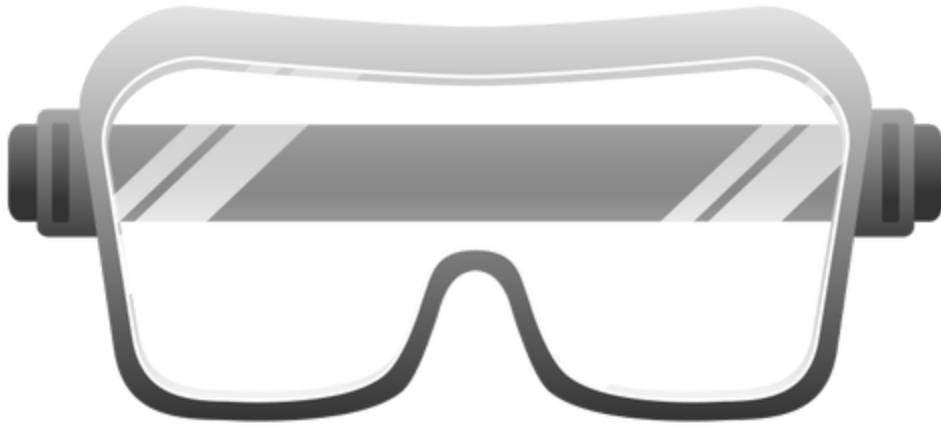


# Destiny Christian School DOH Reopening Plans

**Keeping Safety In The Picture**



**2020-2021**

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# Destiny Christian School

## K-12

Destiny Christian School will continue to stay informed on the day to day findings and reports from the Governor, Center for Disease Controls (CDC) and the Department of Health(DOH). We are aware that this is a fluid situation with evolving data. The decisions made to date may need to be adjusted as new information arises. To date Destiny Christian School has had zero reports of COVID-19 cases affecting our school community. Destiny has prepared for a healthy and safe campus reopening during the COVID-19 crisis through the following methods per constituent (People, Places & Process) which will be described within this document.

### I. PEOPLE

#### A. Social Distancing and Face Covering

##### **Social Distancing**

Social distancing is the practice of increasing the space between individuals and decreasing the frequency of contact to reduce the risk of spreading a disease (ideally to maintain at least 6 feet between all individuals, even those who are asymptomatic).

##### ***Destiny Christian School will follow the following for social distancing:***

- ❖ A 6 feet distancing will be maintained if face covers are not being worn.
- ❖ A 12 feet distancing will be maintained between individuals while participating in activities requiring projecting the voice(e.g. singing), physical activity (e.g. participating in gym class.
- ❖ All classrooms desks capacities have been established based upon the guided 6 foot distancing between each desk.
- ❖ Students and staff must maintain social distance when singing in any of the classrooms.

##### **Face Coverings:**

Face coverings have been shown to slow the spread of the droplets that carry the Virus. Therefore face coverings will be required to enter and exit the building (students, staff, parents, support staff, guests, workers, etc.)

**Destiny Christian School will allow the following:**

- ❖ Destiny will provide face coverings as needed to students, staff and faculty.
- ❖ Acceptable face coverings include but are not limited to cloth-based face coverings (e.g., homemade sewn, quick cut, bandana), and surgical masks that cover both the mouth and nose.
- ❖ Face coverings will be required by all individuals(students, staff, visitors, parents, etc.) while on school grounds in common including, the exit and loading of buses, school entrance and exit doorways, gymnasium, sanctuary, stairways, and during all and any transitions through the halls.
- ❖ A face covering will be required when students and/or a teacher is moving as a unit or individually through the hallways.
- ❖ Face coverings will not be required while eating food or if the individual is able to maintain the appropriate 6 feet social distance from other individuals.
- ❖ Face coverings will be required when students are working together in small groups and they cannot be socially distanced.
- ❖ Students and staff can provide their own face coverings if they select to.
- ❖ Teachers may remove their mask when teaching from the front of the room.
- ❖ Teachers must put their mask on when they are moving throughout the room, walking near the students or assisting the students or when working with individual students or in small groups.
- ❖ Students will bring an extra face covering to school inside a zipped plastic bag and be stored in a selected location. (School item supply list)
- ❖ Face coverings may be reusable. Staff and families are asked to launder reusable masks on a regular basis.
- ❖ Face coverings may not be shared.

**Space Configurations****Classroom**

- ❖ Capacity guidelines have been established for each classroom so that social distance guidelines can be established for the safety of students and staff.
- ❖ In all classrooms, capacity has been based upon the square footage of each room.
- ❖ Desks markers of 6 feet apart will be placed on classroom floors.
- ❖ Desks will be individually spaced out not touching another desk or the desk will have dividers (e.g. plexiglass or cubicle walls)
- ❖ Desks will be disinfected daily(before school, mid day and end of the day), or at any time the desk is suspected of contamination.

- ❖ Configuration or removal of items inhibiting space conservation.(e.g. Book stands, rolling carts, cubbies, etc. )
- ❖ Any items in the classroom that cannot be easily sanitized should be removed from the room until further notice.
- ❖ Air purifiers for rooms not able to use fresh air from outdoors
- ❖ Parent Group and School will work together to support parents during on-line learning.
- ❖ On-site learning will include appropriate social distancing for Art, Music, Labs, etc.

### **Hallways & Other Spaces**

- ❖ Directional signs with arrows to be placed on walls.
- ❖ Directional footprints for floors that are 6 feet apart.
- ❖ Posters/Signs posted on walls to reinforce and remind all individuals to practice safe distancing and good health & safety protocols.
- ❖ Entrance and Exit locations will denote safe distancing markers for students
- ❖ Students are discouraged from and instructed to keep their hands off the walls when walking through the hallways.
- ❖ Students and staff should always stay to the right side of the hallway or stairs. Directional arrows will be posted.
- ❖ Classes/students/staff who are walking in the hallway must wear masks.
- ❖ If one student is going to the bathroom alone, they must wear a mask.
- ❖ Where possible, fire doors will be propped open to keep students and staff from having to push/touch the fire doors. (Waiting to hear if we are allowed to do this.)

### **Cohorts**

- ❖ In order to limit potential exposure to the covid-19 virus students will stay with their assigned cohort as a class.
- ❖ Teachers will preassign groups of students with reasonable group size limits that do not exceed four students.
- ❖ Grade level cohorts will attend chapel with other grade level cohorts and will be socially distant as per the 6 feet guideline and are seated every other row.

### **Playground**

- ❖ Classes will have assigned playground times in order to prevent overcrowding.
- ❖ Only one cohort may be on the playground at a time.
- ❖ Children will use hand sanitizer before and after using the playground.

- ❖ When children enter the building, they will go to the bathroom and wash their hands with soap and water.

### **Personal Belongings**

- ❖ Backpack items from home should be kept to the minimum. Personal items MUST be labeled with the student's name.
- ❖ Personal supplies that were included on the grade level supply list must be maintained by the student. Sharing of supplies is discouraged.
- ❖ Since water fountains are closed, students should bring filled, labeled water bottles to school each day.
- ❖ As per existing school policy, cell phones will be collected each day. Students will be responsible for putting their phone in the cell phone pouches and place it in the bin provided by the teacher. Each student should sanitize their hands after completing this task. Students will remove their own phone from their assigned pouch at the end of the day.

### **Lockers**

- ❖ Middle school and high school locker assignments will be separated and coded based upon their cohort grade level( e.g. locker 1 is 6th grader/yellow code, locker 2 is 7th grader/red code, locker 3/orange code is 8th grader, locker 4 is 9th grader/green code and so forth)
- ❖ Staggered schedules for locker visits will be maintained

### **Bathrooms**

- ❖ Only 2 students will be allowed in the bathroom at one time.
- ❖ Protocols will be established to ensure that only 2 students are in each bathroom at one time.
- ❖ Safe hand washing signs will be posted over sinks.
- ❖ Bathrooms will be cleaned mid-day and end of the day.
- ❖ Bathroom breaks will be assigned for younger students so that social distancing guidelines can be adhered to.
- ❖ Bathroom doors will be propped open so that students do not need to touch the doors to enter or exit..
- ❖ Touchless toilets are available in some parts of the building.
- ❖ Touchless paper towel dispensers are in use in all the bathrooms.
- ❖ Most bathrooms have automatic light switches.

## **Schedules**

- ❖ Staggered schedules will be assessed after the school obtains additional information from each district's transportation department.
- ❖ Scheduling of dismissals from each classroom will be staggered to ensure social distancing
- ❖ Block scheduling will be used for 6-12 courses.
- ❖ All specials(P.E. , art, music) & lunches will be scheduled with time in between cohorts to appropriately disinfect and sanitize the area.

## **Signage**

- ❖ Signs will be posted throughout the school regularly consistent with DOH COVID-19 signage regarding public health protections against COVID-19.
- ❖ Signage will include: stay home if sick, good respiratory hygiene, proper storing of PPE, social distancing, reporting systems of COVID-19, healthy hand hygiene, cleaning and disinfection guidelines, etc.)

## **B. Gatherings**

### **Food/Cafeteria**

- ❖ Adequate Students will be spaced out within the appropriate spacing between tables and at each table.
- ❖ Appropriate safe spacing, good eating hygiene and social distancing will be posted inside all locations where students are consuming food
- ❖ Pre-packaged breakfast and lunches will be distributed to students per an assigned RCSD worker.
- ❖ Signage will be posted to reinforce “no sharing of food, unless sharing with a family member”
- ❖ The lunch program through RCSD will continue to provide school breakfast and/or lunch to all students. Students do not need to wear face coverings when seated and eating so long as they are appropriately socially distanced.
- ❖ Students will apply hand sanitizer as soon as they enter the lunchroom.
  
- ❖ Prior to each lunch period, the tables will be cleaned and disinfected.
- ❖ Water fountain is closed. Cups of water will be available. Cups will be prepared by a staff member who has sanitized. Students will pick up their own cup of water and take it to their assigned table.
- ❖ Grade level cohorts will sit together for lunch.
- ❖ Students will be instructed that they are not to share any food items, either at breakfast, snack or lunch.

- ❖ Students will be taught proper hand cleaning and will be expected to perform hand hygiene before and after eating.
- ❖ The food service vendor will establish the proper procedure for distributing food to the students, following the protocols established by his governing agency.

### **Small Spaces**

- ❖ Gatherings in all small spaces (teacher break room) will be limited to 1-2 individuals unless individuals have face coverings. Occupancy will not exceed 50% of the space maximum capacity.

### **Faculty and Staff Meetings**

- ❖ Faculty and Staff meetings will consist of both in-person with the proper ventilation and social distancing.
- ❖ Staff video meetings will be the primary way for communication.

### **Ventilation**

- ❖ Outdoor air will be the primary source of ventilation.
- ❖ Air purifiers will be placed in all classrooms without a window.
- ❖ Windows will be opened (in classrooms where this is possible) periodically for increased ventilation, before or after students arrive.
- ❖ Enhanced filters have been added to the air conditioning/heating system.
- ❖ Any items in the classroom that cannot be easily sanitized should be removed from the room until further notice.

## **C. Operational Activity**

### **Cohorts**

- ❖ Students will be cohorted to the extent practicable to limit potential exposure.
- ❖ Intermingling of cohorts will be lessened and if cohorts are together, social distancing will be maintained.

### **In-Person Instruction/Parent Selected Hybrid Model(Plan A)**

- ❖ The goal is to return all students to in-person instruction, due to the dynamic nature and risk of community transmission of COVID-19, the school will prepare for an in-person, hybrid model or/and an on-line learning model, whichever the environment calls for.

- ❖ Elementary students will be instructed in-person using a regular in class classical curriculum and regular school schedule for in-person learning.
- ❖ Middle School students will be instructed in-person using a regular in class classical curriculum and follow a regular school schedule.
- ❖ High School students will be instructed in-person using an on-line video-conferencing high school curriculum.
- ❖ Middle School & High School students will remain with cohorts per content course. Students will not rotate from class to class, but the teacher will be doing all the rotations.
- ❖ Parents of K-12 students may select to keep their child home for a select number of days to lesson exposure. (e.g. Destiny will offer Mon-Wed-Fri. Instruction and parents will keep their child home on Tues. & Thurs.)
- ❖ Classes/lessons will be modified if it requires students to be in close proximity.
- ❖ Classes will be held outside when possible.
- ❖ Art, music, labs, etc. will be offered maintaining social distance per cohort.
- ❖ Schedules will be staggered for Middle School & High School
- ❖ The use of special scheduling as a block schedule for Middle and High School will be used to lessen the exposure of students to teachers.
- ❖ Professional development offerings will be required for best practices within the new norms of the classroom.

#### **Hybrid Model/On-line Learning(Plan B)**

- ❖ Elementary students will be instructed 5 days per week in-person using the regular classical curriculum by a teacher maintaining social distance.
- ❖ Middle School & High School students will use on-line learning via an on-line school curriculum.
- ❖ Teacher administratives will be assigned to the High School and Middle School cohorts for administrative support.

#### **On-line Learning (Plan C)**

- ❖ K-12 will be instructed completely on-line with the use of the regular
- ❖ Best on-line practices for students obtaining their academics will be followed if schools are forced to close.
- ❖ Parent Group and School will work together to support parents during on-line learning.



## **Detected COVID-19**

- ❖ Areas of the school building where COVID-19 has been detected will be quarantined and unusable for a 14 day period of time with the appropriate disinfection and cleaning.
- ❖ All individuals exposed to an infected individual will be identified, notified, tested and cleared prior to opening up that area or allowing the student to return.
- ❖ If there is a reported case of COVID 19 in a classroom, all families in that classroom will be notified through email and with a hard copy of a letter of notification.
- ❖ Students and staff who were in the classroom with the student/staff member with diagnosed or presumed COVID 19 positive and must self quarantine at home for 14 days. They must have a clear COVID 19 test before they may come back into the classroom.
- ❖ Parents must notify the school of any student or close family member who is diagnosed with COVID 19.
- ❖ During the 14 day quarantine, distance learning using Google Classroom will be set up for any affected students/staff/class.
- ❖ Students will have access to the internet and a laptop or desktop computer to use during this time. (Limited computers are able to borrowed through the school)
- ❖ Once the area has been cleaned and disinfected, it can be reopened, individuals without close proximate contact with the person suspected or confirmed to have COVID-19 can return to the area and resume school activities immediately after cleaning and disinfection.
- ❖ If more than 7 days have passed since the person who is suspected or confirmed to have COVID-19 used or visited the facility, additional cleaning won't be necessary, but routine cleaning

## **Testing Protocols**

- Symptomatic individuals(staff or students), close contacts of COVID-19 suspected or confirmed individuals, and individuals with recent international travel or travel within a state with widespread transmission of COVID-19 as designated through the New York State Travel Advisory, should have a negative test before being allowed to return to the building.

## Contact Tracing

- School administration plans to support local health departments and will notify the state and local health department immediately upon being informed of any positive COVID-19 diagnostic test result by an individual within school facilities or on school grounds, including students, faculty, staff, and visitors. In the case of an individual testing positive, school administration will work with the health department in tracing all contacts of the individual, in accordance with the protocols, training, and tools provided through the New York State Contact Tracing Program. Confidentiality must be maintained as required by federal and state law and regulations. School administration will cooperate with all state and local health department contact tracing, isolation, and quarantine efforts.

## Isolation Protocol for students (suspected COVID 19)

- Any student who develops symptoms of COVID during the day will be isolated from their cohort.
- The student must stay masked.
- Parent/Guardian will be contacted for immediate pick up.
- The symptomatic student will be kept in the health office. When the parent/guardian arrives, the student will be escorted out of the building using the stairwell by the assistant principal's office and out to the portico area for pick up. This will minimize the spread of disease throughout the building.
- The student must have a return to school note from their doctor in order to return. Further requirements will be expected if they test positive for COVID.
- The classroom that the student was in will go under additional sanitization.
- The health office will go under additional cleaning and sanitizing.
- If the student is diagnosed with COVID and must be quarantined until testing negative for COVID, classmates and teacher must also quarantine for 14 days.

## Cleaning and Disinfection Following Suspected or Confirmed COVID-19 Case

- ❖ The school will provide for the cleaning and disinfection of exposed areas in the event an individual is confirmed to have COVID-19, with such cleaning and disinfection to include, at a minimum, all heavy transit areas and high-touch surfaces.
- ❖ We will clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, classrooms, bathrooms, lockers, and common areas.

- ❖ The school will follow CDC guidelines on “Cleaning and Disinfecting Your Facility,” if someone is suspected or confirmed to have COVID-19.
- ❖ The school will close off areas used by the person who is suspected or confirmed to have COVID-19.
- ❖ We will not necessarily need to close school operations, if we can close off the affected areas (e.g., classroom, restroom, hallway), but we will consult with local health departments in development of their protocols.
- ❖ We will open outside doors and windows to increase air circulation in the area.
- ❖ We will wait 24 hours before we clean and disinfect, unless waiting 24 hours is not feasible, in which case, we will wait as long as is possible

## **D. Movement and Commerce**

### **Student Drop-Off and Pick-up**

#### **Transportation**

- ❖ Transportation: Consistent with State-issued public transit guidance, individuals must wear acceptable face coverings at all times on school buses (e.g., entering, exiting, and seated), and that individuals should maintain appropriate social distancing, unless they are members of the same household.
- ❖ Parents are encouraged to drop off or walk students to school to reduce density on buses.
- ❖ It is expected that all students will comply with their district’s bus policy guidelines.

#### **Arrival/Drop-Off**

- ❖ Students must exit the cars or bus wearing a face covering..
- ❖ A staff member will release students off buses starting at 7:50 in a staggering functionality.
- ❖ Students K-12 will go into the Faith Church Foyer upon arrival (7:50-8:10) with their face covering on.
- ❖ Each cohort will sit together for our morning roll call (checking for parent health check data) & morning meeting (pledges & worship).
- ❖ Parent drop offs may enter the Faith Church foyer building at 7:50.
- ❖ All parents who are walking children into the building must have on a face covering on.

- ❖ Walking students into the building, K-12, is discouraged but we understand that in some cases it is warranted, especially with younger students at the beginning of the school year.
- ❖ Parents needing to sign in tardy students, must enter the building wearing a face covering. Drop off must be as brief as possible and social distancing maintained.
- ❖ Portable hand sanitizer station will be available at the main entrance of the church foyer, elementary and secondary building.
- ❖ Hand sanitizer will also be available inside each locked door.
- ❖ Signs to remind individuals of social distancing and to wear face coverings will be visible in the entrance points to both school buildings.

### **Dismissal**

- ❖ Staff and students will wear face coverings as they exit the building.
- ❖ The students will socially distance while waiting for their bus or parent pick up.
- ❖ Face coverings must be worn while waiting.
- ❖ Dismissal will be staggered to allow for social distancing and interaction.
- ❖ Parent Pick ups will be dismissed at 2:55.
- ❖ Bus students will begin exiting the building at 3:00.

### **Faculty and Staff Entrances and Exits**

#### **Faculty Entrance**

- ❖ Faculty and Staff will enter either building wearing their face coverings on until they enter their classrooms.
- ❖ Faculty and Staff will use the hand sanitizer station located at each door entrance/exit

#### **Faculty and Staff Exits**

- ❖ Faculty and Staff will exit with face coverings on.
- ❖ Faculty and Staff will maintain social distancing with other faculty exiting doors if face coverings are not being worn.

### **Deliveries**

- ❖ All deliveries will have an assigned location for drop offs.

## Shared Objects

- ❖ Each student should have individual supplies.
- ❖ Students should have assigned containers of manipulatives to use, when possible.
- ❖ If students are sharing items, they should sanitize their hands before and after use. These items should be frequently sanitized.
- ❖ Teachers will put in place plans or measures to limit the sharing of objects, such as laptops, notebooks, touchscreens, writing utensils, chalk and dry erase boards, musical instruments, tools, and toys, as well as the touching of shared surfaces.
- ❖ All desktop and table surfaces will be cleaned at the end of the day if the same students are using the desk all day. In classrooms where different students are entering and exiting the classroom for different subjects, desks will be disinfected between classes. After students wipe down their desk they must use hand sanitizer.
- ❖ Any items in the classroom that cannot be easily sanitized should be removed from the room until further notice.
- ❖ General Bathroom hall passes will no longer be used. Individual passes will be used per student.
- ❖ Students will be assigned their own text book rather than sharing community books.
- ❖ Classrooms with students who may use dough or therapy putty must have individual labeled containers for each student.
- ❖ Sensory items may not be shared among students.
- ❖ Electronics (computer, ipads or kindle fires) must be cleaned between students.
- ❖ Tardy passes and bus passes will be paper. (rather than the laminated passes) After the home base teacher marks the student tardy or excused, passes should be thrown away.
- ❖ When small groups are using a table in the classroom, the table must be sanitized between groups.
- ❖ Students/staff may not share snacks.
- ❖ Any snacks brought into the classroom to be shared should be individually packaged if possible.
- ❖ If snacks are being shared, (ex. A bag of pretzels is being shared with the class) hands must be sanitized and gloves worn to distribute the food. Only one the adult will be handling the food.

## II. PLACES

### A. Personal Protective Equipment

- ❖ Face coverings will include but not limited to cloth-based(homemade sewn, quick cut, bandana), and surgical masks that cover both the mouth and nose.
- ❖ Face shield may be worn but must also include an additional face covering.
- ❖ Clear mouth face coverings will be used by adults working with younger students and Speech impaired students.
- ❖ Destiny will establish an acceptable statement based face coverings by staff, faculty and students.
- ❖ Destiny will provide face coverings for all staff and students if the individual does not produce their own.
- ❖ Destiny will allow staff, faculty and students to wear their selected face covering(N-95 respirators,, surgical masks, face shields)acceptable face covering
- ❖ Face coverings must be clean or replaced after usage and can not be shared.
- ❖ Parents/Legal guardians and students must take responsibility for maintaining their face coverings.

### B. Hygiene, Cleaning and Disinfection

#### Hygiene

- ❖ Destiny will adhere to the hygiene and cleaning and disinfection requirements as advised by the CDC and DOH, including “[Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19](#), and the [STOP THE SPREAD](#) poster as applicable.
- ❖ Destiny will maintain logs that include the date, time, and scope of cleaning and disinfection.
- ❖ All students, faculty, and staff will be trained on proper hand and respiratory hygiene techniques. And will provide information to families to reinforce these practices.
- ❖ Students will participate in lessons on good hygiene and best handwashing practices, as well as social distancing and the proper way to wear a mask.
- ❖ Students will be educated on proper hygiene practices for coughs and sneezes.
- ❖ Educate students about the importance of not touching their face. (nose, mouth and eyes)

- ❖ Teach non-touch ways to encourage and support students, i.e., elbow bumps, foot bumps, sign language signs for cheers and high five, etc.
- ❖ Destiny will provide for handwashing (soap, running water and disposal towels)
- ❖ Destiny will provide hand sanitizer that is an alcohol base containing at least 60% alcohol wear hand washing is not available.
- ❖ School health nurse/Brighton district shall allow the use of alcohol-based hand sanitizers in the school without an individual physician order.
- ❖ Elementary Students using alcohol-based hand sanitizer will be monitored by an adult.
- ❖ Touch free hand sanitizer stations will be located throughout the campus premises in high volume areas.(entrance/exit doors, cafeteria, sanctuary foyer)
- ❖ Hand sanitizer bottles will be located in all classrooms and offices.
- ❖ Receptacles will be placed throughout the campus for the collection of soiled items(paper towels) and used or dirty face coverings.

### ***Cleaning and Disinfection***

- ❖ Cleaning and disinfecting will be a primary responsibility of the school's custodian as well as each staff and faculty member.
- ❖ Our building will be cleaned and disinfected daily.
- ❖ Each teacher will be provided with the necessary disinfection supplies(disposable wipes) to frequently wash and disinfect frequently touched surfaces (tables, desks, light switches, etc.)
- ❖ All high volume and used areas(e.g. lunchroom tables, computers in computer lab) will be cleaned and sanitized after each use by a cohort of students.
- ❖ Regular cleaning and disinfection of bathrooms(end of day, mid day)
- ❖ High traffic areas such(e.g. bathrooms and handrails will be cleaned mid day).
- ❖ Classroom surfaces and doorknobs will be cleaned at the end of the day and throughout the day when needed.
- ❖ Cleaning charts/logs will be posted in the bathroom to indicate the time that the bathroom was disinfected.
- ❖ Tools/Materials used by the staff and faculty will be regularly cleaned and disinfected.
- ❖ Hand sanitizer will be placed near items used by staff (e.g. copier) when disinfection may not be a viable option.

### **Cleaning and Disinfection Following Suspected or Confirmed COVID-19 Case**

- ❖ The school will provide for the cleaning and disinfection of exposed areas in the event an individual is confirmed to have COVID-19, with such cleaning and

disinfection to include, at a minimum, all heavy transit areas and high-touch surfaces.

- ❖ We will clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, classrooms, bathrooms, lockers, and common areas.
- ❖ The school will follow CDC guidelines on “Cleaning and Disinfecting Your Facility,” if someone is suspected or confirmed to have COVID-19.
- ❖ The school will close off areas used by the person who is suspected or confirmed to have COVID-19.
- ❖ We will only close the entire school operations, if we can not close off the affected areas (e.g., classroom, restroom, hallway), but we will consult with local health departments in development of their protocols.
- ❖ We will open outside doors and windows to increase air circulation in the area.
- ❖ We will wait 24 hours before we clean and disinfect, unless waiting 24 hours is not feasible, in which case, we will wait as long as is possible
- ❖ We will clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, classrooms, bathrooms, lockers, and common areas.
- ❖ If more than 7 days have passed since the person who is suspected or confirmed to have COVID-19 used or visited the area, additional cleaning is not necessary, but routine cleaning will continue.

### **C. Coordination and Phased Reopening**

Destiny school will appoint a safety coordinator to ensure continuous compliance with all aspects of the school’s reopening plan, as well as all phased-in reopening activities necessary to allow for operational issues to be resolved before activities return to normal or the “new norm” levels.

### **D. Communications Plan**

- ❖ Stakeholders included in the reopening plans are the following: the school president, principal, assistant principal, office manager, and a parent.
- ❖ Administrators will conduct zoom meeting informational meetings with parents throughout the summer months and especially the month of August.
- ❖ Administrators will communicate via the school’s app, website, school management system depending upon the nature and contents to be shared.



- ❖ Upon the school reopening, staff training on the new COVID-19 protocols will be conducted in the month of August.
- ❖ Parents will learn of the new COVID-19 protocols during the mid August school town meeting.
- ❖ Students will be trained on the new COVID-19 protocols on the first day of on-site learning.
- ❖ Regular communication will continue through various venues (school's social media page, SMS, School app, etc.)
- ❖ Written policies on illness and COVID protocols will be distributed to parents. Ensure that attendance policies are supportive of students and staff when staying home.
- ❖ Zoom meetings about COVID procedures, as well as in person meetings, will be held prior to the start of school.
- ❖ COVID protocols will be sent to all parents via email, entailing what was covered in the Zoom and/or in person meetings.
- ❖ Communication on the building cleaning plan to staff and families (e.g, desktop surfaces and tables will be cleaned at the end of the day, bathrooms cleaned daily) will occur prior to the start of school.

### **III. PROCESSES**

#### **A. Screening and Testing**

##### ***Health Screening and Temperature Checks***

- ❖ Mandatory Health screenings, including temperature checks of students, faculty, staff, and where applicable visitors to identify any individuals who may have COVID-19 or who may have been exposed to the COVID-19 virus.
- ❖ Temperature checks will be conducted per DOH guidelines.
- ❖ Temperature checks of staff, faculty and students will be performed daily prior to entering the school facilities.
- ❖ If an individual presents a temperature of greater than 100.0 degrees fahrenheit, the individual will be denied entry onto the school facilities. If an individual is already in the school facility he or she will be sent to a designated area to wait to be picked up (students) or sent home (adults).
- ❖ A daily remote screening questionnaire will be used for faculty and staff prior to reporting to school.

- ❖ Parents of students in grades K-2nd will perform a daily remote screening questionnaire prior to reporting to school.
- ❖ Students in grades 3-12 will have an on-site screening questionnaire to complete prior to entering their classroom.
- ❖ Health Check stations will be set up in the foyer for 3-12 grade students. Assigned staff will check each student's temperature (using a no touch thermometer).
- ❖ Staff should also be looking for students who appear unwell, are coughing or complaining of discomfort, asking health related questions.
- ❖ A screening questionnaire will be given to every student in grades 3-12 including temperature checks for all K-12 students daily.
- ❖ All students who have a fever or who are not well, will be re-evaluated. Any student who registers a fever or is not feeling well will be asked to keep their mask on and will be asked to sit in designated chairs in the foyer. The chairs will be socially distanced. The student's temp will be rechecked after sitting for 5-10 minutes. If they are bundled up, they will be instructed to take coats and hats off, allowing their bodies to cool down. If an individual presents a temperature of greater than 100.0°F, the individual must be denied entry into the facility or sent directly to a dedicated area prior to being picked up or otherwise sent home. The recheck area will be sanitized after students vacate the area.
  
- ❖ Screening for all students, faculty, staff, and where practicable, visitors, vendors, etc. will be completed using a questionnaire that determines if the individual has
  - a. **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**
  - b. **tested positive through a diagnostic test for COVID-19 in the past 14 days.**
  - c. **has experienced any symptoms of COVID-19, including a temperature of greater than 100 degrees fahrenheit, in the past 14 days.**
  - d. **has traveled internationally or from a state with widespread community transmission of COVID-19 per the NYS Travel Advisory in the past 14 days.**
- ❖ Any student who has had a temperature of over 100 degrees fahrenheit within the past 14 days even if given fever reducing medication will not be allowed onto or stay in the school facility.
- ❖ All international traveling and to certain states of staff, faculty or students may result in the individual being quarantined.

## **Positive Screen Protocols**

- ❖ All individuals who screen positive for COVID-19 exposure or symptoms, if screened at school, will be immediately sent home with instructions for parents to follow up with the primary care provider for additional assessment and testing.
- ❖ School nurse will provide training for acute asthma-related respiratory concerns(Nebulizer treatments and suctioning training)

## **In-Person Screening Personnel**

- ❖ Staff performing the daily screening and temperature checks will have the adequate PPE protective wear(e.g. Masks, gloves, a gown, shields, etc.)

## **B. School Health Offices**

- ❖ Destiny School has established protocols for caring for a student, faculty or staff with symptoms of COVID-19 during the school day:
  - \*A designated area/location(e.g. Nurse office) has been identified to separate individuals with COVID-19 symptoms from others until they are able to go home or to a healthcare facility.
  - \*A staff member will be assigned to watch the individual while keeping their social distance.
  - \*The health office will stock the appropriate materials when caring for a sick individual (gloves, a gown, a fit-tested N-95 respiratory, surgical mask and face shield, and have eye protection)
- ❖ The health office will house the required guidelines for cleaning and disinfection.

## **C. Tracing and Tracking**

### **Metrics**

- ❖ Measures will be established to identify if there are warning signs that the level of COVID-19 transmission may be increasing in the school setting beyond an acceptable level, as defined by state and local health departments.
- ❖ Destiny will work with the DOH to guide us through the process to close off areas or classes or even the entire school if needed.
- ❖ Destiny along with the DOH will determine if modifications of operations can be adjusted prior to closing down the entire school.

## Notifications

- ❖ Destiny will notify the state and local health department immediately upon being informed of any positive COVID-19 diagnostic test result by a school staff, faculty, student or visitor of Destiny School.

## Tracing Support

- ❖ If there is a positive case found at Destiny School, we will work with the local health departments in tracing all contacts connected to that individual, in accordance with the protocols, training and tools provided through the New York State Contact Tracing Program.

## Quarantine, Isolation, and return to School

- ❖ Destiny will ensure that the reporting plans are in place for individuals who have come into close or proximate contact with a person with COVID-19.
- ❖ Destiny will follow the DOH guidelines for Employees seeking to return to work after a suspected or confirmed case of COVID-19 or after the staff or faculty member had close proximate contact with a person with COVID-19. [“Interim Guidance for Public and Private Employees Returning to Work Following COVID-19 Infection or Exposure”](#).

