



# REOPENING PLAN

2020-2021 COVID-19 Reopening Plan for  
Battery Park Montessori & Pine Street School



## INTRODUCTION

What follows is our current COVID-19 Reopening Plan for the 2020-21 school year. Although this plan was developed based on what we know given our current situation, there is still so much that is simply unknown. For that reason, this is intended to be a “living document” that must and will change as new information, regulations, and innovations surface.

Thus, as the COVID-19 pandemic evolves, so will our plan. While we will keep you updated as changes are necessary and with as much advance notice as possible, it is also essential that we, as a community, all adhere to the safety measures and guidelines in place at any given time.

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## COMMUNITY EXPECTATIONS

While this document addresses the measures that Green Ivy Schools plans to have in place to protect the members of our community, we recognize that because we are a community, we are all responsible for taking measures to limit the spread of COVID-19, which is extremely contagious and still not completely understood.

To reduce the risk of COVID-19 exposure in our schools, we ask all of our families to adhere to [CDC guidelines](#). As of publication of this document, these guidelines include limiting attendance at gatherings, events, and other activities in or outside of the home, and when these are necessary, to limit participation only to those that can maintain physical distancing, including any which may happen in your own home. In addition, please continue to ensure that all family members wear masks when going about daily activities in public, and please ensure that your family's home-based practices follow the [CDC "Household Checklist."](#)



## Our Approach

As always, our priority is the safety and health of all members of our school community. As we design and implement this plan, we are also keeping in mind the impact our decisions have on learning and our faculty's ability to deliver the best early childhood, elementary, and middle school education possible.

While we have planned around the scenarios we consider most likely, we are braced for an unpredictable future in which circumstances could change with little advance notice. Therefore, our overall approach is to be agile and prepared for the unexpected.

As a team, we have and continue to monitor and learn daily from the wisdom and guidance provided by scientists, government leaders, and members of our multiple regional and international school networks. We are also fortunate to have Head of Pine Street School, Eileen Baker, among our leaders. Though the COVID-19 pandemic is certainly unprecedented, Eileen's past experience as head of schools all over the world, specifically while they were facing similar challenges such as Ebola, Marburg, SARS, MERS, Avian and Swine flu, is invaluable.

In addition, we are working with a physician, Dr. Sam Ashoo, who is board certified in emergency medicine and supports multiple channels of community education around COVID-19, including an [FAQ](#), a [list of resources](#), and a [podcast covering COVID-19 through the lens of emergency medicine](#).



DR. SAM ASHOO

Finally, as we begin to implement this plan, we anticipate that we will learn from practice and will want to make changes that improve efficiency and effectiveness in keeping everyone safe. For this reason, we ask you to stay alert for new messages from us about changes, and we also ask for your patience and understanding as we work to get the administration of our plan working smoothly for all.



“

Within a solid framework for health and safety, we prioritize the integrity of the learning experience.

”

## Scenarios We Are Anticipating

We believe there are three likely scenarios related to school reopening and COVID-19 in the next 3-12 months. While it is difficult to know the likelihood of each scenario, we do consider these as the “most” likely based on pandemic patterns seen in other cities around the world and in the U.S. Naturally, how events will actually play out for us will be determined largely by government restriction(s) and evolving developments.

In any event, our priority and focus will always be the health and safety of all members of our school communities.

### Scenario A: Reopening Campuses on September 8

In this scenario, we are able to welcome our families back onto our physical campuses on September 8.

Keep in mind that in order for us to open our physical facility, our staff and faculty must first have 1-2 weeks during which they can safely be on site for setup and preparation, particularly in light of the additional COVID-19 protective measures we are implementing for our facility.



Therefore, the timing of our school reopening is determined not just by the lifting of any government restrictions, but by the time needed to prepare the facility for students.



If we are able to reopen our campuses on September 8, **we will require all families who have travelled away from their local homes (including outside of NYC) to observe a 14-day quarantine period before resuming in-person attendance at school.** This

means that in order for a student to begin school on our campuses September 8, everyone living or working in the student's household during the 2020-21 school year will need to begin quarantine in his/her local home no later than August 24.

When we reopen, we will do so at both campuses with the implementation of strict arrival and departure protocols, physical distancing, use of barriers, modified traffic in halls and on stairs, modified use of all spaces, required use of masks/shields, and numerous other safety protocols explained further down in this document.

At Battery Park Montessori, we have limited square footage and will likely have a reduced number of on-campus student spots available. If our enrollment exceeds the number of spots we are allowed to have, on-campus spots will be available on a first come-first served basis, with preference given to families of returning students and their siblings, then alumni families, and then new families, with a waitlist for families who do not secure on-campus spots and wish to be notified if and when they become available.

In addition, families of returning BPM students who do not receive on-campus spots at BPM will be offered any remaining on-campus spots at our sister school, Pine Street School, where they will be able to join the Pine Street School toddler/preschool programs.

For families at both of our schools, we will also offer a full-time live remote option for any family who prefers or needs that option. This live remote option will enable a student from either of our schools to connect live with his/her class, participating remotely in class activities while supported by one or more remote staff members.



## Scenario B: Extended Remote

In this scenario, the government does not permit schools to reopen by September 8. Instead, we experience school closures extending temporarily or indefinitely (similar to how we have all been experiencing school closures the past few months).

If we are not permitted to reopen our facility on September 8, or if a reopening date is unknown as of September 8, we will offer a full-day live remote program starting on September 8.

This live remote program will be supported by our entire teaching team and support staff. This program will closely resemble the current remote learning program.

We will offer this full-day live remote program indefinitely and until we are able to reopen our facility. Once we are permitted to reopen our facility, and have had sufficient time to prepare the environment, we will revert to Scenario A protocols as described above.



## Scenario C: Reopen September 8 With Alternating Closure(s)

In this scenario, the government permits us to open on September 8 but either initiates periodic closures to proactively mitigate COVID-19 spikes, or is forced to order last-minute closures in response to COVID-19 spikes.

If we are permitted to reopen our facility on September 8 and deem it safe to do so, but have knowledge of upcoming COVID-19-related closures, we may modify the school calendar to maximize the number of on-campus school days and notify you as any changes are made. See more on this below.



# A Flexible and Dynamic School and Holiday Schedule

Our objective is to be able to deliver our education on campus for as many of the school days during the year as possible. However, because there may be times when the schools must close their physical campuses, we want to approach the coming year with flexibility around holidays.

What this means is if we must and/or anticipate needing to close our physical campuses for a certain time, we will adjust the school calendar to maximize on-campus instruction, either before or after the campuses must close. In other words, we may choose to keep our campuses open on days that we have historically closed (eg, Winter or Spring Break), so that we are better able to ensure a full year of on-campus programming for your children.

*For example, if during December we anticipate a potential campus closure in January, we will keep our campuses open during part of the Winter Break and then designate some of the days during the required COVID-19 closure as vacation days.*

*As another example, if we anticipate a possible campus closure needed in April, we may reschedule the Spring Break in March to be timed with the COVID-19 required campus closure, or simply postpone Spring Break.*

To “bank” as many on-campus days as possible, we plan to use all typically scheduled breaks as on-campus school days. This means that we may forgo some typical breaks or holidays and have a significant number of campus-based school days before a holiday is offered. And depending on the number and length of government-mandated closures, it could also mean that we continue the school year as late as the end of June.

We recognize that a flexible holiday schedule presents challenges for everyone - faculty, families, and staff. However, as we also focus on ensuring that our students receive the best and safest education possible, we believe this is an important option to have as we ensure the maximum number of on-campus school days for all students. That said, we are prepared to offer all families a full academic calendar year, either on-campus or remote.

If we are forced to convert to live remote learning, we ask for your flexibility with single “pivot days” that may be needed to prepare. These pivot days will not count as school days, and “pivot” days will not be necessary to return to on-campus schooling.



We will communicate regularly with you in the weeks leading up to and beyond our reopening to keep you apprised of the situation.

# What to Expect from Our On-Campus School Experience

At this time, we expect governing authorities to insist on physical distancing in schools, so you should expect physical distancing practices to prevail on both of our campuses. In addition, we are expecting to implement a host of new safety protocols designed to minimize COVID-19 exposure for all members of our school community. See more on this below.

## PRIOR TO THE REOPENING OF SCHOOL

### Facility Preparations

An intensive cleaning and sanitization of our entire facility will be performed during the summer. We are assigning additional cleaning and sanitization staff to keep our facility safe and clean both throughout the day and overnight. We are collecting a plentiful supply of necessary protective gear as well as cleaning and sanitizing equipment and supplies in order to be able to implement our school safety plan for as long as is necessary.

Age-appropriate signage, passageway markers, and reminders of hygiene and safe behavior requirements will be prepared and installed throughout the facilities.



### Community Training and Preparation

We will ask all families and employees to participate in online health and safety protocol training prior to the start of the school year. Being familiar with our comprehensive protocols and high safety standards before school begins will ensure that every one of us can contribute to a safe and successful back-to-school experience for our students.

In addition, while our community's safety is our primary concern, we are also very aware that many members of our school community are experiencing emotional challenges. We want everyone to feel secure when they return to school. Our faculty receive social/emotional training, and are well-prepared to handle any possible COVID-19 trauma in our student community. Faculty and staff will be both mindful of this possibility and proactively addressing these issues with our students and families as we reopen in the fall.

Also, our "phase-in" procedure, designed for students and families to become accustomed to the new school year, will be enhanced to ensure maximum possible comfort and familiarity and ensure a smooth start of school. More details will be shared with families during the summer.

### Quarantining

Quarantining is an essential aspect of our safety protocols. Everyone's understanding, agreement, and cooperation about quarantining is critical to reopening and remaining open safely.

Specifics regarding quarantining will come later and, like many aspects of this plan, it is likely that it will change as the situation evolves. For now, please note that with the planned school reopening on September 8th, **families should plan to return to their local homes and begin a 14-day quarantine on or before Monday, August 24th.** This also applies to anyone sharing a household with a student's family during the 2020-21 school year.





## PHYSICAL EXPERIENCE DURING THE SCHOOL DAY

In an effort to maximize everyone's safety, we plan to implement numerous protocols. Though the protocols of our two campuses will differ slightly from one another, below is a list of protocols you can expect at both campuses:

### Daily Protocols

Staff and faculty will arrive and depart earlier than normal to minimize their COVID-19 exposure while in transit to and from school.

Also to minimize exposure, only staff, faculty and children will be permitted into our building. No accompanying family member or guardian will be allowed to enter the facility. Likewise, no visitors, including admissions-related tours, will be permitted in the building.

To help mitigate the impact of this, we are designing a thoughtful "phase-in" process for all students and families so everyone can meet and connect with teachers and staff virtually prior to the start of school, and we are planning approaches that will help even our youngest students acclimate to their new environment, routine, and classroom community.

### Morning Health Check-in and Entrance

Every staff, faculty or student planning to come to our campus will be required to conduct an online "health check-in" each morning before leaving home. After answering health-related questions, the student or adult will be given a "red light" (cannot come to school) or "green light" (permission to come to school).



Staff and faculty will arrive early. Students will arrive according to staggered schedules. Everyone, including those accompanying students, will be required to wear masks while completing a series of straightforward "health checks" outside the building to ensure that it is safe to enter. Please note, these health checks will likely lead to longer wait times, and anyone accompanying a student will need to wait with the student until he or she is cleared to enter the building.

### Lunch

Little Green Gourmets will continue to prepare delicious, healthy lunches from their sanitized location. Lunches will arrive in individual bags/boxes and will be delivered to the classrooms where students will eat at their desks.



***Little Green Gourmets has been providing meals for children of essential workers during the NYC quarantine period, complying with all NYC Department of Health, New York State and CDC recommendations & guidelines regarding COVID-19.***



### Dismissal

Like arrival times, dismissal times will also be staggered for efficiency and to minimize wait times and congestion. Parents and guardians will wait in a specified area away from the building and will be signaled by group when their children are ready for pickup. Parents/guardians must be wearing masks when they arrive for pickup. No child will be released to an adult who is not wearing a mask. The school will have disposable masks available for any adult who forgets theirs.



## Handwashing

All staff, faculty and students will wash and sanitize hands frequently throughout the day.

## SPACE USE CHANGES

In order to accommodate all students in a physically distanced setting, common areas and rooms previously used for different instructional needs (movement, art, and nap spaces) will be repurposed for use as classrooms. For each student, most learning will take place in one area and, except to visit the restroom, each student will remain in their designated classroom and in their designated spaces.

All traffic will be one-way or distanced two-way (and marked) and physical distancing will apply in all spaces at all times.

Facilities staff will be cleaning and sanitizing in all spaces throughout the day (classrooms, common areas, hallways, bathrooms, etc.), and deep cleaning each evening.

## FACILITY MODIFICATIONS

Signage and floor and sidewalk indicators will be installed to support 6-foot physical distancing and to indicate the direction of one-way traffic.

Hand sanitizing stations will be numerous and conveniently placed. Ventilation and air flow supply will be improved in all spaces. Plexiglass barriers will be installed at several locations when appropriate and possible.

## PROTECTIVE WEAR

Everyone in the building (including all children) will wear face shields and/or masks at all times. We will be providing students with school face shields and/or masks that they will wear while onsite. These will remain in school and be sanitized or replaced daily and as needed.

## PHYSICAL CONTACT

Physical distancing will be the standard protocol, but teachers will likely have some physical contact with children for soothing and encouragement. Students will not be permitted to touch one another in any way or for any reason and will be expected to maintain 6' of distance at all times, with frequent reminders throughout each day.



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# A New Environment and a New Opportunity

We understand that the return to on-campus learning this year will look much different than it has in the past. And, we acknowledge the challenge of ensuring a Green Ivy quality of learning in an environment where safety assumes such high priority, particularly for our youngest students.

But, you know us as visionary and innovative schools, fueled by educators with deep training and insights about children and their developmental needs. The same elements of our schools that make the learning so uniquely powerful will translate into our thoughtful and caring approaches to supporting our toddlers and preschoolers. Yes, safety is even more paramount this year, but as we build safe environments, we will also ensure that all of our students, perhaps especially our youngest, continue to enjoy our wonderfully warm and human approach.

And, we invite you to join us in this effort. Let's all work as a community to ensure safety while building an environment of warmth, mutual support, and understanding. Together, we will not only make the most of the situation, but do it the Green Ivy way, uplifting one another, learning more about each other and the world, and building a special bond through a unique and once-in-a-lifetime experience.

## Assumption of Risk (aka, what our attorney wants you to know)

COVID-19 is extremely contagious and is believed to spread by person-to-person contact; and, as a result, federal and state health agencies recommend physical distancing and various other measures to mitigate the risk of contracting the virus.

The School has implemented reasonable preventative protocols, policies and procedures designed to reduce the spread of COVID-19 on the School's campus for the 2020-2021 school year, which may be updated from time to time.

Despite the protocols and procedures in place to mitigate the transmission of COVID-19 on campus, there are inherent risks that students may become infected with COVID-19 due to their attendance at School. These risks include, but are not limited to, the following: exposure to COVID-19, becoming infected with COVID-19, or becoming a symptomatic or asymptomatic carrier of the virus.

It is possible that the Student is already an asymptomatic carrier of the virus before attending school and that the Student may infect other students, employees, or other individuals at School as a result of his/her attendance. Any person who receives a positive diagnosis of COVID-19, including the Student or another family member, may encounter extended quarantine/self-isolation, additional tests, medical care, hospitalization, other potential complications, and the risk of death. By sending their child to School, Parents acknowledge and assume these risks.