

Sacred Heart Villa School
Sisters of the Sacred Heart of Jesus

5269 Lewiston Road
Lewiston, NY 14092
285-9257 School 284-8273 Convent
E-mail: shvillaschool@gmail.com
Web site: www.shvilla.org

PLAN FOR REOPENING OF SACRED HEART VILLA SCHOOL

Sacred Heart Villa School is a Co-Ed Private Day School –

Pre-K 3yrs. to 3rd. Gr.

Email: shvillaschool@gmail.com

Main Phone—716-285-9257 where a message can be left / Second Phone –
716-284-8273.

Fall 2020 Opening Day 9-9-2020 / Classes start for Pre-K to 3rd. Gr. 9:00
am to 3:00 pm.

Intended date for end of 10 Wks. 11/13/20, end of 20 Wks. 2/22/21, end of
30 Wks. 4/4/21, end of 40 Wks. 6/24/21.

**PART I: REOPENING OF THE SCHOOL- MASKS REQUIRED WHEN
DISTANCING CAN NOT BE MAINTAINED.**

All 5 days in classroom for grades Pre-K 3 to 3rd. grade with their own teacher all day. Space is available for 6 foot distancing with spots for each child marked out. Students in Pre-K 3 and Pre-K 4 will enter by main entrance to the school. This is the closest entrance to their classrooms and they will leave by the same entrance. Their dismissal time will be at 2:40 pm to avoid contact with older students. Several playtimes are built into the day. If weather permits they can go outside and use the blacktop surface for movement activities. In bad weather they can use the Gym which will be marked for distance. During instruction and areas where distancing can be maintained students will be allowed to take a break from their mask.

LUNCH & SNACK TIME: Lunch room is postponed for start of the school year or if need the entire year. Students will eat in the class room and desks or tables will be wiped down before and after lunch or snack. Students will be discouraged from sharing food. Any Birthday Parties during the year ONLY food from the store will be allowed. No homemade food is allowed at this time.

STUDENTS FROM Kdgn. to 3rd. grade will enter and leave school by the usual school entrance at the south end of the building. The information about distancing recess time, & lunch time is the same for both groups. The older students will be dismissed at 3:00 pm. **Parents will not be able to enter the building.**

USE OF BATHROOM: Depending on the size of the class, students can use the bathroom individually or the teacher can take the entire class to the facility and supervise them, then bring them all back at once. Students will be instructed on the use of proper hand washing, this is something that is already done at SHV.

WATER FOUNTAINS are postponed for now to avoid having the younger and even some older students putting their face on the water spout when they drink. Parents are being instructed to purchase drinking bottles and the staff will fill the bottle, as needed, from the water fountain so the students can drink fresh cold water during the day.

OTHER ACTIVITIES POSTPONED: Due to the fact that these are multiage classes we are postponing these activities for now until we get more clearance from the government. These are: No SCHOOL Mass UNTIL WE HEAR DIFFERENTLY, Gym, fund raisers involving students, Foreign Language, Ballet, Music, Indoor Soccer or special parties for the children. In person field trips will also be on hold. The school will look into getting on line field trips that will be age appropriate for the children. If we're still in school, in the spring, we may try to do something in the spring depending what the Governor says.

There will be no sports which involve close contact with other individuals or outside teams. Parents will be advised against any domestic travel to or through states that are HOT SPOTS because they will be required to complete a two week isolation period. This will be required of both students and faculty. This also includes international travel.

PROPER HYGIENE & SANITIZING: Students will wash their hands properly and frequently with soap and water for at least 20 seconds. Hand sanitizer will be available in the classrooms and in the school entrances. Each teacher will have disinfectant wipes and hand sanitizer in their classrooms.

All hard surfaces will be wiped down before and after at the end of each day. All students' blankets and hard toys will be put into the disinfecting process

immediately at the end of each day

PART II: SCREEING & MONITORING HEALTH OF STUDENTS AND FACULTY, STAFF & OTHERS

According to General Health and Safety NYSED guidance, it is required that the school must implement mandatory health screenings, including temperature checks of students, faculty, staff, and any other individual (e.g. visitor, therapist, outside workers) who will be in the building. These health screenings are mandatory because we all are at risk of having or being exposed to COVID19.

Mask: Students, teachers, and staff members and anyone entering the school building are required to wear masks throughout the school period.

Screening: Screening for other individuals will be conducted using a manual process that includes filling out a health screening questionnaire form and a temperature check with non-contact thermometer. The manual process will be documented on a paper log. The log includes a place to note the name of the individual, the temperature identified with the thermometer, the contact phone number, and the entry/exit time of the individual. This will done upon entrance to the building.

The school designated COVID-19 coordinator is responsible to make sure that these screenings are checked on a weekly basis. In the event the school is notified of an exposure or positive case of COVID-19, the COVID-19 coordinator will be notified and will follow the safety measures and any guidance set forth by the DOH (Department of Health)

COVID SYMPTONS (Please see school handbook):

IF ANYONE FEELS ILL OR SHOWS SIGNS OF COVID-19 OR ANY OTHER ILLNESS THEY ARE ADVISED TO STAY HOME.

Family should check the temperature of children at home. It will also be checked by the teacher when the student arrives at school and again at lunch, after recess and at dismissal. Each teacher is responsible to log in the temperature check each time it was taken. The faculty will also check their temperature. If anyone becomes ill during the day they will have their temperature taken and if 100 degrees or more the child will be isolated and parents called immediately. The parent will be advised to go and see their doctor. They will need a note from the

doctor before returning. The parents will be notified to arrange to pick up the child and have him/her checked by the doctor.

All students, faculty, staff, and any other individual who will be in the building, who may have COVID-19 symptoms or who may have been exposed to the COVID-19 virus will be required to participate in the daily school health screening procedure. This procedure consists of a temperature check and a short health questionnaire to identify COVID-19 symptoms

Students and faculty should notify the coordinator if they or a family member tests positive for Covid-19. In case of exposure to anyone who is tested positive, we will follow the guidelines of the Department of health for testing and quarantine. If someone is found to have the symptoms of the virus or other COVID related symptoms mentioned above, the parents will be called to pick up the child within an hour of notification. Individual who displays signs or symptoms of COVID-19 will go for remote instruction 5 days a week as can be tolerated. The Individual is required to quarantine at home and work from home as tolerated.

COVID-19 testing is the responsibility of individual. Sacred Heart Villa will not provide testing, but we require COVID-19 testing when symptoms are present or when an individual is suspected to be in contact with a person confirmed with COVID-19. Individuals can obtain a free COVID-19 test from the DOH (Below, find some list of testing places available).

Sacred Heart Villa will require evidence of a negative COVID-19 test for any individual who presented with symptoms or was suspected to be in contact with a person confirmed with COVID19 before they can return to school.

MANDATORY DRILLS & SAFETY MEASURES FOLLOWED: Safety drills will be done. These are the fire drills and lock down drills. Also to minimize the need to touch door knobs or handles classroom doors will remain open. The state is encouraging the opening of windows when temperatures are above 45 degrees to allow for the exchange of air in the building.

IF STATEWIDE SHUTDOWN OCCURS Sacred Heart Villa will follow the directives of the State Education Department and the DOH as well as the Governor's recommendations. Students will return to distant learning either by use of Zoom or another set up by teacher. They will receive assignments via email or

mail and return finished work the way. This will be the safest way for all concerned.

HYBIRD SET UP: If we have to use the combination of in school and online teaching we will keep the Pre-K to Third Grade in school because they need more one on one learning.

ATTENDANCE: We will follow our existing school attendance procedures. For in-person instruction and remote learning, we will take attendance for students who participated. There will be continual communication to both parents/guardians and students on the importance of attendance in school regardless of setting. Parents/guardians are required to call the school to notify the school that their child (ren) will be absent. For more information, please see the school handbook.

TRANSPORTATION: Students taking buses will have to wear face masks on the bus and sit one person to a seat. Students from the same family can sit two in a seat. If the district has separations on the seat then they can sit two on a seat. Students will have to follow the rules of the bus driver, or bus aide. At SHV we will try to have the bus children dropped off and picked up at the school entrance at the south end parking lot. If it does not work we will put the pickup area back to the drive way near the mail box.

The Pre-K students are transported to & from school by their parents. This is why we split the pickup area to lessen the congestion.

Niagara County COVID-19 Test Sites:

- Niagara Falls Urgent Care Center and Primary Care 31117 Military Rd. #2 (716)714-4112 Appointment not required
- WellNow Urgent Care 7432 Niagara Falls Blvd (716)371-4260
APPOINTMENT NOT REQUIRED/referral not required
- Rite Aid Drug Store 1030 Pine Ave. Niagara Falls (716)285-0514
APPOINTMENT REQUIRED/referral not required
- Community Health Center of Niagara 2715 Highland Ave. Niagara Falls (716)986-9119 Ext 5907 Appointment required/referral required
- Summit Healthplex 6932-6934 Williams Rd. Niagara Falls (716)278-4496
Appointment not required/referral required

- Mount St. Mary's Hospital 5600 Military Rd. Lewiston (716)297-4800
Appointment required/referral required
- Niagara County Community College 3111 Saunders Settlement Rd. 1-888-364-3065 Appointment required/referral not required
- 8. DeGraff Memorial Hospital 445 Tremont North Tonawanda 9. Eastern Niagara Hospital (716)514-5700 Appointment required/referral required

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5269 Lewiston Rd.
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BEDS#400301137225