2022-2023 Icahn Charter School Reopening Plan

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| **MASKS**  A mask helps protect the person who is wearing it and helps prevent people — including those who have COVID-19 and do not know it — from spreading the virus to others. Schools should establish “mask-positive” environments so people who wear a mask feel comfortable.  • Students and staff, regardless of vaccination status, must wear a mask when:   * Returning to school 10 days after their symptoms began or positive test date (if they had no symptoms). This includes when traveling on a school bus. * Entering the school’s medical room or nurse’s office, or a school-based health center * They develop symptoms of COVID-19 at school (before going home)   • Students and staff, regardless of vaccination status, are strongly encouraged to wear a mask:   * After being exposed to someone who has COVID-19. Students and staff who were exposed to COVID-19 should wear a mask for 10 days after their last exposure and get tested on Day 5. * If they are moderately to severely immunocompromised and masking is recommended by their health care provider * During times of increased COVID-19 transmission and as recommended by the New York City Department of Health and Mental Hygiene   • Students and staff may choose to always wear a mask or when it makes them feel comfortable, such as:   * When traveling on school buses or in crowded spaces * For personal health reasons * Because they are not vaccinated or live with someone who is at high risk for severe illness from COVID-19   **STAYING HOME WHEN SICK**  Tell students and staff to stay home and get tested for COVID-19 if they have symptoms. Schools should offer at-home test kits to students and staff who have symptoms. Students and staff who use at-home test kits and have symptoms of or were recently exposed to COVID-19 should continue to isolate and take a second test 48 hours later if their first test is negative. For more information on interpreting at-home test results, visit on.nyc.gov/home-testing.  **ISOLATING IF POSITIVE FOR COVID-19**  • Students and staff who test positive for COVID-19 must isolate for at least five days and can return to school on Day 6 if they have no symptoms or their symptoms are improving. They must wear a mask when attending school until ten days after their symptoms began or positive test date (if they had no symptoms) but may choose to not wear a mask after taking two negative COVID-19 tests 48 hours apart. People who had moderate illness (such as shortness of breath or difficulty breathing), had severe illness (they were hospitalized) or have a weakened immune system should isolate for 10 days. For more information, visit cdc.gov/coronavirus/2019-ncov/yourhealth/isolation.html.  • Anyone who cannot consistently and correctly wear a mask, such as people with some disabilities, can return to school on Day 6 if their symptoms are improving and they have been fever-free for 24 hours without the use of fever-reducing medicine.  **GETTING TESTED IF EXPOSED TO COVID-19**  Students and staff who are exposed to COVID-19 should get tested.  • Students and staff who are exposed may attend school if they are free of symptoms. They should get tested five days after their last exposure and wear a highquality, well-fitting mask for 10 days. If using at-home COVID-19 tests, they should take at least two tests 48 hours apart. For more information on interpreting at-home test results, visit on.nyc.gov/home-testing.  • Everyone who is exposed should monitor for fever and other COVID-19 symptoms for 10 days after their exposure. If symptoms begin, they should not attend school and should get tested for COVID-19 right away. • If their test is positive, students and staff must isolate according to the guidance in the Isolating if Positive for COVID-19 section above.  When determining how long to isolate and wear a mask, Day 0 is the day of COVID-19 symptom onset and Day 1 is the first full day after when symptoms started. For people who had no symptoms, Day 0 is the test date and Day 1 is the first full day following the test date. For more information, visit nyc.gov/health/coronavirus and bit.ly/cdc-schools-operational-guidance.  **VACCANATION**   * There is no longer a mandate to be vaccinated to enter the school. We highly encourage those able to be vaccinated to do so including age-appropriate children. For more information on vaccines and locations providing vaccinations please visit: [NYC COVID-19 Vaccine Finder](https://vaccinefinder.nyc.gov/) | |
| |  | | --- | | **VENTILATION and FILTRATION** |   The ­­­­­­­­­­­­Icahn School understands the following:   * Indoor air quality can be improved by increasing outdoor air delivery to the school facility (ventilation) and removing particulates/viral particles from the air (air filtration) to the greatest extent possible. Ventilation and filtration together can reduce the risk of COVID-19 transmission. * Portable air cleaners may supplement other preventive measures to decrease the risk of COVID-19 spread. These are designed to remove particles. However, they are limited in the amount of air they filter per hour and so they may reduce, but may not eliminate, particles, viruses, and/or microbes in the air.The use of portable filtration devices does not decrease the need for mask wearing, physical distancing, sanitation practices, or adequate ventilation. * Portable air cleaners are particularly relevant for rooms without natural ventilation (openable windows) and for higher risk environments (e.g., nurses’ station, isolation rooms) but can be considered for any other areas where there is heightened concern. | |
| **OPERATIONAL ACTIVITY** | |
| * For Icahn Schools in Shared spaced with the NYCDOE: Charter schools will collaborate with co-located schools, whether charter or district, through their building councils and shared space committees to follow all health and safety protocols as prescribed by the NYCDOE and NYCDOH while maximizing these spaces for instructional purposes. | |
| **RESTART OPERATIONS** | |
| * Weather permitting, windows maybe be opened to the height allowable for NYC school buildings and NYC laws. HVAC central systems will be outfitted with HEPA filters and replaced every quarter. * For Icahn Schools in NYCDOE shared spaces: Charter Schools will rely on NYCDOE custodial engineers and follow directions from NYC Division of School Facilities (DSF) to ensure the safe restart of building systems as well as cleaning and disinfection of the facility. * COVID-19 disinfection and remediation will be used in allowable areas. * All bathrooms have a touchless experience. * Water fountains will remain accessible, but the school will encourage students to bring water from home. * Trash receptacles will be touchless. * Food utensils, plates and bags will be disposable. * The Icahn schools will follow the CDC guidelines on cleaning and disinfection. The guidelines can be found here: <https://www.cdc.gov/coronavirus/2019-ncov/community/clean-disinfect/index.html> * Communal spaces such as lobby, hallways, staircase, elevator, and bathrooms will be routinely cleaned and disinfected throughout the day with an EPA-approved disinfectant. * When EPA-approved disinfectants are not available, the school will mix ⅓ cup of bleach to every one gallon of water, or 70% alcohol solution. * The following disinfectant procedure will be used:   **Clean First:**   * + - * + Wear disposable gloves to clean and disinfect.         + Clean surfaces using soap and water, then use disinfectant.         + Cleaning with soap and water reduces the number of germs, dirt, and impurities on the surface. Disinfecting kills germs on surfaces.         + Practice routine cleaning of frequently touched surfaces.         + More frequent cleaning and disinfection may be required based on level of use.         + Surfaces and objects in public places, such as phones, pens or other shareable items should be cleaned before sharing         + High touch surfaces include:         + Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.   **Disinfect Second**   * + - * + Recommend use of [EPA-registered household disinfectant](https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2)         + Follow the instructions on the label to ensure safe and effective use of the product.         + Many products recommend:   Keeping the surface wet for a period of time (see product label).  Contact time is critical to fully disinfect.  Precautions such as wearing gloves and making sure you have good ventilation during use of the product.  Avoid mixing chemicals. Read instructions.  Wash hands when done.   * + - * + Lock up cleaning materials | |
| **HYGIENE, CLEANING, AND DISINFECTION** | |
| * The school will adhere to and promote hygiene, cleaning, and disinfection guidance set forth by DOH and the Centers for Disease Control and Prevention (CDC). The school will train all students, faculty, and staff on proper hand and respiratory hygiene. * Charter School will rely on NYCDOE Pupil Transportation to ensure that school bus companies and personnel follow all appropriate guidelines for cleanliness and disinfection. Any school buses contracted directly by charter schools will meet the same guidelines as provided by NYCDOH. * Icahn Schools in shared NYCDOE: Charter Schools will rely on NYCDOE custodial engineers and follow directions from NYC Division of School Facilities (DSF) to ensure that ongoing cleaning and disinfection of all classrooms, shared spaces, and outdoor facilities meets standards as prescribed by the NYCDOH and CDC. * Communal spaces (Lobby, Halls, Stairwells, etc.) will be disinfected regularly throughout the day. * Classrooms will be cleaned and disinfected nightly with an EPA-approved disinfectant. * Restrooms will be cleaned and disinfected frequently using EPA-approved disinfectant. * COVID-19 Disinfection, remediation or prevention sprayers will be used in allowable areas.   Training of cleaning staff will be ongoing throughout the year with a reopening training prior to the start of the school year:  Training will include:   1. The use of a daily checklist to inspect their area and ensure there is sufficient supplies for each day. 2. What does cleaning and disinfecting mean and the difference between the two? 3. Training on EPA approved disinfectants and how to safely use the product. 4. The proper use of PPE equipment. 5. Since the cleaning personnel will travel throughout the building, an emphasis in the training will be to ensure cleaning staff clean their hands regularly.   The cleaning procedures in the Restart Operations section will be used:  **Clean First:**   * + - Wear disposable gloves to clean and disinfect.     - Clean surfaces using soap and water, then use disinfectant.     - Cleaning with soap and water reduces the number of germs, dirt, and impurities on the surface. Disinfecting kills germs on surfaces.     - Practice routine cleaning of frequently touched surfaces.     - More frequent cleaning and disinfection may be required based on level of use.     - Surfaces and objects in public places, such as phones, pens or other shareable items should be cleaned before sharing.     - High touch surfaces include:     - Tables, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, sinks, etc.   **Disinfect Second**   * + - Recommend use of [EPA-registered household disinfectant](https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2)     - Follow the instructions on the label to ensure safe and effective use of the product.     - Many products recommend:       * + Keeping surface wet for a period of time (see product label).         + Contact time is critical to fully disinfect.         + Precautions such as wearing gloves and making sure you have good ventilation during use of the product.         + Avoid mixing chemicals. Read instructions.         + Wash hands when done.         + Lock up cleaning materials | |
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| **TRANSPORTATION** | |
| * Charter School will rely on NYCDOE Pupil Transportation to ensure that school bus companies and personnel follow all appropriate guidelines for safety as recommended by the NYCDOH. | |
| **FOOD SERVICE** | |
| * Charter School will rely on NYCDOE School Food to ensure that service personnel follow all appropriate guidelines for safety as recommended by the NYCDOH. The school will train school staff as needed to reinforce the protocols adopted by food service and custodial personnel to ensure healthy, safe meals and the least disruption to the instructional day. * The guidance must contain a policy in which school breakfast and/or lunch is provided to students who were previously receiving school meals. * All items will be disposable. There will be no need to wash utensils, plates, or cups. * The collection of disposable waste by the custodial staff will be completed soon after breakfast and lunch each day. | |
| **Mental Health, Behavioral, and Emotional Support Services and Programs** | |
| * Additionally, the Physical Education teacher may assist in this area to support mindfulness and promote physical activity that supports purposeful breathing exercises and stress reduction as well as health classes to support healthy eating, lifestyle choices, and hygiene. * Guidance counselor will have general classroom discussion with students and staff to address specifically any issues related to COVID-19 and anyone who was personally affected. * The school will take time to cultivate and deepen relationships, build partnerships, and plan for SEL. * The school will design opportunities where adults can connect, heal, and build the capacity to support students. * The school will create a safe, supportive, and equitable learning environment that promotes all students’ SEL. | |
| **COMMUNICATIONS** | |
| * School webpages will be closely monitored and updated, as necessary. * Signage and posters will be displayed throughout the facility. * Training of staff will be provided on how to follow COVID-19 protocols safely and correctly, including but not limited to hand hygiene, proper face covering wearing, social distancing, and respiratory hygiene. Teachers will instruct students on the same protocols.   + - Icahn Charter Schools will post the full 2022-23 Reopening Plan on the charter’s main website at [www.icahncharteschools.org](http://www.icahncharteschools.org) and all of the individual school websites will have an area that redirects them to the main website to access the most updated information available.     - Additionally, in compliance of CDC and DOH guidance, signage will be used to remind individuals to:       * Stay home if they feel sick.       * Cover their nose and mouth with an acceptable face covering when unable to maintain social distance from others or in accordance with any stricter policy implemented by the school.       * Safely store and, when necessary, discard PPE.       * Report symptoms of, or exposure to, COVID-19, and how they should do so.       * Follow hand hygiene, and cleaning and disinfection guidelines.       * Follow respiratory hygiene and cough etiquette. | |
| **Health Testing Responsibility** | |
| * + - The school will follow CDC guidelines when implementing testing plans. | |
| **Early Warning Signs** | |
| * The school will closely monitor absenteeism for trends and assess if the increase in absenteeism is related to COVID-19 or for other reasons. * The school will follow all metrics as set by NYCDOH if cases in NYC are increasing beyond an appropriate level and modify in-person instruction, as necessary. * Closely monitoring information from the Department of Health and other local health departments * Gather local reports on increased illnesses in the school community. | |
| **Containment** | |
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| * The Icahn School has developed protocols for safely caring for a student, faculty, or staff member if they develop symptoms of COVID 19 during the school day. * The school COVID 19 liaison will ensure the safety protocols set in place are followed. Protocols will be assessed frequently to accommodate any new guidance from DOH and/or NYSED as well as any specific school related matter that requires the school to revisit the protocols. * Containment, Isolation, and Cleaning and Disinfection are key components once a report of a COVID-19 related symptom is announced. * A COVID 19 committee that includes school administrators will review suggestions or requests to update the school protocols. * A suggestion survey will routinely be issued to stakeholders, internally and externally, to improve and update our plan as necessary and to reinforce that everyone involved in the Icahn school is a stakeholder. The message to stakeholders is that we as a school community must do our part to avoid the spread of the virus. * DOH will provide all the PPE and supplies necessary for outfitting the school health office, including but not limited to eye protection, gloves, gown, and masks. | |
| **Student Collection** | |
| * + - The school will ensure that clear instructions are provided to parents or legal guardians in the event a pickup is required. Instructions will be provided to the parent or legal guardian that the student must be seen by a health care provider.     - During the collection, all parties must wear approved PPE equipment.     - Collection will take place in a designated area, preferably near an exit, to avoid exposure.     - Parents or legal guardians are not to linger in the building during the collection process and a quick exit out of the building is required.     - Each collection of students or staff will be documented. If necessary, the local health department will be contacted if there are warning signs or trends occurring.     - Individuals, parent, or legal guardian, collecting a student will be reminded to protect himself or herself and others in the family unit from exposure by practicing social distancing, isolation when needed, wearing facemasks, cleaning, disinfecting, and ventilating shared spaces if available. | |
| **Hygiene, Cleaning, and Disinfection** | |
| **Hygiene**   * + - The Icahn School leadership will ensure adherence to hygiene and cleaning and disinfection requirements as advised by the CDC and DOH, including “Guidance for Cleaning and Disinfection of Public and Private Facilities for COVID-19,” and the “STOP THE SPREAD” poster, as applicable.     - The school will:     - identify cleaning and disinfection frequency for each facility type and assign responsibility.     - oversee the regular cleaning of frequently touched surfaces (e.g., toys, door handles, sink handles, toilets, drinking fountains) within the school and on school buses.     - train all students, faculty, and staff on proper hand and respiratory hygiene, and provide information to parents and/or legal guardians on ways to reinforce this at home.     - Teach and reinforce handwashing with soap and water for at least 20 seconds.     - encourage teachers, staff, and students to cover coughs and sneezes with a tissue, dispose of used tissues immediately, and wash their hands with soap and water for at least 20 seconds.     - The school will provide and maintain hand hygiene stations around the school, as follows:       * + For handwashing: soap, running warm water, and disposable paper towels.         + For hand sanitizing: an alcohol-based hand sanitizer containing at least 60% alcohol for areas where handwashing facilities may not be available or practical.         + School medical or health directors should approve and permit the use of alcohol-based hand sanitizers in school facilities without an individual’s physician orders as alcohol-based hand sanitizers are considered over-the-counter drugs. Student use of alcohol-based hand sanitizers should always be supervised by adults to minimize accidental ingestion and promote safe usage; supervision is required for elementary school students. Parents/guardians can inform the school that they do not want their child to use alcohol- based hand sanitizers by sending a written notice to the school. The school will provide accommodations for students who cannot use hand sanitizer, to allow for their use of handwashing stations.     - The school will make hand sanitizer available throughout communal areas. Hand sanitizers should be placed in convenient locations, such as hallways, classrooms, and cafeteria entrances and exits. Touch-free hand sanitizer dispensers should be installed where possible.     - The school will place receptacles around the school for disposal of soiled items, including paper towels and PPE.     - The school will make hand sanitizer and disinfecting wipes available near shared amenities. Sanitizer should be an alcohol-based hand sanitizer containing at least 60% alcohol for areas where handwashing facilities may not be available or practical.   **Cleaning and Disinfection**   * + - The School Leadership will ensure that cleaning and disinfection are the primary responsibility of the school’s custodial staff. However, the School will provide appropriate cleaning and disinfection supplies to faculty and staff for shared and frequently touched surfaces:       * + Consider providing disposable wipes to faculty and staff so that commonly used surfaces (e.g., keyboards, desks, remote controls) can be wiped down before and/or after use, followed by hand hygiene.         + To reduce high-touch surfaces, the school will install touch-free amenities, such as trash receptacles and paper towel dispensers, where feasible.         + If installing touch-free amenities is not feasible, the school will make hand sanitizer available near high-touch surfaces (e.g., trash receptacles, paper towel dispensers).     - The school will adhere to and promote hygiene, cleaning, and disinfection guidance set forth by the NYSDOH and CDC.     - There are two scenarios that require cleaning and disinfecting multiple times per day:     - High risk areas including health offices, classrooms, lunchrooms/dining rooms, athletic rooms, bathrooms, and high traffic areas. The school will establish procedures for surfaces that must be sanitized after use, such as gym mats, health office cots, and lunch/dining tables.     - High touch surfaces including lunch tables, desks and chairs, light switches, handrails, door handles/push plates, faucets, equipment handles and buttons, shared equipment and electronics, bus seats, and handrails.     - Cleaning and disinfection must be rigorous and ongoing and should occur daily, or more frequently as needed. Please refer to DOH’s “Cleaning and Disinfecting Your Facility” and “Cleaning, Disinfecting, and Hand Hygiene: A Toolkit for School Administrators” for detailed instructions on how to clean and disinfect facilities.       * + Please refer to the updated Coronavirus (COVID-19) Custodial Checklist for Schools for additional detail on COVID-19 cleaning guidelines and routine cleaning procedures.         + The school will ensure regular cleaning and disinfection of restrooms. Restrooms should be cleaned and disinfected more often depending on frequency of use. The school will implement best practices in shared (i.e., communal) bathrooms which include such practices as use of touch-free paper towel dispensers in lieu of air dryers.     - The school will ensure that materials and tools used by employees are regularly cleaned and disinfected using registered disinfectants. Refer to the Department of Environmental Conservation (DEC) list of products registered in New York State and identified by the EPA as effective against COVID-19.     - If cleaning or disinfection products or the act of cleaning and disinfection causes safety hazards or degrades the material or machinery, the school will put in place hand hygiene stations between use and/or supply disposable gloves and/or limitations on the number of employees using such machinery.   **Cleaning and Disinfection Following Suspected or Confirmed COVID-19 Case**   * + - The school will provide for the cleaning and disinfection of exposed areas in the event an individual is confirmed to have COVID-19, with such cleaning and disinfection to include, at minimum, all heavy transit areas, and high-touch surfaces.     - The school will follow CDC guidelines on “Cleaning and Disinfecting Your Facility,” if someone is suspected or confirmed to have COVID-19:       * + The school does not necessarily need to close operations.     - Open outside doors and windows to increase air circulation in the area.     - Clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, classrooms, bathrooms, lockers, and communal areas.     - Restrict access to any area where someone with confirmed or suspected COVID-19 was present until the area is cleaned and disinfected.   + Once the area has been appropriately cleaned and disinfected, it can be reopened for use.   + A certified cleaning and disinfection trainer will provide training to all staff before the reopening of the school. | |
| **Communication** | |
| * The school COVID 19 liaison will be responsible for sharing protocols and safety measures taken by the school with all relevant parties including parents /legal guardians, faculty, staff, students, and the local community. * The school website is one of the platforms the school will communicate to relevant stakeholders. | |
| **Closure** | |
| * Although closure is unlikely, the school will consult with the DOH in the event it is necessary to close the building. * Icahn will collaborate with their local health department to determine the parameters, conditions, or metrics (e.g., increased absenteeism or increased illness in the school community) that will serve as early warning signs that positive COVID-19 cases may be increasing beyond an acceptable level. School administrators will consider closing school if absentee rates affect the ability of the school to operate safely. Icahn may choose to modify operations prior to closing to help mitigate a rise in cases. Icahn will consult their medical director and/or the local department of health when making such decisions. * The school will work with the NYCDOH to determine what conditions (i.e., number of positive COVID-19 cases in the building) would trigger a pod, section, or full school closure and the amount of time of the closure. * Lack of certified teachers on staff. * High absenteeism in students and/or staff * The NYS Governor's office recommends school closure. * The NYC Department of Education recommends school closure. | |
| **Operational Activity Closure** | |
| * + All in school learning will cease.   + The school will implement a remote learning environment.   + Custodial services will continue.   + Administrative staff will work remotely and when necessary, will come in on a predetermined day.   + No one is allowed back in the building without a pre-approval from the network office.   + Charter schools will collaborate with co-located schools, whether charter or district, through their building councils and shared space committees to follow all health and safety protocols as prescribed by the NYCDOE and NYCDOH while maximizing these spaces for instructional purposes. | |
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