

To our ND-BG Community:

As we await further information from Governor Cuomo regarding the reopening of schools this fall, we want to give our school community an idea of how we envision the coming school year. First of all, while most of our families desire a complete return to school, we also understand that there are some families who are concerned about physically returning to school for a variety of reasons. We are working tirelessly to create a plan that will work for everyone **while following the state mandates we have been given**. With that being said, we are excited to announce that we plan to reopen full time with all of our students in the building all day, every day, while also providing a distance learning option for families that are not yet ready to return. Please keep in mind that all schools are currently waiting for the final word from Governor Cuomo, giving us permission to reopen according to the plan we submit.

Here are some of the details you might be interested in:

SAFETY:

- We have remodeled each classroom to ensure that desks are 6 feet apart.
- We have created a one-way traffic pattern in the hallways with more passing time in between classes.
- Before coming to school, a parent/guardian should screen their child(ren) by taking their temperature and reviewing the following Covid questions with their child(ren).
 1. Have you experienced any symptoms of Covid-19 in the past 14 days including a fever of 100° F or higher, chills, cough, shortness of breath or difficulty breathing, fatigue, muscle or body aches, headache, new loss of taste or smell, sore throat, nausea, vomiting, diarrhea, congestion or runny nose?
 2. Have you tested positive for Covid-19 in the past 14 days?
 3. Have you been in direct contact with anyone who tested positive or has shown symptoms of Covid-19 in the past 14 days?
 4. Have you traveled out of the state in the past 14 days?

If the answer to any of these questions is YES, then the child must stay home and the parent/guardian should call and notify the school.

- In addition, all students and faculty will have their temperature taken every morning upon arrival to school and will be asked the Covid questions again.
- Students and faculty must sanitize their hands upon entry into the school each morning.
- The State has mandated that “masks must be worn when social distancing cannot be guaranteed”. Our policy, which is similar to most schools, is that students must wear a

mask at all times unless they have been given permission by a faculty member to remove it (e.g., mask breaks, lunch, learning pronunciation in Spanish). If a student forgets or loses a mask, one will be provided. If a student is unable to wear a mask for health reasons, they will be required to wear a face shield.

- All students are welcome to use additional PPE such as a face shield **in addition to** a mask.
- Teachers will have a variety of safety measures available to them, as well, ranging from masks, face shields, and gloves.
- Hand sanitizer and cleaning wipes will be available in each classroom.
- Students must use hand sanitizer upon entering into any room in the school.
- Desks will be disinfected between every class.
- A 24-hour Microban spray will be used in all bathrooms on a daily basis.
- While most schools are eliminating lockers altogether, we believe we have found a way to stagger the number of students going to their locker in a way that will maintain a safe social distance. Students will have the opportunity to go to their locker during homeroom, before lunch, and at the end of the day. We have asked teachers to limit the amount of items a student needs since they will be carrying books for all of the classes they have before lunch and then for all of the classes they have after lunch.
- The entire building will be thoroughly cleaned each afternoon/evening.

ACADEMICS:

- Each teacher will have a computer camera so that students who are learning from home will be able to access video lessons. They will be able to see the teacher and the lesson that is being presented.
- Attendance will be taken regardless of whether a student is in-person or connecting virtually.
- Students should have their cameras focused on their faces the entire time.
- The majority of our distance learning program will be done using Microsoft Teams, which is the Microsoft equivalent of Google Classroom. All students will have an account and will be given more information later in the summer.
- Using these guidelines, we feel that we will have a smooth transition to distance learning if at some point, the governor decides to close schools again this year.
- Please note that if the situation warrants and we are forced to close, we will continue to require daily attendance via Zoom or Microsoft Teams for every class. While we hope this does not happen, we will be prepared so that classes can continue as normally as possible until we are allowed back in the building.
- Due to classroom size constraints we are still in the working out student schedules. We will provide an update when schedules are complete.

LUNCH:

- There will be two lunch shifts, one for middle school and one for high school.
- Students will still be able to buy their lunch.
- A 24-hour Microban spray, will be used throughout the cafeteria each day.
- Snack and drink machines will be in service. They will also be cleaned and disinfected each day.
- Since we cannot safely fit everyone into the cafeteria, we are working on options to safely space our students during lunch. These spaces include a limited number of

students in the cafeteria and gymnasium, and students eating outside (weather permitting), which will require sitting 6 feet apart, and will be marked accordingly.

- Students must sanitize their hands when entering or exiting the cafeteria, gymnasium or any other area where lunch will take place.

PROCEDURES WHEN A STUDENT SHOWS COVID SYMPTOMS:

If a student complains of Covid related symptoms or if they have a fever of 100° F or higher, the following procedures will take place:

1. The student will immediately be sent to the nurse.
2. The nurse will put the student in an isolation room in the Guidance wing where they will be monitored until a parent or guardian picks them up.
3. The parent or guardian will be called and told to come within 60 minutes to pick up the child.
4. When parent/guardian arrives, the student will exit through the door near the Guidance wing in order to keep them separated from the rest of the students and faculty.
5. In order to return to school, student must either have a doctor's note or proof of a negative Covid test and be fever free for 24 hours.