



Reopening Plans 2020-2021 School Year

Rev: 4/1/21

Gersh Academy is committed to reopening our schools in a manner that provides for the safety, health, and security of both students and staff. Gersh Academy will submit this reopening plan to the New York State Education Department (NYSED) as well as the New York State Department of Health (DOH) as required. The Gersh Academy executive team comprised of school administration, directors, and the executive leadership with parent input, has worked diligently to review the requirements and guidance we have received from various entities such as the CDC, NYSED, and the DOH. Gersh Academy diligently seeks to both comply with state expectations and maintain the needs of the students.

ABOUT US

Gersh Academy is a system of innovative private, non-public pre-K-age 21 schools that serves children on the Autism Spectrum and related disabilities. Our specialized programs uniquely combine academics with an emphasis on social thinking, therapeutic/clinical services and vocational or post-secondary opportunities. Our accredited programs (NIPSA, MS-CESS and Cognia) lead to many students receiving a diploma and being prepared for transition to adulthood and independent living. Gersh Academy programs also prepare students with the functional vocational life skills that help them to be life-long learners and successful adults. The academic program follows NY State Common Core standards to ensure that students will be prepared for state assessments, exams, SATs, the college experience and/or life outside the classroom. Although the approach is individualized, students learn the same curriculum in the same scope and sequence as they would if they were in their home school district. Coupled with positive behavioral supports and practical clinical behavioral methodologies, Gersh Academy is well-known to be a trusted source of quality services, information and support for our students and families.

At Gersh Academy, we do not subscribe to one style of teaching or approach to learning, as we understand that each child is unique. We believe every child deserves the opportunity to grow and thrive in the school setting, as well as in the community and home. Approaches we teach support and guide students to meet their own individual potential and personal best.



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 Gersh Academy West Hempstead. 307 Eagle Avenue. West Hempstead, New York 11522
 Gersh Academy Hauppauge. 358 Hoffman Lane. Hauppauge, New York 11788
 Gersh Academy Cougar Mountain 5410 194Th Ave SE Issaquah, Washington 98027

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Table of Contents

Health and Safety.....	3
Facilities	16
Social-Emotional Well-Being.....	19
Attendance.....	19
Teaching and Learning	20
Human Resources	22
Nutrition.....	28
Transportation	28
Schedule and Calendar	29
Technology.....	29
Special Education.....	30
Communication.....	31

Health and Safety

Gersh Academy is committed to providing a safe and healthy workplace for all our students, employees, and visitors. To ensure we have a safe and healthy workplace, we have developed the following COVID-19 Safety Plan in response to the COVID-19 pandemic. Managers and employees are all responsible for implementing this plan. Our goal is to mitigate the potential transmission of COVID-19 in our workplaces and communities, and that requires full cooperation among our employees and management. Only through this cooperative effort can we establish and maintain the safety and health of our students, families, and employee

What is COVID-19?

Coronaviruses are a large family of viruses that are common in people and many different species of animals. COVID-19 is caused by a coronavirus called SARS-CoV-2. Most cases are mild to moderate, like the common cold. But in older adults and people with chronic health conditions, the disease can be more severe.

Symptoms of COVID-19

It is important that students, families and employees understand the symptoms of COVID-19 and self-monitor their health and contact local health officials or their doctor if they suspect that they have COVID-19.

- Use the following link to [get up-to-date information from the CDC](#)
- Know the symptoms: Symptoms may appear 2-14 days after exposure to the virus. People with the following symptoms may have COVID-19:
 - Fever or chills (100 degrees Fahrenheit or greater)
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headache
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrhea

The CDC has a '[Symptom Checker](#)' online chat that you may use to navigate your symptoms.

How is COVID-19 Spread? COVID-19 most commonly spreads during close contact.

- People who are physically near a person with COVID-19 or have direct contact with that person are at greatest risk of infection.
- When people with COVID-19 cough, sneeze, sing, talk, or breathe they produce **respiratory droplets**. These droplets can range in size from larger droplets (some of which are visible) to smaller droplets. Small droplets can also form particles when they dry very quickly in the airstream.
- Infections occur mainly through exposure to respiratory droplets when a person is in close contact with someone who has COVID-19.

- Respiratory droplets cause infection when they are inhaled or deposited on mucous membranes, such as those that line the inside of the nose and mouth.
- As the respiratory droplets travel further from the person with COVID-19, the concentration of these droplets decreases. Larger droplets fall out of the air due to gravity. Smaller droplets and particles spread apart in the air.
- With passing time, the amount of infectious virus in respiratory droplets also decreases.

COVID-19 can sometimes be spread by airborne transmission

- Some infections can be spread by exposure to virus in small droplets and particles that can linger in the air for minutes to hours. These viruses may be able to infect people who are further than 6 feet away from the person who is infected or after that person has left the space.
- This kind of spread is referred to as **airborne transmission** and is an important way that infections like tuberculosis, measles, and chicken pox are spread.
- There is evidence that under certain conditions, people with COVID-19 seem to have infected others who were more than 6 feet away. These transmissions occurred within enclosed spaces that had inadequate ventilation. Sometimes the infected person was breathing heavily, for example while singing or exercising.
 - Under these circumstances, scientists believe that the amount of infectious smaller droplet and particles produced by the people with COVID-19 became concentrated enough to spread the virus to other people. The people who were infected were in the same space during the same time or shortly after the person with COVID-19 had left.
- Available data indicate that it is much more common for the virus that causes COVID-19 to spread through close contact with a person who has COVID-19 than through airborne transmission. [\[1\]](#)

COVID-19 spreads less commonly through contact with contaminated surfaces

- Respiratory droplets can also land on surfaces and objects. It is possible that a person could get COVID-19 by touching a surface or object that has the virus on it and then touching their own mouth, nose, or eyes.
- Spread from touching surfaces is not thought to be a common way that COVID-19 spreads

COVID-19 rarely spreads between people and animals

- It appears that the virus that causes COVID-19 can spread **from people to animals** in some situations. CDC is aware of a small number of pets worldwide, including cats and dogs, reported to be infected with the virus that causes COVID-19, mostly after close contact with people with COVID-19. Learn what you should do [if you have pets](#).
- At this time, the risk of COVID-19 spreading **from animals to people** is considered to be low. Learn about [COVID-19 and pets and other animals](#).

Preventing the Spread

How to protect others and yourself in the workplace and at home

Currently there is no vaccine to prevent coronavirus 19 (COVID-19). The best way to prevent illness is by limiting your exposure to the virus and taking precautionary measures.

- **WASH YOUR HANDS OFTEN** with soap and water for at least 20 seconds, especially if you have been in a public space, after blowing your nose, or after coughing or sneezing.
- **USE HAND SANITIZER** that contains at least 60% alcohol.
- **AVOID TOUCHING** your eyes, nose and mouth.
- **AVOID CLOSE CONTACT** with people especially those who are sick both at home and in public.
- **PUT DISTANCE BETWEEN YOURSELF AND OTHERS** and remember to stay at least 6 feet from other people. Also, keep in mind it can be spread by people not showing symptoms.
- **AVOID GROUP GATHERINGS** and stay out of crowded places and avoid mass gatherings.
- **COVER YOUR MOUTH AND NOSE** by wearing a mask when in public.
- **ALWAYS COVER YOUR MOUTH WHEN SNEEZING AND COUGHING.**

School Health Office

An isolation room has been created to reduce the spread and risk of COVID-19 and is located close to the nurse's office.

All students/employees with flu-like symptoms/experiencing symptoms of COVID-19 will be sent to the isolation room (not the nurse's office) to eliminate cross contamination with healthy students receiving medication or nursing treatments.

The nurse will disinfect the office after each student visit, regardless of the symptoms, including but not limited to all horizontal surfaces, cots, sinks and faucets, doorknobs, chairs, etc.

Teachers should call the nurse's office before sending the student down to alert the nurse to allow them time to disinfect if there was a student or staff member there before. This also ensures that only one student/staff member is in the room at a time.

The nurse's office and isolation room will be stocked with proper PPE (gloves, masks, face shields, etc.) at all times.

Health Checks

Parents/ Guardians and staff members will be provided with resources to educate them regarding the careful observation of symptoms of COVID-19 and health screening that must be conducted each morning before coming to school. Students and staff members with a fever of 100 degrees Fahrenheit or greater and/or symptoms of possible COVID-19 virus infection should not enter the school building and stay at home.

All staff will be educated to observe students or other staff members for signs of any type of illness such as:

- a) Flushed cheeks
- b) Rapid or difficulty breathing (without recent physical activity)
- c) Fatigue, and/or irritability
- d) Frequent use of the bathroom

Students and staff exhibiting these signs with no other explanation for them will be sent to the isolation room for an assessment by the school nurse. If the school nurse is not available, the school will immediately contact the parent/guardian to come pick up their ill child or send the staff member home. Persons experiencing these signs when the nurse is not available will be placed in an isolation room while awaiting transport.

Health screenings including daily temperature checks and completion of a screening questionnaire are required for staff, contractors, vendors and visitors. Students are required to have a daily temperature check and periodic completion of a screening questionnaire.

Students that are sent to the isolation room will be supervised by the school nurse or administrative personnel while awaiting transport home. Students and staff that are sent home with symptoms of COVID-19 will be referred to a healthcare provider and provided with resources on COVID-19 testing. Students and staff are required to notify the school when they develop symptoms or if their answer to the questionnaire change during outside school hours.

Staff is encouraged to complete the required temperature check and screening questionnaire prior to arrival at school and parents/guardians are encouraged to screen their child before sending them to school. Screening by the parent/guardian prior to arriving at school is preferred in lieu of temperature checks and symptom screening being performed after arrival at school.

Gersh is prohibited from keeping records of student, faculty, staff and visitor health data (i.e. the specific temperature data of an individual) but is permitted to maintain records that confirm individuals were screened and the result of such screening.

Those parents/ guardians and staff that are unable to perform temperature checks and screening questionnaires at home will be allowed to do so at the entrance of the school upon arrival.

Temperature Screenings

Temperature screenings will take place upon arrival at the entrance of the school. All students, staff and visitors must have their temperature taken prior to entering the school building.

Staff must take their temperature at home and complete the health questionnaire before arriving to work. Staff who have a fever at or above 100 degrees Fahrenheit or who are experiencing coughing or shortness of breath must stay home. The staff member should monitor his/her health and call a healthcare provider or use telemedicine.

The process is as follows:

- 1) Reliance on social distancing (preferred and recommended by NYSED)
 - Parents/Guardians are to take their child's temperature before coming to the facility.
 - Gersh Academy has developed a [Daily Health Survey](#) that will be sent to all staff and families to be completed each morning.
- 2) Reliance of no-touch thermometer at the entrance of the school. Staff members will take the following precautions when taking temperatures
 - Stand at a safe distance

- Make a visual inspection of the child for signs of illness, which could include flushed cheeks, rapid breathing or difficulty breathing (without recent physical activity), fatigue, or extreme fussiness.
- Perform hand hygiene - washing hands with soap and water for 20 seconds. If soap and water are not available, use a hand sanitizer with at least 60% alcohol.
- Use of disposable gloves.
- For non-contact thermometers, we will clean with an alcohol wipe (or isopropyl alcohol on a cotton swab) between each student.

Health Hygiene Practices

Health Hygiene practices will be taught to both students and staff. Signage will be posted throughout the building to encourage frequent hand and respiratory hygiene. Signage will remind individuals to:

- Stay home if they feel sick
- Cover their nose and mouth with an acceptable face covering when unable to maintain social distance
- Properly store and discard PPE
- Adhere to social distancing instructions
- Report symptoms of, or exposure to, COVID-19
- Follow hand hygiene, and cleaning and disinfection guidelines
- Follow respiratory hygiene and cough etiquette

Signage will be posted at the following locations in English and Spanish:

- Entrances
- Restrooms
- Classrooms
- Administrative offices
- Janitorial staff areas
- Nurse's office

Hand Hygiene

Students and staff must practice good hand hygiene to help reduce the spread of COVID-19. Hand hygiene includes:

- Traditional hand washing (with soap and warm water, lathering for a minimum of 20 seconds), which is the preferred method
- Use of alcohol-based hand sanitizers (60% alcohol or greater) when soap and water are not available, and hands are not visibly dirty
- Student use of hand sanitizer should be supervised by an adult
- Parents/ guardians that do not want their child to use alcohol-based hand sanitizer must notify the School Principal/Director so that the child is permitted to wash their hands with soap and water
- Signage will be posted near hand sanitizer with instructions
- Hand sanitizer will be provided throughout common areas, near high-touch surfaces and all classrooms

At a minimum, students and staff should wash hands as follows:

- Upon entering the building and each classroom, when possible
- After using shared objects or surfaces
- Before and after snacks and lunch
- After using the bathroom
- After helping a student with toileting
- After sneezing, wiping or blowing nose, or coughing into hands
- Upon coming in from outdoors
- Anytime hands are visibly soiled

Respiratory Hygiene

The COVID-19 virus spreads from person to person in droplets produced by coughs and sneezes. It is important that students and staff cover their mouths or noses with a tissue when coughing or sneezing and dispose of the tissue immediately and appropriately.

A supply of tissues and no touch trash cans will be available in each classroom, office and restroom. If no tissue is immediately available using the inside of the elbow (or shirtsleeve) to cover the mouth or nose is preferable to using the hands. Always perform hand hygiene after sneezing, coughing and handling dirty tissues or other soiled material.

Social Distancing

Social Distancing, also called “physical distancing,” means keeping a safe space between yourself and others.

The following measures are being taken to provide social distancing:

- Staggering arrival/ dismissal times to allow increased social distancing
- Reducing in-school movement by having classes remain in the same classroom (teachers will move around if necessary)
- Facing all desks in the same direction
- Opening windows to improve ventilation
- Keeping individual student belongings separated. Each student will receive a bin to store their items under their desk
- Limiting the use of shared supplies utilizing visual aids to illustrate traffic flow and appropriate spacing
- Utilizing classrooms instead of the cafeteria for lunch and meals
- Limiting gathering in small spaces. One person limits in common areas
- Limiting the number of visitors to school buildings

Medically Vulnerable/ High Risk Groups

Persons in these groups should consult with their healthcare provider regarding prevention and in-person attendance:

- Individuals age 65 or older
- Pregnant individuals
- Individuals with underlying health conditions including, but not limited to:
 - Chronic lung disease or moderate to severe asthma
 - Serious heart conditions
 - Immunocompromised
 - Severe obesity (body mass index of 30 or higher)
 - Diabetes
 - Chronic kidney disease undergoing dialysis
 - Liver disease
 - Sickle cell anemia
 - Children who are medically complex, who have neurologic, genetic, metabolic conditions, or who have congenital heart disease are at higher risk for severe illness from COVID-19 than other children

Personal Protective Equipment (PPE)

PPE will be required for all students and staff while in the school building. All students will be provided disposable face masks and all staff will receive a cloth reusable face mask.

Face coverings “Do’s & Don’ts” will be provided to all staff and students/families.

Face shields will be provided to those staff members that will be in close contact with students, as well as the school nurse and administration that will be assisting students/staff.

N95 masks and gloves will be available to the school nurse, staff and custodians that may be in contact with a suspected COVID-19 positive case and/or performing aerosol-generating procedures.

Alcohol-based hand sanitizer will be provided in each classroom, office space, bathroom and common areas.

Disinfectant wipes, disinfectant spray, disinfectant solution and paper towels will be provided in each classroom, office space and common area. Instructions on how to use all products will accompany all items. All materials will be securely stored for safety.

Face Coverings

All individuals in school facilities and on school grounds must wear a face covering at all times.

Employees with healthcare provider documentation stating they are not medically able to tolerate face coverings will not be required to do so.

The covering should cover the nose and mouth completely, should not be overly tight or restrictive, and should feel comfortable to wear. A face covering is not meant to substitute for social distancing but is especially important in situations when maintaining a 6-foot distance is not possible.

All students and staff members must wear a face covering at all times unless they are eating and or taking a socially distant mask break.

Face coverings may be challenging for students to wear in all-day settings such as school, so scheduling mask breaks is important. Students may remove their mask when at their desks and are 6 feet away from others. Face coverings should not be placed on:

- Students where such covering would impair their health or mental health, or where such covering would present a challenge, distraction, or obstruction to education services
- and instruction.
- Anyone who has trouble breathing or is unconscious; or
- Anyone who is incapacitated or otherwise unable to remove the face covering without assistance

Instructions on the following will be provided to students, staff, parents/guardians, contractors, and vendors:

- The proper way to wear face coverings
- Washing hands before putting on and after removing their face covering
- Proper way to discard disposable face coverings

- The importance of routine cleaning or reusable face coverings
- Face coverings are for individual use only and should not be shared

Management of Ill Persons

Students and staff with symptoms of illness must be sent to the isolation room. A school nurse will assess individuals and determine best course of action

If students or staff become ill with symptoms of COVID-19 while at school

Students and staff who have a fever or other symptoms of COVID-19 that are not explained by a chronic health condition will be sent to an isolation room to await pick up or immediately sent home. Students that are sent to the isolation area will be supervised by the school nurse or administrative personnel while awaiting transport home. The school nurse or administrative personnel will utilize appropriate PPE while in the room. Multiple students suspected of COVID-19 may be in the same isolation room if they can be separated by at least 6 feet.

To prevent the possible transmission of the virus to others:

- Students will be escorted from the isolation room to the parent/guardian. The isolation room is a separate location in the building which has its own restroom and means of egress.
- The parent/guardian will be instructed to call their health care provider. If they do not have a health care provider, they will be instructed to follow up with a local clinic or urgent care center
- Symptomatic students or staff members will be instructed to follow the CDC's [Stay Home When You Are Sick](#) guidance unless otherwise instructed by a healthcare provider or the local department of health.
- If the student or staff member has emergency warning signs such as trouble breathing, persistent pain or pressure in the chest, new confusion, bluish lips or face, call 911 and notify the operator that the person may have COVID-19
- Staff members will be taught to be aware of the symptoms of Multisystem Inflammatory Syndrome in Children (MIS-C) associated with COVID-19 which is a serious condition associated with COVID-19 in children and youth. The parent/guardian will be immediately notified if their child shows any of the following symptoms and will be referred to follow up with a healthcare provider:
 - Fever
 - Abdominal pain
 - Vomiting
 - Diarrhea
 - Neck pain
 - Rash
 - Bloodshot eyes
 - Feeling extra tired

If students or staff become ill with symptoms of COVID-19 while at home

All employees who have COVID-19 symptoms should notify Human Resources (hr@gershacademy.org) and stay home. Parents/ guardians who have a child with COVID-19 symptoms should notify the School Superintendent and School Principal/Director and refrain from sending the child to school.

Below are some guidelines from the CDC to help determine what to do in different scenarios, what do if:

I think or know I had COVID-19, and I had symptoms

You can be around others after:

- 10 days since symptoms first appeared and
- 24 hours with no fever without the use of fever-reducing medications and
- Other symptoms of COVID-19 are improving*

**Loss of taste and smell may persist for weeks or months after recovery and need not delay the end of isolation*

Most people do not require testing to decide when they can be around others; however, if your healthcare provider recommends testing, they will let you know when you can resume being around others based on your test results.

Note that these recommendations **do not** apply to persons with severe COVID-19 or with severely weakened immune systems (immunocompromised). These persons should follow the guidance below for “I was severely ill with COVID-19 or have a severely weakened immune system (immunocompromised) due to a health condition or medication. When can I be around others?”

I tested positive for COVID-19 but had no symptoms

If you continue to have no symptoms, you can be with others after 10 days have passed since you had a positive viral test for COVID-19. Most people do not require testing to decide when they can be around others; however, if your healthcare provider recommends testing, they will let you know when you can resume being around others based on your test results.

If you develop symptoms after testing positive, follow the guidance above for “I think or know I had COVID-19, and I had symptoms.”

I was severely ill with COVID-19 or have a severely weakened immune system (immunocompromised) due to a health condition or medication. When can I be around others?

People who are severely ill with COVID-19 might need to stay home longer than 10 days and up to 20 days after symptoms first appeared. [Persons who are severely immunocompromised](#) may require testing to determine when they can be around others. Talk to your healthcare provider for more information. If testing is available in your community, it may be recommended by your healthcare provider. Your healthcare provider will let you know if you can resume being around other people based on the results of your testing.

Your doctor may work with [an infectious disease expert or your local health department](#) to determine whether testing will be necessary before you can be around others.

For Anyone Who Has Been Around a Person with COVID-19

Anyone who has had close contact with someone with COVID-19 should stay home for 14 days **after their last exposure** to that person.

- The best way to protect yourself and others is [to stay home for 10 days if you think you've been exposed](#) to someone who has COVID-19. Check [your local health department's website](#) for information about options in your area to possibly shorten this quarantine period.

However, anyone who has had close contact with someone with COVID-19 and who meets the following criteria does **NOT** need to stay home.

- Someone who has been [fully vaccinated](#) and shows no symptoms of COVID-19

Or:

- Someone who has COVID-19 illness within the previous 3 months **and**
- Has recovered **and**
- Remains without COVID-19 symptoms (for example, cough, shortness of breath)

Sick employees and students should follow [CDC Guidelines and recommended steps](#).

Employees and students should not return to school until the [criteria to discontinue homeisolation](#) are met, in consultation with a healthcare provider and written approval.

Employees who are well but who have a sick family member at home with COVID-19 should notify Human Resources (hr@gershacademy.org) and follow CDC recommended guidelines along with their doctor's recommendation. As of now, it's the same protocol and quarantine period as if you were sick yourself. Parents/ guardians who have a student who is well but have a sick family member at home with COVID-19 should notify the School Superintendent and School Principal/Director and follow CDC recommended guidelines along with their doctor's recommendation.

As per the CDC and NYSDOH, we are implementing the following protocol:

- Closing off areas used by a sick person and not using these areas until after cleaning and disinfection has occurred
- Opening outside doors and windows to increase air circulation in the area
- Waiting at least 24 hours before cleaning and disinfection. If waiting 24 hours is not feasible, wait as long as possible
- Clean and disinfect all areas used by the person suspected or confirmed to have COVID-19, such as offices, classrooms, bathrooms, lockers, and common areas
 - Once the area has been appropriately cleaned and disinfected, it can be reopened
 - Individuals without close or proximate contact with the person suspected or confirmed to have COVID-19 can return to the area and resume school activities
 - immediately after cleaning and disinfection
 - If more than seven days have passed since the person who is suspected or confirmed to have COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary, but routine cleaning and disinfection should continue.

If a student or staff member reports having tested positive for COVID-19, the School Superintendent/Human Resources will notify the local health department to determine what steps are needed for the school.

Return to School after Illness

If a person is not diagnosed by a healthcare provider with COVID-19 they can return to school:

- Once there is no fever, without the use of fever reducing medicines, and they have felt well for 24 hours

- If they have been diagnosed with another condition and has a healthcare provider written note stating, they are clear to return to school

If a person is diagnosed with COVID-19 by a healthcare provider based on a test or their symptoms or does not get a COVID-19 test but has had symptoms, they should not be at school and should stay home until:

- It has been at least 10 days since the individual first had symptoms
- It has been at least three days since the individual has had a fever (without using fever-reducing medicine)
- It has been at least three days since the individual's symptoms improved, including cough and
- shortness of breath

School Health Office

All students/employees with flu-like symptoms/ experiencing symptoms of COVID-19 will be sent to the isolation room to eliminate cross contamination.

The nurse will disinfect the isolation room and office after each student visit, regardless of the symptoms, including but not limited to all horizontal surfaces, cots, sinks and faucets, doorknobs, chairs, etc.

The nurse's office and isolation room will be stocked with proper PPE (gloves, masks, face shields, etc.) at all times. All healthy students (those receiving medication or nursing treatments) are to be sent to the nurse's office and kept away from the isolation rooms.

COVID-19 Testing

- Use the following link to complete an [assessment, pre-register for the test, and find a testing site near you.](#)
- Please note that if you go to a test site run by New York State, there is no charge for your test. If you go to a test site operated by local governments, private companies, medical practices or not-for-profit organizations, you are advised to check with the testing site and your insurer in advance of being tested to confirm you will not be responsible for any fees associated with your test.

Contact Tracing

Contact tracing is a public health function performed by local health departments to trace all persons who had contact with a confirmed case of COVID-19. This allows public health officials to put in place isolation or other measures to limit the spread of the virus. We will assist public health departments in knowing who may have had contact at school with a confirmed case by:

- Keeping accurate attendance records of students and staff
- Ensuring student schedules are up to date
- Keeping a log of any visitors which includes date, time and where in the school they visited

Confidentiality will be maintained, and we will not try to determine who is to be excluded from school based on contact without guidance and direction from the local department of health.

Conclusion of Investigation	During Investigation	Post Investigation
A. 1 confirmed case	Classroom will transition to remote learning	Classroom goes remote for 10 days; students and staff in close contact with positive case self-quarantine for 10 days.
B. At least 2 cases linked together in school, same classroom	Classroom will transition to remote learning	Classroom goes remote for 10 days: students and staff in close contact with positive cases self-quarantine for 10 days
C. At least 2 cases linked together in school, different classrooms	School will transition to remote learning	Classrooms for each case will go remote and quarantine, additional school members will also quarantine based on where the exposure was in the school (e.g., the locker room);
D. At least 2 cases linked together by circumstances outside of school (i.e., acquired infection by different setting and source)	School will transition to remote learning	School opens post investigation; classrooms remain closed for 10 days
E. At least 2 cases not linked but exposure confirmed for each one outside of school setting	School will transition to remote learning	School opens post investigation; classrooms remain closed for 10 days
F. Link unable to be determined	School will transition to remote learning	Close school for 10 days

Facilities

Ventilation

Air conditioning filters will be changed more frequently. Windows will be opened, when it is safe and appropriate to do so, to assist with air circulation.

Doors

All interior doors that are not fire rated will be fixed in the open position to reduce the spread of the virus from touching door levers and knobs.

No touch Alcohol-Based hand sanitizer & hand soap dispensers

No touch alcohol-based hand sanitizer dispensers will be placed in each classroom, office space, conference room, bathroom and common area. All students will be supervised while using alcohol-based hand sanitizer. All students are to be taken to the restroom by a paraprofessional or staff member.

No touch hand soap dispensers will be placed in all bathrooms.

Classrooms

Items that must be shared in a classroom must be disinfected before and after each use.

Paraprofessionals and teachers must make sure that classroom items are properly stored and out of the reach of children so that students do not have access to supplies that are not needed.

Each student will be provided with his/her own container (with a lid) to store their school materials in each day. Students must store papers and supplies in these bins to protect them when the cleaners spray the classrooms each night.

Restrooms

All employees and students must wash their hands for at least 20 seconds before returning to their desk/classroom. A staff member must accompany students to the restroom and assist with hand hygiene procedures. No-touch hand sanitizer and soaps dispensers will be installed in all restrooms.

Conference Rooms/Common areas

There is a 4-person limit in each conference room/meeting area to allow social distancing practices. Conference rooms must be booked in advance utilizing a calendar meeting invite. All staff members that utilize a conference room must clean and disinfect all horizontal surfaces, as well as any communal items in the conference room (i.e., phone, keyboard, mouse, markers, etc.), before and after each use. If weather allows and it is possible to do so, windows should be opened during the duration of the meeting.

Any room requiring scheduled meetings must have a 15-minute gap to allow for disinfection in between use.

Security Desk

The security guard will be seated at a table at the entrance of the school building. A sneeze guard will be set up with an opening at the bottom to allow for papers and identification to fit through. Hand sanitizer will be set up at the security desk for the security guard and visitors to use. All visitors must check in with the security guard prior to going anywhere in the building. Per the visitor policy, those employees expecting a visitor, must notify the administrative assistant and he/she will let the security guard know who to expect. Employees will meet the visitor at the security guard to perform a health screening prior to their meeting. *(Not applicable in Cougar Mountain)*

Lockers

Lockers will not be used, instead students will use individual plastic containers inside the classroom to store items that they will need throughout the day.

Cafeteria and Multipurpose Room

The cafeteria and multipurpose room will not be used at this time for lunch and gym time.

Mail & Deliveries Policy

All deliveries must be delivered directly to the basement. Facilities will disinfect all packages and deliver them to the designated person.

All mail will be brought to the main office and sorted by the administrative assistant. The administrative assistant will deliver the mail to the designated person after disinfecting it. Where possible, the administrative assistant will scan the mail to the designated person to avoid person-to-person contact.

Copy Room Policy

Copiers must be wiped down using the provided disinfecting wipes before and after each use. Only one person is allowed at the copier/copy room at a time. Employees must stay a safe distance from each other if waiting for the copier (social distancing markers will be used as reminders).

Supply Closet Policy

Only the receptionist is permitted to go into the supply closet. If you need any supplies, you must contact the main office and request the supplies in writing. The receptionist will retrieve and/or order the requested items for you and deliver them to you when they are available, which will usually be within 3 business days. Please order in advance by keeping an eye on your supplies and make sure to give her time to order anything that might not be stocked.

Drinking water facilities

All water fountains will be closed and replaced with no-touch water dispensers. There is a one-person limit while at the water dispenser. Paraprofessionals and staff members may assist students to fill their water bottle/cup while wearing a face covering.

Employees and students are encouraged to bring their own reusable water bottle/cup. This will reduce the number of hands touching the disposable cups provided. If you are using a reusable bottle/cup, you must make sure that you do not touch the spout with your hands or the bottle/cup. If you use a provided disposable cup, you must make sure to only touch the cup that you will use.

Visitor Policy

Visitors with no appointments will not be allowed into the building, unless for emergency reasons. All visitors must wear face coverings while in the school building. Administration will determine whether meetings can be held virtually instead of in-person.

All visitors must be provided with the same information. We will copy and paste the following message into an email along with the COVID-19 Visitor Questionnaire and send it to the visitor prior to their scheduled visit. Forms may be completed as early as 24 hours prior to the visit but no later than 1 hour prior to the visit.

In order to provide a safe work environment for employees and visitors, all visits must be scheduled in advance and approved in writing. Prior to your appointment, you MUST complete the "COVID-19 Visitor Questionnaire" and allow the employee to take your temperature before entering the building. Based on your answers and temperature reading, the employee will grant or deny you access into our facility. You must wear a mask when you are on our property.

A visitor log will be kept of all visitors to the facility, even if the meeting is in an office. Visitors will need to e-mail the receptionist the details of the meeting, including but not limited to – visitor's first and last name, person they are meeting with, what office/room they will be meeting in, and the date and the time of the meeting. The receptionist will provide this list to the security officer.

If the office does not allow for appropriate social distancing practices with a visitor, we will request a conference room via a calendar invitation.

When the visitor arrives, they must call the main phone line to notify us of their arrival. The receptionist will notify the security officer and staff member of the visitor's arrival and the staff member must meet the visitor at the security desk.

All visitors must have their temperature taken. Use the provided No-Touch Thermometer at the entry table, while wearing a mask and gloves, to take the visitor's temperature. Employees perform hand hygiene prior to taking the visitor's temperature and must wear a face covering and gloves. Employees must make a visual inspection of the visitor for signs of illness, which could include flushed cheeks or fatigue, and confirm that the visitor is not experiencing coughing or shortness of breath. Discard PPE and perform hand hygiene after taking the visitor's temperature.

If performing a temperature check on multiple individuals, make sure that you use a clean pair of gloves for each person and that the thermometer has been thoroughly cleaned in between each check.

- If the visitor has a temperature reading of 100.0 degrees Fahrenheit or higher, we will deny them entry into the building. Immediately wash hands and notify Facilities and the School Principal/Director.
- If the visitor has a temperature reading of 99.0 degrees Fahrenheit or lower, we may allow them to enter the building. We will escort them directly to the location of the meeting.

Once a meeting has concluded and the visitor has left the facility, we will be responsible for cleaning and disinfecting all of the areas that visitor have come in contact with. All horizontal surfaces, light switches, doorknobs, tables, chairs, writing utensils and technology (keyboard, phone, etc.) must be wiped down with a disinfectant.

Social-Emotional Well-Being

We acknowledge that students and teachers transitioning to online learning and practicing social distancing are experiencing a major, and likely disconcerting, change in daily activities and interactions, and with that, are under a great deal of stress. During this time period of the COVID-19 pandemic in which our ability to check in on one another in person is limited, it is even more critical that we find ways to reach out and check in with each other virtually, supporting everyone's social emotional learning (SEL) and mental health.

In order to create the mental, social, and emotional space for academic learning to occur, the following protocols will be implemented:

- Student support meeting 2 x week with Counselors, intervention specialists, BCBAs, School Psychologists, and Mental Health professionals and administration come together to discuss any student experiencing emotional stress/needs
- Administrators facilitate weekly class meeting with teachers and RS providers come together to discuss student needs in each classroom to ensure no student is overlooked
- Scheduled counseling sessions will be delivered as mandated on IEPs as well as any student showing any signs of emotional stress.

Attendance

All attendance will be managed through Power School. Power School is a student information system used by Gersh Academy. It is a web-based application that securely manages attendance-related data.

Attendance is taken daily and recorded. If a student attends the live face-to-face class, and participates in learning, the student is marked "present." If a parent cannot support a child during scheduled times or the student is unable to work, classwork is uploaded, calls to the parents are made and completed work is collected for that day. Under these circumstances, the student is also marked present. If a student does not appear at all and there is no contact with the student's family, this is recorded as an absence.

Gersh Academy will continuously monitor student attendance and engagement in learning throughout all instructional delivery models. All students will receive support and encouragement throughout, and contact will assure students and families have the resources needed to engage in continued learning opportunities.

Teaching and Learning

Gersh Academy will be prepared to move all students to virtual only instruction based on a State and/or local decision about closures as a result of an increase in COVID-19 spread.

Option 1: In-Person Instruction

Gersh Academy will adhere to COVID-19 guidelines and create an environment to keep everyone safe.

Option 2: Remote Instruction

Under this plan, all students and staff will remain at home, utilizing technology and at-home tools to continue school instruction. Those students/ families requiring a school-provided device must follow the technology protocol in this document to obtain a device. Remote learning as an option for parents or if related to a school closure, will remain in effect until New York State provides additional information on health and safety guidelines for schools reopening.

How Remote Learning is Being Provided:

Learning will be both asynchronous and synchronous during the instructional day which expands from 8:30 am to 3:00 pm daily. Live, face-to-face classes are held during the school day for group lessons, one-to-one instruction, and related services. Supplemental work is also assigned to students for completion outside the scheduled class meetings, and staff subsequently documents the students' completion of assigned work. If a student is unable to connect to live teaching on a given day, lessons are shared with parents/caretakers and work assignments clearly defined either through phone calls, emails or Microsoft Teams at an agreed upon time.

Students and families will use laptops or tablets to connect to learning each day. Tablets will continue to be specifically purchased which contain internet access and distributed to families via the postal delivery service. Staff will maintain regular contact with families providing academic support and providing projects to students not needing access to technology to complete.

Instructional Practices (Synchronous and Asynchronous):

All core academic subjects and special subjects such as physical education, art and music are delivered to students daily by live, face-to-face interaction with supplemental resources such as Unique Learning, IXL Reading and Math, Reading A-Z, Handwriting Without Tears, and Touch Math. Project-based learning activities are used to encourage cooperative learning. Projects allow for the whole class to be broken into smaller groups to meet under the supervision of the teacher and/or teaching assistant and paraprofessionals for cooperative work amongst students. The staff facilitate the work and then students come together to share their learning. During this time, interactive materials are displayed.

Reinforcement and supplemental materials are uploaded onto Microsoft Teams classroom for completion outside of the face-to-face time during each school day. An online portfolio houses all students' completed work.

Safety continues to be our number one concern. Teachers will grant access for screen sharing and do have the ability to mute and unmute or even remove a student if necessary.

Related Service providers provide daily teletherapy and/or face-to-face sessions. Students will be receiving their individual and group mandates.

The school's behavior support staff will continue to provide ongoing and individualized parent counseling and training. Board Certified Behavior Analysts, a school psychologist, a mental health counselor and a school social worker are among the members of the behavior support staff who will assist parents with student behavior and emotional issues in the home which may interfere with student learning. All behavioral supports provided to students and families are documented.

For some students, one to one academic and behavioral support will be provided by Gersh Academy's teaching staff and BCBA's. Teachers, related service providers, and paraprofessional staff will contemporaneously document all services provided, including a record of date, time, services provided, progress demonstrated towards learning goals, and persons present.

Daily Checklist for School Personnel School/Office Employees

(Check on a daily basis and notify the building maintenance staff if any supplies are needed)

School personnel/Office Employees to inspect their area and ensure they have enough supplies each day:

- Face coverings
- Tissues
- Hand sanitizer
- Disinfectant wipes
- Disinfectant spray
- C-fold paper towels

Clean Desk Policy

Personal belongings should be limited at your desk. Any unnecessary picture frames, décor, pillows, etc. must be removed to reduce the number of touch points on your desk. If there are any personal belongings on your desk that must be kept there, they must be disinfected throughout the day.

All employees are required to clean and disinfect their immediate work area, as well as any areas that they come in contact with, which includes but is not limited to light switches, doorknobs, conference rooms, and shared items (printers, copier, paper cutters, staplers, etc.). All employees must disinfect their immediate work area at the end of their shift prior to leaving for their day (file cabinet handles, monitors, keyboards, computer mouse, phone).

Employees must avoid touching other employees' phones, desks, monitors, keyboards, computer mice, etc. If it is absolutely necessary for you to use another employee's items, you must disinfect them before and after each use.

Work from Home/In Home Services

All employees must sign the Remote Work Agreement and, if borrowing technology, the Loan Equipment Agreement Form. The work from home policy establishes the following:

- All employees will perform all of his/her work from a non-company location.
- The scheduled days and hours that the employee will work off-site are the same as stated in the offer letter.
- Employees are required to clock in and out using Kronos time management system.

Returning Borrowed Equipment (Management and School Staff Employees)

Employees that terminated from the company are expected to deliver the equipment at Employee's own expense, in good condition, allowing for reasonable wear and tear, and free and clear of encumbrances, to the Employee's manager on the Employee's last day of employment. In the event the equipment is not returned or the Equipment is returned damaged (due to the Employee's negligence), the employee signing the Loan Equipment Agreement Form and the Payroll Deduction – Company Provided equipment form will all authorize the Employer to withhold the replacement value of the equipment from the Employee's last check, the value of the cost to repair the equipment.

Paid Time Off for New York COVID-19 Vaccination Policy

Effective Date: March 12, 2021

In an effort to promote the health and safety of Gersh Autism employees, Gersh Autism believes that every employee should have the opportunity to receive a COVID-19 vaccine. In accordance with current applicable laws and interpretive guidance, Gersh Autism will provide paid time off for employees that receive a COVID-19 Vaccination as follows:

Amount of time off: Gersh Autism employees may request up to four (4) hours of paid leave per injection of the COVID-19 vaccine. Employees may schedule the vaccination wherever they choose, in consultation with employee's manager or supervisor. Gersh Autism will pay for up to four (4) hours of pay (as described below), per vaccination dose, for the employee's time spent receiving the vaccinations during the employee's normal work hours (total of 8 hours for both shots required with the Pfizer and Moderna vaccine). COVID-19 Vaccination Leave will not be charged against any other leave the employee has earned or accrued.

Method for requesting time off: Gersh Autism employees will use the Kronos time management system to request the vaccination time off by selecting the option NYS COVID Vaccine option from the dropdown. As with any time off request, please be conscience of scheduling conflicts as we don't want to cause a hardship on the school/business. Request the day off as soon as the appointment is scheduled. Once the time off is approved in Kronos, employees will also need to submit a Vaccination Leave form. Please note that as part of the leave request form, employees are requested to provide a copy of vaccination card to the Human Resources as soon as possible in order to receive paid leave for the time off.

Amount of compensation for COVID 19 Vaccination Leave: Non-exempt employees will be paid their regular hourly rate of pay for time spent away from work for obtaining a COVID-19 Vaccination. Exempt employees who receive a salary will receive their regular weekly salary and will not be required to use any paid time off or any other leave, to cover time away from work when receiving their vaccine.

To replace COVID-19 Positive PTO Policy Section

COVID-19 Paid Leave

In March 2020, Congress passed a number of provisions to help curtail the spread of COVID-19 in the workplace, which included mandatory Emergency Paid Sick Leave (EPSLA) and Emergency Family and Medical Leave (EFMLA) benefits to employees for qualifying reasons. The provisions and obligations of the original Families First Coronavirus Response Act (FFCRA) expired on December 31, 2020.

That same month, Congress passed a second Coronavirus stimulus bill providing varying levels of relief to individuals and small businesses. This second stimulus bill extended the tax credits available to employers who voluntarily continued to offer paid leave according to the FFCRA framework through March 31, 2021 but did not extend the obligation on employers to provide paid leave. Gersh made the decision to extend the leave to our employees.

Congress has now passed the latest Coronavirus stimulus bill, the American Rescue Plan, which goes into effect April 1, 2021. This most recent stimulus bill will further extend the voluntarily offer for paid leave according to the FFCRA framework through September 30, 2021. Gersh made the decision to further extend the leave to our employees.

It expands the reasons for leave to include time needed to get a ***COVID-19 vaccine, leave related to recovery from any injury, disability, illness or condition related to the vaccine, and to seek or await the results of a COVID-19 test***, in addition to the following previously existing reasons:

- The employee is subject to a Federal, State, or local quarantine or isolation order related to COVID-19
- The employee has been advised by a health care provider to self-quarantine related to COVID-19
- The employee is experiencing COVID-19 symptoms and is seeking a medical diagnosis
- The employee is caring for an individual subject to a quarantine or isolation order or has been advised to self-quarantine by a health care provider
- The employee is caring for a child whose school or place of care is closed (or childcare provider is unavailable) for reasons related to COVID-19
- The employee is experiencing any other substantially similar condition specified by the Secretary of Health and Human Services, in consultation with the Secretaries of Labor and Treasury.

The American Rescue plan resets the 10-day/80-hour limit for Paid Sick Leave starting April 1, 2021. This means, if employees have previously exhausted their entitlement to Paid Sick Leave under the FFCRA, they now have another 10-days/80-hours for use. Any employees did not use the original 10 days, before March 31, 2021, do not carry forward for use during the new period.

If you have any questions, contact Human Resources at hr@gershacademy.org.

Human Resources is responsible for compliance with all government and state mandated procedures and forms, including but not limited to, OSHA 300 form.

New York Travel Guidelines

Effective April 1, 2021, all domestic travelers who have been fully vaccinated within 90 days of their trip will no longer have to quarantine or test out of quarantine when they arrive in New York. The rule applies to visitors from other states and New Yorkers returning home from other states.

Regardless of quarantine status, all individuals exposed to COVID-19 or returning from travel must:

- Continue daily symptom monitoring through Day 14
- Continue strict adherence to all recommended non-pharmaceutical interventions, including hand hygiene and the use of face coverings, through Day 14 (even if fully vaccinated)
- Must immediately self-isolate if any symptoms develop and contact the local public health authority or their healthcare provider to report this change in clinical status and determine if they should seek testing

New York's travel rules for those who haven't been fully vaccinated remain the same:

All travelers entering New York from a state that is not a contiguous state who have been outside of New York for more than 24 hours must:

- Complete the Traveler Health Form.
- Obtain a COVID-19 test within three days of departure, prior to arrival in New York.

Upon arrival in New York, quarantine for three days.

- Obtain another COVID-19 test on day 4 of their quarantine.

If both tests come back negative, the traveler may exit quarantine early upon receipt of the second negative diagnostic test. Travelers who do not obtain a test prior to arrival in New York and/or on the 4th day in New York, must quarantine for 10 days.

Travelers who were out-of-state for less than 24 hours:

- Do not need a test prior to their departure from the other state, and do not need to quarantine upon arrival in New York State.
- Must complete the Traveler Health Form upon entry into New York State.
- Obtain a COVID-19 diagnostic test 4 days after their arrival in New York.

Further, domestic travelers to New York may be exempt from quarantine if they satisfy the following criteria.

1. Consistent with recent CDC guidance, asymptomatic individuals who have been vaccinated against COVID-19 do not need to quarantine during the first 3 months after full vaccination if such travelers:
 - Are fully vaccinated (i.e., ≥ 2 weeks following receipt of the second dose in a 2-dose series, or ≥ 2 weeks following receipt of one dose of a single-dose vaccine); AND
 - Are within 3 months following receipt of the last dose in the series; AND
 - Have remained asymptomatic since last COVID-19 exposure.
2. Consistent with CDC guidance from February 13, 2021, asymptomatic individuals who have previously been diagnosed with laboratory confirmed COVID-19 and have since recovered, are

not required to retest and quarantine within 3 months after the date of symptom onset from the initial COVID-19 infection or date of first positive diagnostic test if asymptomatic during illness.

3. Travelers from state that are contiguous with New York (Pennsylvania, New Jersey, Connecticut, Massachusetts, Vermont) are exempt from the travel advisory.
4. Travelers from Canada crossing at land borders subject to the agreement between the governments of the United States and Canada are permitted to travel in accordance with said agreement and do not need to quarantine.
5. Exceptions to the travel advisory are permitted for essential workers traveling from non-contiguous U.S. states or territories and are limited based on the duration of time in New York and subject to more specific industry guidance for a particular industry.

All travelers must complete the NYS traveler form upon arrival into New York.

The local health department must make contact with the state the traveler came from, to ensure contact tracing proceeds there as well. The travel guidelines require all New Yorkers, as well as those visiting from out-of-state, to take personal responsibility for compliance in the best interest of public health and safety.

Ineligibility for New York State COVID-19 Paid Sick Leave

New York employees will forgo their paid sick leave benefits from New York's COVID-19 paid sick leave law if they engage in travel not directed by their employer to another country or to a non-contiguous US state or territory from the time of return to New York until the end of the required period of quarantine or isolation. Employees are eligible to use accrued PTO provided by the employer or unpaid sick leave during a quarantine due to such travel.

Washington Travel Guidelines

Washington employees are to comply with the Center for Disease Control's current COVID-19 travel advisory guidance. That CDC guidance includes:

- If you must travel, take steps to protect yourself and others:
- If you are eligible, get fully vaccinated for COVID-19.
- Before you travel, get tested with a viral test 1-3 days before your trip.
- Wear a mask over your nose and mouth when in public.
- Avoid crowds and stay at least 6 feet/2 meters (about 2 arm lengths) from anyone who did not travel with you.
- Get tested 3-5 days after your trip and stay home and self-quarantine for a full 7 days after travel, even if your test is negative. If you don't get tested, stay home and self-quarantine for 10 days after travel.

All air passengers coming to the United States, including U.S. citizens, are required to have a negative COVID-19 test result or documentation of recovery from COVID-19 before they board a flight to the United States. See the CDC's Frequently Asked Questions for more information.

Masks are required on planes, buses, trains, and other forms of public transportation traveling into, within, or out of the United States and in U.S. transportation hubs such as airports and stations.

Fully vaccinated people do not need to quarantine or be tested if exposed to someone with COVID-19 as long as they show no signs of illness. However, you should still monitor yourself for any COVID-19 symptoms for 14 days after you are exposed. If you do start having symptoms, you should isolate yourself and contact your health care provider. Tell them you've been vaccinated before seeking out testing or evaluation.

COVID-19 Employee Contract

In an effort to reduce the spread of COVID-19 within Gersh Autism and the communities we serve, we will require all employees to sign a COVID-19 Employee Contract, which is sent with the new hire paperwork.

The purpose of this contract is to protect the health and safety of all students and staff members at Gersh Autism and will require everyone to abide by the rules listed below:

- Any employee reporting to one of our facilities or to a student's home must complete the online survey before entering.
- Any employee not passing the survey (experiencing symptoms of COVID-19 or in contact with someone who tested positive for COVID-19) will be asked to not report to work; should NOT enter one of our facilities or a student's home; and should immediately call their manager for further information.
- All employees must wear Personal Protective Equipment (PPE) and practice social distancing as instructed.
- Any employee beginning to feel symptoms of COVID-19 during the workday must notify their manager immediately and monitor their symptoms, as they may need to be tested for COVID-19.
- Any employee who has been in direct contact with someone who tested positive for COVID-19 must immediately notify their manager.

Any employee who tests positive for COVID-19 must immediately notify their manager. *(This is extremely important as Gersh Autism believes that it is our responsibility to begin notifying anyone that could be subject to contracting and/or further spreading the virus.)*

Nutrition

Meals

All meals and snacks must be brought in from home in a lunch box/cooler and the proper cooling aids inside. The use of shared refrigerators in classrooms will no longer be allowed.

Classroom staff must ensure that all students wash their hands prior to and immediately after eating. Classroom staff must wash their hands prior to and immediately after assisting students with meals and washing their hands.

Face coverings are not required while eating and drinking. Classroom staff will enforce a safe distance during lunch/meals.

The sharing of food and beverages is prohibited.

The staff lounge is closed indefinitely and will be converted into a conference room. Staff must take their lunch breaks at their desks and must perform hand hygiene before and after eating and/or drinking.

Teachers and non-food service staff will be trained on food allergies. The most common food allergy signs and symptoms include:

- Tingling or itching in the mouth.
- Hives, itching or eczema.
- Swelling of the lips, face, tongue and throat or other parts of the body.
- Wheezing, nasal congestion or trouble breathing.
- Abdominal pain, diarrhea, nausea or vomiting.
- Dizziness, lightheadedness or fainting.

Transportation

To protect the health and safety of all occupants of the school bus, students and families are encouraged to comply with the health practices that the school district that transports the child puts in place. Such health practices may include wearing a face covering where it does not affect the mental or physical health of the child and social distancing.

Student Disembarking from Transportation Best Practices:

- When students embark and disembark the bus, they will follow social distancing protocols
- The loading and unloading locations for busses will be reconfigured to allow for social distancing while the students embark and disembark
- Since hand sanitizer is not allowed on the school bus, students will perform hand hygiene as they enter the school building utilizing the school provided hand sanitizer or washing hands at the assigned bathroom.

Schedule and Calendar

For the 2020—2021 school year:

- In person instruction in school will be 8:30 a.m.-3:00 p.m. Monday through Friday 5 days a week
- Remote Learning: 8:30 a.m.-3:00 p.m. Monday through Friday 5 days a week

The dates for NY are as follows:
Sept 2, 2020 – June 25, 2021

The dates for WA are as follows:
September 1, 2020 – June 17, 2021

*In the event of a school closure, all students will transition to Remote/Distance Learning.

Technology

Remote learning

Students and families will use laptops or tablets to connect to learning each day. Tablets will continue to be specifically purchased which contained internet access and distributed to families via the postal delivery service.

Microsoft Teams will be the learning platform used. This is a cloud platform providing video and audio conferencing, which can be used on computers, mobile devices, and cell phones. In addition, interactive sites, and platforms such as Flip Grid are used for student engagement, participation and sharing of materials and home-made videos as they relate to projects assigned to students.

Student Devices

Families requesting a school-provided device must contact the building leader/administrator. Families must be provided with a “Student Loan Equipment Request Form” and they must send the completed form to IT at Gershsupport@gershacademy.org IT will order and prepare the device for the student. All families will receive a “Loan Equipment Agreement Form” before a device is provided to them. No devices will be delivered unless the form is signed.

When requesting a replacement for a damaged device, families must agree to return the damaged device prior to us giving them a new one. Families must be provided with a “Student Loan Equipment Request Form” and they must send the completed form to IT at Gershsupport@gershacademy.org. A new Loan Agreement form must be signed and the family will be billed for the cost of the replacement and/or repairs.

For troubleshooting or any technology related questions, parents/ guardians should contact IT at Gershsupport@gershacademy.org

Special Education

Gersh Academy will continue to provide a framework to ensure that all students with disabilities continue to have available to them instruction that emphasizes special education and related services designed to meet their unique needs and prepare them for further education, employment, and independent living. In consideration of the health, safety, and well-being of students, families, and staff, our school will enable a smooth transition between in-person, remote, and hybrid learning environments to ensure the provision of services that are consistent with the changing health and safety conditions that exist.

Teachers and service providers will continue to collect data, whether in-person or remotely, and use data to monitor each student's progress toward the annual goals and to evaluate the effectiveness of the student's special education services. Determining student progress will continue for understanding each student's present levels of academic achievement and functional performance, and for determining whether, and to what extent, the school closures may have disrupted the student's learning. Reports of progress to parents and the home district of residence CSE may be made via telephone or other electronic means if progress reporting procedures specified in the student's IEP cannot be met with reasonable efforts.

Gersh Academy will ensure access to the necessary accommodations, modifications, supplementary aids and services, and technology (including assistive technology) to meet the unique disability related needs of our students.

Communication

In addition to the generated messaging through email and phone communication efforts Gersh Academy makes for all students, we are committed to working collaboratively and creatively to help ensure there is an understanding of the school's efforts to provide services and monitor student progress.



For questions: Please contact Jennifer Domash, Vice-President of Marketing & Communications at:

jdomash@gershautism.com

Administrative Offices

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As the Founder of Gersh Academy, Kevin Gersh has dedicated himself to making a difference in the lives of children. His experience and professional commitment continues to provide opportunities, inspiration and guidance for every child to reach their full potential, regardless of the challenges they face.

"Our philosophy is we don't ask children to change who they are for the classroom structure. We adapt to them." – Kevin Gersh