

NAZARETH
REGIONAL HIGH SCHOOL



**Nazareth Regional High School
Reopening Guidance**

(for the 2020-2021 Academic Year)

August 5th, 2020

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Introduction/Statement of Purpose:

Nazareth acknowledges the health and safety of our students, faculty, and staff as our first priority. With plans to reopen Nazareth, school administration has been working diligently to formulate a plan to ensure the safety of all stakeholders and provide students with an engaging and rigorous education.

This guidance illustrates our focus on student/faculty/staff health and quality instruction *for all*. In outlining newly enhanced safety measures and instructional protocol, we aim to alleviate the presence of uncertainty and provide context regarding many of the concerns and apprehensions expressed by our Nazareth family.

In confirming plans to reopen Nazareth we observed the direction of state and local officials (NYC/NYS), the Diocese of Brooklyn, State Department of Education and the Board of Regents, the Department of Health & Human Services (DOH) and made final determinations based on what we deemed suitable for our school community.

Communication/Family and Community Engagement:

Establishing ongoing, and productive, parent-partnerships is essential to communicating our plan to ensure the safety and security of all stakeholders. As a transparent school, we will be diligent in presenting our plan in a clear and concise manner and gauging the perspective of all stakeholders in the development of those plans. We have convened a reopening subcommittee (consisting of administrators, faculty/staff members, and parents) and have held informative sessions to discuss matters pertinent to reopening Nazareth in a safe and secure manner.

Maintaining strong (and consistent) ties with parents is pivotal in promoting a school atmosphere that is conducive to advancing student achievement and promoting personal growth (especially in a time of uncertainty). Such partnerships will provide a much-needed sense of normalcy and support for our students. This philosophy will help influence (and foster) enriched engagement at Nazareth and in the home.

Our administrative team has also been in contact with local health officials to determine proper enhanced safety measures and hygiene/health protocols to implement at the school. In addition, Nazareth has taken the necessary steps to allow for a broadened forum for communication amongst stakeholders (verbal/written/electronically).

Workshops are scheduled for both students and faculty/staff members to provide training in new COVID-19 protocols (social distancing, enhanced safety measures, hygiene, proper face covering/wearing).

We at Nazareth believe the best way to combat the spread of COVID-19 is to do so with a focus on ‘Collective Responsibility.’ As we continue this journey together, we must be selfless in keeping each other safe, mindful of our peers and neighbors, and vigilant in our focus on personal (and public) accountability.

Health and Safety:

At Nazareth, we acknowledge the safety and security of all stakeholders as our foremost priority. We make considerations based on health and safety and how each decision will impact the health and safety of all stakeholders. It is our duty to (regardless of learning model) educate stakeholders on preventive measures to stop the spread of COVID-19 and to implement procedures (at our school) to ensure that safety is widespread. The following enhanced safety measures will be present at Nazareth (upon the return of students, faculty, and staff to in-school learning):

- Enhanced Cleaning:** Enhanced daily cleaning will take place following on-site instruction days. A deep cleaning of the school will be scheduled each Wednesday (as outlined in our schedule). Teachers/Staff will also be responsible for maintaining daily classroom health and hygiene.
- Temperature Protocol:** Student and staff temperatures will be taken upon arrival at the school. A quick procedure will ensure that all attending students/staff have readings below 100 degrees Fahrenheit. If they register higher, their temperature will be taken 2 more times, 3-5 minutes apart. Students that have an elevated temperature will be escorted to an isolation room whereupon a parent will be contacted to pick up the student. If a teacher registers an elevated temperature, he or she will not be permitted access to the building. Such matters will be handled as privately as possible. The student/teacher/staff member will be asked to have a COVID-19 test administered (and present a negative result) prior to returning to school.
- Symptom Check-In:** In addition to our temperature protocol, students/faculty/staff members will also be required to complete a daily screening questionnaire. Based on the response to the questionnaire, a student/teacher/staff member will be asked to have a COVID-19 test administered prior to returning to school or remain in quarantine prior to returning to school (as per suggested by the Department of Health).
- Sanitary Practices:** PPE - Students and faculty will be asked to bring and wear precautionary face masks (PPE) to school. Students and faculty members will also be provided face-shields to wear throughout the day. PPE's will be available to every student/staff or faculty member that does not have one.
- We will also have a supply of gloves, for student/staff use. Trash-Bins will be placed on each floor and at each exit (to discard used/old used PPE's). Bathrooms will be adequately stocked with hand soap and paper towels. Hot water will be available to students/staff at-all-times. Every common area will be disinfected daily and bathrooms twice daily.
- Once in a classroom, teachers, at their discretion, will permit students to remove their masks while continuing to wear the face shields (to allow for heightened engagement and focus while working). Prior to dismissal, all students will wipe down their face-shields and secure them in each of their respective lockers.

Supplies - Automatic Hand-Sanitizer Dispensers, PPE and gloves will be available in the General Office and at the entrance of the building for student/staff use.

Disinfectant Spray will also be provided in each subsequent classroom and used by our maintenance team on deep-cleaning days. Teachers will also use Lysol spray after every class and wipe down each desk after every class exists the room. They may also choose to have each student wipe down their own desks following class instruction.

Protocol workshops will be scheduled (and hosted by medical experts and the NRHS staff) to educate students/staff on the intricacies of maintaining a clean, safe, and secure school environment.

Deliveries will be sanitized prior to opening and all opened packaging will be discarded immediately. Plexiglass will now border the school's security and office areas.

- Water Fountains:** Students will also not be permitted use of the school's water fountains. Students will be allowed to have in their possession personal water bottles, for daily use. Students will be able to refill their water bottles at each fountain.
- Visitor Access:** Visitor-Access (including parents) will be limited to essential purpose-visits only. Approved visitors will be by appointment only. All essential visitors will be stopped at the front desk and permitted to enter after their temperature-check has proven they are within school policy guidelines (below 100 degrees Fahrenheit), they have completed a symptom-based questionnaire, and they are equipped with a face mask.

Facilities Guidance:

In the event that we adopt a hybrid/blended learning model (in the not so distance future) Nazareth will follow health guidance related to social distancing and other safety measures that will be put in place to slow the spread of COVID-19. We acknowledge the vital importance of maximizing protections throughout the physical spaces that students and staff members occupy and will configure them in a way that promotes social distancing and the COVID-19 prevention. The following accommodations will be in place (and ready) if it is determined that a return to classrooms (this school year) is a viable option.

- Modified Classrooms:** The school will promote social distancing and, in doing so, will maintain a classroom student:teacher ratio of 12:1 (per classroom). All classrooms have been properly measured for safety assurance. In instances of necessity, we will utilize our common areas (gymnasium, cafeteria) to accommodate possible larger groups.
- Signage:** Social Distancing signage, markers, and stickers will be in full view to help

promote social distancing and health-awareness.

Arrivals & Dismissal:	Students/staff will seek to utilize separate exits based on the possibility of staggered arrival/dismissal schedules. Upon dismissal, administrators and teachers will make it a priority to usher students to their prospective routes and discourage local/immediate gatherings.
Bathroom Use:	Students will be permitted to use the restroom one-at-a-time and respect their peers (in patiently waiting) while maintaining social distancing protocol. Faculty/Staff will be present to provide elevated hall supervision. Students will also be educated to wait until the restroom is vacant before using it.
Hallways:	Hallways will be marked to encourage the steady flow of traffic between class periods. During any such exchange between classes, students, faculty, and staff are required to wear face masks and shields to help further promote social distancing protocol.
Locker Use:	Students will have limited access to lockers in a socially distanced capacity.
Handshaking:	To maintain social distancing protocol, students, and faculty/staff members are prohibited from engaging their peers and/or colleagues in any contacted-related greeting. We will hold all students, faculty, and staff members accountable in following this vital social distancing protocol.
Fire Code Compliance:	We will continue to comply with the requirements of the 2020 New York State Uniform Fire Prevention and Building Code (BC), except as specified in 19 NYCRR 1221.2(d).
Doorways/Windows:	We will make certain to have all hallway doors open to limit handle-touching and the possible spread of the virus. Teachers are heavily encouraged to keep windows open (in classrooms) to help the flow of steady air throughout the building.
Emergency Drills:	Nazareth will conduct standard operations and procedures to the best of its abilities without deviating from current requirements. We acknowledge that Fire (evacuation) Drills and Lockdown Drills are required by Education Law and regulation and the Fire Code and they must be conducted without exceptions.

Child Nutrition:

Upon return to in-school learning (be it hybrid/blended or full capacity models), Nazareth will continue providing students with nourishing (and appealing) school meals that boost learning and growth capacities. Our breakfast and lunch periods will also be structured in a way that promotes social distancing and safety for all students and faculty/staff.

Breakfast: We are encouraging students to arrive on time for first period. As a result, students will be permitted to pick-up a 'grab n' go' breakfast (in the lobby) and proceed to eat in their first period class. If they arrive prior to the start of first period, they will be directed to the cafeteria where they can also grab breakfast and eat in a socially distanced capacity.

Lunch Periods: During lunch periods, some classes will remain in the classroom and have their lunch brought to them. Subsequent grades will occupy the lunchroom at a maximum of 3 students (or less) per cafeteria table - spanned over 5 periods per day.

*To note, we will be sanitizing the tables before the next student sits at each subsequent table. We will also be sanitizing our school kitchen cafeteria and will provide routine cleaning and disinfecting of all high-touch surfaces; chairs, carts used in transportation, and points-of service touch pads.

Monitoring / Reporting / Containment / Testing:

(if hybrid/blended learning is instituted as part of our plan, moving forward)

Monitoring:

Faculty and staff are responsible for making a conscious effort to detect possible student/peer-symptoms, ailments, fatigue, and illnesses - and report them to administration and the nurse immediately. The student will be escorted by an Administrative Member to the nurse for further medical evaluation.

Parents are asked to keep their child home if they are experience any underlying viral symptoms. This sentiment is required of staff, as well. This will ensure that students/staff who may not have a fever (but are possibly experiencing other symptoms) have their access to peers and school surroundings limited. School administration will then follow up with parents/staff regarding their condition.

Reporting & Containment:

In the Event of Symptomatic Students and/or Personnel:

Upon arrival, and after a temperature check has been administered, a faculty/staff member or student exhibits an elevated temperature (of 100 degrees Fahrenheit or above, they will not be permitted access to the building. Students will be ushered to a nearby isolation room and parents will be contacted soon thereafter to pick them up. Faculty/staff members who exhibit similar symptoms will be informed of their obligation to exit school grounds and seek medical attention. The matter will be handled as privately as possible. The student/teacher/staff member will be asked to have a COVID-19 test administered. In any case, a student or teacher/staff member must receive (and present) a negative COVID-19 test before returning to school.

Our closest free testing site is located at:

NYC Health + Hospitals/South Shore HS

Address: [6565 Flatlands Avenue, Brooklyn NY, NY 11236](#)

Phone: [\(844\) 692-4692](#)

In the Event of a Positive COVID-19 Test Result:

In the case of a positive COVID-19 test result of a student or faculty/staff member, our nurse will notify the appropriate state and local health departments. If the nurse is unable, the Director of Human Resources will administer protocol. We will also seek to retrace the steps of the faculty/staff member/student and have maintenance disinfect the work area and all other areas the faculty/staff member/student occupied throughout within that given timeframe. We will notify our school community (and all stakeholders) and inform any student/staff/faculty member that needs to self-quarantine. Once more, a student, teacher/staff member, or those conducting a self-quarantine must receive clearance from a doctor and/or a negative COVID-19 test before returning to school.

If two students or faculty/staff members in separate classes test positive for COVID-19 within 5-day timeframe, then school administration will close the school and require that everyone get tested and quarantine for a period of 14 days. No student, faculty, or staff member will be permitted back to the school without presenting a negative Covid-19 test result.

Testing:

We strongly encourage all families, students, and faculty/staff members to get tested prior to the start of the school year. This collective effort will ensure that we keep those in our Nazareth family safe and enter the new school year knowing that *We're in this Together* and that our journey will be one of compassion, consideration, comradery, and collaboration.

Details for registering for a COVID-19 test can be viewed below:

- FREE COVID-19 tests are confidential and safe. Go to nyc.gov/covidtest or text "COVID TEST" to 855-48 to find a testing site near you.
- Getting tested is safe and by getting tested, you are helping to keep your loved ones safe! Get tested even if you do not have symptoms or are unsure if you were exposed to COVID-19. And if you HAVE been exposed (maybe you have been in a large crowd), have symptoms or are planning to visit a loved one who is at risk, you should get a COVID-19 swab test. Most results are returned in about 48 hours.
- New Yorkers who test positive for COVID-19 will receive a call from the Test & Trace Corps to make sure that they receive care and can safely separate to prevent the spread. Be sure to answer any calls from NYC Test+Trace or (212) numbers to get free resources and support.
- Learn more about how New York City is here to help you with FREE resources at www.testandtrace.nyc.

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Social and Emotional Well-Being:

Nazareth is committed to the social emotional well-being of its students. Expanded support during such transitions does not happen at the expense of academics; it creates the mental, social, and emotional space necessary for academic learning to occur.

Communities and schools are facing unprecedented challenges as they respond to the compounded difficulties of a global pandemic, an economic recession, and civic unrest in response to ongoing structural racism. This has created organizational stress and educational challenges for our religious and independent schools.

However, we must not forget that it has also caused some of our students, our staff, and their families to feel fear and disconnection from the communities that gave them comfort and stability prior to the pandemic.

These challenges offer unprecedented opportunities to re-envision and renew the capacity of our schools and communities to be welcoming, supportive, inclusive, and equitable environments. They require us to try, so that our communities, by supporting each and every member, become stronger as a result.

As schools and their personnel adapt to environments that result in substantially reduced time spent interacting in-person, it is critical to provide intentional and meaningful inclusion of social emotional learning (SEL) across all aspects of the school program.

It is unrealistic to expect that students will return to instruction as they left it months ago. Students may have experienced a stressful or traumatic experience while isolated from school, family, friends, and community. Some have had positive experiences during school closures as well; learning, growing, and discovering new identities as activists, caregivers, and leaders in their communities. Schools are positioned to support and nurture these new skills and mindsets.

Students may return to instruction anxious, fearful, withdrawn, grieving, and/or unprepared to self-manage their behaviors. And some students have thrived in an on-line or less rigid environment, as school anxiety has lessened.

Nazareth is prepared to meet students where they are, regardless of the circumstances in which they find themselves. In addition, we have a full-time guidance counselor on staff as well as a PDHP counselor to assist students with the transition during our reopening process. We also have teacher facilitators of discussion groups.

We continue to be a beacon of hope and an important source of strength in hard times for our students and faculty/staff members.

Closure & Crisis Management:

(if hybrid/blended learning is instituted as part of our plan, moving forward)

In the event of a spread (of the virus) amongst those in our Nazareth family, or a 2nd, more extreme wave of COVID-19 throughout the city/state, we, as a school, will, once again, cease in-school operations and transition (fully) to distance learning. Students will work remotely, from their homes, and all families will be continuously updated on the status of the situation.

All grades will complete their coursework using Google Meet, Hangout and Zoom Group Video-Conferencing. Our online platforms proved successful last spring - as attendance, achievement, engagement, instruction, and participation were all remarkably astute. We will continue to research supplemental instructional platforms (for use) that serve to enhance instruction and enable students to maximize their distance learning sessions.

It is our hope that a resurgence of the virus never surfaces, but in the event that it does, our school is fully prepared to ensure the safety of all and present adequate instruction to students.

Learning Model, Schedules, and Instruction:

To Start the Year:

Following a lengthy review of survey results, the analyzing of additional feedback from families and staff, and gauging the potential impact that external factors can have on spreading COVID-19 within our Nazareth family, we have decided to start the new year with the continuance of our distance learning model, through the first quarter.

During that time, we will reassess the state of the pandemic and make a determination regarding the remainder of the first semester. Our hope is to begin implementing a hybrid/blended learning model once it is clear that the situation is moving in a more positive direction and that expansive uncertainties have subsided.

To begin the year, all grades will complete their coursework using Google Meet, Hangout and Zoom Group Video-Conferencing. Our online platforms proved successful last spring - as attendance, achievement, engagement, instruction, and participation were all remarkably astute. We will continue to research supplemental instructional platforms (for use) that serve to enhance instruction and enable students to maximize their distance learning sessions.

Reevaluation Following the First Quarter: (Hybrid/Blended Learning Model)

If it is then determined (after the first quarter) that it is safety to return to in-school learning in a blended/hybrid learning capacity as our reopening platform then we will do so utilizing the plans set forth in this text. In this plan, students will participate in both on-site instruction and distance learning on varying days throughout each week – with each class designed as part of Cohort A or B set-up. Students/Families will be informed of their designated cohorts/days once schedules have been confirmed.

This plan will enable students to participate in in-school learning twice per week with the hope of phasing-in additional days throughout the school year. Nazareth faculty and staff will be on-site most (if not each day) of the week.

Wednesdays will be designated as ‘full distance learning days’; for all; and incorporate a half-day academic schedule. We will use that day to properly disinfect every facet of the school building. In addition, in the afternoon hours, we will provide students the opportunity to engage in extra-curricular clubs and programs (both remote and in-person). A detailed list will be provided once confirmed.

To alleviate mass crowding and potentially risky interactions, it is likely that certain grades will be scheduled to remain in their respective classrooms for the entirety of their designated in-class learning days. Schedules will be provided in a staggered capacity (arrivals/dismissals) to alleviate mass crowding and student interaction.

We will provide families/students with the choice of Opting-Out of in-school instruction. Families/students who wish to do so must choose one of two options: ‘first semester (through January)’, or ‘for the entire academic year’. Each request must be made using the Opt-Out Survey provided by the school.

Return to Normalized Scheduling: (Full In-School Learning)

Finally, our ultimate goal is to resume normal operations (full in-school scheduling) once a vaccine is identified (and accessible) or the risk of student/staff contraction is minimal.

Attendance:

Regular attendance (be it in a distance learning capacity or in-school learning) is imperative to a student’s success. Students are given a schedule every semester that they must adhere to. Students have an exchange of classes and are given 3 minutes between the end and start of their next class. Students are required to attend all classes and missed classes are considered "cuts." Only the Principal, Assistant Principal or Dean of Student Life may excuse a student from class. If a student does not attend class, a parent will be contacted and further disciplinary action will take place.

Excessive absences and lateness are correlated to student performance. Therefore, it is imperative students attend classes regularly in a timely manner. Attending class regularly is proven to have a positive effect on student self-esteem, individual growth, academic and spiritual intrigue, and self-confidence.

If a student is absent or late 5 or more times without a doctor’s note or notification from a parent, the school counseling staff will reach out to both the student and parent. An initial meeting will be held with the counselor and student. During this meeting reasons for the absence/lateness will be discussed. A follow-up meeting will be held with both the student and parent. The student, parent and counselor will outline 3 possible solutions to ensure that the student can attend school regularly. The counselor along with the parent and student will design a contract with solutions that are to implement the plan immediately.

To note, students who become ill with COVID-19 will not be penalized according to standard school attendance/lateness policies. However, students are responsible for making up any missed assignments in order to receive credit for the course. A parent/legal guardian is required to call the school no later than 9:00 AM to report a student's absence for the day of the absence. Please call (718) 763-1100, ext. 225.

Our school attendance policy will not deviate based on distance learning, in-school learning, or hybrid/blended models. Occurrences of lateness and missed classes will be reviewed on a case-by-case basis. Nazareth always seeks to reach out to and support our students. We are aware that these are very difficult times, and that multiple factors impact on attendance, punctuality and learning. To provide support, encouragement and comfort, the Guidance staff will play an important role in responding to attendance and lateness concerns.

Athletics and Extra-Curricular Activities:

As stated, Nazareth has made the decision to begin the school year distance learning. As a result, Nazareth will not be participating in team sports for the fall (volleyball, football, cross country, and cheerleading). We are still awaiting word from the CHSAA on whether or not they will be hosting fall sports or opting to choose a modified seasons approach (for all sports) to commence in January.

We will be offering virtual extra-curricular clubs and activities for students during the first quarter. We fully expect to resume in-person clubs and activities as we move toward the hybrid/blended phase and, eventually, return to normalized in-school operations.

Compliance

We fully expect our study body and faculty/staff members to comply with our enhanced safety measures and operational protocol. Those that fail to adhere to newly instituted policies will not be permitted access to the building and may be subject to further recourse, thereafter. Administration reserves the right to dismiss a student who fails to comply with school policies (per the student handbook).

Once more, we at Nazareth believe the best way to combat the spread of COVID-19 is to do so with a focus on 'Collective Responsibility.' As we continue this journey together, we must be selfless in keeping each other safe, mindful of our peers and neighbors, and vigilant in our focus on personal (and public) accountability.

WHY NAZARETH?

Beacon of Hope
Focus on Health & Safety
Communication
Where Bright Futures Begin



Collaboration
Family-First
Integrated Blended Learning
College Bound & Ready