



## Stay Open Plan 2021-2022

All students at all grade levels will return to full-time, in-person learning for the 2021-2022 school year. In our steadfast commitment to remaining open, we will continue with the implementation of our safety protocols and mitigation strategies that have proven effective in preventing community spread in our building thus far throughout the pandemic. In addition, as always, we will continue to review and follow all CDC, NYS Department of Health, and county health department guidance and mandates. Thus, as we plan for our full reopening and for all students to attend in person, we will continue implementing the strategies below, and will continue to review and update our safety and mitigation protocols as necessary.

### **Multi-faceted Layered Approach to Safety:**

ALCS will continue to follow and enforce a multi-faceted layered approach to safely keeping all students, staff, and visitors safe upon returning to in-person instruction for the 2021-2022 school year. Each safety strategy is a layer of protection and, collectively, has proven effective in preventing community spread in our school.

- 1. Facial Coverings**
- 2. Physical Distancing**
- 3. Cleaning and Disinfecting**
- 4. Healthy Hygiene**
- 5. Ventilation**
- 6. Vaccination when eligible**

### **1. Facial coverings:**

Masking is a critical measure to contain the spread of COVID-19. When teachers, staff, and students consistently and correctly wear a mask, they protect others, as well as themselves.

- **Indoors:** Masking is required indoors for all individuals age 2 years and older, including students, teachers, staff, and visitors, regardless of vaccination status.
  - Masks may be removed during meals while eating.
  - Consistent and correct mask use is especially important indoors and in crowded settings, when physical distancing cannot be maintained.
- **Outdoors:** Although masks are not required when outdoors, it is strongly encouraged if



social distancing is not possible.

- **Transportation:** Students and staff must wear masks at all times when on school buses. Drivers must wear masks whenever students are on the bus.
- **Mask Breaks:** Mask breaks will be at the discretion of the staff. During mask breaks, appropriate physical distancing must be maintained and implemented during an activity that does not involve speaking.

## 2. Physical Distancing:

All students must maintain three feet social distance when possible. Staff must maintain six feet social distance from students when possible.

- **Cohorts/assigned seating:** Wherever possible, seats should be assigned and documented (including in classrooms, bus, during breakfast and lunch).
- **Sharing of School Resources:** Limit use of shared supplies to one group of students, clean between use; keep individual student belongings separated whenever possible.
- **Singing/ Instrumental:** Masks must be worn while singing. Physical distancing for these activities remains 3 ft when possible.

## 3. Cleaning and Disinfecting

- **A routine disinfecting schedule should be established:**
  - Daily logs will be maintained by custodial staff.
  - High Touch surfaces will be prioritized and cleaned at least once a day.
  - Classroom spaces will be disinfected daily, unless there is a confirmed or suspected case of COVID-19, at which time a thorough cleaning and disinfection will take place immediately.
  - Teachers and students should clean desks with each cohort transition.
  - If a facility has had a sick person or someone who tested positive for COVID-19 within the last 24 hours, the space will be cleaned and disinfected.

## 4. Healthy Hygiene:

- **Hand washing:** Students and staff are recommended to exercise regular and effective hand hygiene, particularly upon arrival at school, before eating, before putting on and taking off masks, and before dismissal. Handwashing with soap and warm water for at



least 20 seconds is best practice.

- **Respiratory Etiquette:** The COVID-19 virus spreads from person to person in droplets produced by coughs and sneezes. Therefore, it is important that students and staff cover their mouths or noses with a tissue when coughing or sneezing and dispose of the tissue appropriately. If no tissue is available, using the inside of the elbow (or shirtsleeve) to cover the mouth or nose is preferable to using hands. Always perform appropriate hand hygiene after sneezing, coughing and handling dirty tissues.
- **Personal Protective Equipment**
  - ALCS will provide appropriate PPE to staff and students as appropriate, i.e., masks, gowns, gloves, hand sanitizer, etc.
  - ALCS will maintain an appropriate supply of PPE.
- **Health and Wellness Screening:**
  - ALCS will require students and staff to perform a temperature screening upon arrival at school.
  - Staff and students must monitor themselves for symptoms, stay home if feeling unwell, and reach out to their healthcare provider for testing and care.
  - Visitors to ALCS will be required to sign in and complete a health screening.

#### **5. Ventilation and Fresh Air:**

- ALCS will ensure that all HVAC systems are working to maximize ventilation and, when possible, windows and doors should be opened.
- During transportation, open or crack windows on buses and other forms of transportation, when possible.

#### **6. Vaccination for Eligible Persons:**

- The CDC recommends that all teachers, staff and eligible students be fully vaccinated as soon as possible.
- ALCS will continue to promote and encourage vaccinations and seek to host vaccination clinics if possible.
- ALCS will provide the community with vaccination clinic information and post on all outlets.

**Other:**



- **Managing Ill Students:**
  - ALCS will continue to utilize the isolation area protocol for symptomatic students based on our previously established system.
  - Well students needing medical attention will continue to report to the Health Office.
  - Ill students will be sent home immediately, and parents will be notified of the return to school policy based on NYS and Albany County Departments of Health isolation and quarantine guidance.
  
- **Contact Tracing and Quarantine Protocols:**
  - ALCS will continue to follow all recommended protocols from the CDC, NYS and Albany County Departments of Health.
  
- **COVID-19 Testing:**
  - ALCS will follow recommendations from the CDC and NYS and County Departments of Health regarding testing individuals as necessary.
  
- **Facilities Use:**
  - Facilities use will be limited to school-related groups and limited community use. Use by groups will be reviewed on an individual basis and approval will depend on current COVID-19 transmission rates in the community and social distancing capacity.
  
- **Visitors:**
  - Visitors or volunteers will be permitted on school campuses on a limited basis. Parents and guardians will report to the main office and will not be allowed beyond that point unless it is for the safety or well-being of their child. Essential visitors to facilities will be required to wear face coverings, will be restricted in their access to our school buildings and will be mandated to participate in the school's screening process. Building administrators will make the final determination if a visitor is deemed essential.
  
- **Food Service/Cafeterias:**
  - Face coverings must be worn by all food service staff keeping with current CDC guidelines
  - Sneeze guards, physical distancing and limited touch serving will be in place.
  - Sanitizing of all areas and equipment will be conducted daily.
  - Students will sit at assigned desks during lunch to support contact tracing, if necessary.



- Each desk will be cleaned and disinfected after each group of students leave the cafeteria and before the next group arrives.
- Breakfast will be grab and go, and students will eat breakfast in classrooms.
- Disposable and compostable food service items (e.g., utensils, dishes, trays) and single serve food items will be used.
  
- **Hallway Lockers:**
  - ALCS will utilize staggered arrival and dismissal of students to reduce congestion in hallways and to allow students to access their lockers.
  - Students will not make locker stops during transitions, except before or after lunch.
  
- **Gym Locker Rooms:** Locker rooms will not be utilized until further notice. Decisions regarding a change to this policy will be based on CDC and health department guidance.
- **Field Trips:** Field trips may be limited due to policies and protocols in place in the larger community, but will be considered and reviewed on an individual basis throughout the year.
  
- **Instructional Components:** The primary objective of the ALCS Stay Open Instructional Plan is to continue to provide in-person instruction for all students, five days per week with minimal disruption. Schools will follow regular schedules, with a staggered dismissal for grades 9-12.

**Plan for shift to Remote Instruction, if necessary:** Should the need occur, instruction will continue as remote synchronous instruction, and students will follow their regular class schedules and log into Big Blue Button and Schoology.

**Instruction for “Excluded” Students:** ALCS will provide two hours of remote tutoring each day for all students who are “excluded” from attending school in person due to COVID-19 isolation and/or quarantine protocols.

ALCS is not providing any other learning modalities for the 2021-2022 school year (i.e., hybrid or fully remote instruction).

**References:**

- *Centers for Disease Control Guidance for COVID-19 Prevention in K-12 Schools*  
<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/k-12-guidance.html>
  
- *Centers for Disease Control Interim Public Health Recommendations for Fully Vaccinated People*



[https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated\\_archived.html](https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated_archived.html)

- *American Academy of Pediatrics COVID-19 Guidance for Safe Schools*  
<https://www.aap.org/en/pages/2019-novel-coronavirus-covid-19-infections/clinical-guidance/covid-19-planning-considerations-return-to-in-person-education-in-schools>
- *NYS Department of Education Health and Safety Guide for the 2021-2022 School Year*  
<http://www.nysed.gov/common/nysed/files/programs/back-school/nysed-health-and-safety-guide-for-the-2021-2022-school-year.pdf>