



**WATERFORD-  
HALFMOON UNION  
FREE SCHOOL  
DISTRICT**

*2021-22  
School  
Reopening  
Plan*

# **Waterford-Halfmoon UFSD**

## **2021-22 School Reopening Plan**

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# **Waterford-Halfmoon UFSD**

## **2021-22 School Reopening Plan**

### **Introduction**

The health, safety and well-being of our students and staff at the Waterford-Halfmoon Union Free School District is our number one priority. The District's Reopening Committee helped to design a plan that would bring our students back for in-person instruction for the 2021-2022 school year. In light of this, the District has designed a reopening plan which allows for students in **Grades UPK-12** to attend school in-person daily. This plan has been developed to follow CDC guidelines with some modifications as per consultation with the Saratoga County Department of Health. This document will provide our guidelines for opening school this fall but it must be noted that it may need to be revised and updated, at times, based on infection rate data from Saratoga County or any Executive Orders from the Governor's Office or new mandates issued from the New York State Department of Health.

### ***Elementary and Jr./Sr. High Schools:***

All students in grades UPK-12 will be required to attend school in person on a daily basis. Students will be socially distanced to ensure 3 feet of space between each pupil while in the classroom. There will be no remote learning options offered when in-person instruction is available.

### ***Special Education:***

All students UPK-12 who have an Individual Education Plan (IEP) or 504 Accommodation Plan will be required to attend school daily. Related services will be provided per students' IEPs. Special education and related service providers will refer to the Individualized Education Plan for each student and ensure that the accommodations, modifications and supplementary aids and services are in place in the classroom and during small group instruction.

### **District Wide Plan Specifications**

#### **1. Professional Development/Curriculum Development**

- a. Professional development and curriculum development for all staff and course work is essential for a district. Professional development will follow the Board of Education adopted school calendar for 2021-2022.

#### **2. Student and Staff Safety Instruction**

- a. All students and staff will receive instruction and guidance on adhering to all NYSDOH and NYSED protocols and recommendations surrounding COVID-19. These include, but are not limited to,
  - i. Proper use of personal protective equipment (PPE)

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- II. Acceptable face coverings and requirements related to wearing masks
- III. Hand washing
- IV. Adherence to social distancing instructions
- V. Symptoms/prevention of COVID-19
- VI. Respiratory Hygiene
- VII. Daily monitoring of temperature
- b. Emergency Evacuation and Safety Drills:
  - I. Safety drills such as fire drills and lockdown drills will continue to take place during the year.
  - II. Students will be instructed as to the procedures to be followed during a real drill.
  - III. Students will remain at their desks during lockdown drills.

### **3. Face Coverings**

- a. Face coverings are required for all students and staff at all times when inside the building when less than six feet of distance cannot be maintained.
- b. Acceptable face coverings include cloth based face coverings and surgical masks. Face shields are not considered acceptable face coverings.
- c. Although the District requests that all students and staff obtain and wear their own masks, the District will provide masks to those individuals who are unable to obtain one.
- d. The District will follow all NYSDOH guidelines for medical exceptions for face covering requirements. Exceptions to face covering requirements will only be made upon receipt of adequate documentation from the student's medical provider.
- e. Managed mask breaks will be allowed throughout the day in all classrooms.

### **4. Social Distancing**

- a. Classrooms:
  - I. Will be arranged to accommodate three feet of social distancing. If three feet of distance cannot be maintained then a barrier will be provided.
  - II. Students are not allowed to remove their face covering while seated except when participating in mask breaks.
  - III. Moving to a rest room or about the room will require a face covering.
- b. Hallways:
  - I. Face coverings will be required for staff and students as they travel through the hallways.

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- c. Students and staff are expected to make every effort at all times to maintain three feet of social distance.
- d. Face coverings are not required while outside.

#### **5. Screening**

- a. Daily temperature checks will be required. No individual with a temperature of 100.0 or higher will be permitted entry to the building or school bus, as applicable.
- b. All staff must complete a daily questionnaire related to COVID-19 exposure and symptoms
- c. The Wasaren League requires that non-vaccinated athletes must be screened for COVID-19 on a weekly basis. The district will complete random testing of 20% of non-vaccinated athletes each week.
- d. Positive screening (an individual with COVID-19 symptoms or exposure but not, at the time, a positive COVID-19 test):
  - I. Individuals will immediately be referred to Professional Health Care Providers
  - II. In accordance with NYSDOH guidance, students returning to learning after positive screening results must provide:
    - 1. documentation from a health care provider evaluation;
    - 2. negative COVID-19 testing; and
    - 3. symptom resolution; or
    - 4. if COVID-19 positive, release from isolation.

#### **6. Contact Tracing**

- a. The District will notify State and Local Health Departments immediately upon notification of a COVID-19 positive test result by an individual within school facilities on school grounds, including students, faculty, staff and visitors of the District.
- b. To assist the NYSDOH and Saratoga County Department of Health with tracing the transmission of COVID-19 the District will trace all contact of exposed individuals in accordance with protocols, training and tools provided through the NYS Contact Tracing Program.
- c. The District will utilize and comply with any and all local Saratoga County Department of Health guidelines.
- d. The District may assist with contact tracing by:
  - I. Keeping accurate attendance records of students and staff members;

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- II. Ensuring student schedules are up to date;
- III. Keeping a log of any visitor which includes date and time and where in the school the individual visited; and
- IV. Assisting the Saratoga County Department of Health in tracing all contact of the individual in accordance with the protocol, training and tools provided by the NYS Contact Tracing.

#### **7. School Closure Protocol**

- a. The District will shift to entirely virtual learning as a last resort in the event that the COVID-19 infection rates indicate that schools must be closed.
- b. The District will use its School Messenger System to notify parents and/or guardians, community members, faculty and staff of closure related events.

#### **8. Cleaning and Disinfection**

- a. The spaces within the building (with emphasis on frequently touched surfaces) will be cleaned and disinfected nightly by the custodial team.
- b. Cleaning supplies and hand sanitizer will be made available in each classroom.
- c. For elementary classes (which will be separated into cohorts) no disinfection will be necessary during the school day as the same individuals will be using the same spaces
- d. For high school classes, staff will be assisting with wiping down desks and commonly used classroom areas in between classes.
- e. All custodial staff will be trained on proper cleaning and disinfecting protocols and guidance set forth by NYSDOH and the CDC.
- f. Reviews of nightly cleaning and sanitizing will be conducted by the Director of Facilities.

#### **9. Transportation**

- a. Students will have their temperature taken when arriving at school.
- b. Face coverings must be worn by students and adults on buses.
- c. The district will return to pre-pandemic drop-off and pick-up procedures.

#### **10. Student Meals and Beverages**

- a. Meals will be eaten in the school cafeteria and gymnasium.
- b. If a student leaves their seat, they are required to wear their face covering.

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- c. Drinking fountains will be closed. However the District does have two water bottle filling stations which will be accessible to students. Students will also be allowed to bring water bottles to school.

#### **11. Communication to Students, Parents and the Community**

- a. A live streamed informational session for parents and students will be offered once our finalized plan is in place.
- b. Informational items from the district in regards to reopening will be posted on the district's website.
- c. Time will be dedicated during the first week of school to familiarize students to all new protocols and safety guidelines.

#### **12. Filtration and Ventilation**

- a. The District will meet or exceed minimum requirements.
- b. The District will open windows and doors when feasible to increase ventilation in the building.

#### **13. School Visitors**

- a. All visitors will be subject to all screening, social distancing and face covering requirements discussed in this document.
- b. All visitors must document their destination and path through the building.

#### **14. COVID-19 Educational Component**

- a. Students will be taught to follow all COVID-19 protocols safely and correctly.

#### **15. District Signage**

- a. Hallway traffic patterns, proper face covering, social distancing, hand hygiene, respiratory hygiene and COVID-19 symptoms and prevention signage will be prominently displayed.



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#### **16. Before and Aftercare**

- a. The District is committed to allowing a “before and after” care vendor to provide services as long as that vendor is willing and able to commit to all requirements contained within this plan and set forth by the NYSED and NYDOH.

#### **17. Field Trips**

- a. Field trips will be considered and permitted on a case by case basis as approved by the building level principal.

#### **18. Athletics/Extra-Curricular Activities**

- a. Interscholastic athletics are permitted at this time. Additional information on athletic activities is forthcoming.
- b. Club and extra-curricular activities will be permitted at this time.
- c. 20% of all non-vaccinated athletes will be randomly tested each week.

#### **19. Mental Health and Well-Being of Staff and Students**

- a. The District utilizes the services of Saratoga Center for the Family who provides a mental health counselor.
- b. The District also utilizes the services of school counselors, school psychologists, and social workers to help identify concerns of staff and students and provide support.

#### **20. COVID-19 Safety Coordinator: Patrick Pomerville (Superintendent of Schools)**

- a. Responsible for continuous compliance with all aspects of the school’s reopening plan
- b. District administrators will be the primary points of contact upon the identification of a positive COVID-19 case within their building and will be responsible for subsequent communications.

### **Grade K-6 Considerations**

#### **1. Background**

- a. There are approximately 396 students in grades UPK-6.

#### **2. Transportation**

- a. Transportation runs will be provided for UPK-6 students.

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- b. Students must exit the bus and report directly to their classrooms.

#### **3. Classrooms**

- a. Students will attend class with three feet of social distancing for desks. Barriers will be provided if three feet of distance cannot be maintained.

#### **4. Recess**

- a. Recess will be held outside when possible. Indoor recess will occur if 3' of social distancing can be maintained. No face coverings will be required while outside.
- b. Classes will recess as a group and groups will be spread out throughout the field.

#### **5. Dismissal**

- a. Students will exit the building a grade at a time to their assigned buses. Masks will be worn until they have left the bus at their stop.

#### **6. School Hours**

- a. UPK-6 hours will be **8:30 a.m. to 2:50 p.m.**

#### **7. Grading**

- a. Traditional grading practices will be instituted.

### **Grade 7-12 Considerations**

#### **1. Background**

- a. There are approximately 350 students in grades 7-12.
- b. Students attending in-person instruction will be on campus every day.
- c. School hours for students: **7:50 a.m. to 2:20 p.m.**
- d. The cafeteria will open at 7:30 a.m. for students eating breakfast or arriving early.

#### **2. Classrooms**

- a. Students will be placed in classrooms with three feet of social distancing.
- b. Students will follow their normal period by period schedule changing classes as required.

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- c. Breakfast and lunch will be held in the cafeteria maintaining the required three feet of social distancing.
- d. Students will be allowed to eat breakfast in the cafeteria until 7:50 a.m. "Grab and Go" breakfasts will also be available each morning.

#### **3. Locker access**

- a. Students will be allowed to utilize their lockers as per pre-pandemic usage.
- b. Students may carry backpacks during the day with their belongings (including lunch if brought from home)

#### **4. Changing of classes**

- a. Students will change classes after each period with three (3) minutes of passing time between periods.
- b. Since social distancing in the hallways cannot be adhered to, masks are required for all staff and students while in the hallways.
- c. Students may not congregate in the hallway with others.
- d. Students will follow the appropriate signage for hallway traffic.

#### **5. Band/chorus**

- a. Band and chorus rehearsals will be allowed using the six feet of distance guidance.

#### **6. Grading**

- a. Traditional grading practices will be instituted for all students.

#### **7. Students attending CTE Programs**

- a. Information will be forthcoming from WSWHE BOCES. Please see BOCES website for updates [www.wswheboces.org](http://www.wswheboces.org)

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