



The New LIFE School
831 Eagle Avenue
Bronx, NY 10456

The New LIFE School Comprehensive Reopening Plan

Safety

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In response to the COVID-19 pandemic and in accordance with all safety standards put forth by New York State and the federal government, including, but not limited to, the safety standards issued by:

- the Centers for Disease Control and Prevention (CDC),
- the Environmental Protection Agency (EPA),
- US DOL's Occupational Safety and Health Administration (OSHA),
- NYS Department of Health,
- NYC Health Department, and
- NYS Education Department.

The New LIFE School put forth the following COVID-19 Reopening Safety Plan. This written safety plan outlines all steps that New LIFE has instituted and will enforce to prevent the spread of COVID-19, to protect its staff and those receiving services, and to ensure that its workplaces are safe for all who enter.

COMMUNICATION/FAMILY AND COMMUNITY ENGAGEMENT

New LIFE's reopening plan is an ongoing collaborative effort of incorporating information from our staff (reopen committee) including administrators as well as representatives from each department such as teachers, speech therapists, occupational therapists, physical therapists, clerical/office and custodial. In addition, we reached out to the parents/guardians of the children scheduled to attend in the fall to get an understanding

of their concerns and to inquire about their scheduling preferences. New LIFE remains committed to communicating all elements of the reopening plan to parents/guardians, staff, and visitors. The plan is available on the New LIFE School website and will be updated throughout the school year, as necessary, to respond to our community needs and local circumstances. Staff will be trained on how to follow COVID-19 protocols during staff orientation (prior to school reopening). Staff will teach children how to implement COVID-19 essentials, such as social distancing, wearing face coverings and hand washing as well as proper etiquette for wiping their nose coughing/sneezing. New LIFE has developed an effective means of communication for staff and parents. We will use emails, telephone, text, social media, School Messenger, Power School and Microsoft Teams. It is our goal to help parents access technology and receive technical support for utilization of equipment. Our communications will reinforce New LIFE's fidelity to adhering to COVID-19 protocols by highlighting the use of face covering, social distancing and proper hand health. Signage will be placed in strategic building locations reminding staff to be vigilant in hand hygiene and staying socially distant to stop the spread of COVID-19.

NUTRITION

New LIFE will follow all relevant guidance specific to nutritional needs of children. Lunch will continue for children who receive lunch as part of their school program.

New LIFE does not prepare food on site, all food is delivered daily. Our catering service provides individualized, prewrapped lunches; there will be no family style food service. New LIFE will only provide individually wrapped snacks for children as well. For those of our students who bring lunch from home, will only be served the food that was prepared at home, as per our standard policy. All utensils are disposable and can only be used once. As customary, the names of children with food allergies will be shared with their classroom teachers and the school nurse. The policy for children will be no food sharing. Children eat all meals in the cafeteria. Breakfast and lunch may be staggered to encourage social distancing, as fewer children will be seated at lunchroom tables. As typical, children sanitize hands prior to any meal. Children also clean-up after eating and discard unwanted food/beverage. Staff will wash their hands prior to handing out individual portions and utensils to children. Staff will wear gloves, a hair net and an apron during food activities.

TRANSPORTATION

Transportation (school bus) is provided for students with disabilities enrolled in our program by the NYC Department of Education. The New LIFE School Administration is, however, involved when students embark and disembark the school bus. When children are taken off the bus, they will be wearing a mask. They will follow our screening process conducted by the nurse and will go through our daily check-in procedure which includes bag checks and going through the metal detector before having breakfast. Health checks for all children arriving to school is described in the Building Screening Process section.

ATTENDANCE AND CHRONIC ABSENTEEISM

New LIFE takes daily attendance in each class period whether in-person, hybrid, or remote instruction. Attendance policies and procedures will be communicated to parents prior to the start of the school in September or if the instructional model changes during the school year. Teachers will take attendance each class period in Power School. Additionally, for students receiving IEP mandated therapy services, that service will be recorded into the NYC DOE EasyTrac system. For children who are on a hybrid model or remote model, it is anticipated that they will have at least one educational contact per day. Children who are expected to participate in an educational event and do not participate as anticipated, the parent will be called to determine the reason for absence and to find out if there is a barrier the student may have to participate in daily lessons. Attendance will be reviewed weekly by an office administrator. For children who have chronic absenteeism, which is absent more than 10% of the school days, we will reach out to the parents through a variety of methods, i.e. calls, letters, emails, and emergency contacts. Once we reach the parent, the office administrator will review with the parent the importance of school participation and the attendance policy. Afterwards, the child's attendance will be closely monitored. If, after every outreach effort is exhausted, it is thought that the situation might be educational neglect, New LIFE will report the circumstances to Child Protective Services.

SOCIAL EMOTIONAL WELL-BEING

In planning our reopening in September, New LIFE is taking into consideration the variety of needs of students, families, and staff that must be addressed during the transition back to school. It is recognized that families and staff will return with fear or anxiety. Thus, we

must balance physical safety with social emotional needs. Initial focus will be directed to the social and emotional needs of the staff before they return to school and on an ongoing basis. Staff must have systems of support including meaningful peer relationships, opportunities to connect, and resources. Without these supports in place, staff may not have their optimal capacity to support the needs of students and families. To address these concerns, New LIFE has hosted a Health Advisory meeting for all school stakeholders to attend virtually to discuss all anxieties and stressors prior to coming back to school. We know after a prolonged closure, many of our staff, students, and their parents will require social-emotional supports to reengage and reenter into both work and school. The composition of staff at New LIFE consists of mental health professionals who have always been and continue to be available for the emotional support of children, families, and staff. They will help to provide families and staff with resources for self-care and will engage in therapeutic discussions when possible. Additionally, teachers will engage students in lessons centered around the pandemic and how it relates to history, science, math and economics.

Physical Distancing: To ensure employees comply with physical distancing requirements, 6 ft. distance will be enforced between personnel, unless safety or core function of the work activity requires a shorter distance. Any time personnel are less than 6 ft. apart from one another, personnel must wear acceptable face coverings. Tightly confined spaces will be occupied by only one individual at a time, unless all occupants are wearing face coverings. If occupied by more than one person, will keep occupancy under 50% of maximum capacity.

Social distancing signs will be placed around the building and floor markings will be secured in areas where lines form.

Designated areas are established for pickup and deliveries to ensure minimum exposure.

The building will always remain at 50% capacity or less. All large gatherings will be suspended until further notice. Large meetings will be hosted virtually to ensure safety.

PPE:

Protective Equipment- All employees will be supplied with proper PPE. All staff and students will receive 2-3 reusable face masks. TNLS will have in stock, 300 disposable masks. TNLS will also supply latex gloves for food handling services, janitors and the school nurse. Face shields will be available for staff who wish to wear one although it's not mandated. All unused PPE will be stored in the janitor's closet where it can't be touched or tampered with. When someone needs a replacement mask, there always be disposable ones available and reusable masks will be re-ordered when necessary.

Teachers desks will have sneeze guards placed on them to add an additional layer of protection.

To adhere to the hygiene and sanitation requirements of the CDC, maintenance will keep a cleaning log in the janitor's office specifying the date, times and scope of cleaning. Hand sanitizing stations will be available in each classroom and throughout the building. All bathrooms will be supplied with hand soap. All offices, classrooms, common areas will

have hand sanitizer containing at least 60% alcohol. When students enter the cafeteria to get food, they will be provided with extra hand sanitizer. Common areas cleaned after every use as noted in log. All cleaning supplies will meet CDC guidelines.

Process:

Testing Plan

The New LIFE School will not conduct any COVID testing or require any staff or students to get tested. All New Yorkers are always encouraged to get tested; however it is not a mandate at this time.

In order to ensure safety for all individuals who enter the New LIFE School, the following will be implemented in accordance with CDC guidelines:

Pre-screening process:

1. All staff and students will be instructed to stay home if they don't feel well.
2. No one should enter the building if they are showing any signs of illness.
3. Anyone who has traveled to a country or state that has been identified as having a high transmission rate of the virus must let the school know and must follow the law to quarantine for 14 days.
4. Staff and students must report if they have been in contact with someone who tested positive for the virus.
5. It is encouraged for staff and students to check their temperature before they come into the building if they have access to a thermometer at home.

Building Screening Process:

Anyone who enters the building is mandated to do the following procedures daily:

1. Wear face masks properly covering the nose and mouth. As per NYS guidelines, masks must be worn in any situation where you cannot maintain 6 feet from other people. It is encouraged that staff and students wear masks all day when in the building. Teachers will schedule mask breaks for students when it is safe to do so.
2. Everyone will have their temperature checked before they go to the classroom/office.
3. Temperature Taking Procedures: There will be handheld Infrared thermometers (2) at each location. Proper administering and tracking procedures will be outlined. Designated Health Monitors (additional responsibilities) will be trained on appropriate best practices as per CDC & DOHMH guidelines.
 - a. Staff working onsite will have their temperature taken at the start of each shift.
 - b. Each visitor or consumer entering the site will have his/her temperature checked upon arrival.
 - c. Each student will have his/her temperature checked once they arrive at the building.
4. Daily temperatures will be recorded and kept in a log.
5. Everyone will answer health related survey questions daily to aid in contact tracing. The survey will consist of the following and is not limited to:
 - A) In the past 14 days, have you traveled to a country or state that has a high transmission rate of COVID?

- B) In the past 14 days, have you come in contact with someone who has been suspected of or has tested positive for COVID?
- C) Do you have any symptoms of an upper-respiratory infection? (fever, cough, sore throat, breathing problems, runny nose)
- D) Have you tested positive in the last month?
- E) If so, have you retested since or been symptom free for the past 14 days?

Procedure for an individual with a fever:

Any temperature 100.4 or higher is considered a fever.

For staff or visitor: any staff member or visitor who has a fever will not be permitted into the building and will be advised to seek medical assistance. Staff with a fever will be allowed to return to work once their fever is gone and they are not showing symptoms of an upper respiratory infection.

For a student with a fever: any student with a fever will be sent to the nurse's office so they can isolate while they wait for a parent to pick them up. Their parent will be notified as soon as they arrive at the nurse.

The New LIFE School Contact Tracing Plan

Staff: If a staff member tests positive for COVID or is suspected of having the virus, the school nurse will contact the immediate family of the employee to notify them. Anyone who had come in direct contact with that person will be notified that they may have been exposed to the virus without revealing any names of individuals. If a staff member tests positive, an administrator must notify Human Resources.

Students: If a student tests positive, the people who were in direct contact with that student (classmates and classroom staff) will be notified that they may have been exposed to the virus without the individual's name being released.

Confidentiality: In order to protect the individual, The New LIFE school will not release the names of those who test positive.

NYS Contact Tracing: Once someone tests positive, the NYS contact tracing team automatically starts their tracing process and starts to alert the necessary people. The school only reaches out to the people in the building who were in direct contact with the individual.

School/Classroom Closures: If there is one confirmed case, the classroom will be closed for 14 days and all directly affected people will quarantine for that time period. Two confirmed cases in the building and the school will be closed for 14 days and anyone in direct contact with someone who tested positive will quarantine for that time period.

Teaching Learning Plan:

TNLS Blended Learning Plan

- This plan requires students bring in their laptops.
 - All teachers must post all assignments on Teams and prerecorded lessons
- Required number of instructional hours:
ES/MS- 3.5 hours per day minimum
HS- 2.5 hours per day minimum
Remote Learning Platform: Microsoft Teams

Split Schedules	Students will participate in school for a select rotation: Some students attend MW Some students attend T Th Fridays are remote days for every student On remote learning days students will complete assignments posted to Teams and can log in to Teams to watch lessons in the classroom to ensure that they receive face to face instruction each day. This should
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	<p>include programs like Actively Learn, Newsela, Khan Academy, BrainPOP, and Technokids projects to be completed independently from home. Support staff will be available virtually and in person for assistance.</p> <ul style="list-style-type: none"> • Students can ask questions in the chat, via email or pose questions to teacher/TA during live class if the activity permits
<p>Full time Remote</p>	<p>Participate on screen while teacher presents lesson from the classroom</p> <p>Students will complete assignments posted to Teams. This should include programs like Actively Learn, Newsela, Khan Academy, BrainPOP, and Technokids projects to be completed independently from home. Support staff will be available for assistance when needed.</p> <ul style="list-style-type: none"> • Students can ask questions in the chat, via email or pose questions to teacher/TA during live class if the activity permits

**Please note that if the city's infection rate rises above 3% the school will move to 100% remote learning as per Mayor DeBlasio