

North Shore Hebrew Academy, Great Neck N.Y.

Plan for Reopening of In-Person Instruction

North Shore Hebrew Academy is a PreK-8 school located at 16 Cherry Lane and 26 Old Mill Road in Great Neck, N.Y.

I. Reopening of in-person instruction

- **Capacity:**

The NSHA facilities team and administration has assessed learning spaces on all campuses to determine appropriate capacity and modification needs for such spaces to maintain appropriate social distance. NSHA may utilize additional spaces to accommodate the student, faculty and staff return to in-person learning.

NSHA campuses reside in areas with local medical capacity, including the Northwell Medical facilities.

NSHA engages with its local Great Neck Public School District for safe transportation and will abide by any policies set forth by the District.

- **Social Distancing:**

NSHA will ensure that appropriate social distancing is maintained between individuals while in school facilities and on school grounds, inclusive of students, faculty, and staff, unless safety or the core activity (e.g., instruction, moving equipment, using an elevator, traveling in common areas) requires a shorter distance or individuals are of the same household. NSHA will utilize a combination of 6 foot social distancing and physical barriers.

- **PPE and Face Coverings:**

NSHA will ensure that any time or place that individuals cannot maintain appropriate social distancing, individuals will wear acceptable face coverings. NSHA will communicate such policy to its parents, students and faculty.

NSHA will require face coverings at all times for all adults and for students in grades 1-8, in addition to physical barriers, even during instruction.

NSHA will provide appropriate face coverings for all members of their faculty and staff and will require students to report to school with appropriate face coverings. NSHA will have extra face coverings available to provide students who report to school without a mask.

NSHA will consider and address developmental appropriateness, feasibility, and ability to implement such policy in a safe, consistent manner. NSHA will communicate such policy to its parents, students and faculty.

NSHA will allow for face covering breaks for students when they can maintain social distance as well as during mealtimes, when social distance will also be maintained.

All individuals in NSHA school facilities and on school grounds will be prepared to put on a face covering if another person unexpectedly cannot socially distance; and for this reason, individuals – including students – will wear face coverings in common areas, such as entrances/exits, lobbies, 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 will not be subject to the required use of a face covering.

NSHA will consider assistance to students who may have difficulty in adapting to wearing a face covering.

NSHA will train all students, faculty, and staff on how to adequately put on, take off, clean (as applicable), and discard PPE, including but not limited to, appropriate face coverings. This training will occur prior to the start of the school year. NSHA will also demand that outside contractors and vendors wear face coverings/PPE, and will supply those face coverings if the outside parties do not have their own.

- **Operational Activity:**

NSHA will offer two options: (i) in-person instruction and (ii) the option for students to engage in remote learning from their homes. NSHA campuses and non NSHA spaces may be rented and may be modified to accommodate social distancing and/or barrier

requirements to support in-person instruction. Schedules may be modified to minimize student movement. Should NSHA utilize staggered arrival and dismissals, NSHA will make every effort to schedule arrivals and dismissals according to household.

Shared Spaces:

- Cafeterias, libraries and gymnasiums will be modified with the appropriate barriers and/or markers and signage for social distancing.
- Recess in outdoor spaces and/or playgrounds will be conducted in small cohorts and supervised for appropriate social distancing. Playgrounds will be sanitized between usage.

NSHA has suspended field trips, performances and assemblies until further notice.

NSHA will not allow non-essential visitors, including parents, on campus, until further notice. Essential visitors such as student therapists, vendors, contractors etc. will be required to utilize PPE and engage in social distancing measures at all times.

- **Restart Operations:**

NSHA is evaluating existing HVAC systems and will be making upgrades as needed in all buildings.

- **Hygiene, Cleaning, and Disinfection:**

NSHA will be closing all school water fountains and replacing them with bottle filling stations when possible. Regular cleanings of high-touch areas will be conducted each day. All classrooms will be cleaned daily with electrostatic cleaning devices. All cleanings will be monitored and logged. Outside play equipment will be cleaned regularly according to NYS standards. Hand sanitizer dispensers will be installed in school buildings with access to all students and staff.

Hygiene:

- NSHA will ensure adherence to hygiene and cleaning and disinfection requirements as advised by the CDC and DOH, including ["Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19,"](#) and the ["STOP THE SPREAD"](#) poster, as applicable. NSHA will maintain logs that include the date, time, and scope of cleaning and



disinfection. NSHA will identify cleaning and disinfection frequency for each facility type and assign responsibility.

- NSHA will train all students, faculty, and staff on proper hand and respiratory hygiene, and will provide information to parents and/or legal guardians on ways to reinforce this at home.
- NSHA will provide and maintain hand hygiene stations around the school, as follows:
 - For handwashing: soap, running warm water, and disposable paper towels.
 - For hand sanitizing: an alcohol-based hand sanitizer containing at least 60% alcohol for areas where handwashing facilities may not be available or practical.
 - NSHA may approve and permit the use of alcohol-based hand sanitizers in school facilities without individual's physician orders as alcohol-based hand sanitizers are considered over-the-counter drugs. Student use of alcohol-based hand sanitizers will be supervised by adults to minimize accidental ingestion and promote safe usage; supervision is required for elementary school students. Parents/guardians can inform the school that they do not want their child to use alcohol-based hand sanitizers by sending a written notice to the school. NSHA will provide accommodations for students who cannot use hand sanitizer to allow for their use of handwashing stations.
 - NSHA will make hand sanitizer available throughout common areas. It will be placed in convenient locations, such as at building, classroom, and cafeteria entrances and exits. Touch-free hand sanitizer dispensers will be installed where possible.
 - NSHA may place signage near hand sanitizer stations indicating that visibly soiled hands should be washed with soap and water; hand sanitizer is not effective on visibly soiled hands.

- NSHA may remind individuals that alcohol-based hand sanitizers can be flammable and may not be suitable for certain areas in school facilities and on school grounds.
- NSHA may place receptacles around the school for disposal of soiled items, including paper towels and PPE.

Cleaning and Disinfection

- NSHA will ensure that cleaning and disinfection are the primary responsibility of the school's custodial staff. However, NSHA may also choose to provide appropriate cleaning and disinfection supplies to faculty and staff for shared and frequently touched surfaces:
 - NSHA may consider providing disposable wipes to faculty and staff so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped down before and/or after use, followed by hand hygiene.
 - To reduce high-touch surfaces, NSHA is installing touch-free amenities, such as water-bottle refilling stations, trash receptacles and paper towel dispensers where feasible.
 - If installing touch-free amenities is not feasible, NSHA may, at a minimum, make hand sanitizer available near high-touch surfaces (e.g., trash receptacles, paper towel dispensers).
 - NSHA is closing water drinking fountains (unless they are configured as a bottle refilling station) and encouraging students, faculty, and staff to bring their own water bottles or use disposable cups.
- NSHA will conduct regular cleaning and disinfection of the facilities and more frequent cleaning and disinfection for high-risk areas used by many individuals and for frequently touched surfaces, including desks and tables which may be cleaned and disinfected between each individual's use, if shared. If cohorts are used, cleaning and disinfection may take place between each cohort's use rather than each

individual. Cleaning and disinfection will be rigorous and ongoing and will occur at least daily, or more frequently as needed. NSHA will refer to DOH's "[Interim Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19](#)" and "[Interim Guidance for Cleaning and Disinfection of Primary and Secondary Schools for COVID-19](#)" for detailed instructions on how to clean and disinfect facilities.

- NSHA will ensure regular cleaning and disinfection of restrooms. Restrooms may be cleaned and disinfected more often depending on frequency of use.
- NSHA will reasonably ensure that materials and tools used by employees are regularly cleaned and disinfected using registered disinfectants. NSHA will refer to the Department of Environmental Conservation (DEC) [list of products](#) registered in New York State and identified by the EPA as effective against COVID-19.
 - If cleaning or disinfection products or the act of cleaning and disinfection causes safety hazards or degrades the material or machinery, NSHA will put in place hand hygiene stations between use and/or supply disposable gloves and/or limitations on the number of employees using such machinery.
- NSHA implementations in shared (i.e., communal) bathrooms may include, but are not limited to:
 - Installation of physical barriers between toilets and sinks if six feet of separation is not feasible; and
 - Use of touch-free paper towel dispensers in lieu of air dryers.
- NSHA will ensure distancing rules are adhered to by using signage, occupied markers, or other methods to reduce restroom occupancy at any given time, where feasible.

Cleaning and Disinfection Following Suspected or Confirmed COVID-19 Case

- NSHA will provide for the cleaning and disinfection of exposed areas in the event an individual is confirmed to have COVID-19, with such cleaning and disinfection to include, at a minimum, all heavy transit areas and high-touch surfaces.
- NSHA will follow CDC guidelines on [“Cleaning and Disinfecting Your Facility,”](#) if someone is suspected or confirmed to have COVID-19:
 - Close off areas used by the person who is suspected or confirmed to have COVID-19.
 - NSHA does not necessarily need to close operations, if they can close off the affected areas (e.g., classroom, restroom, hallway), but they may consult with local health departments in development of their protocols.
 - Open outside doors and windows to increase air circulation in the area.
 - Wait 24 hours before you clean and disinfect, unless waiting 24 hours is not feasible, in which case, wait as long as possible.
 - Clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, classrooms, bathrooms, lockers, and common areas.
 - Once the area has been appropriately cleaned and disinfected, it can be reopened for use.
 - Individuals without close or proximate contact with the person suspected or confirmed to have COVID-19 can return to the area and resume school activities immediately after cleaning and disinfection.
 - NSHA will refer to DOH's [“Interim Guidance for Public and Private Employees Returning to Work Following COVID-19 Infection or Exposure”](#) for information on “close and proximate” contacts.

- If more than seven days have passed since the person who is suspected or confirmed to have COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary, but routine cleaning and disinfection should continue.

- **Extracurriculars:**

NSHA has suspended all extra-curricular activities for the duration of the COVID-19 crisis. Certain clubs may be held during school hours on school grounds, which will observe all social distance and PPE Requirements for students and staff.

- **Before and Aftercare:**

NSHA has suspended all in-person after school programs until further notice.

- **Vulnerable Populations:**

NSHA is offering the option for remote-learning for students who choose not to return to in-person learning. NSHA is working to accommodate, where appropriate, faculty and staff who are at an increased risk for severe COVID-19 illness. Accommodations may include telecommuting, additional PPE, and specialized space allocations.

- **Transportation:**

NSHA receives school transportation through the local Great Neck Public School District and will abide by any policies set forth by the District.

- **Food Services:**

NSHA will not be offering its usual lunch service for 2020-2021. Parents/Guardians will be responsible for sending individual lunches and snacks and may have an option to purchase individual boxed lunches through the NSHA PTA. Administration will determine whether students eat at their desks while maintaining social distance, or in a designated outdoor seating area that maintains social distance.

Sharing of food and beverages will be prohibited. NSHA is a nut aware school and all food brought onto NSHA campuses must abide by the policy outlined in the NSHA Family Handbook.

Students will be prompted by teachers to practice hand hygiene by washing hands with soap and water at designated hand hygiene stations prior to and after snack and lunch periods.

- **Mental Health, Behavioral, and Emotional Support Services and Programs:**

NSHA will engage its team of mental health professionals to facilitate programs to support the social and emotional needs of its students, faculty and staff. This team includes (i) one school psychologist, (ii) two social workers and (iii) school administration by age division (Early Childhood, Elementary and Middle).

Faculty will be trained to identify students struggling with transitioning back into the school setting and changes within the school environment. Faculty will be trained prior to school opening and during the school year to address issues related to the ongoing COVID-19 public health emergency. Faculty will be trained by the mental health professional team to bolster coping and resilience skills. The mental health professional team will be a resource to both students and staff.

- **Communication:**

NSHA engaged with school stakeholders and community members when developing reopening plans. These included school administrators, facility managers, board members, medical consultants and Parent-Teacher Association representatives, when relevant. NSHA employs a website, email and text message communication system as well as an active social media community.

NSHA has commenced communications and will continue to develop a communications plan for students, parents or legal guardians of students, staff, and visitors that includes applicable instructions, training, signage, and a consistent means to provide individuals with information.

NSHA will ensure all students are taught or trained how to follow new COVID-19 protocols safely and correctly, including but not limited to hand hygiene, proper face covering wearing, social distancing, and respiratory hygiene. Training will be given by faculty, administration and/or consultants and will be conducted in person, by video, and via written communications.

NSHA will encourage all students, faculty, staff, and visitors through verbal and written communication (e.g., signage) to adhere to CDC and DOH guidance regarding the use of PPE, specifically acceptable face coverings, when a social distance cannot be maintained. Additionally, communications will be provided in the language(s) spoken at home among families and throughout the school community. Written plans will be accessible to those with visual and/or hearing impairments.

II. Monitoring includes protocols and procedures to track health conditions at NSHA.

- **Screening:**

NSHA will implement Mandatory Health Screenings, including temperature checks, of students, faculty, staff, and, where applicable, contractors, vendors, and visitors to identify any individuals who may have COVID-19 or who may have been exposed to the COVID-19 virus:

- All students, faculty and staff will be asked to complete a temperature check at home with directions that an individual presenting a temperature of greater than 100.0°F cannot go to school.
- NSHA will conduct daily temperature checks upon arrival at school for all students, faculty, and permitted providers.
- NSHA will use a daily screening questionnaire for faculty and staff reporting to school and may use a daily screening questionnaire for students, who may require the assistance of their parent/legal guardian answer. These responses will be logged and monitored.

Screening For Students, faculty, staff, and, where practicable, visitors, contractors, and vendors, must be completed using a questionnaire that determines 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 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 COVID-19 per the New York State Travel Advisory in the past 14 days.
- NSHA will limit entry to essential visitors only.

NSHA may consider implementing health screening practices for unscheduled visitors (e.g., members of the public allowed to use school grounds).

- **Testing Protocols:**

NSHA will refer symptomatic individuals to their healthcare provider before such individuals will be allowed to return to school with appropriate clearance.

- **Testing Responsibility:**

NSHA will seek the service of the Nassau County Department of Health particularly in the event that large-scale testing at NSHA is needed

- **Early Warning Signs:**

NSHA will adopt applicable metrics as set forth by the Nassau County Department of Health for early warning sign numbers.

III. Containment includes protocols and procedures for how to respond to positive or presumed-positive cases, as well as preventative practices.

- **School Health Offices:**

NSHA health offices will be stocked with appropriate PPE (including N95 masks, shields and gowns) for health-care staff to assess symptomatic students and staff during the school day.

NSHA will implement protocols for caring for a student, faculty, or staff member who develops COVID-19 symptoms during the school day including:

- Identification of a dedicated area to separate students, faculty, or staff with symptoms to COVID-19 from others

until they can go home or to a healthcare facility, depending on severity of illness;

- Plans to ensure that symptomatic students who are waiting to be picked up remain under the visual supervision of a staff member who is socially distanced;
- NSHA will provide the required PPE for school health office staff caring for sick individuals, which will include both standard and transmission-based precautions. In areas with moderate to substantial community transmission, eye protection (i.e., goggles or face shield) should be added. When caring for a suspected confirmed individual with COVID-19, gloves, a gown, and a fit-tested N-95 respirator should be used, if available (or surgical face mask and face shield, if not available), as well as eye protection. NSHA will consult CDC guidance for additional information and Required Guidelines For Cleaning And Disinfection.

- **Isolation:**

NSHA will provide isolation spaces for students or staff who develop symptoms of COVID-19 during the school day and/or are assessed as potentially infected upon arrival at school. These students will remain under the care of the school nurse until such time that a parent/guardian or individual designated by parent/guardian can take the student home safely. Students and/or staff will remain in these isolation spaces until they can depart safely.

- **Collection:**

NSHA will instruct parents that pick up potentially infected students that the student must be seen by a health care provider. Students will not return to their classrooms to retrieve materials, etc. and will be released directly from the isolation rooms.

- **Infected Individuals:**

NSHA will not readmit any students or staff who have tested positive without clearance from a student's physician and/or by guidance from a school medical consultant.

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.

NSHA will follow the CDC provided specific guidance for individuals who are on home isolation regarding when the isolation may end. CDC recommendations for discontinuing isolation in persons known to be infected with COVID-19 could, in some circumstances, appear to conflict with recommendations on when to discontinue quarantine for persons known to have been exposed to COVID-19. CDC recommends 14 days of quarantine after exposure based on the time it may take to develop illness if infected. Thus, it is possible that a person known to be infected could leave isolation earlier than a person who is quarantined because of the possibility they are infected.

- **Exposed Individuals:**

NSHA will require those individuals exposed to COVID-19 to complete quarantine and will not allow them to return to school unless they are symptom-free. NSHA will coordinate with local health authorities.

- **Hygiene, Cleaning, and Disinfection:**

NSHA will adhere to all strategies for cleaning and disinfection as guided by the DOH and CDC, and will notify occupants of any areas that are disinfected. Please see section I above for further details.

- **Contact Tracing:**

NSHA will use the class groups as default groups to aid with any required contact tracing should any positive cases be identified. NSHA will do so using the protocols developed by the New York State Contact Tracing Program.

In the case of an individual testing positive, NSHA will develop plans to support local health departments in tracing all contacts of the individual, in accordance with the protocols, training, and tools provided through the [New York State Contact Tracing Program](#).

Confidentiality will be maintained as required by federal and state law and regulations. NSHA will cooperate with state and local health department contact tracing, isolation, and quarantine efforts.

- **Communication:**

Prior to school opening and throughout the school year, parents will receive and have access to the NSHA reopening plan and the COVID-19 appendix to the Families and Employee handbooks including protocols, policies and procedures. Communications will be sent via email and/or text as appropriate.

IV. Closure includes contingency plans, protocols, and procedures for decreasing the scale or scope of in-person education, and/or closing the school.

- **Closure triggers:**

Closure triggers may include increased number of school, local or community cases. NSHA will consult with the Nassau County and NYS Departments of Health and a medical consultant regarding closure triggers.

- **Operational Activity:**

Following consultation with the NYS Department of Health, Nassau County DOH and our medical consultant, NSHA will cease in-person operations for individual classes, grades, campuses or the entire school.

- **Communication:**

NSHA will communicate with all applicable parents, guardians, faculty and staff throughout the closure process via email and/or text message.