



South Bay Junior Academy
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Reopening Plan 2020/2021

The existing public health crisis will make the 2020-2021 school year a requiring meticulous planning to ensure the spiritual, academic, physical, and emotional well-being of our students. As a school led by Seventh-day Adventist principles, we understand that God is our ultimate deliverer and comforter during this time. Our school team prays that we may lead with wisdom, strength, humility, and grace.

School reopening guidelines were recently published by New York State. Upon reviewing these guidelines as well as health guidelines set by the CDC, the following is a working scenario for safely reopening the South Bay Junior Academy campus. After having reviewed student/family needs and conducted a room by room, space by space analysis of the campus to determine occupancy limits (inclusive of six-foot physical distance CDC and New York state requirements), the following evolving plan will serve as a guide.

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I - REOPENING OF SCHOOLS FACILITIES FOR IN-PERSON INSTRUCTION

Communication and Resources for Families

- A key component to the reopening is in providing information to families in order to ensure that they can actively participate in their children's education. Educators, administrators, and parents/guardians will work together to meet the needs of all students as seamlessly as possible as schools reopen in the fall by constantly communicating with each other.
- Communication with parents/guardians and other family members will be provided by email, text, and online at the school website, www.southbayjunioracademy.org
- All parents/guardians must have a working phone number AND email that is checked regularly as well as updated emergency contact information.
- New York State, Center for Disease Control and Prevention (CDC), and Department of Health (DOH) resources pertinent to reopening and school closure will be posted on the school website.
- School resources i.e. the school calendar will be posted on the school website as school communication will be paperless.

Delivery of Instruction

- South Bay Junior Academy (SBJA) will open for on campus instruction, if New York State schools are permitted to reopen. The school will remain open for as long as it is safe and/or permitted by New York State.
- The needs of students and parents will be met by offering both an on campus and remote delivery of instruction. Families can decide which option is best suited to their children.
- Instruction will follow the SBJA traditional hours of instruction of 8:30am to 3pm Monday to Thursday and on Fridays 8:30AM to 1:00PM.
- Friday instruction will be remote learning for all students.
- Non-traditional methods will be included in order to adequately serve online students as well as on campus students -- with upgrades in technology, including providing all students with Chromebooks and additional enhancements to technology used.
- In-person gatherings will be limited as much as possible and tele- or video-conferencing will be used whenever possible. Essential in-person gatherings (e.g. museums, fairs, graduations) will be held in open, well-ventilated spaces with appropriate social distancing among participants.

Prescreening and School Access

- Health and safety will begin at home. All staff and families will be asked to monitor and check their personal health prior to traveling to the campus. If there is an indicator of illness, the staff member and/or student MUST remain at home.
- It will be recommended to staff, students, and essential guests that they prescreen temperature and go through a COVID-19/illness checklist before coming to the building. Staff, students, and any essential guests will be temperature checked and asked to complete a Symptom Screening Checklist.
- A daily pre-arrival screening for all teachers, school staff, and students upon entering the building, will include temperature check using touchless thermometers and supervised handwashing/sanitizing before proceeding to classrooms.
- During school hours access to the campus will be limited ONLY to teachers, school staff, and students. No parents or caregivers will be allowed in the building to drop off, for meetings or bill pay. The only exception for access is for a parent or caregiver to pick up a sick child.
- A communication plan for staff, visitors, families and students with a consistent means to provide updated information will be created.

Social Distancing and Personal Protective Equipment

- On campus occupancy will be limited to 60 persons –students, staff, local resource teachers. Occupancy rules and schedules will be posted and closely monitored especially for bathroom use. (However, no student with an emergency will be denied access.)

- Social distancing at six feet apart will be implemented throughout the campus unless safety or core function requires a shorter distance. Tightly confined spaces will be occupied by only one individual at a time, unless all occupants are wearing face coverings. If occupied by more than one person, will keep occupancy under 50% of maximum capacity.
- Signage will be posted throughout the site to remind personnel to adhere to social distancing rules.
- Classroom desks will be arranged in grid patterns, spaced six feet apart and all facing the same direction.
- Removal of any unnecessary items to maximize space and minimize additional surfaces to be cleaned.
- Student desks, chairs, and personal belongings to be cleaned daily by students.
- Overflow spaces have been designated.
- Hallways will have directional marking for school travel.
- Directional distancing and occupancy signage throughout the school. Social distancing markers using tape or signs that denote 6 ft. of spacing in commonly used and other applicable areas on the site (e.g. health screening stations)
- While every effort will be made to maintain social distancing in our school and on our campus throughout the school year, the situations where there could potentially be a temporary lapse is during school emergency drills, such as lockdowns, fire and bus drills. In the case of disembarking from school buses during inclement weather. Emergency drills will be organized and orderly.
- Disembarking from the bus: 1)students will continue to disembark one at a time; 2)umbrellas will be a part of the school supplies list so students will not feel anxious about rushing from the bus into the building and breaking the social distance rule in their haste.
- A Contact Tracing Log of every person, including workers and visitors, who may have close contact with other individuals on campus will be maintained.
- Masks must be worn by all who enter the building for the duration of being in any campus building.
- Staff will be provided with an acceptable face covering and other PPE at no-cost to the employee and have an adequate supply of coverings in case of replacement.
- Face coverings must be cleaned or replaced after use or when damaged or soiled, may not be shared, and should be properly stored or discarded. A written policy will be sent to staff, families and students indicating the importance of safe PPE. An orientation will be to discuss and demonstrate the requirement of PPE; the proper use of PPE; and appropriate cleaning, storing and discarding of PPE.
- Free-standing electronically enhanced HEPA air purifiers will be used in all classrooms throughout the day and cleaned regularly to assist with better air filtration.
- Windows will be kept open wherever and whenever possible and if safe.

Hygiene

- There will be strict adherence to the hygiene and sanitation requirements from the Centers for Disease Control and Prevention (CDC) and Department of Health (DOH).
- An abundance of school cleaning supplies will be available on campus.
- Signage will be posted throughout the site to remind personnel to adhere to proper hygiene, appropriate use of PPE, and cleaning and disinfecting protocols.
- Sharing of objects will be limited and touching of shared surfaces will be discouraged; or, when in contact with shared objects or frequently touched areas, gloves will be worn (trade-appropriate or medical).
- The principal will be responsible for maintaining a Daily Cleaning Log for the facility. The log will be kept in a visible area of the supply room and digitally.
- Hand hygiene stations for personnel, including handwashing with soap, water, and paper towels, or an alcohol-based hand sanitizer containing 60% or more alcohol for areas where handwashing is not feasible will be provided and maintained.
- There will be hand sanitizer at every main entrance, in all classrooms, at all copiers/printers, and at every sink. Hand soap will be in every restroom and at every classroom sink. Every student will be required to have a personal supply of hand sanitizer.
- Touchless faucets and paper towel dispensers should be installed in all restrooms.

- Regular cleaning and disinfection of unavoidable shared objects and surfaces, as well as high transit areas, such as restrooms and common areas, will be completed.
- The custodian will clean all areas daily; staff will perform cleaning duties of their classroom surfaces and personal items; where appropriate students will clean their personal belongings daily.
- Time will be designated at the end of every school day, dedicated to students packing up and cleaning of personal student spaces. These areas will be additionally cleaned by staff.

Nutrition and Hydration

- Lunch will be served in classrooms. Sandwich and cold lunches will be encouraged to avoid microwave/heating contact.
- Students will be responsible for bringing drinking water to school in large water bottles. Water coolers will not be used. The water bottle MUST be taken home daily for cleaning.

Social Emotional Well-Being

- Strengthen relationships with staff in order to cultivate a positive work environment.
- Develop and continue to enhance a supportive environment for students and families.
- Student mental health will be addressed through counseling, motivational activities, and as part of the Bible, physical educations and health class curriculums.
- Student mental health resources will include prayer, Bible, books, videos, online resources, counselors, pastors, social workers, college graduates, retirees, Youth Department members --via ZOOM.
- Staff mental health will be addressed through seminars, counseling, motivational activities, and as part of the Bible, physical education, and health class curriculums.
- Staff mental health resources will include prayer, Bible, books, videos, online resources, seminars and counseling provided by the Greater New York Conference, Atlantic Union Conference, and North Atlantic Division --via ZOOM.
- After every subject, students will be taken outside for a few minutes of fresh air. Umbrellas will be on the school supply list to facilitate even in the event of inclement weather. Female students will be allowed to wear uniform pants as additional protection from inclement and cold weather.

Attendance

- Attendance is a legal document and will be taken daily. Remote learner attendance will be taken daily and for every class.
- Allegations may be warranted when a custodial parent(s) or guardian(s) fail(s) to ensure that a student's prompt and regular attendance.
- If a student should become sick and cannot attend school physically or remotely the student will be marked absent.
- If a student is home from school as a cautionary measure and in good health, the student can attend school remotely and will be marked present.
- Remote learning will be available for all students.
- Chromebooks will be provided to every student to ensure that all have access to online platforms and resources.

Student Learning and Students with Special Needs

- Hybrid in-person student learning will be available for all students with the option of on campus or distance learning.
- ALL students must be in class in required uniform DAILY on site or remote learning.
- All students must be in class and visible on screen for all classes DAILY.
- Services for students with IEPs and any special needs will continue in partnership with Babylon School District on campus

- Morning devotion and Bible class will serve as learning and community time to promote positive conversations and sharing towards a healthy well-being and mindset.
- All assessments at school, Conference, state levels will be online.
- Student resources will be kept at home (remote learners) or school (onsite learners) and most homework will be online to limit cross-contamination of materials.
- Students will have individual materials for all resources and supplies to eliminate sharing.
- Students will receive daily and rigorous instruction that meet the standards set by the school curriculum.
- Appropriate units of study will be provided to ensure that students achieve learning standards.
- Individualized project and theme-based activities will continue across all grades and subjects to enhance the learning experience and reinforce concepts. Digital and non-digital options will be developed.
- Digital –chapel, field trips and travel excursions; fairs; and special events/activities to boost student spirit and morale.
- Outdoor physical education for on campus students with modifications to allow remote learners to participate from home.

II - MONITORING

Various attendance, checklist and logs will be used and maintained to provide traceable data that will allow monitoring of illness or infection as well as contact tracing.

- Student Attendance
- Symptom Screening Checklist
- Contact Tracing Log
- Daily Cleaning Log

III - CONTAINMENT TO PREVENT SPREADING OF THE DISEASE IF INFECTION IS DETECTED

- If staff or students test positive for COVID-19, the school will immediately notify state and local health departments and cooperate with contact tracing efforts, including notification of potential contacts, such as workers or visitors who had close contact with the individual, while maintaining confidentiality required by state and federal law and regulations.
- The principal will be responsible for notifying state and local health departments.
- The principal's office will serve to house students who await pick up after failing the screening process and/or exhibit COVID-19 symptoms. This will limit exposure and be as close to the main exit for pick-up.
- In the event of a positive case there will be a plan for cleaning, disinfection, and contact tracing.
- The infected area will be inaccessible and cleaned 48 hours after contamination to protect the cleaning staff. Disinfecting products such as Clorox bleach, Lysol disinfecting wipes, Lysol foaming disinfectant spray, Lysol disinfectant spray. They will be bulk ordered online.
- Should staff or students test positive for COVID-19, the daily attendance on campus logs will be used to inform close contacts that they may have been exposed to COVID-19.
- The logs will be available in the principal's office and digitally. Close contacts who may have been exposed will be individually contacted by phone to ensure confidentiality, address concerns, identify areas of need and link to appropriate resources.
- Should a staff member or student become infected with COVID-19 school will close for a minimum of 14 days to allow the minimum quarantining of all staff and students. Instruction will continue remotely.

IV - Closure If Infection Cannot Be Contained and/or Required by the State or Local Department of Health

- If infection on campus cannot be contained the onsite school will close.
- If the State or local health department requires that SBJA or schools should close, the onsite school will close.
- A continuity of learning will be available should schools close in response to any public health crisis.
- The remote learning program will be made available to all students.

As we endeavor to meet the academic needs of our students with this evolving guide, we thank you in advance for your patience and understanding. To ensure that we stay up to date on the guidance that is being issued by the State, we will consult the NY Forward website at forward.ny.gov and applicable Executive Orders at governor.ny.gov/executiveorders on a periodic basis or whenever notified of the availability of new guidance. There is not a perfect scenario for any of us. Working together with respect and compassion, we can experience a school year that is productive, successful, and even fun. Together, let us, "Train up a child in the way he should go: and when he is old, he will not depart from it." (Proverbs 22:6)

The Bible Our Guide. Forward in His Name.

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