



NOTRE DAME HIGH SCHOOL, INC.
480 S San Miguel Street | Talofofo, Guam 96915
T: 671-789-1676/1677/1717/1745 | F: 671-789-4847
www.ndhsguam.com | info@ndhsguam.com

UPDATE AS OF 08/01/2020

Transform the World through Education:
Spreading the charism of Blessed Theresa Gerhardinger amidst a New Reality

“God, in his wisdom and mercy, can and will direct all for our best.”

- Blessed Theresa Gerhardinger, Foundress of the School Sisters of Notre Dame



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Dear Royal Parents and Guardians,

August 1, 2020

We are looking forward to welcoming all our new and returning students this month. This guide serves as Notre Dame High School's latest update for reopening. Since July, the administration has worked with a committee of faculty and staff to prepare for the opening of this new school year amongst pandemic conditions. The Committee continues to keep abreast of the latest guidelines from the Department of Public Health and Governor's Physician Advisory Group.

Thank you for your continued support and understanding. We will continue to stay in touch with you and keep you updated should latest developments arise.

Sincerely,

Sister Jean Ann Crisostomo, SSND
President

Mariesha Cruz-San Nicolas '93
Principal



FACIAL MASKS COVERING NOSE AND MOUTH MUST BE WORN AT ALL TIMES ON CAMPUS EXCEPT WHEN EATING OR DRINKING DURING DESIGNATED MORNING BREAK AND LUNCH TIMES.

Royal Orientation Dates

8:30 a.m. - 11:30 a.m.

August 6: Freshmen - Last names A - M

August 7: Freshmen - Last names - N - W

August 10: Sophomores

August 11: Juniors

August 12: Seniors

- Masks that cover the nose and mouth must be worn upon arrival to school and at all times throughout the orientation day. Students may take off mask when eating and drinking at designated times. As advised from a Department of Public Health and Social Services Memo 2020-27, “Masks with exhalation valve are prohibited as it does not stop virus droplets from escaping and possibly infecting others.”
- Attire: Blue/White shirt or NDHS Spirit Wear with pants/jeans and closed-toe shoes. (Torn clothing is not allowed.)
- Bus transportation is not provided on orientation day.
- A light snack and bottled water will be provided for each student. Students may bring their own light snack; however, they cannot share their snacks with anyone.
- Bring a school bag as books will be distributed.
- Parents/Guardians are asked to drop-off their child in the front of the school. As students enter the lobby they will be directed to designated areas for temperature checks and what room they will meet their teacher.
- Picking-up child at 11:30 - Park in the back parking lot. Students will be dismissed in groups to find their rides in the back parking lot. Student drivers will be directed where to park on orientation days.



Transportation

BUS TRANSPORTATION

Thank you to all parents/guardians that completed the Bus Survey that was emailed on July 24. Results from the survey were submitted to the Catholic Schools Office. As of Friday, July 31, Notre Dame High School has not received updates from the Department of Public Works Bus Operations. The school is waiting on further directions and information from the Catholic Schools Office and DPW Bus Operations. The School will disseminate updates once it is received.

STUDENT DRIVERS AND PASSENGERS OF STUDENT DRIVERS

Student Drivers are to complete paper work and pay for fee prior to their first day of classes. Click [here](#) to obtain Drivers Permit Application. Upon submission of application and fee, student drivers will receive a Notre Dame High School parking decal for registered vehicle. Temperature checks of all drivers and passengers will be taken at designated checkpoint(s) on campus.

CAR RIDERS - DROP-OFF / PICK-UP FRONT OF LOBBY

Temperature checks of student(s) will be taken as the student exits the vehicle. Driver of the car in which the student exited cannot leave until the temperature-all-clear has been given. Plan arrival time on campus accordingly due to the temperature checks and clearances. Parents/Guardians who exit the vehicle to do transactions in the Business Office, for example, are subject to temperature checks as well. Thank you for your cooperation in advance.

AS ADVISED BY THE CENTER FOR DISEASE CONTROL (CDC) and DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES MEMO 2020-27 , DESKS/CHAIRS IN CLASSROOMS, LEARNING LABS, AND CAFETERIA WILL ABIDE BY THE SOCIAL DISTANCING REGULATION OF 4 FEET APART. IN ANY GIVEN CLASSROOM THERE WILL BE 10-25 STUDENTS DEPENDING ON SIZE OF ROOM. NOTE: LARGER LEARNING CENTER ROOMS MAY ACCOMMODATE MORE STUDENTS.

Upon Entering Campus

1. Wear your mask.
2. Temperature checks will be conducted at the lobby area (morning drop off for car riders) and in the designated area(s) surrounding the gym and Gerhardinger Center (cafeteria).
3. Employees, student drivers, and passengers of student drivers will exit vehicles and report to designated temperature areas. Signs will be posted.



Bell Schedule

8:10 (tardy bell) - 2:40 p.m. - All 7 classes (40 minutes each)

Due to social distancing regulations, two grade levels are on campus each day - Monday & Wednesday (freshmen and sophomores), Tuesday & Thursday (juniors and seniors), Fridays - Grade levels alternate on Fridays and one Friday of the month is designated for cleaning / sanitizing campus / faculty development and evaluation of the month. Click [here](#) for a glimpse of the class schedules for the month of August.

Personal Protection Equipment (PPE) / Cleaning and Sanitizing of School

1. All school employees and students must wear a facial mask that covers the nose and mouth at all times on campus except when eating or drinking during designated break and lunch times. As advised from a Department of Public Health and Social Services Memo 2020-27, “**Masks with exhalation valves are prohibited** as it does not stop virus droplets from escaping and possibly infecting others.” Shields cannot be used in place of masks.

Disposable face masks will be available in the Main Office, Office of Student Affairs, Business Office, Principal’s Office, and Academic Counselor’s Office at no charge for individuals that have forgotten their masks.

2. Students are encouraged to bring their personal hand sanitizers. Hand sanitizers are available in all offices and classrooms, the Library/Media Center, designated hallways, and the cafeteria.
3. Plexi-glass barriers have been installed in the Main Office, Office of Student Affairs, and Business Office.
4. Automatic hand sanitizing stations were installed in high-traffic areas on campus. All classrooms or offices that do not have automatic hand sanitizing stations will have bottled hand sanitizers.
5. Students and teachers will take part in sanitizing their study station (desk and chair) in the classroom. Students cannot share school supplies, textbooks, lockers, and technological devices with anyone. The School encourages students and their families to sanitize school supplies, textbooks, etc. often at the end of the day at home.



6. Classrooms and high-traffic areas on campus will be cleaned and sanitized each day. Hand sanitizing stations are positioned at the entrances of each classroom, office, cafeteria, and learning center. The staff will clean or disinfect common areas outside of the classrooms before the start of the day and between use.

Food Service

1. LSG SkyChefs, the school's caterer, will be pre-packaging breakfast and lunch meals in to-go containers.
2. Monthly menus will be posted on bulletin boards on campus, emailed to parents/guardians and students, and downloaded in the Teacherease Digital Locker.
3. LSG Skychefs requests for students/employees to purchase meal tickets two days in advance to adequately prepare the packaged meals. Prices for lunch vary as students have the option to choose a one-choice or two-choice meal. Meal tickets will be sold in the morning in the cafeteria.
4. Students may bring their own lunch; however, they may not share meals with anyone. Lunch deliveries are not allowed.
5. Snacks and drinks that are sold at the student store are all packaged or bottled.
6. The Department of Public Health and Social Services Memo 2020-27 advises to "prohibit the use of water fountains, and other shared, self-service devices at Schools." Therefore, the School's caterer will have water available for purchase. The student may bring his or her bottled water.
7. Chairs and tables in the school cafeteria are 6-feet apart from each other. After students get their meal/drink, they may sit in the cafeteria or eat outside in designated areas.
8. Lunch times are staggered for each grade level. Morning snacks are eaten in the classroom during a designated time period.
9. Students will be informed of any updates or changes to the above announcements.



Handling COVID-19 Positive Cases, Contact Tracing

1. Protocols for addressing students, faculty, and staff tested and identified to be positive and/or students, faculty, staff exhibiting Coronavirus symptoms will adhere to local directives.
2. Students and employees who have symptoms or suspect they may have COVID-19 are mandated to stay home and complete work remotely until cleared by a medical professional.
3. A student who becomes ill with symptoms characteristic of COVID-19 will be sent home and may be isolated while waiting to leave campus.
4. Students who may become ill with COVID-19 like symptoms will have their parent or guardian contacted so they can leave the campus. If said student is not able to drive himself or herself, s/he will be provided an isolated room where s/he can wait. The isolation room will be disinfected after it is vacated.
5. If a student or employee attended school and was potentially infected with COVID-19, the superintendent of Catholic schools, the chancery, and DPHSS will be notified. Upon instructions from DPHSS, we will notify all students (and their parents) and employees who may have had direct close contact with said individual. Close contact is defined by the CDC. While we will abide by HIPPA, FERPA, and other privacy guidelines, the information of persons suspected of COVID-19 infections will be passed on to the proper authorities to ensure contact tracing capabilities.
6. School community members who test positive for COVID-19 shall only be admitted back to school with proper medical clearance.



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REFERENCED AND GUIDING INFORMATION

For Schools:

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools.html>

For Food Service:

<http://dphss.guam.gov/wp-content/uploads/2020/06/DPHSS-GUIDANCE-MEMO-2020-12-REV-3-Guidance-for-Dine-In-Restaurants-Updated.pdf>

For Sports:

<http://dphss.guam.gov/wp-content/uploads/2020/06/DPHSS-Guidance-Memo-2020-24-Non-Organized-Contact-Physical-Activities-Sports.pdf>

For Worship:

<http://dphss.guam.gov/wp-content/uploads/2020/05/DPHSS-Guidance-Memo-2020-10.pdf>

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