



PISCATAWAY
TOWNSHIP SCHOOLS

THEODORE SCHOR MIDDLE SCHOOL

A Community of Learners, Educating With Excellence

The Road Back Building Plan



Richard A. Hueston, Principal

Orsolina A Cetta, Ph.D., Assistant Principal

For additional information, please visit the:

[Schor School Website](#)

T Schor Building Plan for Re-opening

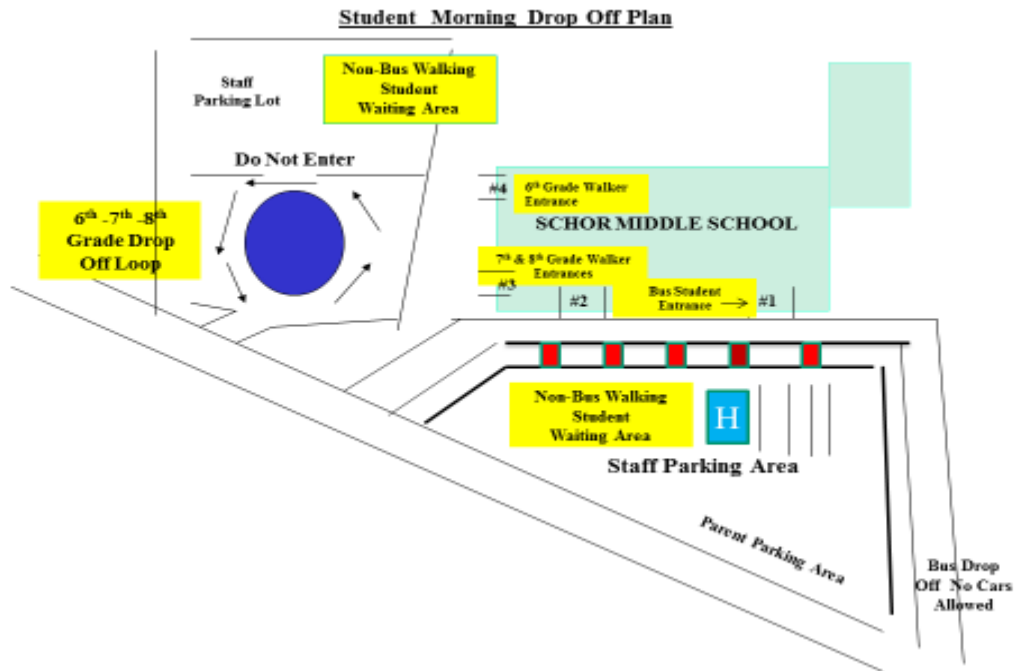
- ANYONE ENTERING THE BUILDING WILL BE REQUIRED TO:
 - WEAR A MASK AT ALL TIMES IN OUR BUILDING
 - HAVE THEIR TEMPERATURE CHECKED UPON ARRIVAL AT OUR BUILDING.
 - COMPLETE A SCREENING FORM IF NOT A STUDENT.
 - FOR STUDENTS, A PARENT WILL COMPLETE A DAILY SCREENING FORM IN THE GENESIS PARENT PORTAL. THIS FORM SHOULD BE COMPLETED BY 7:30am.
 - WEAR THEIR ID THROUGHOUT THE DAY SO IT IS VISABLE.
- UPON ENTERING OUR BUILDING SOCIAL DISTANCING GUIDELINES WILL BE ENFORCED.
- FAILURE TO COMPLY WILL RESULT IN BEING DENIED ENTRANCE.

The following is the T. Schor plan for re-opening our building in March. As we move through the re-opening process, we will make changes to this plan after consultation with the District Emergency Response Team and the T. Schor Pandemic Response Team.

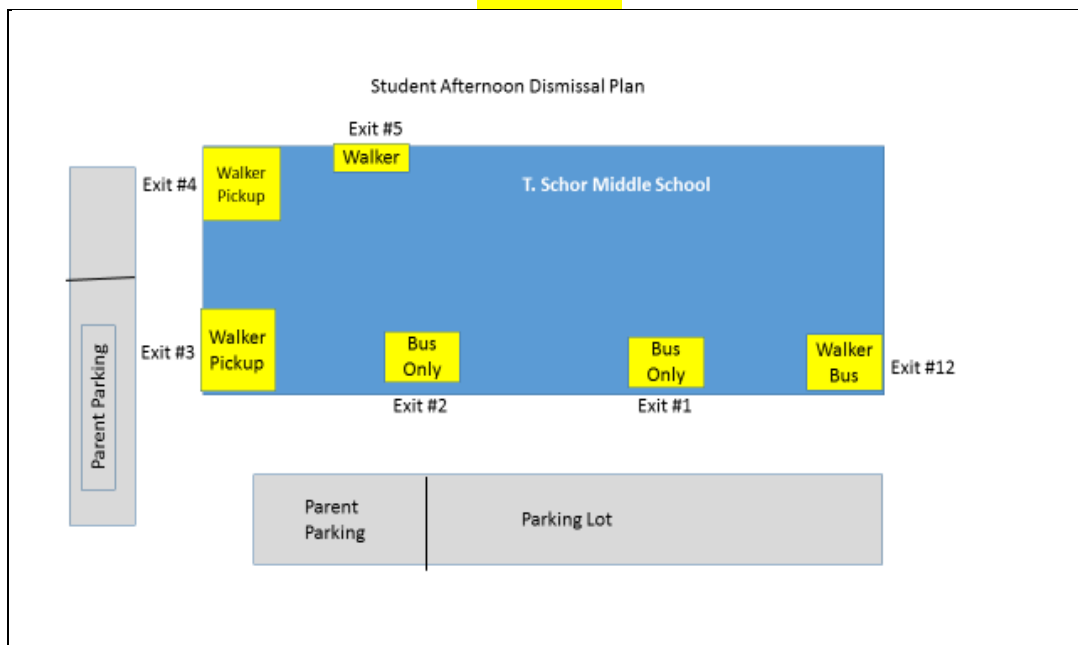
- Student/staff entrance and exiting of the building (see chart below)
 - Arrival
 - When facing the building, there will be no staff parking in the last row of spaces in the main parking lot. These spaces will be reserved for parents wishing to wait with their child before the building opens.
 - The first two rows of parking spaces to the left of the handicapped parking will be left empty in the morning in order to provide a space for students being dropped off to wait before entering the building.
 - Parents will not be allowed to escort their children into the building.
 - Traffic flow lines are painted on the pavement in the side parking lot to allow 6th, 7th, and 8th grade parents to drop off their children and then keep moving through the loop to exit the lot. No parent parking will be allowed in the side parking lot during arrival/drop off. The area in the back of this lot will be used to provide additional space for students to wait before entering the building.
 - All students will have their temperature checked upon entering the building.
 - After students enter the building, they will then be directed either to the gym, cafeteria, or their first period classroom.

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Arrival



Dismissal



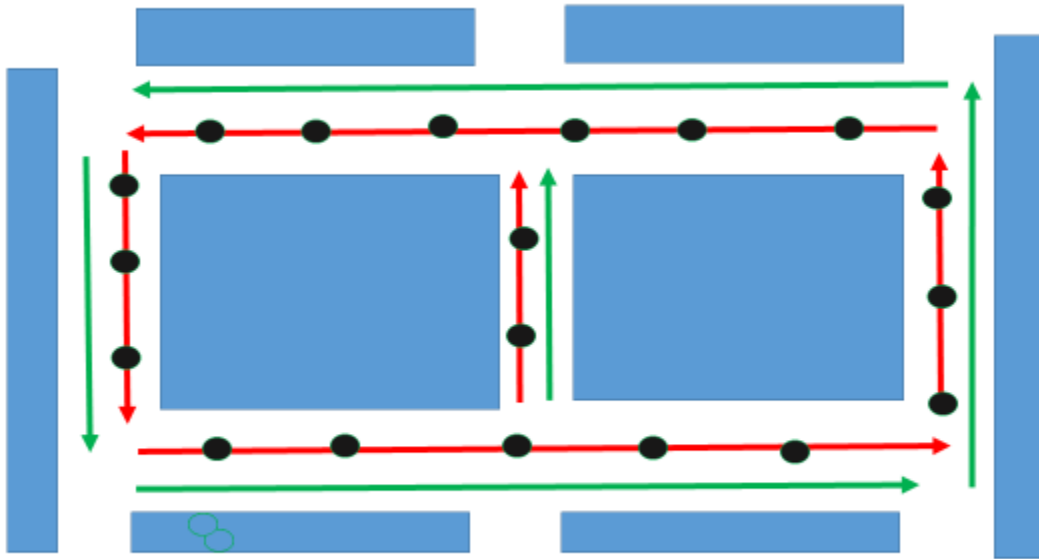
▪ Dismissal

- Dismissal will be as indicated on the chart above. Only bus students will be dismissed through exits #1 and #2. Exit # 12 will be used by both walkers and bus students. Walkers will be dismissed through Exits #3, Exit #4, Exit #5, and Exit #12.
- Students being picked up will be dismissed only through Exits #3 and Exit #4.

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- Parking areas have been established for parents at the end of the day (see dismissal chart). Parents picking up students should caution their children to be aware of cars moving through the parking lot at any time they are walking through the lot.

- Movement through the Hallways



- Entering or Leaving a Classroom

- At the end of each class, teachers will make sure that the desks that have been used are cleaned with sanitizer that has been distributed to each classroom. If the entering student wants to clean their desk upon entering the room, this will be allowed.
- Teachers will indicate when each student or group of students will leave the room ensuring the dismissal process follows social distancing guidelines.
- Students will exit the room and follow the social distancing indicators on the green line. Teachers will supervise student movement by standing on the red line. Black dots signify “Staff Stations.” If we have to stop traffic, the teacher will do so to assure that each student is appropriately distanced.
- ***Beginning at 8:00am, all student traffic is one way only*** (see above chart). The center hallway can be used as a short cut so students do not have to walk around the entire building to get to their class. (Extra time will be allowed for passing.)

- Pass Procedures

- Pass/Request to see the School Nurse.

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- If a student is in need of the nurse's assistance, staff will call the nurse's office to determine if the student should be sent to the nurse's office. If it is determined that the student needs to report to the nurse's office, he/she will require an escort.
- Pass/Request to the main office/counseling office. (CALL OFFICE FIRST)
 - In most cases counselors and administration will come to the classroom to escort a student from the classroom to the office or counseling. Students should not be permitted to leave the classroom to report to these locations.
- There will be no passes for movement to other classes, hallway lockers, or PE lockers.
- Lavatory Pass/Request.
 - Students will receive a paper pass for the restroom, sign out before leaving the classroom, and sign in upon their return.
 - Students will only be permitted to enter the restroom one at a time after showing their pass to the staff member assigned to the restroom using the following restroom location chart.

Period	Boys Lavatory	Girls Lavatory
1	Restroom #1	Restroom #1
2	Restroom #2	Restroom #2
3	Restroom #2	Restroom #2
4A (Lunch)	Restroom #1	Restroom #1
4B (Lunch)	Restroom #1	Restroom #1
4C (Lunch)	Restroom #1	Restroom #1
5	Restroom #2	Restroom #2
6	Restroom #2	Restroom #2
Restroom #3 in the "New Wing" will be available only for rooms 41-42-43-44-45		

- If there is more than one student waiting to use the lavatory, they will be expected to follow social distancing guidelines and will be supervised by a staff member assigned to monitor the lavatory.
- **Lavatory Cleaning Procedures**
 - Lavatories will be cleaned regularly throughout the day.
 - Teachers' restrooms will have a similar cleaning plan (Next to Counseling Office, next to Faculty Room, AND ACROSS FROM Room 6.)
 - All lavatories will be deep cleaned nightly.
 - The lavatory in the nurse's office will be strictly for acute illnesses.
 - There will be cleaning materials on hand if the teacher or student want to do additional cleaning.
- **Food Service**
 - Because of a Covid-19 government waiver, all students qualify for breakfast and lunch service at no cost to the parent/guardian.

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- **Cafeteria Procedures**

- Tables have been replaced with desks that are arranged using social distancing guidelines.
- Students will be able to get breakfast each morning. Any student wanting breakfast will be dismissed from the gym and told to report to the cafeteria to get their breakfast beginning at 7:45AM. Seating will be assigned by designated staff using social distancing guidelines.
- Students will report to lunch and sit in desks arranged using social distancing guidelines.
- Students/Staff will be required to wear a mask upon entering and leaving the cafeteria but will not be required to wear a mask while they are eating.
- Breakfast/Lunch will be “grab and go.” Signage indicating Social Distancing guidelines will be placed at the entrance and within the serving areas.
- The teacher’s room is closed to the staff for eating. Staff may choose to have their lunch in their classrooms or, weather permitting, they can use the picnic tables outside of exit #12 (room 5). The custodians will also place tables outside exit # 5.
- Students may be allowed to turn the desks to socially interact with each other as long as they keep within social distancing guidelines. (Staff supervising the cafeteria will make this determination.)
- Technology may be allowed. (Staff supervising the cafeteria will make this determination.)
- Eating food will be allowed only in the cafeteria. No food will be permitted in the halls or classrooms.
- There will be cleaning materials on hand if the student would like to do additional cleaning.

- **Classrooms**

- In the past, estimated class size has been as high as 26 students. The school plan is to divide the school into two groups in order to create a class size of approximately 12-15 students based on the assumption that all T. Schor students are enrolled to attend in-person classes. Estimates from surveyed parents identify that somewhere between 40-65 percent will not send their children to school so the numbers per class could be a more realistic number of 3-5 students.

- **Virtual or Hybrid Classes**

WEEK	M	T	W	TH	F
1	A	B	A	B	A
2	B	A	B	A	B
3	A	B	A	B	A
4	B	A	B	A	B

Yellow = Rotation Group 1

Gold = Rotation Group 2

Mondays and Fridays will be half days with teachers having office hours from 1:00pm to 2:30pm.

Teacher dismissal is 2:35pm

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The entire school population (approximately 593 students) is divided into two groups of students, Rotation Group 1 (RG1) and Rotation Group 2 (RG2). Each rotation group contains students for both academic grade level teams. Rotation groups have been established based on whether or not Schor students have siblings at other schools. Unless requested, all students in the same family will be scheduled to attend on the same days. When present in the building or virtual at home, students will follow their regular A/B day schedule. Each team will attend in-person classes as indicated in the above schedule. On the days when not attending in-person classes, the students will attend class virtually.

- Parents will have a choice of choosing between a hybrid model where students attend a combination of in-person and virtual classes or an entirely virtual program.
- Some special needs students will be attending in-person instruction Monday through Friday.
- When the RG1 students are attending in-person classes, RG2 students will be attending virtually streamed classes from home. Students will have to sign in to whatever period they are scheduled to get credit for attendance.
- Teachers will plan their presentation of the curriculum using both Zoom and in-person instruction.
- All students will be given a schedule to follow whether attending in-person or virtually. If a student opts for an all virtual learning plan and then decides to change to the hybrid option, that student will continue to follow the schedule that he/she has been assigned. The opposite also applies.
- Students will be responsible for all work whether they are in-person or streaming.
- Students will move in a block from period to period. Creative arts classes will be scheduled by the block as well. With the exception of specialty creative arts and Pathways World Language classes, there will be limited choice for creative arts classes assigned.
- School Supplies.
 - There will be no sharing of supplies by students.
 - School supply lists are posted on the District Website under the parent tab.
 - All Hybrid students should bring their school assigned technology too class with them.
- Hallway and PE lockers will not be assigned to students. The gym locker rooms will be closed.
- **Health and Safety Guidelines**
 - Face Masks will be required by students and staff throughout the day. Students will be allowed to remove their masks when eating during breakfast/lunch. However, as they move about the cafeteria, masks are required.
 - Students should practice wearing a mask for extended periods of time to get use to the restrictions that masks create.
 - It is recommended that students place an extra mask in a Ziplock bag to keep in their backpack.
 - Students will be allowed to drink water during lunch and other designated times. It is suggested that they bring a clear water bottle. Because of CDC regulations, all water fountains have been shut off.
 - Hand sanitizer will be available in the following areas:
 - All office areas
 - Building entrances

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- Cafeteria
 - Hallways
 - Classrooms
 - Supplies on Bus
- Temperatures will be taken with a non-contact thermometer as students enter the building.
- Response to Positive Case/Exposure
 - Temperatures of 100.4 degrees will be reported to the Main Office.
 - The student will be escorted to the Health Office.
 - Our school nurse will evaluate the student.
 - If the evaluation reveals a high temperature, the student will report to an established isolation room until the student can be picked up by parent/guardian/designee. (This should occur within an hour after being notified or we are required to contact the Division of Child Protective Services (DCPP).
 - Contact tracing, as possible, will be established.
- **Nursing**
 - Nurse’s Office will be equipped with all necessary PPE.
 - The school will follow state, CDC and Department of Education guidelines and additional training will be provided, if necessary.
 - Nurses will work with administrators on necessary health and safety education for students.
 - Additions to student and staff wellness programs will be implemented and include, social emotional learning, trauma supports, mentoring, counseling lessons, and wraparound supports.
 - The school will provide education and promotion of healthy behavioral habits. Teachers will present Opening Lessons/Strategies such as educational videos regarding hand sanitizing, hand washing, mask wearing, and social distancing.
 - Face mask protocol-students and staff will be expected to wear their mask throughout the day.
- **School Visitors**

<u>Type of Visit</u>	<u>Reason for Visit</u>	<u>Procedure</u>
Parent	Late Drop Off	Parent will ring doorbell and wait with child outside. Student will be permitted into the vestibule where a staff member will perform a temperature assessment. Parent will not enter the building.
	Early pick up	Parent will ring bell and the student will be called to the office to sign out. Student will meet the parent at the door outside; parent will not be permitted to enter the building.
	Meeting	Every effort will be made to conduct meetings with parents virtually through

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		Zoom. If a parent meeting is requested in person, the meeting might be conducted outside. Parents and staff will wear face coverings and keep to social distance guidelines. Parents will also be required to undergo a temperature assessment and complete a screening form prior to any meeting.
	Item drop	Parents will ring the bell and be directed to leave the item in the drop box outside of the school. Our safety officer or a main office staff member will bring the item inside and determine how to get it to the student.
Non-Parent		These visits will not be permitted without an appointment. Most non-parent visitors will not be permitted to conduct business with our school.

Health Office/School Nurse Procedures

- **Entry into School Building**
 - A. All students must complete a daily Covid form that can be found in the genesis Parent Portal. If this is not done daily, the student will not be allowed to participate in any instruction until it is completed by a parent. Failure to complete this form will result in the student being placed in all virtual instruction.
 - B. Upon arrival at our building, all students will be temperature screened by staff members as they enter the building.
 - C. Students will have their temperature taken with no-contact forehead thermometer. If temperature is 100.4 or higher, student will be asked to step to the side. After several minutes, temperature will be retaken. If it is still 100.4 or higher, student will be sent home according to the District Re-Entry Plan. If student came on a bus, the secretary will call the parent to come pick up the student immediately. (This should occur within an hour after being notified or we are required to contact the Division of Child Protective Services (DCPP).)
 - D. Students with a fever will be escorted to the school nurse using a less congested route. If after assessment by the school nurse, the student will be placed in the isolation where they will be monitored and supervised to await parent pick-up. When parent/guardian comes to school to pick up the student, he/she will be escorted, via the less congested route, outside to meet them.
 - E. During the first few days of school, nurses will have a station outside the school building so that they can receive student medications and doctor's orders from parents.

- **Isolation Rooms**
 - A. Students will be monitored from the hallway at all times in the isolation room. If there is an emergency, the school nurse will be notified immediately.

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B. The isolation room will be thoroughly cleaned and sanitized after students have been there.

- **Health Offices**

- A. School nurses will wear face masks when in the school building. They have been provided with additional PPE (surgical masks and face shield) they may use when attending to students in the health office. They will don surgical masks, face shields, gloves and gown when entering the isolation room. N95 masks will also be available. Face shields will be cleaned by the nurse after each use.
- B. Chairs in the waiting area will be placed at least 6 feet apart. Curtains around cots will be used whenever possible to separate offices.
- A. Nurse will use the usual criteria for sending ill students home, with extra consideration of COVID-19 symptoms. Any student with symptoms of COVID-19 will be walked to the isolation room, and parent called to pick the student up immediately. (This should occur within an hour after being notified or we are required to contact the Division of Child Protective Services (DCPP).)
- C. Students with symptoms of COVID-19 will be picked up by a parent/guardian or designee. (This should occur within an hour after being notified or we are required to contact the Division of Child Protective Services (DCPP).)
- D. Parent/guardian of students sent home with COVID-like symptoms must contact their health care provider the same day, and follow instructions. The student cannot return to school until they can show proof of a negative COVID-19 test, or they have a note from their health care provider stating that they are safe to return to school. All notes will be verified by the school nurse.
- E. School nurses will follow “Sick Students Safe Return to School” in the Re-Entry Plan.
- F. For positive cases, nurses will immediately notify building administrators, health services supervisor, and the county board of health. Students’ privacy will be maintained as much as possible.
- G. School nurses will work with county health department staff to help with contact tracing as requested.
- H. As nebulizer treatments pose a risk of viral aerosolization, they should only be used for students who cannot use an inhaler, or during emergencies. Nurses will speak to parents to get doctor’s orders and inhalers, if possible.
- I. Nebulizer treatments (changes due to COVID):
 - 1. Only the nurse and one student should be in the health office during nebulizer treatments.
 - 2. Nurses will don mask, face shield and gloves.
 - 3. Office windows will be open, if possible.
 - 4. Tubing will be washed with warm water after use.
- J. Health offices will be provided with disposable tubing and filters to be used if a student has not brought in tubing.

SICK STUDENTS SAFE RETURN TO SCHOOL

We will immediately notify parents/guardians about any potential exposure to COVID-19 and conduct contact tracing. Students with confirmed exposure to, or testing positive for, COVID-19 may return to school buildings after the following protocols are met*:

- **POSITIVE TEST**

- Remain home and away from others.
- 14 days have passed since initial symptoms or since positive test.
- No fever (100.4° F or greater) in at least 24 hours without using fever-reducing medication.
- Cough or breathing problems resolve.
- Provide a doctor’s note of a negative test.

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- **CLOSE CONTACT WITH POSITIVE CASE**

- Positive Symptomatic- follow positive test protocols.
- Positive Asymptomatic- stay home 14 days following test and keep away from others.
- Negative: Contact in Household- quarantine for 14 days after household individual's quarantine is complete and new symptoms have not appeared.
- Negative: Contact Out of Household- quarantine for 14 days from last contact and new symptoms have not appeared.

- **NEGATIVE TEST-OTHER ILLNESS**

- Stay home until feeling better.
- No fever (100.4° F or greater) for 24 hours without using fever-reducing medication.

- **NO TEST OR WAITING FOR TEST RESULTS**

- Remain home and away from others.
- 14 Days have passed since symptoms started.
- No fever (100.4° F or greater) in at least 24 hours without using fever-reducing medication.
- Cough or breathing problems resolve.

*Please note that we will follow CDC guidelines, as they continue to evolve and update.