

The Karafin School  
COVID-19 Procedural Plan  
September 2020

**To ensure the safety of the students, staff, and visitors, the following procedures will be in place as of September 1, 2020**

As we open in September, in order to comply with social distancing guidelines we have decided to divide the students into two groups (A & B). The students will alternate between attending in person and doing school work remotely at home on a bi-weekly basis. They are expected to be here when assigned.

**TRAVEL ADVISORY:** IF YOU HAVE TRAVELED TO ONE OF THE STATES ON THE LIST, PLEASE FOLLOW NYS GUIDELINES AND SELF QUARANTINE FOR 14 DAYS.

1. **TEMPERATURE:** ALL students, families, staff, and visitors will have their temperature taken with a touchless temperature before entering the building. Anyone with a temperature of 100F degrees will NOT be permitted inside. Such persons will need to leave the school's grounds and return home. Students will need to leave the school via the bus. If leaving is not possible, such persons will be placed in a 'quarantine room' where they will remain until they can be taken home. If a parent is unable to pick up a "sick" student that student should maintain virtual instruction until a vaccine is available. School Buses will not be taking temperatures. It is the parent's responsibility to monitor their child's health and symptoms and keep them home if they do not feel well.
2. **FACE COVERINGS:** ALL students, families of students, staff, and visitors must wear a mask that covers both their mouth and nose. These may be removed during meals. Face masks will be provided to all students (if needed).
3. **SOCIAL DISTANCING:** "Social Distancing" (remaining a minimum of 6 feet between individuals) must be maintained at all time. ALL students, families of students, staff, and visitors must maintain social distancing while inside.. Plexiglas "sneeze shields" have been placed in the classrooms.
4. **SPACES:** Classrooms, hallways, and other gathering spaces have been revised to allow social distancing within the building. Smaller classrooms have been enlarged by removing walls; excess furniture, including desks, tables, bookcases, etc. to provide more available space within the rooms. Signage has been deployed displaying proper spacing when congregating is anticipated within the building. There will be a one way traffic pattern throughout the building; hallways have been marked with directional arrows to ensure the orderly and safe flow of people. Signs instructing everyone in the building on effective hand-washing techniques, mask wearing, social distancing, reporting symptoms, etc. are posted in multiple places throughout the school.
5. **CLEANING, DISINFECTING, AND HYGIENE:** A professional janitorial service will be doing daily cleaning & sanitizing of the building and classrooms. Aides will clean all surfaces and classrooms supplies at the end of each period. Each student will have their own packet of school supplies, including, masks, calculators, pens, notebooks, etc. These may NOT be shared with other students.
6. **BATHROOMS:** Both of our bathrooms have been renovated to allow more distancing between the stalls and hand washing stations. We will only be allowing two (2) students in the restroom at a time. There will be no waiting in the hall for the bathroom.

**Failure to abide to the above policies will result in online instruction. Students will remain home and receive on line instruction via Schoology.**