

## **1 – Reopening of School Facilities for In-Person Instruction (updated 9/7/21)**

Town of Webb UFSD is prioritizing efforts to return all students to in-person instruction in the safest, most equitable manner possible. Following guidance received from the New York State Department of Health that is based on recommendations from the United States Centers for Disease Control and the American Academy of Pediatrics, TOWUFSD is implementing a layered approach to preventing the spread of COVID-19 in its school buildings; by combining these layers of protection TOWUFSD has more flexibility depending on the situation which makes full-time, in-person learning during the COVID-19 pandemic possible and safer.

Based on the dynamic nature of local community transmission of the COVID-19 virus and local vaccination rates, and mandates from New York State these efforts may change throughout the year. Transmission thresholds can be found here:

[www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/operation-strategy.html](http://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/operation-strategy.html)

and the county's current rate can be found here:

[covid.cdc.gov/covid-data-tracker/#county-view](https://covid.cdc.gov/covid-data-tracker/#county-view).

### Capacity

Town of Webb UFSD will consider factors such as ability to maintain appropriate physical distance, personal protective equipment (PPE) availability, local medical capacity, and availability of safe transportation.

Full-time, in-person instruction in each of its buildings is a priority for TOWUFSD. The capacity level of the district's buildings was determined using the following factors:

- Appropriate physical distancing for everyone in the buildings
- PPE & Face Coverings availability
- Availability and capacity of transportation options
- Local hospital capacity

Each building in the district was canvassed to identify existing and potential additional instructional spaces to maintain room occupancy that meets physical distancing requirements.

Town of Webb UFSD is making available PPE and face coverings to its Students, Faculty, and Staff. It is estimating the amount needed during in-person instruction using the NYS Education Department's "PPE Burn Rate Calculator". The calculator recommends one (1) disposable mask per week per Student.

Town of Webb UFSD has maintained a direct line of communication with the local health department to monitor the capacity of local and regional hospitals.

### Physical Distancing

Town of Webb UFSD has developed a protocol to ensure all persons in school buildings maintain appropriate social distancing keep social distance of at least three (3) feet whenever possible.

The guidelines for distancing, as of September 2021 are, in general, three (3) feet in all directions, but may be increased or decreased based on the availability of other strategies to prevent the spread of COVID-19. The district also determined that according to the CDC a distance of six (6) feet in all directions is to be maintained as much as possible between individuals while participating, unmasked, in activities that require projecting the voice (singing, etc.), playing a woodwind or brass instrument, or aerobic activity resulting in heavy breathing (gym classes, etc.). This distance may change throughout the school year based on various factors, including the level of community transmission and local vaccination rates.

The district will maximize the amount of space to the greatest extent possible when individuals are in the school cafeteria and prohibit the sharing of food and beverages. Eating may be restricted to classrooms at times throughout the year based on various factors, including level of community transmission and local vaccination rates.

Gatherings in small spaces (elevators, supply rooms, faculty work rooms/offices, conference rooms, copy and break rooms, etc.) shall be limited and all individuals in the space at the same time must wear acceptable face coverings (unless distanced and eating).

Students will never be excluded from in-person learning based on distancing requirements.

#### PPE/Masks

Town of Webb UFSD has a plan for ensuring that an appropriate supply of face coverings is available for its Students, Faculty, and Staff. The district is estimating the amount needed during in-person instruction using the NYS Education Department's "PPE Burn Rate Calculator". The calculator recommends one (1) disposable mask per week per Student.

As of September 2, 2021, NYS has mandated that "all students, personnel, teachers, administrators, contractors, and visitors must wear masks at all times indoors, regardless of vaccination status." Students who are unable to medically tolerate a mask, including students where such mask would impair their physical health or mental health are not subject to the required use of a mask, as documented by a medical provider.

Additionally, people do not need to wear a mask when eating, drinking, singing or playing a woodwind or brass instrument, but must be placed six (6) feet apart when unmasked for these purposes.

Town of Webb UFSD will train all Students, Faculty, Staff, contractors, and vendors on how to adequately put on, take off, clean, and discard PPE.

#### Hygiene/Cleaning, and Disinfecting

Town of Webb UFSD has developed a protocol to instruct Staff and Students in appropriate hand and respiratory hygiene. This protocol will be reinforced with signage in various, conspicuous locations in its buildings.

Students and staff will be instructed on how to practice good hand hygiene to help reduce the spread of COVID-19. The district will plan time in the school day schedule to allow for hand hygiene, especially: at the start of school, after using the restroom, before/after eating, after recess, at the start and end of PE class, before leaving school, etc.). Hand hygiene includes:

- Traditional hand washing (with soap and warm water, lathering for a minimum of 20 seconds)
- Use of alcohol-based hand sanitizers (60% alcohol or greater) when soap and water are not available, and hands are not visibly dirty
- Providing hand sanitizer throughout common areas (e.g., entrances, cafeteria), near high touch surfaces, and use touch free dispensers when able
- Signage will be placed near hand sanitizer indicating visibly soiled hands should be washed with soap and water
- Students or staff who are unable to use alcohol-based hand sanitizers for health reasons will be permitted to wash their hands with soap and water

Additionally, since COVID-19 virus spreads from person to person in droplets produced by coughs and sneezes, Students and Staff will be instructed on how to practice good respiratory hygiene to help reduce the spread of COVID-19. This includes:

- Instructing Students and Staff cover their mouths or noses with a tissue when coughing or sneezing and dispose of the tissue appropriately
- Providing a supply of tissues and trash cans nearby should be available in each room

If no tissue is available, Students and Staff will be instructed to use the inside of the elbow (or shirtsleeve) to cover the mouth or nose and to always perform hand hygiene after sneezing, coughing and handling dirty tissues or other soiled material.

Town of Webb UFSD will ensure adherence to cleaning and disinfection recommendations from the CDC. Most surfaces and objects in school buildings will just need normal routine cleaning. Frequently touched surfaces and objects like light switches and doorknobs will need to be cleaned once a day to further reduce the risk of germs on surfaces and objects.

If someone in the school building has tested positive for COVID-19 and been in the building within the last 24 hours, any spaces they were in will be cleaned and disinfected to further reduce the risk of germs in those spaces.

Students will not be present when disinfectants are in use and will not participate in cleaning and/or disinfection activities.

### Extracurriculars

Town of Webb UFSD has developed safety protocols for its extracurricular activities. The protocols address a number of aspects of sports/extracurriculars, including:

- Number of Spectators
- Scheduling
- Social Distancing
- Personal Protective Equipment
- Personal Hygiene
- Contact Tracing
- Positive Case Response/Return to Play
- Transportation

In order to maximize, full-time, in-person learning during the 2021-2022 school year, extracurriculars/sports may be cancelled or rescheduled or have additional restrictions around participation and attending events based on the changing dynamics of the COVID-19 Pandemic and local conditions, including level of community transmission and local vaccination rates.

According to the New York State mandate, masks must be worn for indoor sports and extracurriculars. When masking is not possible (e.g., swimming/diving) a minimum distance of six (6) feet must be maintained.

If TOWUFSD is closed for in-person instruction during the school year due to an increase in confirmed COVID-19 cases, school sponsored sports and extracurriculars will be suspended until in-person education is resumed.

### Vulnerable Populations

Alternate plans will be created in consultation with school health personnel on how to meet the needs of a child at higher risk, while keeping social distancing which may include:

- Additional PPE for Staff caring for such students
- Assigning only one staff member to care for the student
- Decreased students in a classroom, alternating schedules, and provision of related services to an individual instead of group setting
- Cohorting students when possible

Any modifications will be made with the intent to minimize the COVID-19 exposure risk for students, faculty, and staff, to the greatest extent possible.

### Transportation

In order for full-time, in-person instruction to take place, no capacity limits will be implemented on TOWUFSD's school buses. As a result, and in agreement with existing guidance, all passengers and staff on school buses must be masked at all times. As much as possible, buses will be loaded from the back to the front and unloaded in reverse. While on the bus, as few students as possible will sit in the same seat or row, unless students live in the same house together, and TOWUFSD may implement assigned seating on each bus.

### Food Service

Town of Webb UFSD will continue to provide school breakfast and/or lunch to students who were previously receiving school meals.

For students on-site, TOWUFSD will provide meals while maintaining the maximum physical distancing between students as possible. While eating on-site, students do not need to wear masks when seated and eating.

Town of Webb UFSD faculty and staff will stress the importance of proper hand hygiene before and after eating. Sharing of food will be prohibited. If TOWUFSD can utilize a common area to eat, it will be cleaned and disinfected according to CDC and APA guidelines.

All food service activities in the school buildings will operate in accordance with the latest guidance.

#### Mental Health/Behavioral/Emotional Support Services and Programs

The mental health and well-being of the students, faculty, and staff of Town of Webb UFSD are of the utmost importance, especially during the COVID-19 Pandemic and as the district continues with full-time, in-person learning. In order to address those needs, TOWUFSD has the following resources available for its school community:

- [https://p19cdn4static.sharpschool.com/UserFiles/Servers/Server\\_65025/File/Quicklinks/Community%20Services21-22.pdf](https://p19cdn4static.sharpschool.com/UserFiles/Servers/Server_65025/File/Quicklinks/Community%20Services21-22.pdf)

#### Communications

Town of Webb UFSD will communicate the importance of adhering to guidelines from the Centers for Disease Control, as well as applicable protocols to Students, Parents, Legal Guardians of Students, Staff, and potential visitors.

This information will be shared in a variety of ways, including letters sent home, emails, social media posts, and through the use of the district's ParentSquare messenger system. Town of Webb UFSD has also developed a COVID-19 Information website ([https://www.towschool.org/c\\_o\\_v\\_i\\_d-19](https://www.towschool.org/c_o_v_i_d-19)) the topics covered in the communications and on the website will include:

- Face Covering and Social Distancing requirements
- Trainings the district will be providing related to COVID-19
- Other updated guidance documents

Specific messages related to potential changes to protocols/requirements will be sent as needed and added to the district's website.

Signage has been placed at the entrances to each of the district's buildings regarding COVID-19 and face covering requirements. The district has also placed posters in various, conspicuous locations in its buildings regarding; social distancing requirements, hand hygiene, face coverings, and COVID-19 symptoms.

Town of Webb UFSD has designated a district employee as a COVID-19 Safety Coordinator with identified responsibilities that include:

- Continuous compliance with all activities of Town of Webb's reopening plans

The COVID-19 Safety Coordinator is a district administrator. The COVID-19 Safety Coordinator will coordinate activities with the local Public Health Department and the Herkimer-Fulton-Hamilton-Otsego BOCES Safety Service to insure consistency across the region. The COVID-19 Safety Coordinator will also act as/be:

- The main point of contact upon identification of positive COVID-19 cases and responsible for subsequent communication (see section 2 "Monitoring")

- Responsible for answering questions from Students, Faculty, Staff, and Parents/Legal Guardians regarding the COVID-19 Public Health Emergency and plans implemented by the school.