

2020-2021

Nishuane School

School Building Reopening Planning Guide for Families



32 Cedar Avenue
Montclair, NJ 07042
973-509-4222

<https://nishuane.montclair.k12.nj.us/>

Disclaimer: Nishuane School reserves the right to make changes to this document at any given time. You will be notified of any changes that are made.

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Nishuane Safety Procedures Protocol for Return 2020-2021

Our school Pandemic Response Team has created this plan for our school based on the district Return to School Plan document to aid in navigating the reestablishment of our schools where employees, students and families feel safe, and to reduce the impact of COVID-19 conditions upon returning to the school. Multi-tiered efforts to mitigate risks for our students and staff will be in place. While there cannot be a guarantee against the spread of COVID-19, the guidelines referenced in this plan are based on guidance from the Centers for Disease Control and Prevention (CDC), the State of New Jersey Department of Education (NJDOE), The Road Back and the New Jersey Department of Health (NJDOH), in consultation with our school district physician and the Montclair Health Department. Regular updates will be made to this plan based on information provided by the CDC, NJDOH, and applicable federal, state and local agencies.

Nishuane School will be utilizing the following strategies and procedures toward ensuring the health and safety of staff and students. We will make any necessary changes and updates as needed and will communicate any changes with you all!

Mask Policy

- All students and staff members are required to properly wear a mask (over the nose, mouth and chin) at all times.
- Face shields may only be worn alone by students or staff with permission from the Medical Team, as deemed necessary on a case by case basis (hearing impaired students, speech therapists etc.) You may wear a face shield over your mask.
- Bandannas, gaiters, scarves, fleece and masks with valves will not be permitted
- The district will provide 2 masks and one face shield to each staff member (not *daily* surgical masks to staff or students)
- Students may remove masks for snack-time only

Hand Washing/Hand Sanitizing

- Every 90 minutes, on a schedule, students should wash hands (use sink in the classroom with soap and water for 20 seconds) or use hand sanitizer (in classrooms with no sink). This will be established by classroom teacher
- At a minimum, additional times for handwashing are:
 - Upon entering the school bus
 - Upon entering the school building
 - Before and after snacks
 - After toileting, wiping nose, sneezing
 - When coming in from outdoor snack or playtime
 - When hands are soiled

Student Arrival

When students arrive in the morning, there will be cones physically distanced outside by the three arrival doors for students to line up each morning. Please be sure not to drop off your children before school doors open as there is no supervision and social distancing cannot be guaranteed before the start of the school day at 9:10am. Please note the playground will not be used or supervised. Arrival will be staggered to support physical distancing upon entry.

All students will have their temperatures checked daily upon arrival. Any student who presents a temperature of 100.0 or higher will be escorted to an isolation area in the nurse's office for parents/guardians to take home.

Students arriving by walking/driving:

- **Kindergarten students** will start to enter at 9:10am through **Door G**. This is the door on the side of the building closest to the playground.
- **First and Second Grade students** will start to enter the building at 9:15 am through **Door A**. This is our front door.
- Please note there will be no car line at this time. Parents may drop off students in front of the building, but no staff will be opening doors.

Students arriving by bus:

- **All bus students** will start to enter at 9:10am through **Door D**. This is the door on High Street closest to the parking lot.

Before Care

- Students in before care shall be escorted to their classroom floors by YMCA staff through **Door B**

Late Student Arrival

- **Please note that due to the shortened length of the day and arrival procedures, if a child will need to be late for school, they should do remote learning for that day.**
- Attendance will need to be recorded in Genesis by 9:45 am
- **Until 10:00am:** Any student who arrives after class has already entered the building will be considered tardy. A parent or guardian must park in front of the building and call the main office at 973-509-4222 when arriving at the school to drop off a late student. Staff will accept a child at the door to have their temperature taken. Parents will wait in their vehicle until the health screen is completed. Students who are approved to enter school will do so.
- Any student arriving at school after **10:00am** shall do remote learning for the day.

Dismissal

Student dismissal will be staggered beginning at 1:00pm by grade level to ensure that students, staff and family members can remain at the recommended distance to ensure safety. Students going to aftercare will be dismissed first, followed by students riding the bus and then teachers will bring students who are walking (or driving) out the respective doors. Parents and guardians should consider providing teachers with written information regarding any person permitted to pick up their child.

Aftercare Procedure

- **Kindergarten students** will be dismissed from their classrooms to YMCA staff who will walk them down Stairwell C to cafeteria for aftercare
- **1st and 2nd grade students** will meet YMCA staff in a central location on the second floor to walk them down Stairwell C to cafeteria

Student Bus Procedure

- Kindergarten students are dismissed with classroom paraprofessional and walked to tent outside on High Street to enter their assigned bus
- 1st and 2nd grade students be dismissed from class to meet supervision stationed in hall and stairwell and walk through Stairwell 3 to tent outside on High Street to enter their assigned bus

Student Walking Procedure

- Staggered dismissal starting at 1:00, call one class from each grade
- Utilize three different dismissal doors
- All classes will have designated spots outside for parent pick up
 - Kindergarten - Door G, door closest to the playground
 - 1st Grade- Door F- (exit second floor through Stairwell 6)
 - 2nd Grade- Door A (exit second floor through Stairwell 7)

Student Late Pick-Up

- If the parent or guardian does not pick up the child by 1:20, the teacher will walk the child to the tent on High Street with supervision
- Supervision staff will call main office on walkie-talkie
- Office will call parent or guardian

Student Early Dismissal

- If family knows will need early dismissal, **child should have remote day**
- For emergency situations **only**, the parent/ guardian (must be wearing a mask) will call the office upon arrival at the main entrance, Door A. Parent/Guardian will follow sign-out procedure present photo ID at front door and office staff will record in book in office and on Genesis. Child will be brought to the front door for dismissal. Parent/Guardian should stand a minimum of 6 feet from the front door.

Inside the Building

Physical Distancing

- Classrooms, hallways and common areas will be set-up to maximize physical distance to the greatest extent possible for students and staff (6 ft. or greater)
- Students and staff are required to follow physical distancing signage in the hallways, stairwells, outside the bathrooms, main office and nurse's office and outside on school property to help maintain physical distancing when outside the classroom.

In the Classrooms

- Teachers will communicate their classroom entry procedure with families
- Student desks physically distanced in the classroom
- Students will hang their backpacks, coats, and any personal belongings on the back of their chair
- Teachers will communicate needed materials for class. All student materials will be kept in the student's personal space labeled with the student's name.
- Classroom doors will remain open in the locked position
- Windows can be open for cross ventilation to any extent

In the Hallways

- Hallways will be marked with tape in the center of the floor to divide hallway in half for one way traffic on each side
- Arrow signage on floor will detail direction for each side of hallway
- Students and staff are required to follow physical distancing signage in the hallways, stairwells, outside the bathrooms, main office and nurse's office to help maintain physical distancing when outside the classroom.
- Students will not utilize lockers at anytime
- No water fountains will be operable

Student Bathroom Visits

- With the exception of when a class uses the restroom together when two students will be able to enter from the same class, there will be a maximum bathroom capacity of 1 student per restroom at a time
- Kindergarten students will be escorted to the bathroom by a paraprofessional
- Teachers will model bathroom expectations to students as class at the beginning
- Students will be required to follow the rules for cleanliness that are posted in all bathrooms
- The middle stall in the bathrooms will be locked and taped off and not for use
- The middle sinks in the bathrooms will be taped off/covered and not for use

Nurse Visits

- Students with a fever of 100.0 degrees or above will be sent to an isolation space until they leave the building. This isolation space is in the side of the nurse office

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- Parents/caregivers are urged to update their child's emergency contacts in Genesis as a designated person will need to pick-up the child within 30 minutes of receiving the call from the school nurse
- All students or staff without a fever, but with any symptom of COVID-19 during the school day, will be assessed by the school nurse. The school nurse will use medical judgement, as well as a COVID-19 screening algorithm approved by our medical team, to make the decision if a student/staff member must be immediately isolated and excluded from school, or may receive treatment and rest pending a rapid resolution of the problem. If the problem is rapidly assessed and treated by the nurse, the student/staff member may return to class. The nurse may choose to isolate and exclude any student or staff member based on her medical judgement.
- To maintain a sanitary and safe nurse's office, physical distancing will be maintained.
- Routine health screenings such as height and weight will not be performed this school year. Please contact your child's school nurse with any specific concern
- When an individual tests positive for COVID-19, the school will notify Betty Strauss, District Nurse. Ms. Strauss will notify the local health officials, staff and affected families of a possible or confirmed case while maintaining confidentiality. The Board of Health will assist in determining the best course of action with each individual case. The school nurse will work in collaboration with the public health nurse to facilitate contact tracing, however the school nurses will be the primary source of information to conduct the tracing. In the case of a positive COVID test, local health departments, working in coordination with the school district, will conduct contact tracing to determine whether or not an individual is at risk.

Visitors

- Excluding MPS employees, there will be no visitors in the building
- All parent/guardian meetings will be virtual
- If a grown up needs to drop off an item that a student forgot, they will ring the bell and then place the item (labeled with student name and teacher) in the bin outside of the front door.
- If a student forgets an item inside the building and it is necessary for learning, teacher will place at front entrance if they are able to find item

Hybrid Model Scheduling

Schedule

Teachers will provide you with specific information regarding your child(ren)'s class(es).

- Our school day will begin at 9:10am and end at 1:10pm, during which time students will receive core and related arts instruction
- After dismissal, students will have lunch and and small group intervention support and therapies will be provided as needed
- Related Arts classes will continue to be delivered virtually to all students
- Intervention support will continue to be delivered virtually to all students

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- Special Education Services: Students who are classified will continue to receive special education instruction, related services and support as indicated in their IEPs. Hybrid students receiving resource room instruction for academic areas will receive that in person with the resource room teacher. Remote students will continue to receive this live instruction with the resource room teacher virtually
- Related Services (Speech, OT, PT) will continue to be delivered virtually to all hybrid and remote students

Snacks

- Snack-time should occur outside with 6 ft. distancing as weather permits.
- During inclement weather, a distance of 10 ft. will be required for indoor snacks.
- Indoor snack time on rain/snow days will be held in one of three indoor locations. Schedules will reflect location and time for specific classes.
- Please consider snacks that will provide children with energy like high protein snacks (i.e. cheese, hard boiled eggs, yogurt, etc.) Please also send snacks that do not require a utensil. Please note that forks and spoons will not be provided
- NO Nuts will be allowed at all in consideration of allergies
- All students will wash their hands or use hand sanitizer before and after snacks.
- Adherence to our district Food Regulation will remain in effect
- Students may lift their masks for quick sips of water (from personal water bottles) if social distancing is maintained
- Water fountain spouts will be unavailable for use

Sample Schedule (subject to adjustments)

Time	Kindergarten Group A	Time	Kindergarten Group B	Time	1st Grade Group A	Time	1st Grade Group B	Time	2nd Grade Group A	Time	2nd Grade Group B
9:20 – 9:30	Arrival/ MM	9:20 – 9:30	Arrival/ MM	9:20 – 9:30	Arrival/ MM	9:20 – 9:30	Arrival/ MM	9:20 – 9:30	Arrival/ MM	9:20 – 9:30	Arrival/ MM
9:30-10:00 Period 1	ELA	9:30-10:00 Period 1	ELA	9:30-10:00 Period 1	ELA	9:30-10:00 Period 1	ELA	9:30-10:00 Period 1	ELA	9:30-10:00 Period 1	ELA
10:00-10:30 Period 2A	Related Arts	10:00-10:30 Period 2A	Snack Break (15min)	10:00-10:30 Period 2A	ELA	10:00-10:30 Period 2A	ELA	10:00-10:30 Period 2A	ELA	10:00-10:30 Period 2A	ELA
10:30-11:00 Period 2B	Snack Break (15min)	10:30-11:00 Period 2B	Related Arts	10:30-11:00 Period 2B	Mvmt/ Outdoor Break	10:30-11:00 Period 2B	Mvmt/ Outdoor Break	10:30-11:00 Period 2B	ELA	10:30-11:00 Period 2B	ELA
11:00-11:30 Period 3A	ELA	11:00-11:30 Period 3A	ELA	11:00-11:30 Period 3A	Related Arts	11:00-11:30 Period 3A	Snack Break (15min)	11:00-11:30 Period 3A	Snack Break (15min)	11:00-11:30 Period 3A	Mvmt/ Outdoor Break
11:30-12:00 Period 3B	ELA	11:30-12:00 Period 3B	ELA	11:30-12:00 Period 3B	Snack Break (15min)	11:30-12:00 Period 3B	Related Arts	11:30-12:00 Period 3B	Math	11:30-12:00 Period 3B	Snack Break (15min)
12:00-12:30 Period 4A	Mvmt/ Outdoor Break	12:00-12:30 Period 4A	Mvmt/ Outdoor Break	12:00-12:30 Period 4A	ELA	12:00-12:30 Period 4A	ELA	12:00-12:30 Period 4A	Related Arts	12:00-12:30 Period 4A	Math
12:30-1:00 Period 4B	Math	12:30-1:00 Period 4B	Math	12:30-1:00 Period 4B	Math	12:30-1:00 Period 4B	Math	12:30-1:00 Period 4B	Mvmt/ Outdoor Break	12:30-1:00 Period 4B	Related Arts
1:00-1:10	Closing Circle/ Dismissal	1:00-1:10	Closing Circle/ Dismissal	1:00-1:10	Closing Circle/ Dismissal	1:00-1:10	Closing Circle/ Dismissal	1:00-1:10	Closing Circle/ Dismissal	1:00-1:10	Closing Circle/ Dismissal

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1:10 – 1:25	Dismissal	1:10 – 1:25	Dismissal	1:10 – 1:25	Dismissal	1:10 – 1:25	Dismissal	1:10 – 1:25	Dismissal	1:10 – 1:25	Dismissal
1:25-2:15 Period 5	Lunch	1:25-2:15 Period 5	Lunch	1:25-2:15 Period 5	Lunch	1:25-2:15 Period 5	Lunch	1:25-2:15 Period 5	Lunch	1:25-2:15 Period 5	Lunch
2:15– 2:55 Period 6	Student Intervent ion CS	2:15– 2:55 Period 6	Student Interventio n CS	2:15– 2:55 Period 6	Student Interventio n CS	2:15– 2:55 Period 6	Student Interventi on CS	2:15– 2:55 Period 6	Student Interventio n CS	2:15– 2:55 Period 6	Student Interventio n CS
2:55 – 3:35 Period 7	Small Group Support	2:55 – 3:35 Period 7	Small Group Support	2:55 – 3:35 Period 7	Small Group Support	2:55 – 3:35 Period 7	Small Group Support	2:55 – 3:35 Period 7	Small Group Support	2:55 – 3:35 Period 7	Small Group Support

Questions?

Please send any return questions through the link below. A staff member will follow up with responses to questions! <https://forms.gle/hUisXeFhi3Gp3ZEa6>

A special thank you to our Nishuane Pandemic Response Team for their tireless work in creating our school return plan:

Jill McLaughlin, Principal

Jazmyn Allen, Assistant Principal

Beverly Gaines, Secretary

Diallo Hall, Parent

Robert Hastings, Teacher

Anne Ndungu, School Nurse

Mike Risimini, PE Teacher

Joan Ruggiero, Secretary to the Principal

Stephanie Vitale, School Psychologist

Tara Wentzell, Teacher

Amilliah Williamson, School Counselor

Thank you also to our community partners (Our Nishuane PTA and MFEE) for the donations that will assist in our safety!