

This Back to School Plan is a fluid document and adjustments will continue to be made every step along the way. The opening days and weeks will find students educated in new protocols and practicing these mitigation strategies. Details on our protocols can be found on the following pages in this document.

At this time, **we expect all students back in the building full time for in-class instruction**, however, we are cognizant that there may be individual situations that might prohibit full participation in the classroom at some points in the year. Our Independent Distance Learning (IDL) program will be available for those who are unable to be in class for extended periods of time. All requests for IDL must be made by a parent to Mrs. Elliot.

We know students and teachers want to be back at school. We know that vaccination, handwashing, mask-wearing and social distancing help control the spread of COVID-19. Our return to school plan, in many ways, hinges on what students, employees, and families do outside of school to help mitigate the spread of COVID-19. We ask that you take all reasonable precautions. Your decisions to travel, or party, or take other risks may affect all of us.

As we understand there may be questions about this plan or the process for assessing risk, we will be holding an open forum, via Zoom, on September 8th beginning at 7 pm. Members of the Health and Safety committee will be available to answer your questions. The link will be sent in a parent email over Labor Day weekend. As always, please do not hesitate to reach out to me directly with immediate concerns.

We look forward to partnering with all of you for another great year! #BradybeingBrady

Respectfully,

Andrea Isaak Elliot
Principal
aelliot@bishopbrady.edu

OPERATIONAL LEVELS

The school has identified four color-coded operational levels that will dictate safety and operational restrictions throughout the year.

GREEN – Indicates regular school activity with no restriction.

YELLOW – Indicates face-to-face instruction WITH some restrictions.

ORANGE – Indicates face-to-face instruction with 40-60 percent occupancy on a rotating basis.

RED – Indicates a return to full remote instruction.

Bishop Brady will begin the school year in the **YELLOW** phase.

CALENDAR AND DAILY SCHEDULE MODIFICATIONS

(a revised calendar is posted on the school portal)

Faculty attended a mandatory diocesan professional development program and our Brady faculty retreat from August 23-25. Orientation for transfer and new international students will occur on August 26th. Incoming freshmen will attend orientation on August 27th. Both of these programs will be followed by afternoon faculty meetings and training regarding new school protocols.

August 30th will be the first full day of classes. All classes will meet and our first Monday Morning Meeting (MMM) will be held. Seniors and freshmen will attend MMM in the gym on August 30th. Sophomores and juniors will watch the livestream from their Period B classes. Tuesday August 31st will be a block day with periods A, C, E, and G meeting. Wednesday September 1st will be block day with Periods B, D, F, and H meeting. Thursday, September 2nd will be another skinny day with all classes meeting. We will run another morning meeting on Thursday for sophomores and juniors with seniors and freshmen watching the livestream in their Period B classes. **Students and staff will be required to provide their own lunches and snacks on these days. Cafeteria food service will open on September 7th.**

There is no school on Friday, September 3rd or Monday, September 6th for the Labor Day weekend.

Classes for the first semester will conclude on Friday, December 17, 2020.

Last year, we returned from Christmas break to a planned three week remote period to assure appropriate quarantine for those who traveled or visiting with extended family. **We will make the decision about our after Christmas return to school protocols just after the Thanksgiving weekend.**

Class Schedule: Our normal weekly schedule will include all classes meeting on Mondays and four classes meeting each of the other four days. Tuesday and Thursday will be AA, CC, EE, and GG. Wednesday and Friday will be BB, DD, FF, and HH. Students will be notified in advance of changes to the weekly schedule caused by midweek holidays, snow days, or special activities.

After School: While we continue in **YELLOW** status, we ask that students leave the building or wait outside after school whenever possible. Students will be able to study in the library afterschool if needed. To assure supervision and allow for daily building cleaning and sanitation, we ask that parents communicate to Mr. Bergeron if their student will be waiting for transportation after 5 pm.

HEALTH AND SAFETY PROCEDURES

The Health and Safety Committee has reviewed the Diocese of Manchester Guidelines for Catholic schools, public health protocols and the current government emergency orders in the development of the health and safety procedures for Bishop Brady High School.

The Center for Disease Control (CDC) and local health agencies agree that the vaccine is the leading prevention strategy to end COVID-19. Bishop Brady High School will not require vaccination for students, employees or visitors, but strongly encourages vaccination for those who are able. Vaccination does not PREVENT contracting COVID-19, however, vaccinated individuals are at lower risk of infection and substantially lower risk of severe illness as compared to those not vaccinated.

While there is no requirement to report vaccination status to the school, quarantine and isolation status is different for vaccinated and non-vaccinated individuals. If we reach and 80% vaccination rate, we will review our protocols for modification. Those who choose may voluntarily send copies of the vaccination card to the school for inclusion in the student or employee health record.

Per Bishop Libasci's June 6th letter, *"In making a decision whether to wear a mask, those who have not been vaccinated must be mindful of the need to take other safeguards for the care of self and others, as recommended by public health authorities. In any event, let us not shame or admonish other people whatever course of action they decide to take."*

Bishop Brady High School strives to maintain a culture that promotes Staying Home or Going Home when not feeling well. Employees and students should not be in school if they are sick. Parents must call the school to notify the main office of the absence. Employees must follow staff protocols for notification. Symptoms that indicate a need to stay home from school include:

- Fever over 100 degrees
- Changes in taste or smell
- New muscle aches, headache, nausea, or fatigue without apparent cause
- Sudden onset of respiratory symptoms such as cough or shortness of breath (unless from known medical conditions). Students with seasonal allergies will be asked to provide a doctor's note indicating a chronic condition.

Parents or caregivers should monitor their children for signs of infection each day before sending the student to school.

Parents are expected to partner with the school and provide honest communication about symptoms, illness and travel. It is **critically** important that anyone, students or staff, stay home when they are not feeling well.

School Isolation Procedure: Any student or staff member who develops symptoms while at school will be isolated from the general population in the sick room or

detention room and must go home at the earliest possible time. Student or staff will immediately be provided with a mask to wear until they are able to leave the building.

Suspected or Positive Case of COVID: Any suspected or confirmed cases of COVID-19 should be reported to the school's designated contact person (Mrs. Elliot).

Please follow the quarantine guidelines below pertaining to exposure or illness of vaccinated and unvaccinated individuals.

[Self-Quarantine Guide for Unvaccinated Household Contacts \(nh.gov\)](#)

[Self-Observation Guide for People Exposed to COVID-19 Who Are Not Required to Quarantine \(nh.gov\)](#)

Face Covering: Research clearly indicates that the greatest risk comes from prolonged contact (more than 10 minutes) in close proximity without a mask. Bishop Brady's goal is to leave the decision to mask to individual families or employees whenever possible. The shift to universal face mask use will be implemented when community conditions make masking a critical tool to prevent the disruption of in-person school learning. **As of August 30th, the school will adopt universal masking for all students and employees while in the school building.** Masks are not required outdoors and we encourage teachers to move classes outdoors as often as possible.

As previously described in the Introduction, we will reassess every two weeks and communicate the mask protocols for the following two week period.

When we return to employee and parental discretion with regard to masking, individuals can choose to wear a mask in any situation in which they feel it is warranted. We encourage those not vaccinated to consider wearing masks for their safety and the safety of others. ***The following information pertains to the periods of time when employee and parental decisions for masks are scheduled:***

- Employees may choose to wear face coverings within the building all of the time, some of the time, or none of the time depending on their personal choice and perceived risks.
- **Parents have decision-making responsibility for their children regarding mask use. Parents may ask their students to wear masks all of the time or some of the time. For example, a parent may ask their child to wear a mask while transitioning in the hallway or in a large meeting space like the gym while giving them permission to remove the mask while seated in the classroom. Parents who choose to have their students wear masks during the school day should frequently engage in conversations with their child to assure the student is following the parent decision. NOTE: School personnel will not interfere with the parent/child relationship.**

Based on continued research, students in Band and Chorus will be asked to wear protective masks/face shields during active participation in singing or playing an instrument even during the discretionary period.

By federal mandate, any student or employee riding on school transportation must wear a mask. This includes morning transportation, athletic transportation, retreats, or field trips.

Failure to comply with COVID-19 Safety Protocols: A student who disregards COVID safety protocols including masking, social distancing, locker access or other school protocols will be given a verbal warning which will be reported to the Dean of Students. A second infraction will result in an office referral and conversation with an administrator (restorative practice). Subsequent failure to comply will result in the student being sent home. Infractions will be logged in the school disciplinary database. A parent meeting will be held for chronic offenders.

Office Spaces: The main office, the School Counseling Office, the Admissions Office and the Campus Ministry office spaces continue to be equipped with plexiglass desk shields. In these spaces, students and employees may remove masks.

Social Distancing: Bishop Brady will be social distancing 4 feet in spaces where prolonged contact time occurs, including classrooms. Signage will remind students to keep socially distant when waiting in the cafeteria or other areas of the building where they may encounter a line.

Hygiene: In addition to signage throughout the building, students will be reminded to wash and/or sanitize their hands regularly throughout the day. Hand sanitizing stations will be available in all classrooms and will be set up in multiple locations (to be determined) within the building.

Building Access: Vendors and contractors must schedule appointments, will sanitize their hands, and sign in at the Main Office. Signs regarding COVID symptoms will be in all doorways. Masking signage will inform everyone entering the building whether we are in a universal or discretionary masking period.

Parents who want to meet with a faculty or staff member, must schedule appointments in advance. Parents arriving at school to pick up or dismiss their student may enter the building to dismiss their students or may wait in their car and call into the office.

Building rentals may be allowed but with restrictions adhering to current state mandates and the reduced capacity in each space.

Travel: Any non-vaccinated individual traveling outside of the United States or on cruise ships will be expected to quarantine for 10 days after their return prior to returning to school. Individuals who travel may opt to have a COVID test AFTER they have quarantined for 6-7 days. Upon providing a negative result to the administration,

they may return to school. NOTE: International students who have had vaccines in their home countries that are not approved in the US must quarantine the full 10 days.

<https://www.dhhs.nh.gov/dphs/cdcs/covid19/documents/employee-travel-guidance.pdf>

<https://www.dhhs.nh.gov/dphs/cdcs/covid19/documents/travel-guidance.pdf>

PHYSICAL PLANT/CLEANING PROTOCOLS

Heightened cleaning protocols will continue as school reopens. The school will continue to use Victory Electrostatic Sprayers to sanitize surfaces after regular cleaning procedures.

Ventilation: MERV 13 Catch All air filters have been purchased for our HVAC system. All air filters will be replaced by the start of the school year and again prior to the start of the second semester at the end of January. To the greatest extent possible, classroom windows and doors will remain open to draw fresh air into the building throughout the day, even during the winter months. Very few areas of the building are air conditioned. Fans will only be used to increase fresh air flow into the classroom and to push warm air OUT of the windows. Fans will not be utilized to move air directly toward students within the classroom spaces. Portable air filtration units will be used in areas where ventilation is limited.

Learning Spaces:

Two to four outdoor learning spaces will be designated and teachers will be able to rotate through these spaces each week. The interior courtyard and field space are completely open areas. In addition, two 20'x30' tents will be set up from September through November and a gain from April to June. Additional picnic tables are on order and two groupings of picnic tables will also be available for classes, meetings, study hall or lunches.

Large spaces (library, cafeteria, gymnasium) will all have reduced capacity and signage will be posted at the entry of each of these spaces indicating the maximum allowed occupants. The administrative team will be moving furniture around to maximize the number of students who can be situated four feet apart in these areas. (Lunch protocols can be found under Other School Activities.)

All classrooms will be set up with desks 3-4 feet apart. In most classroom spaces, there are 20 desks. Some smaller rooms, or specialty classes, have additional limitations. Cleaning stations are set up in each classroom. **Students will be expected to clean their own desk surface when they ENTER the classroom, thus taking ownership for their own protection.** Hand sanitizer is also available in each classroom, large meeting area and in the hallway outside the cafeteria.

Library: The Library/Learning Commons will remain a community space with capacity reduced to 50%. Furnishings will be reorganized to allow for social distancing. The computer alley in the library has socially distanced stations. Computer stations in the MAC lab will be reduced. The glassed in study rooms will be limited to two students at work stations more than 4 feet apart. **As with classrooms, a cleaning station is located at the entrance of the library and students will be expected to clean their personal work space upon entering.**

Cafeteria: The capacity of the cafeteria has been reduced to less than 50% of usual numbers. Students will have the option to eat lunch socially distant in the cafeteria,

encouraged to eat outside during appropriate weather whenever possible, and allowed to eat in the gym and other indoor spaces if necessary. Traffic patterns in the cafeteria continue to be modified with students entering through one set of doors and exiting through one of two exits. Vending machines have been distanced within the cafeteria and will be accessible for beverages and snacks. Signage will direct students to sanitize their hands prior to making their purchase.

Students who bring their lunch to school will have access to microwaves ovens for reheating. Signage will instruct students to maintain social distance, to sanitize their hands and to use disposable gloves (provided) to operate the microwaves.

For students purchasing lunch, Celebrations Catering will be our vendor again this year. Food service will begin on September 7th. There will be no self-service of food items. All purchases will be handed to students by the food service workers. Celebrations Catering follows FDA guidelines for food service. Their employees will self-screen each day and will wear masks and gloves in the preparation and distribution of food to students.

Gymnasium seating in the bleachers will be every other row and 4 feet apart with reduced capacity.

Kaplan Weight Room: Limited to 8 students at a time.

Athletic venues: Venue guidelines must be followed.

Lockers will not be shared unless by siblings. If needed, we can utilize athletic lockers for additional space. Lockers have all been color coded and a schedule has been created which will allow students access to their lockers multiple times each day, however, **students will not have unlimited access to lockers during passing time.** Outside of the scheduled locker access times, they will need to check into classes or study hall and request permission to leave to access lockers. Mr. Bergeron will review and practice this procedure during our first week of school.

Traffic flow within the building will also be modified. Hallways will be lined with arrows indicating flow patterns.



Students and staff will be expected to stay on the right side of the hallway when moving throughout the building.

The stairway near the School Counseling Office will remain two- way traffic. The stairways in the older section of the building will be limited – one stairway goes up and the other goes down.

Restrooms: Touchless paper towel dispensers are available in all restrooms. Signage will remind students of the importance of proper handwashing. The number of students allowed in restrooms at any one time will be limited. Students will be expected to wait outside the restroom to assure social distance is maintained.

Water bubblers/refilling stations: Water bubblers remain shut down until further notice. The two touchless water refilling stations will be available for students to access during the day. These will be cleaned every two hours throughout the day.

Hand Sanitizing Stations: Hand sanitizing stations are available throughout the building including every classroom. As noted earlier, students will be reminded to wash and/or sanitize their hands regularly throughout the day.

Faculty Room: The faculty room will be limited to six individuals at a time for extended periods of time (more than 10 minutes). Teachers may drop in to make a copy or check a mailbox but must remain socially distant. Additional faculty space can be created in the small conference room if it becomes necessary.

Building Density: To reduce the numbers of individuals in the building, students with study hall at the beginning or end of the day will be allowed late arrival or early release WITH PARENTAL PERMISSION. This is not a requirement and every student will be scheduled for a study hall.

Seniors, WITH PARENTAL PERMISSION, may leave school during their study periods **on block days only**. Students who are chronically tardy upon arrival to school, or return after leaving, will lose this privilege and will be required to attend mandatory assigned study hall.

From August 30th to September 3rd, the Dean of Students will provide permission forms for parents allowing their students to participate in late arrival, early release, or senior study privileges.

All study halls will be in assigned spaces. Once the year has started and the number of students in each period study is finalized, a decision will be made about whether students can move to other locations in the building for study hall. Study hall will be a time for students to sign out to use restrooms and access lockers, however no more than two students will be allowed to leave the study hall at any one time.

LEARNING ENVIRONMENT

Any student who is absent from school for any reason is expected to utilize Google Classroom or the portal to keep current with their work.

Singers and musicians WILL utilize appropriate safety protocols including masks, face shields and instrument covers WHILE ACTIVELY PARTICIPATING in music classes.

Social and Emotional Wellness: Many people have struggled with the drastic changes and isolation caused by the pandemic. All students will have access to social and emotional support through the School Counseling Office, the Campus Ministry office, the Advisory Program, and all faculty and staff.

Academic Coach: Our Academic Coach, Mrs. Smith, will be available daily to support the learning needs of students.

Supplies: Students will be asked not to share belongings and school supplies.

ATHLETICS

Any student diagnosed with COVID-19 will follow the return to play protocols for sports as well as physical participation in Wellness class activities. See separate Return to Play document.

OTHER SCHOOL ACTIVITIES

Large school activities: Some large school activities are an important part of the culture of our community. Masses, retreats, Monday Morning Meetings, and other assemblies will continue with modifications. Our Back to School Mass in September will be live streamed into the classrooms with one or two groups in person in the gym. Other all school events will be modified by groups or grade levels, thus reducing capacity by 50%.

Advisory: The Advisory Program will continue on Fridays between the first and second blocks of the day. By its very nature, advisory is a small group activity (fewer than 10 students per group). While there will be restrictions on the sharing of food during advisory, individual students can bring their own snacks to eat during advisory.

Clubs and Activities: Clubs and activities will function with some modifications.

Athletics: All fall sports are in session with no restrictions at this time as they are outdoors. If modifications are warranted later in the year or when athletic events occur indoors, an all school memo will be sent to students and parents through the portal.

Dress Code: Monday dress up days (blazers and ties) will be suspended until October 1st. During the months of August and September the regular daily dress code will be in effect.

Meetings, Parent Conferences, Back to School Nights: Faculty meetings will continue on the first Monday of each month. We are able to socially distance and meet in the library. Curriculum area and individual department meetings will meet on the second and third Monday of the month respectively. Faculty are encouraged to gather socially distanced in the chapel for prayer and reflection before 7:30 am, but all teachers will be required in their classrooms at 7:30 as students will be entering their rooms.

All other school wide evening events/activities will be reviewed and adjusted as necessary. Information on parent conferences, Back to School Nights and other events will be posted on the Bishop Brady High School website, Plus Portal, and all social media platforms.

RESPONSIBILITIES

School: The Health and Safety Committee will continue to meet weekly to monitor community exposure and positive case statistics and to revise these guidelines as appropriate and necessary to minimize the risks to members of our community.

Students: In order to continue to attend school in face-to-face instruction and participate in school activities, students must adhere to the restrictions and protocols in place.

Parents: The family partnership with the school is vital to keeping our community open and safe. Parents must assure that students stay home when they are not feeling well. In addition, parents are required to submit a daily health screening responding honestly to all questions.

COMMUNICATIONS

The school will continue to utilize school wide emails through the portal as well as social media platforms to communicate updates and changes to this document.

If you have any questions, comments, or concerns about any information in this document, please email Mrs. Elliot at aelliot@bishopbrady.edu.