



Diocese of Brooklyn

School Re-Opening Plan

SACRED HEART CATHOLIC ACADEMY - CAMBRIA HEIGHTS

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SOCIAL AND EMOTIONAL

CREATING COMMUNITY AND CONNECTING WITH STUDENTS IN NEW SCHOOL CONFIGURATIONS

- Sacred Heart Catholic Academy students will be paired in a virtual buddy system so that students in older grades can help and bond with students in younger grades.
- New students in the school will be virtually paired with a “study buddy” cohort-mate who is familiar with Sacred Heart to foster bond of friendship and cooperative learning.
- Virtual Mass buddies can participate through classroom meetings to discuss the scripture and share their feelings and insights prior to Mass.
- Monthly Mass will be held virtually, parents can be invited to attend. Outdoor Mass celebrations can be held during the warmer months for an appropriate number of cohorts, following social distancing protocol and CDC and State DOH guidelines.
- Monthly shoutouts on our school website: “How are we doing?” surveys
- Pre-K through 1st grade can continue with storytelling, music, and art virtually.
- Students can share their cohort classroom experience bi-weekly.
- Virtual recess with games (scavenger hunts, etc.).

FACILITATING COMMUNITY AND CONNECTION WITH FACULTY AND STAFF

- We will continue to have virtual meetings to keep in touch with our school's progress and process of this challenging work. Revitalizing our Faculty prayer time and Social Committee meetings and celebrations will be important to this endeavor.
- Virtual faculty meetings will be held weekly, weekly virtual faculty Rosary/prayer.
- Advisory Team (Grade Level Representatives and Subject Coordinators of Cohorts) will meet with Principal bi-weekly & disseminate information to other teachers.
- Bi-Weekly check-up meetings with one or both Responsible Parties for teachers.
- Bi-Weekly grade level meeting for cohort teachers.
- PDHP counselors will provide appropriate referral for PTSD, Health emergencies, Grief and bereavement, anxiety, depression, other health challenges.
- Mother Cabrini and PDHP Counselors hold sessions with individual students, cohorts and staff.
- Monthly Spiritual Supports for Teachers, Faculty and Staff (Recruit Pastors, priest, nuns, deacons or DREs):
 - Faith Based Discussions/Retreat.
 - Virtual meetings to talk about issues and to brainstorm about new ideas, as well as to strengthen the bonds of friendship to support one another.

ONBOARDING STUDENTS TO ORIENT TO THE NEW REALITIES OF THE CLASSROOM AND SCHOOL

- Teachers and Responsible Parties will meet with students virtually, prior to school reopening for an initial training on new classroom and school safety protocol and guidelines, as defined by CDC and State DOH mandates. School officials will meet with onboarding students virtually for a private Open House.
- A video tour of the school including emphasis on new social distancing signage will be provided on our school website and distributed to parents.
- On the first day of school, student cohorts will receive additional instruction on following social distancing guidelines and following signage placed around the school building.
- All students will be encouraged to practice good hand hygiene and respiratory etiquette. Effective hand-washing techniques will be taught and reinforced by school staff at the start of the year and will continue throughout, including washing with soap and water for at least 20 seconds, and the safe use of hand sanitizer. Hand-washing posters instructing and reinforcing proper hand-washing techniques will be placed in bathrooms. Hand sanitizer will be provided in all classrooms and the main office.
- Sacred Heart Catholic Academy will create a virtual partner cooperative program to introduce new students and former students to facilitate a smooth transition for the new students.
- The school will provide opportunities for discussion and sharing, encouraging new students to participate.

- Teachers to be given guidelines on how to implement plans, to ensure consistent messaging:
 - Responsibilities Parties must ensure teachers follow through consistently.
 - Plans that are set aside must be presented to the parents.
 - Teachers and Responsible Parties will meet to review how students are adjusting to new realities.
- Virtual Know Your School Night: introduce the plans/goals/objectives. Principal will assure the parents of the precautions being made for their child
- Set up a support system for the parents and the students that will cover the following: conduct that will support success in school, anxiety or nervousness, withdrawal or isolation, etc.
- New students should receive information and school history and be paired with a cohort-mate which help them feel comfortable and share their past history, adjust to a new school's policies and foster a welcoming atmosphere.
- Developing a differentiated on-boarding plan for students that are new to the school (transfer students)
- The school will review students' files to group students in cohorts that share similar instructional abilities and recreational interests.
- Encourage student cohort parents to meet virtually.
- Identify student and parent cohort leaders to help new families assimilate to their new school.
- Responsible Parties will hold virtual home-school meetings, which include monthly meetings as a school, as well as meetings as cohorts.
- Weekly newsletters and updates will be distributed to parents via our website and Google Classroom.

DEVELOPING AUTHENTIC WAYS FOR PARENTS TO CONNECT WITH THE SCHOOL COMMUNITY

IN A VIRTUAL WORLD

- Through classroom webcams and Smartboards, parents will be encouraged to participate in the students' cohort life. Parents will be invited to virtually participate in some class events, projects and performances. Parents will also be invited to read their favorite book or share a relevant story with a cohort or entire grade level.
- Sacred Heart Catholic Academy will set up virtual office hours for parents to virtually meet with their child(ren)'s teacher(s) to answer any questions they have.
- Sacred Heart Catholic Academy will set up Parent Cohort Support Teams for parents in each grade level, Nursery - Grade 8.
- Home-School meetings will encourage physical, mental, social and emotional wellness through monthly virtual gatherings including retreats, exercise classes (Zumba, meditation, etc.) and other activities of interest to cohort parents.
- In addition to website, Facebook and Google Classroom postings, updates will be sent to parents via email and text blasts. The Responsible Parties and teachers can communicate messages, check-ins and announcements via recorded video and/or audio, for a more authentic feel.

MAINTAINING DAILY RITUALS (I.E. DAILY ANNOUNCEMENTS, MORNING PRAYER, ETC.)

- Cohorts will continue daily morning and dismissal prayer virtually together with the entire school body.

- Each cohort will be assigned to a month to be School Leaders, with responsibilities such as leading prayers, assembly of the month, making announcements, etc. from their cohort classroom via webcam and Smartboard. The entire school can watch and participate virtually through Smartboards.

- Cohorts leading the month will provide a specific virtue, value, proverb and Saint. Cohort teachers will provide coinciding material to teachers for the remaining cohorts. Use the Smartboards, microphones and webcams, cohorts can participate in the daily morning and dismissal prayers. During their assigned month, virtual sharing of accomplishments can include recognition of projects and accomplishments including Student of the Month, Virtue of the Month and other notable awards.

- Principal will address the school with the day's duties.

- The entire student body will attend Mass virtually together virtually, via cohort logins and individual logins for distance learning students

- Cohorts will begin each day with a social and emotional icebreaker, chosen by one cohort classroom in that grade level, to foster bonds of friendship and concern for their classmates.

- School officials will encourage problem-solving through peer mediation within cohorts.

STRUCTURING SOCIAL OPPORTUNITIES FOR STUDENTS AND FAMILIES

- Virtual meetings will be scheduled for students and their parents to socialize with one another, share their experiences with one another, etc. Assist families in connecting virtually by providing possible agendas for the meetings. Virtually celebrate holidays and birthdays together.
- Monthly Virtual Family Fun Night
- Virtual Performances:
 - Christmas, Valentines, etc.
 - Spring Show, virtually or held one cohort at a time in the auditorium
- Virtual Get togethers:
 - Book Clubs
 - Parent Recognition Night

CREATING WAYS TO MITIGATE STRESS RESPONSES IN STUDENTS, TEACHERS, AND FAMILIES

- Daily prayer, conversation, ice breakers and warm-ups will allow students, staff and families to express stressors and share ways to mitigate stress triggers.
- Have the students share their feelings through talking with one another and through journaling. They should be encouraged to share their journal with a parent or trusted adult.
- Establish communication through dedicated platforms such as our school website, Google Classroom, surveys to gauge community whereabouts and regularly scheduled virtual meetings.

ENHANCING APPROACHES TO SUPPORT SOCIAL EMOTIONAL LEARNING

- Cohorts teachers will help students practice Mindfulness Meditation and have a daily guided meditation by:
 - Teaching mindset de-stressing techniques to students to have as life-long tools to help them during hard times.
 - Helping each student to develop personal goals through mindful questions each week.
- Teachers will provide written material from professional medical communities offering support tools.
- Teachers will continue to incorporate Faith Based materials in their curriculums.
- Sacred Heart Catholic Academy will provide social and emotional resources to all grade levels, Nursery through Grade 8, parents and teachers.

ADJUSTING RECRUITING AND MARKETING PRACTICES TO ATTRACT NEW FAMILIES AND MAINTAIN CONTACT WITH THOSE NEWLY ENROLLED.

- In addition to our initial virtual tour, Sacred Heart Catholic Academy will create monthly virtual tours covering the school atmosphere, safety measures, blended and distance learning capabilities, virtual activities, etc.
- Through calendarized virtual meetings and surveys, Responsible Parties and Marketing Consultant will gauge the status the new families and respond accordingly.
- Sacred Heart Catholic Academy will continue to share student and parent messages, posters and images, where appropriate and with consent, on our school website and online platforms.
- Sacred Heart Catholic Academy will continue to obtain both paid and free media from local media and social media platforms. New campaigns will be developed to highlight our school's culture, technological advances and the successes of our students.

PDHP & MOTHER CABRINI COUNSELORS

- PDHP and/or Mother Cabrini Counselors can meet virtually or social distanced with cohorts, as per CDC and State DOH guidelines.
- PDHP and/or Mother Cabrini Counselors can hold calendarized virtual meetings with individual students.
- PDHP and/or Mother Cabrini Counselors can be virtually available for social and emotional support for parents, students and staff.
- PDHP and/or Mother Cabrini Counselors will constantly assess students social and emotional continued response to the pandemic.
- Cohorts can have a forum with PDHP and/or Mother Cabrini Counselors, who will guide students in sharing their concerns and feelings and growing in appreciation for each other.