



SAINT PIUS TENTH SCHOOL
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Diocese of Rochester
Department of Catholic Schools

Saint Pius Tenth School

2020-21 Re-Opening Plan

July 2020

General Information:

Name of School: Saint Pius Tenth School
Address: 3000 Chili Avenue
Rochester, New York 14624
BEDS Code: 260401166221
Principal: Maria Cahill

PARTY RESPONSIBLE FOR REOPENING

Name: Maria Cahill
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Intended Start Date: 9/9/2020

Date Plan Submitted: 7/31/2020

Name and Title of Person Submitting Plan: Maria Cahill, Principal / Site Leader

Reopening Plan Guiding Principle:

This document contains the Reopening Plan for the Saint Pius Tenth School 2020-21 school year. The plan was designed by the Saint Pius Tenth School Reopening Team, made up of administration, faculty, parents, nursing staff, social work personnel and a member of a partner community.

In every decision made throughout the planning process, the health and safety of our students, families, and staff is our primary focus. This reopening plan has been developed using the most recent guidance for safely reopening schools in Fall 2020. It has been developed with the physical, social-emotional and academic well-being of all students, staff and families at the forefront of decisions. This plan will be updated as information and guidance become available, and it is understood that changes may be made to take into consideration updated guidance and the impact of COVID-19 spread.

Developing This Plan:

This reopening plan was drafted considering the capacity of our school building, the desire to bring students back into the school building for education in a safe and healthy way, and with

input from several stakeholder groups including administration, staff, parents and caregivers, medical professional and a social worker. Data collected from a stakeholder survey in early July provided valuable information on family and staff needs and preferences regarding the process for reopening the school, as well as input for supporting students, academically, socially, spiritually, and emotionally, during the upcoming school year.

The considerations of the Reopening Team included outlining a plan for varying models of instruction in a way that would provide for minimal challenge should the need arise for transition to an alternate instructional model.

Dependent on guidance as determined by local and state officials and the Diocese of Rochester Department of Catholic Schools, St. Pius Tenth School plans to implement a full in-person learning model. Variations to this model include full-time in-person learning, in-person and distance learning or full-time distance learning as conditions warrant. A full-time distance learning model will also be available to those families who choose not to send their students for in-person instruction due to vulnerabilities or underlying health conditions.

Members of the School Reopening Team are as follows:

Mrs. Maria Cahill, Principal and Site Leader
Mrs. Cathay Graves, Faculty
Mrs. Deanna Halquist, Faculty
Mrs. Barb Legere, Director of Youth Ministry-Saint Pius Tenth Parish
Mrs. Annie Miraglia, Parent and Social Worker
Mrs. Anne Sabo, Faculty and Technology Coordinator
Mr. Nicholas Warner, Faculty and Parent
Mrs. Linda Yanklowski, Nurse

1. REOPENING OF SCHOOL FACILITIES FOR IN-PERSON INSTRUCTION

Reopening of the school includes protocols and procedures for restarting operations including students, faculty, and staff returning to in-person instruction. Instructional schedules and models are designed with flexibility to meet changing circumstances and needs of individual families.

Saint Pius Tenth School has a developed blended-learning curriculum sequence for all disciplines that guides the progression of instruction and prioritizes learning outcomes. The curriculum aligns a series of resources including both digital and print resources, as well as access to a wide range of accessibility to ensure equity and access to all students. This will allow us to transition to a different learning model should the need arise.

The consistent use of technology and platforms will be built into curriculum at the onset of the school year to more easily be able to maintain a blended learning model should a transition from in-person learning be required.

Families who choose not to have their children return for in-person learning will have the option to enroll their student using the Distance Learning model, which will be available at all grade levels.

Capacity: *Phasing and quantity of students, faculty, and staff allowed to return in-person, considering factors such as ability to maintain appropriate social distance, personal protective equipment (PPE) availability, local medical capacity, and availability of safe transportation*

All students are enrolled by grade level cohort and assigned one classroom teacher who will become the primary cohort leader. Academic Intervention Services will be provided in the classroom using a push-in model for those students needing additional academic reinforcement. This will allow for limited movement and ease in transition to a distance learning model should it become necessary.

Each of our classrooms, Kindergarten through Grade 5, will allow for a maximum of 22 students per grade level with an appropriate distance of 6' between each student. The total maximum capacity for K-5 enrollment is 132. Should registration requests exceed our maximum allowed, a wait list will be initiated.

Should our enrollment exceed the maximum capacity of our Pre K classrooms, which allows for 15 students to be socially distanced at a 6' minimum, alternative plans are in place for temporary barriers between students, while still recommending face coverings, or moving to an alternate designated space on our campus to allow for a maximum capacity with distancing.

- Bi-directional foot traffic in hallways will be eliminated by using tape markings and signage in hallways indicating traffic flow direction and 6' distancing markers
- Front office access will be limited to Administrative Assistant and principal to the extent possible
- Teachers will access Copy Room, one at a time, utilizing a sign-in sheet that will be posted on the access door, and user will be required to wipe down copier buttons after each use using provided disinfecting wipes
- Restrooms will be modified to allow for 50% capacity for older students and two at a time for younger students-adult supervision will ensure proper hygiene
- CDC Posters will be located throughout the school building - teachers will review posters and procedures with students emphasizing the importance of maintaining a safe and healthy environment for all
- Windows will be opened to allow the flow of outside air when weather permits
- Fans may also be used to enhance outside air flow weather permitting
- Masks and face coverings will be used at all times in Hallways, Classrooms, and in any location where a distance of 6' cannot be maintained
- Toys for younger children will be designated by cohort groups; soft items or items that cannot be easily cleaned and disinfected will be removed until further notice
- Furniture will be limited/removed, if necessary, to accommodate acceptable distancing between student desks - Site leader will approve all configurations prior to the start of the school year
- Classroom floors will be taped off in a grid fashion to indicate proper distancing at 6' spacing
- Student desks will be arranged in front-facing rows
- School building will undergo disinfecting process at the end of each school day; restrooms will be cleaned and sanitized throughout the day; playground will be disinfected once per day and will only be used by cohort identification; teachers will be responsible for disinfecting high-touch areas in the classroom multiple times per day (i.e. door knobs, light switches, manipulatives, in classroom sink handles)
- Teachers will be responsible for having hand sanitizer available when students use playground and equipment

- Drinking fountains will be modified to allow for refillable water bottles ONLY
If students do not have their refillable water bottle on any given day, small disposable water bottles will be provided
- Students who are transported by a public school busing system will be provided guidance through staff from the transporting district-face masks will be required
- Arrival and dismissal times may be staggered depending on mode of transportation for the purpose of minimizing congestion upon entrance to the building and during temperature checks and screening

Social Distancing: *Protocols and procedures for students, faculty, and staff to ensure appropriate social distancing when on school grounds and in school facilities*

All classrooms will be reconfigured to maintain the appropriate social distancing between desks. Signage will help to maintain appropriate social distancing in all areas. School operations, transitions, arrival and dismissal times and required drill procedures have been modified to maximize distancing between groups

- Social distancing of at least 6', or a physical barrier, will be maintained between individuals while in school facilities and on school grounds
The only exception to this will be for individuals who live in the same household OR if safety or the core activity requires a shorter distance
Social distancing will be practiced from the time of arrival to the school campus through departure to the greatest extent possible
- Students will be seated on school buses from back to front to limit exposure to others and will exit buses from front to back to achieve the same
- Arrival and dismissal times will be staggered, according to grade-level cohort and transportation methods to facilitate distancing, to allow for proper screening of students as they enter the building and for limitation of exposure to others through congregation and density
- Site leader will establish protocol for late arrival and early dismissal, and students will be escorted to and from entry/exit points by a staff member
- All faculty and staff will be required to complete a Diocesan provided "COVID-19 Employee Self-Certification Prior to Shift" document each day that they report to work and will be required to comply with appropriate face covering and distancing protocol
- Any vendor or visitor to Saint Pius Tenth School will be required to complete a Diocesan provided "Vendor or Volunteer Self-Certification" document each time they enter the building, will undergo a temperature check, and will be required to wear a face mask and maintain proper distancing protocol
- Outside visitors, with the exception of deliveries, will be limited to by appointment only and will be accommodated as protocol will allow - Site Leader will establish protocol for greeting visitors, as well as screenings and temperature checks
- In person, adult presence in the school building will be limited to only those essential personnel necessary to conduct daily school business and instruction to the greatest extent possible
- Social visitations will not be permitted until further notice
- Class schedules may be modified to ensure the decrease of density and congregation in school facility and on school grounds during arrival and dismissal times

PPE and Face Coverings: *Protocols and procedures for students, faculty, staff, and other individuals to ensure appropriate PPE is used to protect against the transmission of the COVID-*

19 virus when on school grounds and in school facilities. Plans for all students, faculty, and staff to have the required PPE (i.e., acceptable face coverings) before entering school facilities, grounds, or any other space owned or administered by the school or school district (e.g., school buses)

Face coverings will be a critical component in our reopening of the school. Coverings will be required for all faculty, staff, students and visitors to the school, unless the wearing of such will cause physical or emotional impairment to a student. Any exception to this face covering policy will only be allowed with prior written documentation from a licensed medical provider.

- Face coverings must be worn at all times except for meals and face mask breaks that will be established by classroom teachers - all face coverings must comply with school dress code policies
Face mask policies will be based on best available data and input from local and state authorities, the Diocese of Rochester Department of Catholic Schools, CDC guidelines, and input from stakeholder groups including teachers and families
Reopening plans will allow for face covering breaks periodically throughout the day with at least the minimum requirement for physical distancing
Assistance will be provided, from trained individuals, for students who may have difficulty in adapting to wearing a face covering
Staff will be at entry points to ensure that all who enter the building are in compliance with face mask policy
- Any individual refusing to comply with the face mask policy will be asked to leave the building
- Exemptions to face mask policy must be documented by a medical professional and will be granted if documentation provides that wearing such would cause impairment
There may also be alternative modification for someone who is hearing impaired or for whom one must be able to see mouth movement for communication and/or learning purposes
- For effective instructional practices, faculty may use alternate face coverings, i.e. transparent face shields, to allow for visualization of the movement of the lips and/or mouth provided they maintain a physical distance of 6' from any student(s)
- Teachers working with small groups or individual students must wear a face mask
- During non-instructional times or when moving throughout the building, ALL persons in the building will be required to wear a cloth or medical mask - this includes administration, faculty and staff, contractors, vendors, delivery personnel and visitors
- The school will provide one reusable, washable mask to each student and staff member; Families are asked to also provide masks for their student to allow for proper cleaning. Should a student occasionally forget their mask, a disposable mask will be provided.
- Neck straps have been purchased for students to decrease the likelihood of mask contamination - training will be provided for use and soiled masks will be discarded appropriately

Operational Activity: Determinations on how classes, shared spaces, and activities may be adapted in various phases of learning and operations (e.g., identify which, if any, students will be offered alternate approaches, such as alternative schedules or hybrids of in-person and remote learning; how additional and alternative – school and non-school – spaces can be used for, or in support of, in-person instruction; how such schedules could be administered to

create overlap for students from the same household; how shared spaces, such as cafeterias, libraries, playgrounds, and gymnasiums, will be modified and used, if and how cohorts will be implemented). Policies regarding field trips, special congregate events, and visitors considering risks for COVID-19 transmission, as well as protocols and procedures for social distancing, PPE usage, and cleaning and disinfection, which may include conducting virtual events

Instructional Program Options:

It is our intent that we will be able to open for in-person instruction this fall, following the guidance of local and state authority, in a way that ensures the physical and emotional safety and health of all students, staff and families.

For those students with underlying health conditions and/or whose health may be impaired, the option will be in place to receive at-home instruction via virtual learning.

Our reopening plan ensures that transitions between instructional models will be as non-disruptive as possible with the adoption of daily schedules, content area assignments, academic expectations and availability of technology devices. Our assessment and grading policies will remain the same.

Depending on the community spread level of COVID-19 at any point during the 2020-21 school year, as determined by health experts, the school will implement in-person learning, remote learning or a combination of the two.

Our curriculum specifies a cycle of both formative and summative assessments, including benchmarking, progress monitoring and daily observation assessments to facilitate individualized instructional practices and analyze student learning. Consistent practice and feedback of learning allows for revision to instruction to best assist students and improve learning. These data also provide the necessary measurement needed to implement academic intervention if needed.

Should distance learning be necessary, students in need of intervention services will be provided with such intervention via a co-teaching model with the classroom teacher, within the general education setting. Additional time for services will be provided outside of instruction dependent on need.

Parents and caregivers will continue to receive regular feedback as to their student's progress.

Teachers will continue to integrate the Religion curriculum and the Children's Institute's Whole Child Connection (Social Emotional Learning) curriculum throughout the instructional day to support students in their return to school and to build connections and competencies.

Specials classes, such as Art, Physical Education, Music and Computer Technology will remain an important part of the curriculum and will be delivered with specific attention to the safety of our students and staff. Specials teachers will be traveling to cohort classrooms rather than having the students travel.

- Library-Until further notice, the Library will be closed to class visitations
- Art - Most materials will be student-owned supplies to prevent sharing of materials
Any materials that are supplied by the school will be distributed by the teacher

Any shared materials will be disinfected between uses - no Art classes will be held back to back in the schedule to allow time for the teacher to disinfect any limited shared supplies

- Music - No vocal music opportunities will be conducted that cannot be safely carried out without 12' physical distancing between students
- Sharing of musical instruments will not be allowed until further notice
- Technology - Grades 3 - 5 will be using 1:1 devices, which will be stored in grade-level classrooms on a Technology cart and will be distributed by the teacher
- Laptop devices, normally housed in the Technology Lab will be transferred to grade-level classrooms K - 2 where they will be stored and distributed for use by teacher - each student will have access to one device
- All devices will be sanitized at the end of each school day
- In the event that the school must transition to distance learning, devices will be available to sign out to ensure that students will be able to continue with schoolwork
- Physical Education (PE) classes will be conducted out of doors when weather permits
Indoor Physical Education classes will be held in the gymnasium following 12' physical distancing guidelines AND will be comprised of activities that require little to no physical contact with others
All Physical Education classes will be by classroom cohorts to limit exposure
Gymnasium will be disinfected after use by each class cohort
Tape will be used to mark the gym floor to help ensure physical distancing during seated lessons and warm-ups
Shared equipment will be limited to the greatest degree possible - when equipment is shared, classroom cohorts will be required to use equipment that has been designated to that grade level only and all equipment used will be disinfected after each use by the PE teacher
- Students will not change into PE uniform in school restrooms - they will wear their PE uniform to school on designated PE days

Attendance

A process to record daily attendance and teacher and student engagement will provide for continuity of equitable instruction and engagement

- Attendance and engagement will be recorded as usual, whether in-person or distance
- If Distance Learning is required, teachers will provide weekly learning goals to families and daily lessons to students and families
- Distance learning includes regular engagement in virtual classes and check-ins (ex. Zoom, Google Hangouts), assignments posted on Google Classroom, videos, slideshows, and submission of completed assignments on-line or via email

For in-person learning, each student will be required to sit at their own assigned desk. Desks will be arranged so that all students are facing in the same forward direction and 6' apart

- Any classroom tables, though very limited, used for individual instruction will be marked for social distancing and sanitized after each use.
- Differing models for instruction are included in the reopening plan to allow for seamless fluidity and continuity of instruction: Return to school full-time, a blending of in-person and remote learning and full-time remote learning.

In-Person Instruction

- Diocese of Rochester adopted curriculum with lessons developed and taught by classroom and special area teachers
- Traditional, in-person, face-to-face instruction for grades Pre-K 3 - Grade 5 will follow the regular school calendar
- The school will follow and adhere to Saint Pius Tenth School health and safety protocol guided by the Department of Health, New York State, CDC, and the Diocese of Rochester Department of Catholic Schools' safety protocols and the school Code of Conduct

Expectations of Students:

- Students will physically come to the school building for instruction unless a family has enrolled their student for virtual instruction for medical reasons or if anyone in the household has or is vulnerable to the COVID-19 virus
- Students will see and engage with their teacher(s) and classmates following an adopted schedule each day
- Students will remain with their grade-level cohort to the greatest extent possible
- Assignments, activities and classroom-based formative and summative assessments will be developed and conducted by classroom teachers
- All students will be expected to complete and submit assignments as determined by the assigning teacher
- All summative assessments will be taken within the school building to allow for authentic assessment – alternative timing and setting may be arranged for students who are enrolled in remote learning at the request of the family and with a justified exception
- Code of Conduct and traditional school expectations remain in effect
- All students will follow the assessment calendar and participate in all assessments
- All students and families must frequently review wellness to ensure students are physically well and symptom-free prior to entering the school building each day
- Students and families must adhere to all expectations to ensure the safety of the school community
- Collaborative activities will likely look different or be minimized to ensure the safety and well-being of the school community
- Large group gatherings will be minimized/postponed to the greatest extent possible
- Parent meetings/conferences will be scheduled to occur virtually until guidance provides that it is safe to have a larger number of individuals on campus

For our Pre-Kindergarten programs, the following policies will be in place:

- No family style eating will be permitted, due to health and safety precautions
- If a student must use a restroom other than the interior restroom, the student will, as is normal protocol, be escorted by an adult who will ensure proper hygiene protocol
- Napping materials will be sent home daily for proper cleaning, and students should bring fresh materials each day
- Any soft toys (i.e. stuffed play toys, playdough) will be removed from the classroom unless it is the student's own personal item
- Any items brought in from a student's home will be for their personal use only and will be sent home regularly for cleaning and disinfecting
- Students will be provided with a set of materials that only they will have access to
- Centers established by the teacher will be limited, and, if used, will be sanitized between use
- Any practice that would encourage physical contact will be eliminated

- When physical distancing is not possible, students will be expected to wear face coverings
- Face covering breaks will be frequent, especially for the younger students

Expectations of Faculty and Staff:

- Teachers and instructional support staff report each day to conduct face-to-face instruction in their assigned classrooms
- Teachers develop and implement daily lesson plans for grade-level, NYS Standards-based instruction

Remote / Virtual Instruction:

- Students will retain their enrollment status
- Students will attend school virtually and follow an adopted schedule
- Devices will be available for those families who do not have, or who have limited, at-home access
- For those families with little or no access to connectivity, the school will explore all reasonable options to enable student to be able to participate in live and/or recorded lessons
- Teachers will teach live classes each day with students using technology-based virtual conferencing platforms - lessons will also be recorded to accommodate those families whose schedules are not conducive to school hours
- Virtual instruction will be designed to ensure that academic rigor mirrors traditional classroom learning
- Academic Intervention Services will be provided to those students using a co-teaching model with the option for individual lessons as appropriate
- All assignments, activities and assessments will be developed by classroom teachers and:
 - All students will be expected to complete submit assignments as determined by the assigned teacher
 - Flexibility will allow for submission of student work that aligns with demanding schedules of families
 - Student Code of Conduct and all technology expectations will remain in effect
 - Each day, students will be expected to participate and engage in virtual instruction
 - Students will be expected to adhere to daily attendance guidelines, log in and attend classes during designated times-unless otherwise determined by agreement between administration, teachers and families
- Students will access their curriculum and assignments via platforms determined by administration and faculty
- Students will be issued appropriate classroom materials such as textbooks and other materials typically supplied by the school

Expectations of Faculty and Staff:

- Teachers will have access to professional learning development to prepare them for the 2020-21 school year
- Depending on the mode of delivery, each teacher will have the ability to adapt or adjust core resources to meet the setting and needs of individual students
- Teachers will be expected to provide live and engaging instruction via technology-based virtual conferencing platforms and will record lessons to accommodate those students who are unable to attend live classes

- Weekly overviews of lessons/home learning plans will be sent to provide students and families with expectations for each week that school is in session (with the understanding that these overviews could change)

Parental Expectations:

- Ensure student understanding of the work expectations for remote learning
- Maintain a daily routine around school and schoolwork that meets the needs of the family
- Maintain regular communication with teacher(s) and let them know if the student is experiencing specific challenges
- Talk regularly with student(s) regarding how they are feeling during these times and seek school resources for social emotional and mental health support if needed
- Perform regular check-ins with student(s) regarding academics
- Families may be required to pick up instructional materials from the school building (families will be contacted by the school if applicable)

If it becomes necessary to transition to an instructional model that demands a reduction in capacity in the school building, those students receiving Academic Intervention Services would continue to be offered in-person learning, provided the building is accessible.

Classrooms:

- Face masks will be worn whenever social distancing cannot be maintained within the classroom. There will be time given for breaks from face masks when students are seated at their own desks. Visibly soiled masks will be appropriately discarded and replaced
- When transitioning out of the classroom for any purpose, face masks are required, and hands will be sanitized both before leaving the classroom and upon re-entering; Each teacher will be responsible for establishing and monitoring hygiene protocol within the classroom and while transitioning (if applicable)
- The use of community supplies will be minimized to the greatest extent possible; Any items that are required to be shared will be thoroughly cleaned between use
- Restroom breaks will be built into the classroom schedule
- Restrooms will be modified to allow 50% capacity for older students and two at a time for younger students
- Students will be escorted to the restroom, and reminded of healthy hygiene practices

Each teacher will be responsible for establishing procedures for student movement around the classroom by using tape markings indicating directional arrows or space borders on the floor

- Traffic flow in and out of the coatroom area will be marked one way with a limited number of students at a time allowed in to place or gather belongings
- Traffic flow from any teaching/learning spots other than student desks will be marked with directional arrows
- Space borders on the floor will mark socially distanced spaces for students to stand on whenever lining up for transitions out of the classroom
- Any floor space being used for small group learning will be marked for social distancing

Cafeterias:

Until it is safe to do otherwise, the cafeteria will not be used for congregational lunch periods

- The school does not participate in a school lunch program – all students bring their lunch and snacks from home and will continue to do so
- Lunches will be eaten with appropriate distancing protocols in the classroom, including retrieval and clean-up of lunch items, and students will be instructed not to share or pass any items unless they are from the same household
- No family style eating or sharing will be permitted
- Until further notice, any food brought in to be shared by cohorts must be store-bought and individually pre-packaged – such food will be distributed by the classroom teacher utilizing appropriate PPE
- Areas within each classroom will be designated to accommodate those students with food allergies or other underlying medical conditions
- Signs will be posted in each classroom to advise appropriate disposal of trash procedures
- Face masks will not be required during lunch and/or snack periods – appropriate physical distancing procedures will be strictly followed during these times
- Until further notice, we will not allow entrance to the building for lunch time visits with students

Gymnasiums and Worship Spaces

Physical Education (PE) classes are an integral component of the physical and social-emotional well-being of our students. As such, in-person learning will include PE classes for all grade levels. In the event that proper distancing, according to guidance and policy may not be safely maintained, the cohort will be divided into two groups to minimize density.

- Physical Education (PE) classes will be conducted out of doors when weather permits
- Indoor Physical Education classes will be held in the gymnasium following 12' physical distancing guidelines AND will be comprised of activities that require little to no physical contact with others
- All Physical Education classes will be by classroom cohorts to limit exposure
- Gymnasium will be disinfected after use by each class cohort
- Tape will be used to mark the gym floor to help ensure physical distancing during seated lessons and warm-ups
- Shared equipment will be limited to the greatest degree possible - when equipment is shared, classroom cohorts will be required to use equipment that has been designated to that grade level only and all equipment used will be disinfected after each use by the PE teacher

- As worship is an integral part of our program, all students, staff and families will be required to follow protocol established by the reopening plan of our school as well as our parish Church for the celebration of liturgy within the Church building -guidance follows that as provided by state and local health professionals
- The Church building is equipped with hand sanitizer and proper physical distancing markers both in pews and on floors
- Face masks will be required at all times, by all in attendance, during Mass, with the exception of the reception of the Holy Eucharist – the only exception to this policy will be for those, with a documented medical note, for whom the wearing of a mask could cause harm

- All students, staff, and families will be required to follow the protocol established by the parish while in the Church building
- Staff and families will be provided with necessary guidelines and protocol prior to the first liturgical celebration
- Teachers will practice necessary protocol with students prior to the first liturgical celebration
- Until further notice, choir participation will not be permitted

Outdoor Play Spaces:

For the social-emotional and physical well-being of our students, a mandatory, daily recess policy will be enforced

- The outdoor playground will be disinfected each morning to ensure cleanliness and the safety of our students throughout the day
- Throughout the day, the playground will only be used by cohort identification
- Face coverings will be required when distancing protocol is not possible
- Teachers will be responsible for providing and enforcing the use of hand sanitizer before and after the use of playground equipment
- During the school day, use of the playground by those not attending our school will be eliminated to the greatest degree possible
- In addition to the playground, there is ample greenspace to be utilized that will allow larger cohorts to remain safely distanced while being physically active
- Any outdoor equipment (i.e. balls, scooters, etc.) used will be distributed by the teacher and designated by cohort identification
- All outdoor equipment will be disinfected after use

Spaces Where Other Groups Congregate:

To the greatest extent possible, access to congregational areas of the building will be restricted only to essential personnel and those associated with activities necessary to be in a common area of the building. Capacity rates will be limited in all common areas.

- Main Office access will be limited to Administrative Assistant and principal to the extent possible-an exception may be made for deliveries
- Teachers will access Copy Room, one at a time, utilizing a sign-in sheet that will be posted on the access door, and user will be required to wipe down copier buttons after each use using provided disinfecting wipes
- Outside visitors, with the exception of deliveries, will be limited to by appointment only and will be accommodated as protocol will allow - Site Leader will establish protocol for greeting visitors, as well as screenings and temperature checks
- In person, adult presence will be limited to only those essential personnel necessary to conduct daily school business and instruction to the greatest extent possible
- Until further notice, the school building will not be used for meetings or gatherings of outside organizations during off school hours or weekends
- Faculty Lounge will be reduced to 25% capacity to reduce congregation and density

Restart Operations: Plans to safely reopen facilities and grounds, such as cleaning and disinfection, and restarting building ventilation, water systems, and other key facility components, as applicable

Classroom layouts will maintain a minimum of 6' separation where feasible

Protocol will maintain that teachers will remain a minimum of 6' from students whenever possible and when not possible, the teacher will wear appropriate PPE

Signage and messages are standardized according to CDC guidelines – including physical hygiene practices, physical distancing, respiratory hygiene and no sharing. Such signage and/or markings will be adhered to floors and walls in hallways, classrooms, gymnasium and areas of the building that may otherwise be thought of as congregation areas.

Safety training for all staff will be conducted by the school nurse and/or Site Leader during Professional Development days prior to the beginning of the school year and will be reinforced and updated regularly at faculty meetings.

- The opening day(s) of school will be designated as opportunities to teach and practice following new COVID-19 protocols safely and correctly – including hand hygiene, proper face covering wearing, social distancing and respiratory hygiene
- The school will encourage all students, staff, and visitors, through both written and verbal communication, including signage, to adhere to CDC and DOH guidance regarding the use of PPE (face coverings)
- Any individual who refuses to comply with safety and health protocols established by the school will be asked to leave the building
- Bi-directional foot traffic will be eliminated by using tape markings and signage in hallways indicating traffic flow direction and 6' distancing markers
- Front office access will be limited to Administrative Assistant and principal to the extent possible
- Teachers will access Copy Room, one at a time, utilizing a sign-in sheet that will be posted on the access door, and user will be required to wipe down copier buttons after each use using provided disinfecting wipes
- Restrooms will be marked to allow for 50% capacity for older students and two at a time for younger students
- CDC Posters will be located throughout the school building - teachers will review posters and procedures with students emphasizing their importance of maintaining a safe and healthy environment
- Windows will be opened to allow the flow of outside air weather permitting
- Fans may also be used to enhance outside air flow weather permitting
- Masks and face coverings will be used in Hallways, Classrooms, and in any location where a distance of 6' cannot be met
- Toys used by younger students will be limited; soft items that cannot be easily cleaned and disinfected will be removed
- Furniture will be limited/removed, if necessary, to accommodate acceptable distancing between student desks - Site leader will approve all configurations prior to the start of the school year
- Classroom floors will be taped off in a grid fashion to indicate proper distancing
- School building will undergo disinfecting process at the end of each school day; restrooms will be thoroughly cleaned throughout the day; playground will be disinfected once per day and will only be used by cohort identification; teachers will be responsible for disinfecting high-touch areas in the classroom multiple times per day (i.e. door knobs, light switches, manipulatives, in classroom sink handles)
- Teachers will be responsible for having hand sanitizer readily available when students use playground and equipment

- Drinking fountains will be modified to allow for refillable water bottles ONLY
If students do not have their refillable water bottle on any given day, small disposable water bottles will be provided
- Cleaning personnel will be on hand throughout the school day to disinfect gymnasium, restrooms, water fountains, isolation room(s), nurse's office, playground and front office if necessary
- School building will be disinfected each day after school hours

Hygiene, Cleaning, and Disinfection: *Protocols and procedures for school-wide cleaning and disinfection of classrooms, restrooms, cafeterias, libraries, playgrounds, school buses, and all other school facilities, as well as training and promotion of hand and respiratory hygiene among all individuals in school facilities and on school grounds*

Healthy Hygiene Practices

- Hand sanitizing stations will be placed at each entry point to the school building and in higher traffic and common areas of the building
- Each classroom will have an ample supply of hand sanitizer to allow for frequent and appropriate hygiene breaks
- Regular hygiene breaks will be worked into the daily schedule and posted in each classroom
- Students and staff will work together to ensure that everyone is contributing to a healthy environment
- Teachers and staff will be trained to provide best practices to appropriately apply hand sanitizer and face masks for all students and will supervise the use of hand sanitizer for students age 9 and under
- Nurse will conduct routine trainings and refreshers to students and staff regarding hygiene practices - i.e. washing hands for 20 seconds, how to properly put on and take off (and care for) face masks, social distancing, respiratory hygiene
- Restroom breaks will be implemented into students' daily schedules to avoid overcrowding and restrooms will be disinfected throughout the day by cleaning company
- Restrooms will be modified to allow lower capacity
- Drinking fountains will be modified to allow for only refillable water bottles – should a student forget his or her water bottle, disposable water bottles will be provided
- Training for students for appropriate protocol on school buses will be done at the public district level-face masks will be required on school buses
- When arriving at school, students will exit the bus from front to back and will follow distancing and face mask procedures while waiting for temperature checks and safe entrance to the building
- Dismissal will be conducted by bus and students will be escorted safely following distancing and face make policies
- Students will embark school buses from back to front

Extracurriculars: *Policies regarding extracurricular programs and which activities will be allowed, considering social distancing, PPE usage, and cleaning and disinfection, as well as risk of COVID-19 transmission (e.g., interscholastic sports, assemblies, and other gatherings). Policies should consider how to maintain cohorts, if applicable, or members of the same household. Responsible Parties should refer to DOH's "Interim Guidance for Sports and Recreation During the COVID-19 Public Health Emergency" to assist in development of these*

policies; however, interscholastic sports are not permitted at the time of publication of this guidance, and additional information on athletic activities is forthcoming

Though the gathering through social events is promoted, it is the belief that, at this time, it is better to not conduct social activities within the school building to avoid congregation, density and contamination.

- For at least the first quarter of the 2020-21 school year, all clubs and after school activities will be conducted virtually
- Until further notice, Parent Advisory Committee (PAC) meetings will be conducted virtually
- Parent/Teacher Conferences will be conducted virtually
- For the health and safety of students, families, faculty and staff, mass gatherings within the school building (assemblies, concerts, open house, etc.) will not be permitted until further notice
- Until further notice, outside organizations will not be using the school building for meetings and/or social events during off school hours or on weekends

Before and Aftercare: Policies regarding before and aftercare programs, considering social distancing, PPE usage, and cleaning and disinfection requirements, as well as risk of COVID-19 transmission. Policies should consider how to maintain cohorts, if applicable, or group members of the same household

Before and Aftercare will remain of significant importance to our school program, as parents have indicated, through survey data collected, that there is a greater likelihood for transportation to school by private vehicle.

- For Before and After Care the student to adult ratios will be reduced to adhere to social distancing guidelines, and all students and adults will be frequently reminded and exercise frequent hand washing and healthy hygiene protocol
- Normally unoccupied rooms within the school will be designated for groups of students and cleaned thoroughly between use
- Students will be assigned to smaller separate groups to allow for staggered, outdoor and physical activity time with proper social distancing
- Physical activity time will be allowed outdoors whenever possible following protocol established for Physical Education classes
- School provided snacks and drinks will be prepackaged and distributed by the adult supervisor in each room wearing appropriate PPE (face masks and gloves)
- Students and adults will be required to wear appropriate face coverings at all times, while allowing for mask breaks periodically with proper distancing
- Arrival will be conducted via remote check-in, following the completion of the appropriate COVID-19 certification form, at which time a staff member will meet the student at the entrance to complete a temperature check and escort the student to the appropriate room
- Dismissal will be conducted via remote check-in and verification that the adult is authorized to pick up the child at which time the student will be escorted to the exit point
- Soft toys will be removed from available items for use or play and other toys will be distributed to assigned rooms for student use
- Students may be asked to bring items from home, not to be shared, and sent home frequently for sanitation purposes

- Any student presenting observable identified symptoms of COVID-19 will be immediately isolated and supervised, and adult in charge will immediately notify the principal who will follow the reporting protocol

Vulnerable Populations: Policies regarding vulnerable populations, including students, faculty and staff who are at increased risk for severe COVID-19 illness, and individuals who may not feel comfortable returning to an in-person educational environment, to allow them to safely participate in educational activities and, where appropriate, accommodate their specific circumstances. These accommodations may include but are not limited to remote learning or telework, modified educational or work settings, or providing additional PPE to individuals with underlying health conditions. Responsible Parties must also identify and describe any modifications to social distancing or PPE that may be necessary for certain student or staff populations, including individuals who have hearing impairment or loss, students receiving language services, and young students in early education programs, ensuring that any modifications minimize COVID-19 exposure risk for students, faculty, and staff, to the greatest extent possible

The school has a plan to be able to reasonably accommodate those students who are at risk of contracting COVID-19 or are living with someone who is vulnerable or at risk. The school plan fosters the overall health of students, staff and families and the school community.

Safety training for all staff will be conducted by the school nurse and/or Site Leader during Professional Development days prior to the beginning of the school year and will be reinforced and updated periodically at faculty and staff meetings.

- The opening days of school will be designated as opportunities to teach and practice following new COVID-19 protocols safely and correctly – including hand hygiene, proper face covering wearing, social distancing and respiratory hygiene
- The school will encourage all students, staff, and visitors, through both written and verbal communication, including signage, to adhere to CDC and DOH guidance regarding the use of PPE (face coverings)
- Any individual who refuses to comply with safety and health protocols established by the school will be asked to leave the building
- Restrooms will be marked to allow for 50% capacity for older students and two at a time for younger students
- CDC Posters will be located throughout the school building - teachers will review posters and procedures with students emphasizing their importance of maintaining a safe and healthy environment
- Windows will be opened to allow the flow of outside air weather permitting
- Fans may also be used to enhance outside air flow weather permitting
- Masks and face coverings will be used in Hallways, Classrooms, and in any location where a distance of 6' cannot be met
- Toys used by younger students will be limited; soft items that cannot be easily cleaned and disinfected will be removed
- Furniture will be limited/removed, if necessary, to accommodate acceptable distancing between student desks - Site leader will approve all configurations prior to the start of the school year
- Classroom floors will be taped off in a grid fashion to indicate proper distancing
- School building will undergo disinfecting process at the end of each school day; restrooms will be thoroughly cleaned throughout the day; playground will be disinfected once per day and will only be used by cohort identification; teachers will

be responsible for disinfecting high-touch areas in the classroom multiple times per day (i.e. door knobs, light switches, manipulatives, in classroom sink handles)

- Teachers will be responsible for having hand sanitizer readily available when students use playground and equipment
- Drinking fountains will be modified to allow for refillable water bottles ONLY
If students do not have their refillable water bottle on any given day, small disposable water bottles will be provided
- Cleaning personnel will be on hand throughout the school day to disinfect gymnasium, restrooms, water fountains, isolation room(s), nurse's office, playground and front office if necessary
- School building will be disinfected each day after school hours
- Saint Pius Tenth School will establish a positive and caring learning environment for students that will encourage the recognition and ability to communicate feelings of self and others
- We will work collaboratively to nurture and build self-esteem and practice regular mindfulness activities
- Each teacher will conduct morning meetings for a minimum of two weeks, and adjust according to need - Protocol will be established for those students who do not feel comfortable sharing verbally
- Mental health check-ins will be incorporated into students' daily routines and resources will be provided for those students with identifiable needs
- Resources will be available for those students whose needs cannot be met within the classroom setting
- Students will be provided with a mandatory recess daily with appropriate social distancing and hygiene practices

Expectations of Faculty and Staff:

- Teachers will have access to professional learning development to prepare them for the 2020-21 school year
- Depending on the mode of delivery, each teacher will have the ability to adapt or adjust core resources to meet the setting and needs of individual students
- Teachers will be expected to provide live instruction via technology-based virtual conferencing platforms and will record lessons to accommodate those students who are unable to attend live classes
- Weekly overviews of lessons/home learning plans will be sent to provide students and families with expectations for each week that school is in session (with the understanding that these overviews could change)

Parental Expectations:

- Ensure student understanding of the work expectations for remote learning
- Maintain a daily routine around school and schoolwork that meets the needs of the family
- Maintain regular communication with teacher(s) and let them know if a student is experiencing specific challenges
- Talk regularly with student(s) regarding how they are feeling during these times and seek school resources for social emotional and mental health support if needed
- Perform regular check-ins with student(s) regarding academics
- Families may be required to pick up instructional materials from the school building (families will be contacted by the school if applicable)

If it becomes necessary to transition to a for a reduction in capacity in the school building, those students receiving Academic Intervention Services would continue to be offered in-person learning or virtual learning with the same academic expectations.

- A blended model of support will be provided for students in need of services and will be communicated with parents/caregivers as needs arise
- The mission of the school will remain at the forefront of all that we do including support spiritually, academically, physically and emotionally
- Varying models for instruction are included in the reopening plan to allow for seamless fluidity and continuity of instruction: Return to school full-time, a blending of in-person and remote learning and full-time remote learning.

In-Person Instruction

- Diocese of Rochester adopted curriculum with lessons developed and taught by classroom and special area teachers
- Traditional, in-person, face-to-face instruction for grades Pre-K 3 - Grade 5 will follow the regular school calendar
- The school will follow and adhere to Saint Pius Tenth School health and safety protocol guided by the Department of Health, New York State, CDC, Diocese of Rochester Department of Catholic School safety protocols and the school Code of Conduct

Expectations of Students:

- Students will physically come to the school building for instruction unless family has enrolled their student for virtual instruction for medical reasons or if anyone in the household has or is vulnerable to the COVID-19 virus
- Students will see and engage with their teacher(s) and classmates following an adopted schedule each day
- Students will remain with their grade-level cohort to the greatest extent possible
- Assignments, activities and classroom-based formative and summative assessments will be developed and conducted by classroom teachers
- All students will be expected to complete and submit assignments as determined by the assigning teacher
- Summative assessments will be taken within the school building to allow for authentic assessment – alternative timing and setting may be arranged for students who are enrolled in remote learning at the request of the family and with a justified exception
- Code of Conduct and traditional school expectations remain in effect
- All students will follow the assessment calendar and participate in all assessments
- All students and families must frequently review wellness to ensure students are physically well and symptom-free prior to entering the school building each day
- Students and families must adhere to all expectations to ensure the safety of the school community
- Collaborative activities will likely look different or be minimized to ensure the safety and well-being of the school community
- Large group gatherings will be minimized/postponed to the greatest extent possible
- Parent meetings/conferences will be scheduled to occur virtually until guidance provides that it is safe to have a larger number of individuals on campus

For our Pre-Kindergarten programs, the following policies will be in place:

- No family style eating will be permitted, due to health and safety precautions
- If a student must use a restroom other than the interior restroom, the student will, as is normal protocol, be escorted by an adult who will ensure proper hand-washing protocol
- Napping materials will be sent home daily for proper cleaning, and students should bring fresh materials each day
- Any soft toys (i.e. stuffed play toys, playdough) will be removed from the classroom unless it is the student's own personal item

- Any items brought in from a student's home will be for their personal use only and will be sent home regularly for cleaning
- Students will be provided with a set of materials that only they will have access to
- Centers established by the teacher will be limited, and, if used, will be sanitized between use
- Any practice that would encourage physical contact will be eliminated

Expectations of Faculty and Staff:

- Teachers and instructional support staff report each day to conduct face-to-face instruction in their assigned classrooms
- Teachers develop and implement daily lesson plans for grade-level, NYS Standards-based instruction

Remote / Virtual Instruction:

- Students will retain their enrollment status
- Students will attend school virtually and follow an adopted schedule
- Devices will be available for those families who do not have, or who have limited, at-home access
- For those families with little or no access to connectivity, the school will explore all reasonable options to ensure that student will be able to participate in live and/or recorded lessons
- Teachers will teach live classes each day with students using technology-based virtual conferencing platforms - lessons will also be recorded to accommodate those families whose schedules are not conducive to school hours
- Virtual instruction will be designed to ensure that academic rigor mirrors traditional classroom learning
- Academic Intervention Services will be provided to those students using a co-teaching model with the option for individual lessons as appropriate
- All assignments, activities and assessments will be developed by classroom teachers and:
 - All students will be expected to complete submit assignments as determined by the assigned teacher
 - Flexibility will allow for submission of student work that aligns with demanding schedules of families
 - Student Code of Conduct and all technology expectations will remain in effect
 - Each day, students will be expected to participate and engage in virtual instruction
 - Students will be expected to adhere to daily attendance guidelines, log in and attend classes during designated times-unless otherwise determined by agreement between administration, teachers and families
- Students will access their curriculum and assignments via platforms determined by administration and faculty
- Students will be issued appropriate classroom materials such as textbooks and other materials typically supplied by the school

Transportation: *Consistent with State-issued public transit guidance, protocols and procedures, which include that individuals must wear acceptable face coverings at all times on school buses (e.g., entering, exiting, and seated), and that individuals should maintain appropriate social distancing, unless they are members of the same household. Protocols and procedures should include how school buses will be adapted to keep students and staff safe (e.g., how face coverings will be provided to students in need, how members of the same household will be seated together, how social distancing will be conducted on buses, whether bus*

schedules will be adapted to accommodate reduced capacity, whether any health screening will be conducted at home before students board buses, how parents/legal guardians will be encouraged to drop off or walk students to reduce density on buses)

St. Pius Tenth School is working with our local public school districts to teach and regularly provide refreshers to students and bus-attending staff the policies adopted by the public school transportation authorities.

- Students will be seated on school buses from back to front to limit exposure to others and will exit buses from front to back to achieve the same
- Upon arrival to the school building, students will be required to undergo a temperature check before entering the school building
- Arrival and dismissal times will be staggered, according to grade-level cohort and transportation methods to facilitate distancing, to allow for proper screening of students as they enter the building and for limitation of exposure to others through congregation and density
- Site leader will establish protocol for late arrival and early dismissal, and students will be escorted to and from entry/exit points by a staff member
- Should any student not have an acceptable face mask/covering when embarking or disembarking a school bus, one will be provided by the school

Food Services: *Protocols and procedures for onsite and remote food services for students, considering appropriate social distancing and any modifications to service that may be necessary (e.g., providing meals in a combination of classrooms and cafeterias, staggering meal periods). Measures to protect students with food allergies if providing meals in spaces outside the cafeteria. Protocols and procedures must also include how students will perform hand hygiene before and after eating, how appropriate hand hygiene will be promoted, and how sharing of food and beverages will be discouraged. Additionally, protocols and procedures must account for cleaning and disinfection prior to the next group of students arriving for meals, if served in the same common area (e.g., cafeteria)*

Until it is safe to do otherwise, the cafeteria will not be used for congregational lunch periods

- The school does not participate in a school lunch program – all students bring their lunch and snacks from home and will continue to do so
- Lunches will be eaten with appropriate distancing protocols in the classroom, including retrieval and clean-up of lunch items, and students will be instructed not to share or pass any items unless they are from the same household
- Areas within each classroom will be designated to accommodate those students with food allergies or other underlying medical conditions
- Signs will be posted in each classroom to advise appropriate disposal of trash procedures
- Face masks will not be required during lunch and/or snack periods – appropriate physical distancing procedures will be followed during these times
- Until further notice, we will not allow entrance to the building for lunch time visits with students

Mental Health, Behavioral, and Emotional Support Services and Programs: *Available resources and referrals to address mental health, behavioral, and emotional needs of students, faculty, and staff when school reopens for in-person instruction (e.g., how they will identify and support*

students having difficulty with transitioning back into the school setting, especially given the changed school environment). Any training for faculty and staff on how to talk with, and support, students during and after the ongoing COVID-19 public health emergency, as well as information on developing coping and resilience skills for students, faculty, and staff

- Saint Pius Tenth School will establish a positive and caring learning environment for students that will encourage the recognition and ability to communicate feelings of self and others
- We will work collaboratively to nurture and build self-esteem and practice regular mindfulness activities
- Each teacher will conduct morning meetings for a minimum of two weeks, and adjust according to need - Protocol will be established for those students who do not feel comfortable sharing verbally
- Mental health check-ins will be incorporated into staff and students' daily routines and resources will be provided or recommended for those individuals with identifiable needs
- Resources will be available or recommended for those students and/or staff whose needs cannot be met within the school setting
- Students will be provided with a mandatory recess daily with appropriate social distancing and hygiene practices
- A blended model of support will be provided for students in need of services and will be communicated with parents/caregivers as needs arise
- The mission of the school will remain at the forefront of all that we do including support spiritually, academically, physically and emotionally

Communication: *Communications plans for students, parents/legal guardians of students, faculty, staff and visitors that includes applicable instructions, training, signage, and a consistent means to provide individuals with information. Plans should describe how schools will communicate with students and families about preparing for the upcoming year, which should include adapting to social distancing requirements, properly wearing face coverings, and proper hand and respiratory hygiene. Consider developing webpages, text and email groups, and social media to disseminate information. Schools should develop communication plans in multiple languages, as necessary*

Saint Pius Tenth School has a system in place for both regular and urgent communications. All communication is published in English, which is the primary language. Currently, there is no need for translations to other languages; however, should the need develop, we will identify community networks to translate.

All communication regarding policies and procedures for reopening will be overseen by the site leader (Principal)

The School Reopening Plan, once approved, will be posted on the school website and social media platform (Facebook), as well as emailing all families. Those families for whom we do not have an email address on file will receive a hard copy of the plan via postal mail.

Once the school year has opened, consistent and transparent communication, including up-to-date policies and procedures will be shared via the following media:

- Weekly updates included in electronic envelope
- Should the need to transition to Distance Learning, protocol will be activated to communicate changing situations and to support Distance Learning
- "Office Hour" with the site leader/Principal via virtual platform-weekly for the month of September and, every other week beyond, if conditions warrant
- Email and text message updates as necessary

- Parent Advisory Committee
 - Television stations, as appropriate if warranted
 - Communication will include the following stakeholder groups (not all inclusive):
 - Students
 - Parents/Caregivers
 - School Faculty and Staff
 - Parish Staff
 - Parishioners and Community Members
 - LEAs
 - Current updates to policies and procedures will be posted on the school website and social media platforms
 - All communication will relate the guiding principles that the health and safety of students, families and staff remain our top priority
 - Input from stakeholder groups will be solicited via digital survey and/or virtual community meeting methods as needed
 - Guiding policies and procedures will be at the directive of:
 - New York State
https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/Pre-K_to_Grade_12_Schools_MasterGuidence.pdf
 - The Centers for Disease Control
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/schools-faq.html>
 - New York State Education Department
<http://www.nysed.gov/news/2020/state-education-department-issues-guidance-reopen-new-york-state-schools>
 - Department of Health
<https://www2.monroecounty.gov/health-COVID-19>
 - Diocese of Rochester Department of Catholic Schools
<https://www.dorschools.org/>
- and will incorporate input from stakeholder groups using the above-mentioned protocol

**It is understood that all plans are subject to change as circumstances continue to develop

Teachers will communicate with both students and families via a chosen method that will vary depending on the student's grade level (i.e. email, ClassDojo, Google Classroom).

2. MONITORING OF HEALTH CONDITIONS

Monitoring includes protocols and procedures to track health conditions at schools.

Screening: *Protocols and procedures for mandatory health screenings, including temperature checks, of students, faculty, staff, and, where applicable, contractors, vendors, and visitors to identify any individuals who may have COVID-19 or who may have been exposed to the COVID-19 virus. Responsible Parties should consider limiting the number of visitors permitted on school grounds or in school facilities, and, if visitors are allowed, screening of such visitors*

Age appropriate protocols have been developed under the guidance of the New York State Department of Health and New York State Education Department. Plans for the reopening of school will be informed by practices and protocol in partnership with our LEA and nursing staff.

- Staff will engage in professional development prior to the beginning of the school year in observing for health and wellness concerns
- Teachers will instruct students in the classrooms in the protocols and practicing health and safety routines
- Teachers and staff will be trained to observe identified symptoms of COVID-19 as provided by CDC and DOH guidelines <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
- Temperature check and visual observation of identified symptoms of COVID-19 will be conducted upon student arrival to the school building and will be monitored throughout the day by classroom teachers
- All staff will undergo temperature checks upon arrival each day
- Staff members conducting screenings must wear appropriate PPE including face covering and gloves minimally
- Staff member conducting screening must sanitize hands prior to and following touching a thermometer
- If a student or staff member presents ill with symptoms relating to COVID-19, the LEA provided school nurse protocol will be engaged - student/staff will be isolated and supervised in the designated area and sent home as soon as possible
- Upon confirmation of a positive COVID case, parent or staff member will notify site leader or alternate appropriate staff member; site leader or alternate will notify superintendent and appropriate DOH personnel who will conduct proper notification and contact tracing
- All visitors to school building will be screened via a screening form - appropriate staff will be cross-trained to conduct screenings
- Remote screening forms will be required to be completed prior to student entrance into the building, though all who enter the building will undergo a temperature check
- Other remote screening for students will be conducted electronically by parent/caregiver prior to students' entrance into building as per New York State guidance for Religious and Independent Schools
- Staff will be trained to undertake reporting efforts in the absence of school nurse
- A separate isolation room will be set up to accommodate any student/staff member who enters the building with a temperature greater than 100.4 degrees - student will be isolated and supervised until they can safely be picked up by an authorized parent/caregiver
- All isolation and tracing protocol will be followed in compliance with DOH and CDC guidance
- For individuals who present symptoms of COVID-19 or may have been exposed to an individual who has tested positive:
Students will be isolated in a supervised designated room until they can safely be transported home with the recommendation that they contact their health care provider
Staff and/or students will be instructed to stay home if they have tested positive for or present with symptoms of COVID-19 for 10 days
- The following process will be followed for allowing a student or staff member to return to school:
-If a person has had a negative COVID-19 test, they may return to school once there is no fever without the use of fever-reducing medicines and they have been symptom free for a full 24-hour period
- Students and staff will be required to present a note from their medical provider stating that they may return to school/work

Testing Protocols: *Process for the provision or referral of diagnostic testing for students, faculty, and staff for COVID-19, in consultation with local health department officials, when needed, which should include plans for testing of symptomatic individuals, close contacts of COVID-19 suspected or confirmed individuals, and individuals with recent international travel or travel within a state with widespread transmission of COVID-19 as designated through the New York State Travel Advisory, before allowing such individuals to return to in-person to the school*

Age appropriate protocols have been developed under the guidance of the New York State Department of Health and New York State Education Department. Plans for the reopening of school will be informed by practices and protocol in partnership with our DOH and LEA nursing staff.

- Staff will engage in professional development prior to the beginning of the school year in observing for health and wellness concerns
- Teachers will instruct students in the classrooms on the protocols and practicing health and safety routines
- Teachers and staff will be trained to observe identified symptoms of COVID-19 as provided by CDC and DOH guidelines <https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>
- Temperature check and visual observation of identified symptoms of COVID-19 will be conducted upon student arrival to the school building and will be monitored throughout the day by classroom teachers
- All staff will undergo temperature checks upon arrival each day
- Staff members conducting screenings must wear appropriate PPE including face covering and gloves minimally
- Staff member conducting screening must sanitize hands prior to and after touching a thermometer
- If a student or staff member presents ill with symptoms relating to COVID-19, the LEA provided school nurse protocol will be engaged - student/staff will be isolated in the designated area and sent home as soon as possible
- Upon confirmation of a positive COVID case, parent or staff member will notify site leader or alternate appropriate staff member; site leader or alternate will notify superintendent and appropriate DOH personnel who will conduct proper notification and contact tracing
- All visitors to school building will be screened via a screening form - appropriate staff will be cross-trained to conduct screenings
- Remote screening forms will be required to be completed prior to student entrance into the building, though all who enter the building will undergo a temperature check
- Other remote screening for students will be conducted electronically by parent/caregiver prior to students' entrance into building as per New York State guidance for Religious and Independent Schools
- Staff will be trained to undertake reporting efforts in the absence of school nurse
- A separate isolation room will be set up to accommodate any student/staff member who enters the building with a temperature greater than 100.4 degrees - student will be isolated and supervised until they can safely be picked up by an authorized parent/caregiver
- All isolation and tracing protocol will be followed in compliance with DOH and CDC guidance
- For individuals who present symptoms of COVID-19 or may have been exposed to an individual who has tested positive:

Students will be isolated in a supervised designated room until they can safely be transported home with the recommendation that they contact their health care provider

Staff and/or students will be instructed to stay home if they have tested positive for or present with symptoms of COVID-19 for 10 days

- The following process will be followed for allowing a student or staff member to return to school:

-If a person has had a negative COVID-19 test, they may return to school once there is no fever without the use of fever-reducing medicines and they have been symptom free for a full 24-hour period

-If a person is diagnosed with COVID-19 by a medical professional based on a test or their symptoms, or does not get a COVID-19 test but has had symptoms, they will not be permitted to come to school and should stay home until they (or an authorized family member) can answer the following questions:

- 1) Has it been at least 10 days since the individual has had symptoms?
- 2) Has it been at least 3 days since the individual had a fever (without using fever-reducing medications)?
- 3) Has it been at least 3 days since the individual's symptoms have improved, including cough and shortness of breath?

Students and staff will be required to present a note from their medical provider stating that they may return to school/work

Testing Responsibility: *Identification of who in the community is responsible for referring, sourcing, and administering testing (e.g., local health department testing site, physician offices, hospital system), particularly in the event that large-scale testing at the school is needed*

The school will follow the guidance of the CDC, New York State and the Department of Health. We will work with the DOH and home district public school partner to follow the protocol established for notification purposes

Monroe County Department of Health
www2.monroecounty.gov/health-COVID-19

Early Warning Signs: *Defined metrics that will serve as early warning signs that positive COVID-19 cases may be increasing beyond an acceptable level, as established by state and local health departments; define and deploy method(s) to monitor against such metrics.*

In addition to taking the necessary precautions as outlined, being able to identify symptoms presented by students and staff will be key to preventing rapid or large-scale spread of the virus. Monitoring and screening for symptoms and ongoing self-monitoring will be encouraged through the school day to quickly identify signs of illness and to help reduce exposure.

- Staff or students who develop symptoms throughout the day must notify school nurse or appointed contact in the school building immediately
- Nurse or contact person will be responsible for responding to COVID-19 concerns and will help to coordinate with local health authorities regarding positive cases
- All staff and families will be given contact information for the contact person at the school level
- Method will be in place for staff and families to self-report to the school if they or their children present symptoms of COVID-19, test positive for COVID-19, or has had close exposure to someone with COVID-19 within the last 14 days – in a manner that is consistent with applicable privacy laws, HIPPA and FERPA
- Signage will be posted at the building entrances requesting that people who have or have been in contact with symptomatic individuals not enter the building

Guidance provided by the DOH and CDC will be monitored for up to date information on potential symptoms

<https://www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html>

<https://www2.monroecounty.gov/health-COVID-19>

Absenteeism will be closely monitored

3. CONTAINMENT OF POTENTIAL TRANSMISSION OF THE 2019 NOVEL CORONAVIRUS (COVID-19)

Containment includes protocols and procedures for how to respond to positive or presumed-positive cases, as well as preventative practices.

School Health Offices: *Protocols for safely caring for a student, faculty, or staff member if they develop symptoms of COVID-19 during the school day*

As the school staff work to keep students and staff safe during this time, communication will be shared as much and as frequently as possible, while still following legal and ethical privacy laws. We anticipate seeing several students and staff with illness symptoms, as typically occurs each season with allergies and other illnesses not related to COVID-19. As appropriate, students will be sent home, and if conditions and symptoms warrant, we may encourage a COVID-19 test.

While privacy laws may not allow us to share individual cases, we will ask that precautions be taken as if assuming that COVID-19 is present. The list of symptoms published by the CDC and DOH will be communicated frequently, and anyone presenting with any of these symptoms will be asked to stay home or to be picked up.

- For students, if we are notified that a child was in contact at school with someone who tested positive for COVID-19 or someone whose medical provider diagnosed a presumed case, we will contact families immediately

- For staff members, the same will apply. If it is found that an adult was directly in contact at work with someone who tested positive for COVID-19 or someone whose medical provider diagnosed a presumed case, we will make appropriate communications and send the person home
- Everyone who is directly exposed will be asked to remain home for the quarantine period outlined in CDC and DOH guidance
- The school nurse or other trained person will use their judgment to evaluate a person's symptoms – even if an individual's temperature does not reach 100.4 F, they may be sent home, as well as any siblings from the same family, after considering all symptoms
- The school nurse or other trained person will use CDC recommended PPE when working with a student or staff member with COVID-19 symptoms and will keep the symptomatic person, as well as any siblings from the same household, separated from everyone else until they can safely and carefully leave the school building
- The school nurse or other trained person will send guidelines to the student's family or staff member including information about the rules for returning to school
- The nurse or other trained person will recommend that the individual with symptoms follow up with a licensed medical provider or the health department
- Isolation areas will be blocked off until cleaning personnel can thoroughly clean and disinfect the area
- If a student or staff member has a positive COVID-19 test or a healthcare provider diagnoses a presumptive case, the following guidelines will go into effect:
 - If a child has been in direct contact with someone who tested positive for COVID-19 or whose medical provider diagnosed them with a presumed case, families will be contacted
 - The school will work with the local health department to determine what precautions must be taken and whether the school needs to close
 - The individual's family members should self-quarantine for 14 days following the last day of exposure
 - If the individual rode the school bus, we will notify the student's home school district in order that they may clean and disinfect the bus

If there is community spread of COVID-19 within the school, we will work directly with local health officials to complete contact tracing and inform those who have had close contact with a sick individual. We will follow public health guidelines and recommendations to determine whether to close the school and/or cancel activities.

If the nurse or appropriate trained individual sends a student or staff member home with COVID-19-like symptoms the following guidelines will be used to determine the individual's return to school:

- Must be fever-free for a minimum of 24 hours without the use of fever-reducing medication
- Must have an improvement of COVID-19-like symptoms
- May be asked to stay home for at least 10 days from the first appearance of symptoms
- Will be asked to bring medical clearance to return to school signed by their licensed health care provider

If a student or staff member has a positive COVID-19 test or is diagnosed with a presumptive case from their health care provider, the school will follow these guidelines to decide whether the individual may return to school:

- Must be fever-free for a minimum of 24 hours without the use of fever-reducing medication AND
- Must have an improvement of COVID-19-like symptoms AND
- Must stay home for at least 10 days following the onset of symptoms OR until receiving two negative COVID-19 tests completed 24 hours apart AND
- Will be asked to provide documentation from a licensed health care provider stating clearance to return to school

If an individual tests positive but presents with no symptoms, the same guidelines must still be followed

Isolation: Procedures to isolate individuals who screen positive upon arrival, or symptomatic individuals should they become symptomatic while at school, providing appropriate PPE for school health office staff caring for the symptomatic individual. Protocols for safe transportation, including pick-up arrangements, if applicable, for symptomatic students, faculty, and staff

- All visitors to school building will be screened via a screening form - appropriate staff will be cross-trained to conduct screenings
- Remote screening forms will be required to be completed prior to student entrance into the building, though all who enter the building will undergo a temperature check
- Other remote screening for students will be conducted electronically by parent/caregiver prior to students' entrance into building as directed by guidance provided by DOH and office of Religious and Independent Schools
- Staff will be trained to undertake reporting efforts in the absence of school nurse
- Upon confirmation of a positive COVID case, parent or staff member will notify site leader or alternate appropriate staff member; site leader or alternate will notify superintendent and appropriate Department of Health personnel who will conduct proper notification and contact tracing
- A separate isolation room will be set up to accommodate any student/staff member who enters the building with a temperature greater than 100.4 degrees - student will be isolated until they can safely be picked up by an authorized parent/caregiver
- Parents will be asked to arrive at the main school entrance where the student will be escorted from the building by the school nurse or contact person
- All isolation and tracing protocol will be followed in compliance with DOH and CDC guidance

Collection: Protocols for how parents or legal guardians should pick up their student with instructions that the student must be seen by a health care provider

- All visitors to school building will be screened via a screening form - appropriate staff will be cross-trained to conduct screenings
- Remote screening forms will be required to be completed prior to student entrance into the building, as per guidance, though all who enter the building will undergo a temperature check
- Staff will be trained to undertake reporting efforts in the absence of school nurse
- Upon confirmation of a positive COVID case, parent or staff member will notify site leader or alternate appropriate staff member; site leader or alternate will notify

superintendent and appropriate Department of Health personnel who will conduct proper notification and contact tracing

- A separate isolation room will be set up to accommodate any student/staff member who enters the building with a temperature greater than 100.4 degrees - student will be isolated and supervised until they can safely be picked up by an authorized parent/caregiver
- Parents will be asked to arrive at the main school entrance where the student will be escorted from the building by the school nurse or contact person
- All isolation and tracing protocol will be followed in compliance with DOH and CDC guidance

Infected Individuals: Requirements that persons who have tested positive complete isolation and have recovered and will not transmit COVID-19 when returning to in-person learning. Discharge from isolation and return to school will be conducted in coordination with the local health department

As the school staff work to keep students and staff safe during this time, communication will be shared as much and as frequently as possible, while still following legal and ethical privacy rules. We anticipate seeing several students and staff with illness symptoms, as typically occurs each season with allergies and other illnesses not related to COVID-19. As appropriate, students will be sent home, and if conditions and symptoms warrant, we may encourage a COVID-19 test.

While privacy laws may not allow us to share individual cases, we will ask that precautions be taken as if assuming that COVID-19 is present. The list of symptoms published by the CDC and DOH will be communicated frequently, and anyone presenting with any of these symptoms will be asked to stay home or to be picked up.

- For family members, if we are notified that a child was in contact at school with someone who tested positive for COVID-19 or someone whose medical provider diagnosed a presumed case, we will contact families immediately
- For staff members, the same will apply. If it is found that an adult was directly in contact at work with someone who tested positive for COVID-19 or someone whose medical provider diagnosed a presumed case, we will make appropriate communications and send the person home
- Everyone who is directly exposed will be asked to remain home for the quarantine period outlined in CDC and DOH guidance
- The school nurse or other trained person will use their judgment to evaluate a person's symptoms – even if an individual's temperature does not reach 100.4 F, they may be sent home, as well as any siblings from the same family, after considering all symptoms
- The school nurse or other trained person will use CDC recommended PPE when working with a student or staff member with COVID-19 symptoms and will keep the symptomatic person, as well as any siblings from the same household, separated from everyone else and supervised until they can safely and carefully leave the school building
- The school nurse or other trained person will send guidelines to the student's family or staff member including information about the rules for returning to school
- The nurse or other trained person will recommend that the individual with symptoms follow up with a licensed medical provider or the health department

- Isolation areas will be blocked off until cleaning personnel can thoroughly clean and disinfect the area
- If a student or staff member has a positive COVID-19 test or a healthcare provider diagnoses a presumptive case, the following guidelines will go into effect:
 - If a child has been in direct contact with someone who tested positive for COVID-19 or whose medical provider diagnosed them with a presumed case, families will be contacted
 - The school will work with the local health department to determine what precautions must be taken and whether the school needs to close
 - The individual's family members should self-quarantine for 14 days following the last day of exposure
 - If the individual rode the school bus, we will notify the student's home school district in order that they may clean and disinfect the bus

If there is community spread of COVID-19 within the school, we will work directly with local health officials to complete contact tracing and inform those who have had close contact with a sick individual. We will follow public health guidelines and recommendations to determine whether to close the school and/or cancel activities.

If the nurse or appropriate trained individual sends a student or staff member home with COVID-19-like symptoms the following guidelines will be used to determine the individual's return to school:

- Must be fever-free for a minimum of 24 hours without the use of fever-reducing medication
- Must have an improvement of COVID-19-like symptoms
- May be asked to stay home for at least 10 days from the first appearance of symptoms
- Will be asked to bring medical clearance to return to school signed by their licensed health care provider

If a student or staff member has a positive COVID-19 test or is diagnosed with a presumptive case from their health care provider, the school will follow these guidelines to decide whether the individual may return to school:

- Must be fever-free for a minimum of 24 hours without the use of fever-reducing medication AND
- Must have an improvement of COVID-19-like symptoms AND
- Must stay home for at least 10 days following the onset of symptoms OR until receiving two negative COVID-19 tests completed 24 hours apart AND
- Will be asked to provide documentation from a licensed health care provider stating clearance to return to school

If an individual tests positive but presents with no symptoms, the same guidelines must still be followed

Exposed Individuals: Requirements that individuals who were exposed to the COVID-19 virus complete quarantine and have not developed symptoms before returning to in-person learning. Discharge from quarantine and return to school will be conducted in coordination with the local health department

As the school staff work to keep students and staff safe during this time, communication will be shared as much and as frequently as possible, while still following legal and ethical privacy rules. We anticipate seeing several students and staff with illness symptoms, as typically occurs each season with allergies and other illnesses not related to COVID-19. As appropriate, students will be sent home, and if conditions and symptoms warrant, we may encourage a COVID-19 test.

While privacy laws may not allow us to share individual cases, we will ask that precautions be taken as if assuming that COVID-19 is present. The list of symptoms published by the CDC and DOH will be communicated frequently, and anyone presenting with any of these symptoms will be asked to stay home or to be picked up.

- For family members, if we are notified that a child was in contact at school with someone who tested positive for COVID-19 or someone whose medical provider diagnosed a presumed case, we will contact families immediately
- For staff members, the same will apply. If it is found that an adult was directly in contact at work with someone who tested positive for COVID-19 or someone whose medical provider diagnosed a presumed case, we will make appropriate communications and send the person home
- Everyone who is directly exposed will be asked to remain home for the quarantine period outlined in CDC and DOH guidance
- The school nurse or other trained person will use their judgment to evaluate a person's symptoms – even if an individual's temperature does not reach 100.4 F, they may be sent home, as well as any siblings from the same family, after considering all symptoms
- The school nurse or other trained person will use CDC recommended PPE when working with a student or staff member with COVID-19 symptoms and will keep the symptomatic person, as well as any siblings from the same household, separated from everyone else and supervised until they can safely and carefully leave the school building
- The school nurse or other trained person will send guidelines to the student's family or staff member including information about the rules for returning to school
- The nurse or other trained person will recommend that the individual with symptoms follow up with a licensed medical provider or the health department
- Isolation areas will be blocked off until cleaning personnel can thoroughly clean and disinfect the area
- If a student or staff member has a positive COVID-19 test or a healthcare provider diagnoses a presumptive case, the following guidelines will go into effect:
 - If a child has been in direct contact with someone who tested positive for COVID-19 or whose medical provider diagnosed them with a presumed case, families will be contacted
 - The school will work with the local health department to determine what precautions must be taken and whether the school needs to close
 - The individual's family members should self-quarantine for 14 days following the last day of exposure
 - If the individual rode the school bus, we will notify the student's home school district in order that they may clean and disinfect the bus

If there is community spread of COVID-19 within the school, we will work directly with local health officials to complete contact tracing and inform those who have had close contact with a sick individual. We will follow public health guidelines and recommendations to determine whether to close the school and/or cancel activities.

If the nurse or appropriate trained individual sends a student or staff member home with COVID-19-like symptoms the following guidelines will be used to determine the individual's return to school:

- Must be fever-free for a minimum of 24 hours without the use of fever-reducing medication
- Must have an improvement of COVID-19-like symptoms
- May be asked to stay home for at least 10 days from the first appearance of symptoms
- Will be asked to bring medical clearance to return to school signed by their licensed health care provider

If a student or staff member has a positive COVID-19 test or is diagnosed with a presumptive case from their health care provider, the school will follow these guidelines to decide whether the individual may return to school:

- Must be fever-free for a minimum of 24 hours without the use of fever-reducing medication AND
- Must have an improvement of COVID-19-like symptoms AND
- Must stay home for at least 10 days following the onset of symptoms OR until receiving two negative COVID-19 tests completed 24 hours apart AND
- Will be asked to provide documentation from a licensed health care provider stating clearance to return to school

If an individual tests positive but presents with no symptoms, the same guidelines must still be followed

Hygiene, Cleaning, and Disinfection: Adherence to, and promotion of, hygiene, cleaning, and disinfection guidance set forth by DOH and CDC, including strategies for cleaning and disinfection of exposed areas and appropriate notification to occupants of such areas

Classroom layouts will maintain a minimum of 6 feet where feasible

Protocol will maintain that teachers will remain a minimum of 6' distance from students whenever possible and when not possible, the teacher will wear appropriate PPE

Signage and messages are standardized according to CDC guidelines – including physical hygiene practices, physical distancing, respiratory hygiene and no sharing. Such signage and/or markings will be adhered to floors and walls in hallways, classrooms, gymnasium and areas of the building that may otherwise be thought of as congregation areas.

Safety training for all staff will be conducted by the school nurse and/or Site Leader during Professional Development days prior to the beginning of the school year and will be reinforced and updated periodically at faculty meetings.

- The opening days of school will be designated as opportunities to teach and practice following new COVID-19 protocols safely and correctly – including hand hygiene, proper face covering wearing, social distancing and respiratory hygiene
- The school will encourage all students, staff, and visitors, through both written and verbal communication, including signage, to adhere to CDC and DOH guidance regarding the use of PPE (face coverings)
- Any individual who refuses to comply with safety and health protocols established by the school will be asked to leave the building
- Bi-directional foot traffic will be eliminated by using tape markings and signage in hallways indicating traffic flow direction and 6' distancing markers

- Front office access will be limited to Administrative Assistant and principal to the extent possible
- Teachers will access Copy Room, one at a time, utilizing a sign-in sheet that will be posted on the access door, and user will be required to wipe down copier buttons after each use using provided disinfecting wipes
- Restrooms will be marked to allow for 50% capacity for older students and two at a time for younger students
- CDC Posters will be located throughout the school building - teachers will review posters and procedures with students emphasizing their importance of maintaining a safe and healthy environment
- Windows will be opened to allow the flow of outside air weather permitting
- Fans may also be used to enhance outside air flow weather permitting
- Masks and face coverings will be used in Hallways, Classrooms, and in any location where a distance of 6' cannot be met
- Toys used by younger students will be limited; soft items that cannot be easily cleaned and disinfected will be removed
- Furniture will be limited/removed, if necessary, to accommodate acceptable distancing between student desks - Site leader will approve all configurations prior to the start of the school year
- Classroom floors will be taped off in a grid fashion to indicate proper distancing
- School building will undergo disinfecting process at the end of each school day; restrooms will be thoroughly cleaned throughout the day; playground will be disinfected once per day and will only be used by cohort identification; teachers will be responsible for disinfecting high-touch areas in the classroom multiple times per day (i.e. door knobs, light switches, manipulatives, in classroom sink handles)
- Teachers will be responsible for having hand sanitizer readily available when students use playground and equipment
- Drinking fountains will be modified to allow for refillable water bottles ONLY
If students do not have their refillable water bottle on any given day, small disposable water bottles will be provided
- Cleaning personnel will be on hand throughout the school day to disinfect gymnasium, restrooms, water fountains, isolation room(s), nurse's office, playground and front office if necessary
- School building will be disinfected each day after school hours

Contact Tracing: Plans to support local health departments in contact tracing efforts using the protocols, training, and tools provided through the New York State Contact Tracing Program – an initiative between the Department of Health, Bloomberg Philanthropies, Johns Hopkins Bloomberg School of Public Health, and Vital Strategies

Any adult individual entering the school building who is not staff or student will be required to sign in on a Visitor's Log that will identify name, date, time in and time out, reason for the visit, and a contact number should tracing become necessary

Staff is required to provide emergency contact information

Students' confidential contact information is stored in the main office and easily accessible should it become necessary

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- Will be asked to provide documentation from a licensed health care provider stating clearance to return to school

If an individual tests positive but presents with no symptoms, the same guidelines must still be followed

Communication: Plans to share protocols and safety measures taken by the school with all relevant parties including parents/legal guardians, faculty, staff, students and the local community

Saint Pius Tenth School understands that an emergency plan is of no value if there is not a process to communicate properly and to all stakeholders.

Saint Pius Tenth School has a system in place for both regular and urgent communications. All communication is published in English, which is the primary language. Currently, there is no need for translations to other languages; however, should the need develop, we will identify community networks to translate.

All communication regarding policies and procedures for reopening will be overseen by the site leader (Principal)

The School Reopening Plan, once approved, will be posted on the school website and social media platform (Facebook), as well as emailing all families. Those families for whom we do not have an email address on file will receive a hard copy of the plan via postal mail.

Once the school year has opened, consistent and transparent communication, including up-to-date policies and procedures will be shared via the following media:

- Weekly updates included in electronic envelope
- Should the need to transition to Distance Learning, protocol will be activated to communicate changing situations and to support Distance Learning
- "Office Hour" with the site leader/Principal via virtual platform-weekly for the month of September and, every other week beyond, if conditions warrant
- Email and text message updates as necessary
- Parent Advisory Committee
- Television stations, as appropriate if warranted
- Communication will include the following stakeholder groups (not all inclusive):
 - Students
 - Parents/Caregivers
 - School Faculty and Staff
 - Parish Staff
 - Parishioners and Community Members
 - LEAs
- Current updates to policies and procedures will be posted on the school website and social media platforms
- All communication will relate the guiding principles that the health and safety of students, families and staff remain our top priority
- Input from stakeholder groups will be solicited via digital survey and/or virtual community meeting methods as needed

In the event that the school must transition to distance learning, a link to our classroom home learning plans will be available on our website, <https://www.saintpiustenthschool.org/>, as well as notification via email and, if necessary, print.

4. CLOSURE OF SCHOOL FACILITIES AND IN-PERSON INSTRUCTION, IF NECESSITATED BY WIDESPREAD VIRUS TRANSMISSION

Closure includes contingency plans, protocols, and procedures for decreasing the scale or scope of in-person education, and/or closing the school.

Closure triggers: *Identification of the conditions that may warrant reducing in-person education or closing the school, in consultation with state and local health departments, and plan for an orderly closure*

Should the temporary closure of the school building be necessary, students may be dismissed for a period of two days to allow for the gathering of information and for building staff to conduct a deep-clean disinfection and sanitation of the facility. Further determination will then be made.

- The principal, in consultation with the Diocese of Rochester Department of Catholic Schools, Department of Health, and Director of Health for the LEA, will make the determination of whether or not to close the building
- Determinations will be made on a case by case basis

Working in conjunction with the appropriate agencies, the school will closely monitor and seek additional guidance for indicators to assist with the decision-making procedure including cancellation of classes or a transition to Distance Learning

Operational Activity: *Determination of which operations will be decreased, or ceased and which operations will be conducted remotely; include process to conduct orderly closures which may include phasing, milestones, and involvement of key personnel*

The school will work with local Department of Health professionals to assess operational activity

In the event of a school closure, and dependent on the circumstances that precipitate such, an operational determination will be made according to cohort exposure level, infection level and absenteeism.

Students receiving Academic Intervention Services may have the option to continue to attend in-person learning, if conditions allow.

Communication: *Plan to communicate internally and externally throughout the closure process*

Saint Pius Tenth School understands that an emergency plan is of no value if there is not a process to communicate properly and to all stakeholders.

In the event of a school closure, the health of our students, staff and families and the continuation of learning will be a top priority. We will ensure that communication of our plan and the implementation of our contingency plan is made evident and readily available.

In the event of a closure, all currently enrolled families will be notified via email, text, and notification which follows the inclement weather procedure.

Included in that communication will be the required information regarding access to our virtual platforms and the dissemination of necessary medical and health information. In addition to emails sent to all families, a link to our classroom home learning plans will be available on our website, <https://www.saintpiustenthschool.org/>