

Response 2: Reopening Operations, Monitoring, Containment & Closure ---

2a. REOPENING OPERATIONS

CAPACITY ---

Due to the size of our classrooms and temporary facility, we will return under a hybrid academic model, with 50% or less of our student population in the building at one time. This decrease in capacity will keep class sizes at 15 scholars or less, depending on the size of the classroom. Our schedule allows for all families to opt into the hybrid model if they are comfortable and prioritizes scholars from the same household/those who share childcare (i.e. half-siblings, cousins, etc.) to be placed in the same cohort. We will also prioritize scholars who receive Special Education services for in-person instruction. Based on family surveys and underlying health conditions of certain scholars, we will also allow families to opt into a full virtual model that will feature a balance of synchronous and asynchronous learning opportunities. Based on current survey data, we anticipate at least 30% of families to opt for full virtual instruction.

We will begin the school year with one week of full virtual instruction for all scholars. This will allow all staff, scholars and families to familiarize themselves with the online platforms being used and begin to build relationships and school expectations.

SOCIAL DISTANCING ---

Entrances/Exits: We will increase the number of building entrances utilized from 1 to 3 to better disperse traffic into the building. Floor markings/stickers will be utilized outdoors to ensure scholars remain 6 ft. apart as they await temperature screening and building access. A trained PPA staff member will be assigned to each entrance to complete health screening; additional staff will be assigned outdoor posts to ensure proper distance is maintained. Similar procedures will be utilized for dismissal, with additional staff posts in stairwells to monitor social distancing, proper mask use, etc.

Classrooms: Whenever possible, a social distance of at least 6 feet will be maintained by all staff and scholars. Individual student desks have been purchased for classrooms grades 1-3, and desk shields for Kindergarten tables (capacity will be reduced from 6 to 3 scholars per table). Desk shields will also be utilized in grades 1-3 classrooms, at kidney tables for Rtl instruction and Speech Language services, as well as during meal service as scholars will remove masks during this time.

Bathrooms: Our current restroom facilities are all single stall with only 1 sink and feature touchless paper towel dispensers. When using the restroom, scholars will be required to

wear a mask. Floor markings will be placed 6 ft. apart outside of the restroom to maintain social distancing while scholars wait in line. During bathroom breaks, a staff member will be assigned to monitor scholars to ensure the procedure and safety measures are followed with fidelity.

Common Areas: Use of common areas (gym, cafeteria, etc.) will be minimized during the first 6-8 weeks of school as scholars become familiar with social distance protocols and procedures. We will slowly integrate in use of these spaces as scholars show ability to adhere to social distancing. Floor demarcations will be utilized to maintain distance of 6ft, capacity will be restricted to one class or grade level at a time, and the space will be fully disinfected by on-site janitorial staff in between use of space by different cohorts.

PPE & FACE COVERINGS

Persistence Prep will require acceptable face coverings (mask, bandana, shield, etc.) for all staff and scholars while on school campus. At the start of the school year, all scholars will be provided with 2 reusable cloth masks and staff with 5 reusable cloth masks. Staff and scholars will also be permitted to wear an acceptable facial covering of their own, if desired. Disposable masks for children, staff and building visitors will be available at all times. Supplies of disposable masks will be kept by the first floor main entrance, as well as in the school health office; each classroom will also maintain a small supply in case a mask needs to be replaced throughout the day. Scheduled mask breaks will occur through the school day, including during meal times. During these breaks, scholars and staff will remain at least 6 ft. apart.

If a scholar arrives at school without a mask, a disposable mask will be provided before entering the building. A phone call home will also be placed by our office manager and a written copy of our Face Coverings policy will be sent home in the scholar's binder, requiring a parent signature and return to the school.

If a scholar or staff are unable to medically tolerate a face covering, a protective shield will be provided to allow for better air flow/ease of breathing. Our school nurse will also consult with the staff/ scholar's family (and doctor, if needed) prior to the start of the school year to determine the extent of the condition and possible solutions. A fully remote learning and teaching option will be offered to any staff or scholars who are unable to find a safe solution for proactive containment within the building.

Additional PPE will be available to staff as needed, particularly the school nurse. This PPE will include N95 Masks, surgical gowns, disposable gloves, among other things. These additional supplies will largely be utilized if a scholar/staff is displaying symptoms or during specific

healthcare procedures (ex. Inhalers, nebulizer treatments, etc.) that may put a staff member at higher risk for infection transmission.

OPERATIONAL ACTIVITY

STUDENT SCHEDULES: The school recognizes all scheduling models need to reflect the understanding of necessary flexibility to address families' needs and the student's ability to complete their learning, whether in person, virtually, or hybrid. The school has conducted surveys to families, staff, and school stakeholders and created a task force comprising school stakeholders to address scheduling needs. Scheduling decisions are based on the health and safety standards and the most up to date guidance from the New York State Department of Health.

Daily schedules (both hybrid and virtual) for students will prioritize in-person and synchronous instruction for scholars in core content areas, largely literacy and mathematics, as well as SEL supports. More details, including representative daily schedules for all grade levels, can be found in **R-3c Scheduling for Students**.

Scholars in the hybrid model will be broken into two cohorts (A&B). Each cohort will attend school in-person for one week and then attend virtual the following week. Scholars will be in small groups of no more than 15 scholars per classroom, with individual desks placed 6 ft. apart. All scholars will be virtual on Fridays to allow for a teacher planning day.

Each cohort will remain together throughout the entirety of in-person school days, as well as during virtual instruction. This will allow for each teacher within our building to closely work with one group of scholars, building strong scholar and familial relationships, and have an intimate understanding of each scholar's strengths and areas of social, emotional and academic growth.

Captured within our hybrid model is prioritized in-person instruction for vulnerable student populations, including ELLs, scholars with academic IEPs, and those receiving related services. Additionally, we have scheduled hybrid cohorts in a way that ensures all scholars from the same household attend in-person instruction on the same days, streamlining childcare needs for families.

A robust and rigorous virtual academic program will still be offered for any scholars with underlying health conditions and for those whose families are not yet comfortable with a return to in-person instruction.

SHARED SPACES: As previously mentioned, use of common areas (gym, cafeteria, etc.) will be minimized during the first 6-8 weeks of school as scholars become familiar with social distancing

protocols and procedures. We will slowly integrate in use of these spaces as scholars show ability to adhere to social distancing.

When shared spaces are utilized, the school will implement the following preventative policy and practices in shared spaces:

- Utilize floor demarcations to ensure people/ furniture to stay 6 feet apart (increased to 12 ft. during dance/PE)
- Restrict capacity to one class or grade level at a time
- Fully disinfect space between use by different cohorts by on-site janitorial staff
- Ensure all parties keep facial coverings on properly covering nose & mouth
- Increase use of hand sanitizer (before/after entry into common areas) & hand washing

Additionally, high touch surfaces (stairwell banisters, door handles, etc.) will be regularly disinfected by on-site janitorial staff at scheduled times throughout the day. All instances of this disinfection will be logged in our master school cleaning log.

VISITOR POLICY: To the extent possible, we will minimize the number of outside visitors to the school building. For those visitors deemed essential (i.e. parent meetings, CSE evaluations, university/TFA observations, etc.), we will implement the following visitor protocol:

- All visitors must call the school to state their name, time they plan to attend, and the purpose of the visit prior to admittance. In the event of an unanticipated visitor, a courtesy phone and camera will be installed at the front door that will be monitored by the Main Office staff.
- A trained member of the leadership team or nurse will administer a health screening questionnaire and temperature check at the front door. If a visitor completes to satisfaction and has a temperature below 100 degrees Fahrenheit, they can continue to the instructed area of the building to complete their visit.
- Visitors are only allowed in areas specific to their visit purpose to minimize exposure.
- Student pick up and drop off will happen at the school's front door under the supervision of school staff/ faculty.

FIELD TRIPS: At this time, all in-person field trips will be suspended. We will work with local and national community partners to host virtual field trips for our scholars (ex. Buffalo Museum of Science, tour of Albright Knox Art Museum, etc.). We will continue to evaluate the changing landscape to see if small group field trips may be possible in the Spring semester.

ASSEMBLIES/LARGE GATHERINGS: Assemblies and other large meetings will take place in our gymnasium only. To ensure proper social distancing, we will only hold assemblies one grade level at a time, with clear demarcations on the floor to ensure 6 ft. of social distancing. We will

minimize these assemblies at the start of the year to ensure all scholars have ample time to practice social distancing. Family events will also be shifted to a virtual platform and/or take place in large open areas (park, parking lot, etc.) where social distancing is possible.

RESTART OPERATIONS

BUILDING REOPENING: Prior to the start of the school year, the entire facility will undergo a deep cleaning. We have installed additional hand sanitizer dispensers in every classroom, the hallways & stairwells and purchased water bottle filling stations to replace water fountains, arranged classrooms to account for social distancing, and hung signage that details: social distancing policies, proper hand washing procedure, proper respiratory hygiene, among other things. Examples of this signage are included as **APPENDIX A IN RESPONSE 6.**

HVAC: We had our HVAC maintenance company out for a full inspection of all units and vents. We will be adding schoolwide air purification systems to the building. We will also utilize classroom windows (with proper safety locks) to increase ventilation in classrooms, and will install fans for additional airflow where necessary.

WATER SYSTEMS: New water filtration, bottle filling stations have been installed throughout the school building. Each features a foot pedal to minimize transmission of germs through frequent touching.

HYGIENE, CLEANING & DISINFECTION

SCHOOL-WIDE CLEANING PROCEDURES: Contingent upon our hiring of a new janitorial company was their development of a comprehensive COVID-19 cleaning plan. This plan is included as **APPENDIX B IN RESPONSE 6.** Included in this plan is increased on-site hours during the school day to routinely disinfect high-touch surfaces (hand railings, door handles, etc.). Special attention will also be given to any shared/common spaces to ensure a full disinfection between use by different cohorts. The plan included in R-6 details all nightly cleaning procedures, as well. All instances of cleaning and disinfection will be logged in the Master School Cleaning Log. We have also purchased two electrostatic sprayers and tablets to have on hand for disinfection throughout the day.

Additionally, all classrooms will be equipped with additional hand sanitizer and disinfectant wipes and spray to sanitize surfaces and other materials throughout and at the end of each school day. Each classroom will have a daily checklist to ensure they have sufficient supplies each day (face coverings, tissues, hand hygiene supplies, cleaning supplies, etc.)

HAND & RESPIRATORY HYGIENE TRAINING: All staff will undergo proper hand and respiratory training during August Staff PD. Classroom teachers will utilize this time to develop lesson plans to teach this same hygiene to scholars during the first week of school. Additionally, all families will receive this training during mandatory virtual family summer meetings, with strong encouragement to begin teaching/practicing these procedures with scholars at home.

EXTRACURRICULARS

At this time, no extracurricular activities will be offered. We will continue to provide families with a monthly culture calendar that includes virtual enrichment activities (ex. Science experiments, dance videos, art classes, etc.)

Our dance and STEAM enrichment teachers will rotate to individual classrooms to lead instruction to minimize cohorts of students utilizing the same classroom space. Weather permitting, dance class will be held outdoors to ensure a distance of 12 ft. of space is kept between scholars when participating in aerobic activity. If needed, we are also prepared to video stream enrichment classes into individual classrooms to further mitigate possible spread of infection between cohorts of scholars.

BEFORE & AFTER CARE

Scholars in need of before school care will undergo a full health screening upon arrival at the school. Any scholar with a temperature above 100 degrees Fahrenheit will be denied entry to the building. All scholars and parents/guardians dropping off must wear a facial covering. Upon entry, scholars will move directly to their regular classroom for morning care. These classrooms will be already set-up in alignment with proper social distancing protocol. Morning care groups will be capped at 10 scholars per classroom.

At this time, we will not offer any after care options as our school day goes until 4:45pm.

VULNERABLE POPULATIONS

Persistence Prep values the safety of both staff and students that are at increased risk for complications from COVID-19 and may need added or alternative provisions for their protection. Persons in these groups include but are not limited to:

- Individuals age 65 or older;
- Pregnant individuals;

- Individuals with underlying health conditions including, but not limited to:
 - o serious heart conditions
 - o immunocompromised
 - o severe obesity (body mass index [BMI] of 30 or higher)
 - o diabetes
 - o chronic kidney disease undergoing dialysis
 - o liver disease
 - o sickle cell anemia
 - o children who are medically complex, who have neurologic, genetic, metabolic conditions, or who have congenital heart disease are at higher risk for severe illness from COVID-19 than other children.

Our first step to ensuring safety for all and especially vulnerable populations is to review our school-wide safeguards that will be implemented to all staff and families prior to any in-person return through virtual or phone conferencing / meetings. Next, PPA has created a **Student Reasonable Accommodation** form and **Staff Reasonable Accommodation** form to be shared with staff and families, and provide an opportunity to share concerns and any additional accommodations that can reasonably be implemented in the case that it was not addressed in school-wide precautions. Dependent on the extent of the accommodation, employees and students may be required to provide a doctor's approval to validate the accommodation. While the reasonable accommodation analysis is being conducted, the requested accommodation should be temporarily put in place to protect the employee or student. Persistence Prep will communicate to the employee or guardian of the student, in writing, that the accommodation is being temporarily implemented while the accommodation analysis is being conducted. If temporary accommodations are not possible during the analysis phase, leave of absence options for the employee should be explored. As for the student, they will be able to continue instruction via our fully virtual option to ensure continuity of their education.

Once the accommodation is approved, Persistence Prep is prepared to provide options for alternative work/ instructional assignments such as fully virtual learning, telework, alternative work/instruction locations, reassignment, enhanced PPE, social distancing measures, or non-essential functions. These accommodations will only be limited to any environmental constraints in our current building.

Students with any hearing impairment/ loss or receiving language services will be given a school provided Anti-Fog mouth window face mask to ensure the continuity of the delivery of services. Additional PPE will be provided in the related service workspace to ensure students' and staff risk of COVID-19 transmission is limited.

TRANSPORTATION

The school bus is an extension of the classroom, and services should be provided to all students with consistency and equity. The school will partner with First Student and Buffalo Public Schools Transportation Office to create regular school bus disinfection systems and protocols, train students and school bus staff regarding social distancing on the bus, at stops, and at unloading times; and train students and staff regarding the wearing of masks. Staff will give a detailed review of bus expectations and behaviors during the mandatory virtual family meetings and virtual home visits. Families will be required to check a child's temperature before putting him/her onto the school bus. Both students and drivers will wear masks and social distance on the bus. Children from the same household will be permitted to sit together on the school bus.

The school will continue to provide transportation to all families who would otherwise not be able to attend classes regularly without assistance. In order to reduce bus capacity, we will encourage all families to drop off/pick up scholars when possible. Buffalo Public School District handles all of our routing and is working to stagger bus routes to reduce capacity.

FOOD SERVICE

The school understands implementing an effective nutrition program is vital to academic and social growth of students in the classroom. CDC and Buffalo Public School guidelines will be closely followed when scheduling and administering the food program. This includes utilizing state or nationwide waivers and updating school policies, standard operating procedures, and training to ensure compliance with Child Nutrition Program requirements.

In order to maintain possible spread of infection between cohorts, breakfast and lunch will take place within classrooms. Scholars will be permitted to remove masks during mealtime and will either maintain a distance of 6 ft. or utilize a clear plastic desk shield. Scholars will properly wash hands before each meal and receive hand sanitizer at the conclusion of each meal. Meals will be pre-packaged and delivered to classrooms or brought from home. Scholars will not be permitted to share food with classmates. All allergies will be clearly posted outside of each classroom door and made available to food service staff. A separate eating space will be made available for any scholar with a life-threatening airborne allergy. At the conclusion of the meal, staff will clear trash while wearing disposable gloves and a mask/face shield, and place trash bags outside of the classroom door for pick-up. Table/desk surfaces will be wiped down and disinfected after each meal.

On days scholars are not in school, scholars and families will still have access to meals. Those scholars participating in our hybrid model will be sent home with meals for their days of virtual learning. Those participating in full virtual instruction will be able to pick up meals from our school building and/or from another BPS designated meal pick-up site. We will continue to coordinate with Buffalo Public Schools on these logistics. Families will receive a

printed and electronic list of these meal pick-up sites. Staff will also have this information to share with families during weekly check-in phone calls. Information will also be posted on the school website and social media accounts.

MENTAL HEALTH, BEHAVIOR & EMOTIONAL SUPPORT SERVICES & PROGRAMS_____

Persistence Prep recognizes that many children are feeling the stress and emotional impact of coronavirus, and that recent demonstrations over police brutality have also produced additional feelings of anxiety. We are training and preparing to support scholars in coping with their feelings to the fullest extent possible.

Persistence Prep will utilize the CASEL Social Emotional Learning Roadmap for Reopening to guide our work and understanding of the impact of COVID-19 and racial injustices across the nation on our scholars. Our response will be based upon the following pillars:

1. Relationships with students and families & External Partnerships

A. In-person, hybrid, or remote options will all require a heavy focus on developing strong relationships with scholars and families. This is imperative as we face ever changing times in the educational landscape. We understand developing strong relationships will be the key factor of ensuring a smooth transition into the new norm of school for families and trust from students that they are in a safe and nurturing environment.

i. Prior to opening (New student welcome packet; K screening family touchpoints; New Student and Family Orientation, Home Visits (in- person/ zoom) to all families).

ii. Daily relationship building activities with scholars, Family Communication Tracking 2x a week, Family Universal Nights, Family conferences, Coffee Chat

B. Leveraging external partnerships will be very important as we navigate the course of school reopening. Utilizing local organizations to support our staff, student and family needs beyond our scope will be critical to developing the whole child

i. Mental Health Associates of WNY -Basic Emotional Skills Training

ii. Spectrum C.A.R.E.S

iii. Person Centered Services

iv. Alcott Employee Assistance Program (free Lifework program)

2. Opportunities for Adults to Connect, Heal, and Build Capacity to Support Students

A. PPA prioritizes the health and safety of students and staff alike. Our staff will have opportunities to communicate health and other concerns to identified individuals within the building and will have access to ongoing support outside of our organization

- i. Staff and Student Personnel Services/ Cares Team will provide on-site support to staff members
- ii. External referrals to local agencies for higher need situations (Alcott Employee Services, Person Centered Services)
- iii. Monthly Safe space meetings on both the impact of the pandemic & racial injustices/ Diversity, Equity, and Inclusion within our school community
- iv. Professional Development- Trauma-Informed Care, Responsive Classroom, Culturally and Linguistically Relevant Teaching

3. Supportive and Equitable Learning environment that promotes SEL Development and Academic Achievement

A. PPA students will participate in a variety of weekly Social-emotional learning opportunities offered by our Cares Team/ Staff & Student Support Personnel. SEL classes will utilize a combination of Second Step SEL curriculum adapted to our student needs, as well as Responsive Classroom integration into our daily schedule throughout all content areas/ classes. PPA will also identify other areas of need relevant to our student's wellness.

B. Universal Screenings of all students will take place upon return to determine any additional needs and identify individualized supports.

- i. Administration of the UCLA Brief COVID -19 Screen for child/ Adolescent PTSD
- ii. Administration of SCARED- Screen for Child Anxiety Related Disorders
- iii. Use data to identify high-need students who may need external support beyond what can be delivered in school setting or virtually

4. Using Data to deepen relationships and improve support for students, families, and staff

A. PPA understands the importance of reflecting on our decisions and its impact on our entire school community. Data-driven decision making is at the core of our SEL planning process.

- i. Constant review of tracking live instruction/ Student Learning Management System for participation and progress. As students/ families feel safe, secure, and in routine we anticipate increased engagement to jumpstart academic focus

- ii. Use of staff surveys to share input on staff comfort levels and constructive feedback on the selected model
- iii. Partnering with families and community partners to improve experiences and overall outcomes: bi-weekly family surveys, trimester parent conferences, flexible options that allow parents to switch model per trimester

COMMUNICATION

SUMMER FAMILY MEETINGS: All families (new and returning) will be required to attend a virtual family meeting prior to the start of the school year. Families will also be provided a printed “Guide to COVID-19” packet of information. Topics covered during these meetings will include:

- Scholar health screenings/ temperature checks before departing house
- List of symptoms to watch for (fever or chills, cough/sore throat, fatigue, shortness of breath, headaches, muscle or body aches, new loss of taste or smell, congestion or runny nose, nausea, vomiting or diarrhea)
- Description of arrival/dismissal procedures
- Updated visitor policy/procedure
- Proper hand washing procedure
- Proper wearing of a face covering (fully over nose and mouth)
- Social distancing expectations
- Proper respiratory hygiene (i.e. coughing into elbow, washing hands after sneeze, etc.)
- Academic/attendance expectations (for hybrid and virtual components)

STAFF SUMMER TRAINING: During August staff training, all staff will receive training around, and written copies of, all new PPA routines, procedures and protocols. Time will also be spent developing and practicing all lesson plans on how to teach scholars proper safety and health procedures (hand washing, mask wearing, social distancing, traffic patterns, etc.). Staff will also receive trauma-informed care training, with special consideration on how to recognize common signs of trauma that scholars may exhibit as a result of the COVID-19 pandemic and other current events.

SCHOLAR ORIENTATION: Scholar orientation the first 2 weeks of school will focus heavily on the new routines and procedures needed to ensure safety, social distancing, and proper hygiene while in school. Teachers will deliver lessons on hand-washing, respiratory hygiene, properly wearing a mask, etc. Procedures will be shared with families to continue practicing/reinforcing at home.

SCHOOLWIDE UPDATES: Important information will be disseminated to families through a variety of means including:

- Written letters (sent home in scholar binders & mailed)
- SchoolMint (texts & emails to families based on indicated preference)
- School Messenger (Robo calls)
- Social Media (majority of families follow school on Facebook and/or Instagram)
- News outlets (*as needed for major updates or closings)

WEBSITE: We will maintain a COVID-19 specific tab on our school website (persistenceprep.org) that houses all pertinent policies, documents and updates. A stakeholder feedback form will be placed on this tab for any families or other interested parties to submit questions, concerns or ideas on our reentry plan. Any major changes or updates will be placed on a pop-up window for all website visitors.

As needed, all communication and materials will be available in the home language of the family. Persistence Prep continues to contract with Journey's End for all translation/interpreter needs.

2b. MONITORING

SCREENING

STAFF SCREENING: Persistence Prep will be required to complete a daily health screening questionnaire. This questionnaire will be completed through the ENVOY platform, a HIPAA compliant web-based application. The screening questionnaire will determine whether the individual has:

- 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;
- tested positive through a diagnostic test for COVID-19 in the past 14 days;
- has experienced any symptoms of COVID-19, including a temperature of greater than 100.0°F in the past 14 days: and/or
- 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.

Staff temperatures will also be taken daily upon arrival by a trained member of the leadership team and/or school nurse. Any staff member with a temperature

above 100.0 degrees Fahrenheit will be sent home and directed to see a medical professional. A staff member who is sent home will not be allowed back at work until they receive written notification/clearance from their physician.

SCHOLAR SCREENING: Upon arrival at the school, trained leadership team personnel and the school nurse will take each student's temperature. Scholars/families will also be required to complete a health screening questionnaire (consisting of the same questions listed above) weekly or more frequently at the request of the school (i.e. returning from a trip, change in family living arrangement, etc.) If a family is not able to complete the screening at home or forgets to complete, a trained staff member will be available to complete the assessment upon arrival to the school building.

If the student has a temperature 100.0 degrees Fahrenheit or higher or cannot complete the survey to satisfaction, the student will be escorted to the cafeteria (the school's social distancing isolation center). Upon reviewing the scholar's health file to determine if symptoms are a result of a preexisting condition such as asthma, allergies, or chronic gastrointestinal conditions etc, the school nurse will determine if the scholar is indeed showing COVID-19 symptoms of the following:

- Fever or chills (100 degrees Fahrenheit or higher)
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting and/or diarrhea

Staff and families will also be educated to observe for additional signs of illness such as:

- Flushed cheeks
- Rapid or difficulty breathing (without recent physical activity)
- Fatigue, and/or irritability
- Frequent use of the bathroom

If a student is sent home due to COVID-like symptoms, he/she will be directed to participate in virtual instruction beginning that day and continuing until they are cleared by a medical professional to return to school.

VISITOR SCREENING: As previously stated, we will limit the number of outside visitors to our school building. If a visitor is deemed essential, they will follow the previously outlined visitor policy, including a health screening questionnaire and temperature check. A trained leadership team member will meet the visitor at the front entrance to the school to complete the screening. The screening completion will be logged and saved in the ENVOY platform.

Students and staff are required to notify the school when they develop symptoms or if their answers to the screening questionnaire change during or outside of school hours. All stakeholders will be instructed to notify the Director of Operations of these changes by phone (school line or cell phone) or by emailing info@persistenceprep.org.

HEALTH TESTING PROTOCOLS

The school will continue to follow guidance from the Erie County Department of Health, State of New York, and the CDC around health testing protocols. We will provide families with COVID-19 literature to ensure families are aware of the symptoms and disease, understand safety protocols set forth by the CDC, and know where to receive assistance regarding health tests.

If a staff member or scholar is deemed to be symptomatic of COVID-19, they will be referred to a medical professional for evaluation and a COVID-19 test. If a health screening questionnaire reveals a student or staff has been in close contact with a COVID-19 positive person or has recently travelled internationally or to a state with widespread transmission of COVID-19 as designated by the NYS Travel Advisory, he/she will also be referred for evaluation and testing. These referred individuals may return to in-person school upon written clearance of a medical professional or a negative COVID-19 test result.

HEALTH TESTING RESPONSIBILITY

When deemed necessary, the school nurse will refer a symptomatic staff member or scholar for COVID-19 testing. She will maintain a current list of testing sites and providers throughout the community. She will provide a written referral and copy of the symptom list/health screening questionnaire.

In the event that large-scale testing is needed within the school community, we will coordinate with the Erie County Department of Health for guidance and coordination of testing.

EARLY WARNING SIGNS

All school stakeholders, staff, faculty, students, and parents will have the training, meeting, and or lesson in identifying COVID-19 symptoms according to CDC guidelines and reporting the persons to the appropriate personnel.

Persistence Prep will closely monitor the infection rate for Western New York region, specifically Erie County and the City of Buffalo. If the infection rate rises above 2.5% we will begin to decrease the level of in-person instruction and shift focus to our distance learning plan. This will include preparing additional written assignments, supplies, etc. to send home with scholars in the event that a rapid school closure is deemed necessary.

2c. Containment

SCHOOL HEALTH OFFICES

Persistence Prep will follow Education Law § 906, which provides [w]henever...a student in the public schools shows symptoms of any communicable or infectious disease reportable under the public health law that imposes a significant risk of infection of others in the school, he or she shall be excluded from the school and sent home immediately, in a safe and proper conveyance.

If a scholar or staff member becomes symptomatic throughout the day, the nurse will be immediately called to the classroom to complete an abbreviated health screening (i.e. temperature check, visual check for other symptoms) in a way that protects the scholar's confidentiality. If a scholar does not pass health screening to satisfaction, he/she will be escorted to the isolation space, and a parent will be called for immediate pick-up. The scholar will be sent home with written documentation of observed symptoms and referral to see a healthcare provider. The same protocol will be used if a staff member becomes symptomatic throughout the day, and he/she will be sent immediately home if displaying recognized symptoms of COVID-19.

If a staff or student from a cohort is deemed to be symptomatic of COVID-19 throughout the day, phone calls will be immediately placed to all scholar families in that cohort for pick-up ASAP. All scholars will maintain their facial coverings and 6 ft. of social distance.

The day (or days, if needed) immediately following a staff/scholar becoming symptomatic will be an automatic day of virtual instruction for that particular cohort to allow for cleaning time and the stop of community spread. If the symptomatic individual is cleared by a medical professional (with written documentation), the cohort may return to in-person instruction the following day. If the symptomatic individual tests positive for COVID-19, the entire cohort (and any siblings) will move to virtual instruction for the entire 14 day quarantine period.

ISOLATION

Persistence Prep has a written protocol requiring students or staff with a temperature, signs of illness, and/or a positive response to the questionnaire to be sent directly to the dedicated isolation area, where students are supervised, prior to being picked up or otherwise sent home. The school nurse or any other trained school personnel tasked with monitoring the isolation space

will be provided with proper PPE, including N95 mask, disposable gloves, and a disposable surgical gown. When assessing or providing to ill students or staff, the nurse or other health care professionals will utilize transmission-based precautions outlined by the CDC (<https://www.cdc.gov/infectioncontrol/basics/transmission-based-precautions.html>).

The school nurse will monitor the student with COVID-19 symptoms in the isolation space and contact the student's parent or authorized designated pick up person. The parent or authorized designated pick up person must arrive within forty-five minutes of the call. Under no terms, can the student remain in school for the entire school day or return home on the school bus. School personnel require that all students have a minimum of 3 emergency contacts on file at all times and will utilize all phone numbers in the event that pick-up a symptomatic student is delayed. If symptoms become life-threatening while waiting for pick up, the school nurse/ school personnel reserves the right to call an ambulance to have immediate medical attention.

Leadership should work collaboratively with additional staff to assist nursing tasks such as:

- Student supervision;
- Telephone calls, text, or emails to parent/guardians; and
- Assistance with completing any required paperwork other than nursing documentation.

COLLECTION

Upon arrival at the school, the parent/ designated person will park in the designated area, then call the main school line. The nurse or a member of the leadership team will escort the student to the car to complete an electronic sign-out (through Envoy system) and a sealed envelope containing the nurse's findings form and paperwork the doctor needs to complete before the student can return to school. At no point should a parent/ designated person enter the school building unless authorized by the nurse or member of the leadership team.

If a scholar or staff member is deemed by the school nurse to be in immediate danger/ symptoms are an immediate threat to health, she will use professional judgement to determine if 911 needs to be called for immediate transport to a hospital.

INFECTED INDIVIDUALS

Persistence Prep will follow the protocol that complies with CDC guidance for the return to school of students and staff following illness or diagnosis of confirmed cases of COVID-19 or following quarantine due to contact with a confirmed case of COVID-19. Return to school will be coordinated with the local health department.

Depending on the healthcare provider's advice and availability of testing, they might require testing to see if they still have COVID-19. If they are tested, they can return to school when they have no fever, respiratory symptoms have improved, and they receive two negative test results in a row, at least 24 hours apart.

EXPOSED INDIVIDUALS

Any staff member or scholar who lives with someone who tests positive for COVID-19, and/or has been exposed to someone with COVID-19 is required to immediately follow these steps:

- Individuals or a designated family member should communicate with the school nurse or/COVID and follow the advice of their healthcare provider. As with all health information, this information is treated as confidential. The staff member may work remotely during this time, if able.
- Quarantine themselves per the policies below:
- Return to work/school after COVID-19 symptoms or positive test:
 - Any individuals who themselves either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to work until cleared by COVID-19 designated school liaison/school nurse and any of the below conditions have been met:
 - In the case of an individual who was diagnosed with COVID-19, the individual may return to school/work when all three of the following criteria are met:
 - at least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
 - the individual has improvement in symptoms (e.g., cough, shortness of breath); and
 - at least 14 days have passed since symptoms first appeared.
 - In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to work until the individual has completed the same three-step set of criteria listed above.
 - If the individual has symptoms that could be COVID-19 and wants to return to work before completing the above stay at home

period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis or (b) receive two separate confirmations at least 24 hours apart that they are free of COVID via acute infection tests at an approved COVID-19 testing location.

- Return to Work/School Policy After Direct Exposure to a Person with COVID-19
 - Individuals who have had direct exposure to someone with COVID-19 must stay home for 14 days after exposure and get tested. After 14 days, if no symptoms occur and tests come back negative, individuals can safely return to work sites. Employees must submit a confirmed negative test to the school nurse and Director of Operations for their HR folder.

HYGIENE, CLEANING & DISINFECTION

Persistence Prep has a written protocol and appropriate signage to instruct staff and students in correct hand and respiratory hygiene. Scholar's and staff will learn proper hand washing and hygiene procedures and will be reviewed throughout the year. Persistence Prep has installed 18 additional hand sanitizer dispensers throughout the school. These are placed in all offices, entrances, stairways, classrooms, hallways, gymnasiums and cafeteria.

Persistence Prep has partnered with Jani-King; a large cleaning company that will follow the CDC guidance and recommendations for cleaning and disinfection products and practices. The Director of Operations and Jani-King cleaning services have created a daily cleaning and disinfection schedule to be followed during the school day as well as nightly and deep cleaning checklists and schedules and will maintain a cleaning and disinfecting log.

High touch surfaces will be cleaned throughout the day by Jani-King and tracked and logged. Jani-King and the Director of Operations will ensure that students are not present when disinfectants are in use and will not participate in cleaning and/or disinfection activities. High touch surfaces include:

- Tables
- Doorknobs
- Light switches
- Counter tops
- Handles
- Desks
- Phones
- Keyboards & tablets

- Toilets and restrooms
- Faucets and sinks

The Director of Operations will maintain a log that will contain accurate information of the following for all areas:

- Date
- Time
- Scope of cleaning and disinfection

Persistence Prep will provide PPE to custodial and other personnel cleaning and engaging in disinfection at the school if required by the manufacturer of the agent being used.

Persistence Prep has a daily checklist for school personnel to inspect their area and ensure they have sufficient supplies each day (e.g., face covering, tissues, hand hygiene supplies, cleaning supplies, etc.)

In the event that a cohort has a symptomatic individual or confirmed positive case, the school will be shut down for a period of 2-5 days to ensure proper deep cleaning takes place.

CONTACT TRACING

Persistence Prep will cooperate with state and local health department contact tracing.

Persistence Prep will assist public health departments in knowing who may have had contact at school with a confirmed case by:

- Keeping accurate attendance records of students and staff members;
- ensuring student schedules are up to date;
- keeping a log of any visitors which includes date, time and where in the school they visited;
- Assist local health departments in tracing all contacts of the individual at school in accordance with the protocol, training, and tools provided through the New York State Contact Tracing Program.

COMMUNICATION

The School Nurse will be the main contact upon the identification of positive COVID-19 cases and to be responsible for subsequent communication.

The School Nurse will immediately notify a local public health agency of any disease reportable under the public health law⁷. The School Nurse or other health professionals acting upon direction or referral of such director, may make such evaluations of teachers and any other school

employees, school buildings and premises as, in their discretion, they may deem necessary to protect the health of the students and staff.

In addition to the communication plan detailed in response 2a-Communication, we will ensure comprehensive communication to key stakeholders in the event of a positive case(s) of COVID-19 within our school community. A written letter will be sent home with all scholars, written communication (email) will be sent to all staff, all recent visitors to the building will be notified, and we will alert the local community as deemed necessary (i.e. in the event of a large outbreak/community spread).

2d. Closure

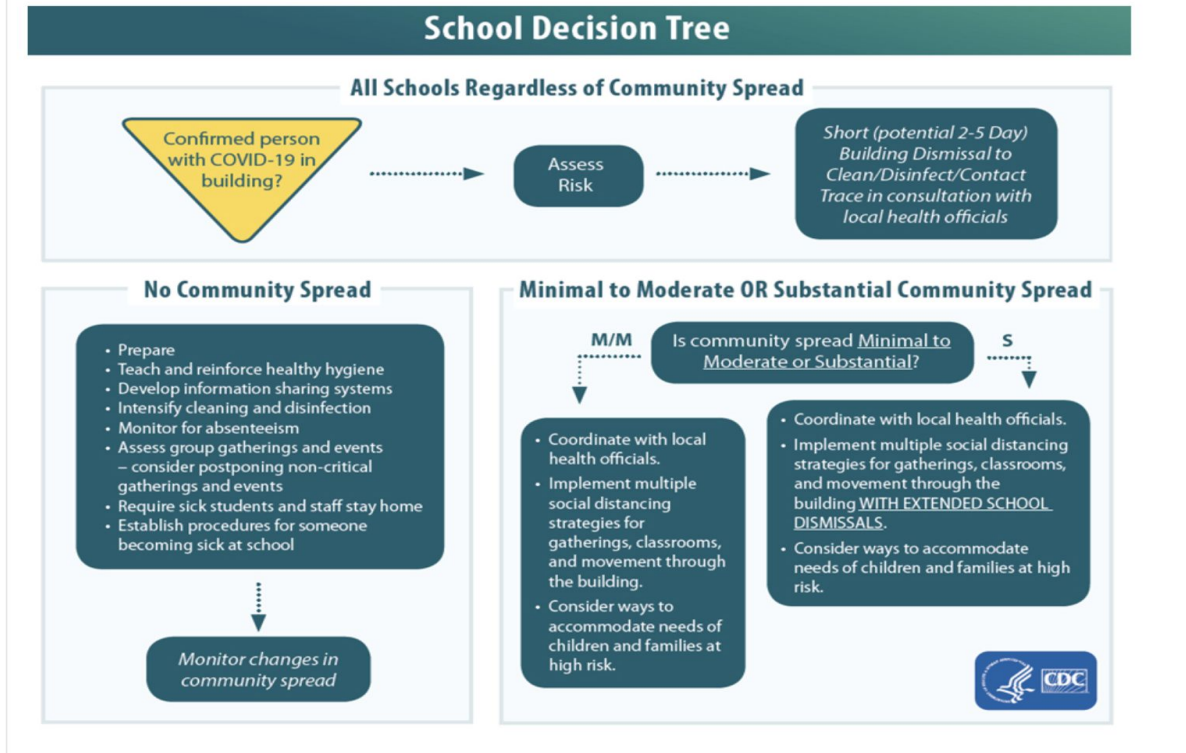
CLOSURE TRIGGERS

The school will collaborate with the Erie County Department of Health to determine the parameters, conditions, or metrics (e.g. increased absenteeism or increased illness in the school community) that will serve as early warning signs that positive COVID-19 cases may be rising beyond an acceptable level. In line with guidance from Governor Cuomo, we will continue operating under a hybrid model as long as infection rates in the area remain below 5%. If infection rates rise above that threshold and approach 9%, we will make an immediate transition to a full virtual model.

Beyond assessing the infection rates of the area as a whole, we will closely monitor symptoms and infection rates within our school building. If a staff member or scholar becomes symptomatic (at the start of the day or during the day), families within that cohort will be immediately notified and transition to virtual instruction until the symptomatic individual receives test results and/or cleared by a medical professional.

Given the close quarters of our facility and small school community, if we have a confirmed case of COVID-19 we will immediately shut down the school for a period of 2-5 days (in line with the CDC school decision tree below), with all scholars participating in virtual instruction. After that time, all those who were deemed to be in close contact with the infected individual would continue to complete the necessary 14 day quarantine, with all others returning to their regular hybrid schedule. If there appears to be a larger community spread (>2 individuals testing positive within the same 14 day period), we would continue the school closure for the full 14 day period. Staff and scholars would be welcome back after that time if they successfully completed the 14 day quarantine or had written clearance from a medical professional.

Schools should be prepared for COVID-19 outbreaks in their local communities and for individual exposure events to occur in their facilities, regardless of the level of community transmission, for example a case associated with recent travel to an area with sustained COVID-19 transmission. The following decision tree can be used to help schools determine which set of mitigation strategies may be most appropriate for their current situation.



- **Make decisions about extending the school dismissal.** Full or partial dismissal of staff and students must be considered. With guidance from local health officials the school leadership will determine a response

OPERATIONAL ACTIVITY

In the event of a short or long term closure due to a positive case and/or community spread, Persistence Prep is ready to quickly and efficiently shift all operations to a distance format. We will remain a food distribution site for meals (M, W, F of each week) and will transition to a fully virtual instructional model.

Since all scholars will already be operating under either a hybrid or virtual model, a transition to full virtual instruction will be relatively seamless. In the event of a short or prolonged school closure due to rising infection rates, scholars and staff will operate under their virtual instruction schedule daily. All scholars will already be equipped with proper devices and trained on all virtual platforms utilized within our distance learning instruction. Special education and related services will continue virtually through live instruction and tele-therapy sessions.

COMMUNICATION

Throughout the 2020-2021 school year, Persistence Prep will maintain a specific email and phone hotline for COVID-19 related updates and communications. Families and staff will be able to use this contact information for questions, to update the school on any changes in health situation, etc. We will also continue to utilize our current modes of communication (outlined previously in Response 2a- Communication).

Parent & Scholar Notification

The school will provide guidance to parents and scholars including, but not limited to, the following information regarding COVID-19. Dissemination of this information will be dependent upon the mode of instruction (i.e., in-person, hybrid model, or remote learning model) and will be made available in parents' home language.

- When/how long to stay home from class/other activities if they are sick.
- What they should do if exposure is suspected
- What will happen if a student tests positive, details about isolation, and when they can return to campus/class/activities.
- What to do if they suspect someone else may be sick.
- How student health will be monitored.

- When and how they will be permitted to return to campus in the fall, including any new procedures, updates to timing, etc.
- What will happen if there is a case or an outbreak on campus.
- How a school closure will be handled, including what the criteria for deciding to close campus will be.
- What additional measures students in vulnerable populations should take and/or what additional options they have.
- What the new social distancing/PPE protocols on campus are and how a failure to follow these protocols will be handled.
- How work spaces/classrooms/common areas will be cleaned/disinfected.

Faculty & Staff Notification

The school will provide guidance to faculty and staff with the following information regarding COVID-19:

- When/how long to stay home from work if they are sick. This will include details on how this will affect sick time allowance.
- What they should do if exposure is suspected and what will happen if an employee tests positive. This will include details about isolation and when they can return to work. This should also include details about procedures if an employee's close contact tests positive.
- How employee health will be monitored.
- What to do if they suspect someone else may be sick.
- When and how they will be permitted to return to work, including any new procedures, updates to timing, etc. This should include details on who is permitted to work from home and under what circumstances.
- What will happen if there is a case or an outbreak on campus.
- How a school closure will be handled.
- What additional measures employees in vulnerable populations should take and/or what additional options they have.
- What the new social distancing/PPE protocols on campus are and how a failure to follow these protocols will be handled.
- How work spaces/classrooms/common areas will be cleaned/disinfected.

Form Letters

The school will create and maintain communication templates (letters, RoboCalls, email templates, etc.) for the following scenarios/needs:

- Symptomatic individual/suspected case within a cohort
- Confirmed case of COVID-19
- Referral form for visit to medical professional