

Charlotte Valley Opening Plan

Fall 2021-22

Mitigate community/student/staff risk the best we can

Keep direct student contact between each other to a minimal exposure

CVCS will use a layered approach to protect students, staff and visitors during the 2021-22 school year

3 Key points

1. Social distance where possible
2. Wear masks
3. Do not come or send your child to school if they have signs or symptoms of COVID 19

Transportation

1. Parents can self-transport students if they choose. The building will not open until 7:45am daily
2. Students will put on facemask before entering the school vehicle
- 3. Face masks are required on all bus by students and drivers**
4. Students who do not follow #2 &3 will be removed from the bus and required to self-transport.
5. Busses will be disinfected after each morning and afternoon

6. We will utilize the student drop off loop nearest Route 23 and not outside the cafeteria for student/parent drop off
7. Hand sanitizer will be available at the front of the bus
- 8. Assigned seating**

Food service

1. Students will rotate eating in the cafeteria for breakfast and lunch according to the lunch schedule
2. No cash transactions will be allowed at register
3. Students will sanitize hands before and after eating meals
4. Specialized meal containers will be used where appropriate in classrooms
- 5. Students will have to wear masks in the cafeteria line or when finished eating**

Classroom

1. Social distancing is required when possible (3 feet ...6 feet is preferable)
2. Mask breaks must be 6 feet minimum
3. Students are not required to wear mask during academic time at desks if they are 6 feet socially distance.
4. Students will face forward during instruction
5. Personal water bottles are required for all students
6. Handwashing is strongly encouraged
7. Shields will be available for classrooms

Hallways

1. No Locker availability at this time
2. Facemasks required when in the hallway

Cleaning and disinfecting

1. All surfaces will be disinfected daily
2. Handrails door knobs, desk tops etc. will be cleaned daily
3. DOH guidelines will be followed for cleaning and disinfecting common areas

Academic

1. Online and hybrid models will be developed in case of need if the District is placed in quarantine
2. In School model will be the only mode of education
 - A. Spaced out social distancing for PE, and Music using large spacing (6feet) when practical **No masks while outside**

Mandatory Quarantine for Students (instruction)

When an individual or small group of students are subject to mandatory, COVID-related quarantine, the student(s) will be provided with on-going instruction which may include:

- Office Hours support (via phone or video conference platforms)
- Primary Synchronous Instruction via video conference platforms or SMSs (such as Schoology or Google

Classroom) (NYSED does not have a requirement for hybrid instructional options for 2021-22)

- Asynchronous Instruction via video conference platform or SMSs (such as Schoology or Google Classroom)
- Independent Work (ex. handouts, self-paced activities, worksheets, or packets)

Determination of the appropriate instructional model will be made by the Principal and/or Superintendent in collaboration with the classroom teacher and in recognition of the unique circumstances of the course and technology related issues impacting the family (ex. lack of internet access or lack of a device). Regardless of instructional modality during quarantine, instruction must include regular connection with a NYS certified teacher throughout the period of mandatory quarantine.

Building protocols

1. No visitors past vestibule without an appointment
2. Students will provide personal face coverings for bus and school
3. Facemask's **are required** at all indoor events (concerts, Open House etc.)
4. Zoom parent teacher conferences
5. Zoom SPED meetings

Engagement with Visitors

- Nonessential visitors will be limited to only CVCS athletic events at our facilities .

- Exceptions can be made with approval by the District or or administration
- Appointments should be made for visitors
- Visitors must follow the 3-foot social distancing mandate and follow regulations for wearing masks to limit the spread of illness while on site.
- Stakeholder meetings should be conducted via phone/virtual conferences as much as possible.
- Shared writing utensils, papers, screens for sign in should be cleaned between use.
- Protective barrier can be placed in front of reception area staff.
- Reception seating areas will be removed. Visitors should wait in their car to be called to enter the building where practical

Face coverings will be available at the main lobby and in the main hallways

Athletics... no masks required unless inside see NYSPHSAA ruling www.nysphsaa.org

Health considerations

1. Separate COVID / Flu room for suspected individuals
2. Windows should be open on busses and classrooms where practical
3. Contact tracing of positive test results required
4. Students and teachers /staff must test negative before return to school after positive diagnosis.

5. Students or staff exhibiting COVID related symptoms will be screened by school nurse or medical designee and isolated
- 6. Parent(s) will prescreen children for COVID symptoms before sending their children to school.**

Measures implemented by each staff member to ensure the safety of all employees/students:

- Employees are encouraged to provide their own acceptable face coverings, but adequate personal protective equipment (PPE) will be also be made available
- Any time personnel are less than 3ft. apart from one another, personnel must wear acceptable face coverings.
- Employees shall wash hands regularly with soap and water for at least 20 seconds. If soap and water are not readily available, use an alcohol-based hand sanitizer containing at least 60% alcohol.
- All staff should assist with cleaning and/or disinfecting workstations, classroom desks and chairs, shared equipment and common touch areas with provided cleaning products.
- Staff should limit the number of personal items they bring to school. Please keep your essential items gathered in a bag that can be kept at your desk. Desks should also be cleared of personal items as much as possible, to cut down on the added surfaces that require cleaning.

Communications systems

1. Website
2. Robo call
3. Email

4. Signs in public places, bathrooms and common areas

Post signs

To promote healthy behaviors, CVCS will post appropriate signage:

- To ensure all personnel are screened before entering the building;
- That all persons must log in and log out of the building;
- How to stop the spread of COVID-19;
- Properly wash hands;
- Promote everyday protective measures;
- Properly wear a face covering.

Main Office

1 No one steps behind the counter for use of copier or office supplies except office personnel

2. Students will not be allowed in office areas unless specifically called for

3. Office will call down students, students are not to be sent to office

Nurse's office

1. Mrs. Walmsley will be office alternate when Mrs. Losie is isolating student(s)

Break Rooms, Lunch Rooms and Copiers

- Lunch breaks will be staggered to minimize occupancy in break rooms and allow for social distancing.

- Shared appliances, such as coffee pots and microwaves, should be cleaned by the employee that used the appliance after every use.
- Copiers, door handles, light switches and railings are high touch items. They will be cleaned twice per day by our custodial staff. Employees should also take their own precautions to clean high touch areas and wash hands after touching these items.

Personal Protective Equipment

- Employees must wear a face covering upon entering the building and in any shared space. Face coverings can be removed when at your own work station, if it is properly social distanced from other staff.
- Washable cloth masks are acceptable.
- Face shields are an acceptable alternative for those who:
 - Are medically unable to wear a face mask;
 - In the case where work with others that require visualization of the movement of the lips, clear masks are available.
- CVCS will purchase disposable masks, shields and gloves for employee use as needed or if an employee has forgotten their own PPE.
 - These supplies will be kept in the main office
- While CVCS, you must have in your possession an acceptable face covering at all times;
- Face coverings must cover your nose and mouth completely and fit snugly against the side of the face.
- Face coverings must be cleaned or replaced after use or when damaged or soiled, may not be shared, and should be properly stored or discarded.

- Washing face coverings in a washing machine and drying in a dryer is recommended.
- If coverings are hand washed, prepare a bleach solution of 4 teaspoons of household bleach per quart of room temperature water. Soak the face covering for 5 minutes. Rinse the face covering thoroughly with cool water. Air dry, in direct sunlight, when possible. Wash hands for 30 seconds after washing the mask.
- Reusable coverings should be washed daily or when visibly spoiled.
- Individuals should be careful not to touch their eyes, nose, and mouth when removing their face covering and wash hands for 30 seconds immediately after removing the mask. Be sure not to touch the outside of the mask when removing.
- Hand Sanitizer will be provided by the BOCES. Stations will be placed at entrances and common/shared spaces. Please feel free to bring your own small bottle to be filled and used at your own work station.

Testing of non vaccinated teacher(s) and staff-TBA

****Stay healthy and safe!!!**