

**WASHINGTON BOROUGH PUBLIC SCHOOLS**  
ADMINISTRATIVE OFFICES - 300 WEST STEWART STREET  
WASHINGTON, NEW JERSEY 07882

**2020-2021  
Re-Opening Plan**

Schedule

1. The district will operate on an in-person, hybrid, compressed schedule to begin the 2020-2021 academic year.
2. Students will be in-district for a four hour instructional day in the morning, Monday through Friday. Preschool programs will operate with a five hour day as per federal PEA guidelines.
3. Additional remote instruction will be provided in the afternoon, Monday through Friday, for grades 1-6.
4. Parents will have the option to participate in full remote programming.
5. There will be no extracurricular activities.
6. For scheduling purposes, parents/guardians of students in grades K-6 will commit to a hybrid option or remote-only option for the first and second marking period.
7. Anticipated changes to the 2020-2021 District Calendar may include additional Professional Development/in-service days for staff. More information will be forthcoming.
8. Grab and go lunch and breakfast bags will be available for students in grades K-6 attending in-person, hybrid programming and sent home with students. Breakfast and lunch will be available for preschool students. There will be no cash sales. All transactions will be through the [payschoolscentral.com](https://payschoolscentral.com) platform. Parents of students pre-qualified for the district's feeding program opting for full remote programming will pick-up breakfast and lunch grab and go bags at Memorial School.
9. Breakfast and lunch will not be served at school during the school day with the exception of students attending the district's Preschool program.
10. Special area teachers will travel and provide instruction in grade level homerooms or in a virtual format.
11. All grade levels will remain in the homeroom setting for a majority of the day.
12. Students will not switch classrooms. Students in LLD classrooms may engage in inclusive activities via the Google Meet platform.
13. The district will utilize outdoor space as much as possible.
14. Social distancing guidelines will apply during Physical Education and recess.
15. Students will be directed to wash or sanitize hands at the conclusion of Physical Education and recess.
16. The use of equipment will be limited. If equipment must be shared, it will be cleaned and/or disinfected between each use.
17. Designated recess areas will be provided for individual classes.
18. Physical Education instruction will focus on the development of the concept of physical fitness when appropriate.

## Remote Learning

The Washington Borough School District will offer the option of full remote learning for parents of students enrolled in the district.

1. Full remote instruction will be available. For scheduling purposes, requests for full remote learning must be received by the district no later than July 29th, 2020.
2. Families choosing full remote instruction understand the schedule will be in effect through the entire second marking period (tentatively scheduled for January 25, 2021).
3. Families choosing remote learning for students with Individualized Educational Programs understand there may be limitations to services provided.
4. Students participating in remote learning will be required to sign in daily, complete all assignments, and participate in virtual conferences sessions.
5. Additional information regarding remote learning, including daily schedules, will be forthcoming.
6. All students in grades one through six will be provided with a laptop or Chromebook. Remote devices will be sent home at the end of each day to assist with scheduled remote learning and support instruction in the event the district is suddenly directed to close.
7. All students will receive a Google account to access remote instruction. Students and parents will receive instruction at the beginning of the year focused on the district's technology program and the use of the devices.

## Health and Safety Guidelines

The Washington Borough School District will adopt a daily screening process for students and staff. The protocol includes accommodations for students with disabilities.

1. Parents are expected to screen children for COVID-19 related symptoms prior to the school day. Parents are encouraged to be alert for signs of illness in children and to keep sick students at home.
2. Students will be screened for COVID19 related symptoms and temperature screened by staff of the district before entering the building.
3. Staff will self-screen for COVID-19 related symptoms and elevated temperature prior to the start of the school day.
  - Potential screening questions:
  - Fever (100.4 or greater degrees Fahrenheit)
  - Abdominal pain
  - Headache
  - Cough or shortness of breath
  - Sore throat
  - Congestion or runny nose
  - Muscle aches or rigors
  - Loss of taste or smell
  - Close contact with sick individuals
  - Diagnosed with COVID-19 in the past three weeksTraveled or had close contact with individuals traveling internationally and/or have traveled to states indicated on the New Jersey incoming state travel advisory list the past 14 days

4. As per CDC guidelines regarding COVID-19 screening protocol, students and staff with a temperature of 100.4 degrees Fahrenheit or higher will not be permitted to enter or remain at school. Results will be documented.
5. Quarantine rooms will be available for further screening by the school nurse for students and staff displaying symptoms of COVID-19.
6. Individuals becoming symptomatic during the school day will be safely and respectfully isolated from others
7. Individuals testing positive for COVID-19 who have spent time within the school building(s) will prompt the district to notify the Warren County Health Department and the Warren County Office of Education. Contact tracing protocol will begin.
8. Potential COVID-19 cases will be reported to the Warren County Health Department.
9. Designated grade level entrances and exits will be determined to promote distancing.
10. Visitors to the buildings will be restricted. Meetings with parents will be completed remotely.
11. All staff will be required to wear face coverings. Face shields are permitted when accompanied by a face mask. Exceptions will be made for staff with pre-existing health conditions that are documented by a physician.
12. Students will be required to wear face coverings while inside of the school buildings. Mask breaks will be provided.
13. Students will be encouraged to adhere to social distancing guidelines.
14. Student desks will face the same uniform direction in classrooms.
15. Students will be seated six feet apart when space permits.
16. Staff and students at higher risk for severe illness will be provided reasonable modification and accommodations and/or additional PPEs.
17. Staff and students will be encouraged to follow CDC hand washing recommendations including washing with soap and water for at least 20 seconds. If soap and water are not readily available, staff and students will use alcohol-based hand sanitizer with at least 60% alcohol. Hand sanitizers will be stored away, and out of sight of children under the age of six and will be used with adult supervision.
18. Signage and lesson intervention by staff will encourage proper hand washing techniques.
19. The use of shared objects will be limited. Manipulatives and community objects will be sanitized after use.
20. Staff and students will bring school appropriate face coverings from home.
21. Additional safety precautions will be utilized in the classroom and will be provided by the district.
22. Hand sanitizer stations will be placed throughout the buildings.
23. All classrooms will be equipped with additional cleaning materials.
24. Electrostatic sanitizing equipment will be used throughout the school day to disinfect all areas of the buildings.
25. Families traveling to destinations indicated on the New Jersey state incoming travel advisory list are expected to notify the district and quarantine for 14 days after exiting the state.

## Community Containment

### Warren County Health Department Guidelines

1. Confirmed Case of COVID-19 within our school community:
  - May recommend school and/or district wide virtual instruction for one day to allow the Warren County Health Department to complete contact tracing investigation.
  - All students and faculty in class or on a bus with confirmed cases are quarantined for 14 days.

- Confirmed cases will isolate for at least 10 days beginning when symptoms appear and are fever-free for 24 hours (one full day without the use of medicine to reduce fever) and symptoms improve.

**2. Probable Case of COVID-19 within our school community:**

- Probable cases should already have been under quarantine as close contacts and should not have been in school.
- May recommend school-wide virtual instruction for one day to allow the Warren County Health Department to complete contact tracing investigation.
- All students and faculty in class or on a bus with a probable case are quarantined for 14 days or until probable case tests negative.
- Probable case will isolate for at least 10 days since symptoms first appeared and are fever-free for 24 hours (one full day without the use of medicine to reduce fever) and symptoms improve.
- Probable case will be recommended for testing.

**3. Reported Symptoms (with no known exposure):**

- Students and staff members with symptoms of COVID-19 stay home for at least 10 days since symptoms first appeared and are fever-free for 24 hours (one full day without the use of medicine to reduce fever) and symptoms improve. May return earlier after negative COVID-19 test or alternative diagnosis is confirmed.
- Symptomatic person is recommended for testing.

**4. Close Contact**

- Students and staff members that are close contacts of confirmed cases outside of the school will quarantine for 14 days from the last date of exposure.

**\*\*Assumption: as per the Warren County Health Department:**

There is a low confidence that students and teachers can remain six feet apart during a class period.

There is a low confidence that students can be six feet apart on the school bus. All bus trips are longer than ten minutes.

When a six foot distance cannot be maintained, the use of face coverings and physical barriers in a classroom are protective measures to decrease the risk of disease transmission, but do not eliminate the recommendation for individuals in the class or bus to quarantine if there is a positive or probable case.

**\*\*Definitions: as per the Warren County Health Department:**

**Confirmed Case:** a person with a lab test confirming COVID-19

**Probable Case:** a person with clinical symptoms of COVID-19 with known exposure to a confirmed case

**Close Contact:** a person who was within six feet of a confirmed case or probable case for at least ten minutes

## Contact Tracing Protocol

The Washington Borough School District will adhere to Warren County Health Department and CDD guidelines for contact tracing protocol.

1. **Investigation:** Upon confirmation of a COVID-19 diagnosis, the district will assist families in working with the Warren County Health Department to complete Contact Tracing Protocol. The Warren County Health Department will conduct Contact Tracing procedures. Close contact is defined as any individual in the presence of an infected person, within 6 feet for at least 10 minutes beginning 48 hours before the person began feeling sick until the time the patient was isolated.
2. **Notification:** The district will first notify the Warren County Health Department and the Warren County Office of Education upon confirmation of a COVID-19 diagnosis within the school community. The district will notify parents/guardians of exposed individuals (contacts) of potential exposure.
3. **Support:** Nurses of the district will provide support to parents, as necessary, however the Warren County Health Department will conduct Contact Tracing procedures.
4. **Quarantine:** Contacts will be required to stay home and adhere to social distancing guidance; at least six feet, for 14 days after the last exposure to the infected patient.
5. **Documentation** will be maintained by the district.
6. **Definitions:**
  - **Confirmed Case:** A person with a laboratory test confirming COVID19.
  - **Probably Case:** A person with clinical symptoms of COVID-19 with known exposure to a positive case.
  - **Close Contact:** A person who was within six feet of a confirmed or probable COVID-19 case for at least ten minutes.

## Facility Cleaning Practice

The Washington Borough School District has enhanced cleaning and sanitizing practice for buildings of the district.

1. The custodial staff will routinely clean and disinfect surfaces and objects that are frequently touched. Objects and surfaces such as light switches, doorknobs, and sink handles, etc. will be included in daily cleaning protocol.
2. Custodial staff will follow manufacturer's instructions for all cleaning and disinfecting procedures of EPA approved products to be used to clean and sanitize throughout the district. Cleaning protocol will follow established EPA guidelines in combating the spread of COVID-19.
3. To promote distancing, the number of students entering bathrooms at one time will be restricted.
4. When appropriate, bathroom doors will be propped open to limit contact.
5. Water filling stations will be disinfected regularly. The district encourages staff and students to bring bottled water to school.
6. Water fountains will be closed.
7. Additional hand sanitizer will be available at the entrance and exit of each building as well as throughout the buildings.

8. Custodial schedules for routine cleaning and disinfecting will be developed.
9. Cleaning and disinfecting supplies will be available to all staff to clean commonly used surfaces in classrooms and throughout the buildings.
10. Windows and doors will be open to promote the circulation of fresh air, when appropriate. Ventilation unit MERV 8 filters will be changed regularly.
11. Social distancing signage will be used throughout the district.
12. If not conducted remotely, additional safety equipment and precautions will be used in therapeutic and/or evaluative settings.
13. Electrostatic cleaning materials will be used to disinfect throughout the district.
14. The district will work cooperatively with contracted bus service providers to adhere to state and federal guidelines for student transportation. Students, staff, and bus drivers will wear face coverings on the bus. Contracted bus service providers are responsible for cleaning and sanitizing busses. Clearing and sanitizing protocol of contracted bus service providers will be on file with the district.

#### Additional Information

1. Situations may arise that require the district to switch from in-person programming to full remote learning. Families and staff must be prepared to switch to full remote learning with very little notice if the district is required to close due to an outbreak of COVID-19, staffing issues related to illness, or other possible unforeseen scenarios.
2. Students will switch to remote instruction if/when the district is closed due to weather related events.
3. The district will continue to utilize the Blackboard messaging system and email as the primary means of communicating with parents. Parents are strongly advised to maintain updated contact information with the district.
4. Class trips will be suspended and replaced with virtual opportunities. District assemblies and large gatherings will be suspended.
5. Building use by outside organizations, with the exception of the After 3 Program, will be suspended.
6. Outdoor fields may be used by outside organizations with proper safety protocols in place, as per Board of Education approval.
7. The district will reassess the proposed schedule prior to the conclusion of the second marking period.
8. Additional guidance from the NJDOE and Warren County Health Department will be infused into the district's Re-Opening Plan as warranted. The Re-Opening Plan will be revised as necessary.
10. The finalized Re-Opening Plan will be shared with parents four weeks prior to the start of the 2020-2021 school year.
9. The district's Re-Opening Plan will be reviewed by the Warren County Office of Education.

#### **District Re-Opening Committee:**

Administration  
 Teachers  
 Nurses  
 CST  
 Parents  
 BOE Members

#### **Pandemic Response Team:**

Administration  
 Teachers  
 Nurses  
 CST  
 Facilities Manager  
 SRO  
 Maintenance Supervisor  
 Borough Manager