

NNS Health and Safety Plan

Revised March 10, 2022

Our guidelines are based on recommendations from:

- The New York State Education Department
- The New York State Department of Health
- The Center for Disease Control

The Northport-East Northport School district has a plan that has been reviewed and considered.

It should be noted that all guidelines may change at any time. We reserve the right to do so.

Parent Participation/Visitors

Parent participation in the classrooms/building will be suspended at this time pending further written notice. This will be reviewed and reconsidered at the March board meeting. Students and essential workers (staff, SEITS and therapists) will be the only people permitted in the building. Delivery persons will not be permitted in the building. 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. All authorized visitors shall be required to wear a mask.

Classroom Size/Occupancy Standards

Class sizes have been adjusted accordingly:

- 2s: Up to 12 children in each class
- 3s: Up to 14 children in each class
- 4s: Up to 15 children in each class
- Summer Camp: Up to 20 children

Our outdoor spaces (playground, outdoor classroom and hiking trails) will be utilized over indoor space whenever possible. Each class will have a designated time where they will spend the session in our outdoor classroom weather permitting (info will follow). Indoor classrooms will be properly ventilated by having windows open to allow for fresh air. When necessary, heating/cooling units will be utilized.* Units will be

maintained and filters cleaned regularly. PLEASE make sure your child comes to school dressed in appropriate all-weather outdoor gear. For example, appropriate jackets/coats (rain/snow), sneakers, boots (rain/snow), hats, mittens, etc. We will go outside in all kinds of weather when the temperature is close to 32 degrees. Quite often, it is below freezing at arrival, but it warms up by the time we are scheduled to be outside. Please send all weather gear each and every day. No umbrellas please.

*10/27/20 REME-HALO Air Purification System was installed.

Temperature Check

Temperatures will be taken for all staff and students upon entering the building. Anyone with a temperature of 100.0 degrees Fahrenheit or higher, or any other visible signs of illness, will be sent home.

Drop-off/Pick-up

AM

2s 8:45-10:45

3s 9:00-11:30

4s 9:15-11:45

PM

3s 12:30-3:00 east doors (near Little Free Library)

4s 12:30-3:00 west doors (closer to parking lot)

Parents will not be allowed in the building for drop-off or pick-up. It is imperative that everyone is punctual for this to run smoothly. Please maintain a safe distance. **Please note that AM and PM procedures are different.**

AM Drop-off/Pick-up

If you are a PM family, please skip to the 3s or 4s PM Drop-off/Pick-up below.

Drop-off will occur in the circle. The morning classes arrive at different times. Please be aware of this if you are early or late. The first car should pull into the circle near the orange cones. Cars should line up in the circle along the curb. Four cars will fit in the circle at one time. Please park your car, **turn off the engine** and assist your child in

getting out of the car. Walk your child directly to the curb, so that a staff member can see them from the front door. Please do not walk through the circle or allow your child to do so. Your child should stay with you until a staff member comes to the door. Once you see the staff member, you can send your child to the door. Please do not depart until your child has entered the building. When the four cars exit the circle, we will repeat this process until all children are in the building. Families who walk to school can drop-off at the end of the walkway by the parking lot.

Upon entering the building, your child's temperature will be taken. If a child has a temperature, he/she will not enter the classroom and we will call you. Please make sure we have the contact number of the caregiver who is driving your child to school.

Each child should bring a small backpack that they can carry independently. The backpack should contain a small towel or blanket that can be used during snack time. Please make sure the backpack does not contain any food or drinks. The school will provide a mask box for each child (see below).

Pick-up will occur in the traffic circle in front of the school four cars at a time. We are asking you to place a sign that is visible from your dashboard stating your child's first and last name. Turn off your engine. You will need to exit the car wearing a proper face covering and stand at the curb to receive your child. Assist your child getting into your vehicle.

Please note that arrival and dismissal may take a few minutes. Please be prompt and patient.

PM Drop-off/Pick-up 12:30-3:00pm

There are only two classes in attendance in the afternoon. 3s pm drop-off will occur in the circle and 3s will enter through the east doors. 4s pm drop-off will occur near the green door closer to the parking lot, 4s will use the walk-way along the lot near the west doors and enter through the west doors.

3s PM procedure

The first car should pull into the circle near the orange cones. Cars should line up in the circle along the curb. Four cars will fit in the circle at one time. Please park your car, **turn off the engine** and assist your child in getting out of the car. Walk your

child directly to the curb, so that a staff member can see them from the front door. Please do not walk through the circle or allow your child to do so. **Your child should stay with you until a staff member comes to the door.** Once you see the staff member, you can send your child to the door. Please do not depart until your child has entered the building. When the four cars exit the circle, we will repeat this process until all children are in the building.

Upon entering the building, your child's temperature will be taken. If a child has a temperature, he/she will not enter the classroom and we will call you. Please make sure we have the contact number of the caregiver who is driving your child to school.

Each child should bring a small backpack that they can carry independently. The backpack should contain a small towel or blanket that can be used during snack time. Please make sure the backpack does not contain any food or drinks. The school will provide a mask box for each child (see below).

3s pm pick-up will occur in the traffic circle in front of the school four cars at a time. We are asking you to place a sign that is visible from your dashboard stating your child's first and last name. Turn off your engine. You will need to exit the car wearing a proper face covering and stand at the curb to receive your child. Assist your child getting into your vehicle.

4s PM procedure

All 4s families should park in the parking lot. Please park your car, turn off the engine and assist your child in getting out of the car. Walk your child directly to the walkway, so that a staff member can see them from the front door. Please keep a safe distance from others. Please do not walk through the circle or allow your child to do so. Your child should stay with you until a staff member comes to the door. Once you see the staff member, you can send your child to the door. Please do not depart until your child has entered the building.

Upon entering the building, your child's temperature will be taken. If a child has a temperature, he/she will not enter the classroom and we will call you. Please make sure we have the contact number of the caregiver who is driving your child to school.

Each child should bring a small backpack that they can carry independently. The backpack should contain a small towel or blanket that can be used during snack time.

Please make sure the backpack does not contain any food or drinks. The school will provide a mask box for each child (see below).

At dismissal, 4s families will be asked to park in the lot again. We are asking you to place a sign that is visible from your dashboard stating your child's first and last name. Turn off your engine. You will need to line-up (distanced) on the walkway near the 4s drop-off door. Depending on the weather, your child will be released to you from the playground or the classroom. Please assist your child getting into your vehicle.

Updated NYSDOH Guidelines

- Masking:
 - Masking is now optional in all schools and school buses. Please notify your child's teacher in writing if you would like your child to be masked at school indoors and/or outdoors. If your wishes change, please notify your child's teacher.
 - Masking remains required for those who tested positive and who are returning from a full 5-day isolation period during days 6-10.
 - Regardless of vaccination status, masking is strongly recommended for 10 days following a known exposure. (Testing on day 5 after exposure is also strongly recommended.)
- Close Contacts:
 - Quarantine is no longer required for those that have been exposed (e.g. "close contacts"). The state has shifted to a "test and monitor strategy", which strongly recommends that exposed individuals wear a mask for 10 days following exposure and get tested 5 days after exposure.
- Positive Cases:
 - Individuals who test positive for COVID-19 must quarantine for a minimum of 5 days. Students and staff may return to school beginning on day 6 as long as symptoms are improving. If symptoms are not improving, they must quarantine for the full 10 day period.
 - Individuals who return on day 6 after testing positive for COVID-19 must wear a mask indoors until they have reached day 10 after the positive test. This is currently the only situation which continues to require a mask.
- Notification:
 - Families will continue to be notified by the school if their child(ren) have been identified as a close contact (meaning they have been exposed to someone who tested positive for COVID).
- NYSDOH recommends students, staff and faculty wear masks when:
 - They feel more comfortable wearing a mask for personal reasons.

- They were in the same room within the school as someone diagnosed with COVID-19 for 15 minutes or longer and were thus exposed or potentially exposed, when group contact tracing is used.
- They are known to have been exposed to COVID-19 in any setting within the previous 10 days.
- They are moderately-to-severely immunocompromised and have discussed the need to mask with their healthcare provider(s).

Classroom Supplies/Schedules

Each child will receive their own labeled bag with crayons and scissors provided by the school. Play-dough will also be provided in a separate labeled individual bag. Your assigned Head Class Parent will collect monies to re-stock supply baggies throughout the year.

A complete change of clothes (shirt, pants, socks, underwear) in a SMALL LABELED shoebox will be provided by the parent to be kept at school in the child's cubby. School backpacks should be utilized to transport outdoor gear and a snack towel only. Please see that your child can independently carry the bag and easily access the contents.

Remember to check that there is no food or candy in the bag.

The amount of classroom toys, manipulatives and supplies will be limited in order to facilitate ease of cleaning and disinfecting. Classroom schedules will remain the same (albeit distanced) with time for free work, circle time, music/movement, snack, story and art.

Snack

Each family will be given a designated snack day where they will send in a snack for the entire class. Your designated snack day is considered your child's "special day." Please make this day even more special by allowing your child to independently bring their snack into the building. For the time being, we will only serve packaged snacks from our approved snack list (see website). Special snacks are reserved for birthdays and holidays. Please DO NOT send in goody bags from home. The children will be seated at a distance during snack time. Each child should bring in a towel to be used for a personal social distance picnic during snack time. This could be a beach towel or smaller. The staff will serve the snack to the children as we have done in the past. Filtered water in paper cups will be poured for the children. Your child's teacher will alert you if there is a food allergy in the class. Parents of children with food allergies will receive a call from our floater so that they can approve the daily snack for their child.

Hygiene/Cleaning/Disinfecting

Hand washing will continue to be a top priority at NNS. Students and staff shall practice frequent hand washing with soap and water for at least twenty seconds, scrubbing thoroughly, and drying with paper towels:

- Upon arriving at school
- Before snacks
- After using the restroom
- Periodically throughout the day
- Any other times that require such hand hygiene.

Hand sanitizer will also be available for when hand washing is not possible. It should not replace hand washing, which is the most effective protection against germs and the spread of disease. The use of hand sanitizers by children will be done under the direct supervision of an adult.

One staff member will be a designated floater/clear. She will be solely responsible for cleaning and disinfecting each and every day. We will follow CDC guidelines for cleaning and disinfecting. As always, we will continue to use a bleach/water solution that follows the CDC recommendations:

- 5 tablespoons (1/3 cup) bleach per gallon of room temperature water
or
- 4 teaspoons bleach per quart of room temperature water

Bleach solutions will be made fresh each day. High touch surfaces will be disinfected with this throughout the session. After each session, each classroom and bathroom will be cleaned and disinfected. All floors will be vacuumed, mopped and disinfected daily after each session.

Illness/COVID-19 Health Policy

People with COVID-19 have had a wide range of symptoms reported – ranging from mild symptoms to severe illness. Symptoms may appear 2-14 days after exposure to

the virus. People with these symptoms may have COVID-19. Staff and students will be monitored throughout the day for signs of illness. Symptoms of COVID-19 potentially include the following:

- Fever of 100.0 degrees Fahrenheit or higher
- Cough
- Shortness of breath/difficulty breathing
- Loss of taste or smell
- Congestion/runny nose
- Nausea/vomiting/diarrhea
- Muscle/body aches
- Fatigue
- Sore throat
- Headache

We will defer to the Department of Health for any and all guidance in respect to COVID-19 matters. Please consult your physician if you have any questions related to COVID-19.

Children or staff members exhibiting the symptoms above must be sent home immediately according to an established protocol and according to the best judgment and discretion of the Director or her designee.

A child with symptoms will remain in the office or outside with an adult while waiting to be picked up. It is important that you can be reached via cell phone during the school session. Please make sure your cell phone remains on and that you or a caregiver can come to the school within 15 minutes.

If a child or staff member tests positive for COVID-19, the school must contact the DOH and follow the guidance set forth. This may result in, without limitation, the whole class and/or the entire school staying home to self-isolate for a period of time as instructed by the DOH. If a child tests positive for COVID-19 outside of school hours, we ask that you fill out the forms that are linked in an email from the school..

If a child's or staff's family member is **awaiting** the results of a COVID-19 test, the unvaccinated child or staff member must remain home until the family member receives a negative result.

If a child's or staff's family member **tests positive** for COVID-19, the unvaccinated child or staff member must remain home for a 5-day period to ensure they do not also present with symptoms.

Return to School after Illness

If a person is exhibiting a symptom of Covid, they must consult with a healthcare provider (physician, nurse practitioner, or physician assistant) before returning to school. In order to return to school, the person must present a doctor's note stating that they have been cleared to return to school or a negative covid test result (see links below).

If the person has been diagnosed with another condition and has a healthcare provider written note stating so, they may return to school once there is no fever, without the use of fever reducing medicines, they have felt well for 24 hours and are symptom free. ***Updated to reflect NYS guidelines.***

Considerations will be given to those persons with a doctor's note/medical diagnosis of seasonal allergies.

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.

As a reminder of our **Return to School Protocol**, each family will receive the following email after a child is absent:

Dear Families,

We missed your child at school today. Please respond (and/or click on the applicable links) to report your child's absence.

The updated Suffolk County Department of Health Covid protocols can be found here:

<https://suffolkcountyny.gov/Departments/Health-Services/Health-Bulletins/Novel-Coronavirus/SCDHS-COVID19-Guidance-and-Services>

We have set up a new procedure for reporting Covid exposure and positive or negative Covid test results. Please use the links below, as needed. The link for reporting a

Covid exposure or a positive Covid test result for an NNS student can be found below. It needs to be filled out on day 5, prior to return to school:

CHECK EMAIL FROM THE SCHOOL FOR LINK.

This link is to be used to send the school a screenshot of a **negative** Covid test result:

CHECK EMAIL FROM THE SCHOOL FOR LINK.

We are all concerned about exposure and safely returning to school especially with the shortened time frame of the quarantine/isolation guidelines. I am asking, once again, that your child is symptom-free prior to coming to school. We realize there are times when children develop symptoms while at school. When this happens, we always lead with care and concern for your child. We need you to do the same. If you are notified that your child has developed symptoms at school, please be kind and see that your child can be picked up within 15 minutes. Care, concern and kindness are expected for all involved.

As a reminder, some symptoms of Covid-19 are similar, if not the same, as the common cold, or seasonal allergies.

Symptoms are:

- *Fever of 100.0 degrees Fahrenheit or higher*
- *Cough*
- *Shortness of breath/difficulty breathing*
- *Loss of taste or smell*
- *Congestion/runny nose*
- *Nausea/vomiting/diarrhea*
- *Muscle/body aches*
- *Fatigue*
- *Sore throat*
- *Headache*

People with these symptoms may have Covid-19. The safe and responsible thing to do when you have any one Covid-like symptom is to seek medical advice. Students exhibiting any one Covid symptom may not return to school without the consent of a medical professional/healthcare provider or a negative covid test. NNS is now accepting at-home covid test results. The links above can be used to submit all Covid test results.

In the rare instance when a child has lingering non-contagious symptoms (after staying home to recuperate), the school will require a doctor's note stating the child's diagnosis and the child's non-contagious symptoms.

If you have a note from a medical professional, we need you to scan the note and email it to us prior to your child's return (TurboScan is a useful app for this and other important documents).

If your child was absent due to family business, please notify us of that also.

Thank you for your cooperation. We are all in this together and we must do our part to keep each other safe, and healthy.

*Thank you,
Casi Flynn and the NNS Board of Directors*

Quarantine Requirements will be deferred to the Department of Health, as the guidelines are ever changing.

In keeping with HIPAA law, the identity of a positive COVID-19 individual may not be revealed.

Travel Guidelines*

Overview

As of June 25, 2021, the New York State Travel Advisory is no longer in effect. As such, travelers arriving in New York are no longer required to submit traveler health forms.

All travelers, [domestic](#) and [international](#), should continue to follow all CDC travel requirements.

*Subject to change based on DOH, CDC, NYSED and/or Northport-East Northport School district guidelines.

Remote/Distance Learning

In the event that we close and move to distance learning, June tuition will be applied to four weeks of distance learning. It will then be determined if the school will reopen or remain closed.

Communication

In order to keep everyone safe, we are asking that communication be handled through email or phone calls. School matters (tuition, pick up, emergencies, absences) should be directed to the office. If you have questions or concerns regarding your child, please contact the classroom teacher by calling the school or emailing the teacher directly. If you have paperwork (notes, tuition checks, forms) that needs to go into the school, please use our "tree mailbox." There is a clear lucite covered box on the tree to the left of the main walkway. Our office staff will check this each day.

Consistent with prior years, a family information form, a medical form, a dental form (3s and 4s only) will need to be submitted on your child's orientation day.