

August 7, 2020
Updated

2020-21 School Re-opening plan for Greater Boston Academy
Per guidelines from the Massachusetts Department of Elementary and Secondary Education

Greater Boston Academy is expecting to open for in-person instruction on August 24, 2020 and will be following the guidelines as shown below in order to maintain the safety and health of all students and staff.

- 1. Staying home if sick:** Students and staff MUST stay home if feeling sick or have any symptoms associated with COVID-19. We will have a list of substitute teachers that we can call on as needed. The Principal will cover a class if needed.
Students and Staff Members exhibiting COVID-19 symptoms must be tested at a testing facility and if the result is negative, they may return to school when any symptoms are gone for 24 hours. If the test is positive, notify the school of the result and stay in self-isolation until at least 3 days have passed with no fever and other symptoms are no longer present.
- 2. Face coverings and masks:** Students in grades 2 and up and staff will be required to wear face coverings/masks. Students in PreS, PreK, K and grade 1 will be encouraged to wear a face covering or mask. If for some medical reason the student is unable to wear a mask, parents must discuss this with school administration prior to the first day of school. Parents will be required to provide masks for their children. The school will maintain a supply of disposable masks to be sold to students or staff in case of need. Students will be provided mask breaks throughout the day with students 6 feet apart and ideally outside, but at least with the windows open. Students riding one of our vans to school must wear masks and face shields. All staff will be required to wear masks. Please note that a face shield may be used **with** a mask for extra protection, but **cannot** be used without a mask.
- 3. Frequent handwashing and hand sanitizing:** All students and staff will be required to engage in frequent handwashing, including upon arrival, before and after meals, after bathroom use, after coughing or sneezing, and before dismissal. Teachers will provide breaks for handwashing. A table with hand sanitizer will be stationed outside each classroom door.
- 4. Maintain 6 feet of separation at all times:** All students and staff must maintain a social distance of 6 feet to the greatest possible extent. Protocols will be in place to maintain this distance when exiting and entering the building and moving through the school. Signs will be on the floor in the hallways and classrooms to indicate proper distancing.
- 5. Isolation and discharge of students who may become ill during the day.** Students will be isolated in a specific room that is not in use as a classroom. A supervisor will be stationed right outside the door. Parents/guardians will be contacted immediately to pick up the sick student.

If the student or staff member is displaying COVID symptoms, that person will immediately be isolated and sent home, and must be tested at a testing facility and the test results given to the office. If they choose not to be tested, they must self-isolate for 14 days or longer if the symptoms persist. They may not return to school until fever is normal and all symptoms have been gone for 3 days without taking any medication.

The school will close off areas visited by the positive student or staff member so they can be cleaned and disinfected prior to re-opening. If the student traveled on one of our vans, it must be disinfected as well.

Communication will be sent to the other families in the student's class without naming the student or staff member. Those who have been within 6 feet of the infected student or staff member will be urged to self quarantine and get tested 4 to 5 days after their last exposure to the person. If they choose not to be tested, they must remain at home for 14 days.

If a student or staff member learns that they have been in close contact with someone that has tested positive, they should stay at home and be tested 4 to 5 days after their most recent exposure to the person.

In the event that a class needs to be shut down due to COVID, the teacher will teach remotely by Zoom from the school.

6. **Smaller, isolated groups of students assigned to one teacher:** The number of students per classroom will be determined by the area available in the room to keep correct safe social distance. The student groups will remain in the one classroom and not change rooms. The desks will be distanced properly to maintain social distance.
7. **Regular cleaning, sanitizing, disinfecting and disposal protocols:** All contact surfaces, including doorknobs and stair rails, will be cleaned, sanitized, and disinfected 4 times daily. Bathroom contact surfaces will be disinfected 2 times daily with Clorox wipes and toilets with bleach.
8. **Entry screening and other facility operations:** In accordance with the guidelines we have been given, the following will be in place every day:
 - Students will bring their own face coverings or masks to school. A backup supply of disposable masks will be available as needed for students whose masks have become unusable during the day or if they do not have a mask.
 - We will provide masks and/or face coverings for all staff who do not bring their own.
 - Students and staff will engage in frequent handwashing.
 - Custodians will be equipped with appropriate masks, gloves, and proper waste disposal medium.
9. **Classroom and facility configuration:** we will attempt to space desks 6 feet apart but no fewer than 3 feet apart and all facing in the same direction.

In addition to the guidelines provided by the Massachusetts Department of Elementary and Secondary Education, Greater Boston Academy will have the following protocols in place:

1. Students will bring two filled water bottles from home every day. Use of the water fountains in the school will not be permitted.
2. Weather permitting, we will teach classes outdoors, following protocols for social distancing of groups and among individuals.
3. Students will not be allowed to borrow class supplies from a friend, but must come to class with all needed materials every day.
4. Students will be instructed not to touch their faces including eyes, nose, mouth.
5. Masks must be kept on. If the need arises to remove a mask, the teacher will guide the student in proper removal and will provide a safe mask break.
6. Lunches will be eaten in the classroom. School lunch will be available to purchase 3 days a week, with the person preparing the food following all safety protocols including masks, gloves, hats.
7. Recess will be taken by one class at a time with no overlap.
8. Music class will be taught to one class at a time. The classroom will be totally disinfected with Clorox wipes and disinfectant spray between classes.
9. Bathroom breaks will be given to one student at a time. School personnel will disinfect the bathrooms frequently during the day.
10. A hand sanitizing station will be provided in the lobby. Everyone entering the building will be required to wear a face shield and sanitize their hands as they enter the building. School staff will be in the lobby guiding people to follow the necessary procedures during arrival and dismissal.

Dausele Vieira
Principal

Diane Maloney
Registrar/Office Manager