

Blooming Grove Academy

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Blooming Grove Academy LLC. Reopening Plan

(Drafted July 28, 2020)

I. People

A. Social Distancing and Face Covering

Social Distancing

Classroom will be arranged so desks are 6 feet apart and all face in the same direction. Staff and students should be mindful of social distancing when transitioning to an exit, the common area, and the playground.

Face Coverings

- Any time or place that individuals cannot maintain appropriate social distancing, individuals must wear acceptable face coverings.
- Face covering should be worn except for meals and instruction with appropriate social distancing. At any time, face coverings may be required during instruction especially if there is a higher rate of COVID-19 in Orange County at any given time.
- Face coverings must be worn in common areas and when traveling around the school.
- 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
- Staff will be trained on how to adequately put on, take off, clean, and discard PPE, including but not limited to, appropriate face coverings.

Social Distancing for Certain Activities

A distance of twelve (12) feet in all directions must be maintained between individuals while participating in activities that require projecting the voice (e.g., singing), playing a wind instrument, or aerobic activity resulting in heavy breathing (e.g. participating in gym classes).

Space Configurations

Students will stay in their classrooms throughout the day. There will be no more than 6 students in the common area at one time. Shared workstations, desks, tables need to be

cleaned and disinfected between use. Art, music, and lunch will be held in each child's classroom. Physical education will be held in the common area at the designated time only.

Child Nutrition

Children bring lunch and snacks from home. If a child forgets his/her lunch a bagged lunch will be provided.

Signage

Signs will be posted that are consistent with DOH COVID-19 signage regarding public health. The signage will remind staff and students to:

- Have their temperatures taken
- Follow hand hygiene and cleaning and disinfection guidelines
- Follow respiratory hygiene and cough etiquette
- Identify hand sanitizing stations throughout the building

Social Emotional Well-Being

Our guidance counselor will meet with each child individually to discuss stress, anxiety, fear, and general social emotional well-being. She will provide weekly social emotional small groups throughout the school year. Many surveys of parents' and students' needs were distributed prior to this reopening plan being created. All students will also receive a weekly Health curriculum to develop appropriate social emotional well-being strategies. Given the small size of our school, we hope to be able to address each child's social emotional needs on an individual basis and tailor our strategies to each learner's needs.

B. Gatherings

Meals

Students will eat all meals in their classrooms with social distancing at meal time between staff and students.

Transportation

Students are transported by their parents or as arranged by their home school districts.

Small Spaces

The only small space in the building is the quarantine office. A student will be quarantined in the office should he or she develop COVID-19 symptoms. The student will wait for a parent in the quarantine office and be required to wear a face covering especially when leaving the building through the common area.

Staff Meetings

Given the small number of staff, meetings can be held with appropriate social distancing as well as face coverings.

Ventilation

Ventilation with outdoor air will be used to the greatest extent possible (e.g. opening windows and doors) while maintaining health and safety protocols.

Common Areas

A limited amount of staff and students will be permitted in the common area at one time.

C. Operational Activity

Cohorts

Students will not co-mingle between classrooms. Each classroom has its own bathroom. Staff and students should use the bathroom in their assigned classroom.

In-Person Instruction

Thirteen students are expected at the 422 Blooming Grove Turnpike Building and 8 students are expected at the 539 Blooming Grove Turnpike building during the 2020-21 school year. If staff are not assigned to a particular student, he or she should report to the office area at the 539 building. This will keep the number of people in each classroom at an appropriate level for social distancing. Schedules have been developed to provide students with the staff they need and keep the gathering size as low as possible per room.

D. Movement and Commerce

Student Drop-Off and Pick-Up

If students arrive later than 9:10, they should be dropped off at the entrance closest to their classrooms. The common area entrance will be closed at 9:05 and no students will be permitted entrance through the common area after 9:10.

All pick-ups earlier than dismissal time must be made in advance and in writing so staff can ensure students are not co-mingling in the common area. Students will be dismissed from the exit closest to their classrooms. If you are conveying information to staff, please wear a face covering and maintain social distancing when possible. Only staff and students will not be permitted in the building.

Deliveries

Outside deliveries will be left at the front door. No deliveries will be made inside.

Faculty/Staff Entrances and Exits

The lower level classroom staff should use their fobs to use that entrance/exit. The upper level classroom staff should use the common area entrance. The administrative staff should use the lower level entrance.

Shared Objects

Student will be assigned a tablet or Chromebook at the beginning of the school year. Each student must have a labeled pencil box with his/her own writing utensils, crayons, scissors, and glue. These items may not be shared. Lockers and cubbies will be assigned and not shared. No materials should be shared without performing hand hygiene before and after contact.

II. Places

A. Personal Protective Equipment

Cloth Face Coverings:

All individuals in school facilities and on school grounds must be prepared to put on a face covering if another person unexpectedly cannot socially distance. All students and staff members must wear cloth face coverings:

- Whenever they are within 6 feet of someone;
- In hallways;
- In restrooms; and
- In other congregate settings, including buses.

Face coverings will be provided to employees (and students if they forget their own) an adequate supply will be available in the medical supply closet. Staff may wear their own acceptable face covering. Employees with healthcare provider documentation stating they are not medically able to tolerate face covering cannot be required to do so.

Scheduling mask breaks for the students will occur. Students should not wear such a covering if it impairs their health or mental health, or where such covering would present a challenge, distraction, or obstruction to education services and instruction; anyone who has trouble breathing or is unconscious; or anyone who is incapacitated or otherwise unable to remove the cloth face covering without assistance.

B. Hygiene, Cleaning, and Disinfection

Hygiene

A cleaning log will be kept in each building that will be completed daily by staff members who are assigned to each cleaning and/or disinfection task. These have been assigned. The cleaning company also signs the log, stating what cleaning and disinfection tasks they completed.

Students and staff will be trained on September 3rd, 2020 on proper hand and respiratory hygiene. Handouts will be sent home on the first day of school, September 8, 2020 so this can be reinforced.

Handwashing and sanitizing stations are available on each floor of the buildings. For handwashing: soap, running warm water and disposable paper towels are available. For hand sanitizing: an alcohol-based hand sanitizer containing at least 60% alcohol is available on each floor as well.

Signage is posted as to where the hand sanitizing stations are on each floor. Hand sanitizers are available near the front door of each classroom and entrance way.

Students must wash hands after returning from the playground, after bathroom use, before meals or any time hands are soiled.

Each bathroom as well as classroom has a receptacle for soiled items such as PPE and paper towels.

Cleaning and Disinfection

Disposable wipes are available on each floor with an extra supply in the kitchen so that commonly used surfaces can be cleaned often, specifically but not limited to keyboards, desks, chairs, remote controls.

All paper towel and soap dispensers are touch free. Water-bottle refilling stations are also touch free at the 539 building. Hand sanitizer is available near the water coolers at the 422 building.

Restrooms and all surfaces are cleaned and disinfected daily.

Each toilet is separate and students do not need to share bathrooms.

Cleaning and Disinfection Following Suspected or Confirmed COVID-19 Case

Given the small size of our school and staff, it is likely that all students and staff will be exposed if a confirmed case of COVID-19 is identified.

Upon report of a suspected or confirmed COVID-19 case, the CDC guidelines on "Cleaning and Disinfecting Your Facility" will be used.

Windows and doors will be open to increase air circulation.

A period of 24 hours will occur prior to cleaning and disinfection of the entire school building.

III. Processes

Screening and Testing

A screening questionnaire determines whether the individual has:

- 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;
- 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.

Health Screening and Temperature Checks

No student may return to school without a parent/guardian completing a COVID-19 health screen. If a student is absent for more than 1 school day, a new health screen will need to be completed prior to the return to school. All staff and students will have their temperatures taken

upon arrival. Students should have their temperatures taken at home prior to departing to school. If an individual presents a temperature of greater than 100.0 degrees Fahrenheit, the individual will be denied entry into the facility or sent directly to the quarantine office prior to being picked up.

Positive Screen Protocols

Any individual who screens positive for COVID-19 exposure or symptoms at school will be immediately sent home with instructions to contact his/her health care provider for assessment and testing.

In-Person Screening

All staff and students will have their temperatures taken upon arrival. Students should have their temperatures taken at home prior to departing to school. If an individual presents a temperature of greater than 100.0 degrees Fahrenheit, the individual will be denied entry into the facility or sent directly to the quarantine office prior to being picked up.

Use of Barriers/Partition Controls for conducting temperature screenings: Staff will stand behind a physical barrier, such as a glass or plastic window or partition that can serve to protect the staff member's face and mucous membranes from respiratory droplets that may be produced if the child being screened sneezes, coughs, or talks.

School Health Office

Students and staff with symptoms of illness must be sent to the health office. The school nurse will be available to assess individuals as chronic conditions such as asthma and allergies or chronic gastrointestinal conditions may present the same symptoms as COVID-19 but are neither contagious nor pose a public health threat. Any student or staff member who has a fever or other symptoms of COVID-19 that are not explained by a chronic health condition will be sent home for follow up with a health care provider.

The School Health Office Cleaning

School health office cleaning will be cleaned after each use of:

- Cots;
- Health office equipment (e.g. blood pressure cuffs, otoscopes, stethoscopes, etc.) should be cleaned following manufacturer's directions.

Management of Ill Persons

As of 7/13/2020, the following are listed as the most common symptoms of COVID-19:

- Fever or chills (100°F or greater);
- Cough;
- Shortness of breath or difficulty breathing;
- Fatigue;
- Muscle or body aches;
- Headache;
- New loss of taste or smell;
- Sore throat;

- Congestion or runny nose;
- Nausea or vomiting; and/or
- Diarrhea

All staff will be educated to observe students or other staff members for signs of any type of illness such as:

- Flushed cheeks;
- Rapid or difficulty breathing (without recent physical activity);
- Fatigue, and/or irritability;
- Frequent use of the bathroom

Students and staff exhibiting these signs with no other explanation for them should be sent to the school health office for an assessment by the school nurse

Notification

The School Director will notify the state and local health department immediately upon being informed of any positive COVID-19 diagnostic test result by an individual in school facilities or on school grounds, including students, staff and visitors.

Tracing Support

BGA will cooperate with state and local health departments for contact tracing.

We will assist by:

- reporting who may have had contact at school with a confirmed case
- keeping accurate attendance records of students and staff members;
- ensuring student schedules are up to date;
- keeping a log of any visitors which includes date, time and where in the school they visited
- Assist local health departments in tracing all contacts of the individual at school in accordance with the protocol, training, and tools provided through the New York State Contact Tracing Program.

Quarantine, Isolation and Return to School

The quarantine office will be cleaned and disinfected after any quarantined person has left the area. Any area a quarantined person entered must also be cleaned and disinfected.

We will follow CDC guidance for allowing a student or staff member to return to school after exhibiting symptoms of COVID-19. If a person is not diagnosed by a healthcare provider (physician, nurse practitioner, or physician assistant) with COVID-19 they can return to school:

- Once there is no fever, without the use of fever reducing medicines, and they have felt well for 24 hours;
- If they have been diagnosed with another condition and has a healthcare provider written note stating they are clear to return to school.

If a person is diagnosed with COVID-19 by a healthcare provider based on a test or their symptoms or does not get a COVID-19 test but has had symptoms, they should not be at school and should stay at home until:

- It has been at least ten days since the individual first had symptoms; •

- It has been at least three days since the individual has had a fever (without using fever reducing medicine); and
- It has been at least three days since the individual's symptoms improved, including cough and shortness of breath.

If an employee or student tests positive for COVID-19, regardless of whether the employee is symptomatic or asymptomatic, the employee may return to work upon completing at least 10 days of isolation from the onset of symptoms or 10 days of isolation after the first positive test if they remain asymptomatic.

If an employee or student has had close or proximate contact with a person with COVID-19 for a prolonged period of time AND is experiencing COVID-19 related symptoms, the employee or student may return to school upon completing at least 10 days of isolation from the onset of symptoms.

The New York State Department of Health considers a close contact to be someone who was within 6 feet of an infected person for at least 10 minutes starting from 48 hours before illness onset until the time the person was isolated. The local health department should be contacted if the extent of contact between an individual and a person suspected or confirmed to have COVID-19 is unclear.

If an employee or student has had close or proximate contact with a person with COVID-19 for a prolonged period of time AND is not experiencing COVID-19 related symptoms, the employee may return to work upon completing 14 days of self-quarantine.

Using Data for Continuous Improvement

As we always do, we will use our data to help determine our students' well-being, attendance, participation in remote learning (if needed) and all instruction.

We will also use our data to determine if our protocols and procedures are keeping staff and students safe and healthy.

Schedules

Schedules have been developed for the students and staff that allow for the students to remain together and some staff will work between groups. We have extended our school day from 9-3 to 9-4. We will extend our calendar if we are required to quarantine for short periods of time and extending the calendar would be a better option than remote learning which is the least effective model for our students.

Attendance

Attendance will be taken daily for in-person or remote learning. We do not anticipate on having a hybrid instructional model

Teaching and Learning

K-6

Daily and synchronous learning will occur in either in-person or remote instructional models.

7-12

Students will be learning all required subjects areas under the guidance and direction of a teacher. This learning might include: completing online modules or tasks;; viewing instructional videos, responding to instructor questions; engaging with classmates on phone discussions; conducting research; doing projects or meeting with the instructor face to face. Students will have access to assistance from a teacher when they need it

Arts

All students will have his or her own art supplies that will be used during class. There will not be sharing of any art materials. Art and music classes will be conducted in the children's current class (the teacher will travel between classes).

Physical Education

Physical education will occur on the playground where the children can be the most socially distant. During inclement weather, the common area will be used with appropriate social distancing. Cleaning and Disinfection of all materials will be conducted following physical education classes which will be daily for 30 minutes.

In-Person Instructional Model

It is our intent to start the school year with in-person instruction and remain with that model for the year. If a confirmed case of COVID-19 occurs in either building, both buildings will close for a 14 day quarantine period and our calendar will be extended. If an Executive Order that closes schools occurs for longer than a 14 day period, a switch to a remote instructional model will occur until the conclusion of the Order.

Remote Instructional Model

An individualized remote instructional program will be developed for each student should the school be forced to close for longer than a 14 day period. The plans will be developed within the first week of shutdown with the families and the learners of possible. All teachers will be available from 9-4 to provide synchronous instruction, monitor personalized systems of instruction in real time and provide parent training to increase student participation.

Hybrid Instructional Model

Given the small number of students enrolled in our school, we do not anticipate that a hybrid instructional model will meet the needs of our students and/or families. We will consider using a hybrid model should enrollment increase and space planning becomes a consideration.

Grading

Since our intent is that our remote instructional model will look similar to our instructional model (just one being together in the school building physically and the other being home but in instruction throughout the day), we anticipate that our grading systems will remain constant throughout the school year.

Assessment

Since all of the learning and instruction at our school is personalized, it is our common practice to assess students daily. Our students receive academic intervention when needed and as needed based on their learning behaviors.

Athletics and Extracurricular Activities

Our calendar allows for virtual family events at the beginning of the school year and we hope that in person events will be able to be safely held in the Spring semester. Our student body number is small so small group activities are very possible.

We do not have any on-campus athletic activities and all off-campus activities have been suspended at this time.

Anyone using the facilities after school hours will be required to wear masks, handwash, and use social distancing. They will be required to follow NYDOH and CDC guidelines.

Communication/Family and Communication Engagement

Staff will be trained on the first conference day, September 3, 2020 as to all the new protocols including but not limited to hand hygiene, proper face covering wearing, social distancing, and respiratory hygiene.

Staff will be trained on how to teach students all the new protocols including but not limited to hand hygiene, proper face covering wearing, social distancing, and respiratory hygiene.

All parents will be notified of a possible or suspected COVID-19 exposure by the parents' preferred method of communication (text, email, phone call). A confirmation that each parent was informed will be made immediately following the notification of the exposure/possible exposure.