

**The Center School**  
**2021- 2022 School Year**  
**School Covid Safety Plans**  
**(August 31, 2021)**

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## Introduction

The Center School initiated a remote learning plan on March 17, 2020 which continued through the end of the 2019-2020 academic school year. This plan was a comprehensive plan requiring daily virtual direct instruction for all students in all classes and delivery of all the related services every students' IEP mandated. The Center School's July ESY program continued under this remote learning plan and operated under the same guidelines for daily virtual direct instruction and related services.

Guided by the most recent Covid-19 Federal, State, and Local updates and guidelines (see references), The Center School had created "**fluid**" school reopening plans for the 2020-2021 academic school year by expanding its remote learning plans to include a Hybrid element (defined as a combination of in-school instruction and remote on-line instruction), updated remote instruction practices, and practices and protocols for in-person schooling. These plans encompassed the educational and safety needs and concerns, as well as federal, state and local guidelines, for students, their families, and school staff. The plans successfully allowed The Center School to conduct a full year of in-person schooling while offering synchronous instruction to students opting to remain home.

Now, with the return to full-time, full-day, all in-person schooling starting September 2021, The Center School plans for creating a Covid safe environment and following state mandated guidelines are outlined in the following pages of this document. This outline is formatted upon the New Jersey Department of Education's August 20, 2021 report ***The Road Forward: Health and Safety Guidance for the 2021-2022 School Year***, which provided all New Jersey schools a guide to their reopening strategies. Our plans were created by collecting, analyzing, and synthesizing information from stakeholders within and outside of the Center School. Understanding that the COVID-19 pandemic has reshaped the format of K-12 education going forward, our plans reflect the best practices and mandated requirements obtained to this date.

It is important to note, however, that everyone understands these plans are "fluid". Our plans include the anticipated minimum standards and additional considerations delineated by the CDC, New Jersey Department of Health, New Jersey Department of Education, and Governor's Office. This means that they are subject to change at any time as we are directed by the federal, state, and local authorities who can update and change guidelines as time goes by due to the changing circumstances of the pandemic and new information gained from health practices. Hence, we must be flexible and capable of changing procedures and plans at any time going forward.

## DETAILED PLAN

### 1. General Health and Safety Guidelines

The Center School is:

- Following all CDC guidelines as they are updated to provide a safe and healthy environment.
- Training all staff to be and trained in Covid-19 contact tracing and awareness.
- Promoting behaviors that reduce the spread of Covid-19:
  - Staying home when appropriate
  - Hand hygiene and respiratory etiquette
  - Wearing of face coverings
  - Posting of signs and messages
  - Social distancing
- Establishing and maintaining communication with the local county health department to determine current mitigation levels and remain consistent with best health practices.
- Creating contingency plans for emergency operations in the event facility closure becomes necessary.
- Incorporating teaching hand hygiene and respiratory etiquette.
- Creating contingency plans for full remote on-line learning should schools be required to close due to changes in the current health crisis.
- Establishing a diverse **Pandemic Response Team** to oversee implementation of the school's reopening plan. The team includes:
  - School Executive Director
  - Principal
  - School Assistant Director
  - Teacher representing each grade band served by the school
  - School counselor
  - School nurse
  - School safety security specialist
  - HR representative
  - Bus coordinator
  - IT Department
- Providing all parents and staff with information on symptoms of COVID 19 and how to prevent its spread.
- Limiting the use of shared objects. If students are required to share objects, the objects will be disinfected in between use by staff.
- Maintaining proper social distancing where possible, according to CDC recommendations.
- Maintaining 3 feet of physical distancing in the classroom setting, to the greatest extent practicable, while offering full-time, in-person learning to all students.

## 2. Classrooms, Testing, and Therapy Rooms

### Building Environment

- All student desks and seating in classrooms, cafeterias, multi-purpose rooms, and other spaces are separated by at least 3 feet to the maximum extent practicable.
- Traffic flow in hallways and stairs will encourage staff and students to remain socially distant in lines and at other times creating “one-way lanes” in hallways and stairs to prevent crowding and contact.
- Where such physical distancing is not feasible or difficult to maintain, protective measures such as physical barriers between students and arranging seating such that all individuals face the same direction is being established.
- Use of shared objects is being limited and multiples of most items are being supplied. If items must be shared, they are being cleaned as often as possible.
- Hand sanitizing stations are being stationed in each learning studio and in each hallway.
- Larger rooms such as our multi-purpose room, robotics room, waiting room, cafeteria, and Gaga room are being re-purposed for classroom and health needs usage.
- Our patio area will be available for outdoor classrooms when possible and when seasonally appropriate.
- Plexiglass barriers at our front door reception desk have been installed.
- HVAC system maintains required state standards for outside air flow when the building is in occupied mode. As per the state guidelines, our HVAC system is maintained based on manufacturers’ recommendations. HVAC systems will run at their optimal settings using the highest grade filter per manufacturer’s specifications and filters will be changed according to the manufacturer’s recommended maintenance intervals.
- All water coolers have been moved from common areas and are monitored by staff to be used only for refilling student water bottles if necessary.
- Therapy rooms will utilize social distancing with seating to the greatest extent possible. When not possible due to the nature of the therapy (OT), additional barriers will be used including, but not limited to, face shields in conjunction with masks, and students facing one direction.

### 3. Transportation

Bus arrival procedures have been modified to limit possible physical interaction and to follow social distancing practices and guidelines.

- Students will wear masks while on busses and maintain social distancing to the greatest extent possible.

Bus departure procedures have been modified to limit possible physical interaction and to follow social distancing practices and guidelines.

- Staggered departures will take place at the end of the day when applicable.
- Extra time and staff will be allotted for the departure process.

Transportation Procedures.

- Our bus coordinator is collaborating with and in constant communication with the sending districts' bus companies to ensure all federal and state Covid-19 safety guidelines are being disseminated.
- Our bus coordinator is available to assist all our sending districts' busses with best practices for cleaning and disinfecting school buses and other transport vehicles.

### 4. Student Flow, Entry, Exit, and Common Areas

- Procedures are in place for greater staff supervision of students changing classes, transitioning to common areas (cafeteria, playground, outdoor patio, and outdoor fields), and needing to travel throughout the day to the nurse, support services, bathrooms, etc.
- Hallways and staircases will be marked with social distancing markers and posters where needed to reinforce social distancing and minimize close contact.
- All common areas will be marked with signage and spacing markers where necessary to maintain social distancing and emphasize cleaning hands.
- All bathrooms will be monitored by school staff when in use. The number of students using the bathrooms at any one time will be limited in order to maintain social distancing.
- There will be one entrance for all students arriving on busses. This entrance is our covered loading dock area.
- There will be one exit for all students leaving on busses. This exit will be the same loading dock area they arrived at in the morning. Busses will be loaded piecemeal to maintain a controlled transition from school to bus allowing for continued social distancing.

- Any students who are arriving by parent drop-off will enter through the main entrance. These same students will exit the school at the end of the day at the front entrance after confirmation is made that the student's parent is the pick-up person.
- All students leaving at the end of the day for parent pick-up will be dismissed separately from the busses to minimize student traffic in hallways.
- All common areas will be cleaned and disinfected continually throughout the day, and a deep cleaning completed each night.
- All common areas will have hand sanitizer stations available for use.
- All common areas not necessary, or when not in use will be closed off and entering will be prohibited to maintain cleanliness of those areas and monitor social distancing.

## 5. Screening, PPE, and Response to Students and Staff Presenting Symptoms

TCS policy for screening students upon arrival for Covid-19 compatible symptoms and history of exposure are as follows:

- Each morning parents/guardians will be responsible for ensuring their child is not ill and show no signs of Covid symptoms NOT OTHERWISE EXPLAINED by other baseline ailments.
- Students who arrive at the school showing possible health concerns, or who arrive with Covid-19 compatible symptoms will be supervised in an isolation room where they will be monitored by the nurse and staff, kept socially distanced, and remain in isolation with continued supervision and care until picked up by an authorized adult.
- All students exhibiting Covid-19 compatible symptoms shall be sent home and advised to consult with their primary care professional.
- All students who are reported as unhealthy due to the Covid-19 compatible symptoms and stay home or are sent home will be documented for possible contact tracing purposes and the school nurse will maintain follow up with those families to update the students' status.

TCS policy for screening staffs upon arrival for Covid-19 compatible symptoms and history of exposure are as follows:

- All staff will be required to perform a daily symptom screen on themselves before leaving for work and will stay home if having Covid-19 compatible symptoms.

TCS policy for screening visitors upon arrival for Covid-19 compatible symptoms and history of exposure are as follows:

- All visitors must have an appointment scheduled ahead of time to visit the school and will not be allowed to enter the building if they do not have one.
- Appointments by visitors must be cleared through the Executive Director.
- All visitors will be required to wear a face covering and if they do not have their own one will be provided by the school.
- All visitors are expected to maintain physical distancing of at least 6 feet.

- A list of symptoms will be posted for visitors to review in the lobby. If a visitor has any of the listed symptoms access will be denied to the building.

### Universal Wearing of Masks

As outlined in the New Jersey Department of Education's August 20, 2021 report *The Road Forward: Health and Safety Guidance for the 2021-2022 School Year*, the use of face coverings for students is mandated.

The wearing of masks is required for all individuals in indoor school settings with the following exceptions:

- When doing so would inhibit the individual's health, such as when the individual is exposed to extreme heat indoors;
- When the individual has trouble breathing, is unconscious, incapacitated, or otherwise unable to remove a face covering without assistance;
- When a student's documented medical condition or disability, as reflected in an Individualized Education Program (IEP) or Educational Plan pursuant to Section 504 of the Rehabilitation Act of 1973, precludes use of a face covering;
- When the individual is under two (2) years of age;
- When the individual is engaged in activity that cannot physically be performed while wearing a mask, such as eating or drinking, or playing a musical instrument that would be obstructed by a face covering;
- When the individual is engaged in high-intensity aerobic or anaerobic activity;
- When a student is participating in high-intensity physical activities during a physical education class in a well-ventilated location and able to maintain a physical distance of six feet from all other individuals; or
- When wearing a face covering creates an unsafe condition in which to operate equipment or execute a task.
- Students who refuse to comply with established mask wearing guidelines are addressed on a case-by-case basis. They will be isolated from other students until the administration meets with that student to implement corrective actions. These will include interventions from counselors, contact made with parents, and a determined course of action which will include being sent home.

### Social Distancing

During periods of low or moderate community transmission, physical distancing will be conducted to the maximum degree that allows to offer full in-person learning. During periods of high community transmission, if maximal social distancing recommendations cannot be maintained, other prevention measures will be utilized.

1. **Within classrooms**, maintain 3 feet of physical distancing to the greatest extent practicable, while offering full-time, in-person learning to all students.
2. **Outside of classrooms** including in hallways, locker rooms, indoor and outdoor physical education settings, and school-sponsored transportation, maintain physical distancing to the greatest extent practicable.
3. A distance of at least 6 feet between students and teachers/staff and between teachers/staff who are not fully vaccinated in all settings will be followed as much as possible.

### Individuals with Suspected or Confirmed COVID-19

Students and staff with symptoms related to COVID-19 will be safely and respectfully isolated from others. Following current Communicable Disease Service guidance for illness reporting, if the school becomes aware that an individual who has spent time in the building tests positive for COVID-19, school administrators will immediately notify local health officials, staff, and families of a confirmed case while maintaining confidentiality.

Children and staff with COVID-19 symptoms should be separated away from others until they can be sent home. Ask ill student (or parent/guardian) and staff whether they have had potential exposure to COVID-19 in the past 14 days meeting the definition of a **close contact**.

**Per the CDC, close contact is defined as being within 6 feet of someone with suspected or known COVID-19 for 15 or more minutes during a 24-hour period. Exception: In the K–12 indoor classroom setting, the close contact definition excludes students who were within 3 to 6 feet of an infected student (laboratory-confirmed or a clinically compatible illness) where both the infected student and the exposed student(s) correctly and consistently wore well-fitting masks the entire time. This exception does not apply to teachers, staff, or other adults in the indoor classroom setting.**

1. Individuals should be sent home and referred to a healthcare provider. Persons with COVID-19-compatible symptoms should undergo COVID-19 testing.
2. If [community transmission is low](#), ill individuals without potential exposure to COVID-19 should follow the [NJDOH School Exclusion List](#) to determine when they may return to school. No public health notification is needed UNLESS there is an unusual increase in the number of persons who are ill (over normal levels), which might indicate an outbreak.
3. If ill students have potential COVID-19 exposure OR if [community transmission is moderate or high](#), they should continue to be excluded according to the COVID-19 Exclusion Criteria.

**Regardless of vaccination status, if a student or staff experiences COVID-compatible symptoms, they should isolate themselves from others, be clinically evaluated for COVID-19, and tested for SARS-CoV-2.**

## COVID-19 exclusion criteria for persons who have COVID-19 compatible symptoms or who test positive for COVID-19:

- } Ill individuals with COVID-19 compatible symptoms who have not been tested or individuals who tested positive for COVID-19 should stay home until at least 10 days have passed since symptom onset and at least 24 hours have passed after resolution of fever without fever reducing medications and improvement in symptoms.
- } Persons who test positive for COVID-19 but who are asymptomatic should stay home for 10 days from the positive test result.
- } An alternate diagnosis (including a positive strep test or influenza swab) without a negative COVID-19 test is not acceptable for individuals who meet COVID-19 exclusion criteria to return to school earlier than the timeframes above.

**Exception:** During periods of low community transmission, ill individuals excluded for COVID-19 compatible symptoms who are not tested **and do not have a known COVID-19 exposure** may follow NJDOH School Exclusion List to determine when they may return to school.

The [COVID-19 Exclusion List](#) described in [NJDOH guidance for Local health departments](#) can be used to determine the need for and duration of school exclusion based on the level of COVID-19 community transmission in their region. In order to facilitate rapid diagnosis and limit unnecessary school exclusion, schools may consider implementing school-based diagnostic testing for students and staff.

Excluded individuals who are close contacts of staff or students who tested positive for COVID-19 may be considered for a reduced exclusion period based on community transmission levels as follows:

**High (orange) exposed close contacts should be excluded from school for 14 days.**

**Moderate or Low (yellow or green) exposed close contacts should be excluded from school for 10 days (or 7 days with negative test results collected at 5-7 days).**

### Definition of COVID-19 Compatible Symptoms

Parents should not send students to school when sick. For school settings, NJDOH recommends that students with the following symptoms be promptly isolated from others and excluded from school:

} At least **two** of the following symptoms: fever (measure or subjective), chills, rigors (shivers), myalgia (muscle aches), headache, sore throat, nausea or vomiting, diarrhea, fatigue, congestion, or runny nose; **OR**

} At least **one** of the following symptoms: cough, shortness of breath, difficulty breathing, new olfactory disorder, or new taste disorder.

**For students with chronic illness, only new symptoms or symptoms worse than baseline should be used to fulfill symptom-based exclusion criteria.**

### Exposed close contacts who are fully vaccinated and have no COVID-like symptoms:

1. Do not need to quarantine, be excluded from school, or be tested following an exposure to someone with suspected or confirmed COVID-19.
2. Should still monitor for symptoms of COVID-19 for 14 days following an exposure.
3. If they experience symptoms, they should isolate themselves from others, be clinically evaluated for COVID-19, including SARS-CoV-2 testing and inform their health care provider of their vaccination status at the time of presentation to care.

## **6. Contact Tracing**

Contact tracing is a strategy used to determine the source of an infection and how it is spreading. Finding people who are close contacts to a person who has tested positive for COVID-19, and therefore at higher risk of becoming infected themselves, can help prevent further spread of the virus. A contact tracing team from the local health department or the NJDOH calls anyone who has tested positive for COVID-19. They ask the patient questions about their activities within a certain timeframe, to help identify anyone they have had close contact. Those contacts might include family members, caregivers, co-workers or health care providers. Individuals who have recently had a close contact with a person with COVID-19 should stay home and monitor their health.

- All staff have been trained in Covid-19 contact tracing.
- If a student or staff member is identified as testing positive for Covid-19, a contact tracing assessment will immediately begin.
- The Somerset County Department of Health will be contacted in the event that contact tracing will be required.
- A contact tracing team from the local health department or the NJDOH will call anyone who has tested positive for COVID-19. They will ask the patient questions about their activities within a certain timeframe, to help identify anyone they have had close contact. Those contacts might include family members, caregivers, co-workers, or health care providers.
- School staff will help administration in identifying close contacts of positive COVID-19 cases. This will be done in conjunction with the LHD. This process will require close collaboration between public health staff, the school nurse, and administration.

## **7. Facilities Cleaning Practices**

The Center School will continue to adhere to existing facilities cleaning practices and procedures, and has adopted the latest specific guidelines from the state and local authorities for cleaning and disinfecting. A schedule has been developed for increased routine cleaning and disinfecting, especially of frequently touched surfaces and objects, and sanitizing bathrooms daily

and between use as much as possible. All cleanings are performed by properly trained custodial/maintenance staff.

Appropriate and effective cleaning and disinfectant supplies have been purchased and are available for use in accordance with product labels, safety data sheets, and manufacturer specifications and are being used with required personal protective equipment for the product.

Other practices adopted are:

- Communal spaces cleaned and disinfected throughout the day.
- Each classroom and student area will be supplied with cleaning supplies (wipes, sanitizer, disinfecting spray, paper towels, etc.) for staff and students to use.
- Ongoing and constant sweeps of cleaning and disinfecting of high-contact surfaces including (but not limited to) door handles, light switches, playground equipment, and student desks.
- Hand sanitizing stations located in common areas, in each hallway, in the reception area.
- Hand sanitizers located in each classroom.
- Deep cleaning each night.
- Training for all staff in the use of cleaning products available in all classrooms.
- Maintaining continual monitoring of updates from federal, state, and local health authorities to receive and implement the most updated best practices guidelines regarding Covid-19 health practices.

## **8. Meals- COVID-19 and Food Safety**

Considering ways to distribute food to students safely, The Center School will be altering the normal Bistro activities previously followed for lunches for our students. TCS is working closely with Sodexo, our food servicing provider, to coordinate efforts to follow the most recent guidelines for safely delivering lunches to students and devising ways to ensure minimization of physical contact. In order to minimize the use of shared surfaces, unnecessary contact between students and staff, and follow all federal and state guidelines, The Center School is:

- Requesting all students bring their own bagged lunch and snacks (if possible).
- Requesting all students bring water bottles with them each day to use throughout the day. These can be refilled by staff if necessary. Water coolers with cups will not be available. (Only water in personal bottles will be allowed in classrooms during the day).
- Small water bottles will be available from the school if needed.
- Lunches will not be heated up by staff at the school.
- Students will be required to wash their hands prior to and following eating lunch and any snacks students may bring and need during the day.
- The bistro area, outside patio, and larger common areas on the first floor will be used for lunches. These repurposed areas will allow for proper social distancing and discouraging large gatherings during lunch.

- All eating areas will be clearly labeled for maximum capacity (allowing for a minimum of six (6) feet of separation).
- Cleaning and disinfection of lunchrooms after use by groups of students as well as lunchrooms used by staff will be conducted after each use each day.

### 9. Recess/Physical Education

Students taking part in recess will be required to maintain social distancing. The number of students using recess equipment at any time will be limited. All equipment will be cleaned and disinfected daily.

Physical Education classes will follow social distancing to the greatest extent possible. Any equipment which needs to be used by students will be cleaned and disinfected daily. Students will be directed to wash their hands at the end of each PE class.

### 10. In-person schooling / Hybrid model

As mandated by state guidelines, The Center School has made plans and preparations for full time, in-person schooling starting September 8<sup>th</sup>. Academic schedules for the Elementary, Middle, and High Schools will be normal schedules.

The Center School in-person, hybrid, and full remote learning plans all lead with the health, safety, and wellness of students and staff as the top priority. They have been designed to maintain the continuity of learning, facilitate equity and ease of access to communications and resources, accommodate the needs and varying circumstances of all learners, and incorporate educators, students, parents, and other community members into the entire analysis and planning cycle.

Students will attend classes as normal each day. Each classroom will have audio and video equipment to allow for synchronous remote learning for those students who may be quarantined due to a school based transmission of Covid.

### Center School Bell Schedule 2021-2022

	High School		Middle School		Elem. School 1,3,5		Elem. School 2,4	
Full Day	HR	8:20-8:45	HR	8:20-8:45	HR	8:20-8:45	HR	8:20-8:45
	P 1	8:46-9:27	P 1 LAL	8:45-10:20	P 1 MM	8:45-9:00	P 1 MM	8:45-9:00
	P 2	9:28-10:10	P 2 PE/Grp	10:20-10:50	P 2 Snack	9:00-9:15	P 2 Snack	9:00-9:15
	P 3	10:11-10:53	P 3 Sci 1,2,3 (Alt.) 4,5	10:50-11:50	P 3 LAL	9:15-10:53	P 3 LAL	9:15-10:53
	P 4	10:54-11:36	P 3 SS 4,5 (Alt.) 1,2,3		P 4 Elect.	10:56- 11:24	P 4 Gym	10:56-11:24
	P 5	11:37-12:19	LUNCH	11:50- 12:25	LUNCH	11:24-12:00	LUNCH	11:24-12:00
	LUNCH	12:20-12:44	P 4 Math	12:25-1:28	P 5 Story	12:00-12:10	P 5 Story	12:00-12:10
	P 6	12:45-1:27	P 5 Elect	1:28-2:10	P 6 Math	12:10-1:40	P 6 Math	12:10-1:40
	P 7	1:28-2:10	P 6 Choice	2:10-2:30	P 7 Sci/SS	1:40-2:10	P 7 Sci/SS	1:40-2:10
	P 8	2:11-2:30	HR	2:30-2:35	Choice	2:10-2:30	Choice	2:10-2:30
HR	2:31-2:35			HR	2:30-2:35	HR	2:30-2:35	
Early Dismissal	HR	8:20-8:45	HR	8:20-8:45	HR	8:20-8:45	HR	8:20-8:45
	P 1	8:46-9:15	P 1 LAL	8:45-9:45	P 1 MM	8:45-9:00	P1 MM	8:45-9:00
	P 2	9:16-9:45	P 2 PE/Grp	9:45-10:15	P 2 LAL	9:00-9:45	P2 LAL	9:00-9:45
	P 3	9:46-10:15	P 3 Sci 1,2,3 (Alt.) 4,5	10:15-11:15	P 3 Snack	9:45-10:00	P3 Snack	9:45-10:00
	P 4	10:16-10:45	P 3 SS 4,5 (Alt.) 1,2,3		P 4 LAL	10:00-10:18	P4 LAL	10:00-10:18
	P 5	10:46-11:15	P 4 Math	11:15-11:45	P 5 Elect	10:18- 10:45	P5 Gym	10:18-10:45
	LUNCH	11:16-11:40	LUNCH	11:45-12:10	P 6 Math	10:45-12:15	P6 Math	10:45-12:15
	P 6	11:41-12:10	P 5 Elect	12:10-12:40	LUNCH	12:15-12:40	LUNCH	12:15-12:40
	P 7	12:11-12:40	P 6 Choice	12:40-1:00	Choice	12:40-1:00	Choice	12:40-1:00
	P 8	12:41-12:55	HR	1:00-1:05	HR	1:00-1:05	HR	1:00- 1:05
HR	12:56-1:05							
Delayed Opening	HR	10:20-10:41	HR	10:20-10:42	HR	10:20-10:45	HR	10:20-10:45
	P1	10:42-11:07	P1 LAL	10:42-11:33	P1 MM	10:45-11:07	P1 MM	10:45-11:00
	P2	11:18-11:33	P2 PE/Grp	11:33-12:03	P2 LAL	11:07-11:40	P2 LAL	11:00-11:40
	P3	11:34-11:59	P3 Sci 1,2,3	12:03-12:45	LUNCH	11:40-12:02	LUNCH	11:40-12:00
	P4	12:00-12:25	P3 SS 4,5 (Alt. weekly)	12:45-1:12	P3 Elec	12:02-12:25	P3 Gym	12:02-12:25
	LUNCH	12:26-12:45	LUNCH		12:45-1:12	P4 LAL	12:25-12:45	P4 LAL
	P5	12:46-1:12	P4 Math	1:12-1:39	P5 Math	12:45-2:10	P5 Math	12:45- 2:10
	P6	1:13-1:39	P5 Elect	1:39-2:06	Choice	2:10-2:30	Choice	2:10-2:30
	P7	1:40-2:06	Choice	2:06-2:30	HR	2:30-2:35	HR	2:30- 2:35
	P8	2:07-2:30	HR	2:30-2:35				
HR	2:31-2:35							

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## 11. Remote Learning- Full on-line remote

In the event the school needs to close completely and transition to fully remote-learning instruction at any time, due to the changing health crisis situation, The Center School has maintained its ability to resume the remote-learning program initiated in March of 2020. Google classrooms, learning resources, and technology have all been prepared for the transition. Additionally, a revised school schedule has been created. The school schedule for full remote-learning will be the same as the above listed in person schedule for High School students and Middle School students. Students in the High School and Middle School will attend virtual classes for a complete school day. The only change is the Elementary School schedule which will not be a whole day, but rather run from 8:45 am to 11:40 pm each day.

Tentative Full Remote Schedule for Elementary School			
Days 1,3,5		Days 2,4	
LAL	8:45 – 9:30	LAL	8:45 - 9:30
Science / SS	9:30 – 10:00	Science / SS	9:30 – 10:00
Math	10:00 – 10:50	Math	10:00 – 10:50
Electives	10:56- 11:36	Gym	10:56- 11:36
*Office hours, extra assistance	11:36- 12:30	*Office hours, extra assistance	11:36 – 12:30

\* (Note- ES schedule may be modified slightly if/when full remote learning restarts)

## School Lunch Program

Free/Reduced Eligible Program	
# Students	5
Delivery Method	Parents are notified of locations in their respective districts where they can pick up food through “grab and go” sites via state School Nutrition Program
SFA Name	School Nutrition Program, State of NJ Dept. of Agriculture
Agreement #	02409486

## Technology

The Center School’s remote learning program was implemented to allow 100% of our students to access via school supplied laptops & chrome books. All students are assigned this technology and all students have had wifi connectivity. To maintain this technology, we have established procedures and protocols to resolve issues such as connectivity or broken laptops with a technical support team which can respond in a quick and successful manner to mitigate downtime or lapses in student access to remote instruction.

Digital Divide	<ol style="list-style-type: none"> <li>1. None being experienced at this time. All students have access to technology.</li> <li>2. All students have a school provided laptop assigned to them.</li> <li>3. All students have been taught how to use their laptops and successfully utilized them during our March-July remote learning program.</li> <li>4. All students have been instructed in how to contact technical support for troubleshooting issues.</li> <li>5. All students have wifi connectivity (see below).</li> </ol>
Technical Assistance for Staff	<ol style="list-style-type: none"> <li>1. Hours have been established for our Technical Instructors. Instructors have and will continue to be available for teachers to call, email, or Google Meet for assistance in setting up online resources.</li> <li>2. Technical Instructors also have the ability to access computers via Chrome Remote Desktop for more extensive assistance.</li> <li>3. Specific email for tech support. <a href="mailto:techsupport@center.school">techsupport@center.school</a></li> </ol>
Non-WIFI Homes	<ol style="list-style-type: none"> <li>1. 1. None at this time.</li> </ol>
Technical Support for Students	<ol style="list-style-type: none"> <li>1. Information and instructions have been sent and are available on the school website for all families regarding how to contact the school for technology support, issues, questions.</li> <li>2. Technical Instructors have and will continue to be available from 8:45-3:00 pm each day for students to call, email, or Google Meet for assistance in setting up online resources.</li> <li>3. Technical Instructors also have the ability to access computers via Chrome Remote Desktop for more extensive assistance.</li> <li>4. Specific email for tech support. <a href="mailto:techsupport@center.school">techsupport@center.school</a></li> <li>5. Additional technical materials have and will continue to be made available for pick-up and/ or delivered to families.</li> <li>6. Weekly pick-ups and deliveries of broken and fixed laptops are part of the school's remote learning program for families notifying the school of computer issues.</li> <li>7. Teachers and counselors have daily communications with parents and any technology issues are communicated immediately to the administration for resolution.</li> </ol>
On-line technology being used	<p> Google Classroom  Google Meet  Google Chat  Google Docs  Google Hangouts  Google Sheets  Google Calendar  IXL  Learning Ally  Zoom  Additional programs as they are implemented by teachers </p>

## Related Services

All IEP mandated related services (OT, Speech & Language, and Counseling) will continue to be delivered without interruption regardless of the instructional setting The Center School will be starting in September. These services had continued uninterrupted and unabated when The Center

School entered full remote on-line learning in March 2020, and the same programming will be utilized should a student opt-out of in-person schooling and/or the school is closed by the state due to a change in the current health crisis in the coming months. All IEP, reevaluation, and other special education related meetings with district stakeholders and families will continue to be held utilizing on-line platforms as much as possible and when feasible to both meet scheduling needs, minimize school visitors, and follow safety and health guidelines for social distancing.

## 12. School Safety and SEL

**School Safety:** State mandated laws requiring school safety and security practices and drills have not, to this date, been changed or suspended due to the current health crisis. To balance the current health practices requirements with the safety of our students and staff, school safety practices will be maintained as previously practiced keeping in mind the need to add best practices for social distancing. The school safety coordinator is maintaining constant communications with state authorities to stay abreast of any and all changes that may be implemented by the state under the current health crisis, as well as best practices for emergency drills. These guidelines are being furnished by the New Jersey Department of Education Office of School Preparedness and Emergency Planning. Officials from the NJDOE OSPEP will be working directly with schools to help implement the selected drills during these months.

**Social Emotional Learning (SEL):** SEL programming is being made a priority as The Center School prepares for the upcoming 2021-2022 academic school year. In order to further promote our trauma-sensitive learning environment, a number of steps have been implemented in addition to creating a SEL Committee:

- Providing opportunities for student connection (both with peers and teachers).
- Creating a predictable setting and routine regardless of in-person, hybrid, or full remote learning.
- Creating opportunities for student choice and voice.
- Evaluating current student behavior management.
- Continual assessment of students' emotional needs.
- Increased support for students who may be experiencing social, emotional, behavioral, and mental health challenges.
- Create opportunities for staff to regularly practice and reflect on their social and emotional competencies.
- Supporting students and staff in feeling safe, connected, and hopeful.
- Establishing routines and maintaining clear and regular communications with staff.
- Facilitating opportunities for communication, connection, and reflection with our families (i.e.: virtual town-halls, small group online meetings, surveys, etc.).

## References

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