

Rochdale Early Advantage Charter School (REACS)

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Rochdale Early Advantage Charter School



"Yes, We Can"

Ms. Sylvia Fairclough-Leslie, School Leader
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Purpose ~ Passion ~ Proficiency

Health and Safety

Focused on preventive actions in schools:

Health Checks



- schools must instruct staff to recognize signs and symptoms of illness in students and staff, and health screenings per DOH guidance.

Health Hygiene



- schools must instruct students and staff in proper hand and respiratory hygiene and provide necessary supplies.

Social Distancing



- schools must develop plans to maximize social distancing whenever possible.

Face Coverings and PPE



- requires students and staff to wear face coverings (or PPE based on job functions), per DOH guidance.

Management of ill persons



- requires persons with signs and symptoms of COVID-19 to be isolated until they can be sent home.

Cleaning and Disinfecting



- reviews cleaning and disinfecting procedures for the school in accordance with CDC recommendations.



Health & Safety REACS Protocols

This policy is in collaboration with Department of Health and Mental Hygiene (dohmh) and NYC Test and Trace Corp

Health Checks during Arrival & Dismissal

Daily systems below will ensure safety of all REACS stakeholders.

- All Staff and Scholars will arrive at staggered times.
- Upon staff entry, they must sanitize hands at the entrance.
- REACS Staff will show completed health screening questionnaire via screening app
- REACS Staff/visitors will receive a temperature check. Staggered time and social distance.
- A Social distance team. Staff member will perform hands-free temperature checks of students/staff during arrival.
- All Scholars will use hand sanitizer.
- Meals will be served in classrooms

- Dismissal procedures will be modified to ensure social distancing.
- Social Distance team, social work services, and related services will make adjustments to space in which they provide services and to how services are provided.
- Scholars bathroom procedures will be specified to ensure limited numbers of students, physical distancing, and hand washing.
- In-class procedures will minimize students touching the same items - must make adjustments for passing papers.
- Scholars and staff will engage in frequent hand-washing and sanitizing, and designated times will be identified in the schedule.
- REACS will provide trainings for Staff and Scholars during the first week about health and hygiene through protocols.
- REACS cohort scholars will enter and exit the building at the specific time indicated. Times are staggered to allow for social distancing. During Arrival staff will greet scholars at each door to perform temperature check.
- Dismissal will occur using the same doors as arrival with the specific times to allow for social distancing.

Further explanations of the above procedures can be found below.

REACS Scholar Arrival Schedule

Grade/Class (In Cohorts)	Class	Time	Entrance	Staff TBD
Kindergarten	K-11	7:45 AM	Driveway entry to classrooms	Mr. Wallace Vacancy
	K-12	8:00 AM		
Grade 1	101	7:45 AM	Main Entrance	Ms. Pierre TBD
	102	8:00 AM		
Grade 2	201	7:45 AM	Church Door Left	Ms. Johnson Ms. Zhang
	202	8:00 AM		
Grade 3	301	7:45 AM	Church Door Center	Ms. Allen Ms. Miles
	302	8:00 AM		
Grade 4	401	7:45 AM	Church Door Right	Mr. McMillan TBD
	402	8:00 AM		
Grade 5	501	7:45 AM	Driveway to Gym Building Left Entrance	Ms. Holder Mr. Johnson
	502	8:00 AM		
Grade 6	601	7:45 AM	Front Entrance to Gym Building Right Entrance	Mr. Phillips Ms. Rodriguez
	602	8:00 AM		
Grade 7	701	7:45 AM	Front Entrance to Gym Building Center Entrance	Mr. Boyd TBD
	702	8:00 AM		

REACS Scholar Dismissal Schedule

Grade/Class (In Cohorts)	Class	Time	Exit	Staff TBD
Kindergarten	K-12	3:00 PM	Driveway entry to classrooms	Mr. Wallace Vacancy
	K-11	3:05 PM		
Grade 1	101	3:00 PM	Main Entrance	Ms. Pierre TBD
	102	3:05 PM		
Grade 2	201	3:00 PM	Church Door Left	Ms. Johnson Ms. Zhang
	202	3:05 PM		
Grade 3	301	3:00 PM	Church Door Center	Ms. Allen Ms. Miles
	302	3:05 PM		
Grade 4	401	3:00 PM	Church Door Right	Mr. McMillan TBD
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Grade 7	701	3:00 PM	Front Entrance to Gym Building Center Entrance	Mr. Boyd TBD
	702	3:05 PM		

Physical Social Distancing

All REACS staff and scholars must maintain Social distancing protocols.

- All staff and scholars must adhere to CDC physical distancing guidelines (currently 6 feet apart) at all times.
- Each classroom will maintain a desk configuration that enhances physical distancing, allowing scholars and staff to remain several feet apart.
- Handshakes and any other routines that call for physical contact are prohibited. Staff may not touch scholars. Only virtual hugs, handshakes, and high fives.
- Staff will monitor and aid scholars in maintaining distance.
- Flow of students into school and in hallways will be greatly reduced.
- Hallways will have visual support for social distancing and directionality.
- Movement will be limited between classrooms as much as possible for students and staff. This includes lunch time (ie. students stay in the classroom for lunch, teachers move from class to class rather than students)
- Classroom furniture will be limited to allow for maximum space between people.

- The number of students with which teachers come into contact will be minimized.
- Food sharing prohibited
- Students will have Individual materials

Regular Health Monitoring & Screening

REACS will engage in regular monitoring and screening of scholars and staff health.

- REACS will keep scholar and staff medical information private.
- All scholars and staff will have their temperature checked using non-touch thermometers upon entry into the building.
- Temperature checks will be performed at entry points by REACS staff upon arrival in the morning for students and staff. Face coverings and gloves will be worn continually by designated staff taking temperatures.
- REACS will require staff to complete daily remote required self-screenings prior to arrival at school and require parents/guardians to screen their child for symptoms before sending them to school as well as per the following DoH screening guiding questions: Has the staff/guardian/child...
 - knowingly been in close or proximate contact (within 6 feet for at least 10 minutes) 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 10 days
 - has experienced any symptoms of COVID-19 in the past 10 days:
 - Temperature of greater than 100.0°F
 - A new cough, new loss of taste or smell or shortness of breath
 - 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.
- Any persons with a “Yes” response to any of the above screening questions will not be allowed to enter the school
 - Persons who have a fever of 100.0 degrees or above or other signs of illness will not be admitted to the REACS building. If a minor under the age of 13 is unaccompanied they will be placed in the isolation room and await a parent/guardian to pick them up.
 - All persons entering the building must use hand sanitizer provided at entry points.
- Students and staff are required to notify the school when they develop symptoms or if their answers to the questionnaire change during or outside

school hours.

- REACS will follow screening safety guidelines set forth by the CDC.
- REACS will strongly recommend the same parent or designated person should drop off and pick up the child every day. If possible, older people such as grandparents or those with serious underlying medical conditions should not pick up children, because they are more at risk.
- Staff will observe other staff/students for following signs of illness.
 - Students and staff exhibiting these signs with no other explanation for them will be sent for an assessment by the school nurse.
 - Flushed cheeks
 - Rapid or difficulty breathing (without recent physical activity)
 - Fatigue and/or irritability
 - Frequent use of bathroom
- Scholars and staff who test positive for COVID-19 will be asked to stay home for a period of at least 14 days, and re-tested for COVID-19 as soon as possible.
- If a scholar or staff member tests positive, REACS staff will implement the following:
 - Communicate cases to the Department of Health and ensure that they can take appropriate contact tracing measures.
 - Inform relevant stakeholders, while taking measures to protect the privacy of scholars and staff members.
 - Close the school for 14 days or more depending DOH guidance.
- All visitors and vendors will be temperature checked at point of entry and will be required to remain masked for the duration of their visit.

Use of Face Cloth Coverings and Gloves

REACS will wear cloth face coverings to limit the spread of the virus and slow unknowingly infected people from transmitting it to others.

- REACS will adhere to social distancing of 6 feet throughout the entire school day.
- REACS will comply with OSHA Guidelines for PPE and face coverings particularly for those staff that must have close contact with students due to the nature of their work and those that are in the isolation room.
- Parents are asked to send scholars to school with a face covering. Staff are asked to come with a mask or get a disposable one from REACS
- REACS will distribute, a mask or face shield to all stakeholders. If one is needed, extra disposable face coverings will be kept on site.

- Gloves will be available for staff to wear when cleaning classrooms or touching shared items.
- Students and staff must wear face coverings or masks at all times, with exceptions only for those students or staff for whom it is not safe to do so due to age, medical conditions, or other considerations according to CDC Guidelines.

Students should be frequently reminded not to touch the face covering and to wash hands frequently.

Enhanced Cleaning Protocols

REACS facility staff will be ready before school doors open daily to our facilities and supplies are available for increased cleaning.

- Signage will be posted to ensure facilities offer frequent reminders of needed protocols, including reminders for scholars and staff to wear facemasks and keep distance. REACS will undertake new routines and proper signage to ensure that facilities and surfaces are regularly cleaned, sanitized, and disinfected in accordance with NY Dept of Health Guidelines (DoH) throughout the REACS day and rooms are deep cleaned by custodial staff at least twice per week.
- REACS buildings will be regularly and thoroughly cleaned with solvents that eliminate 99% of bacteria and are lethal to COVID-19, with an emphasis on high-contact surfaces and high traffic areas.
- REACS has inventory of supplies for good hygiene, including soap, hand sanitizer with at least 60 percent alcohol (for staff and older children who can safely use hand sanitizer), paper towels, gloves, tissues, disinfectant wipes, cloth face coverings, shields, gowns (If necessary) and no-touch/foot-pedal trash cans.
- REACS will maintain stock inventory to last 60-90 days.
- Each classroom and all frequently traveled spaces will have an installed hand sanitizer machines.
- Within classrooms, we will be asking scholars and staff to wipe down surfaces with frequency.
- Adult lavatories will include guidance for staff to wipe down after usage.
- Frequent cleaning and sanitizing:
 - Throughout the day and rooms are cleaned by custodial staff
 - All common areas will be on an hourly basis throughout the day
 - Bathroom will be cleaned every 25 minutes
 - Any PE equipment will be cleaned after each use
 - Cleaning scholar desk after Breakfast and lunch

- Deep dive cleaning for all buildings with Electrostatic sprayers will be done Every Wednesday to prepare for Cohort B and Fridays to prepare for Cohort A.
- All students and staff will engage in frequent hand washing, including upon arrival, before and after meals, after bathroom use, after coughing or sneezing, and before dismissal.
- Protocols will be established for effective hand washing in accordance with NYS DOH Guidelines. If hand washing is not available, hand sanitizer with at least 75 percent alcohol content will be used.
- Hand sanitizer will be placed at all entrances used by staff and students, in the hallways and within all
- rooms. Students and staff are encouraged to sanitize often during the day.
- Protocols will be established for effective hand washing in accordance with NY Dept of Health Guidelines.
- Signage will be placed throughout the school for effective hand washing and sanitizing.
- Custodial staff will follow all cleaning protocols set forth as per local, state, and federal Government standards
- Paper products will be made readily available to all to ensure respiratory hygiene (sneezing/coughing).
- No touch trash cans with lids will be placed in every room for disposal of used paper products.

School Nurse Office

- DOH school nurse is responsible for triage of all symptomatic persons.
- REACS staff will immediately send any scholar or adult with indications set forth by the NYC DOH during the school day to the school nurse for determination if they must be sent home.
- All reports by the school nurse should be made in compliance with HIPAA , FERPA , and Education Law 2-d .
- REACS staff will assist the school nurse as needed with:
 - Scholar supervision
 - Telephone calls, text, or emails to parents/guardians
 - Provide assistance with completing any required paperwork other than nursing documentation.

Management of ill persons

REACS Isolation Plan

- In order to accommodate a staff or Scholar who may exhibit symptoms of COVID-19, every building must designate space to be used as an Isolation Room. An Isolation Room is a place where someone with suspected COVID-19 symptoms can be safely isolated in the building until they can be

picked up by a guardian. REACS has identified a health isolation room for scholars who cannot be picked up immediately.

- A scholar showing symptoms of COVID-19 must be escorted to the Isolation Room by a staff member wearing appropriate personal protective equipment (PPE).
- The area where the student was showing symptoms must be immediately cleaned and disinfected.
- Scholars showing symptoms of COVID-19 will be escorted to the Isolation Room by a designated staff member wearing appropriate PPE.
 - Symptoms of COVID-19 are:
 - Fever of 100.0°F or higher or chills,
 - Cough, shortness of breath or difficulty breathing,
 - Fatigue,
 - Muscle or body aches,
 - Headache,
 - Loss of taste or smell,
 - Sore throat, congestion or runny nose,
 - Nausea or vomiting,
 - Diarrhea.
- The area where the student was showing symptoms must be immediately cleaned and disinfected.
- The nurse or health professional, wearing appropriate PPE, will evaluate the student in the Isolation Room for symptoms of COVID-19. If no nurse or health professional is available, the student will wait in the supervised Isolation Room until picked up.
- A family member or guardian will be contacted by a staff member and asked to pick up the student.
- Upon pick up, the nurse/health professional and school staff will strongly advise the family to visit a doctor and get the student tested for COVID-19, and provide the information of the closest testing site, if asked.
- The Isolation Room must be closed and a deep cleaning must be performed before it can be used again.
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- If there is a nurse or health professional assigned to the building, the student must be evaluated by the nurse/health professional in the Isolation Room.

Should the nurse/health professional be unavailable to examine the student **OR** the school does not have a nurse or access to a health professional at that time, the scholar must wait in the building's Isolation Room.

- A staff member will stay with scholar in the isolation room to provide support.
- The nurse/health professional and any additional staff supervising the Isolation Room must be given the appropriate PPE, including, but not limited to N95 respirators, gloves, gowns, and face shields or goggles.
- REACS will follow all CDC and Department of health (DOH) guidelines
- Isolation of any scholar or staff member with a temperature above 100.0°F
- Restricted from accessing classrooms and other areas and sent home.
- REACS will support the efforts of Contact Tracers for anyone who has been in contact with someone who has tested positive, and told to quarantine immediately. REACS will follow all CDC and Department of Health guidelines.
- REACS will communicate with all stakeholders and update as necessary.

School Based Staff Member Showing Symptoms of COVID-19 While in School

- School-based staff members showing symptoms at COVID-19 will be directed to leave the building.
 - Symptoms of COVID-19 are
 - Fever of 100.0°F or higher or chills,
 - Cough, shortness of breath or difficulty breathing,
 - Fatigue,
 - Muscle or body aches,
 - Headache,
 - Loss of taste or smell,
 - Sore throat, congestion or runny nose,
 - Nausea or vomiting,
 - Diarrhea.
- The school will strongly advise the staff member to visit a doctor and get tested for COVID-19.
- The area where the staff member was showing symptoms must be immediately cleaned and disinfected.

Criteria for Returning to School After Showing Symptoms

Any individual (scholar or staff member) showing signs of COVID-19 can only return to school when all the following conditions are met:

- Isolated for 10 days AND
- Presents clearance from a healthcare provider AND
- The individual has been symptom free for 24 hours without the use of medication.
- Received a negative COVID-19 test AND
- Presents clearance from a healthcare provider AND
- The individual has been symptom free for 24 hours without the use of medication.
- At least 10 days have passed since symptoms started AND
- Presents clearance from a healthcare provider AND
- The individual has been symptom free for 24 hours without the use of medication.

If DOHMH or NYC Test & Trace Corps determine the individual is considered a close contact of a positive case, the individual can only return to school when all the following are met:

- The individual has completed a 14-day quarantine regardless of symptoms or COVID-19 test results since their last exposure to that case AND
- Presents clearance from a health care provider evaluation AND
- The student has been symptom free for 24 hours without the use of medication.
- Scholar in quarantine should participate in remote learning if feeling well enough

Positive COVID-19 Case in School

Definitions:

- Case: A person (Scholar or staff member) with infection caused by the virus that causes COVID-19.
 - Contact: A person (Scholar or staff member) who has close contact (exposure) to a case. Infectious Period: The period of contagiousness when COVID-19 can be transmitted to another person.
 - For COVID-19 the infectious period is two days before symptom onset until ten days after illness onset, as long as the case has been at least three days fever-free without the use of medication.
 - For people with no symptoms (asymptomatic), the period is two days before through ten days after specimen collection.

- Incubation Period: The period after exposure during which a person is at risk for becoming sick.
- For COVID-19 the incubation period is two to 12 days.

Exposure

Defined as close contact less than six feet for more than ten minutes with a probable or confirmed case of COVID-19 during the case's infectious period, regardless of the use of a face covering or barrier. ○ In the school setting, people who use a classroom at a different time from a case are not considered exposed.

Important to Note:

- Anyone with a positive COVID test (staff, teacher, and scholar) must self-isolate for a minimum of 10 days since onset of symptoms. ○ The period of self-isolation may need to be longer if the case has fever or symptoms between days seven to ten, as the case must be symptom free for at least 24 hours without the use of medication.
- A positive case can be reported by:
- NYC Test & Trace Corps finds through case interview,
 - Staff or parent alert school,
 - Staff or parent alert DOHMH hotline.
- DOHMH will begin investigating self-reported positive COVID-19 test results from a school community within three hours.
- All case contacts will be monitored by NYC Test & Trace Corps and linked to COVID-19 testing and Take Care services.
- Contact tracing will not be activated without a laboratory confirmed case or without a presumed case due to a recent close contact developing symptoms. ○ Cases are confirmed via the New York State lab results system or by DOHMH confirming the lab results presented by a teacher, staff, or parent.

Any scholar or staff member who self-reports an unconfirmed positive case of COVID-19 or is exhibiting COVID-like symptoms will be immediately removed from the classroom or school building, asked to stay home, and encouraged to get tested.

- The classroom and school building will remain open at this time.
- Contact tracing will only occur if there is a laboratory confirmed case or if the person is a close contact of a presumed positive.

- If a positive case is confirmed, the school must follow the protocols listed below.
- If a negative test result is received, the individual may return to school after presenting clearance from a health care provider evaluation **AND** after being symptom free for 24 hours without the use of medication.
- If the individual does not get tested or seek clearance from a health care provider, the individual cannot return to school until:
 - o 10 days have passed since the first symptom **AND**
- The individual has been symptom free for 24 hours without the use of medication.

Conclusion of Investigation	During Investigation	Post Investigation
1 confirmed case	Close Classroom, transition to remote learning	Classroom remains closed for 14 days; students and staff in close contact with positive case self-quarantine for 14 days
At least 2 cases linked together in school, same classroom	Close Classroom, transition to remote learning	Classroom remains closed for 14 days; students and staff in close contact with positive case self-quarantine for 14 days
At least 2 cases linked together in school, different classrooms	Close school building, transition to remote learning	Classrooms of each case remain closed and quarantined, additional school members are quarantined based on where the exposure was in the school (e.g., the locker room)
At least 2 cases linked together by circumstances outside of school (i.e., acquired infection by different setting and source)	Close school building, transition to remote learning	School opens post investigation, classrooms remain closed for 14 days
At least 2 cases not linked but exposure confirmed for each outside of school setting	Close school building, transition to remote learning	School opens post investigation, classrooms remain closed for 14 days

Link unable to be determined	Close school building, transition to remote learning	Close school for 14 days
<p>Closure</p> <p><i>REACS will follow DOE guidance to determine the parameters, conditions or metrics (e.g., increased absenteeism or increased illness in the school community) that will serve as early warning signs that positive COVID-19 cases may be increasing beyond an acceptable level.</i></p> <ul style="list-style-type: none"> ● Operations team members and Social Distance Committee will: <ul style="list-style-type: none"> ○ Ensure all families have supplies needed to switch to fully remote. ○ Ensure all families have technology necessary to switch to fully remote ○ Switch all attendance tracking to remote protocols. ○ Notify school nurse, DOH, DOE School Foods and OPT of school closure. ○ Notify the custodial team of school closure and request deep cleaning of all areas ● REACS will provide regular updates about health and safety, scheduling, and all other information families should be aware of in a variety of accessible forms including: <ul style="list-style-type: none"> ○ Electronic notifications via One Call Now ○ Text messaging and or calls 		