



REVEREND
GEORGE A. BROWN
MEMORIAL SCHOOL

*Challenging the Youth of Today
to be Leaders of Tomorrow*

PARENT - STUDENT HANDBOOK 2021-2022 ADDENDUM

REVEREND GEORGE A. BROWN MEMORIAL SCHOOL

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Reverend Brown 2021 Reopening Policies and Procedures

The document is subject to change at any time due to changing or additional local, state, NJDOE or Diocesan regulations, as well as Governor Murphy's latest executive orders.

NURSING PROCEDURES

Re-admittance procedures for students and staff to school after recovering from COVID-19, or being identified as a close contact to someone with COVID-19, will be established in conjunction with the school nurse under guidance from CDC, State of New Jersey, and the NJ Department of Health and its local agencies.

- Contract tracing procedures will be conducted by the school nurse and administration if it becomes warranted

Masks

- In accordance with Governor Murphy's Executive Order 251 issued on Monday, August 9, 2021, all students at Reverend Brown are required to wear a mask indoors at school and on the buses.
- Students are not required to wear masks for any outdoor activities, during snack, lunch, band practice, or any activity that requires intense physical movement.

Health and Safety

- The school has and will maintain an adequate supply of soap, disinfection, hand sanitizer, paper towels, and tissues.
- Touchless thermometers are on-site for employee and student screening if applicable.

Daily Arrival

- Middle school students will not be permitted to walk through the Reverend Brown school building.
- Aides and other teachers will have Morning Duty and will be placed at certain checkpoints throughout the hallways to guide and direct all students into the building.
- All staff, students, contractors, and any visitors must wear masks when in the building.
- Students may remove masks when eating lunch, when in physical education class, during choir, and in Strings/Band.
- Any students exhibiting symptoms will be sent to the nurse for evaluation.
- All students using bus transportation must have a mask while riding on the bus.

Daily Lunch and Recess

- No parent volunteers
- Split lunch and recess in extended lunch periods. During first lunch, all Pre-K students eat while Kindergarten goes to recess. Then, after 20 minutes, Pre-K goes to recess and Kindergarten comes into McKenna Hall to eat. The same procedures will take place for the second and third lunch/recess periods.

- Assigned seating for all students. Seating will change each month.
- All tables and seats will be sanitized after each grade eats.
- On inclement weather days, all students will go back to their homerooms for indoor recess. Students are encouraged to bring their own games and are not to share. Students need to bring them home at the end of each day for cleaning. Students may use toys or books from the classroom; the items will need to be cleaned after each use.

Hallway Usage

- All hallways will allow for two-way traffic.
- All water fountains are shut down and not in use.
- All students and staff must wear masks at all times.
- Each hallway has multiple hand-sanitizing stations.
- Students should avoid touching the hallway walls.

Bathroom Usage

- Sanitation will be done upon arrival to school, throughout the school day and during the evening.
- All students must wash hands with soap and water for at least 20 seconds prior to leaving the bathroom

Classroom Learning Environment (Pre-K through 4th Grade)

- Daily reminders from teachers about how to wash hands
- Students will have their own cubbies and use their own school supplies
- No shared objects or school supplies amongst students and teachers
- Intermittent hand sanitation for students throughout school day lead by teacher
- Windows and doors open at all times for ventilation.
- Facemasks are to be worn at all times with planned mask breaks.
- Avoid sharing electronic devices, toys, books, and other games or learning aids when possible. Thoroughly clean and disinfect between use
- Science lab and Makerspace will run as normal.
- No parent visitors are allowed in the school or classroom

Daily Dismissal

- No middle school students will be allowed inside the Reverend Brown school building for a large group waiting area.
- All students using bus transportation must have their mask on prior to boarding the bus and remain masked until they disembark.
- No high school students are allowed in the building to visit, etc. as well.
- Parent wishing to sign children out for early dismissal will do so in the main office vestibule. Parents are not allowed to come into the Main Office.
- Half-day Pre-K parents must wait outside in a line 3ft-6ft apart. Mr. Bubba will escort each child to the door and release to authorized adult.

Daily After Care

- Students must follow the same classroom and Before Care procedures during the school day.
- No drop-ins will be allowed.

Extra-curricular Activities, Field Trips, Class Parties, and Assemblies

- No field trips, parties, or assemblies until further notice.
- All after-school clubs will run as normal but must follow masking and social distancing policies.
- Our service program, *Extending Hands*, will still run as normal.

Remote Learning

The Catholic Academy of Sussex County will not offer a remote learning option while in-person instruction is in effect.

Special Education: Sussex County Education Commission

- Currently, all services are scheduled to take place in the school building.
- The Commission will practice all social distancing and masking mandates.
 - The Commission will also make every effort to schedule students on the same grade level when feasible

Visitors and Volunteers

- Visitors are only allowed into the building if they have an appointment with the administration
 - All parent meetings with administration and teachers will be conducted virtually unless absolutely necessary to be in person
 - Visitors must be masked
- No visitors or volunteers in the classrooms
- No lunch volunteers until further notice
- Once volunteers are allowed back in the building, they must provide proof that they have completed the Diocesan Virtus Volunteer process and have been deemed “cleared to volunteer”.
- Volunteers must submit a copy of their COVID-19 Vaccination card. The card will be retained in the main office.

Monthly Masses

- Masses will run as normal. Masks must be worn.
- Parent participation in school Masses is encouraged. Masks must be worn by parents.

Security

- All drills will run as normal.