

# RBS REOPENING SEPTEMBER 29

## DIGITAL CHALK TALK NO.2

### FROM THE EXECUTIVE DIRECTOR

September 27, 2020

Dear Rock Brook Families,

We look forward to the return of students next week when we reopen Rock Brook for on-site instruction on Tuesday, September 29. While we are excited to see students at school again, we are very concerned that our return could easily, and very quickly, become a very short-lived scenario as we have witnessed a few schools reopen and close within days due to either possible or confirmed COVID-19 cases. It is of utmost importance that you carefully review the information in this communication and that you commit to following the guidelines and protocols we have developed to keep everyone safe and keep our school open.

Our staff has worked diligently over the last few weeks to clean, sanitize and prepare classrooms and therapy spaces for the return of students. Additionally, we have been developing safety protocols and procedures that we believe will give us the best possible chance to avoid a school closure. There are certainly no guarantees that we will avoid an occurrence of COVID-19 among staff or students, but with your help and cooperation we will at least know we did everything we could do to minimize the risk.

While the following information is critical for those returning on-site next week, it is also important for those who have chosen to stay home and continue with full-time remote instruction. It is very likely that our health and safety protocols will still be in place whenever your child returns for on-site instruction.

#### Rock Brook School COVID-19 Guidelines for School Reopening

Following the guidance of the CDC, the American Academy of Pediatrics, and our local health department, Rock Brook School will enforce the following guidelines to help reduce the possible introduction and spread of COVID-19. All parents are asked to review the guidelines



and reach out with any questions or concerns. Your strict adherence to the following guidelines is anticipated and much appreciated:

### **Required: Daily Home Screening Health Questionnaire**

Prior to sending students to school, parents/guardians must screen your child and complete the **Daily Home Screening Health Questionnaire, which you will access through our new "RealTime Parent Portal"**. A separate communication, with the specific steps on how to access the parent portal, has already been mailed to parents of children who will be returning to Rock Brook this coming Tuesday. All other parents will receive parent portal access information at a later date.

**The questions (previewed below) must be completed by a parent/guardian every school day (M-TH) by 7:45 am, via the parent portal.** This will allow our staff to review the answers to ensure your child is in compliance with our policy. If your child has certain symptoms, they will be required to stay home and use the Digital Distance Learning Plan (DDLDP) for the day.

If your child arrives at Rock Brook School without a completed questionnaire, they will have to wait outside of the building until the parent/guardian is contacted and the survey is completed.

Your child should **NOT** come to school if the **child or a household family member** answers **YES** to any of the following questions:

Within the last 48 hours have you experienced any of the following symptoms:

- Fever (100.4 or higher)
- Chills
- Muscle Aches
- Headache
- Sore Throat
- Nausea
- Vomiting
- Diarrhea
- Fatigue
- Congestion
- Runny Nose

Are you experiencing a cough?

Are you experiencing new loss of taste or smell?

Have you traveled outside of NJ in the last 14 days to a state on the quarantine list?

Do you have COVID-19 test pending?

In the past two weeks have you been in contact with someone diagnosed with COVID-19?

### **On-Site Screening Procedures**

Upon arrival at school, students will have their temperature checked with one of our contactless thermometers prior to entry into the building. Parents who drive their child to school must remain in their car and wait for the child to clear the screening process. This is the same procedure that we used successfully during this past summer's Camp Rock Brook program. Any student exhibiting COVID-19 symptoms or registering a temperature of 100.4 degrees F or higher will not be permitted to enter the school and must be taken home.

Students arriving by district transportation and not passing our screening protocol will be isolated and parents contacted for immediate pick-up of their child.

### **Confirmed Case in the School:**

- Upon confirmation by the school nurse that a student or staff member has tested positive for COVID-19 after having spent time in the school, the nurse will immediately notify the local department of health and the school administration.
- The Executive Director or school Principal will notify staff and families of the occurrence and provide next steps and protocols as determined and advised by the local health department.
- Personal information of the suspected or confirmed case is private and will not be shared.
- The school will follow the protocol determined by the local health department and notify parents via email.
- In the event that the school is mandated to close by local, county or state authorities, all students will transition back to the Digital Distance Learning Plan (DDLDP) during the closure. Transition back to a full-time remote learning scenario might also occur on a limited basis (1 to 3 days), if we are unable to reach our contact at the Montgomery Health Department or if we are unable to determine the best course of action.

### **Student Arrival and Dismissal**

Please click the following link for specific information regarding student drop-off and pick-up:

[Arrival and Dismissal Procedures.pdf](#)

### **Mask Guidelines at RBS:**

- RBS requires that all adults entering the school wear a mask.
- Neck gaiters, bandanas, and valve masks are not acceptable.
- Masks must cover your nose, mouth, and chin to help protect others in case you're infected with COVID-19 but don't have symptoms. [CDC: How to Wear a Mask](#)
- All staff and students are encouraged to procure their own masks that meet CDC guidelines [How to Select, Wear, and Clean Your Mask](#). Cloth masks must be at least 2-ply and provide a proper fit. RBS will provide a mask to any staff member or student who requests one.
- Students are required to wear face coverings at school unless doing so would jeopardize the student's health.
- Students should not wear masks if they are unable to remove them independently. If students require assistance adjusting their masks, staff assisting them will be gloved.
- Students should always come to school with an extra mask in the event that their mask becomes soiled or damaged.
- All staff are required to wear face masks at all times in the school building. Staff must also wear face coverings in outdoor areas when supervising students.
- Staff will be utilizing outdoor learning spaces as often as possible. Students will be encouraged to take "mask breaks" outdoors with appropriate social distancing.
- Staff will schedule regular outdoor "mask breaks" for students in covered areas during inclement weather.
- Cloth masks should be cleaned regularly. [How to Wash Cloth Face Masks](#)

- At home and in your community, students and staff should wear a mask in public settings when around people who don't live in your household, especially when it may be difficult for you to stay six feet apart

### **Facility Maintenance**

RBS has created a uniform plan for increasing the rigor and intensity for cleaning, disinfecting, and sanitizing the building and outdoor spaces. Our plan exceeds CDC and DOH guidelines:

- Classrooms and restrooms will be cleaned throughout the day using recommended eco-friendly cleaning and sanitizing agents.
- AHU Series 1 germicidal UltraViolet light panels have been installed in all rooftop air exchange units to sterilize airborne viruses and bacteria.
- Hand sanitizer and wipes are available in every classroom and office.
- Disinfecting stations are set up throughout the school (interior and exterior).
- Planned fully-remote instruction on Fridays will allow for an extra day to disinfect and sanitize the school, and provide additional time for recycling of air through our UV light panel air exchange system.

### **Disinfecting Protocols**

Beyond standard cleaning procedures, disinfectant will be sprayed, via a traditional mist sprayer and allowed to stay on surfaces until dry. High touch areas are defined as, but not limited to: desks, chairs, therapy equipment, tables, countertops, doors, sinks, toilets, and all playground equipment.

Cleaning and disinfecting protocols were in place throughout our ESY supplemental on-site camp experience and will remain in effect until further notice. Students will not be permitted to share school items/supplies and all spaces contain both disinfecting wipes and spray disinfectants to be used after student use.

### **Personal Protective Equipment (PPE):**

- All necessary accommodations for students as per existing or revised IEPs will be made.
- All reasonable accommodations will be made in order to protect the health and safety of all staff.
- All staff will be provided with PPE and training in how to don and doff has taken place.
- Staff opting to wear tailored scrubs for purposes of safe hot-water laundering at the end of each day must supply their own.

### **PPE that will be made available to staff includes:**

- Gloves
- Hand sanitizer (new dispensers have been installed in all instructional spaces)
- Masks and face shields
- Disposable gowns
- Shoe coverings (Required for anyone entering classrooms where students are frequently working on the floor).
- Desktop "sneeze guards" for student and staff desktops

### **Personal School Supplies:**

- Families are encouraged to send personal supplies for your child to prevent the sharing of materials
- Your classroom teaching team will let you know items to send in to school
- Upon arrival to school, backpacks will be left outside in designated areas to be sanitized before entering the building

### **Mealtime Protocols**

All students and staff are asked to bring an easily managed bagged lunch with disposable packaging whenever possible. To minimize instances of close contact and cross contamination, microwave use will be on a very limited basis for those with dietary restrictions. All left over food and packaging will be disposed of immediately after lunch/snack time. Any questions related to student snack or lunch should be sent directly to your child's teacher.

### **Hallways:**

- Hallways will have signage and markings to facilitate social distancing.
- Class passing times will be staggered to reduce face to face interactions.
- Whenever possible, teachers will move to classrooms instead of students moving.

### **Outdoor Learning Opportunities:**

- Temporary outdoor canopies will be erected and maintained throughout the fall for outdoor learning. The canopies, together with our main structure canopy, provides us with nearly 3,000 square feet of protected outdoor instructional space.
- The use of the outdoor learning spaces will be strongly encouraged throughout the day.

### **Hand Washing & Sanitizing:**

- Hand sanitizer dispensers are located at stations throughout school, in each classroom, and by each of the school's entrances.
- Bottles of "spray and leave" sanitizer (are available in all classrooms and therapy areas.)
- Students and staff will be encouraged to wash hands frequently for at least 20 seconds with soap and water or to use hand sanitizer. Student hand washing will be monitored by staff and must meet minimum duration requirements. If hand washing is not possible the use of hand sanitizer will be required (and widely available).
- All students and staff will wash/sanitize their hands after toileting, eating, coughing, or sneezing, and when entering and exiting their classroom.
- All students and staff will be required to wash their hands with soap and water immediately after outdoor play or Physical Education and prior to the return to the classroom.

### **General Social Distancing Guidelines:**

- No in-person indoor "events" (e.g., Back to School Night, Parent/Teacher Conferences, assembly programs) will occur until further notice.
- Essential visitors must wear a mask while at the building. To protect the safety and well being of our students and staff, visitors will be limited to essential visits, only those which cannot be handled over the phone or via Google Meet.
- Parents/guardians who wish to drop off something for their child will be asked to leave items in a designated area outside in front of the school. (Parents/guardians and other

essential visitors will be temperature scanned before they are permitted to enter the building.

## REVISED SCHOOL SCHEDULE AND HOURS

*The following outlines Rock Brook School's reopening schedule, for the 2020 – 2021 school year, until further notice, due to the COVID-19 pandemic.*

• On-site instruction (for those who previously selected this option) will begin on Tuesday, September 29, 2020.

Reminder: RBS is closed on **Monday, September 28, 2020**, in observance of Yom Kippur.

### RBS Temporary School Hours – Due to COVID-19

- Regular Day for Students: 8:30 am – 2:00 pm
- Early Dismissal for Students: 8:30 am – 12:30 pm
- Delayed Opening (as needed for emergencies): 10:30 am – 2:00 pm



2020 calendar REVISED 8 21 20 one page.pdf

[Download](#)  
125.4 KB

## DIRECTOR OF CURRICULUM & INSTRUCTION, MAGGIE DEEDS



**Important notice for parents of students returning to school  
9/29/2020:**

- If you currently have a RBS loaned device at home, please do not send it back into school with your child/children when they return on 9/29/2020. This refers to any laptops, desktops, Chromebooks or iPads that were loaned out to your child/children for purposes of taking part in the RBS Digital Distance Learning Program (DDLDP).
- It is most important that you maintain your DDLDP work set-up at home, including any RBS loaned devices, for the "Remote Only" Fridays starting on 10/2/2020. Your child/children will have access to any needed devices at RBS when they come back.
- Please note: This does not refer to any Augmentative Communication Devices (ex. iPads with *Proloquo2Go*, *TouchChat*, or other dedicated devices, etc.) that your child/children

must maintain with them at all times and therefore transport between home and school each day they attend RBS.

- Reminder to inform your classroom teacher and/or team members of any device or DDLP issues that need to be addressed.
- Feel free to contact me directly if you need a loaner device for your child to participate in the DDLP at home.

## COUNSELOR'S CORNER

Dear RBS Families,

- **Week of Respect this year is October 5-9.** As we do every year at RBS, there will be theme days and social skills groups will focus on the topic of respect. Be on the lookout for a school-wide contest also in the Google Classroom!
- **School Violence and Vandalism Awareness Week is October 19-23.** As we do every year at RBS, there will be theme days and social skills groups will focus on anti-bullying, safety and respect. We are hoping to coordinate with the local police so that they may talk about these topics with our students via Google Meet. More information to come!
- **A parent support group** will be scheduled via Google Meet at the end of a school day to help parents and caregivers by providing a safe place to discuss concerns with other parents, get feedback and ideas, and overall support. More info to come. Should you be interested or have any questions, please reach out to me.



- A great way to get mindful in just one minute!

**Breathe IN through your nose for a count of 5 SLOWLY**  
**Breathe OUT through your nose or mouth for a count of 5 SLOWLY**  
**Do this for 6 rounds and focus on your breath**

Done! So simple and can be done anywhere!

~Miss Jessica

[jessica.gossese@rock-brook.org](mailto:jessica.gossese@rock-brook.org)

# FROM THE MAIN OFFICE

## STUDENT INFORMATION FORMS:

If you have not yet completed the 2020-2021 Student Information Form (previously shared with you via email and downloads available below) please do so as soon as possible. Return all forms to RBS, **Attn: Carla Baron** – Forms may be mailed, emailed, or faxed.

- Mail: Rock Brook School, Attn: Carla Baron, 109 Orchard Road, Skillman, NJ, 08558
- email: [carla.baron@rock-brook.org](mailto:carla.baron@rock-brook.org)
- Fax: 908-431-9503

## ATTENDANCE:


Please remember that RBS is required to record and report attendance on **all students**, even during all fully-remote DDLP days. If you know that your child will be absent from school, please remember to let us know. Please call the school 908-431-9500 x10 (voicemail is available 24/7) or email Carla Baron, as well as letting your child's teaching team know.

### Rock Brook needs to know the following:

- Name of your Child
- Date of Absence
- Reason for the Absence
  
- Call to report the absence: 908-431-9500, ext. 10
- email: [carla.baron@rock-brook.org](mailto:carla.baron@rock-brook.org)




2020-2021 Student Information Form - Google Docs (1).pdf

 **Download**  
147.1 KB



Spanish - 2020-2021 Student Information Form - Google Docs (1).pdf

 **Download**  
157.6 KB



## ROCK BROOK SCHOOL

 109 Orchard Road, Skillman, N...

 908-431-9500

 [glenn.famous@rock-brook.org](mailto:glenn.famous@rock-brook.org)

 [rock-brook.org](http://rock-brook.org)

