



# Updated Guidance

---

## Hybrid Learning

*Holy Family's hybrid learning model will provide services both virtually and on-site simultaneously to meet the individual needs of families and support necessary physical distancing.*

## K-12 Hybrid Model

In Holy Family's K–12 Hybrid Learning model, students will have the option to participate on-site or virtually from their home via live-streamed virtual classrooms. Live-streamed instruction will take place during the regular school day. Teachers will not be expected to record their classroom lessons, however; individual teachers may choose to make special arrangements with their students.

## Choice in Learning

Holy Family's Hybrid model is built on flexibility. Families may elect to participate virtually for many reasons such as personal choice, medical vulnerability, illness, a required quarantine, or other reasons. Your decision may also change from day to day, week to week, or may span a full semester or school year. ***If a student is transitioning to virtual attendance, a parent or guardian will be required to communicate this with their school office.***

## Technology Infrastructure

Holy Family has improved its IT infrastructure and bandwidth at each site. Every Holy Family classroom will be outfitted with the equipment necessary to stream lessons in real-time, providing a broad view of the classroom to students participating from home. Each teacher will be trained on how to provide instruction in this hybrid format.

## The Live-Streamed Classroom Experience

Our goal is to provide a smooth and engaging classroom streaming experience all for students accessing school from home. Naturally, nothing can replace the full classroom learning experience. Students accessing the classroom virtually may be unable to fully take part in certain hands-on, lab-based, or small group activities. There may also be times when classes are held outdoors and technology limits access to at-home participants. However, every effort will be made to engage at-home learners in large- and small-group discussions, and teachers will do their best to meet the needs of each student.

***Please note: Students may be viewed on camera by classmates and parents who are accessing lessons from home. If you have a concern with your child being visible on camera, please contact your school principal.***

## Student Expectations When Participating Virtually

- Students should behave in a school-appropriate manner representative of our Catholic values and comply with the [Holy Family Computer and Internet Acceptable Use Policy](#).
- Establish a daily routine for schoolwork in partnership with an adult family member.
- Check in with Google Classroom and/or the Summit Learning platform daily and complete activities assigned by teachers independently or with parent support.
- These days should be treated as academic days focused on learning.
- Be prepared:
  - » Chromebook and power charger are on-hand and in good working order.
  - » Ensure that the internal speakers, microphone, and webcam are functioning properly.
- The use of headsets or earbuds is recommended, especially if there are multiple people working in one room.
- Participate in classes as scheduled and complete assigned activities.
- If a school-issued device requires repair, notify the technology department in a timely manner. This can be done in-person or by submitting an online help ticket.
- Secondary students should actively monitor their school email account and reply to teachers in a timely manner.
- Attendance will be taken.

---

## On-Site Health & Safety

### General Guidelines for Quarantine and Isolation

*Please note: New guidance in this area was issued on Thursday, July 30, by the Iowa Department of Education and Iowa Department of Public Health. Holy Family will review the new guidance in consultation with the Medical Advisory Task Force, and will provide updates as needed.*

#### **Quarantine and Isolation Defined**

*Isolation and quarantine help protect the public by preventing exposure to people who have or may have a contagious disease.*

- *Isolation separates sick people with a contagious disease from people who are not sick.*
- *Quarantine separates and restricts the movement of people who were exposed to a contagious disease to see if they become sick.*

#### **SYMPTOMATIC OR COVID-19 POSITIVE**

- Staff and students who are symptomatic or have tested positive for COVID-19 will be required to self-isolate for 10 days.
- Students and staff will be permitted to return to school when the following criteria have been met:
  - » At least 10 days have passed since symptoms first appeared **AND**
  - » At least 24 hours with no fever without fever-reducing medication **AND**
  - » Other symptoms have improved.

- A documented medical evaluation that indicates symptoms are clearly consistent with a less serious illness or allergic reaction may be permitted to return to school 24 hours after their fever and other symptoms resolved.
- Documentation may be subject to review by the Medical Advisory Task Force to ensure conditions for returning to in-person learning have been met.
- Family members living in the same household as the student or staff member who has tested positive for COVID-19 will be required to quarantine for 14 days.

### **CLOSE CONTACT DIRECT EXPOSURE**

A “close contact” is defined by the CDC as proximity of less than 6 feet for 15 minutes or more.

- Staff and students who have a known direct exposure to a person who is positive for COVID-19 will be required to quarantine for 14 days.

### **RE-EXPOSURE**

- Staff and students who have tested positive for COVID-19 within the past 12 weeks and have since recovered and remain asymptomatic will not be required to quarantine or retest.
  - » Documentation of the confirmed COVID-19-positive test, within the previous 12 weeks, will be required.
- Staff and students who have previously tested positive and develop new symptoms consistent with COVID-19 will be required to quarantine for 14 days and should be clinically evaluated as appropriate.

*Always consult your healthcare provider on matters and concerns relating to COVID-19.*

## **Personal Protective Equipment**

- Face masks will be provided to staff and must be worn at all times unless alone in a private office or classroom.
- Face shields will be provided to teachers for optional added protection.
- K–12 students will be asked to provide their own face masks, which will be worn at all times except during mealtime, recess, and planned mask breaks (such as classes held outdoors).
- Masks will be provided for students who forget to bring theirs.
- Exceptions for an alternative face covering may be made in rare circumstances for students and staff with a documented health condition that medically prevents them from wearing a face mask. Exceptions are subject to review by the Holy Family Medical Advisory Task Force.
- School-age children will be required to wear masks while indoors during wrap-around care.
- Preschool and Pre-K students are invited to wear face coverings, such as masks or face shields, but not required.

## **Guidance on Masks**

Masks may be cloth or disposable. Families should plan to have at least five masks available for each child so they can have a clean mask to wear each day. Pack a back-up mask each day in case one becomes soiled or uncomfortable. If this is a hardship, please contact your school principal.

All cloth face masks should be made of at least two layers of breathable fabric. A mask should fit snugly against

the sides of the face, reach above the nose, below the chin, and completely cover the mouth and nostrils. It is important to select a style that will stay on your child's face without slipping off when talking or moving about. If you opt for a gaiter-style mask, check for a snug fit that won't slip. Masks with openings, such as mesh, valves, or holes of any kind are not acceptable. See: [CDC Guidance on Cloth Face Coverings](#).

Containers will be provided for elementary students to store masks during lunch, recess and other "mask breaks." Students should use hand sanitizer following the removal of their mask prior to eating.

---

## Social-Emotional Wellbeing

Social-emotional wellbeing has been a key point of planning for counselors and teachers as they prepare to address potential anxieties and provide a smooth transition into school. Many plans have been created for the first week of school and beyond to integrate support for social-emotional wellness and community-building activities into normal school activities and lessons. Counselors will be available to support students throughout the school year with a wide range of concerns relating to COVID-19 and the extended time away from school and friends. Mentoring and student check-ins, as well as faith-centered activities and classes, Mass and daily prayer, are all opportunities to support students' social-emotional-spiritual health while in school.

*If you have concerns about your child's emotional wellness and the return to school, please contact your school principal or counselor.*

---

## Faith

### Mass During On-Site/Hybrid Learning

In accordance with our efforts to reduce building traffic, school Masses at all levels will be held without guests until further notice. We thank you for your understanding of this difficult decision.

- Wahlert and Mazzuchelli Masses will be held on a weekly rotation. Mazzuchelli Masses will accommodate one grade-level at a time and Wahlert Masses will accommodate two grade-levels at a time. This will create a rotation of each grade-level attending Mass every 5 weeks.
- Elementary Masses will be held weekly in church with a schedule determined by the capacity of the church.
- Students will be spaced by six feet.
- Music will be instrumental or limited to a single cantor.
- A limited number of Eucharistic Ministers will distribute communion, and each Mass will have one reader.
- There will be no hospitality ministers, servers, or gift procession.
- Student Eucharistic Adoration will continue following safety guidelines.

### Mass During Virtual Learning

- Each elementary school will work with its parish priest to offer a weekly live-streamed or recorded Mass

at the same time as school Mass.

- An optional weekly Mass will be held at Church of the Nativity for secondary students and families who wish to attend. This Mass will also be live-streamed.
- Archdiocesan parish guidelines relating to masks, physical distancing, and other practices will be observed.

---

## Athletics, Activities & The Arts

### Choral Music Programming

All choral programming will be held outdoors when possible. For indoor singing, classes will utilize larger spaces such as the gymnasium to accommodate distancing of 12+ feet. Masks will be required at all times during these activities. *Plans for performances have not yet been established. The status of Show Choir is pending. More information to come.*

### Band Programming

All band activities will be held outdoors when possible or in large indoor spaces with distancing of at least 6–9+ feet depending on the instrument. Masks will be required at all times during these activities (with an opening to access wind instruments). Bags or bell covers will be required on wind instruments, and percussionists must have their own drum kits. *Plans for performances have not yet been established. More information to come.*

### Theater

Wahlert Catholic is evaluating options for fall performance to be held outdoors. *More information to come.*

### Athletics & Activities

The Iowa State Athletic Association has announced that fall sports are permitted. Holy Family is evaluating each sport independently, in consultation with the Medical Advisory Task Force, for opportunities to mitigate health risk while providing a well-rounded school experience to the best degree possible. Final decisions regarding individual sports will be made in the near future.

---

## Food & Nutrition Services

Students at all levels will be released on staggered schedules for lunch.

### Elementary Lunches

Elementary teachers will utilize an electronic lunch order form in classrooms at the beginning of the school day to create a touchless transaction. Lunch cards will not be utilized.

Elementary students will dine in the cafeteria (and an alternate location such as a gymnasium if needed) with their class, following distancing guidelines. Students will go directly to their tables and be released to the serving line to pick up their tray. All trays will be pre-plated, meeting the requirements of the National School Lunch Program.

## Secondary Lunches

Lunch groups will split between the Wahlert and Mazzuchelli cafeterias according to the capacity of each space to accommodate necessary physical distancing. Backup locations, such as the gymnasium may be used for overflow, as needed.

Students will pick up their lunch from the Kehl Family Commons (Wahlert Cafeteria) serving line and dine in their assigned cafeteria space. Prepared lunch trays will meet the requirements of the National School Lunch Program. Three identical serving lines will allow for quick service and additional options will be prepackaged. Grab and go options will be available in the center section.

Students will be required to hold their lunch cards and cafeteria staff will scan the card from a minimum of 3 feet away from the student and card.

## Meal Services During Virtual Learning

Holy Family Food and Nutrition Services will offer meals for pick up at a central location during virtual learning. These plans are subject to pending USDA waivers.

---

## Transportation

Despite the differences in our schedules, Dubuque Community School District has committed to providing transportation for Holy Family students, including site-to-site shuttles for former Holy Ghost and St. Anthony students. Information about transportation schedules and routes will come from Dubuque Community School District.

*The District has kindly requested that families who have access to busing but do not intend to use this service, please contact the transportation department to inform them of your plans. This information will greatly help with planning for physical distancing, schedules and routes.*

*The transportation department is currently seeking additional drivers. If you or someone you know might be interested in this opportunity, please contact the Dubuque Community Schools Transportation Department: 563-552-3275.*

---

## Early Childhood

### Key Health & Safety Measures

*These measures apply to all EC programming, including wrap-around care.*

- Staff and children with symptoms of illness are required to stay home.
- Children are dropped off at the door, reducing exposure from outside visitors.
- Temperatures will be screened at the door.
- Children with a temperature of 99–100.3 degrees will be required to stay home for 72 hours.
- Children with a temperature of 100.4 or above will be required to quarantine for 14 days.
- Children being treated for any illness with an antibiotic may not attend in-person until they have completed their treatment.
- Classroom groups do not intermingle with other groups in the building.
- Hallways are accessed by one class at a time.
- Surfaces are disinfected at regular intervals throughout the day, especially before and after meals.
- Children wash hands at several intervals throughout the day.
- Classrooms and toys disinfected each evening.

### Early Childhood Personal Protective Equipment

- Face masks will be provided for all Early Childhood staff and must be worn at all times unless alone in a private office or classroom.
- Face shields will be provided for optional added protection.
- Preschool and Pre-K students are invited to wear face coverings, such as masks or face shields, but not required
- School-age children will wear masks while indoors during wrap-around care.

### Pre-K Hybrid Learning

Pre-K students and families have the option to participate in programming on-site or virtually. Students participating virtually will be provided with learning activity kits to be completed at their own pace at home. Students will also have access to connect synchronously with a dedicated virtual learning early childhood teacher in the afternoon. Virtual programming in-total will constitute 60 academic minutes per day. Chromebooks will not be issued for Pre-K students. However, if your child will need to borrow a device, please contact your early childhood center director to make arrangements.

---

## Elementary Virtual Learning Schedules

*Elementary virtual learning schedules may be adjusted slightly to accommodate the weekly virtual school Mass.*

*Continued on the following page...*

## Elementary Academic Minutes Per Day by Grade-Level

Level	Daily Minutes Direct Teacher Instruction	Weekly individual instruction/mentoring
K-1	100 minutes	Additional 15 minutes per week individual instruction and/or mentoring
2-3	125 minutes	
4-5	230 minutes	
K-5	Specialists/social lunch offerings	0-150 minutes per week (optional)

### 4-5 Virtual Learning Schedule (*K-3 schedule remains as originally published*)

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:30-9:00 a.m.	4-5 Morning meeting/Religion				
9:00-9:50 a.m.	Core Course #1 and workshops Teacher provides instruction and remains available				
10:00-10:50 a.m.	Core Course #2 and workshops Teacher provides instruction and remains available				
11:00-11:50 a.m.	Core Course #3 and workshops Teacher provides instruction and remains available				
11:50 a.m.-12:20 p.m.	4-5 Specialist offerings and Social Lunch offerings				
12:20-1:00 p.m.	Assessments				
1:00-1:50 p.m.	Core Course #4 and workshops Teacher provides instruction and remains available				
2:00-3:00 p.m.	Mentoring				