A large, solid red arrow pointing to the right, centered on a light gray background with rounded corners. The arrow's tail is on the left, and its head points towards the right edge of the page.

**CANISTEO-GREENWOOD
CENTRAL SCHOOL DISTRICT
RETURN TO SCHOOL PLAN
2020-2021**



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Introduction and District Priorities

As a school district, Canisteo-Greenwood Central School District looks forward to welcoming students back to school in September 2020. Despite the challenges with COVID-19, our district will continue to provide the excellent education to our students, which will include both in-person and remote learning environments. As the public health crisis continues, we have been planning for the opening of the 2020-21 school year with a focus on the health, safety and well-being of our staff, students and community.

While Canisteo-Greenwood CSD is planning for three different instructional environments, our plan follows recommendations for school opening and operations provided by the Centers for Disease Control and Prevention (CDC), the New York State Education Department, and state and local health officials.

The situation with COVID-19 is continuously changing, as are the protocols and measures needed to keep students and staff safe. Plans will remain flexible to accommodate potential changes and these guidelines may be modified as needed. As adjustments may be necessary throughout the coming school year, it will be our priority to keep the community informed of those changes and updates. The Canisteo-Greenwood CSD website and Facebook page will provide you with the most up-to-date information.

Our planning process has continuously evolved around new information and guidance that we receive from the state. Our Task Force, Action Teams and Advisory Groups have planned with the following key priorities and focus areas in mind:

KEY PRIORITIES AND FOCUS AREAS



- Public Health and Safety
- Instructional Continuity
- Maintaining Workforce
- Parent Choice
- Equity
- Innovation
- Communication

Feedback & Input: Surveys, Task Force & Advisory Groups

In preparation for effective planning in each key area of work, it was critical to receive feedback from our families and teaching staff regarding their experiences during school closure in the spring and feedback on concerns and needs as we plan for the fall with a lens of continuous improvement.

Families and staff were surveyed July 2020:

- **CG Community Survey - 295**
- **Faculty and Staff Survey - 123**

CG Community Survey - focused on seeking feedback on their overall learning experience, connectivity/technology, student engagement, social emotional well-being, and feedback on what improvements could be made for the fall, and what are the greatest concerns with returning to school for the 20-21 school year

Faculty and Staff Survey - focused on seeking feedback on instructional barriers and obstacles faced during the closure, student engagement, student instructional support, communication with students, staff and leadership, additional professional development needs, and overall well-being.

TASK FORCE MEMBERS

District	High School	Elementary
Thomas Crook - Superintendent Teffenie Bovee - Director of Curriculum and Instruction Tricia Dodge - Director of Special Education Paul Cone - Director of Human Resources Chrissy Taggart - District Clerk Michelle Miller – Food Service Heidi Beecher - Director of Transportation Don Lewis - Head Maintenance Mechanic Heather Cox - BOE member, School Physician Representative, Community Member, Parent	Peter Reynolds - HS Principal Jon Amidon - Teacher Patty Stauring - Teacher James Freeland - Teacher, Community Member, Parent Nate Thoma - Teacher Chris Koehler - Teacher Sarah Bittel - Teacher Pam Markel - Teacher Scott Chapman - Custodian Ethan Brooks - Teacher Matthew Drouin - Dean of Students, Community Member, Parent Renee Fortuna - Teacher Vickie Krisher - HS Nurse Shirley McCaffery - Teacher Emily Fawley - Social Worker Amanda Denkenberger - Teacher Adam Owlett - Teacher, Community Member, Parent	Colleen Brownell - Elementary Principal Emily Schultheis - Teacher Nicole Austin - Teacher Donna Giles - Teacher, Community Member, Parent Emily Mahoney - Teacher Becky Sirianni - Teacher, Parent Hilary McCaffery - Teacher, Community Member, Parent Brian McCaffery - Teacher, Community Member, Parent Sasha Rigas - Teacher Brett Young - Teacher Norma Roberts - Teacher, Community Member Jackie Bosworth - Teacher Cindy Merry - Teacher, Community Member Beki Button - Teacher, Community Member, Parent

		Jessica Hulett - Elementary Nurse, Community Member, Parent
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Fall 2020: Instructional Information for Families

This fall, Canisteo-Greenwood CSD will be implementing instructional practices to provide consistency across learning environments and ensure the safety of students and staff.

In- Person	Hybrid	Remote or Virtual Classrooms
<p>* In this model – CG students will report to school daily.</p> <p>* Staff and Students will wear masks (when unable to appropriately social distance)</p> <p>* Scheduling and classroom set-up will consider the need for social distancing and disinfecting staff/student work and personal spaces.</p>	<p>* In this model – CG students will receive instruction in both a remote/virtual setting and in the classrooms.</p> <p>*All in-person regulations, cleaning schedules, social distancing apply when students are in the school buildings.</p>	<p>* In this model – CG students will receive remote/virtual instruction.</p> <p>*The Elementary school building (Pk-6) will use Seesaw and Zoom for educational platforms for learning.</p> <p>*The High School building (7-12) will use Microsoft Teams and Zoom for educational platforms for learning.</p>

Regardless of learning environment, the Canisteo-Greenwood CSD is committed to ensuring that students have an equitable experience and access to high quality instruction:

- Canisteo-Greenwood CSD will utilize the strategies and best practices in the classroom and using technology associated with blended learning to design learning activities for all students.
- Learning experiences are designed to meet the needs and environment of the learner where they are.
- Students, regardless of learning environment, will engage in high quality learning experiences aligned to Canisteo-Greenwood curriculum and NYS Next Generation Standards.
- Students who begin the year in face-to-face learning at school may move into remote learning for a period of time if needed for school closure due to student/staff illness or county or state regulations.
- Both the remote and face-to-face experience will utilize Seesaw and Zoom in the ES building and Microsoft Teams and Zoom in the HS building, provide similar expectations around coursework and follow the same grading guidelines.

IN-PERSON LEARNING

Students and teachers will attend class in-person, five days a week, with additional safety measures in alignment with state and federal guidelines and recommendations.

- In this setting, teachers will provide face-to-face instruction, learning resources and support utilizing the designated educational platforms for each building. (CGES – Seesaw and Zoom and CGHS Microsoft Teams and Zoom)
- Teachers will plan instruction that is quickly and easily transferable from face-to-face to remote in the event of a temporary school closure due to COVID-19 spread.
- District-directed and building-designed safety procedures will be implemented.
- Gr. 7-12 students will be assigned schedules based on their course selections made last spring.

CGCSD REMOTE LEARNING @ HOME

CGCSD REMOTE LEARNING @ HOME is a remote learning opportunity that will allow students to engage in high quality learning experiences, utilize instructional resources and meaningfully connect with their teachers and other students. All activities will be designed to meet the needs of the student in the online environment through differentiated experiences that are consistent with those of their grade-level peers attending face-to-face.

- Teachers will teach remote students from their classrooms or other assigned CGCSD facilities.
- In this setting, teachers will also provide instruction, learning resources and support using Seesaw, Microsoft Teams, or Zoom.
- Parents will support students as a “learning coach” and ensure they have access to a device, a place to work and are engaged in virtual learning activities.
- We will ensure open lines of communication between teachers, students, and parents as we work together to ensure each student is academically and socially-emotionally future ready.
- Teachers will utilize the same curriculum as students who attend face-to-face instruction and will design strategies for learning in the remote environment.
- Grading will be consistent with the guidelines and practices used in all face-to-face instruction.

Remote Synchronous Learning is defined as two-way, real-time, live, instruction between teachers and students, through the computer or other electronic devices. Students enrolled in **CGCSD REMOTE LEARNING @ HOME** will be assigned a virtual class schedule and must be available for live, synchronous instruction.

CGCSD student expectations for *synchronous* learning:

- Students attend class on time, per their class schedule.
- Students will follow CGCSD dress code.
- Students are ready to engage and learn.
- Students should have a designated, distraction-free workspace to engage in learning.
- Students will show their face on the screen to engage with the teacher virtually.
- Students will participate in the class activities, discussions and assignments.

Remote Asynchronous Learning is a curricular experience where students engage in the learning materials on their own time, interacting intermittently with the teacher via the computer or other electronic devices. In this

setting, teachers will provide instruction, learning resources and support using Seesaw, Microsoft Teams, and Zoom.

CGCSD student expectations for *asynchronous* learning:

- Students will complete asynchronous activities assigned each day.
- Students show proof of participation in daily virtual instruction by satisfactorily completing assignments to demonstrate evidence of student learning, e.g., video, picture or activities submitted as lessons and/or completing assignments.
- Students and parents will communicate with the teacher when needing additional assistance, tutoring, etc.

Schedule for CGCSD REMOTE LEARNING @ HOME

While in a remote learning environment, time management is critical to success. Students and teachers must remain in communication regarding daily schedules and assignments. As with any traditional course, there is a risk of receiving a lower grade if a student falls behind. If students are struggling with time management, then the parent or student should contact the teacher for additional assistance.

Attendance for CGCSD REMOTE LEARNING @ HOME

Students will report to scheduled sessions with their teachers and attendance will be taken.

Parents and students will receive absence notifications via the school’s notification system.

Instructional Roles & Learning Tools for ALL Learning Environments

Although students may be learning in different environments, CGCSD is committed to providing consistency in high quality instruction and learning tools for all students.

INSTRUCTIONAL ROLES FOR ALL ENVIRONMENTS

Preparation for Learning	
Student	<ul style="list-style-type: none"> • Be prepared for learning each day and have work and assignments completed and ready. • Complete coursework by deadline set by teachers. • For face-to-face learning: Take all materials home each day in order to be prepared for possible abrupt school closure.
Parent	<ul style="list-style-type: none"> • Access parent resources to learn how students will navigate Seesaw, Microsoft Teams, and/or Zoom.



	<ul style="list-style-type: none"> • For face-to-face learning: Encourage your child to have their things in their backpack/device and ready for school the night before. • For CGCSD REMOTE LEARNING @ HOME: Create a designated place in your home for your student to use as their remote classroom.
Teacher	<ul style="list-style-type: none"> • Meet weekly with collaborative team to plan instruction for all students. • Utilize the district curriculum documents and follow the scope and sequence provided by the academic services department. • Upload “Week at a Glance” for parents and students in Seesaw or Microsoft Teams. • Upload weekly instructional materials into Seesaw or Microsoft Teams. • Be prepared to teach daily lessons. • Take all materials and devices home each day in order to be prepared for possible school closure.

Learning & Teaching Expectations

Student	<ul style="list-style-type: none"> • Attend classes according to school schedule (either face-to-face or remotely) and give your best efforts in your school assignments. • Participate in face-to-face learning activities or live synchronous virtual sessions as instructed by teachers. • Be organized in your work and in getting projects completed. • Ask questions and communicate with your teacher. • Be aware of what you should be learning each day. • Become familiar with the structure of your educational learning platform and how your teacher organizes information. • Turn in assignments on time. • Accept and understand that on-line work will be required and will be graded. Failure to complete work or complete it correctly may result in not advancing to the next level.
Parent	<ul style="list-style-type: none"> • Access Parent Portal (grades 7-12) to view student grades. • Check in with student(s) to monitor completion of homework and assignments. • Discuss your child’s favorite part of their day and what they learned in school. • Facilitate academic support and encouragement as a learning partner to motivate and guide your child throughout the school year in your role as a learning coach. • Provide your child with assistance on their day-to-day activities except for designated independent work.



	<ul style="list-style-type: none"> • Consider creating a designated learning/study space for your child at home to learn comfortably. • Maintain communication with your child’s teacher by phone, email and/or online meetings to create a learning partnership. • Monitor and ask for evidence that your child is on track with assignments and coursework. • Accept and understand that on-line work will be required and will be graded. Failure to complete work or complete it correctly may result in not advancing to the next level.
Teacher	<ul style="list-style-type: none"> • Teach students how to access learning materials through designated educational platform. • Provide face-to-face or live synchronous instruction and facilitate learning throughout the day. • Manage online and offline resources to provide consistency and routines for students. • Provide clear learning goals for students. • Follow the expectations established across the district for either Seesaw or Microsoft Teams. • Check student assignments in a timely manner and give feedback in verbal or written form at a weekly minimum to provide next steps or necessary academic intervention/extension. • Post grades in a timely manner according to district grading guidelines.

Support and Intervention	
Student	<ul style="list-style-type: none"> • Attend intervention/tutorial sessions as established by your teacher or school.
Parent	<ul style="list-style-type: none"> • Your child will attend intervention/tutorial sessions as needed. • Assist in supporting your child’s needs by establishing and managing the daily schedule communicated by the teacher. • Help your child own their learning. Provide support and encouragement and expect your children to do their part.
Teacher	<ul style="list-style-type: none"> • Provide intervention or tutorial sessions as needed. • Follow student IEPs / 504 accommodations in all learning environments. • Use data to pinpoint students’ specific needs for enrichment and intervention. • Monitor student progress with fidelity according to recommendations. • Provide and communicate office hours or conference period for student/parent support. • Attend and participate in professional learning.

LEARNING TOOLS FOR BOTH ENVIRONMENTS

	Information
Device	All students will be offered a device (K-2 iPads, and 3-12 touchscreen laptops) to use in either learning environment.
Instructional Platform	<ul style="list-style-type: none"> All teachers, grades PK-6 will use Seesaw and Zoom, 7-12 will use Microsoft teams and Zoom, as their primary learning management system and communication tool for the 2020-2021 school year. Assignment submissions: For both environments, student assignments will be submitted (as much as possible) through online platforms to eliminate unnecessary contact and shared materials.

	Information
Online Resources	<ul style="list-style-type: none"> All teachers in PK-12 will be enhancing instruction using online resources to engage students in high quality learning experiences. Students will have access to online resources. No resources, platforms or apps requiring student fees or an associated cost to the family will be required at any time.
Communication	<ul style="list-style-type: none"> Communicating with teachers: <ul style="list-style-type: none"> All teachers will establish and communicate office hours or conference times when they are available to meet with parents and answer student questions. Contact information will be provided at the beginning of each semester and posted in building designated educational learning platforms. Use of student email: <ul style="list-style-type: none"> Students in grades 2-12 will be provided a district managed email account and Microsoft 365 account beginning in the fall of 2020. These accounts should be utilized for all communication directly between teachers and students.
Technology	Canisteo-Greenwood CSD recognizes the need to ensure all students have reliable access to adequate technology resources on and off campus in order to fully participate in academic programming. CGCSD is preparing for CGCSD REMOTE LEARNING @ HOME and possible school closures due to COVID-19 as follows:

- Learning devices will be provided as needed for those that fill out the Acceptable Use Policy form.
- Wi-Fi hotspots will be strategically placed in the district to assist families that may not have internet access at home. Coverage is limited to the number of devices and the cell reception of that area.
- Students and families are expected to follow guidelines for care of devices and use in order to ensure these public resources are effectively maintained.
- Relevant notifications, instructions, procedures, policies and processes are available on the CGCSD website and Facebook page.

Return to School Protocols

Following are the return to onsite work protocols for CGCSD buildings. Since this is an ever-changing situation, the district may need to change protocols at any time to address specific needs and circumstances in order to protect the health and safety of students, employees and the community. Please note, health guidance cannot anticipate every unique situation. As a result, CGCSD will continue to consult available guidance through governmental agencies and other information deemed relevant to monitor the situation. The district will comply with applicable federal and state employment and disability laws, workplace safety standards and accessibility standards to address individual needs.

It is important to remember the virus that causes COVID-19 can be spread by infected persons who have few or no symptoms. Even if an infected person shows no symptoms or is only mildly ill, the people they spread it to may become seriously or fatally ill, especially for persons 65 years of age or older with pre-existing health conditions placing them at higher risk. Because of the hidden nature of this threat, CGCSD expects all employees, students and families to rigorously follow these practices.

Preparation for the Opening of School

CGCSD will ensure all staff, resources and supplies are prepared for opening school, including but not limited to assigning sufficient staff to carry out re-opening, ensuring proper training and stocking inventory of necessary supplies, such as personal protective equipment (PPE).

The Centers for Disease Control and Prevention (CDC) provides guidance, recommendations and resources to assist with plans and protocols for health and safety. Before schools re-open, CGCSD will implement health and safety plans that include:

- Ensuring adequate supply inventory (e.g., PPE, cleaning supplies, hand sanitizer, etc.).
- Cleaning with products approved by governing authorities and per guidelines from the Environmental Protection Agency.
- Ensuring compliance with CDC, Health and Human Services, the NYSED and Department of Health and other jurisdictional policies.
- Providing communication of procedures and expectations upon entering facilities and throughout buildings.

Protocols for Screening and Isolation

General

All students and staff will be screened for COVID-19 symptoms daily and individuals with symptoms will be separated and sent home.

Screening Protocols

- Staff will be required to complete a self-screening process prior to entering a CGCSD building, and the district may require further screening of employees at any time based on current state and federal guidelines. Staff are expected to complete a daily survey on the website, any time they are accessing a District facility/building.
- A parent or guardian will be required to screen their children for COVID-19 symptoms each day prior to sending them to school. Parents will need to take their child's temperature daily. Additional screening may be conducted during the school day.
- Parents must ensure they do not send a child to school on campus if the child has COVID-19 symptoms (as listed in this document) or is lab-confirmed with COVID-19, and instead should opt to receive remote instruction until the below conditions for re-entry are met.
- Staff and students should not enter campuses or district buildings if any of the following apply. The individual is:
 - Sick or has been sick in the past 14 days. Symptoms to watch for: fever (100°F or higher), cough, shortness of breath/difficulty breathing, chills, muscle pain, headache, sore throat, new loss of taste or smell.
 - Has a confirmed case of COVID-19 or has been in close contact with a person with a confirmed case of COVID-19. These individuals must follow all isolation and quarantine guidelines from the local health authority or their physician.
 - Has a household member who is awaiting COVID-19 test results, or who is awaiting their own test results.
 - Has traveled to a state on the NYS designated quarantined states in the past 14 days. The list of banned travel states changes routinely, so check the list frequently.
 - Has traveled internationally or on a cruise in the past 14 days. These individuals must follow current CDC self-quarantine recommendations: [View current CDC recommendations](#).
- Teachers will monitor students and refer them to the nurse if symptoms are present.

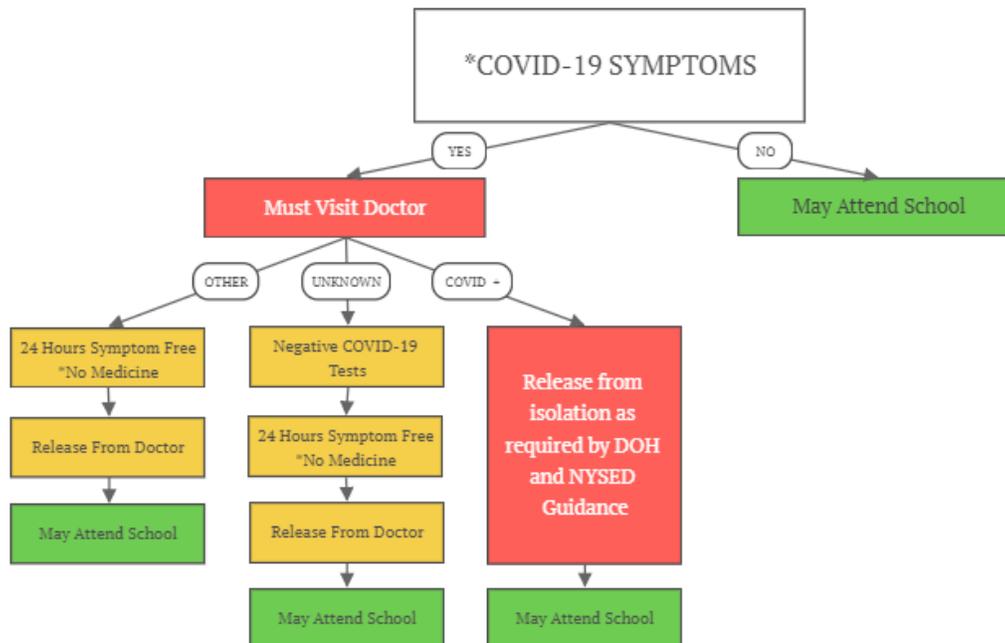
Self-Assessment Questions:

Have you had any of the following symptoms since your last screening, or in the last 24 hours that are NEW OR UNUSUAL for you?

1. Loss sense of taste or smell?
2. Chills or fever of 100F or higher?
3. Sore throat (not due to allergies)?
4. Feeling like coming down with an illness (fatigue or muscle ache)?
5. Unusual headache or eye pain?
6. NEW cough or CHANGE in your cough?
7. NEW or worsening shortness of breath (difficulty to breath)?
8. Abdominal pain, nausea, vomiting, diarrhea or loss of appetite (skipping a meal)?
9. Contact with a confirmed case of COVID 19 or have been tested in the last 14 days?
10. Have you travelled to any state that is on the New York State travel ban?



Student Screening/Referral/Re-Entry



*COVID-19 Symptoms

- Fever or chills
- 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
- Diarrhea

Isolation Protocols

- For students displaying symptoms of COVID-19 or are feeling feverish, the school nurse will provide a clinical assessment to determine when a student needs to be sent home.
- Students who are ill will be separated from their peers and should be picked up within 30 minutes and no later than 1 hour from the time the campus has contacted the parent/guardian.
- Other students will be removed from the classroom and taken to an alternate location on campus (go on a walk outside, move to a different classroom, etc.) so that the classroom can be disinfected.
- If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify its local health department, in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the Americans with Disabilities Act (ADA) and Family Educational Rights and Privacy Act (FERPA).
- Schools must close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected.
- District communication will be provided to the students who encountered a student or staff member displaying COVID-19 symptoms.
- Staff members displaying COVID-19 symptoms will follow district protocols including isolation from students and other staff members.
- Students and staff who have tested positive for COVID-19 will be permitted to return to school when:



- They are 3 days (72 hours) fever-free without using fever-reducing medication.
- They are 3 days (72 hours) symptom free without using medication.
- Improved symptoms (cough, difficulty breathing, etc.).
- 10 days have passed since symptoms began.

Protocols for Personal Protective Equipment (PPE)

Schools are required to comply with the governor's executive order regarding the wearing of masks. Students and staff are expected to wear face coverings during school hours. This requirement is subject to change.

- Masks include non-medical grade disposable face masks, cloth face coverings (**over the nose and mouth**), or full-face shields to protect eyes, nose, and mouth.
- Students and staff are strongly encouraged to bring their own mask. The district will provide a mask to any individual that does not have a mask before entering the building or boarding a bus.
- Staff and students will appropriately wear face coverings at times when social distancing cannot be maintained.
- Staff and students will appropriately wear face coverings while moving throughout the building.
- Students will keep face coverings on until all students in the classroom are seated. The teacher will instruct students when to take their face coverings off.
- It may be impractical for students to wear masks or face shields while participating in some athletic or other extracurricular activities.
- Students will not be required to wear face coverings while eating but will be distanced 6 feet apart.
- Individual needs regarding face coverings will be addressed on a case-by-case basis.
- Additional protective equipment will be provided to school nurses for use in the office.
- Families will be responsible for daily cleaning of their child's personal mask.

Protocols for Campus Visitors

Campus staff should consider utilizing virtual meeting options to limit campus visitors. All visitors who enter the building will be required to wear a face covering and those who proceed beyond the reception area will follow specific guidelines for visitors.

Visitor Screening/PPE Requirements

In response to the Covid-19 pandemic, and in accordance with New York State guidelines, the following procedures have been enacted to help ensure your safety and the safety of our employees.

- Visitors/Parents to Canisteo-Greenwood School facilities are by appointment only.
- Parents/Guardians are encouraged to not make unnecessary trips to school (forgotten backpack, dropping off food, etc.)
- Elementary parents/guardians will no longer be able to enter the building to walk their child to their classroom or to the "Hug and Go Zone". The "Hug and Go Zone" will be relocated outside.
- Visitors must agree to participate in a non-invasive screening process prior to gaining access to any building.
- Screening consists of the following questions related to the visitor's health:
 - Within the last 14 days have you:
 - Had a fever?
 - Experienced shortness of breath/difficulty breathing?
 - Experienced symptoms of respiratory illness (dry cough, sneezing)?

- Tested positive for Coronavirus, or Coronavirus Antibodies?
 - Been in close personal contact with anyone on the New York State list of quarantined states?
- Masks are required to enter the building and on school property when social distancing cannot be maintained.
 - All visitors will have their temperature taken if entering the building beyond the check-in area.
 - Hand sanitizer will be made available.
 - Shared and common surfaces in visitation areas will be sanitized frequently.
 - A visitor's log will be kept with the visitor's name, contact information, and purpose of visit for contact tracing purposes.
 - If visitors have COVID-19 symptoms, or are lab confirmed with COVID-19, they must remain off campus until they meet the criteria for re-entry.
 - Visitors will stand behind the shield guard installed at reception desks.
 - Any individuals permitted to proceed beyond the reception area must follow all safety and district protocols.

Protocols for Disinfecting and Hand Sanitizing

Frequent disinfection and hand sanitization will ensure health and wellness of students and staff.

Hand Washing/Sanitizing Expectations

- Hand sanitizer will be available at the main entrance, in classrooms, in the cafeteria and in common areas throughout the campus.
- Paper towels will be provided near all doors to use for all high-touch areas.
- Staff and students will be expected to regularly wash or sanitize their hands.
- Requirement for hand washing and/or use of CGCSD-provided hand sanitizer:

Elementary & Secondary

- Provide hand sanitizer upon entry to classroom and periodic teacher reminders during instructional day.
- Habitual and thorough hand washing after recess, before eating and following restroom breaks.

Disinfecting Expectations

- Staff will have access to disinfectant solutions to sanitize high-touch and working surfaces and shared objects frequently.
- Staff will limit the use of shared supplies when possible.

Protocols for Campus Cleaning and Disinfecting

Frequent cleaning and disinfection will support a healthy learning and work environment for students and staff.

Daily Campus Cleaning

- Each classroom and restroom will be cleaned and disinfected.
- All high-touch areas will be disinfected throughout the day.
- Custodians will be expected to wear PPE (masks and gloves) during work hours.
- Cafeterias will be disinfected between lunch periods.

- Staff and students will have access to disinfecting items to sanitize working surfaces, shared objects, and high-touch areas after use and during breaks in instruction.

Restrooms

- Staff should supervise and limit the number of students that enter the bathroom at one time to comply with health agency recommendations and social distancing.
- The scheduling of whole class restroom breaks is recommended to eliminate co-mingling of students across various classes and to ensure teacher monitoring of social distancing guidelines.
- Increased disinfecting will occur throughout the school day. Staff and students must wash hands with soap and water prior to exiting the bathroom. Proper handwashing techniques will be taught to all students and consistently reinforced.

Protocols for Common Areas and Meetings

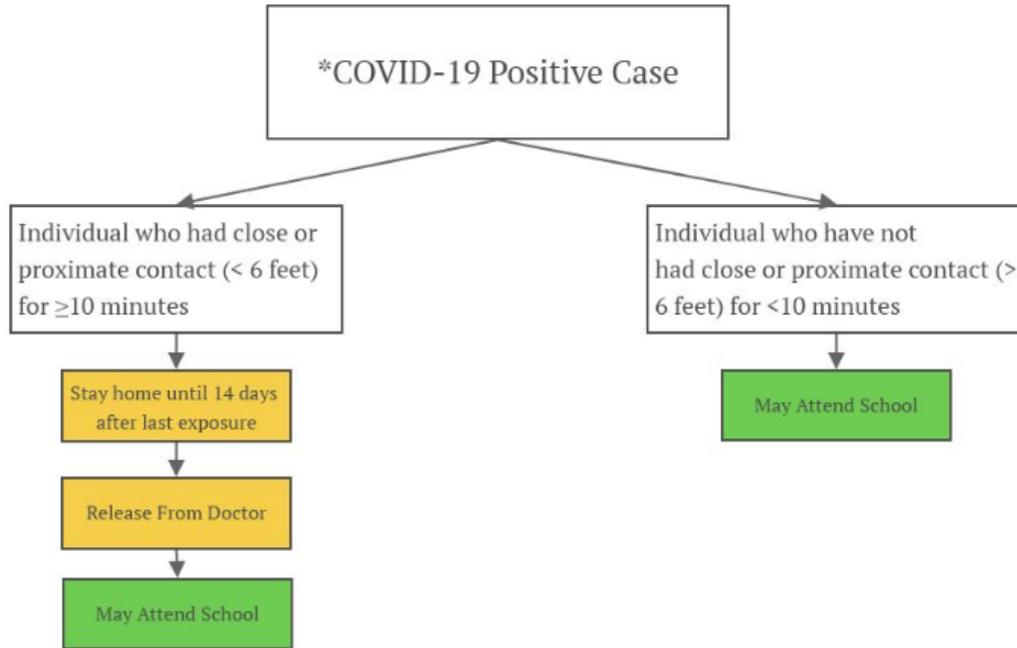
Common areas include spaces that are used for meetings and collaboration. This includes computer labs, flexible spaces, conference rooms and other meeting rooms.

- All students and staff will be required to use hand sanitizer when entering and exiting common areas.
- Classes/grade levels will sign up to reserve common areas.
- Campuses will develop schedules and follow protocols for the use of common areas, including how to sanitize the space between use(s). When needed, students will bring personal supplies from the classroom.
- There will be procedures for students to sanitize their spaces before and after usage.
- Number of students in a common area will be based upon social distancing practices.
- Visual reminders will be displayed for social distancing throughout common areas. Informational graphics and markers will be posted to help with 6 ft. social distancing.
- The use of virtual meetings/videoconferencing is preferred when possible
- If meetings must be held in person, all social distancing protocols will be implemented:
 - Facial coverings
 - Six-feet social distancing when possible
 - Limiting the sharing of materials/supplies

Protocols for Positive COVID-19 Cases on Campus

- If a classroom or facility is closed due to COVID-19 spread, quaternary disinfectant, which is recommended for use on the virus that causes COVID-19, will be used to disinfect.
- Custodial staff will disinfect classrooms, restrooms, athletics, fine arts areas and all additional areas throughout the school facility.

Positive COVID-19 Case in School



Campus Health & Safety Protocols

Training

On the first day a student attends school on campus, school systems must provide instruction to students on appropriate hygiene practices and other mitigation practices adopted in the local school system. To include the practice of covering coughs and sneezes with a tissue, and if not available, to cover cough or sneeze with their elbows. Used tissues should be thrown in the trash, hands should be washed immediately with soap and water for at least 20 seconds, or hand sanitizer should be used.

Safety Training for Protocols & Procedures

Student

- Students will participate in training specific to newly adopted health and safety protocols.
- All students will be trained on information about COVID-19 screening, identification of symptoms, prevention of spread, and sanitation of work areas.
- If a student is experiencing symptoms, they need to immediately notify a teacher.

Parent	<ul style="list-style-type: none"> • Parents are asked to talk to their students about COVID-19 symptoms and prevention strategies.
Teacher/Staff	<ul style="list-style-type: none"> • Teachers attend training and develop classroom procedures consistent with NYSED, DOH, District and CDC guidance. • All staff will be trained on COVID screening, identification of symptoms, prevention of spread, and sanitation of work areas. • All staff will monitor students that exhibit symptoms and will be required to notify the nurse if a student is showing any symptoms.

School Arrival & Dismissal

Arrival: When possible, separate entrances will be utilized for car riders, bus riders, walkers and daycares. All staff will be utilized for duty to maintain a line of sight in hallways and distancing of hallway cohorts. Students will go straight to the designated areas set by each campus. Parents will not be allowed to walk students to classrooms.

Dismissal: Campus will designate staggered dismissal groups. Staggering the groups of walkers, car riders, bus riders or grade level will help manage student movement in the building and decrease the risk of potential crowding outside at dismissal time. Sanitizer stations will be placed at each exit and students will be encouraged to sanitize hands prior to exit. Sibling connections at Elementary campuses will be done outside the building. Separate exits will be utilized for car riders, bus riders, walkers and daycares. Parents picking up students during the day will call ahead so that students can be sent or accompanied to parent vehicles upon arrival.

BUS TRANSPORTATION

As schools reopen, students using school bus transportation services will follow revised protocols. Starting at the time when students arrive at their designated bus stop and board the school bus, the new safety and sanitizing protocols will need to be followed.

Transportation COVID-19 Protocol: Parent Information

The Canisteo-Greenwood Transportation Department offers the following guidance to parents and caregivers regarding school bus transportation for daily bus routes as well as field trips. Bus routes will run at regular capacity. Although the district is implementing the safety protocols and disinfecting efforts described below, families are encouraged to drop students off, carpool or walk with their student to school to reduce possible exposure on buses. *We are requiring all our drivers and students to wear masks while on the school bus.*
*****There will be no student(s) riding home with others as a guest for the 2020-2021 school year.***



General Education/Special Needs Loading and Unloading Procedures

Bus Stop Expectations

- Students should practice social distancing, whenever possible (if there is adequate space and it is safe to do so) while waiting for and approaching the school bus.
- Students should NOT share food, drinks or personal devices.
- Students will be asked to provide proof that a screening was conducted by the parent/guardian prior to entering the school bus.

Morning Boarding Bus Procedures

- Students should practice social distancing as they approach and board the bus.
- Seating: Students will be seated starting from the back seats, then toward the front.
 - Considerations for siblings & younger students mixed with older students
- Bus in motion rules: Standard CGCSD bus rules apply.
- Students should NOT share food, drinks or personal devices.

Unloading at School

- Unloading will start from the front to the back.
- Students should practice social distancing and follow campus guidelines.

Afternoon Boarding Bus Procedures

- Students should practice social distancing as they approach and board the bus.
- Seating: Students will be seated starting from the back seats then toward the front.
 - Considerations for siblings & younger students mixed with older students
- Bus in motion rules: Standard CGCSD bus rules apply.
- Students should NOT share food, drinks or personal devices.
- Students will be dismissed by bus number by staggered times.

Unloading at Bus Stop

- Unloading will start from the front to the back.
- Students should practice Social Distancing and avoid gathering in groups of 10 or more.
- Students should NOT share food, drinks or personal devices.

Disinfecting Protocol

Between each AM & PM Campus drop-off

- School bus drivers, bus assistants and staff will be wiping down seats and high-touch items with disinfecting spray.
- Bus seating areas will be disinfected after each bus route, particularly high-touch surfaces such as bus seats, steering wheels, knobs and stairway handrail.
- When possible, bus windows will be open to allow outside air to circulate in the bus.

Weekly Deep Disinfecting Process

- Deep cleaning: Spraying of bus interiors will occur twice weekly.



Bus Arrival & Dismissal	
Student	<p>Arrival</p> <ul style="list-style-type: none"> • Students will load and unload the bus at staggered times at the direction of the bus driver. • As students depart from the bus, they should immediately walk into the building and designated area for morning arrival. • Students will not congregate with other students after exiting the bus. • Students should maintain appropriate social distance guidelines as they enter the building and report to designated waiting areas. • Any student that was not pre-screened at home must enter the building to be temperature checked. <p>Dismissal</p> <ul style="list-style-type: none"> • Students will wait in a designated "pre-loading" area for each bus to arrive. • Students will load onto the bus at staggered times at the direction of the bus driver. • Students will maintain current social distance guidelines as they load and are seated for the duration of the bus ride home.
Parent	<ul style="list-style-type: none"> • When possible, parents should help with student supervision at the bus stop. • Parents/Guardians are asked to pre-screen their child(ren) prior to the bus arriving. If their child(ren) are not symptomatic or have a fever, they are asked to sign the "bus pass" for each child(ren) to be given to the bus aide or bus driver. A temperature check is required as part of the screening process. If a family does not have a functioning thermometer, please contact the school.
Teacher/Staff	<ul style="list-style-type: none"> • Assigned staff will supervise student arrival and dismissal, ensure that students are wearing masks and direct students to waiting areas. • Staff will ensure social distancing during arrival and dismissal. • During dismissal, teachers will supervise designated pre-loading areas for students waiting for the bus to arrive.

Walkers	
Student	<ul style="list-style-type: none"> • It is recommended that walkers keep social distance and use a face covering while walking to and from school. • As much as possible students will be asked to avoid large groups or gatherings with other students on the campus before or after school. • Students will be asked to immediately leave campus and begin walking home at the end of the school day. • All students will enter through a single point of entry to have their temperature taken.



Parent	<ul style="list-style-type: none"> • Parents are encouraged to talk with their child about the health benefits of social distancing. • Parents should follow campus guidance on how to pick up their child. • Parents are asked to not congregate in large groups with other parents as they wait for their child to be dismissed from campus.
Teacher/Staff	<ul style="list-style-type: none"> • Assigned staff supervises student arrival and dismissal, ensures that students are wearing masks, directs students to waiting areas and encourages that students maintain desired social distance between students. • Teachers will assist in monitoring students to discourage large groups from congregating.

General Building Arrival

Student	<ul style="list-style-type: none"> • Wash hands or use hand sanitizer upon arrival. • Campuses must plan for entry, exit, and transition procedures that reduce large group gatherings (of students and/or adults) in proximity. • Students will be assigned to report to a specific area and will be expected to adhere to schedules for morning arrival. • It is required that students and staff wear masks when entering the building and waiting in the designated waiting area. • Students are expected to stay seated until they are dismissed by a staff member. • Students can utilize the bathroom, but the number of students that enter will be limited to 2 students at a time. Students must observe social distancing while in the bathroom. • Students must wash hands after leaving.
Parent	<ul style="list-style-type: none"> • Parents are encouraged to talk with their child about the health benefits of wearing a mask at school. • Parents are expected to provide their own PPE for their child and will be responsible for daily cleaning of masks. Parents are encouraged to talk with their child about the health benefits of social distancing at school, as well as the health benefits of washing their hands, and/or using hand sanitizer. • Students and staff will be provided with a disposable face covering if they fail to bring their own.
Teacher/Staff	<ul style="list-style-type: none"> • Campus staff is required to complete the self-screening questions through Microsoft Forms or another screening platform.

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| | <ul style="list-style-type: none">• Staff members will be assigned to supervise students who report to multiple areas for morning arrival (gym, cafeteria, library, large spaces).• Staff are required to have masks on when entering the building and ensure that they ensure that students are wearing masks in the hallways and in classrooms.• Staff will dismiss student cohorts using staggered student release into halls from these areas. |
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Cafeteria - Breakfast and Lunch

Based on building capacity and student enrollment, campus administration will determine areas that may be utilized for lunch. These areas could include classrooms, the library or other large areas within the school building.

Teachers will monitor the cafeteria and hallways to promote social distancing practices. Depending on the number of students in the school, students may have meals in both the cafeteria and in classrooms. Cafeteria capacity will be based on current guidelines. Physical distance will be provided around each seat. Posted signage and staff will reinforce social distancing and traffic patterns in the cafeteria. Hand sanitizing stations will be available at entrances and exits of the cafeteria.

***** Insert from GST BOCES Food Service *** - 7/17/2020**

Emergency Student Feeding Procedure

Purpose: This procedure is to establish guidelines for student behavior as well as modifications to serving methods while providing food service during the stages of students returning to school from a public health emergency.

Scope: This procedure applies to all GST Food Management Programs.

Definitions & Acronyms:

Associated Documents & Forms: Various agency/government response plans

Responsibilities:

- Foodservice Central Office:
 - Share this procedure and subsequent revisions with foodservice managers.
- District Cook-Managers must:
 - Organize staff
 - Coordinate with partners/administrators
 - Order supplies
 - Other operations
- School District (Administration)
 - Provide direction to foodservice on the lunch times, who and how many in each lunch period.



- Provide funding in the event school meal programs do not permit it.
- Facilitate/coordinate any needed staff to facilitate the process. Custodians, lunch monitors and/or teacher aides shifting duties to help in the overall feeding process.
- Allow time for modified lunch services to operate.

Implementation Timeline

Varies depending on stage.

Procedure

Adjust operations accordingly based on guidance from your district and the central foodservice office. Operations will be based on what level you are guided to work with in. Level 1-4 are listed below.

Supplies needed may vary some depending on what Step you are operating in. Also, additional supplies may be ordered to accommodate alternative services, needs, and requests that come up based on direction from the district and the Foodservice Central Office.

NYSED Approval – Requests and waivers may be necessary to allow for school feeding style service, grab and go service, and various locations. A review of the NYSED Child Nutrition guidelines will be necessary.

A list of employees willing/able to work is identified. Have a list of the job tasks/duties they will need to do during their time at work. Have them go through the trainings offered by state Ed and any additional training deemed necessary. A sheet of training websites and videos will be provided.

Level 1 – Students are not attending school:

- Refer to the Emergency Student Feeding Procedure. Feed students based on the feeding procedures/systems available.
- If staggered attendance or high-risk students are not attending full days. It may be necessary to provide meals in this manner while also providing one of the levels below, if NYSED permits.

Level 2 – Classroom dining:

- **Students will dine in the classroom by picking up plated and limited touch items.**
- Efforts will be taken in the cafeteria serving line to significantly limit access to surfaces.
- Pre-ordering would be strongly encouraged to limit the time needed for each group go through the lunch line. Orders would need to be submitted by 9am that morning or the prior day preferably? Some of the ordering systems that could be utilized are the electronic lunch count program or handwritten preorder slips.
- No Cash exchange at register. Highly encourage the use of the online school payment system. Cash or check payment shall be sent down to the cafeteria by the teacher.

District to provide in level 2

- Masks to be worn by staff
- Wipe down & sanitize frequently touched surfaces before and after each group goes through. Some Examples: entrances and exits (doorways), tables, etc.
- Tape marks on the floor will be used throughout the lunch line from the entrance to the exit.
- Communication posters will be hung in the hallway that borders, in the entrances & exits of the lunch line, with in the lunch line and out in the cafeteria. These posters will encourage students/staff to stay



home when sick, etiquette on coughing and sneezing, good hand hygiene and reminding students/staff to maintain a safe distance from one another.

- Hand sanitizing stations will be in place at the entrances and exits of each lunch line and out in the cafeterias.
- Garbage bags placed over drinking fountains in the cafeteria and taped off with out of order sign taped on top.
- Shields will be installed at the registers and serving areas to protect staff and students where social distancing cannot occur.
- Garbage cans will be strategically placed throughout in the hallways outside classrooms. All food/trash will be disposed of when done eating in the classroom. Each classroom should have a spray bottle of sanitizing cleaner provided to them each day with 2 clean cloth rags (for B-Fast & Lunch). Garbage cans will be emptied by custodians when full.

Cafeteria team to enact in level 2

- Eliminate utensils for self-selection by portioning all fruit and vegetables available for self-selection. (these methods will reduce multiple touch points down to single access, consistent with public access at food stores and pick up restaurants)
 - Cupped fruit in 4oz container with lid vs. bulk with scoop or cupped up without lid.
 - Saddle bags used for vegetables, apples, etc. vs. bulk with tongs.
 - Salad greens in 8oz container with line vs. bulk with tongs.
 - Pizza offered on 9-inch paper plate vs. using a turner (enables students just to select their own).
 - Hot vegetable bars eliminated and provided on the tray by the cafeteria server at the hot entrée station.
- Limited food will be put out for each group. (Example, one classroom comes down with 15 orders – about 15 orders of fruit will be put out.
- Limited ala carte snacks will be put out to encourage students to only touch what they take.
- Tap water will be provided to students upon request by cafeteria staff. Post a sign that water is available upon student request in the serving area. Have a pitcher of water or a water station set up behind the serving line where it is easy access for the server & cashier to get to. Have cups w/lids & straws near the water station.
- Eliminate touching of pin pad by using CEP mode at the registers for the districts who are CEP. For the paid districts, students will verbally tell the cashier their names.
- Use disposable trays, or bags, disposable silverware.
- Switch to all condiment PC's. Cashiers & servers will place on each students' tray to limit the amount of hands touching the condiments.
- Wipe down & sanitize frequently touched surfaces before and after each group goes through. Some Examples: lunch lines, workstations, cash registers, etc.
- All staff out in the service area should wash hands/sanitize, change gloves for next group to go through.

Level 3 – Self Selection returns along with some cafeteria seating:

District to provide in level 3

- Follow the same outline procedure in step 2 with the following exceptions listed below.
 - Some groups may eat in the cafeteria in the specified areas/tables, to follow social distancing guidelines. Other groups may still eat in the classroom.

Cafeteria team to enact in level 3

- Self-selection and shared surface touching can return by limiting intervals.
 - Limited number of food sides and serve yourself entrees will be displayed on the line.
 - Self-serve utensils will be replaced after each serving period with a freshly washed set of utensils.
 - Example: bulk garden/salad bars may return. Students can serve themselves, serving utensils will be swapped out after each group goes through, washed and replaced.
 - Pin-pads may be used for student ID numbers; however, they will be either covered with plastic wrap and changed after each serving period or wiped with sanitizer after each serving period.

Level 4 – Group dining can return with continued student behavior changes:

District to provide in level 4

- Communication posters remain in the hallway that boarders, in the entrances & exits of the lunch line, with in the lunch line and out in the cafeteria. These posters will encourage students/staff to stay home when sick, etiquette on coughing and sneezing, good hand hygiene and reminding students/staff to maintain a safe distance from one another.
- Hand sanitizing stations will be in place at the entrances and exits of each lunch line and out in the cafeterias.
- Most students will eat in the cafeteria, with accommodations made for high risk individuals.

Cafeteria team to enact in level 4

- Self-selection and shared surface touching remain as stated in level 3.
- Use reusable trays for students eating in the cafeteria.
- Cash/check may be provided at the cash register; however, no change will be given.
- Normal food service sanitizing practices put back in place after each group goes through.

Seating & Directions	
Student	<ul style="list-style-type: none"> • Students will be expected to follow building guidelines for cafeteria procedures. • Students will be seated according to a seating plan for students consistent with social distancing guidelines. • All students are expected to wash hands or use hand sanitizer prior to entering the cafeteria. • Students are encouraged to read and adhere to the expectations and posted directional prompts/signs to ensure for proper social distancing. • At schools with open lunch, students are required to wash hands or use hand sanitizer upon their return to school.
Parent	<ul style="list-style-type: none"> • At this time, due to COVID-19, mealtime visitors will not be permitted in the school cafeterias.

	<ul style="list-style-type: none"> • Parents are encouraged to speak to their children about safety protocols and social distancing. • Parents are asked to read and be familiar with all school communication regarding health and safety protocols. • Parents should talk to their students about COVID-19 symptoms and prevention strategies.
Teacher/Staff	<ul style="list-style-type: none"> • Signs will be posted on the walls and floor to ensure appropriate social distancing in cafeteria lines. • A seating plan for students will be followed for social distancing. • Assigned staff supervises students in cafeteria lines, direct students to open seats, and ensures that students maintain desired social distance. • Staff will ensure to maintain a student consistent cohort for “in person” lunches.

Standard Classroom Procedures

Classroom protocols and procedures will include expectations regarding not sharing school supplies, social distancing, no or limited group work and hand washing or sanitizing, etc. Teachers will ensure high-touch areas in the classroom are wiped in between classes. Each classroom will be outfitted with the following:

- Visual reminders of distancing requirements will be in all classrooms marking off areas for common spaces and distancing best practices.
- Refillable alcohol-based hand sanitizer stations.
- Access to disinfectant to sanitize working surfaces.
- Whenever possible, students and staff will maintain consistent groupings of people to minimize the spread of the virus.
- In-class drinking fountains will be turned off.
- Technology should be utilized when students are involved in collaborative work.
- Group or pair work can be implemented while maintaining physical distancing.
- In classroom spaces that allow it, consider placing student desks a minimum of six feet apart when possible.
- In classrooms where students are regularly within six feet of one another, schools should plan for more frequent hand washing and/or hand sanitizing and should consider whether increased airflow from the outdoors is possible.
- The use of outdoor space for learning will be considered when possible. Classroom groups working outside will maintain at least 12-ft of social distancing from other classroom groups.

Classroom Training	
Student	<ul style="list-style-type: none"> • Students should wash their hands or use hand sanitizer upon entering each classroom.



	<ul style="list-style-type: none"> Students will participate in training specific to newly adopted health and safety protocols.
Parent	<ul style="list-style-type: none"> Parents are asked to read all school communication regarding health and safety protocols. Parents should talk to their students about COVID-19 symptoms and prevention strategies. Parents are asked to check their child for temperature and COVID-19 symptoms prior to sending them to school each day. If a child is displaying symptoms, please do not send the child to school. Notify the school nurse or office.
Teacher/Staff	<ul style="list-style-type: none"> Teachers/staff should be stationed outside their door to provide adequate supervision of their classroom and hallway. Teachers will receive training to deliver classroom lessons on health protocols.

Classroom Setup	
Student	<ul style="list-style-type: none"> Students will be expected to adhere to class and school-wide protocols that are consistent with DOH, NYSED, and CDC guidelines. Students will avoid sharing school supplies and will sanitize shared items after each use. Students will sit one per table when it is possible. During instruction, students will be able to take their masks off if socially distancing can be maintained. Students that want to use hand sanitizer should use it at the beginning of class. If a sink is available in the classroom students should wash their hands at the beginning of class. Students may bring a personal classroom snacks as long as they are not shared.
Teacher/Staff	<ul style="list-style-type: none"> Multiple locations of hand sanitizer, tissues, and trash cans will be available in several locations throughout classrooms and common areas to limit student and staff movement. Teachers will post signs with clear class protocols that are consistent with DOH, NYSED, and CDC guidelines and school wide. Teachers will limit student movement within the classroom such as turning in assignments, materials being passed out, etc. Teachers will create assigned seating arrangements to ensure social distancing. Consistent with NYSED and DOH guidance, all student desks should face the same direction.

	<ul style="list-style-type: none"> • Teachers will create systems to limit the sharing of items such as school supplies so that more than one student is using an item. • Teachers should clean supplies after each use by student.
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Recess/Playground

Administrators provide training for staff on guidelines and procedures associated with outdoor play and student activities. Administrators will develop a schedule for students to access the playground equipment. Teachers will monitor students to ensure safety guidelines are followed. Campuses will consider limiting the number of students per recess group. Staggered schedules and consistent cohorts will be utilized. (Allow small groups of students to play together? Develop structured games that consider social distance protocols?)

Guidelines for Outdoor Play	
	<ul style="list-style-type: none"> • Students will wear masks during outdoor activity. Students must maintain social distancing while lining up to return to class and sanitize or wash hands before re-entering. • All students and staff will be required to wash their hands or use alcohol-based hand sanitizer before entering the playground and upon exiting the playground. • While in the classroom, brain breaks and “mask breaks” will be implemented as needed, at the discretion of the campus/teacher.

Elementary Specialized Classrooms/Areas

Elementary Specials	
Music	<ul style="list-style-type: none"> • Appropriate social distancing measures will be followed. • Music equipment will be sanitized and wiped down after each use. • No large group choral or band classes can take place, unless in a socially distant location or in a situation where students are able to wear masks when social distancing is not able to be achieved. • Based on NYSED, social distancing for Music (Band and Chorus) is 12 feet
PE	<ul style="list-style-type: none"> • Whenever possible, physical education classes will be held outside to allow for maximum physical distance between students. • Any activities bringing students into close physical contact, or requiring multiple students to touch or handle the same equipment will be avoided • PE equipment will be disinfected and wiped down after each use. Students should disinfect equipment after each use.



	<ul style="list-style-type: none"> • Visual markers will be on the gym floor and bleachers as reminders of social distancing rules. The NYSED recommendation is 12 feet. • Procedures will be implemented in the locker rooms to limit social distancing. • Students should always avoid touching their face, but especially while playing games. • Sanitizing areas and access to handwashing will be provided. • If enrolled in a PE class, students should bring tennis shoes to participate in class activities.
Art	<ul style="list-style-type: none"> • Students will use their own art supplies and avoid sharing equipment, utensils and supplies as much as possible. • Students should complete cleaning protocols and sanitize their areas in between use. • Art equipment will be sanitized and wiped down after each use.
Library	<ul style="list-style-type: none"> • Visual reminders will be added, and furniture rearranged to help students maintain social distancing while in the library. • Students and staff will wash/sanitize hands upon entering and after visiting the library. • High-touch surfaces (e.g., tabletops, chairs, door handles, etc.) will be disinfected regularly. • Occupancy will be limited.

Secondary Specialized Classrooms & Extra-curricular Activities

All extracurricular practices and contests will be conducted following safety protocol provided by guidance from NYSED, DOH, and CDC guidelines. This will include COVID-19 screening, group sizes, sharing & sanitizing of equipment, locker room usage, etc.

Students opting for the CGCSD Remote learning environment will be permitted to participate in on-campus extracurricular activities unless decisions from NYSED, DOH, and CDC guidelines are communicated that restrict participation. It will be the responsibility of the parent to transport their student to/from practice sessions, rehearsals, and on-campus contests. Parents and students choosing the CGCSD Remote learning option will need to communicate with the appropriate campus staff (music director, athletic coach, cheer coach, drill team instructor, etc.) of their intention to participate. Extracurricular activities will only be offered on campus in a face-to-face environment.

All students will communicate with Athletic Trainers, Coaches, Directors or Instructors to notify them of any exposure or positive tests.



Secondary Specialized Classrooms and Extracurricular Programming

Physical Education

- Whenever possible, physical education classes will be held outside to allow for maximum physical distance between students.
- Any activities bringing students into close physical contact will be avoided.
- Visual markers will be on the gym floor and bleachers as reminders of social distancing rules. NYSED requirement is 12 feet.
- Procedures will be implemented in the locker rooms to limit social distancing.
- Equipment will be disinfected after each use.
- Activities requiring multiple students to touch or handle the same equipment will be avoided.
- Sanitizing areas and access to handwashing will be provided.

Athletics

- Coaches will provide an orientation of protocols and expectations for students at the beginning of their respective season(s).
- Specific entrances and exits of athletic facilities will be utilized by students for appropriate separation and distancing. Signage will serve as a visual cue and reminder for students.
- Student-athletes will be assigned to groups for the purposes of maintaining proper distancing and capacity in locker rooms to dress before and after practice sessions.
- Athletic equipment and uniforms will be issued to athletes. These items will be taken home each day and not left in their athletic locker. Practice uniforms will be laundered at home.
- Equipment used during practices will be sanitized frequently during practice sessions.
- Athletic areas will be frequently disinfected during the week.
- Athletes will not be allowed to socially congregate before, during, or after practices/workouts.
- Parents and students will be expected to provide timely notification of any health concerns to their coach and athletic trainer (if applicable). Communication, quarantine, and proper disinfecting will occur in the event of a confirmed diagnosis.
- Water breaks will occur in small groups while using disposable cups.

Fine Arts

- Large group practice sessions and rehearsals will adhere to social distancing guidelines provided by an authorized entity.
- Concerts/performances may be adjusted based on health and safety guidelines provided by an authorized entity.
- All fine arts performances will be streamed online when possible.

On- and Off-Campus Student Activities

On/Off Campus Activities, Field Trips & School Wide Events	
On-Campus Activities	<ul style="list-style-type: none"> • After school club information is pending. • Meet the teacher, open house, parent conferences, etc. will be held virtually. • Parents will be allowed to attend class parties and performances virtually.
Field Trips	<ul style="list-style-type: none"> • Off-campus field trips will be scheduled as appropriate to meet curricular needs while maintaining proper social distancing practices. • Virtual field trips will be considered as often as possible.
Off-Campus Activities	<ul style="list-style-type: none"> • Campuses will limit students from leaving campus after school prior to travel or start of extra-curricular or co-curricular activities when possible. • Student participation in academic contests will only be attended if specific guidance is provided by an authorized entity. • Special Education will be followed to ensure these learning environments are available to our students per IEP recommendations.
School Wide Events	<ul style="list-style-type: none"> • Any school wide events that are approved to be held on campus need to adhere to social distancing requirements outlined by NYSED, DOH, and CDC guidelines. • School wide events will be live streamed and/or occur virtually when possible. • To limit larger gatherings, campus club meetings should be held virtually when possible. If meeting in person is required, groups should utilize larger meeting spaces or multiple meeting opportunities will be provided.

Hallways

Classroom Transitions and Hallways	
Elementary	<ul style="list-style-type: none"> • Students are encouraged to observe and follow school hall traffic flow directions while maintaining social distancing guidelines. • Where possible, one-way traffic throughout campus corridors will be established. • In two-way halls students are expected to stay to the far right of the hall when walking. • For grade levels that implement departmentalization of subject areas, teachers will move to students for transitions in instruction and students will remain in their homeroom class. • Students and staff <u>must</u> wear face coverings in the halls and avoid gathering in large groups during passing periods.



<p>Secondary</p>	<ul style="list-style-type: none"> • Students are expected to observe and follow school hall traffic flow directions while maintaining social distancing guidelines. • Students and staff must wear face coverings in the halls and avoid gathering in large groups during passing periods. • Staggered releases from each class will be organized to limit the number of students in the hallway during transitions. • In two-way halls students are expected to stay to the far right of the hall when walking. • Visual markers will be developed to help students maintain physical distances and adhere to established campus traffic flow in hallways. • Traffic patterns will be established throughout the campus that separates individuals to the greatest extent possible. • Students should immediately report to their next class and not congregate in the hallway.

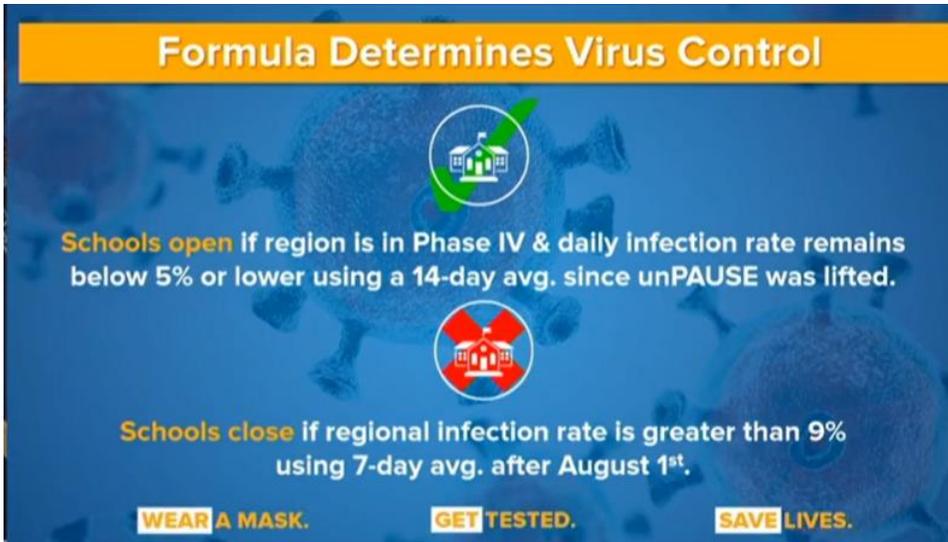
Emergencies and Drills

CGCSD will continue to follow the Standard Response Protocol (SRP) and its emergency actions of Lockout, Lockdown, Evacuate and Shelter.

Emergency Evacuation Protocols

- An administrator will provide instructions via intercom prior to drill, notifying staff and students that a drill is commencing and that one designated group will delay exiting their classroom for a specific period of time in order to allow social distancing by reducing pedestrian load in hallways and exit points.

Note: this process can be implemented for other drills or campus activities where reducing hallway load is needed.



Formula Determines Virus Control

Schools open if region is in Phase IV & daily infection rate remains below 5% or lower using a 14-day avg. since unPAUSE was lifted.

Schools close if regional infection rate is greater than 9% using 7-day avg. after August 1st.

WEAR A MASK. GET TESTED. SAVE LIVES.

School Opening Announcement: Governor Cuomo has stated that he will decide for schools to open August 1st - August 7th. Above are criteria he said he would use.

