



BROOKLYN SEVENTH-DAY ADVENTIST SCHOOL
1260 OCEAN AVENUE, BROOKLYN, NEW YORK, 11230
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July 10, 2020

Reopening of School for In person Instruction

Background

The Brooklyn SDA Elementary school is a religious private Pre K – grade 8 school located at 1260 Ocean Avenue between Glenwood Road and Avenue H. We closed on March 12, 2020 due to the COVID-19 pandemic after a meeting with the all stake holders. Parents were notified. Students were sent home with packages until faculty and staff made decisions regarding distance learning. Virtual instruction began March 16 until we closed on June 17. All graduation exercises were done virtually.

August 25 is expected to be our first full day of school.

School Facility: Safety & Sanitation

- School facility will be sanitized and cleaned in preparation for the start of school.
- Sanitizing and cleaning of desks, rails, door knobs and chairs will be done between sessions and overnight.
- Plexie glass screen is mounted at the business office.
- Sneeze glass has been set up in principal's office.
- Head shields were procured for faculty and staff.
- Face masks were procured for teachers and students.
- Additional PPEs have been procured for staff and students.
- Parents were asked to provide face masks, hand sanitizer, wipes and gloves for their children.
- Hand sanitizer dispensers were installed in the hallway throughout the building. Dispensers will be placed in all classrooms.
- Adequate soap, water and paper towel will be available as usual. Hand washing signs will be posted as a reminder to encourage appropriate hygiene.

- Teachers will have personal hand sanitizers on the desks in each classroom.
- Floor markers will be placed throughout the building to maintain social distancing.
- Face covering is mandatory for entry in the building.
- Face coverings must be worn by students, teachers, parents and everyone who enters the building at all times.
- Excess desks and chairs that will encourage crowding will be removed.
- Temperature checks will be done before students and adults can enter the building by staff. If a fever is detected individuals will not be allowed in the building.
- A daily log is kept of visitors who are allowed in the building. This will help with tracing.
- If someone develops a temperature during the day they will immediately be isolated and then sent home. Anyone who was in close proximity to the individual will be asked to see a medical professional or their doctor to get tested and go into quarantine for 14 days before they can return.
- The class or group of students and teacher with the sick individual will be asked to quarantine for 14 days and continue with distance learning until it is safe to return to school.
- Parents are expected to keep children home if they have a cold or fever.
- No cooking will be done in the facility. Students will bring their own lunch and snack with them. If we have extended day school. They will leave at the end of the shift. Students will be allowed to eat in their classrooms while waiting to be picked up and or eat when they arrive home.
- Students on the second shift can bring their lunch with them or eat before they arrive. There will be no after school. Students must be picked up at the end of a shift. A supervised area will be made available for extenuating circumstances or special arrangement.
- The conversation regarding the reopening of school began with parents by memos and individually. The final decision will be shared with parents.
- All stake holders were included in the discussion and the final copy of this document will be shared with everyone.

What will Instruction Look Like

Blended Learning / Hybrid:

- Students learning 5 days a week
- Mix of in-person and remote learning

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Options:

1. Distance Learning Only: Monday – Friday
2. Distance Learning with one day per in school instruction per room.
 - Parents were asked to procure electronic gadget for their children and obtain Wi-Fi in their homes.
3. Extended day instruction for 3 days each week Tuesday – Thursday and distance learning on Monday and Friday. The first session will start at 7:30 AM – 11:00 AM There will be a 90 minutes break to sanitize before the next session begins at 12: 30 PM – 4:00 PM
 - Session 1: Grades Pre- k / K , 1, 3, 5, 7
 - Session 2: Grades 2, 4, 6, 8

If a parent requests distance learning only we will make accommodations for that child or children.

Transportation

Some students use public transport- buses and train. Other students walk or are dropped off or picked up by parents.

Mental Health

The Seventh-day Adventist church religious organization of which our school is affiliated provided several webinars and training to help us with mental health issues that are identified for students, faculty, staff and parents. Our Pastors, chaplains and counselors within our organization are available to help us as needed.

Communication

Preliminary information was communicated to parents, students and all the stake holders through email and zoom meetings. Zoom email and phone calls are the preferred methods of communication. We will continue to share protocols and safety measures with all relevant parties.

Conclusion

The final decision as to what will happen will be based on the recommendations by the CDC, the State and the city.