



Saint Margaret Catholic Academy
Core Principles and Minimum Requirements for School Re-Opening Plan

Please Check 'Yes' or 'No' for the following.

REOPENING		YES	NO
Protocols and procedures for restarting school operations including students, faculty, and staff returning to in-person instruction.			
Identify the Responsible Parties	<p>Identified the Responsible Parties who are responsible for developing the plan, affirming to having read and adhere to this guidance, and meeting the standards set forth therein. The Responsible Party maintains the plan policies and protocols for students, faculty and staff. For private and charter schools, the head of school, or another party as may be designated by the head of school, is the Responsible Parties. The designated party can be an individual or group of individuals responsible for the operations of the school or schools.</p> <ul style="list-style-type: none"> ● Have you identified the Responsible Party ? <p>Saint Margaret Catholic Academy Task Force Team:</p> <p>Victoria Richardson, Catherine Cicco, Grace Curatolo, Leanna D' Alessandro, Barbara Hartmann, Karen Gonzales, Jennifer Sirois, Heidi Kirmaier and Kathryn Moore</p> <p>Team meets weekly to discuss the plans for Re-Opening.</p>	yes	
Facility Capacity	<p>Phasing and quantity of students, faculty, and staff allowed to return in-person, considering factors such as ability to maintain appropriate social distance, personal protective equipment (PPE) availability, local medical capacity, and availability of safe transportation;</p> <ul style="list-style-type: none"> ● Can you bring all the students back for in-person instruction allowing for social distancing or protective barriers, PPE and Transportation? <p>Our plans are as follows:</p> <p>Plan A:</p>	yes	



	<p>Full opening with Social Distancing, Hand and Respiratory Hygiene, Testing and Tracing, Face Coverings. We will use every classroom available to accommodate social distancing guidelines. Multiple exits/entrances will be used to allow for controlled traffic to accommodate social distancing. Based on current enrollment as of July 22, we can accommodate all students by splitting homerooms into two cohorts. Each cohort of students will be supervised by a teacher or teacher aide. PPE will be provided to all adults. Other PPE supplies will be purchased in bulk. We have a full time DOH nurse who will oversee the health of our students and staff of our building.</p> <p>Plan B: Hybrid opening with Social Distancing, Hand and Respiratory Hygiene, Testing and Training, Face Coverings. Hybrid opening with Social Distancing, Hand and Respiratory Hygiene, Testing and Training, Face Coverings.</p> <p>This is to downsize the amount of people in the building. A Hybrid Model will consist of some students working from home and some students remaining in the building. The model that has been put together for Saint Margaret Catholic Academy is for the students in grades nursery to grade 5 to remain in the building. The students in grades 6, 7 & 8 will have an alternating weekly schedule for when students will be in the building. On the days which students in grades 6, 7 & 8 work from home they will continue to follow their schedule. They will need to log in to have attendance taken and attend their class from home as per the schedule. The students that are in the building will continue to follow the guidelines and protocols stated in Plan A.</p> <p>Plan C Full Distance Learning with no return to in-school instruction</p>		
<p>Social Distancing</p>	<p>Protocols and procedures for students, faculty, and staff to ensure appropriate social distancing when on school grounds and in school facilities;</p> <ul style="list-style-type: none"> • What are the social distance plans for the school facility and school grounds? <p>PROMOTING BEHAVIORS THAT REDUCE THE SPREAD</p> <p>Social Distancing (CDC May 19, 2020)</p>	<p>yes</p>	



	<p>Limiting face-to-face contact with others is the best way to reduce the spread of coronavirus disease 2019 (COVID-19). Social distancing, also called “physical distancing,” means keeping space between yourself and other people outside of your home. To practice social or physical distancing stay at least 6 feet (about 2 arms’ length) from other people. In addition to everyday steps to prevent COVID-19, keeping space between you and others is one of the best tools we have to avoid being exposed to this virus and slowing its spread locally and across the country and world. Floors in classrooms, hallways and all other areas will be marked with tape to accommodate appropriate spacing. Arrival and dismissal daily will utilize four entrances/exits all staffed with personnel to take temperature checks as students walk into the building. Teachers will go over the social distancing rules with students daily to ensure that students are always reminded of the protocols set. forth. Parents will be given guidelines via email and remind messages. Parents will also be given a video/powerpoint before the beginning of school.</p>		
<p>PPE and Face Coverings</p>	<p>Protocols and procedures for students, faculty, staff, and other individuals to ensure appropriate PPE is used to protect against the transmission of the COVID-19 virus when on school grounds and in school facilities. Plans for all students, faculty, and staff to have the required PPE (i.e., acceptable face coverings) before entering school facilities, grounds, or any other space owned or administered by the school or school district (e.g., school buses);</p> <ul style="list-style-type: none"> ● Have you ensured adequate supply of PPE ? ● Policy and Plan for employees? ● Policy and Plan for students? ● Policy and Plan for visitors? <p>As of July 22, PPE supplies have been ordered. All students and adults will be required to wear face coverings when entering and exiting the building. The school will provide each student with a reusable face mask with our logo. It is important that reusable masks are marked with names. All staff members will be given PPE as well. We will have disposable masks on hand for students if they forget theirs at home.</p>	<p>yes</p>	



Office of the Superintendent of Schools ~ Diocese of Brooklyn

Students are required to wear face coverings when in the school building and maintain appropriate social/physical distancing. Students should bring an appropriate face covering from home. The school will have surgical masks available for students as needed.

Faculty and Staff shall be required to wear masks. Masks will be provided to all staff members by the individual school. Choosing to wear a mask of their own is equally acceptable. In addition, face shields will be provided upon request, but they are not to be used in lieu of a mask.

All visitors to the school for any reason will always be required to wear a face covering while on school grounds or in the school building.

All masks for faculty, staff, and students are subject to approval by the principal and Office of the Superintendent of Schools. Masks should be plain and free of any objectionable statements or support for any group, product, political view, and so on, other than the name of their Parish School or Catholic Academy.

Non-disposable masks should be washed daily.

NYS Department of Health Interim Guidance for In-Person Instruction at PK – Grade 12 schools during the COVID-19 Public Health Emergency (July 13, 2020)recommends that if face coverings are to be worn by all individuals at all times, students should be allowed to remove their face coverings during meals, while outside in the fresh air, and for short breaks so long as they maintain appropriate social distance.

CDC recognizes that wearing cloth face coverings may not be possible in every situation or for some people. In some situations, wearing a cloth face covering may exacerbate a physical or mental health condition, lead to a medical emergency, or introduce significant safety concerns. Adaptations and alternatives should be considered whenever possible to increase the feasibility of wearing a cloth face covering or to reduce the risk of COVID-19 spreading if it is not possible to wear one.

Cloth face coverings should not be placed on:



- Children younger than 2 years old.
- Anyone who has trouble breathing or is unconscious.
- Anyone who is incapacitated or otherwise unable to remove the cloth face covering without assistance.

Appropriate and consistent use of cloth face coverings may be challenging for some students, teachers, and staff, including:

- Younger students, such as those in early elementary school.
- Students, teachers, and staff with severe asthma or other breathing difficulties.
- Students, teachers, and staff with special educational or healthcare needs, including intellectual and developmental disabilities, mental health conditions, and sensory concerns or tactile sensitivity.

While cloth face coverings are strongly encouraged to reduce the spread of COVID-19, CDC recognizes there are specific instances when wearing a cloth face covering may not be feasible.

In these instances, parents, guardians, caregivers, teachers, and school administrators should consider adaptations and alternatives whenever possible. They may need to consult with healthcare providers for advice about wearing cloth face coverings.

Clear Face Coverings or Face Shields

Teachers and staff who may consider using clear face coverings or face shields include;

- Those who interact with students or staff who are deaf or hard of hearing, per the Individuals with Disabilities Education Act [external icon](#)
- Teachers of young students learning to read
- Teachers of students in English as a second language classes
- Teachers of students with disabilities

Face shields are not to be used for normal everyday activities or as a substitute for cloth face coverings because of a lack of evidence of their effectiveness for source control.



Practical Recommendations

- Include cloth face coverings on school supply lists and provide cloth face coverings as needed to students, teachers, staff, or visitors who do not have them available.
- Include clear face coverings on school supply lists for teachers and staff who regularly interact with students who are deaf or hard of hearing, students learning to read, students with disabilities, and those who rely on lip reading as a part of learning, such as students who are English Language Learners.
- Ensure that students and staff are aware of the correct use of cloth face coverings, including wearing cloth face coverings over the nose and mouth and securely around the face.
- Ensure that students, teachers and staff are aware that they should wash or sanitize their hands (using a hand sanitizer that contains at least 60% alcohol) before putting on a cloth face covering.
- Ensure that students, teachers, and staff are aware that they should not touch their cloth face coverings while wearing them and, if they do, they should wash their hands before and after with soap and water or sanitize hands (using a hand sanitizer that contains at least 60% alcohol).
- Ensure teachers and staff are aware that they should wash or sanitize hands (using a hand sanitizer that contains at least 60% alcohol) before and after helping a student put on or adjust a cloth face covering.
- Ensure that all students and staff are aware that cloth face coverings should not be worn if they are wet. A wet cloth face covering may make it difficult to breathe.
- Ensure that all students and staff are aware that they should never share or swap cloth face coverings.
- Students' cloth face coverings should be clearly identified with their names or initials, to avoid confusion or swapping. Students' face coverings may also be labeled to indicate top/bottom and front/back.
- Cloth face coverings should be stored in a space designated for each student that is separate from others when not being worn (e.g.,



	<p>in individually labeled containers or bags, personal lockers, or cubbies).</p> <ul style="list-style-type: none"> · Cloth face coverings should be washed after every day of use and/or before being used again, or if visibly soiled. · Students and schools should consider having additional cloth face coverings available for students, teachers, and staff in case a back-up cloth face covering is needed during the day and to facilitate every day washing of cloth face coverings 		
<p>Operational Activity</p>	<p>Determinations on how classes, shared spaces, and activities may be adapted in various phases of learning and operations (e.g., identify which, if any, students will be offered alternate approaches, such as alternative schedules or hybrids of in-person and remote learning; how additional and alternative –school and non-school –spaces can be used for, or in support of, in-person instruction; how such schedules could be administered to create overlap for students from the same household; how shared spaces, such as cafeterias, libraries, playgrounds, and gymnasiums, will be modified and used; and if and how cohorts will be implemented). Policies regarding field trips, special congregate events, and visitors considering risks for COVID-19 transmission, as well as protocols and procedures for social distancing, PPE usage, and cleaning and disinfection, which may include conducting virtual events;</p> <ul style="list-style-type: none"> ● Policy and Plan for reimaging facility space for instruction? ● Policy and Plan for Fixed Cohorts of students? ● Policy and Plan for alternative scheduling? <p>To open for the entire school, we will use every room possible to accommodate. Desks will be spaced apart in each room. Students will be separated into cohorts and will stay in their designated rooms. Teachers and staff will move from class to class. Due to our enrollment, we do not need to think about alternative scheduling. No field trips will be offered this year. Visitors will be limited and instructed to only use our front door.</p> <p>All faculty, staff, parents and visitors will be required to affirm they are not experiencing Covid-19 symptoms prior to entering the building. Faculty and staff will affirm their status in the faculty sign in the book. There will be a section for them to check off and sign. Visitors will affirm the status of their children. Parents will affirm student status using an app that allows them to affirm and the information will be sent directly to the school.</p>	<p>yes</p>	



There will be hand sanitizing dispenser stations at every entrance. These hand sanitizer stations are no touch. Staff will be placed on the four entrances checking temperatures. They will also make a visual inspection of the child for signs of illness which could include flushed cheeks, rapid breathing, or difficulty breathing (without physical activity, fatigue, or extreme fussiness).

Arrival and Dismissal times will be staggered and four locations will allow for social distancing.

Nursery, PreK, Kindergarten and Grade 1 will be using the little building doors located on 80th Street near the florist. Arrival and dismissal will be staggered between these classes. Doors will be supervised by staff, temperatures will be checked and students will use hand sanitizer. Students will proceed to their classroom.

Grades 2, 3 and 7 will be using the back door from our school yard entrance from 79th Place into the building (exit 1) Arrival and Dismissal will be staggered between these classes. Doors will be supervised by staff, temperatures will be checked and students will use hand sanitizer. Students will proceed to their classroom.

Grades 4, 5 and 6 will be using the side door of church on 80th Street into the building (exit 3) Arrival and Dismissal will be staggered between these classes. Doors will be supervised by staff, temperatures will be checked and students will use hand sanitizer. Students will proceed to their classroom.

Grade 8 will be using the door on 79th Place into the Parish Hall. The door will be supervised by staff, temperatures will be checked and students will use hand sanitizer. Students will proceed to their classroom.

Class	Arrival time/ Door	Dismissal time/ Door
Nursery	8:00/ near florist	2:30/ near florist
PreK	7:50/near florist	2:35/near florist
Kinder	7:45/near florist	2:45/near florist
Grade 1	7:45/near florist	2:45/near florist



	Grade 2	7:45/ yard door	2:45/yard gate		
	Grade 3	7:45/yard door	2:45 yard gate		
	Grade 4	7:45/church side	2:45/church side		
	Grade 5	7:45/church side	2:50/church side		
	Grade 6	7:45/church side	2:55/church side		
	Grade 7	7:45//church side	3/church side		
	Grade 8	7:45/hall door	3/hall door		
	<p>Parents: Parents will leave their students at the designated door above for arrival. Dismissal will be as designated above. It is important that parents/guardians wear masks when they are dropping their children off.</p> <p>Teachers: Teachers and staff will enter using the main door on Juniper Valley Road.</p> <p>Visitors: Visitors will use the main door on Juniper Valley Road. Visitors will be limited to enter the building only if necessary. All visitors including parents will be subject to a health screening, which will include a temperature check and use of hand sanitizer.</p>				

<u>RESTART OPERATIONS</u>		YES	NO
Plans to safely reopen facilities and grounds, such as cleaning and disinfection, and restarting building ventilation, water systems, and other key facility components, as applicable.			
Hygiene, Cleaning, and Disinfection	<p>Protocols and procedures for school-wide cleaning and disinfection of classrooms, restrooms, cafeterias, libraries, playgrounds, school buses, and all other school facilities, as well as training and promotion of hand and respiratory hygiene among all individuals in school facilities and on school grounds;</p> <ul style="list-style-type: none"> ● Plan and Policy for deep Cleaning and Disinfecting prior to school re-opening? 	yes	



- **Policy and Plan for daily Cleaning and Disinfecting Schedules?**
- **Policy and Plan for Nightly Deep Cleaning?**
- **Policy and Plan for Training Faculty, Staff and Students on Hand and Respiratory Hygiene?**

Plan for deep cleaning during the period of August 17-30 as per the Diocese of Brooklyn.

Cleaning and Disinfection (CDC May 19, 2020)

Clean and disinfect frequently touched surfaces (e.g., playground equipment, door handles, sink handles, drinking fountains) within the school and on school buses at least daily or between use as much as possible. Use of shared objects (e.g., gym or physical education equipment, art supplies, toys, games) should be limited when possible or cleaned between use.

Daily and night: increased, routine cleaning, and disinfection.

Ensure safe and correct use and storage of cleaning and disinfection products' including storing products securely away from children.

Use products that meet EPA disinfection criteria external icons.

Cleaning products should not be used near children, and staff should ensure that there is adequate ventilation when using these products to prevent children or themselves from inhaling toxic fumes.

Deep cleaning and disinfecting at the end of every school day after the building has been vacated to be performed by the cleaning company.

Regularly scheduled interval cleaning throughout the school day, specifically bathrooms and frequently touched surfaces by our maintenance staff to include handrails as well.

Deep cleaning and disinfecting at the end of every school day after the building has been vacated

Special consideration is given to any possible shared educational materials and will be cleaned as well.

Hand Hygiene and Respiratory Etiquette (CDC May 19, 2020)

Teach and reinforce handwashing with soap and water for at least 20 seconds and increase monitoring to ensure adherence among students and staff. Parents need to support this at home as well.

If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer). Each classroom will have sanitizer readily available. In addition, students will have hand sanitizer on their desks. When students need to leave the room to go



	<p>to the bathroom, students will be instructed to use hand sanitizers before leaving. They will also wash their hands in the bathroom and upon reentry to the classroom, use hand sanitizer as well.</p> <p>Students will be reminded that used tissues should be thrown in the trash and hands washed immediately with soap and water for at least 20 seconds. If soap and water are not readily available, hand sanitizer that contains at least 60% alcohol can be used (for staff and older children who can safely use hand sanitizer).</p>		
Extracurriculars	<p>Policies regarding extracurricular programs and which activities will be allowed, considering social distancing, PPE usage, and cleaning and disinfection, as well as risk of COVID-19 transmission (e.g., interscholastic sports, assemblies, and other gatherings). Policies should consider how to maintain cohorts, if applicable, or members of the same household. Schools Responsible Parties should refer to DOH’s “Interim Guidance for Sports and Recreation During the COVID-19 Public Health Emergency” to assist in development of these policies; however, interscholastic sports are not permitted at the time of publication of the guidance, and additional information on athletic activities is forthcoming;</p> <ul style="list-style-type: none"> ● Policy and Plan for Extracurricular programs and activities? <p>All afterschool programs will be supervised by our staff in our classrooms. Clubs can only be offered by teachers or staff that supervise each class. Proper social distancing will be adhered to in our afterschool program. Staff and students will continue to follow all of the rules the school follows during instructional time.</p>	yes	
Before and Aftercare	<p>Policies regarding before and aftercare programs, considering social distancing, PPE usage, and cleaning and disinfection requirements, as well as risk of COVID-19 transmission. Policies should consider how to maintain cohorts, if applicable, or group members of the same household;</p> <ul style="list-style-type: none"> ● Policy and Plan for Before School and After School? <p>Before School Care will be supervised by our staff. Students will be spaced out to socially distance to avoid contact. Students will also be seated according to their families. Students will be instructed to bring their own puzzles, coloring or activity that can be done while sitting.</p> <p>After School Care will be supervised by our own staff in an area that will be cleaned before the students are released. Students will be instructed to bring their own supplies. If weather permits, students will be allowed to go outside to get fresh air while socially distancing themselves.</p>	yes	



<p>Vulnerable Populations</p>	<p>Policies regarding vulnerable populations, including students, faculty and staff who are at increased risk for severe COVID-19 illness, and individuals who may not feel comfortable returning to an in-person educational environment, to allow them to safely participate in educational activities and, where appropriate, accommodate their specific circumstances. These accommodations may include but are not limited to remote learning or telework, modified educational or work settings, or providing additional PPE to individuals with underlying health conditions. Responsible Parties must also identify and describe any modifications to social distancing or PPE that may be necessary for certain student or staff populations, including individuals who have hearing impairment or loss, students receiving language services, and young students in early education programs, ensuring that any modifications minimize COVID-19 exposure risk for students, faculty, and staff, to the greatest extent possible;</p> <ul style="list-style-type: none"> ● Policy and Plan for vulnerable students? ● Policy and Plan for vulnerable faculty or Staff? <p>Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19 (CDC May 19, 2020) Offer options for staff at higher risk for severe illness (including older adults and people of all ages with certain underlying medical conditions) that limit their exposure risk (e.g., telework, modified job responsibilities that limit exposure risk). Offer options for students at higher risk of severe illness that limit their exposure risk (e.g., virtual learning opportunities). Diocese Remote Program is being offered to those families who do not choose to send their children in school instruction. Consistent with applicable law, policies to protect the privacy of people at higher risk for severe illness regarding underlying medical conditions are in place.</p>	<p>yes</p>	
<p>Transportation</p> <p>AWAITING GUIDANCE FROM NYC DOE</p>	<p>Consistent with State-issued public transit guidance, protocols and procedures which include that 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. Protocols and procedures should include how school buses will be adapted to keep students and staff safe (e.g., how face coverings will be provided to students in need, how members of the same household will be seated together, how social distancing will be conducted on buses, whether bus schedules will be adapted to accommodate reduced capacity, whether any health screening will be conducted at home before students board buses, how</p>		



parents/legal guardians will be encouraged to drop off or walk students to reduce density on buses);

- **Policy and Plan for “alternative” transportation?**

All students and staff must wear protective face coverings. Students from the same family can sit together otherwise social distancing must be accommodated. School bus companies may choose to install sneeze guards by the driver’s seat and in between each seat to protect children and increase capacity. If installed, the sneeze guards must be made of a material approved by the Department of Transportation. Sneeze guards will need to be disinfected every day; Sneeze guards may be installed on wheelchair buses between securement stations with the approval of the Department of Transportation; When temperatures are above 45 degrees, school buses should transport passengers with roof hatches or windows slightly opened to provide air flow. School bus drivers, monitors, attendants and mechanics shall perform a self-health assessment for symptoms of COVID-19 before arriving to work. If personnel are experiencing any of the symptoms of COVID-19 they should notify their employer and seek medical attention; School bus drivers, monitors, attendants and mechanics must wear a face covering along with an optional face shield; Transportation staff (drivers, monitors, attendants, mechanics and cleaners) will be trained and provided periodic refreshers on the proper use of personal protective equipment and the signs and symptoms of COVID-19; 5 Transportation departments/carriers will need to provide Personal Protective Equipment such as masks and gloves for drivers, monitors and attendants in buses as well as hand sanitizer for all staff in their transportation locations such as dispatch offices, employee lunch/break rooms and/or bus garages. Drivers, monitors and attendants who must have direct physical contact with a child must wear gloves. Considerations for Reopening Plans Districts and other applicable schools may want to consider adding the following best practices.

All parents/guardians will be required to ensure their child/children are not experiencing any signs and symptoms of COVID-19 and do not have a fever of 100 degrees or more prior to them boarding their method of transportation to school. Students must wear a mask on a school bus if they are physically able. Students who are unable to medically tolerate a face covering, including students where such covering would impair their physical health or mental health are not subject to the required use of a face covering. Students must have social distance (six feet separation) on the bus.



	<p>When students embark and disembark the bus, they should follow social distancing protocols. This will increase the time required to load and unload buses at schools in the morning and afternoon. • We will consider staggered arrival and departure times to ensure social distancing. Loading and unloading locations for students who are transported will continue to be through our main entrance with a temperature check. There will be a hand sanitizer dispenser near the front door for when the students enter the building.</p>		
<p>Food Services</p>	<p>Protocols and procedures for onsite and remote food services for students, considering appropriate social distancing and any modifications to service that may be necessary (e.g., providing meals in a combination of classrooms and cafeterias, staggering meal periods). Measures to protect students with food allergies if providing meals in spaces outside the cafeteria. Protocols and procedures must also include how students will perform hand hygiene before and after eating, how appropriate hand hygiene will be promoted, and how sharing of food and beverages will be discouraged. Additionally, protocols and procedures must account for cleaning and disinfection prior to the next group of students arriving for meals, if served in the same common area (e.g., cafeteria);</p> <ul style="list-style-type: none"> ● Policy and Plan for Food Services? ● Policy and Plan for meal locations? ● Policy and Plan for lunch schedules? <p>We do not offer food services at Saint Margaret Catholic Academy. Students bring their own lunch and snacks. Students will be bringing their own daily and will be instructed to eat in the classroom where they are. New guidelines in the handbook will not allow students to share food for celebrations including birthdays.</p>		
<p>Mental Health, Behavioral, and Emotional Support Services and programs</p>	<p>Available resources and referrals to address mental health, behavioral, and emotional needs of students, faculty, and staff when school reopens for in-person instruction (e.g., how they will identify and support students having difficulty with transitioning back into the school setting, especially given the changed school environment). Any training for faculty and staff on how to talk with, and support, students during and after the ongoing COVID-19 public health emergency, as well as information on developing coping and resilience skills for students, faculty, and staff;</p> <ul style="list-style-type: none"> ● Policy and Plan to support the social and emotional health of faculty? ● Policy and Plan to support the social and emotional health of students? 	<p>yes</p>	



	<ul style="list-style-type: none"> ● Policy and Plan to support the social and emotional health of student families? <p>Saint Margaret Catholic Academy will follow the proposed plan from PDHP to support the social and emotional health of faculty, students and families. Newsletters were an important part for families during the time students were home for remote learning. These parent outreach newsletters will continue. Parents will have direct contact with our counselor who can assist with the mental state of our students. She will also be available to support our staff and parents.</p> <p>***see below</p>		
<p>Communication</p>	<p>Communications plans for students, parents/legal guardians of students, faculty, staff and visitors that includes applicable instructions, training, signage, and a consistent means to provide individuals with information. Plans should describe how schools will communicate with students and families about preparing for the upcoming year, which should include adapting to social distancing requirements, properly wearing face coverings, and proper hand and respiratory hygiene. Consider developing webpages, text and email groups, and social media to disseminate information. Schools should develop communication plans in multiple languages, as necessary.</p> <ul style="list-style-type: none"> ● Policy and Plan for School Facility and School Ground Signage? ● Policy and Plan for communication with Faculty and Staff? ● Policy and Plan for communication with Students and Families? <p>Communication is extremely important. In addition to emails, we will prepare a slide presentation to highlight the important steps and measures that will be taken to ensure protocols are being followed for the safety of all in our building. Points that will be addressed include but are not limited to face coverings, arrival and dismissal, social distancing, hygiene, etc.</p> <p>Webinars/meetings will be planned for all staff before school begins. In addition weekly check-ins will be scheduled for staff. CDC signs will be posted throughout the buildings and classrooms to follow all rules of social distancing, direction of traffic, etc.</p>	<p>yes</p>	



<u>MONITORING</u>		YES	NO
Protocols and procedures to track health conditions at schools.			
<p style="text-align: center;">Screening</p> <p style="color: red; text-align: center;">AWAITING FURTHER RECOMMENDATIONS FROM HEALTH DEPT.</p>	<p>Protocols and procedures for mandatory health screenings, including temperature checks, of students, faculty, staff, and, where applicable, contractors, vendors, and visitors to identify any individuals who may have COVID-19 or who may have been exposed to the COVID-19 virus. Responsible Parties should consider limiting the number of visitors permitted on school grounds or in school facilities, and, if visitors are allowed, screening of such visitors;</p> <ul style="list-style-type: none"> ● Policy and Plan for daily mandatory health screenings for Faculty and Staff? ● Policy and Plan for daily mandatory health screenings for Students? ● Policy and Plan for daily mandatory health screenings for Visitors? <p>In order to minimize the number of individuals who come in contact with each other, and in order to identify potentially sick students and staff to the greatest extent possible, schools will be required to follow all applicable health guidance and to develop entry and dismissal protocols consistent with the latest health guidance, including:</p> <ul style="list-style-type: none"> ● Staying up-to-date on guidance on symptom checks, which continues to evolve. ● Screening staff, students, and visitors daily on arrival for symptoms by temperature checks before coming into the building. ● Creating guidelines for health screenings of staff who report to work outside of morning arrival. ● Managing students drop off and pick up outside the school building to minimize the number of external visitors. <ul style="list-style-type: none"> ○ It is strongly recommended that nonessential visitors do not enter the school building. Schools should limit the frequency and duration of other visitors. Visitors will be directed to come to the main office after students have arrived. <p>We will implement mandatory health screenings, including temperature checks, of students, faculty, staff, and, where applicable, contractors, vendors, and visitors to identify any individuals who may have COVID-19 or who may have been exposed to the COVID-19 virus. If an individual presents a temperature of greater</p>		



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. Students will be required to submit daily an entrance slip or submit via app a statement that they don't have a fever in the morning. Teachers and visitors will be required to sign an affirmation upon entry in the building.

Health and Safety Measures: Monitoring and Containment

General Information

Administration, Faculty, Staff and Students will be reminded to stay home if they feel ill.

Administration, Faculty, Staff and Students will be reminded to stay home if they were within less than six feet for a prolonged period of time with a person with COVID-19

Training will be provided to all administration, faculty and staff on recognizing the signs and symptoms of COVID-19 and what to do if a child or adult is displaying symptoms.

Information will be provided to parents on the signs and symptoms of COVID-19 in children

Schools will ensure that any personnel performing in-person screening activities, including temperature checks, are appropriately protected from exposure to potentially infectious individuals entering the facilities. Personnel performing screening activities should be trained by employer-identified individuals who are familiar with CDC, DOH, and OSHA protocols.

Screeners will be provided and use PPE, which includes at a minimum, an acceptable face covering or mask, and may also include gloves, a gown, and/or a face shield.

Daily Health Screening

Temperature Checks

It is the recommendation that parents take their child's temperature every day before leaving for school. If the child's temperature is 100.0 degrees or higher, the child should remain home and see a doctor.



	<p>Temperature screening and screening questions as outlined in the NYS Guidance for In-Person Instruction at Pre-K–Grade 12 Schools during the COVID-19 Public Health Emergency are to be taken as each staff member and student enters the building:</p> <ul style="list-style-type: none"> · Persons who have fevers of 100.0 degrees Fahrenheit or above or who are exhibiting other signs of illness shall not be admitted to the school. · If the school has a nurse, the nurse will conduct the screening. In schools where a nurse is not present or is unable to conduct the screening, trained school personnel will be designated to do so. · In schools utilizing multiple entrances to avoid gatherings and enhance social distancing a designated trained school personnel should be at each entrance to conduct the daily temperature check. <p>Schools are prohibited from keeping records of student, faculty, staff, and visitor health data (e.g., the specific temperature data of an individual), but are permitted to maintain records that confirm individuals were screened and the result of such screening (e.g., pass/fail, cleared/not cleared). (FERPA)</p> <p>Health Screening Questionnaires</p> <ul style="list-style-type: none"> · Screening is strongly recommended to be conducted remotely (e.g. by electronic survey, digital application, or telephone, which may involve the parent/legal guardian), before the individual reports to school, to the extent possible; or may be performed on site at the school. · Remote screening should be coordinated to identify individuals who should not go to school and should be referred to their health care provider for further evaluation and COVID-19 testing. · On-site screening should be coordinated in a manner that prevents individuals from intermingling in close or proximate contact with each other prior to completion of the screening <p>Screening for all students, faculty, staff, must be completed using a questionnaire that determines whether the individual has:</p> <ul style="list-style-type: none"> · 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; 		
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	<ul style="list-style-type: none"> · 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 100.0°F, in the past 14 days; and/or · has traveled internationally or from a state with widespread community transmission of COVID-19 per the New York State Travel Advisory in the past 14 days. · Schools should implement health screening practices for unscheduled visitors (e.g., members of the public allowed to use school grounds). <p>Schools must require individuals to immediately disclose if and when their responses to any of the questions changes, such as if they begin to experience symptoms, including during or outside of school hours.</p> <p>Symptoms and Signs of Illness</p> <p>School Personnel will monitor staff and students throughout the day for signs of illness. Symptoms potentially include the following:</p> <ul style="list-style-type: none"> • Fever of 100.0 degrees Fahrenheit or higher • Cough • Stuffy nose • Chills • Shortness of breath/difficulty breathing • Loss of taste or smell • Congestion/runny nose • Nausea/vomiting/diarrhea • Muscle/body aches • Fatigue • Sore throat • Headache 				
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	<p>Screening Positive for COVID-19 Symptoms at School</p> <p>Any individual who screens positive for COVID-19 exposure or symptoms, if screened at the school, must be immediately sent home as outlined below with instructions to contact their health care provider for assessment and testing.</p> <ul style="list-style-type: none"> · Schools must immediately move students who are exhibiting COVID-19 symptoms to the Isolation room where they will be monitored while they await pick-up and safe exit from the building. · Isolation Rooms when in use, must be occupied by a school staff member wearing full PPE, with external ventilation increased within the area of isolation so as to encourage air flow (windows opened, non-mechanical ventilation disabled). · Administration, Faculty or Staff will be discreetly asked to leave the building immediately and to report their symptoms to a medical professional. · Schools and maintenance personnel will be required to close off and restrict the areas accessed by any sick individual or any individual exhibiting symptoms. · The Isolation Room, or any room or area occupied by sick or symptomatic individuals, must not be reopened or utilized until cleaning and disinfection have taken place in an acceptable and prescribed manner following the CDC prescribed guidelines. · Schools are to wait twenty-four (24) hours before custodians clean and disinfect the Isolation Room · Staff members tasked with cleaning the affected areas must wear appropriate personal protective equipment and arrange for optimal ventilation conditions during the cleaning process. · Schools are to advise sick staff members and students not to return to school until they have met the CDC criteria to discontinue home isolation for COVID-19 and non-COVID-19 related illnesses, which includes three days with no fever, an illustration that symptoms have improved, and ten (10) days elapsed since the symptoms first appeared. 		
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	<ul style="list-style-type: none"> · School leaders should monitor staff absenteeism as well as present symptoms or types of illness among students and staff to guide decision-making and next steps. · All quarantine orders issued by the federal, state, and local government directives must be followed by students, faculty, and staff. <p>Reporting a Positive COVID-19 Case</p> <ul style="list-style-type: none"> · Principal should immediately notify Tom Chadzutko and Joan McMaster in writing with all relevant details of any confirmed COVID-19 case. · Principals will be instructed on notifying the state and local health department about the case if diagnostic test results are positive for COVID-19 and follow the state and local health department guidance on notification and for next steps. · Principals must then distribute this notification to school staff members and families <p>once approved by the Office of the Superintendent. No identifying information is to be used in any communications regarding the individual who may be symptomatic</p> <ul style="list-style-type: none"> · Principals will coordinate with maintenance staff to ensure compliance with CDC disinfection procedures and timelines guidance. · Schools will follow all health department directives on school closures, because of <p>COVID-19.</p> <ul style="list-style-type: none"> · Schools in consultation with the local health department(s), about the requirements for determining when individuals, particularly students, who screened positive for COVID-19 symptoms can return to the in-person learning environment. This returning to learning requires a written note of medical clearance from a licensed NYS health care provider, proof of a negative COVID-19 testing after having no fever for three days, and symptom resolution, or if COVID-19 positive, medical release from isolation. <p>In keeping with HIPAA law, at no time should the identity of the individual, who is COVID-19 positive, be revealed. Schools must</p>		
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	<p>take extreme and extenuating measures to protect the identity of the individual. This is a critical violation of a person’s civil rights, and appropriate action for the failure to do so could result in disciplinary action up to and including termination.</p> <p>PLEASE NOTE: Plan is subject to change according to state and local health agencies</p> <p>We will implement mandatory health screenings, including temperature checks, of students, faculty, staff, and, where applicable, contractors, vendors, and visitors to identify any individuals who may have COVID-19 or who may have been exposed to the COVID-19 virus. 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. Students will be required to submit daily an entrance slip or submit via app a statement that they don't have a fever in the morning. Teachers and visitors will be required to sign an affirmation upon entry in the building.</p> <p>Contact Tracing: Responsible Parties must 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, Responsible Parties must develop and maintain plans to support local health departments 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</p>		
<p>Testing Protocols</p> <p>AWAITING FURTHER RECOMMENDATIONS FROM HEALTH DEPT.</p>	<p>Process for the provision or referral of diagnostic testing for students, faculty, and staff for COVID-19, in consultation with local health department officials, when needed, which should include plans for testing of symptomatic individuals, 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, before allowing such individuals to return to in-person to the school;</p>		



	<ul style="list-style-type: none"> ● Policy and Plan for referral for COVID-19 diagnostic testing ,when needed, for Faculty and Staff? ● Policy and Plan for referral for COVID-19 diagnostic testing, when needed, for Students? ● <p>We must use every effort to prevent the spread of infection in schools if a student or staff member is feeling sick or has a confirmed case of COVID-19. The most fundamental guidance remains that any student or staff member should stay home if they are not feeling well. In the interest of the health and safety of our entire city, DOHMH recommends that all New Yorkers get tested, whether or not you have symptoms or are at increased risk. All staff members will be asked to take a COVID-19 test in the days before the first day of school. Testing Protocols: Process for the provision or referral of diagnostic testing for students, faculty, and staff for COVID-19, in consultation with local health department officials, when needed, which should include plans for testing of symptomatic individuals, 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, before allowing such individuals to return to in-person to the school; • Testing Responsibility: Identification of who in the community is responsible for referring, sourcing, and administering testing (e.g., local health department testing site, physician offices, hospital system), particularly in the event that large-scale testing at the school is needed; and • Early Warning Signs: Defined metrics that will serve as early warning signs that positive COVID-19 cases may be increasing beyond an acceptable level, as established by state and local health departments; define and deploy method(s) to monitor against such metrics.</p>		
<p style="text-align: center;">Testing Responsibilities</p>	<p>Identification of who in the community is responsible for referring, sourcing, and administering testing (e.g., local health department testing site, physician offices, hospital system, etc.), particularly in the event that large-scale testing at the school is needed;</p> <ul style="list-style-type: none"> ● Have you identified the designated COVID-19 Health Coordinator? Or Team? <p>Team will be led by our DOH Nurse. The nurse will give us guidance according to DOHMH. We will work in coordination with DOHMH and the Test + Trace Corps to identify, isolate, and prevent</p>	<p>yes</p>	



	<p>spread of COVID-19. In the event that there is a laboratory-confirmed case in a school, all students and teachers in that class are assumed to be close contacts and will be instructed to self-quarantine for 14 days since their last exposure to that case.</p> <p>Additionally, the DOHMH and Test + Trace Corps will begin an investigation into the risk of exposure to the school community and work with the DOE to issue clear guidance and decisions for next steps based on the outcome.</p>		
Early Warning Signs	<p>Defined metrics that will serve as early warning signs that positive COVID-19 cases may be increasing beyond an acceptable level, as established by state and local health departments; define and deploy method(s) to monitor against such metrics.</p> <ul style="list-style-type: none"> • Will this be the designated COVID-19 Health Coordinator? Or Team? <p>Team will be led by our DOH Nurse if a student or teacher is feeling sick, they are required to stay home and, if their symptoms are consistent with COVID-19, are asked to get tested. If a student begins experiencing symptoms in school, they will be isolated and monitored by a dedicated staff member until they are picked up by their family. Staff members who become symptomatic at school are asked to immediately leave the building.</p>	es	

CONTAINMENT		YES	NO
Protocols and procedures for how to respond to positive or presumed-positive cases, as well as preventative practices.			
School Health Offices	<p>Protocols for safely caring for a student, faculty, or staff member if they develop symptoms of COVID-19 during the school day;</p> <ul style="list-style-type: none"> • Plan and Policy for Faculty or staff who develop symptoms during the school day? • Plan and Policy for Students who develop symptoms during the school day? <p>The principal will be in charge of any person, staff or student who develops symptoms in the building. Designate a staff person to be responsible for responding to COVID-19 concerns (e.g., school</p>	yes	



	<p>nurse). All school staff and families should know who this person is and how to contact them. Confidentiality issues to be handled by one designated person, (Principal or Nurse) who will then electronically transfer information to those concerned</p> <p>While employee safety is critical, we must be mindful of employee and student medical privacy rights, which generally prohibit disclosure of personal health information without proper consent or authorization.</p>		
Isolation	<p>Procedures to isolate individuals who screen positive upon arrival, or symptomatic individuals should they become symptomatic while at school, providing appropriate PPE for school health office staff caring for the symptomatic individual. Protocols for safe transportation, including pick-up arrangements, if applicable, for symptomatic students, faculty, and staff;</p> <ul style="list-style-type: none"> ● Plan and Policy for Isolation Protocols for anyone who may screen positive upon arrival or become symptomatic during the school day? ● Plan and Policy for transportation and pick -up arrangements for anyone who may screen positive upon arrival or become symptomatic during the school day? <p>The principal will be the person who supervises a symptomatic staff or student until they can be picked up in a room isolated from the rest of the school. PPE equipment will be available.</p>	yes	
Collection	<p>Protocols for how parents or legal guardians should pick up their student with instructions that the student must be seen by a health care provider;</p> <ul style="list-style-type: none"> ● Plan and Policy to communicate pick-up protocols and follow up health care instructions to Parents? <p>During the day, pick ups can only enter the building by the front door. When a student or staff member is sent home due to symptoms, they must return a note stating they were seen by a healthcare professional..</p> <p>CDC guidelines specifically say that employers must maintain the confidentiality of people with confirmed COVID-19 infection.</p> <p>Testing and Tracing Policy and Procedures</p> <p>Daily regular check-ins to evaluate programming and support and make adjustments</p> <p>Recognize Signs and Symptoms (CDC May 19.2020)</p>	yes	



	<p>If feasible, conduct daily health checks (e.g., temperature screening and/ or symptom checking) of staff and students.</p> <p>Health checks should be conducted safely and respectfully and in accordance with any applicable privacy laws and regulations. School administrators may use examples of screening methods in CDC’s supplemental Guidance for Child Care Programs that Remain Open as a guide for screening children and CDC’s General Business FAQs for screening staff.</p>		
<p>Infected Individuals</p> <p>AWAITING FURTHER RECOMMENDATIONS FROM HEALTH DEPT.</p>	<p>Requirements that persons who have tested positive complete isolation and have recovered, and will not transmit COVID-19 when returning to in-person learning. Discharge from isolation and return to school will be conducted in coordination with the local health department;</p> <ul style="list-style-type: none"> ● Plan and Policy for “Return to School” or “Return to Work” Clearance? TBD <p>Requirements that persons who have tested positive complete isolation and have recovered, and will not transmit COVID-19 when returning to in-person learning. Discharge from isolation and return to school will be conducted in coordination with the local health department.</p>		
<p>Exposed Individuals</p> <p>AWAITING FURTHER RECOMMENDATIONS FROM HEALTH DEPT.</p>	<p>Requirements that individuals who were exposed to the COVID-19 virus complete quarantine and have not developed symptoms before returning to in-person learning. Discharge from quarantine and return to school will be conducted in coordination with the local health department;</p> <ul style="list-style-type: none"> ● Plan and Policy for “Return to School” or “Return to Work” Clearance? TBD <p>Exposed Individuals: Requirements that individuals who were exposed to the COVID-19 virus complete quarantine and have not developed symptoms before returning to in-person learning. Discharge from quarantine and return to school will be conducted in coordination with the local health department.</p>		
<p>Hygiene, Cleaning and Disinfecting</p>	<p>Adherence to, and promotion of, hygiene, cleaning, and disinfection guidance set forth by DOH and CDC, including strategies for cleaning and disinfection of exposed areas and appropriate notification to occupants of such areas;</p> <ul style="list-style-type: none"> ● Plan and Policy for Cleaning and Disinfecting exposed areas and notification to all of such areas? <p>Cleaning and Disinfection (CDC May 19, 2020) Clean and disinfect frequently touched surfaces and exposed areas within the school and on school buses at least daily or between use as much as possible. Use of shared objects (e.g., gym or physical</p>	yes	



	education equipment, art supplies, toys, games) should be limited when possible or cleaned between use. A fogger machine will be used daily.		
Contact Tracing AWAITING FURTHER RECOMMENDATIONS FROM HEALTH DEPT.	Plans to support local health departments in contact tracing efforts using the protocols, training, and tools provided through the New York State Contact Tracing Program –an initiative between the Department of Health, Bloomberg Philanthropies, Johns Hopkins Bloomberg School of Public Health, and Vital Strategies; and <ul style="list-style-type: none"> ● Will this be the designated COVID-19 Health Coordinator? Or Team? Plans to support local health departments in contact tracing efforts using the protocols, training, and tools provided through the New York State Contact Tracing Program – an initiative between the Department of Health, Bloomberg Philanthropies, Johns Hopkins Bloomberg School of Public Health, and Vital Strategies.		
Communication	Plans to share protocols and safety measures taken by the school with all relevant parties including parents/legal guardians, faculty, staff, students and the local community. <ul style="list-style-type: none"> ● Plan and Policy to communicate to all the protocols and safety measures taken after an exposure? Designated COVID-19 Point of Contact (CDC May 19, 2020) Designate a staff person to be responsible for responding to COVID-19 concerns (e.g., school nurse). All school staff and families should know who this person is and how to contact them. Confidentiality issues to be handled by one designated person, (Principal or Nurse)who will then electronically transfer information to those concerned While employee safety is critical, we must be mindful of employee and student medical privacy rights, which generally prohibit disclosure of personal health information without proper consent or authorization.	yes	

<u>CLOSURE</u>		YES	NO
Contingency plans, protocols, and procedures for decreasing the scale or scope of in-person education, and/or closing the school.			
Closure Triggers AWAITING FURTHER RECOMMENDATIONS FROM HEALTH DEPT.	Identification of the conditions that may warrant reducing in-person education or closing the school, in consultation with state and local health departments, and plan for an orderly closure		



	Depending on the guidance given by the local, state and DOH, school closure would be conditional on the guidance provided.		
Operational Activity AWAITING FURTHER RECOMMENDATIONS FROM HEALTH DEPT.	Determination of which operations will be decreased, or ceased and which operations will be conducted remotely; include process to conduct orderly closures which may include phasing, milestones, and involvement of key personnel. Depending on the guidance given the local, state and DOH, school operations would be conditional on the guidance provided.		
Communication AWAITING FURTHER RECOMMENDATIONS FROM HEALTH DEPT.	Plan to communicate internally and externally throughout the closure process. Communication is key and should be kept open. All parties need to have a clear understanding of the protocols put forth. Parents would be notified using the many tools including but not limited to: email, remind message, website, social media and more.		

***Social and Emotional

CREATING COMMUNITY AND CONNECTING WITH STUDENTS IN NEW SCHOOL CONFIGURATIONS

- Buddying different grades via Zoom/Google Meets
- Online Mass celebrations via Zoom/Google Meets
- Outside Mass celebrations (Sept., Oct., Nov.)
- Classroom mass celebrations (Recruit Pastors and priests)
- Newsletters highlights all goals
- Inspirational messages and stories from stakeholders
- Posting on academy/school social media
- Zoom/Google Meets sessions to bring different classes together to socialize
- Classroom meetings addressing shared experiences
- Recess with different classes via Zoom/Google Meets

FACILITATING COMMUNITY AND CONNECTION WITH FACULTY AND STAFF

Strong leadership must come from the top. Superintendent to deputy superintendent and boards.



Principals should communicate with district superintendents weekly or as needed

Monthly “virtual” faculty meeting

Advisory Team of teachers on grade bands and specials to meet with Principal bi-weekly disseminates information to other teachers

Due to the limited time meetings can be digital to limit interaction

Levels of stress grew during remote learning due to lack of communication. Often communication is confusing when not done in person with notes to follow up. Connecting must also have a clear goal and vision of the school and the principal

PDHP counselors would provided appropriate referral for

Post traumatic stress, Health emergencies, Grief and bereavement, anxiety, depression, other health challenges

Counseling sessions provided by Mother Cabrini

Post traumatic stress, Health emergencies, Grief and bereavement, anxiety, depression, other health challenges

Spiritual Support for faculty and staff (Recruit Pastors, priest, nuns, deacons or DREs)

Faith Based discussion groups

Weekly rosary

ONBOARDING STUDENTS TO ORIENT TO THE NEW REALITIES OF THE CLASSROOM AND SCHOOL

Plans need to be consistent across the whole school

Teachers must be given guidance on how to implement plan

Parents must be educated on plans

Virtual Back to School Parent Meeting

Rubric plan must be made if students do not comply with new realities of the classroom

Student check-in to discuss how they are feeling

Principals can send a video message to the families to welcome them back and reassure hem of the safety measures taken

Implementing Support for Students Exposed to Trauma (SSET)

Implemented by the Mother Cabrini and PDHO Counselors

SSET provide lessons

anxiety or nervousness

withdrawal or isolation

Depressed mood

Acting out in school

Impulsive or risky behavior

DEVELOPING A DIFFERENTIATED ON-BOARDING PLAN FOR STUDENTS THAT ARE NEW TO THE SCHOOL (TRANSFER STUDENTS)

Create a buddy system where new students are linked with other students in the class via Zoom/Google Meets sessions

Engage parents with other parents

Assign buddy families



Have principal highlight events to ensure communication is open
Post important events on school social media pages
Classroom meetings addressing shared experiences
Have principal meet with stakeholders to inform and dispel rumors
Coffee, tea or lunch

DEVELOPING AUTHENTIC WAYS FOR PARENTS TO CONNECT WITH THE SCHOOL COMMUNITY IN A VIRTUAL WORLD

Have communication forums such as google meets or zoom meetings
Class chat rooms for parents (Monitored by the academy personnel)
Parent support groups via google meets
Parent learning from Evidence Based Program EBP Guiding good Choices grades 4-8 this can be done remotely
PDHP can customize remote parent learning programs for grades K-3
Social Well –Being
Coffee/Tea Time
Cooking Classes
Zumba/Yoga
Meditation
Spiritual Well-Being
Faith Based discussion groups
Weekly Rosary
Emotional Well-Being
Bereavement/Loss/Grief Group

MAINTAINING DAILY RITUALS (I.E. DAILY ANNOUNCEMENTS, MORNING PRAYER, ETC.)

Define new norms for schools
Morning and afternoon prayers in classes via P.A. system or teacher/students/principal in hallways via teacher voice
Mornings principals address student body announcements and prayers
Each grade get highlighted each month
Highlight teachers
Virtual calendars for months
Students of the Month and Christian Leaders of the Month
announced on designated bulletin board and a digital recognition page

STRUCTURING SOCIAL OPPORTUNITIES FOR STUDENTS AND FAMILIES

Family fun nights remotely and in person
Social distancing Masses in school yards
Halloween/Easter celebrations in schoolyard
Virtual get-togethers via Zoom/Google Meets
Coffee/Tea Time



Meditation
Cooking Classes
Zumba/Yoga
Weekly Rosary
Dances
Holiday Celebrations

CREATING WAYS TO MITIGATE STRESS RESPONSES IN STUDENTS, TEACHERS, AND FAMILIES

Limit emails (Establish clear office hours)

All communication should come from one source used by all teachers in school instead of multiple types of communications and emails

Advisory Team of teachers on grade bands and specials

meet with Principal bi-weekly disseminates information to other teachers

Class Parent

daily contact with the principal

Disseminates appropriate information

Homeroom Page

Classes have Google homepages used as communication hubs

Homeroom Page - Each class should have a separate google homepage that could be a communication hub. This should be the page for all announcements, messages, and school handouts.

ENHANCING APPROACHES TO SUPPORT SOCIAL EMOTIONAL LEARNING

Communication must be open with principals, teachers and administration

Responsive Classrooms

Emotional Literacy

Friendzy Program

Connects to Faith Based Program

Mother Cabrini and PDHP Counselors

Provide services according to the needs of the school

ADJUSTING RECRUITING AND MARKETING PRACTICES TO ATTRACT NEW FAMILIES AND MAINTAIN CONTACT WITH THOSE NEWLY ENROLLED.

Virtual tours

Coffee/Tea with new prospective families

Contact families via phone or via text 1x per month

New families have a buddy system via phone, Zoom, Google Meets

Board members become part of contacting families

Schools post online about their schools and activities



Recorded messages uploaded to the school website

teachers, parents or students

I love it here because...

Principals hold morning meetings online for families to view

teachers, parents or students

PDHP & MOTHER CABRINI COUNSELORS

Principals would like counselors to return to schools opening day to provide social and emotions; support to students and teachers. Principals agreed with PDHP that an emphasis should be given to students exposed to trauma. Principals reported concern about the need to provide social and emotional support to introverted students. Principals believe with social distancing could be adhered to with counselors inside their schools.

