

Logistics and Planning
for the Reopening of St. Rose of Lima
Catholic Academy, Rockaway Beach

Covid 19 Coordinators and Responsible Parties:

- Theresa Andersen-principal until 8/14/2020
- Satti Marchan-principal beginning 8/15/2020

Facility Capacity and Social Distancing

- Plan A will have all children in grades N to grade 5 attend class every day, utilizing small class size (2 classes on a grade) that allows for 6ft social

distancing, children and teachers wearing masks, sitting in rows, without facing one another, with hand sanitizer dispensers in each room.

- Plan B will have children in grades 6,7 and 8, following a hybrid plan. Have half the class attend one week; the other half will attend the next week. The classes will follow social distancing rules, wear masks, sit in rows, without facing one another, with hand sanitizer dispensers in each room. The cohort that is home will be connected to the class and teachers through live streaming.
- Parents who opt out of children attending school will be given the opportunity to attend an online

academy being developed by the Diocese.

Routines for daily health checks and Arrival Procedures

- There will be multiple entrances used for children to arrive at staggered intervals. Markings will be placed 6ft apart for waiting children to enter the building. Temperature will be taken every day of arriving faculty and staff. All will wear face masks and a supply will be available for those who forgot one from home. Anyone who has a fever will be escorted to the waiting room, adjacent to the Nurse's room, where the fulltime nurse will double check the student/adult again. Parent will be notified immediately if the child

has a fever. Parent will arrive to pick up child and the child will be escorted directly to the parent.

- Every classroom has a phone for teachers to call the nurse if any child shows any symptoms of illness during the school day. Teachers will be trained on what to look for.
- Children who arrive by buses, will stand following social distant rules waiting to enter the building from a separate entrance than the children arriving by car/walking.

Developing protocols for social distancing in the classroom/hallways/stairwells and wearing face coverings

Face Coverings

Office of the Superintendent of Schools ~ Diocese of Brooklyn

Students are required to wear face coverings when in the school building and maintain appropriate social/physical distancing. Students should bring an appropriate face covering from home. The school will have surgical masks available for students as needed.

Faculty and Staff shall be required to wear masks. Masks will be provided to all staff members by the individual school. Choosing to wear a mask of their own is equally acceptable. In addition, face shields will be provided upon request, but they are not to be used in lieu of a mask.

All visitors to the school for any reason will always be required to wear a face covering while on school grounds or in the school building.

All masks for faculty, staff, and students are subject to approval by the principal and Office of the Superintendent of Schools. Masks should be plain and free of any objectionable statements or support for any group, product, political view, and so on, other than the name of their Parish School or Catholic Academy.

Non-disposable mask should be washed daily.

NYS Department of Health Interim Guidance for In-Person Instruction at PK – Grade 12 schools during the COVID-19 Public Health Emergency (July 13, 2020)recommends that if face coverings are to be worn by all individuals at all times, students should be allowed to remove their face coverings during meals, while outside in the fresh air, and for short breaks so long as they maintain appropriate social distance.

CDC recognizes that wearing cloth face coverings may not be possible in every situation or for some people. In some situations, wearing a cloth face covering may exacerbate a physical or mental health condition, lead to a medical emergency, or introduce significant safety concerns. Adaptations and alternatives should be considered whenever possible to increase the feasibility of wearing a cloth face covering or to reduce the risk of COVID-19 spreading if it is not possible to wear one.

Cloth face coverings should not be placed on:

- Children younger than 2 years old.

- Anyone who has trouble breathing or is unconscious.
- Anyone who is incapacitated or otherwise unable to remove the cloth face covering without assistance.

Appropriate and consistent use of cloth face coverings may be challenging for some students, teachers, and staff, including:


- Younger students, such as those in early elementary school.
- Students, teachers, and staff with severe asthma or other breathing difficulties.
- Students, teachers, and staff with special educational or healthcare needs, including intellectual and developmental disabilities, mental health conditions, and sensory concerns or tactile sensitivity.

While cloth face coverings are strongly encouraged to reduce the spread of COVID-19, CDC recognizes there are specific instances when wearing a cloth face covering may not be feasible.

In these instances, parents, guardians, caregivers, teachers, and school administrators should consider adaptations and alternatives whenever possible. They may need to consult with healthcare providers for advice about wearing cloth face coverings.

Clear Face Coverings or Face Shields

Teachers and staff who may consider using clear face coverings or face shields include;

- Those who interact with students or staff who are deaf or hard of hearing, per the [Individuals with Disabilities Education Act](#) 
- Teachers of young students learning to read
- Teachers of students in English as a second language classes
- Teachers of students with disabilities

Face shields are not to be used for normal everyday activities or as a substitute for cloth face coverings because of a lack of evidence of their effectiveness for source control.

Practical Recommendations

- Include cloth face coverings on school supply lists and provide cloth face coverings as needed to students, teachers, staff, or visitors who do not have them available.
- Include clear face coverings on school supply lists for teachers and staff who regularly interact with students who are deaf or hard of hearing, students learning to read, students with disabilities, and those who rely on lip reading as a part of learning, such as students who are English Language Learners.
- Ensure that students and staff are aware of the correct use of cloth face coverings, including wearing cloth face coverings over the nose and mouth and securely around the face.
- Ensure that students, teachers and staff are aware that they should wash or sanitize their hands (using a hand sanitizer that contains at least 60% alcohol) before putting on a cloth face covering.

- Ensure that students, teachers, and staff are aware that they should not touch their cloth face coverings while wearing them and, if they do, they should wash their hands before and after with soap and water or sanitize hands (using a hand sanitizer that contains at least 60% alcohol).
 - Ensure teachers and staff are aware that they should wash or sanitize hands (using a hand sanitizer that contains at least 60% alcohol) before and after helping a student put on or adjust a cloth face covering.
 - Ensure that all students and staff are aware that cloth face coverings should not be worn if they are wet. A wet cloth face covering may make it difficult to breathe.
 - Ensure that all students and staff are aware that they should never share or swap cloth face coverings.
 - Students' cloth face coverings should be clearly identified with their names or initials, to avoid confusion or swapping. Students' face coverings may also be labeled to indicate top/bottom and front/back.
 - Cloth face coverings should be stored in a space designated for each student that is separate from others when not being worn (e.g., in individually labeled containers or bags, personal lockers, or cubbies).
 - Cloth face coverings should be washed after every day of use and/or before being used again, or if visibly soiled.
 - Students and schools should consider having additional cloth face coverings available for students, teachers, and staff in case a back-up cloth face covering is needed during the day and to facilitate every day washing of cloth face coverings.
- **All children and adults will wear face coverings to enter the school building and in the classroom. Teachers will also be provided with a face shield but not as a replacement for face coverings.**
 - **Children will remain in their classrooms and not move from the area.**
 - **Lunch will be in the classroom.**
 - **Stairwells will be designated with signs designating one for arrival and one dismissal.**

- Hallways will have markings showing social distancing.
- In departmental grades, teachers will move from room to room.

Before School/Breakfast and After school Procedures

- Teacher on duty for Before School will take temperature of child.
- Children will sit socially distant at lunch tables, and in cohorts unless from the same family.
- “Grab and Go” breakfast will be given to the children and they will eat in gym.
- Gym will be disinfected after breakfast is over.
- After school children will sit with the same cohort of children.
- They will sit socially distant from one another.

- Parent will not enter the building for the child to be picked up. Teacher will escort child out to the parent.
- Gym will be disinfected after all children go home for the day.

Mental Health, Behavioral and Social Emotional services and Programs

- Full time guidance counselor on staff, 5 days a week
- Counselor will organize programs to help both teachers and children
- Social-Emotional Teacher Resource libraries available in every grade to use with children the first weeks of school

- Utilizing the Mood Meter as part of our being an Emotional Literate School

Transportation

- NYC provides bus service to our children.
- Children will be taught that they must sit social distant from other children except if sibling.
- Children will wear face covering on the bus.
- Bus will follow all protocols as prescribed by the city of NY

Hygiene, Cleaning and Disinfecting and Deep Cleaning

- School has undergone a cleaning this summer.
- School is scheduled for a disinfecting before children arrive.
- A fogger has been purchased for disinfecting and deep cleaning every evening.
- Handrails will be cleaned during the school day after arrival and dismissal.
- Bathrooms will be cleaned after each classroom use.
- Hand sanitizer dispensers are in every room.
- A stand-up dispenser is in the main lobby.
- Student desk partitions are available for highly vulnerable students.
- Signs have been purchased showing proper hygiene on all entrances of the building.

Lunch / Food Services

- Children who bring lunch from school must have it in their school bag upon arrival.
- No food from the outside will be permitted for children and/or adults.
- Children will receive DOE lunch as a “grab to go” bag lunch, pre-packaged from the DOE.
- Lunch will be delivered to the classrooms.
- Children will eat in classrooms.
- School personnel will monitor students during lunch.

Children with special needs and any vulnerable students or staff

- See through partitions will be available for those children with sensory issues and/or extreme anxiety.
- Full partitions will be available for any teacher with health concerns.
- Children who receive special services will be accommodated with their provider pushing in the classroom.
- All providers will have temperature checked upon arrival, must wear face coverings and will affirm they have not been in contact with anyone who has Covid or they will not be permitted in the building.

Reviewing and updating the Re-Open Plan

- Any condition that may warrant a change to scheduling, number of children allowed in the building, transportation, cleaning, disinfecting, or any closing, will be in consultation with the Diocese, state and local health departments.
- All communication will be done immediately.

Communication of Plan and In Case of Student/Adult Running a Fever/Contracting Covid

- Our reopening plan will be shared with parents via option C. It will also be posted on our website and Facebook page. There will be a grade level Zoom meetings before school begins with the plan explained thoroughly.
- Instruction and training will be given to both parents and teachers through resources being shared electronically and teachers being trained to recognize early warning signs.
- Education in how to avoid Covid by washing hands, wearing a face mask,

social distancing and not attending school if sick.

- Parents will be asked to affirm that their child is not being sent to school with a fever and that no medication was given if child has a low-grade fever.
- Updates to protocols will be done as often as possible.
- If a person has a fever and/or contracts Covid, he/she will be sent home immediately. Person and room will be quarantined for 2 weeks, room will be disinfected. Doctor proof will be necessary to return.
- In case a 2nd person comes down with the illness, school will be closed and quarantined for 2 weeks. Rooms and

building will undergo complete
disinfecting.