



Our Lady Star of the Sea School
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Our Lady Star of the Sea School's General Facts Sheet for Opening in September:

Attendance:

Attendance will be taken each day, regardless of whether the child is "attending" school in person or remotely. It is important that students are present and ON TIME each day.

Buses:

As of today, bus service has not been confirmed for September. When we receive more information, we will pass it on.

Before and After Care:

This program will not be available until at least Phase 2 of the Archdiocesan Opening Plan. The after-school program will be an extension of the school day with the same regulations and guidelines in place for social distancing, masks, and limited access to areas outside of the assigned classroom. After-school programs will not include any sports programs, third-party vendors, clubs, CYO activities, and so on.

Class Size:

Classrooms may only accommodate space for a limited number of students to allow for distances of six feet.

Cohorts:

Students will be grouped in small, consistent cohorts each day; this way, the number of students potentially exposed to someone infected with COVID-19 is lessened. These groups of students remain together throughout the day in the same classroom or other designated area of the building as much as possible. Once a cohort has been assigned it may not be changed. For those classes that are departmentalized, the teachers will change locations.

Entering the Building:

- In preparing the school's entrance for admitting students and staff, social distancing markers outside the building will be set up along all entrances. You will be told which entrance your child(ren) should enter through.
- Once a definitive plan is in place, we will communicate the procedure for those arriving by car.
- Signs will indicate six-foot distances and should have directional arrows pointing toward the screening area.
- Children should go straight to their assigned rooms after clearing the temperature check screening.

Extracurricular activities:

These programs will not be made available until a later date. The earliest these services could possibly be included throughout the school day is "stage 4" and that is only if the school can provide space which delivers a social distanced school setting.

General Advice:

- Staff and students should stay home if they do not feel well.
- Staff and students should stay home if they were within six feet of a person with COVID-19 for a prolonged period of time.
- We strongly recommend that parents take their child's temperature every day before the child comes to school. If the temperature is 100.0 degrees Fahrenheit or greater, the child should stay home and see a doctor. This will ensure that students who likely would be excluded upon arrival will self-monitor and remain home. This is not required, but is strongly recommended.
- Sick staff members and students should not return to school until they have met the CDC criteria to discontinue home isolation for COVID-19 and non-COVID-19 related illnesses, which includes three days with no fever, an illustration that symptoms have improved, and ten (10) days elapsed since the symptoms first appeared.

Guardian Angel room:

- A "Guardian Angel" room (isolation room) will be set up where students and staff with COVID-19 symptoms will be placed while they await pick-up and safe exit from the building.
- Each "Guardian Angel" room, when in use, will be occupied by a school staff member wearing full PPE, with external ventilation increased within the area of isolation so as to encourage air flow (windows opened, non-mechanical ventilation disabled).

Handbook- Parent/Student:

OLSS families will be required to abide by all policies set forth by the Parent/Student Handbook. The 2020-2021 handbook will be posted on our school's website.

Hand Sanitizing:

Hand sanitizer stations will be located at the entrance of the building, as well as, at the entrances of each classroom and throughout the building, as appropriate.

Hand Washing:

Students and staff shall practice frequent hand washing with soap and water for at least twenty seconds, scrubbing thoroughly, and drying with paper towels.

Hybrid Model:

The hybrid model is based upon a combination of in-person and remote learning. On days that students are not physically in the school building, they are to “attend” class via a live webcam to allow for full class participation and direct interaction with the classroom teacher for instructional delivery.

Instruction (Academic):

- All students will receive five days of instruction.
- The instruction will be delivered in-person and/or remotely.
- Classrooms will be set up to provide person-to-person learning through either (1) remote or (2) hybrid learning, as defined in this document.

Masks:

- Students must wear face masks when in the school building, and they must keep appropriate social/physical distancing. The school will have surgical masks available for students as needed.
- All masks for faculty, staff, and students are subject to approval by the principal and regional superintendent.
- Masks should be **plain** and free of any statements or support for any group, product, political view, and so on, other than the name of the school or the Catholic Schools of the Archdiocese of New York.
- Non-disposable masks should be washed daily.

Meals:

- Lunch will be eaten in the classroom.
- Students must bring their own lunch and sharing will not be permitted. All lunches should be brought to school in a brown paper bag, and everything in the bag must be disposable.
- For the safety of all, individual snacks must be brought from the home.

Mental Health and Social-Emotional Development:

- The school will establish a culture that supports and emphasizes mental health services available for faculty, staff, students, and families.
- If you identify any mental health or social-emotional concerns, please contact school administration immediately.
- Archdiocese of New York Drug Abuse Prevention Program: 2789 Schurz Avenue Bronx, NY 10465 (718) 904 -1333 <https://adapp.org/>

- New York State Mental Health Assistance Hotline: 1-844-863-9314 or 1-888-NYC-WELL (1-888-692-9355) <https://omh.ny.gov/omhweb/covid-19-resources.html>

“Moving Forward Together”:

Please read the *ADNY Catholic Schools Opening: Moving Forward Together* manual that was distributed to families via email. This document can also be found at <https://catholicschoolsny.org/opening>

Remote Learning:

- Remote learning for the entire school community, when required by health or government officials, will keep school buildings closed for the safety and security of all of the schools’ constituents.
- In the case that parents opt to keep their child at home on a full-time remote basis, provisions will be made to allow instruction on a full-time, five-day, school-week basis.

Services:

Services such as SETTS, Speech, Physical Therapy and Occupational Therapy will not be made available during the school day until a later date. Parents must contact their child’s provider to set up at home services.

Signage:

Signage to indicate direction in which to travel in hallways for consistent flow, social distancing, and proper distancing for line-up and movement of students and/or classes will be displayed throughout the building.

Special Subject Teachers (art, music, physical education, technology, Spanish):

These subjects will continue to be taught in the classroom on a weekly basis. The teachers will move from class to class, not the students. These classes will be part of in-school and remote learning.

Stages:

The stages and the requirements within them are subject to change and may or may not require adjustments to meet government guidelines or current community health statistics that exist at any particular point in time. The decision for transitioning into the different stages will be based on complete compliance with the requirements of the prior stage and on recommendations of the Health and Safety Task Force and regional superintendents, and the final decision will be made by the superintendent of schools.

Supplies:

- Items and supplies will not be shared.
- Students are not permitted to share electronic devices, clothing, toys, books, games, or learning resources.
- Students’ personal items will be kept in their backpacks, which will be left on the back of their chair throughout the day.
- Students will need the following supplies:

Pencils

Pens (Gr. 5-8)

Earbuds/Headphones

Scientific Calculator (Gr. 6-8)

Highlighter

Personal Stapler w/ staples (Gr. 5-8)

Personal sized tissues and hand sanitizer to keep in their backpack

- Students should bring all supplies with them upon arrival as parents will not be permitted to drop off supplies once the child is in the building.
- ALL supplies will go home each day with the child.
- The school will provide pencil cases, scissors, crayons/markers and glue sticks.

Temperature Screening:

- Temperature screening and screening questions as outlined in the NYS Guidance for In-Person Instruction at Pre-K–Grade 12 Schools during the COVID-19 Public Health Emergency will be taken as each staff member and student enters the building.
- Persons who have fevers of 100.0 degrees Fahrenheit or above or who are exhibiting other signs of illness shall not be admitted to the school.

Trips:

All trips, public events, and onsite activities are suspended until further notice.

Uniforms:

Students are to wear their gym uniforms to school until further notice. Gym uniforms consist of OLSS t-shirts and sweatpants, which are to be worn with white sneakers. Uniforms should be washed daily. Students learning remotely do not have to wear their uniform, but they must be dressed appropriately for a day of school.

Ventilation:

Windows will be opened as frequently as possible, weather permitting, even when the space is occupied by the students. Our air conditioning units will be updated with new filtration systems, so HVAC systems may be used throughout the day once they are installed.

Visitors:

- Visitors shall not be permitted to enter the building during operating hours, with the exception of emergency or law enforcement officers in their official capacity, authorized inspectors from governmental agencies, and persons providing emergency repair services within the building that cannot be reasonably delayed until non-operational hours.
- No parents will be permitted to enter the building until further notice.
- All authorized visitors shall be required to wear a mask.

Water Fountains/ Water Bottles:

All water fountains will be turned off. Disposable water bottles will be permitted.

Please note that all plans are subject to change.