



**Reopening Plan**  
**Immaculate Conception School**  
**2021 – 22**

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## **Introduction**

With the start of the school year only weeks away, ICS has been busy planning for what the school will look and feel like for our students, staff, and families. Ensuring the health and safety of our school community continues to be our priority as we plan for the 2021 – 22 school year.

***We are committed to ensuring health and safety for all so that we do not contribute to the number of new COVID-19 cases.***

We are committed to our guiding principles:

- **Maintain the health, wellness, and safety of the entire school community**
  - Flexibility for our most at-risk students, staff, and families
  - Compliance with social distancing recommendations and PPE as required
  - Preparedness for responding to local and state orders
- Commit to developing equitable and innovative re-opening approaches that meet the academic and social-emotional needs of all students
- Support all staff to adapt and respond to the instructional and operational needs of all stakeholders

## **Physical Environment – Safety Protocols**

- Each classroom will be provided with hand sanitizer and disinfecting wipes
- All employees will be trained to follow health safety protocols
- No-touch thermometers will be used for temperature screening
- Health screenings for anyone entering the building
- System to signify students who have had their daily screening
- Modified cleaning schedules to ensure spaces have been sanitized and disinfected multiple times per day; a deep cleaning of the school once per week
- Cleaning logs will be kept
- Visitor logs will be kept
- Signs promoting proper health and safety protocols will be placed throughout the school

## **Health and Safety Protocols**

These protocols will be in place to minimize the exposure and spread of COVID-19 to students and staff: Such as, managing student and staff arrivals at school, maintaining safe social distancing, and increasing other healthy habits while in school buildings. To do this we will:

- Provide hand sanitizer stations
- Arrange classrooms to ensure proper social distancing
- Provide facial coverings to students, staff, service providers and approved visitors if they do not have one
- Place markings demonstrating 6-foot social distancing in all common areas and walkways
- Disinfect commonly used surfaces and areas frequently
- Promote frequent 20-second hand washing practices among staff and students
- Exercise coughing/sneezing etiquette
- Identify an isolation space for students who become ill with COVID-19 related symptoms and must wait to be picked up
- Require students and staff to stay home if they, or anyone in their household, have tested positive for COVID-19 and/or are showing any symptoms
- Students will be dismissed in small groups (possibly staggering of times to allow for proper social distancing)
- Doors and window may be left open to allow for more ventilation

## **Masks**

- a) In accordance with the Commissioner's determination issued pursuant to 10 NYCRR 2.60, all students, personnel, teachers, administrators, contractors, and visitors must wear masks at all times indoors, regardless of vaccination status.
- b) People with medical or developmental conditions that prevent them from wearing a mask may be exempted from mask requirements, as documented by a medical provider.
- c) People do not need to wear a mask when eating, drinking, singing, or playing a wind instrument; when masks are removed for these purposes, individuals must be spaced 6 feet apart. Students will not be excluded from in-person learning in order to meet a minimum distance requirement.
- d) All mask requirements will be applied consistently with any state and federal law.

### **If Students or Staff become ill with Symptoms of COVID-19 at School**

- Report any illness immediately to the Health Department (aid in contact tracing)
- Students awaiting transport home will be isolated in a room separate from others with a supervising adult; appropriate PPE will be used (Multiple students suspected of COVID-19 may be in this isolation room as long as they can be separated by 6 feet.)
- Students will be escorted from the isolation area to the parent/guardian
- The parent/guardian will be instructed to call their healthcare provider or follow up with an urgent care center
- The area used by the student will be closed off until cleaning and disinfecting has occurred; (we may need to wait up to 24 hours)
- Once the area has been appropriately cleaned and disinfected it can be reopened for use
- <sup>1</sup>Individuals without close or proximate contact with the person suspected or confirmed to have COVID-19 can resume school activities after cleaning and disinfecting

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<sup>1</sup> In general, a "close contact" is anyone who was within 6 feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period.

## **Physical Distancing**

Because of the importance of in-person learning, we will implement physical distancing to the extent possible within our building consistent with the following:

- a) A distance of at least 3 feet between all students.
- b) A distance of at least 6 feet when possible.
- c) Universal masking in accordance to the Commissioner's masking determination issued pursuant to 10NYCRR2.60 for indoor settings. Should there be a time when the determination for universal masking in schools is lifted, masking must occur when physical distance cannot be maintained.

## **Physical Education and Recess**

In general, people do not need to wear masks when they are outdoors (e.g. participating in outdoor play, recess, and physical education activities). The CDC recommends those who are not fully vaccinated to wear a mask in crowded outdoor settings or during activities that involve close sustained contact with others. The Commissioner's determination for masking applies to indoor settings, including physical education that takes place in gymnasium or indoor recess (such as takes place during inclement weather). For indoor physical education activities in which masking is not possible (e.g., swimming), a minimum distance of 6 feet must be maintained to deviate from the above referenced Commissioner's determination.

## **Quarantine and Close Contact**

Consistent with the CDC guidance, all "close contacts" with someone with COVID must quarantine unless they are fully vaccinated. People who are fully vaccinated do not need to quarantine unless they also present possible symptoms of infection; however, they should be tested 3 – 5 days after exposure. However, in the P-12 indoor classroom setting, the CDC specifies that students who were within 3 to 6 feet of an infected student where both students were engaged in consistent and correct use of well-fitting masks are not considered close contacts.

In accordance with 10 NYCRR 2.13, the Allegany County Health Department may establish and enforce isolation or quarantine orders.

## Returning to School after Suspected Signs of COVID-19

1. According to the Commissioner's testing determination issued pursuant to 10 NYCRR 2.62, all students, teachers, and staff with new or worsening symptoms of COVID-19 **must** be excluded from school, regardless of vaccination status, and either (a) provide a negative COVID test result, or (b) remain excluded from school for a minimum of 10 calendar days from symptom onset, prior to returning to school. If student, teacher, or staff symptoms are improving **AND** they are fever free for at least 24 hours without the use of fever reducing medicines, they **may return to school** with either a note from the healthcare provider indicating the test was negative **OR** a copy of the negative test result.

## Possible Symptoms of COVID-19

- Fever (100 or higher)
- Chills
- Coughing
- Shortness of breath
- Difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

## Emergency Signs

We will also be observing students and staff for signs of any type of illness such as:

- Trouble breathing (without recent physical activity)
- Persistent pain or pressure in the chest
- New confusion
- Inability to stay awake and/or irritability
- Bluish lips or face
- Flushed cheeks
- Frequent use of the bathroom

COVID-19 affects different people in different ways. Infected people have a wide range of symptoms reported – from mild symptoms to severe illness. Symptoms may appear 2 – 14 days after exposure to the virus.

## **Health Screening Questionnaire**

We are no longer required to do temperature checks or a health screening questionnaire. As such, we are asking parents to monitor their students' health conditions. It is our expectation that everyone at ICS will follow the "Stay Home When Sick" guidance.

## **Transportation**

Students who are bused to ICS must follow the transportation guidelines set forth by the district that is providing this service

## **Communication**

- Reopening plan will be posted on the school website and social media site
- A copy of the plan will be kept on file in the main office
- The plan will be included in the newsletter
- Signs posted around the school
  - o Hand washing
  - o Coughing and sneezing
  - o Masks required
- Frequent reminders will be sent home regarding not sending students to school if they are sick as well as completing the health questionnaire
- Updates will be posted to the school website, social media and we will use School Messenger

## **Meal Service**

- Food service staff will have temperature checked and complete the health screening every day
- Facial coverings and gloves will be worn during preparation and service
- Hand washing for 20 seconds before and after meal service (hand sanitizer may be used)
- Social distancing will take place during meal service
- Students will not be allowed to share food
- Tables will be cleaned and sanitized before and after each meal service
- If needed we will consider options such as serving bag lunches or delivering meals to classrooms
- We will take all precautions necessary to ensure students with food allergies remain healthy and safe



## Teaching and Learning

ICS will ensure that we are ready to smoothly transition between in-person teaching and learning or at-home learning as our COVID-19 conditions warrant. To keep students and staff safe while at school, health screening and social distancing measures will be put in place. This may include asking students and staff to wear facial coverings.

- Our goal is to have full-time in-person learning. We will take all the precautions listed to ensure the health and safety of everyone
- Curtailment of field trips (teachers will be encouraged to try and find virtual field trips)
- Only small groups will be allowed on the playground; hand sanitizing will take place before use and strict handwashing after playground use
- All toys and manipulatives must be cleaned twice per day. Anything that is not easily cleaned should not be used
- PE classes are encouraged to be outside as much as possible
- If there is a need for a hybrid instructional model, we will make sure its implementation will be what is best to meet the needs of our students
- In the event of a closure we will offer virtual learning for our students for the duration of time that we are not in the building for in-person learning
  - o The learning management system we will use is **Microsoft Teams in grades 5 – 8, and Seesaw in grades PK - 4**
  - o The office will remain open

## Social and Emotional Well-being

- In cooperation with Catholic Charities, we will work to ensure the social and emotional well-being of our school community. There will be a focus on interventions, education to students, staff, and families of at risk behaviors as well as other community agencies.

## **Attendance and Chronic Absenteeism**

- Increased vigilance as to reasons for absences from school must occur
- Parents are expected to report all student absences and reason for absence
- In the event of a closure, we will create a plan that allows for us to keep track of student attendance during virtual learning.
  - o We will remain flexible as we understand that schedules, technology, and other barriers may cause issues with connecting with students
- We will remain highly flexible in our requirements for high risk individuals and meet to discuss options to allow this population to continue to teach and learn

## **Technology & Connectivity**

Technology has become a large part of the educational process and will be used in each of the three instructional models.

- In the event of a closure, students will be provided with a device that will allow them to complete any and all virtual learning requirements.
- We will look into expanding access from the school to our students
  - o This may mean that students can gain access in the school parking lot
- For those students living in other districts, we will work with their home district to allow for the use of their internet access on our devices.
  - o This may eliminate connectivity issues and allow students to connect with their teachers regularly

## **Special Education**

We will follow the mandated IEP/504 requirements and only change them through the CSE process. Occasionally Special Education students may require a different model to meet their needs.

- Must continue to meet IEP/504 requirements
- Provide related services in a model as close to traditional as possible
- Develop a contingency plan if an extended closure is required

## **Other Recommendations**

### **Athletics and Extracurricular Activities:**

Both play an important role in student life and the school community. During the COVID-19 closure, students were unable to participate in and enjoy these social activities. Our goal will be to bring these activities back provided we can accomplish this in a safe environment with proper social distancing protocols. We will continue to follow the guidelines regarding athletics and extracurricular activities set forth by the NYSDOH. We may also consider activities that could be done remotely.

### **Emergency Drills**

We will continue to conduct standard operations and procedures to the best of our ability without deviating from current requirements. Education Law and regulation requires Fire (evacuation) Drills and Lockdown Drills. They are no exceptions.

### **Student Teachers**

We will continue to work with local colleges and accept student teachers into our school. They will be made aware of our reopening plan and will follow all of the same guidelines as if they were a full-time member of our school.

### **Contact Tracing**

In the event of a positive test, ICS in conjunction with the Allegany County Health Department will begin contact tracing procedures. The contact person for this will be Rich Seigel, Principal at ICS.

### **After Care Program**

ICS will continue to offer its after school care program. Every precaution listed in this reopening plan will be followed

### **Visitors**

At this time we are asking any visitors to the school to schedule an appointment

## **Reopening Committee**

Richard Seigel – Principal (point of contact)

Julie Willson – Administrative Assistant

Vicky Mattison – Parent

Annie Benz – Parent

Carol Gardner – Teacher

Dave Wlodarczyk – Teacher

Becky Catino – Teacher

Heather Niedermaier – Teacher

Heather Francisco - Teacher