

JACKSON HEIGHTS SDA SCHOOL

RE-OPENING PLAN 2020-2021

As we continue to monitor the data and plan the upcoming school year, we start with the belief that students are better served in their classrooms, with their teachers and peers. Of course, our top priority will always be the health and safety of students, staff, families, and the community, and that is why we continue to monitor health information very closely. With this in mind, based on CDC guidelines, we have developed a re-opening plan that has three phases;

PHASE	DESCRIPTION
RED	The school can enter this phase multiple times during the school year. The school building is closed based on County, State, or CDC's recommendations.
YELLOW	The school re-opens with caution using a Hybrid Instructional Model of remote and in-person learning.
GREEN	The school building is officially open for instruction.

These phases are fluid depending on how the health data may fluctuate. Our goal in the yellow phase is to add more days of in-person instruction until we eventually can re-open in the green phase. Also, we keep in mind that data fluctuations could also put us back into the red phase. We will consistently evaluate the health information while in the yellow phase as we try to add more days of face-to-face instruction or scale back the days as indicated.

We all recognize that these are extraordinary times. These are multifaceted challenges that require us to be responsive and adaptable. As we continue to monitor the data, we look forward to working with the entire Jackson Heights School Community to meet the needs of our young people and ensure a successful school year.

RED PHASE

A school can enter this phase multiple times during the school year. The School Building is closed based on County, State, or CDC's recommendations.

Shut-Down Protocol:

- The school will follow the instructions of the Governor, or appropriate governmental agency if it is determined that a state shutdown is required.
- Parents will be notified via the Jupiter Learning Management System and the Remind App. Parents may also be notified over the phone
- Online Learning will commence as outlined below until we can move into the yellow phase.

Classroom Instruction:

- Class-wide Instruction is delivered via zoom.
- Grades K-2 Learning Management System is Jupiter/Seesaw.
- Grades 3-8 Learning Management System is Jupiter/Google Classroom.

Grades K-2:

8am-12pm: Students receive class-wide live instruction via zoom.

12pm-1pm: Students break for lunch.

1pm-3pm: Students work one-on-one with the teacher at pre-determined time slots via zoom.

Grades 3-8:

8am-12pm: Students will receive class-wide live instruction.

12pm-1pm: Students break for lunch.

1pm-3pm: Teachers are logged in and available for office hours if students need help with individual assignments they are working on.

YELLOW PHASE

Schools reopen with caution using a Hybrid Instructional Model of remote and in-person learning.

Transportation:

- Parents are responsible for how their child travels to and from school.

Student Arrival/Dismissal

- The school population will attend in-person instruction in two groups:
Grades PK-4: Attend on-campus classes on Mondays and Wednesdays with remote classes on Tuesdays, Thursdays, and Fridays.
Grades 5-8: Attend on-campus classes on Tuesdays and Thursdays with remote classes on Mondays, Wednesdays, and Fridays.
- Upon arrival, students' temperatures will be taken. Any student with a high temperature will be sent home immediately. That student CANNOT enter the classroom. The student can only return to school with a doctor's note.
- If a student becomes ill during the course of the school day, that student will be pulled out of the general classroom and monitored in a containment area. The parents will be notified to pick up their child immediately. The student can only return to school with a doctor's note.

Physical Classroom Set-Up:

- By removing all extraneous furniture from the classrooms, we will be able to keep a 6ft distance between desks.
- Should enrollment exceed the capacity to maintain a 6ft distance within the classroom, the gym will be used as instructional space for core subjects.

Remote Classroom:

Grades K-2:

8am-12pm: Students receive class-wide live instruction via Zoom
12pm-1pm: Students break for lunch
1pm-3pm: Students work one-on-one with teacher at pre-determined time slots

Grades 3-8:

8am-12pm: Students will receive class-wide live instruction via Zoom.
12pm-1pm: Students break for lunch
1pm-3pm: Teachers are logged in and available for office hours if students need help with individual assignments they are working on.

Disinfection:

- Hand sanitizer is available at all entrances to the building and classrooms.
- Teachers will be supplied with wipes and/or other acceptable cleaners for wiping down surfaces throughout the day.

- Common areas (Handrails, bathrooms, door knobs) will be sanitized periodically throughout the day.
 - Frequent Handwashing and/or use of Hand Sanitizer by students and staff.
 - Increased cleaning of all surfaces in buildings.
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Dining/Hallways:

- Students will continue to eat lunch in classrooms and cannot visit other classrooms.
 - Students will have 6ft waiting markers outside of bathrooms and office.
 - Directional arrows for hall traffic patterns
 - Decreased areas of congestion
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Gymnasium/Worship Spaces:

- School-Wide Chapels/Assemblies will take place via Zoom
 - During Gym Class, students will maintain a 12ft distance
 - If Gymnasium is being utilized for core classroom instruction, gym class will be taught online on Fridays.
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Preventative strategies:

- Staff and students must follow face covering order put in place by NYC DOH. Everyone must have their own mask to enter the building. If someone forgets their mask, it will be available for purchase.
 - Students and staff will be provided with face shields.
 - Self- Assessment of symptoms daily at home by students and staff.
 - Limited building access for visitors/volunteers.
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Other:

- Computer room use will be limited.
 - Unnecessary travel domestically and internationally should be avoided. Families will be screened if they have traveled to any areas that have been designated as having a two-week quarantine upon arrival to New York. Those students cannot attend school in the physical building until they have completed their quarantine.
 - Faculty, Students, and Staff should not come to school if they are experiencing COVID-like symptoms.
 - Daily screening questionnaire for faculty and staff reporting to school and a periodical questionnaire for students.
 - Classroom will utilize open windows and doors to the greatest extent possible for increased ventilation.
 - COVID-19 signage regarding public health protection will be posted throughout the building.
 - Visitors access to the building will be restricted.
 - In-person afterschool club meetings are suspended.
 - School facilities will not be used outside of the school day.
 - In the event an individual is confirmed to have COVID-19, the school building will be closed down and we will enter the Red Phase of complete remote learning. The Department of Health will be notified of the individual for contact tracing purposes. The building will be closed down and cleaned according to CDC guidelines.
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GREEN PHASE

The School building is officially open for instruction

Transportation:

- Parents are responsible for how their child travels to and from school.

Student Arrival/Dismissal

- The school population will attend in-person instruction at least four days per week as one group.
- Upon arrival, students' temperatures will be taken. Any student with a high temperature will be sent home immediately. That student CANNOT enter the classroom. The student can only return to school with a doctor's note.
- If a student becomes ill during the course of the school day, that student will be pulled out of the general classroom and monitored in a containment area. The parents will be notified to pick up their child immediately. The student can only return to school with a doctor's note.

Physical Classroom Set-Up:

- By removing all extraneous furniture from the classrooms, we will be able to keep a 6ft distance between desks.
- Should enrollment exceed the capacity to maintain a 6ft distance within the classroom, the gym will be used as instructional space for core subjects.

Remote Classroom:

- Remote classes will be on Friday if necessary.

Disinfection:

- Hand sanitizer is available at all entrances to the building and classrooms.
- Teachers will be supplied with wipes and/or other acceptable cleaners for wiping down surfaces throughout the day.
- Common areas (Handrails, bathrooms, door knobs) will be sanitized periodically throughout the day.
- Frequent Handwashing and/or use of Hand Sanitizer by students and staff.
- Increased cleaning of all surfaces in buildings.

Dining/Hallways:

- Students will continue to eat lunch in classrooms and cannot visit other classrooms during lunchtime.
- Students will have 6ft waiting markers outside of bathrooms and office.
- Directional arrows for hall traffic patterns.
- Decreased areas of congestion.

Gymnasium/Worship Spaces:

- School-Wide Chapels will take place face-to-face as an entire school maintaining a 6ft distance.
 - During Gym Class, students will maintain a 12ft distance.
 - If Gymnasium is being utilized for core classroom instruction, gym class will be taught online on Fridays.
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Preventative strategies:

- Staff and students must follow face covering order put in place by NYC DOH. Everyone must have their own mask to enter the building. If someone forgets their mask, it will be available for purchase.
 - Students and staff will be provided with face shields.
 - Self- Assessment of symptoms daily at home by students and staff.
 - Limited building access for visitors/volunteers.
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Other:

- Computer room use will be increased.
 - Unnecessary travel domestically and internationally should be avoided. Families will be screened if they have traveled to any areas that have been designated as having a two- week quarantine upon arrival to New York. Those students cannot attend school in the physical building until they have completed their quarantine.
 - Faculty, Students, and Staff should not come to school if they are experiencing COVID-like symptoms.
 - Daily screening questionnaire for faculty and staff reporting to school and a periodical questionnaire for students.
 - Classroom will utilize open windows and doors to the greatest extent possible for increased ventilation.
 - COVID-19 signage regarding public health protection will be posted throughout the building.
 - Visitors access to the building will be restricted.
 - In-person afterschool club meetings will be phased in slowly.
 - School facilities will not be used outside of the school day.
 - In the event an individual is confirmed to have COVID-19, the school building will be closed down and we will enter the Red Phase of complete remote learning. The Department of Health will be notified of the individual for contact tracing purposes. The building will be closed down and cleaned according to CDC guidelines
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