



Levittown Public Schools

2021-2022

Reopening Protocols

All protocols promulgated herein are subject to any directives of New York State Department of Health, the New York State Education Department, the Governor of the State of New York, the Nassau County Department of Health and the Nassau County Executive.

Levittown Public Schools

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This reopening plan was developed to ensure a safe and educationally sound environment for the students in the Levittown School District. It relied on input from members of the school community, teachers and administration.

Throughout the 2021-2022 school year, the district will:

- Maintain safety protocols recommended by the CDC, the Departments of Health of NYS and Nassau County and the office of the Governor of the State of NY and the County Executive of Nassau County.
- Maintain communication with all local and state authorities
- Work in every way possible to mitigate the spread of COVID-19

In furtherance of the district's desire to keep all members of the school community safe, the following procedures will be instituted at the start of school:

Delivery of Educational services:

It has always been the belief of the Board of Education and District Administration that in person education is the most effective way for students to learn. This belief was tested during the 2020-2021 school year when students were on hybrid and remote schedules for part of the year. Our data shows that most students did not thrive under these conditions. Therefore, all students, K-12, will be in school and in person. The district will identify persons at risk and inform individuals of appropriate procedures to provide reasonable accommodations in school.

- Remote Teaching
 - There will be no remote teaching provided, except as noted below. If a student is ill for an extended period of time, a doctor's note is required and an alternative method of teaching will be provided, after a District meeting is convened to review the individual situation. The District's Doctor will be consulted in making this determination. If the determination is in the affirmative, the student will be placed on Home Teaching at the expense of the district. This arrangement will continue until the student is able to attend school in person.
 - For students who are quarantined because of COVID, either as positive cases or close contacts, asynchronous assignments will be provided through Google classroom. The student is required to finish and turn in all assignments during the quarantine period. Failure to do so will result in a recorded absence from class. The District expects that an open line of communication will be provided to students and parents throughout a student's quarantine and that, upon request, a teacher will set aside time to provide help to students who are in need. If multiple quarantines become a reality for any one student, the school will provide additional help to that student as necessary.
- Home Schooling: Home schooling will be permitted when all of the New York State guidelines for home schooling are followed. This is handled by the Department of Instruction. That Department can be reached at 516-434-7600

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Face Coverings:

Pursuant to the NYS Commissioner of Education ruling (10 NYCRR 2.61), and the NYS Department of Health, any person over the age of 2 (including all students, personnel, teachers, administrators, contractors, and visitors) must wear masks at all times indoors in P-12 school buildings, regardless of vaccination status. People with medical or developmental conditions that prevent them from wearing a mask may be exempted from mask requirements, as documented by a medical provider (see below). People do not need to wear masks when eating, drinking, singing, or playing a wind instrument; when masks are removed for these purposes, it is recommended that student be spaced apart as far as possible, but this should not exclude students from in person learning. All mask requirements must be applied consistently with any state and federal law (e.g., Americans with Disabilities Act). **As such, Face coverings are required, universally, in all of Levittown schools.**

Additional information/protocols regarding Face Coverings:

- Acceptable coverings for COVID-19 include but are not limited to cloth-based face coverings and surgical masks that cover both the mouth and nose. Face coverings should be two ply.
- The district will obtain and maintain adequate supplies of face coverings for school staff and for students who forget their face coverings.
- PPE used by school health professionals will be provided by the district if requested.
- Face coverings must be cleaned or replaced after use or when damaged or soiled, may not be shared and should be properly stored or discarded.
- Students who are unable to medically tolerate a face covering, including students where such covering would impair their physical or mental health will be permitted to attend school without a face covering as long as appropriate medical documents are provided and accepted by the district after a review of appropriate document(s), such as doctor evaluations by the student's doctor as well as the District's Doctor.
- The district will continue to remind and train all staff, students, contractors and vendors on how to adequately put on, take off, clean (as applicable) and discard PPE, including but not limited to, appropriate face coverings.

Social Distancing:

The CDC recommends social distancing in schools and further recommends a distance of 3 feet, if possible. When eating, drinking, singing, or playing a wind instrument; when masks are removed for these purposes, students will be spaced apart as far as possible. Therefore the following procedures and protocols will be enacted.

- All employees and students shall practice social distancing, especially in common areas such as the cafeteria and in hallways whenever possible.
- Classrooms and other instructional areas will attempt to allow for social distancing (3 feet when possible)
- Also see CONTACT TRACING, below.

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Visitors to Schools:

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- Only essential visitors, including parents/guardians, will be permitted into the school buildings. Essential visits consist of:
 - Pre-scheduled meetings that cannot be handled virtually. Parent/guardians will be provided the opportunity to meet with school personnel virtually. This will include parent teacher conference
 - Picking up of sick persons
 - Other visits deemed essential by the school administration
- The following protocols and procedures will continue to be required of all visitors to schools:
 - Visitors will be asked to pre-register their visit by calling the school for an appointment
 - Visitors and contractors will be required to wear appropriate PPE prior to being permitted entry into the building
 - Visitors will be required to clean their hands with sanitizer prior to the check-in process
 - Visitors will be required to stand on the designated floor markers and wait until they are asked to move forward.
 - Visitors will be required to answer mandatory screening questions and have a temperature check before entering buildings. Access will be denied if mandatory screening questions are answered in the affirmative or if the temperature exceeds 100° F
 - Visitors will display their license to school personnel who will verify the name with the appointment log and ask the visitor to affix a disposable visitor badge to their outermost garment. The visitor's license will be taken and secured until he or she is leaving the building at which time the visitor will return the disposable badge.

Transportation:

ALL bus occupants must wear a face covering before entering buses and must keep them on during the entirety of the time they are on the bus, until such time as mandates for mass transportation have been rescinded by New York State. Additionally, the following protocols and procedures will continued to be implemented:

- Signage about COVID prevention will be displayed on every bus.
- PPE supplies will be available on all buses.
- Drivers will sanitize touch points after each trip.
- When possible, bus windows will be kept open.
- Buses will be loaded back to front.
- Buses will be fully cleaned and sanitized at the end of the day.

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- Drivers will maintain a passenger log for each run to assist with contact tracing.
- Siblings may sit together, all other students will be socially distanced as much as possible.
- Whenever possible, a single driver will be assigned to the same bus and same routes to minimize contact.
- The district will communicate with parents/guardians and students regarding the need to minimize the mixing of children from different households at bus stops and adhere to proper distancing with boarding school buses.

Lunch:

Students will eat in the school cafeteria among other spaces and assigned seating will be adhered to and allow for appropriate social distancing. Students will be permitted to remove their masks while actively eating and drinking, but must put them on when they are finished.

Extracurricular Activities, including Interscholastic Sports:

It is the belief of the Board of Education and the District Administration that the resumption of extracurricular activities and Interscholastic sports is vital to the social and emotional health and well-being of our students. Therefore:

- It is the intent of the district to provide the normal complement of Extracurricular activities and Interscholastic sports for students as long as no State or County Agency prohibits them.
- The district will monitor clubs and activities which interact with outside agencies and/or facilities, including field trips.

School Closures:

The district will continue to prepare for situations in which one or more school buildings need to close due to a significant number of students or staff testing positive for COVID-19 or if it is directed to do so because there is a considerable regional increase in COVID-19 cases. The district will consult the Department of Health when making such decisions.

The district may choose to modify operations in one or more schools prior to closing to help mitigate a rise in cases. The district will consult the Department of Health when making such decisions.

School building administrators will communicate with each other regularly and, if needed, will consider closing school if absentee rates affect the ability of the school to operate safely.

Procedures for suspected and confirmed cases

Unless additional guidance is provided by the Nassau County or New York State Department of Health or the New York State Education Department, the District will follow these procedures:

If symptoms are evident while school is in session:

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- The school nurse will evaluate employees and students, who show symptoms of COVID-19 while in school. If the nurse determines that the employee or student has symptoms of COVID-19, the employee or student will be isolated until they can be transported home. Additionally, staff will continue to be provided with training on how to identify signs of illness in students and staff and the procedure to send symptomatic persons to the school nurse or other designated personnel in each building, at which time the following procedure will be initiated:
 - The person will be moved to a predetermined isolation room or area
 - These areas will be closed off and not used before they can be cleaned and disinfected
 - If the individual is a student, the parent/guardian will be contacted so that the child can be picked up as soon as possible.
 - Sick staff members and children will be advised not to return until they have met the Department of Health criteria, which may include documentation from a health care provider following evaluation and/or release from isolation (provided by the Department of Health).
 - Persons who had close contact with a person diagnosed with COVID-19 will be advised to stay home and self-monitor for symptoms and to follow CDC guidance if symptoms develop. If a person does not have symptoms, they will be instructed to follow appropriate CDC guidance for home quarantine.

In the event that the school is notified of an employee or student who was exposed to COVID-19 and are quarantined by the Department of Health, or if a family member has been diagnosed with or presumed to have COVID-19 and/or is being isolated, the following procedure will be followed. The following protocols may be adjusted, depending on regulations promulgated by the Department of Health:

- Personnel and students with known exposure to someone with diagnosed or presumed COVID-19 will be instructed to self-quarantine at home for 10 days.
- The custodial staff will be informed so that all desks, lockers and workspaces of the person are thoroughly disinfected.
- The district will report the case to the Nassau County Department of Health and the district will follow all the protocols established by the Nassau County Department of Health including contact tracing according to the guidelines established.

Once a student or employee is excluded from the school environment, they may return if they satisfy the recommendations of the CDC and their return is coordinated with the local health department.

Contact Tracing:

Any instances of COVID infection will be reported to the Nassau County Department of Health and contact tracing will be conducted immediately. In addition, parents/guardians and staff will be notified when there is a confirmed case.

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If any student or staff member comes into close contact with an infected person, the following quarantine procedures are required, pursuant to the Nassau County Department of Health and CDC for COVID-19 Prevention in K-12 Schools/CDC as of August, 2021. This document is available on the www.levittownschools.com website in its entirety:

“**Close Contact through Proximity and Duration of Exposure:** Someone who was within 6 feet of an infected person (laboratory-confirmed or a clinically compatible illness) for a cumulative total of 15 minutes or more over a 24-hour period (for example, *three individual 5-minute exposures for a total of 15 minutes*). An infected person can spread SARS-CoV-2 starting from 2 days before they have any symptoms (or, for asymptomatic patients, 2 days before the positive specimen collection date), until they meet criteria for discontinuing home isolation.

- **Exception:** In the **K–12 indoor classroom** setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student (laboratory-confirmed or a clinically compatible illness) if both the infected student and the exposed student(s) correctly and consistently wore well-fitting masks the entire time.

This exception does not apply to teachers, staff, or other adults in the indoor classroom setting.

Public Health Recommendations:

Except in certain circumstances, people who have been in close contact with someone who has COVID-19 should quarantine. However, the following people with recent exposure may NOT need to quarantine:

- People who have been fully vaccinated
- People who were previously diagnosed with COVID-19 within the last three months”

Health and Hygiene – general procedures:

The District is committed to providing the safest learning environment for staff and students. Therefore:

- Staff will be directed to stay home if they are sick and parents/guardians will be encouraged to keep sick children at home.
- The district will continue to support training of district nurses. As of this date, all district Nurses as well as other key employees have completed the course “COVID-19 Contact Tracing” given by Johns Hopkins University
- Service providers, contractors, vendors and all other visitors will fill out a mandatory health screening and have a temperature check before they enter any school.
- Additional receptacles will be placed in schools for the disposal of soiled items including PPE.
- Additionally:
 - All rooms will be managed using the following protocols and/or procedures:
 - Sanitizing supplies will be provided in each classroom.

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- Signage for handwashing, distancing recommendations, wearing of face coverings will be posted.
- Sharing of supplies, toys and manipulatives will be limited whenever possible.
- Alternative spaces will be used to accommodate larger instructional groups if necessary.
- Cohort movement will be limited as much as possible.
- Physical Education – encourage activities that allow for social distancing and limit use of locker rooms for Physical Education, but may be used for Interscholastic Sports.
- Use outdoor spaces for instruction whenever possible.
- Classrooms will be cleaned and disinfected each night.
- Hallways and Lavatories
 - Traffic patterns will be reviewed to promote distancing in hallways.
 - The number of people in restrooms will be restricted.
 - Signage about hand hygiene will be posted in restrooms.
 - Frequent cleaning of bathrooms will be done throughout the day.
- Building Cleaning
 - Buildings will be cleaned and disinfected each evening.
 - High touch areas of the buildings will be cleaned and disinfected frequently each day, including, but not limited to door handles, rails, counters, tabletops, bathroom fixtures, trash cans, water fountains and cash registers.
 - Staff will be provided with the appropriate PPE to perform cleaning and disinfecting tasks.
 - Cleaning and disinfection training will continue to be provided to all custodial employees.
 - Cleaning chemicals used in the workplace will comply to all OSHA standards and be safe to use in schools.
- Office Spaces
 - Workers will be discouraged from using other worker's phones, desks, offices or other work tools and equipment whenever possible.
 - Hand sanitizer dispensers and disinfecting wipes will be available near shared equipment.
 - No touch trash cans will continue to be utilized.
 - When videoconferencing is not possible, meetings will be held in open, well-ventilated spaces with a minimum of 3 feet distancing between participants. Face coverings will be required.
 - Conference rooms will be disinfected on a daily basis at a minimum if they are used.
 - Each conference room has have disinfectant wipes or spray and employees will be encouraged to wipe down all surfaces and equipment

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(for example: mouse, keyboard and phone) touched when the room was in use.

- Alcohol based hand sanitizer will be available through all school buildings.
- Signage will be installed near hand sanitizer stations and sinks indicating proper hand hygiene. Employees, students and visitors will be required to perform hand hygiene as follows:
 - Before and after eating or handling food.
 - Before and after administering medication.
 - After using the toilet or helping a child use the bathroom.
 - After coming in contact with the bodily fluid of another person.
 - After playing during outdoor recess.
 - After handling garbage.

Drop off Procedures:

In order to limit the amount of contact tracing within a school building, procedures for the drop off of items during the school day will be limited and controlled. When necessary, these are the procedures that will be followed:

- Drop off of instruments must be coordinated with the main office. Items can be given to the security guard in the front of the building.
- Medication drop offs will continue, but must be coordinated with the Nurse's office.
- Forgotten lunch drop-offs will be prohibited with the exception of student who may have a food allergy and cannot be provided a school lunch.
- A designated drop off area will be established for all deliveries (ex, FedEx, UPS) to limit the amount of visitors entering the buildings.

Safety Drills:

Conducting drills is an important part of keeping students and staff safe in an emergency, however steps will be taken to minimize the risk of spreading infection while conducting drills. All schools will ensure that all students and staff are receiving instruction in emergency procedures and participating in drills where they are in attendance. All state required drills will be conducted.

Regardless of the modification used when conducting a drill, students will be instructed that if it was an actual emergency that required evacuation or lockdown the most imminent concern is to get to safety.

Maintaining social distancing in an actual emergency that requires evacuation or lockdown may not be possible and should not be the first priority, however, drills may be conducted on a staggered schedule where classrooms evacuate separately rather than all at once and appropriate distance is kept between students to the evacuation site.