

Frank Fowler Dow School No. 52
Reopening Plan 2020-2021



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As per Governor Cuomo and the New York State Education Department document on *Recovering, Rebuilding, and Renewing: the Spirit of New York's Schools Reopening Guidance from July 13, 2020*. This document details how School #52 plans to reopen the school building safely. *The safety and health of all of our students and staff is our number one priority.*

General Information
<p>PreK-4th Grade students will have a hybrid model.</p> <ul style="list-style-type: none">▪ Classes will be split into two groups.▪ Group A will report for in-person instruction on Monday and Tuesday, with distance learning on Wednesday, Thursday, and Friday.▪ Group B will report for in-person instruction on Thursday and Friday, with distance learning on Monday, Tuesday, and Wednesday.▪ Wednesday will be a planning/PLC day, while the building is deep cleaned. <p>5th and 6th Grade students will follow a distance learning plan.</p> <ul style="list-style-type: none">▪ Monday, Tuesday, Thursday, and Friday will be distance learning.▪ Wednesday will be a planning/PLC day, while the building is deep cleaned.
Communication/Family & Community Engagement
<ul style="list-style-type: none">▪ Information will be communicated, in multiple languages, with families in August 2020.▪ Weekly/Monthly updates will be shared with families through Facebook (Frank Fowler Dow, School #52), Twitter (@rcsdschool52), Class Dojo, robocalls, and newsletters.▪ Virtual PTO Meetings will be held to discuss Reopening Procedures and Policies.
Health and Safety
<p><i>Health Checks</i></p> <p><i>ALL staff and students will be temperature checked before entering the building.</i></p> <p>Staff:</p> <ul style="list-style-type: none">▪ ALL staff must enter through the Exit 1 doors and have their temperature checked before going beyond the main vestibule.

- Staff may begin to enter the building at 8:00 am.

K-4th Grade students:

- There will be assigned staff members taking temperatures each morning at Exit 4 (for grades K-2) and Exit 1 (for grades 3 and 4).

Pre K students:

- Pre K will enter through Exit 3 at 9:15 am (morning group) or 12:15 pm (afternoon group).
- Only students will be allowed to enter the building after having their temperature checked.

Staff will complete an online screening questionnaire daily (electronically) before reporting to work.

Screening questionnaire determines whether the individuals has:

- Knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had symptoms of COVID-19.
- Tested positive through a diagnostic test for COVID-19 in the past 14 days.
- Has experienced any symptoms of COVID-19, including a temperature of greater than 100 degrees in the past 14 days.
- Has traveled internationally or from a state with widespread community transmission of COVID-19 per the NYS Travel Advisory in the past 14 days.

Social Distancing

We will maximize social distancing whenever possible.

Students and staff will remain 6 feet apart as much as possible.

Floors and sidewalks will be marked for social distancing.

Management of Ill Persons

Anyone showing signs or symptoms of COVID-19 will be isolated until they can be sent home.

The isolation room will be located in the art room, down the stairs from the nurse's office.

Any staff member or student with a fever of 100 degrees or greater will be isolated until they can be sent home.

- The most common symptoms of COVID-19 include:
 - Fever or chills (100 degrees Fahrenheit or greater)
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headaches
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrheas
- It is strongly recommended that all staff are educated to observe students or other staff for signs of any type of illness such as:
 - Flushed cheeks
 - Rapid or difficulty breathing
 - Fatigue or irritability
 - Frequent use of the bathroom

Any students/staff exhibiting any of these symptoms should be seen by the school nurse.

Returning to school:

If a person has NOT been diagnosed with COVID-19, he/she can return to school:

- Once there is no fever (without the use of fever reducing medicine) and have felt well for 24 hours.
- If he/she has been diagnosed with another condition and has a healthcare provider written note stating that he/she is clear to return.

If a person has been diagnosed with COVID-19, he/she should not return to school and should stay home until:

- It has been at least 10 days since the first symptoms.
- It has been at least 3 days since a fever (without the use of fever reducing medicine).
- It has been at least 3 days since symptoms improved (including coughing and shortness of breath).

Health Hygiene

Correct handwashing will be taught to students and reinforced throughout the day.

Bathroom:

- Students will use the bathroom one at a time.
- Grade level teams will work together to create a bathroom schedule in order to reduce the number of students using the restroom at the same time.
- Bathrooms will be cleaned periodically throughout the day.
- Students/staff will be expected to wash hands following specific guidelines.
- Signage will be displayed by sinks.
- In each hallway, one of the two sinks will be closed for use in order to maintain social distancing guidelines.

Face Coverings

ALL staff and students MUST wear a face covering when moving around the classroom and the building or within 6 feet of others.

Cleaning and Disinfecting

All areas of the school will be cleaned daily. Spray bottles will be available for staff members to utilize.

Facilities

Physical Footprint/Utilization of Space

All areas of the building will adhere to guidance.

Classroom Seating:

- Students' desks must be 6 feet apart (side by side).
- All students should be facing forward.
- Students are only allowed to work at their designated space.
- Students will not share any materials.
- Rugs will be rolled up and stored.

- Small group tables (horseshoe/ kidney) will be removed and stored.
- Student spaces will be cleaned daily.
- Student materials will be switched out after Group A finishes, and before Group B attends.
- Students will have an individual bag for their materials.

Hallways:

- Social distancing will be in effect in hallways.
- There will be designated staircases for up only and down only.
- Students and staff must wear face masks at all times in the hall.
- Up only staircases- Exit 1 and Exit 4 (from café to 1st floor only)
- Down only staircases- Exit 5, Exit 2 and Exit 4 (from 1st to 2nd floor only)
- Staff and students will move single file in hallways and stay to the right-hand side

Elevator Use:

- Elevators should be used only when absolutely necessary.
- Only three people are allowed on an elevator at a time.
- Face coverings must be used while in the elevator if more than 1 person is present.

Student Belongings:

- Students' personal belongings will be kept in student cubby.
- Students are allowed to put away or retrieve their belongings one at a time.
- Students' instructional belongings will be stored in individual bags that will be stored in cubby when students are not in-person.

Fire and lock down drills

- Must still be conducted- should plan for social distancing measures.
- More information is available in the Staff Handbook.
- More information about safely practicing these drills will be forthcoming.

Plumbing Facilities

- Students will have access to drinking water.
- Bottle fillers on drinking fountains will be operational and available.
- Spouts will be fully covered and unavailable for use.

Main Office

- Only students and staff will be allowed past the main office.
- No other visitors/volunteers will be allowed in the building.
- Plastic safety dividers will be installed on the front desk of the main office.
- Masks must be worn by visitors when entering the office.

Building Hours

- Staff can enter the building between 8:00 am and must exit the building no later than 4:15 pm in order for the building to be thoroughly cleaned.

Child Nutrition

Breakfast

- Breakfast will be served to all students in the classroom.
- Cafeteria staff will deliver student breakfast to all classrooms before students arrive to school.

- Students will eat at their assigned seat.
- Students will get up one at a time to throw away garbage.
- Hands will be washed/sanitized before and after breakfast.

Lunch

- Lunch will be served to all students in the classroom.
- Cafeteria staff will deliver student lunches to all classrooms.
- Students will eat at their assigned seat.
- Students will get up one at a time to throw away garbage.
- Hands will be washed/sanitized before and after breakfast.

Pre-made breakfast and lunches will continue to be available to all our students at all our High School Distribution Sites from 9 am to 1 pm Monday through Friday for any student that is not on site for instruction.

Transportation

The school bus is an extension of the classroom.
Transportation will have guidelines for seating, etc. on the bus.
Social distancing, cleaning, and face coverings will be required.

Arrival

Bus Riders:

- Students will be let off the bus one bus at a time.
- Students will adhere to social distancing (6 feet apart) prior to entering the building. Walkways will be labeled for social distancing.
- Each student will have their temperature checked before entering the building.
- Once in, students will walk down the hall and use the “Up only” staircase (Exits 1 and 4).

Walkers:

- Students who are dropped off will enter through Exit 1 or 4
- While waiting to enter, social distancing will be followed.
- Each student will get their temperature checked before entering the building.
- ONLY students will be allowed into the building.

Late Arrivals:

- Students are considered late starting at 9:15 am.
- Students arriving after 9:15 am will be signed in and provided a late pass.
- Students who are later than 9:15 am to school will enter through the main office.
- Students will have their temperature checked before being allowed into the main building.

Dismissal

Bus Riders:

- Students will get their belongings one at a time.
- Classes will follow social distancing guidelines while walking down the hallways.
- Classes will be dismissed by grade level.
- Classes will use the “Down only” staircases while walking to the bus loop.
- Students board busses, following transportation guidelines set by bus drivers.

Students who get picked up:

- Students will be escorted to parent pick up area by a teacher.

Early dismissal:

- All parents will enter through the main office.
- Office staff will call for the student.
- Parent/student will exit through the main office doors.

Social Emotional Well-Being

“Social emotional well-being must be schools’ and districts’ top priority in supporting school transitions, not at the expense of academics, but in order to create the mental, social, and emotional space for academic learning to occur.”

Connect time

- Students’ social/emotional needs are at its greatest.
- Each day, teachers will spend time connecting and relationship building as a group.
- The PBIS team and Social Worker will be available to support.
- The School Social worker, Parent Liaison and administration will support families.
- All SEL support structures already in place will be used to support as needed.

School Schedules

In-person Instruction and Distance Learning Instruction:

PreK-4th Grade:

- Students will attend in-person following a Group A and a Group B schedule.
- Group A students will attend in-person instruction on Monday and Tuesday with distance learning occurring on Wednesday, Thursday, and Friday.
- Group B students will attend in-person instruction on Thursday and Friday with distance learning occurring on Monday, Tuesday, and Wednesday.

5th and 6th Grade

- Students will participate in distance learning Monday, Tuesday, Thursday, and Friday.

No students will report in person on Wednesdays.

Staff will report to the school building Monday-Friday.

Schedule

- 9:00-9:15 daily will consist of arrival, breakfast, and connect time. (See arrival procedures.)

Distance Learning platform

- Teachers in grades Pre K-4th will continue to upload weekly distance learning opportunities for students by Monday mornings.
- Teachers in grades 5th and 6th will update daily (Monday, Tuesday, Thursday, and Friday).

Attendance and Chronic Absenteeism

Teachers will be required to take attendance.

- In person attendance. All attendance procedures are outlined in the Staff Handbook.
- Social distancing attendance/participation.

Chronic Absenteeism

- The Attendance Team will continue to meet weekly in order to monitor students' engagement levels. The team will identify students that need support and work with staff in connecting for engagement.

Technology and Connectivity

Staff will conduct surveys with families to gather information of specific technology available for student use.

The district has provided Chromebooks for all students in grades 5-12.

Staff will provide distance learning opportunities that consist of technology-based activities as well as non-technology based activities.

Ipads/Chromebooks in the classroom

- Items must be cleaned between uses by each student.
- No sharing of electronics is allowed until they have been properly cleaned.

Teachers will be expected to use technology to provide new learning, enhancing learning and creating rigorous learning (LINC resources).

Teaching and Learning

Teaching and Learning Goals

- We will provide clear opportunities for equitable instruction for ALL students.
- We will maintain continuity of learning using instructional models (in person, remote, hybrid).
- We will provide standards-based instruction.
- Substantive daily interaction will occur with teacher to student and student to teacher.
- We will provide clear communication of plans with families.

Specials

- Art and Music will come to the classroom to provide instruction.
- All materials used will be cleaned between each student use.
- Physical education will be held in the gymnasium.
- Library will come to the classroom with a selection of books for check out.
- Students must be 12 feet apart at all times during physical education.
- All equipment must be cleaned between classes.

Teaching Materials

- Staff should consider creating a bin or cart with teaching materials (teachers guides, plan books, etc.) that can be easily mobile.
- Access to classrooms may be limited on Wednesdays in order for deep cleaning to occur.

Special Education

- All ASD students will follow the same A/B day pattern as the general education students.
- No class on Wednesday.
- Documentation will be kept on students' IEP goals.
- Communication with families is necessary.
- More information will come during CSE meetings.
- Related services will follow social distancing guidelines.
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ENL Students

- Communication to families must be in their preferred language.
- ELL students will receive services in person on the days in school, and remotely when home.
- Spaces for services will follow social distancing guidelines.

Staff

- Each staff member must swipe their own badge before entering the building. Every badge needs to be swiped for monitoring (that means no holding the door for each other!) If you need a new badge, please notify Plant Security, 336-4160.
- By each staff member swiping their badge, the district is able to monitor which staff is in which building (in order to report any potential spreading).