

Cathedral High School

Belong. Believe. Become.

School Reopening Plan September 2020

Introduction

Cathedral High School 350 East 56 Street, New York City, NY 10022

In keeping with the safety guidelines of New York State and following the requirements of the Department of Health, Cathedral High School will present a plan to reopen and operate during the COVID -19 health emergency.

Mission Statement

Cathedral High School, a Catholic College Preparatory school of the Archdiocese of New York located in the heart of Manhattan, welcomes young women of all faiths and cultures. We are a community of students, teachers, staff, parents and alumnae committed to achieving excellence in education. We continually challenge our students to become productive members of society who will conduct themselves with religious and moral integrity in the pursuit of social justice.

Responsible Parties

The Responsible Parties for the creation, implementation, and execution of the reopening plan are the school administrators. They are Principal, Assistant Principal for Academics, Assistant Principal for Student Life, and Dean of Students.

Face Coverings

All students, faculty, staff, administrators, and visitors will be required to wear face coverings in the school building at all times except:

- a. If social distancing of at least 6 feet or more is possible.
- b. During meals.

Students and employees will be asked to enter the building wearing a face covering.

The school will have extra masks/shields available in the event that a student/employee does not have one available.

Social Distancing & Classrooms

Classrooms will be arranged so that desks are sufficiently spaced.

Students will wear face shields, along with face masks.

Teacher desks will have a clear vinyl divider along the front/ or a plexiglass divider.

To limit movement and interaction in the hallways/staircases, students will remain in the same classroom for most of the day when possible. Teachers will move.

Classrooms will be equipped with appropriate cleaning materials and disinfectants, such as hand sanitizer and antibacterial wipes.

Other areas such as the library, mini theatre, and gymnasium may be used for additional space if necessary.

In - Person Instruction and Cohorts

The following model is presented as a way to keep capacity down. (This may be subject to change.)

Week	Monday	Tuesday	Wednesday	Thursday	Friday
A : In Person On Site Instruction	A - K	L-Z	A-K	L-Z	A-K
Live Streaming	L-Z	A-K	L-Z	A - K	L-Z
Week	Monday	Tuesday	Wednesday	Thursday	Friday
B: In Person On Site Instruction	L-Z	A-K	L-Z	A-K	L-Z
Live Streaming	A-K	L-Z	A-K	L-Z	A-K

Arrival & Screening

Students will use three entrances upon arrival to school, so there is less traffic at one particular entrance.

Students / Employees will be screened daily upon entry.

Students with a temperature higher than 100 degrees will be immediately isolated and parents will be called. The students will remain isolated, under supervision, until a parent has arrived.

Employees with a temperature higher than 100 degrees will be denied entry and asked to leave.

Students / Employees that do not pass the screening will be referred to their health care provider for further evaluation and COVID-19 testing.

Employees and students will be asked to complete a screening questionnaire.

Dismissal

Students will be dismissed on a staggered schedule.

Students will utilize three exit doors to ensure less congestion.

Absent Students/ Remote Learning

Students that are absent from school, or students choosing to participate in school remotely, will have the ability to be part of the classroom experience virtually.

Webcams in every classroom allow the teacher to livestream the lesson directly to the students.

Support Services

The administration will utilize guidance counselors/ social workers to assist students having difficulty transitioning back to school, considering all the changes and modifications made to the schedule and the building itself.

Guidance Counselors, specifically for the underclassmen, will develop lessons to teach coping skills and transitioning skills.

Teachers will monitor students behavior and refer students to the guidance office/ social worker office if and when necessary.

Employees will be offered available resources to address mental health, behavioral or emotional needs.

Communication

All communication with the school community will be made by the administration via email, website postings, and / or virtual meetings. The school community includes students, parents, employees, and any other appropriate stakeholders.

Food Services

Students will have a choice of school lunch or lunch from home.

The cafeteria and the gym will be utilized for lunch service.

The students will sit one per table(round tables) in the cafeteria, and two per table (8 foot tables) in the gym.

The school administration and the food services company will work together to ensure social distancing on line and safe food service for all students.

The same food service is available for employees.

Ventilation

HVAC Systems have been equipped with enhance filtration systems to improve air quality and flow and meet the top American Society of Heating, Refrigeration and Air-Conditioning Engineers (ASHRAE) standards for commercial buildings. Fans should be used for circulating air and not be directed at or send air directly toward any person. Windows will be opened wherever possible to allow for better air circulation.

Cleaning, Hygiene, and Disinfection

Signage will be placed in various areas of the school building reinforcing cleanliness and hygiene.

Classrooms will be equipped with hand sanitizer and antibacterial wipes.

The custodial team will be responsible for appropriately cleaning and sanitizing all classrooms, restrooms, hallways, offices, and other meeting spaces during the school day and after each school day, adhering to the guidelines set forth by the DOH and the Centers for Disease Control and Prevention (CDC).

Drinking fountains will be closed.

Contact Tracing

The school administration will notify the state and local health department immediately upon being informed of any positive COVID-19 test result by a student, employee, or any other person on school grounds.

The administration will use the protocols, training, and tools provided through the New York State Contact Tracing Program.

Confidentiality will be maintained through this process.

Monitoring

The administration will monitor all those entering the building with temperature checks. Visitors will be limited or not permitted, depending on the circumstance. Employees / Students will be asked to inform the administration if any of the following is true. If he/she:

(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.

If any employee/ student answers yes to any of these questions, the employee / student will be sent home and will not be permitted to return to school / work

without proper clearance from a health professional.

Containment

If a student / employee is positive or presumed-positive for COVID 19, the following protocol will be in place:

- a. Students/ Employees will be isolated and arrangements will be made for pick up / transportation home. Students / Employees will be referred to their health care provider for further evaluation and COVID-19 testing.
- b. If an individual is infected, the student / employee will remain home until a health professional has discharged them from isolation and allowed clearance for return to school /work. Medical clearance for those with COVID 19 is required.
- c. The Administration will then set forth the protocols pertaining to Contact Tracing / quarantine mandates as set forth by NYS.
- d. If an individual is exposed, that individual must complete quarantine for 14 days or until a negative test is obtained, and be cleared by a healthcare professional before returning to work /school.
- e. The Administration will then set forth the protocols pertaining to Contact Tracing / quarantine mandates as set forth by NYS.
- f. The administration will ensure that the hygiene, cleaning, and disinfection guidance set forth by DOH and CDC are adhered to, including strategies for cleaning and disinfection of exposed areas and appropriate notification to occupants of such areas.

Closure

If an individual tests positive for COVID 19 or was exposed to COVID 19, the administration will assess the risk and determine whether or not a closure is necessary.

Closures could be short term, which would allow for cleaning and disinfecting the school and contact tracing in consultation with local health officials.

Closures could be long term, depending on the number of cases and exposures.

These decisions would be made in consultation with health officials and state guidelines.

The administration will communicate with parents, students, employees, and local health officials regarding the closure and next steps.

