

Kodomo Kuni Reopening Plan

Kodomo Kuni created this protocol to protect against the spread of COVID-19 in the current public health emergency. As the situation around COVID-19 changes time to time, the school will revise this protocol accordingly and it will be notified to all the families at school.

1. Reopening

1) Program

School will run the program by hybrid method. “In-person” instructions will be given every day in the morning and “Online” instructions will be given in the afternoon.

2) “In-person” instructions

Class size will be smaller than the previous years to provide a safe environment for the children. During the in-person instructions, children stay as cohorts (as class) and they will not be intermingled by using the staggered schedule for each cohort. All the children and staff members are required to wear masks while they are at school. Health Screening or many other measures about cleaning, disinfection, bus transportation, drop-off/pick-up, etc has been set up as follow to prevent the spread of COVID-19.

3) Online classes

Online classes in the afternoon will be run by ZOOM. All the detailed schedule for online classes will be given to the parents during the summer.

4) Emergency Drills

School will conduct Fire Drills and Lockdown Drills as required by Education Law and regulations.

2. Closure

In case the pandemic may get worsen again to the extent that the Governor or local health officials order a new shutdown, school will move all the instructions to online immediately.

< Rules for In-person instruction environment >

1. Health Screening Requirement, Bus Transportation and Drop-off/Pick-up

1) <All the students> Health Screening Requirement

- The temperature of a child must be checked at 7:20am and the parents are required to send in a health check questionnaire to school by 7:30am every morning. It is a requirement for everyone even if a child will be absent or late for school on that day. If he/she is absent/late for school, it needs to be stated in a health check questionnaire with a reason and scheduled arrival time. The school may contact with the parents later if necessary, to obtain more information. The instruction about how to submit a health check questionnaire online will be sent to the parents by email during the summer.

- No one is permitted to come to school if the temperature is greater than 100F. Also, the parents are asked to keep an eye on the child's health condition closely all the time. If any small indications of its change are observed, the parents should have him/her stay home on that day as precaution. In the current pandemic, it is very important that everyone needs to be cautious about the health condition.

2) School Bus

- The parents must check the temperature not only of the child but also of themselves that will bring him/her into the bus to make sure that it is below 100F.

- As stated above, the parents must submit a health check questionnaire by 7:30am. If it is not submitted on time, the school will notify the bus company and the child without it will NOT be allowed to get on a bus on that day.

- Only 1 family is allowed to go into a bus at a time. If there are 2 or more families at the same bus stop, they should make turn to go in. This doesn't apply for the children from the same household. If the family has more than 1 child that attend our school, the parent can bring them all in together.

- All the children and parents must wear masks on the school bus. In the afternoon, the parents must check the temperature at home before the school bus arrives to make sure it's below 100F and wear masks.

- The seats on school bus will be assigned to each child using social distance.

3) Drop-off/Pick-up procedure (for Non school bus users)

- All the children will be dropped off/picked up by “Drive-thru” method outside the school building. Each class has a staggered drop-of/pick-up time. The detailed information with schedule and how to drop off/pick up will be sent out to the parents by email during the summer.

- Only a family member or the babysitter can come to school for drop-off/pick-up.

- All the children and parents must wear masks when they come to school.

- A child without a health check questionnaire will not be permitted to be dropped off.

- No parents, guests or visitors are allowed to go into a school building except an emergency situation.

- If a child is scheduled to be late for school, it needs to be stated in a health check questionnaire with a reason and approximate arrival time. The parent should give a call to a school office (914-949-0067) when they arrive and one of the staff members will greet them outside, check the child’s temperature and bring him/her inside.

2. In case health condition of a child changes at school

- 1) If any changes of a child’s health condition are observed, the school will call the parents right away. The parents must come to school as soon as possible to pick up the child. The child will be separated from a class and be waiting at the designated area until the parent’s arrival with one of the staff members wearing PPE.

- 2) Parents are not allowed to come into a school building. They need to call a school office (914-949-0067) to let them know that they arrive. They need to wait in a car until one of the staff members will bring a child to a car.

- 3) The parents should bring the child to a healthcare provider. It is recommended to give them a call to make an appointment when they come.

- 4) It is required that the parents let the school know about the diagnosis from a healthcare provider.
 - 5) Only the family members are allowed to pick up a child when he/she shows any sign of the sickness. School asks the parents to make sure that they will be in the position to pick up a phone call from school any time in case.
3. After a child gets diagnosed
- 1) Any diagnosis other than COVID-19
 - Parents follow the instructions from a healthcare provider.
 - On a child's return to school, the following condition needs to be satisfied other than an instruction from a healthcare provider. "A child stays fever free for 3 consecutive days without any medication" (recommended from NYS Office of Children and Family Service)
 - 2) If a child tests positive for COVID-19
 - A whole family need to follow the isolation rule from a healthcare provider and the local health department.
 - School will notify the state and local health department right away.
 - School will notify all the families about the case. However, a child's name will not be revealed to protect his/her privacy under the federal and state law.
 - School will follow all the requirements from the state and local health department including the class or school closure.
 - All the above process will be the same when there is any case somewhere in the Congregation Kol Ami building.
 - 3) Requirements on the child's return to school after COVID-19 positive case
 - The child has no COVID-19 symptom any more
 - The child is released from any kind of isolation
 - The following documents will be required from a healthcare provider

- Permission letter to return to school from a healthcare provider
- COVID-19 negative test result

4. If any family members or someone that is close contact with you tests positive or possible case

- Parents must let the school know right away.
- All the family members must follow the isolation requirements from a healthcare provider or the local health department.
- On a child's return to school, he/she needs to be released from any kind of isolation and also the permission letter from a healthcare provider needs to be submitted to school before his/her return.
- School will notify all the parents that someone is in self-quarantine. However, a child's name will not be revealed to protect his/her privacy by the federal and state law.

5. Self-quarantine Requirement after Travel

1) Everyone needs to follow all the guidelines about self-quarantine after travel from New York State. They have been changed time to time so the latest rule at that time will apply for the case.

2) If any family member is under self-quarantine after travel

The NYS guideline about the self-quarantine Restrictions on Travelers Arriving in New York State is as follow as of 8/03/20. A child from the household is allowed to attend school as long as all the following rules are strictly complied at home.

- The individual must not be in public or otherwise leave the quarters that they have identified as suitable.
- Separate quarters with separate bathroom facilities for each individual or family group. Access to a sink with soap and water, and paper towels is needed.
- The contact must have a way to self-quarantine from household members as soon as fever or other symptoms develop, in a separate room. There must be a door that separates it from the rest of the living area and has its own bathroom. Given that an exposed individual might become ill while sleeping,

the exposed individual must sleep in a separate bedroom from household members.

- Cleaning supplies, e.g. household cleaning wipes, must be provided in any shared bathroom.
- If an individual sharing a bathroom becomes symptomatic, all others sharing the bathroom will be considered exposed persons until the symptomatic individual is appropriately evaluated and cleared.
- Food must be delivered to the individual's quarters.
- Quarters must have a supply of face masks for individuals to put on if they become symptomatic.
- Garbage must be bagged and left outside by the door of each of the quarters for routine pick up. Special handling is not required.
- Individuals should self-monitor for fever and other symptoms of COVID-19 daily throughout the duration of the quarantine period.

School has set up the measures and rules about hygiene, cleaning and disinfection to prevent COVID-19 throughout a day as follow.

- Children will stay in the same group (cohort) as a class all day and the cohorts will never be intermingled each other. The staggered schedule for each cohort will be set up to use a playground, social hall and gym. Each child has his/her own bag for school supplies so that they won't share with anyone else.
- Cleaning and disinfection will be conducted between the use of each cohort at playground, social hall and gym.

1. Daily cleaning/disinfection

Cleaning and disinfection will be conducted all the places as below.

Arrival	Everyone will wash their hands before coming into a classroom.
Locker	Everyone's belongings are stored individually in a separate locker.

Classroom	<p>The windows and doors remain open to have the maximum ventilation. The children and the teachers wear masks in a classroom.</p> <p>※All the toys in a classroom will be disinfected between the activities.</p> <p>※The tables and the chairs will be cleaned/disinfected as needed throughout a day.</p>
Social hall /Gym	The windows and doors remain open for the ventilation purpose. Only the disinfected ball or equipment will be used.
Playground	Children will be allowed to take off masks and enjoy the outside activities using social distance. The masks will be stored in each child's own mask case. The playground equipment will be cleaned/disinfected between each cohort.
<p>※The bottom of shoes will be cleaned when children come inside using a special featured mat.</p>	
Bathroom	<p>Children from each class will be escorted to a bathroom by teachers. They will be instructed to make sure to wash their hands for 20 seconds after use. Each toilet will be cleaned/disinfected after every use.</p> <p>※The signage for social distance is installed on the floor in front of the bathroom for the time when they wait for their turn.</p> <p>※The signage about how to wash your hands is posted on the wall in the bathroom.</p>
Lunch* (*as below)	<p>The staggered lunch time is scheduled for each cohort. Both gym and the classrooms will be used so that the children can sit by social distance. The doors and windows remain open for the ventilation purpose.</p>
Quiet time* (*as below)	Each child is assigned for their own mat and towel with their names on it. The mats will be stored separately and their towels will be stored in their own bag individually. They will be placed with social distance and all the children will be escorted to a bathroom to wash their hands afterwards.
Going home	<p>School bus :</p> <p>①Children from each class will stay together to go into a bus.</p>

	<p>② Children’s temperatures will be taken before getting on a bus and everyone is required to wear masks on school bus. They will start to sit down from the last row to the front so that children will not be mingled when they get on.</p> <p>Drive-thru:</p> <p>① Each class will be waiting together to wait for their parents arrival.</p> <p>② Child’s name will be called when his/her parent’s car arrives and he/she will be escorted to the car.</p>
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2. Water supply • Lunch* (*as below)

- All the children are asked to bring their own water bottles. The water will be added as needed throughout a day.
- Lunch* will be served in an individual lunch box so that the children will never share the food with anyone else.
- Disposable utensils will be served individually with a lunch box.
- Allergy stickers will be placed at the top of lunch boxes for the children with allergy. They have their own names with specific instructions about the food restrictions so that they will be never mixed with others.

*As of 8/05/20, school plans to have “in-person” instructions only in the morning. No Lunch will be served. These measures for Lunch or Afternoon quiet time will be applied when the situation of COVID-19 improves and school decides to extend “in-person” instruction time.

3. Orientation for the children

- Orientation for the children will be conducted on the first few days. The age-appropriate instructions will be given to the children using some visual materials to help them understand a lot of new rules in the pandemic. It will not only focus on how to follow the rules but also about how they can keep good friendship with each other and how they can play nicely with peers. They are extremely important for the children’s mental health and to help them restart or start a school life after such a long period staying home only with their family. Detailed information about what will be taught at orientation will be given to the parents in advance.

- Staff members are trained for child's mental health in the pandemic.

4. Support for the parents

- A lot of parents may have concerns when school reopens. School and all the teachers are always available to answer any questions that they may have about school safety procedure and child's behavior. They can contact with school or their class teachers any time by email, Google Hangout or phone call.

- If any parents are looking for help or educational consultant from outside, here's the information that they can contact with.

<New York Japanese Educational Consultant Center>

Tel : 914-305-2411

Email : info@jec-ny.org