

Ihsan School of Excellence Reopening Plan for 2020-2021

Pre-K to 2nd Grade Instruction: 5 day instruction

3rd-11th Grade Instruction: Hybrid (A/B Schedule- every other day)

- (2) Half Day Orientations to be held: Thursday, September 10, 2020 & Friday, September 11, 2020 (8:15-11:55 am) Thursday Orientation is for preschool, 2nd, 4th, 6th, 8th, & 10th grades; Friday Orientation is for KG/1st, 3rd, 5th, 7th, 9th, & 11th Grade. An annual calendar, along with an A/B schedule calendar will be mailed out with the Welcome Letter.
- Preschool to 2nd grade will attend school in person, 5 days a week.
- Students in grades 3, 5, 7, 9, & 11 will be on an A schedule and attend school on a hybrid model of every other day starting Monday, September 14, 2020. On remote days, students will attend class via Zoom with their teachers.
- Students in grades 4, 6, 8, & 10 will be on a B schedule and attend school on a hybrid model of every other day starting Tuesday, September 15, 2020. On remote days, students will attend class via Zoom with their teachers.
- The hybrid schedule will be in effect in order to eliminate combination classes being together in the same area. We have combination classes for some science, social studies, Quran, Arabic, and Islamic Studies classes, as well as gym and art.
- The 2020-2021 regular school year will begin on Monday, September 14, 2020 for students in Preschool-11th grade.
- Pre-K 3 and Pre-K 4 will start their day from 9:00 a.m.-3:00 p.m.
- Kindergarten-11th grade will start their day from 8:45 a.m.-3:25 p.m.
- **Parents will be required to screen their children at home for any symptoms, before coming to school.**
- **Students will have a temperature check as they arrive at school and be asked about how they feel.**
- Students will arrive at school and go to the gym for a health screening before directly to their homeroom where they will use part of the time starting with a morning meeting, listening to nasheed music over the intercom, and ending homeroom with morning assembly, before starting class at 8:45 a.m.
- Teachers will push into preassigned cohorts (assigned groups by grade level) in an effort to limit the spread of germs.
- Lunch will be held in each homeroom. Desks will be cleaned before and after eating lunch. Teachers will supervise their homerooms during lunch. **Lunches will not be heated in the microwave in order to prevent the spread of germs.** Please be sure lunches are ready to serve, either cold or from a thermos.

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- Students will be required to have their own prayer rug that will go home regularly to be cleaned. Prayer will take place in the gym and be staggered into two sessions, in an effort to properly social distance.
- Attendance will be taken daily and reported in Gradelink. Class attendance for remote students will be taken by period and reported to administration in an internal document that is labeled by period.
- All hallway doors will remain open at all times. All hallways will be one way, arrows and signs will be posted as reminders to what way we should travel in the hall.
- Any students who present a health risk will have the option to join classes virtually. Also, parents who choose full-time eLearning will have the opportunity to join their classes virtually everyday.

Faith in Education:

- For the 2020-2021 school year, Ihsan School of Excellence will continue to strive to create a nurturing environment that emphasizes both academic excellence and the values of the Islamic Faith.
- The Faith and Values components of our academic model will remain the forefront for both in-school and distance learning models.

eLearning Instruction: 5-Day Virtual Learning Model

- 5-Day Instruction will be virtually available to students whose parents choose Distance Learning.
- Real-Time Instruction will be virtually available by Zoom. We are preparing our students to complete work virtually, in an effort that we have to transition to remote learning.
- Technology loans will be made available to all families who cannot support eLearning at home. Technology loans will be based on the technology usage policy and families are responsible for any damaged technology that has been provided by the school.
- In the event that our school has to close, we will continue instruction by moving to a 5-Day Virtual Learning Model. We will reassess our ability to be in-person according to the Governor's mandates, as well as by the needs of the school and plan to remain open if we are not forced to shut down.
- Any students who are not regularly participating in eLearning will receive verbal and written notification from the school. Attendance will be taken daily and any students who are habitually absent will be referred to NYS for educational neglect. Attendance is important, as well as completing the required course work.

Safety Protocols in Place

Face coverings are required for all individuals entering the building with the following guidelines:

- Upon entering the building, students must adhere to wearing face masks. At that point, students will undergo a temperature check before going upstairs. Any students with a fever of 100 or higher will be sent directly to an isolation room where they will wait for a parent to immediately pick him/her up. **Please conduct a daily health screening before your child leaves for school.**
- Face coverings are necessary when in close contact (6 feet or less) with others and while in building areas outside of the classroom and on school grounds. We will strongly encourage students to maintain their distance of 6 feet apart or more to other schoolmates and teachers.
- In-class face coverings will be mandatory when students are less than six feet apart; desks and table setting areas are designated to be a minimum of six feet apart, so face coverings may be removed in class at the instruction of the teacher.
- Faculty will wear masks/face coverings at all times, with the exception of eating.
- **Students MUST wear a face covering at all times outside of the classroom to include restroom breaks, etc. Students who have medical concerns with wearing face masks will be required to produce a doctor's note. Please practice wearing face coverings before coming to school, as it will help your child transition easier upon returning to school.**
- Face covering signage will be at entrances and throughout the building.
- All staff and students will receive proper training and guidance on hygiene and handwashing.
- All Pre-K 3 and Pre-K 4 students will be accompanied to the bathroom to ensure proper hand washing and cleanliness.
- All students from K-11th grade will be required to use hand sanitizer before going to the bathroom, encouraged to wash their hands after going to the bathroom, and use hand sanitizer after using the bathroom.

Social Distancing: In order for us to operate within our school, we will follow required guidelines of Social Distancing of six feet apart as mandated at desks, tables, when in classrooms and common areas within the school building and surrounding school grounds.

The following steps are in place for social distancing:

- Appropriate signage in hallways and directional tape on the floors.
- Students will be seated six feet apart from one another and excess furniture will be removed from all classrooms.
- Reconfigured layout of the school and tailored classroom configurations to accommodate enrollment.

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- Cohorts have been implemented for ALL students (these are self-contained, pre-assigned groups of students)

Transportation

- Bus transportation will remain the responsibility of the home district where each child resides.
- It is the responsibility of each family to contact their home district's Transportation Department to arrange bus pickup and drop off.
- If for some reason, the home district is unable to provide transportation, it is the responsibility of each family to make other transportation arrangements to and from Ihsan School of Excellence.

Lunch and Snack Protocol

- Parents must provide lunches for their child that do not require microwave heating. All lunches must be ready to eat either cold or properly packed in a thermal container. Hot lunches will be available by order, twice a week, in order to accommodate an A/B schedule.
- Meals will be eaten in individual classrooms, where social distancing is in place.
- Desks will be cleaned before and after each meal.
- Allergy considerations will be enforced.
- The school will provide parent information as to what lunch products are easy to open and encourage independence and practice to limit others handling of child's items.
- Staff will utilize gloves when serving students hot lunches/snacks.

Custodial and Maintenance

- The school has already had a 2-day deep cleaning of the entire school.
- The school is working on purchasing a Clorox Disinfecting System which will be used for daily building sanitation.
- The school will maintain regular cleaning and disinfecting per the CDC guidelines on a daily basis.

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Consideration

- Please remember that these guidelines are in a DRAFT format and are subject to change based on need, new guidance, troubleshooting, etc.
- As always, the school will keep all families informed as items change.
- Thank you for your continued support of Ihsan School of Excellence!