

Re-Opening Plan
for
Our Lady of Black Rock School



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Introduction

This Reopening Plan document is intended to provide guidance in navigating a safe return of employees, students, and families and to reduce the impact of COVID19 upon returning to school. The guidelines referenced in this plan are based on guidance from the Centers for Disease Control and Prevention (CDC), the World Health Organization (WHO), the New York Board of Regents, the State Office of Religious and Independent Schools, and the New York State Education Department.

Per NYS Governor's recommendations, schools will only be able to offer in-person learning when the COVID19 virus infection rate is below 5%. For this reason, this plan includes options for in-person learning, at-home learning, and a hybrid model to accommodate the comfort levels of all families.

To ensure that the Re-Opening Plan of Our Lady of Black Rock School addressed the needs of our school community; a task force was formed for consultation and planning. The task force consisted of teachers, administrative staff, and school board members of OLBR School.

Communication/Family and Community Engagement

Our Lady of Black Rock will provide frequent and regular communication with parents, legal guardians, faculty, staff, stakeholders, and the wider community. As new information and/or changes are available, this document will be amended as necessary and shared as maintaining a healthy and safe school experience for everyone is critical.

Platforms for communication to parents, legal guardians, faculty, staff, stakeholders, and the community will be through the following (but not limited to): phone calls, newsletter, emails, texting, traditional mail, website, and Facebook postings.

For ESL parents and guardians, the platforms for communication (as listed above) will include translators and/or translations of materials (as necessary) shared with the school community. In some cases, OLBR bilingual students will assist their own parents/guardians as active translators.

Signage

In addition to communication shared with the school community (as noted above), OLBR will provide signage throughout the school to ensure adherence to CDC and DOH guidelines regarding safe social distancing, proper PPE, hand washing protocols. Appropriate signage will be posted at all school entrances, office doors, classrooms, corridors, cafeteria, and all spaces for OLBR faculty, students, staff, and essential visitors. Students will be guided by teachers, school nurse, and staff regarding this signage.

Signage will include graphics when appropriate. In addition, there will be markings on the floor, walls, corridors, entryways, stairwells, and lavatories to indicate social distancing of 6 feet. Arrows will be used for directional traveling in corridors and any areas where deemed necessary for safe travel in the building.

Health and Safety

The health and safety of the children and adults in our school is paramount. Health and safety considerations will come first in every action taken in our school. Recommendations by health authorities to aid in preventative actions include:

Health Checks

Healthy Hygiene Practices

Social Distancing

Personal Protective Equipment (PPE) and Face Coverings,

Management of Ill Persons

Cleaning and Disinfecting

Daily Health Checks and Screening Questionnaire

All persons entering the school building will be screened in accordance with the health and safety guidelines published by the CDC.

Temperature Check

Temperatures will be taken at designated entryways prior to entering the general areas of the facility. Any person that registers a temperature of 100.0°F or higher will not be allowed in the building. Students will be sent home with parents/guardians (if driven by private vehicle to school). If any student arrives by school bus and presents a temperature, he/she will be escorted to the health office isolation area on the second floor. The school nurse will contact parents/guardians to pick up their child. The nurse will continue to monitor the student in the health office isolation room until parents/guardians return to pick up their child. Staff members trained and assigned to take daily temperatures and the nurse will be required to wear a face shield, disposable gloves, and face mask.

COVID-19 in children, although similar, is not always the same as in adults. Children may be less likely to have a fever, and may only have gastrointestinal tract symptoms, which should be taken into consideration during the screening process. The school will remind parents/guardians that students may not attend school if they have had a temperature of greater than 100.0°F at any time in the past 14 days, even if a fever-reducing medication was administered and the student no longer has a fever.

Screening Questionnaire

This questionnaire will determine whether the individual has:

- (a) 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
- (b) tested positive through a diagnostic test for COVID-19 in the past 14 days
- (c) has experienced any symptoms of COVID-19, including a temperature of greater than 100.0°F, in the past 14 days; and/or
- (d) 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.

Healthy Hygiene Practices

Hand sanitizing

All individuals entering the building will be required to use the touchless hand sanitizer that will be placed at every building entrance point. These hand sanitizer stations will be placed throughout the building, and inside and outside of the cafeteria. Every room (classroom) will have a sanitizer station that will include a hand sanitizer pump bottle, alcohol wipes, paper towels, disinfectant spray, and paper towels. Students will be properly instructed by teachers and the school nurse in protocols for hand sanitizing using soap and water (lavatory) as well as using hand sanitizing stations/pumps.

Social Distancing

When entering the building, or traveling within the school building, all individuals will always maintain 6 ft. distance unless traveling in a common area, or individuals are of the same household. When an individual cannot maintain appropriate social distancing, a face covering must be worn.

Personal Protective Equipment and Face Coverings

All individuals (over the age of 2) will be required to wear a face mask. In compliance with NYSED regulations and Executive Order 202.16, disposable masks will be available to all students, faculty, staff, and essential visitors every day. Disposable masks will not be re-used, and extra disposable masks will be available for those who need a change of mask during the day. An individual may provide their own face covering for daily wear. For students wearing masks during the school day, teachers can allow mask breaks as needed. The laundering and cleaning of face coverings provided by individuals must be maintained on a

regular basis. Staff members trained and assigned to take daily temperatures and the nurse will be required to wear a face shield, disposable gloves, and face mask.

Management of Ill Persons

In the event of a confirmed COVID19 diagnosis by an employee, student, or family member, the COVID19 Administrator will follow all protocols for reporting and contact tracing with the CDC and DOH. Confidentiality will be maintained for the protection of individuals and required by federal and state laws.

Student Illness Before School

Parents will be asked to screen their children before leaving for school (check temperature and observe for symptoms consistent with COVID19). If a child is ill, the parents/guardians will inform the school main office. Any child showing symptoms of COVID19 (reference CDC and DOH guidelines for COVID19 symptoms) must not come to school.

Student Illness During the School Day

A student who becomes ill during the school day will be escorted to the school health office. The nurse will check for fever and other symptoms. If the symptoms are consistent with COVID19, parents/guardians will be contacted immediately to come to school and pick up their child. The ill child will stay in the isolation area/health office and will be monitored by the nurse or OLBR trained staff member until they are picked up from school.

Employee Illness Before the School Day

Staff will be instructed to self-screen before leaving for work (temperature check below 100.4 degrees F), and check for symptoms outlined by public health officials. They will need to stay home if they have symptoms consistent with COVID19 or if they had close contact with a person diagnosed with COVID19, and they did travel to a state or country with a positive test rate higher than 10 per 100k residents, or higher than 10% test positivity rate, over a seven day average.

Employee Illness During the School Day

If an employee becomes ill during the school day, the employee must be separated and sent home immediately and may return to work after completing at least 14 days of isolation from the onset of symptoms or upon receipt of a negative COVID19 test result and a physician's note.

Plan for Returning to School

If an employee or student is diagnosed with COVID19, with or without positive test and/or symptoms, OLBR School will refer to CDC protocol for return to school or work. This may need to be considered for family and household members who are positive COVID19, as carriers can be asymptomatic.

An employee who tests positive for COVID19 regardless of whether they are symptomatic or asymptomatic, he/she may return to work after completing 14 days of isolation from the onset of symptoms, or completing 14 days of isolation after the first positive test if they remain asymptomatic.

Cleaning and Disinfecting

OLBR School will provide cleaning and disinfection of exposed areas in the event an individual is confirmed to have COVID19, with cleaning and disinfecting to include, at a minimum, all heavy transit areas and high-touch surfaces. If someone is suspected or confirmed of having COVID19, the area(s) used by the person will be closed off, windows and outside doors will be opened to increase air circulation and wait 24 hours before cleaning and disinfection. If this is not feasible, wait if possible. Once the areas have been appropriately cleaned and disinfected, these areas can be reopened for use. Individuals without close/proximate contact with the person suspected or confirmed to have COVID19 can return to the area and resume school activities immediately after cleaning and disinfection. If more than seven days have passed since the person who is suspected or confirmed to have COVID19 visited or used the facility, additional cleaning and disinfection is not necessary, but routine cleaning and disinfection will continue.

Daily Cleaning and Disinfecting

Classroom teachers, cleaning staff, and cafeteria staff will maintain logs that include the date, time, and scope of cleaning and disinfection, as well as identify cleaning and disinfection frequency for each facility and area type and assign responsibility to staff.

Date	Time	Scope of Cleaning and Disinfection
9/6	8:00 am	Used Lysol spray on desks and all door handles.

Area Type	Frequency	Staff Responsible
Desks	Each time students enter the classroom	
Commonly touched surfaces such as handles, doors, and light switches	Morning, Mid-day, and End-of-day	
Windows	End of Day	
Whiteboards/Smart TVs	After each use	
Bathroom	Mid-day, and End-of-day	

Morning Sanitation Routine:

All students will be checked by the HR teacher to make sure they are in proper uniform with a clean mask.

First Floor - Once students get to their desk - teacher has them use hand sanitizer and wipe their hands/desk before settling in for the morning.

Tape will mark where students stand in line for the bathroom. Only one grade in the hall at a time.

Second Floor - Students take turns washing hands at the bathroom sink. Students must stay in their seat until the coast is clear - no lining up. Teachers will have to model how to do this each morning for a bit. Show students how to use a paper towel to turn off the sink. Once a student walks back to their desk - they use a wet wipe to wipe down the desk surface.

Cleaning and Disinfecting Throughout the School Day

If a student is called to write on the board, the teacher will use a wipe to wipe any chalk/marker/touched surfaces before continuing. Students will keep all personal belongings in their own 6 ft. space. Pens, pencils, markers should remain at each personal desk to be used by that person only. Books, toys, and shared tools will be removed from classrooms to limit the number of surfaces to be disinfected.

Facilities Guidance

When students and staff return to the school building for in-person instruction, physical spaces they occupy will be configured and maintained in a way to provide the maximum possible protection from spreading COVID19.

OLBR School will rearrange or re-purpose physical space to alter existing spaces as necessary while following all guidance related to health and safety.

Fire Code Compliance

If OLBR must make any changes or additions to facilities, these will be reviewed by local municipalities and code enforcement officials to ensure such compliance.

Emergency Drills

OLBR School will conduct regular fire drills and lock down drills as required by Education Law and regulation and the Fire Code without exception. OLBR will follow all procedures using safe social distancing practices.

Means to Control Infection

Schedules for student arrival, dismissal, and lunch will be staggered to reduce student use of the corridors. Students will report to their homeroom and will remain with their teacher for all instruction. Special area teachers will travel to classrooms instead of students traveling in the corridors.

Doors on the inside of the building will be set to the open position. This will alleviate the touching of door levers and knobs. This does not apply to fire doors. The use of light-transmitting plastics will be used in locations where social distance and masks cannot be easily regulated. Some of these areas include but are not limited to cafeteria, main school office, and health office. All light transmitting plastics used will comply with Building Code Section 2606.

Alcohol-Based Hand Sanitizing Dispensers

Touchless hand sanitizing dispensers will be installed at all building entrances and cafeteria in accordance with the 2020 Fire Code of New York State (FCNYS) Section 5705.5.

Ventilation

Opening windows throughout the building to increase the fresh air ventilation rate will be utilized to the greatest extent possible. Classrooms will be required to keep a minimum of 1 window open whenever students are present in classrooms. Classroom doors must always remain in the open position.

Child Nutrition

OLBR School will provide food service operations for all students. If schools are closed, or families choose a hybrid learning model, the school will provide meal service for all students as an on-site and/or off-site meal delivery system. The school will obtain state waivers and will update school policies, procedures, and training to ensure compliance with Child Nutrition requirements.

Meal Service

Breakfast will be available for all students as a grab and go meal. Students will pick up a pre-packed meal after entering the building, using social distancing, and following health check in. A cafeteria staff member will follow procedures for POS reporting. Students will report to their homeroom and will consume their meal at their seat, socially distanced 6 ft. apart from other students.

Lunch will be served to student cohorts, in the cafeteria. Staggered lunch periods will allow for smaller groups to social distance at designated tables. Before entering and upon exiting the cafeteria, students will utilize the touchless hand sanitizing dispensers. Lunches will be served to the students while seated. Closed containers with meals will be served to each student by a cafeteria staff member. Sharing of food and beverages will not be allowed. At the end of the lunch period, students will be dismissed in an orderly fashion using social distancing measures for the safety of all students. Time will be allotted for cafeteria staff to remove student trash from tables and to clean and disinfect the cafeteria area for the next lunch period.

All meals will follow Child Nutrition Program guidelines. Students with dietary restrictions or allergies will be provided meals appropriate to their nutrition needs.

Transportation

Bus transportation is provided for OLBR students by the Buffalo Public Schools through First Student Transportation.

All students are required to wear a mask on the school bus and should maintain appropriate social distancing. Children living in the same household can sit together on the bus. The only exception to the mask requirement is that students whose physical and mental health would be impaired by wearing a mask will not be required to do so but must maintain social distancing from other individuals on the bus.

Arrival on the School Bus

Buses arrive at OLBR School for student disembarkation. An OLBR staff member will meet the students and lead them into the school building using 6 ft. social distancing. The staff member will lead students to one of the school entry doors where students will proceed with hand sanitizing and the daily health check.

Two entry stations for taking temperatures and cleaning hands:

- Unused Entrance (PreK, 1st, 2nd, 4th, 5th)
- Peter St. (K, 3rd, 6th, 7th, 8th)

Dismissal on the School Bus

Peter St door will be used for dismissal. Students will remain in their classrooms and will be called as buses arrive, allowing time for social distancing in the corridors and outside to the buses.

- All students going on a bus will stay in HR until bus is called. As a bus pulls up outside, it will be announced and only those students will be dismissed.
- As a bus is called, students exit and go straight to the bus line up area (marked with tape on the first floor). Teacher with the walkie leads the bus line out to the bus.
- Pickups - Students will remain in the classroom until all busses have left and their name has been called, indicating a parent has arrived and notified the office. Parents of younger students will use the intercom and wait at entrance B.
- Walkers - walkers will be dismissed as usual, through the Peter Street doors after all busses have left.

A staff member will be stationed at the doorway with walkie talkie to relay the bus number and in the hallway for corridor control. The next bus would not be called until the previous bus has left through the Peter St. parking lot and down the next street.

Students Arriving or Dismissing (not on the bus)

Walkers and families dropping off or picking up children will use school entrance B. Students must wait, using social distancing, until they are buzzed in by the main office. Parents will be asked to wait at the downstairs drop off/pick up point at entrance "B" for younger students.

Parents will be asked to call the school office to notify the main office of a late drop off or early pick up of an older student. Parents will need to wait in their car, in the school parking lot for early or end of day pickup.

Social Emotional Well-Being

In these unprecedented times, students and employees are facing challenges of a global pandemic, an economic recession, and civic unrest in response to ongoing structural racism.

To meet the needs of those who are experiencing trauma, fear, isolation and anxiety, a comprehensive school counseling program will be reviewed and updated to meet these needs. The school counselor (from Catholic Charities of Buffalo) will be trained and apprised of implementation of effective and efficient evidence-based practices that will be most beneficial to the members of our school community.

Attendance

OLBR School will collect and report daily teacher/student engagement or attendance, regardless of instructional setting (in-person, hybrid, or remote) using the e-School data collection system.

Daily student attendance is reported by teachers every morning on the e-school system. Student absences will be brought to the attention of the main school office. Contact will be made by the school to inquire about student absence from school. This attendance policy is in effect no matter what the manner of instruction is (in-person, hybrid, remote).

Teaching and Learning

OLBR School will provide 180 days or equivalency (invocation of waiver for days is implemented by NYS), of instruction to students whether in person, hybrid, or remote. Efforts will be made to acknowledge the importance of setting a positive routine and welcoming environment that supports all students. Student needs and equity will be at the heart of learning experiences. Flexibility is essential, and OLBR School will be prepared to shift to different models of instruction that is least disruptive to students.

Instruction will be aligned to the academic program and will include substantive interaction with a competent teacher regardless of delivery method (in person, hybrid, or remote). A clear communication plan and contact information will be shared with families for addressing questions regarding instruction and/or technology.

In-Person Instruction

School will commence with all students (UPK-Grade 8) in the building, five days a week, for 6 hours a day. Students will be assigned a cohort and a teacher and will stay in the same space, using proper social distance, face mask protocols as outlined by the DOH. Special area teachers will travel from room to room for instruction. PE classes will be done either in the classroom, outdoors (weather permitting), or in the gym using 12 ft distancing between all students.

Hybrid Model

Families who do not feel comfortable sending their children to school for in-person instruction will have the option to keep their children at home. All efforts will be made to provide opportunity for students to participate in classroom instruction via an online format: Zoom, Google Classroom, or See Saw.

Remote Instruction

If the school is closed temporarily or for longer periods of time, all instruction will move to an on-line platform. Teachers will provide instruction that aligns with learning goals and objectives for their grade level. Instruction will include teachers and students engaging face to face on on-line.

Pre-Kindergarten

The Pre-kindergarten program will follow all guidelines set forth by NYS Dept of Health. Family style eating will not be practiced. Students will be accompanied by an adult to the lavatory, one at a time, and will ensure that proper hand washing protocols are followed. Napping materials will be assigned to each student and they will be cleaned and sanitized daily. Center-based and small group learning is an important component of a Pre-K program. OLBR School will avoid centers that include multiple students using it one at one time (water/sand tables, sensory table, etc.). Students will be provided with individual sets of materials to avoid sharing of common items. Proper sanitation protocols from the Dept. of Health will be followed students have been at a learning center or small group. Activities that encourage physical contact such as handholding and buddy systems will not be practiced. To limit potential exposure, students will work in smaller cohorts that will not intermingle with other cohorts. Social distancing will be maintained, and all reasonable efforts made to ensure the safety of all students.

Elementary School - Grades K-4

Students will receive instruction that will facilitate their achievement of grade level learning expectations. There are no subject specific time requirements for any subject except for physical education.

Teachers will plan for all modes of instruction including in-person, hybrid, and remote. All students will have access and opportunity to interact with a competent teacher on a regular basis.

Middle School - Grades 5 - 8

Students will be provided with instruction that will enable them to achieve learning expectations for their grade level. OLBR will provide the amount of instruction necessary to give students the chance to master a body of content in a certain subject. All students will have equitable access to instructional opportunities regardless of instructional model: in-person, hybrid, or remote. Teachers will include online modular tasks, instructional videos, responding to posts, engaging with others in online or phone discussions, doing projects, meeting with the teacher face to face, via online or by phone. Teachers will ensure student access for the purpose of teacher assistance when needed.

Art Class

Due to the nature of art as hands-on instruction, considerations will be given to develop instruction methods that will allow students to use their own art materials that will not be shared. The art teacher will move from classroom to classroom to alleviate students traveling to and from the art room.

Physical Education

OLBR School ensures that whether in-person, hybrid, or remote instruction models are utilized, students will have the opportunity to participate in physical activity under the direction and supervision of a competent physical education teacher to the extent practicable. The PE teacher will plan to the best of his ability, a menu of learning activities for students to engage in, either under direction of the classroom teacher, other staff, or independently.

In person physical education class will include a 12 ft. social distance is maintained between all students. The use of face coverings and the need for students to spread out will make certain activities not possible. Activities such as exercise, fitness, mindfulness, dance, target games, are some examples of approved activities while social distancing.

The outdoor school playground will be closed for student use as it is a shared space with the neighborhood and OLBR School cannot ensure it can maintain regular disinfection and cleaning after use.

Continuity of Learning

Meeting Needs of All Students

Instruction and plans for support will be aligned with the skill level of age groups and abilities, including students with disabilities and ELL's to the greatest extent possible. Orientation and instructional materials will be created for both parents and students.

Training for Staff and Students

Orientation/preparation for all faculty, staff, students, and parents will be implemented on the use of continuity of learning systems to ensure true continuity and accessibility.

Ensuring Accessibility for All Students

Three variations on learning will be used to the greatest extent possible. In-person instruction: all students (in cohorts) will stay with teacher in same location all day, five days a week, with safety distancing measures in place and mandatory wearing of face masks. Hybrid learning: students who are not physically in school will participate in their classes via Zoom, Google Classroom, and See Saw. Remote learning: all students will be working remotely from home. The school will provide computer devices and jet packs for internet capabilities for all who need them.

Preparation for Short and Long Term School Closures

School Messenger school community messaging system will be used to notify parents, staff, and teachers of any changes in the schedule: school closures, transition to different instructional modes and any other important information that needs to be shared with school families.

Remote Learning

Using technology for continuity of education will be utilized to its greatest degree possible. Other modes of communication between teachers, students, and administration will include, but not limited to the use of email, telephone, online conferences, and social media (school Facebook page, school website).

Interaction between teacher and student will include but not limited to asynchronous learning, synchronous learning, video recordings of lessons, online content, and learning activities. For UPK students, remote learning will be included to a limited degree and a focus on authentic learning at home will be encouraged. Online resources will be utilized by teachers for instructional

resources, social emotional wellness resources, and profession development support for using remote learning platforms with students.

Athletics and Extracurricular Activities

Interscholastic sports and extracurricular activities are suspended for the fall season.

Bilingual Education

ELL students will be provided with full and equal participation whether it be through in-person, hybrid, or remote instruction. The unique needs of these students may require modified or differentiated instruction. Teachers will utilize various resources to plan effective instruction that will provide ELL's with achievable learning outcomes.

