

# Oswego Community Christian School Reopening Plan

## Intro. and School Mission

As we look forward to opening OCCS in the fall, the circumstances under which we are operating are quite different from just one year ago. The COVID-19 virus has brought some of our worst fears and anxieties into the forefront of our daily lives. As a school, we have many of the same concerns and yet we want to provide for our families a sense of peace and stability in a world where it feels as though they are in short supply.

We hope this document will reassure you that we are going to be vigilant in providing the safest environment that we can, while also giving our students as normal an experience as possible. Through prayer and drawing on our God, and with strong, personal, mentoring relationships, our mission is carried out every day.

As you look over the content of this document, the seriousness of the “what ifs” may kindle more concerns than settle them, but we need to constantly remember that we are not alone in the challenges we are facing. May we trust our Lord and Savior, Jesus Christ, with them all.

We as a school, trust Him to continue to carry out our worthy mission stated below.

**Oswego Community Christian School strives to provide our students with an academically excellent education while promoting the development of virtuous character from a biblical worldview.**

## **Reopening Goals**

- Provide environmentally safe, full time, in-school instruction beginning in the Fall of 2020-2021 to all OCCS students.
- Provide distance learning for any student who is immune compromised, at risk, has a family member at risk or becomes ill during the school year.

### **Required elements of our plan as specified by the Guidelines of the NYS Dept. of Health**

#### **I. Reopening of school facilities for in-person instruction.**

##### **Capacity**

Our class sizes are limited to the amount of students that are feasibly able to social distance 6 feet apart for the school day. Therefore, use of face coverings by students will be minimum during instructional time.

##### **Social Distancing**

Space students out 6 feet apart using space markings on floors and/or spacing out furniture. Students are expected to maintain 6 feet distance. If it is not possible for students to maintain 6 feet distance, they are expected to wear a face covering.

OCCS will provide guides in main hallways to help all those who are in our building to maintain a distance of six feet.

##### **PPE and Face coverings**

Students will be expected to use face coverings when 6 feet distancing is not possible. All staff members are expected to wear face coverings when in the building.

## **Operational Activity**

OCCS will provide all students the opportunity to learn in school 5 days a week.

OCCs will provide online or learning packets and online learning opportunities to accommodate students as needed.

District busing will be used along with parents dropping off and picking up their children to and from school. Parents will generally stay in their cars as school staff receive/release the students.

Students will go directly to their classrooms and be seated as soon as is practical. (Hang up personal belongings, get what is needed for their classes)

Cafeteria will be used for lunch time with modified spacing for required distancing. Once in the cafeteria, students will remain seated at all times. Proper spacing to and from any area of the school will be maintained or face coverings will be worn.

Cleaning with approved disinfectant before, between, and after lunches will be done. This will include cleaning and sanitizing of table tops and sides, as well as chair seats and backs.

Students are in cohorts by class, and will remain in one classroom throughout the day for instruction as much as possible. Any instances where a classroom is used by different cohorts at different times of the day, sanitizing must be done between cohorts.

Limited field trips will require the use of face coverings where distancing is not possible.

## **Cohorts**

Cohorts will be established by class and limited to 15 students.

Cohorts will not mix except where necessary and where distancing is possible.

Playground will be used by one cohort at a time.

Playground will require disinfectant wipe down of surfaces between cohorts.

All bathrooms will be limited to one student at a time.

## **Restart Operations**

Thorough disinfecting will be done before the first day of classes and before staff meetings.

Signage to reinforce hand washing, wearing of face coverings and proper distancing along with guidelines applied to the floor will be installed prior to students entering the building.

All classrooms will have disinfectant and hand sanitizer available for students and staff.

## **Ventilation**

Measures to increase ventilation will be completed. Windows that are non-functional will be repaired for ease of use to maximize ventilation.

Use of outdoor spaces will be encouraged where appropriate for instruction and breaks.

Staff training for proper disinfection of surfaces and hand washing to be done before the start of school.

## **Hygiene Cleaning and Disinfecting**

Use of EPA approved disinfectants will be utilized on a daily basis when school is in session on all hard surfaces that students and staff come in contact with according to the CDC guidelines. Most of the daily cleaning will be done by our facility maintenance staff during the latter portion and end of the school day. OCCS staff members will also clean and sanitize throughout the day as as needed. Daily cleaning logs that include the date, time, frequency and scope of cleaning and disinfecting will be utilized.

Students and staff will be taught proper hand washing with soap and water as well as the use of hand sanitizer. Signage specifically to reinforce hand washing will be utilized inside and outside of all restrooms along with signage in each classroom to encourage hand sanitizer upon arrival and as needed.

Appropriate disinfectant will be readily available and will be used at the end of each day and as needed throughout the day.

Shared objects will be highly discouraged. Any shared objects will be disinfected after each use.

Keep each child's belongings separated from others and in individually labeled containers, cubbies, or areas.

Ensure adequate supplies to minimize sharing of high touch materials to the extent possible (e.g., assigning each student their own art supplies, equipment) or limit use of supplies and equipment by one group of children at a time and clean and disinfect between use.

Avoid sharing electronic devices, toys, books, and other games or learning aids.

Each student's school materials and personal belongings will be separated from others through the use of labeled containers or cubbies.

### **Extra-Curricular**

Only those activities where social distancing is possible will be done.

### **Before and aftercare**

Protocols for safe distancing will be followed if before and aftercare is needed. Since the cafeteria is already set up with 6 foot rectangular tables spaced 6 feet apart, we would utilize this as a staging area for our students.

### **Vulnerable populations**

All students who are at an increased risk of COVID-19 will have access to remote learning as well as those families of students who do not feel comfortable returning to school. OCCS will use blended methods of instruction that will be decided on a case by case basis. We will make internet devices available when there is a need and use hard copies of materials directly from the curriculum where possible. Materials given will be transported by the parents in new document envelopes put together by teachers at least 24 hours in advance.

## **Transportation**

We at OCCS are encouraging parents to provide transportation for their children to school. Where that is not feasible or desired, transportation will be provided by the surrounding districts according to our families' addresses. Require spacing, ppe, and/or barriers for the safety of all students will be in force by the participating districts.

## **Food services**

Students are required to bring their own lunches. They will eat in the cafeteria with required distancing. All disinfecting protocols will be followed including cleaning solutions as needed followed by approved disinfectant for table surface and edges along with table seat and backrest.

## **Mental Health, behavioral, and emotional support services programs**

OCCS will access those on pastoral staff of New Covenant Community Church and the OCCS principal to be available to support the emotional concerns of our students and staff.

Teachers will be cognizant of the signs that students are struggling to cope with the changes to the school setting and be in communication with parents and the school principal.

Referral to outside counseling is also an option, if needed.

## **Communication**

OCCS will make use of a video walk through of school, showing new configurations of classrooms, important signage, floor markings for distancing, and basic new procedures included modeling the use of face coverings, proper hand washing and proper use of hand sanitizer. This will be made available 2 to 3 weeks before school opening. Our hope is to alleviate some of the anxiety and emotional stress prior to school show our students what they can expect when they arrive the first day.

The posting of this plan on our website along with consistent emails from school administration, will serve to inform parents about the expectations and requirements that have to be met as we begin the school year.

## **II. Monitoring of health conditions**

### **Screening**

All students and staff members along with visitors will have their temperature checked with a touchless thermometer upon initial entering of the school building each day. Any individual having a temperature of 100 degrees or higher, will be denied entrance into the building.

Any person exhibiting signs of illness once in the building, will have their temperature checked again. If their temperature is 100 degrees or higher, we will isolate them as a precautionary measure.

### **Testing protocols and Responsibility**

Any person in the school that is symptomatic, has been exposed to confirmed individuals or suspected individuals, will be isolated. Minors' parents will be notified, and referred to the Oswego County Department of Health COVID hotline at 315-349-3330. Families' doctors or the OCHD will communicate with a testing source (the Oswego Hospital) if warranted.

### **Early warning signs**

OCCS will be in contact with the Oswego Department of Health to be informed of the COVID-19 current trends. Positive cases increasing beyond established acceptable limits would necessitate OCCS referring to the counsel of the OCHD and possibly discontinuation of district transportation of our students if the cases involve students testing positive have been attending our participating districts.

### **III. Containment of potential transmission of COVID-19**

#### **School Health office**

Students showing symptoms will be moved from the nurses office to an isolation room immediately. Communication with parents will begin along with a list of students and staff possibly exposed to the virus. All required PPE will be utilized during this time until the parents have picked up their child. The isolation room will be closed off and disinfecting will begin after 24 hours.

#### **Isolation**

Anyone displaying COVID-19 symptoms will immediately go to an isolation room dedicated for that purpose. Students will stay in isolation until they can be picked up by family members.

The school nurse will use precautions in accordance with healthcare protocols.

The parents of the symptomatic student will be called immediately to be apprised of the situation and expected to pick their child up in a timely manner. In the event that the student in question has siblings, they too would need to be isolated and picked up by their parent(s).

#### **Collection**

Symptomatic students would be picked up at our bus doors, which are away from classrooms. Parents would wait in their car as the student(s) vacate the building.

Parents would be informed that a physician would need to examine the student(s) immediately and OCCS would follow up with the physician's office the same day.

#### **Infected individuals**

May return to school provided they have completed the time of isolation and have recovered, not able to transmit COVID-19. The Oswego County Health Department will monitor the discharge from isolation and return to school.

## **Exposed individuals**

It is required that any students or staff members, who were exposed to the COVID-19 virus, complete a time of quarantine without symptoms before returning to school. Again, the Oswego County Health Department will monitor the discharge from isolation and return to school.

## **Hygiene, cleaning and disinfection**

Once the symptomatic individual has left the building, the isolation room will be locked for a 24 hour period. If feasible, ventilation of the room will be increased during this waiting period. After the waiting period has been completed, the room surfaces can be disinfected with an approved disinfectant. The isolation room will have very limited use in the normal course of the school day as a rule to reduce any chance of contamination.

## **Contact tracing**

OCCS will collect data regarding the individuals who may have had any contact with the person who is symptomatic and report data to the OCHD.

## **Communication**

OCCS will inform parents by letter sent home (same day with students if possible) and email informing them of the possible exposure of students to the virus. If a symptomatic student eventually becomes a confirmed case, the community at large will be informed with a press release.

## **IV. Closure of school facilities and in-person instruction, if necessitated by the widespread virus transmission.**

### **Closure triggers**

Significant positive COVID-19 case increases.

Confirmed positive COVID-19 case(s) in our school building.

Possible OCCS student or staff exposure to COVID-19.

### **Operational Activity in case of a closure**

Remote learning for all students will begin immediately.

Remote learning will continue until the Oswego County Health Department deems it safe to return to in-school classes.

Guidance for reopening will be through consultation with the OCHD and NYSED.

### **Communication**

In accordance with state and local laws and regulations, school administrators should notify local health officials, staff, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with the Americans with Disabilities Act.

Inform those who have had close contact with a person diagnosed with COVID-19 to stay home and self-monitor for symptoms, and follow CDC guidance if symptoms develop.

Parents and staff will be notified of a shut down through email, text, and dojo.

In the event that in person classes are cancelled, remote learning is expected to begin immediately.

Staff members should have all lesson plans readily accessible on google classroom at all times allowing for a smooth transition in the event of an immediate shutdown.

Staff members are required to provide remote blended learning, Live (synchronous) and independent (asynchronous) lessons for students.

### **Conclusion**

Oswego Community Christian School looks forward to providing full time, in-school instruction for our students starting in September, 2020 with the guidelines provided by the NYSDOH.