

Holy Ghost Lutheran School 2020 Reopening Plan: Clarifications and Answers to Popular Questions

*** new information (8/26) in italics and blue text*

Drop Off Process:

- **Timing:** *Morning drop off will begin at 8:00AM and run through 8:30AM*
- **Car Drop off Details:**
 - *Use the car line process (Washington Street to driveway loop)*
 - *One car will unload at a time*
 - *Students from that vehicle will undergo temperature screening and screening questions*
 - *If students pass screening, they will enter the school*
 - *If students do not pass screening, they will get back in the car and will be taken home*
- **Bus Drop off Details:**
 - *Bus drivers will NOT be doing any screening*
 - *Bus will unload students*
 - *Students from that vehicle will undergo temperature screening and screening questions*
 - *If students pass screening, they will enter the school*
 - *If students do not pass screening, their parent/guardian will be contacted to arrange pick -up*
 - *Student will wait in isolation area until their parent/guardian picks them up*
- **Latchkey Drop off Details:** *(all students will be dropped off at school)*
 - *One car will unload at a time*
 - *Students from that vehicle will undergo temperature screening and screening questions*
 - *If students pass screening, they will enter the school*
 - *If students do not pass screening, they will get back in the car and will be taken home*

Pick-Up Process: (no change)

School Orientation:

- **Dates:** *September 1 & 2 by appointment*
- **Appointments:** *Each family should have received a call from your child's teacher to set up an appointment for their School Orientation/Drop Off time.*
- **Screening:** *All students and parents will be required to undergo our temperature screening process prior to entering the school building*

- **Purpose:**
 - Question and Answer with classroom teachers
 - Explore the classroom space
 - Learn more about specific classroom schedules, curriculum, etc.
 - Take your “First Day of School” photos!

ReOpening Policies:

- **Partnering with Parents:** We will need parents to partner with us to create and sustain a safe and healthy learning space. To that end, we have four policies which parents must be aware of and agree to comply with:
 - **Home Screening:** Parents are to temperature screen your children at home before you bring them to school.
 - **Medication:** Parents may not administer medication to a child that may mask a fever or other symptoms of illness.
 - **30 Minute Pick-Up:** Parents need to have a plan in place to pick up a sick child within 30 minutes of being notified. Parents should also have a plan for childcare if a child is unable to be at school for all, part of, or multiple days.
 - **School Screening:** Parents should understand that students will undergo mandatory health screening at school. This will include a temperature check and screening questions.

Substitute Teachers:

- **Availability:** Holy Ghost does have a small pool of substitute teachers available if needed.

School Nurse:

- **Availability:** Holy Ghost has requested the daily presence of a school nurse. We are waiting for Niagara Wheatfield to answer our request. We will share more information when available.

Quarantine/Student Return to School:

- **Details:** The rules for when a student or teacher quarantine are often very confusing and there is not a strict practice given by the State or County. There were a number of situational questions raised during our Q&A this past week. Largely the decisions about who needs to quarantine or what documentation is needed to return to school are made in conjunction with the Department of Health. We are ready to work with them and to follow any additional guidance as required.
- **Situational Questions:**

- **When can a student who was sent home from school return to school?**
This will be guided by the DOH but could require a Dr, note, a negative COVID-19 test, or system resolution.
- **If a parent is required to quarantine, are the children in that home required to quarantine or may they attend school?** *This will be guided by the DOH based on the specific circumstances of the parent's quarantine.*
- **If a teacher is exposed to Covid-19 are they required to quarantine, even with their designation as "essential workers"?** *We would need to work with the teacher and the DOH to reach the best scenario for the safety of our school. This might include a period of time of distance learning or a substitute teacher in the classroom.*

Communication of Possible Cases:

- **Communication:** *School families will be made aware if a student or staff member is required to quarantine or is reported with a positive Covid-19 test. Confidentiality of the person is required so families will not receive the name of the person. A notice will be delivered to families and we will ask parents to monitor their children's health.*

Change of Decision:

- *If after the school year begins, your family is uncomfortable having your children participating in In-person classes, please work with us to create the best possible outcome for both the immediate time period and for the future. We are here for each student and family!*

Physical Space:

- **Air Quality (filters):** New filters which meet or exceed all current requirements will be installed in the school building by licensed contractors before the start of the school year.
- **Ventilation:** All classrooms have windows that open for ventilation. These will be used as much as possible, weather permitting. *Windows will remain open as is reasonable throughout the year. Classroom doors will also remain open to improve ventilation.*
- **Bathrooms:** Have been updated with no touch dispensers for soap and paper towels. Teachers will instruct and monitor students to require mask wearing while using the bathroom and to limit the number of students in the bathroom at a given time.
- **Classrooms:** Classrooms have been measured and set with proper social distancing. This includes space for all of our currently registered students. A portion of the current

gym space is being outfitted to serve as the 7th grade classroom. It will also meet the proper social distancing, ventilation, and air quality regulations. Students will remain in their classrooms throughout the day including lunch. *Desks in all K-8 classrooms are 6 feet on center. Plexiglass partitions will be used if needed.*

- **Preschool Classrooms:** Due to the age and the necessity of closer social interaction at the preschool level, plexiglass will be used to create learning spaces for each child. Masks will be worn when activities take place outside of the designated learning spaces.

Programs/Components:

- **Care program (latchkey)** - The Care program will be available this fall. Temperature checks and masks will be required. Students will use the gym space for this program. *See above for drop off procedures.*
- **Chapel** - Worship is an important part of our life at Holy Ghost. Chapel will take place this fall. It may take different forms based on the safety of students and social distancing. *There will not be singing at the start of the year.*
- **Lunch** - All students will eat their lunches in their classrooms. There will be no hot lunch program beginning in September. We are evaluating plans for a boxed lunch program to start after school is underway. More information will be shared in September.
- **Recess** - *Classroom teachers will manage student recess. Recess will be done within the classroom group. Mask use will be based on the activity and the ability to socially distance. All students will employ hand sanitization techniques before and immediately after recess.*
- **Gym Class** - *Gym/Physical Ed. will follow procedures much like recess. Classroom teachers will offer structured opportunity for play and movement. Mask use will be based on the activity and the ability to socially distance. All students will employ hand sanitization techniques before and immediately after recess.*
- **Distance learning** - Distance learning will not be available simultaneously to in person learning. If there is a need to stop in person classes, distance learning will begin immediately in a similar fashion to our spring distance learning. More information will be shared in September.
- **Attendance** - The attendance policy will continue as in the past. While in person classes are taking place teachers will use their physical presence as attendance. If distance learning is necessary, teachers will assign a daily engagement measurement which will serve as the child's attendance.
- **Dress Code** - *The dress code policy will remain in effect. You can find the written policy in your HG Parent Handbook or on our website. Many stores are offering curbside*

pickup and online ordering for school uniforms/dress code items. (ex. Target, Amazon, Kohls, Walmart, etc.)

- **Upcoming meetings** - While NYS continues to limit the number of people who can gather, we will continue to offer online meetings for sharing of information. As we are able, we will conduct small meetings in person with social distancing and masks required.
- **Additional Services(IEP’s, Speech, OT, PT, etc.)-** We will work with each service provider to provide student services in the safest and most efficient way possible. More information will be shared with those families whose children are involved as we receive it.
- **Bussing-** All rules and regulations regarding bussing will be made by the school districts who provide that service. At this time we do not have all of that information. Please, reach out to your school district for more information.

Personal Wellness:

- **Covid Testing** - We are waiting for guidance from the Niagara County Health Dept. as to the requirement of a Covid-19 test prior to the start of school. As we are given more information we will share it with you.
- **Daily Health Checks** - We will be conducting mandatory temperature screenings before children enter the school/church building.
- **Masks-** All students and teachers at all grade levels will be required to wear a mask in the school building. Masks must be worn at any time staff or students are not able to socially distance. All masks must cover both the student’s nose and mouth with a snug fit. Removal of masks will be instructed by teachers and staff only. *The amount of masked time could be different for each classroom. Mask breaks will generally be 8-10 minutes.* Please review the Reopening Guide to read more about having extra masks available. Compliance with Mask Policy is Mandatory!
- **Types of mask** - We are asking children to have cotton masks with ear loops. The design/color is left to the digression of the parent. Please be sure these designs are appropriate.

Acceptable Masks:	Unacceptable as Masks:
<ul style="list-style-type: none"> ● Cotton cloth masks with ear loops ● Disposable surgical style masks (can only be worn once, no reuse) ● <i>Must cover nose and mouth with snug fit</i> 	<ul style="list-style-type: none"> ● Gaiter style masks ● Bandanas ● Any vented type of mask

- **Isolation Area** - We will have a designated space for isolation of a child who is feeling ill. This space will be used while waiting for a parent to pick up the child. This space will be thoroughly cleaned and disinfected following use.
- **Closure** - We pray that there will not be a need to close the school, but we are prepared with a distance learning plan should we be required to close for any reason.
The closure of school can come from different sources:
 - *State - the Governor can mandate a closure of all schools*
 - *Niagara County Leadership*
 - *Holy Ghost Lutheran School Leadership*
- **Non-Covid Related Medications** - If your child has prescription medications which need to be available to them during the school day, please contact our office.

**** We will continue to update this document as more information is available.**