

Limud Hebrew School at CTI
Covid 19 Handbook
Revised 8/12/2020

Please review the handbook as we have created it to clearly outline our Hebrew School Safety Guidelines. The handbook will be updated as additional guidance becomes available. You may view the handbook on the CTI website for the latest updates.

We are confident that, although we cannot completely eliminate every potential risk, we will create the safest and healthiest environment. We understand that the emotional benefits of being together are essential to our children in addition to their physical health.

Please feel free to reach out to Morah Lisa Aamodt with any questions and concerns that may arise during this transition.

Health Check of Students

Health Checks of ALL Students will be completed DAILY

Once, the student is given the all clear, they can enter the building and walk themselves to their classroom where their teacher will greet them.

No child will be admitted to school without full health check.

This includes:

- Temperature taking
- Screening Questions
- Visual check of each child

If your child is sick, has travelled to a “hot zone” or has possibly been exposed to Covid-19, please keep them home.

Children who display any one of these symptoms will not be admitted into the building:

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- 100 degree F fever or chills
- Pale or flushed appearance
- Fatigue or lethargic
- Cough
- Sore throat
- New loss of taste or smell
- Runny nose or congestion
- Shortness of breath or difficulty breathing
- Red eyes
- Discharge from eyes
- Rash
- Headache

- Nausea, vomiting; and diarrhea
- Muscles aches

If a child is seen by the doctor and has a pre-existing condition that causes one of these symptoms such as allergies, a doctor's note will be requested for reentry into the building.

***Entry to the building is at the discretion of the Director.*

Teacher Health Checks

If a teacher is sick, has traveled to a “hot zone” or has possibly been exposed to Covid-19, they must notify the Director and stay home.

No staff member will be admitted to school without full health check.

Staff Health checks will take place by the front door. Staff must wear a face covering during the Health check.

The Health Check includes:

- Temperature taking
- Screening Questions
- Visual check

Staff members who display any one of these symptoms will not be admitted into the building:

- 100 degree F fever or chills
- Pale or flushed appearance
- Fatigue or lethargic
- Cough
- Sore throat
- New loss of taste or smell
- Runny nose or congestion
- Shortness of breath or difficulty breathing
- Red eyes
- Discharge from eyes
- Rash
- Headache
- Nausea, vomiting; and diarrhea
- Muscles aches

If a staff member is seen by the doctor and has a pre-existing condition that causes one of these symptoms such as allergies, a doctor's note will be requested for reentry into the building.

***Entry to the building is at the discretion of the Director.*

Promoting Behaviors that Reduce Spread **Staying Home when Appropriate**

- [Staff and students should stay home](#) if they have tested positive for or are showing COVID-19 [symptoms](#).
- Staff and students who have recently had [close contact](#) with a person with COVID-19 should also [stay home and monitor their health](#). This includes if a member of one's family has tested positive or someone they had close contact with.
- Have visited a state listed on the Coronavirus Quarantine travel advisory list.
- *Staff and families know that they (staff) or their children (families) should not come to school, and that they should notify school officials (e.g., the designated COVID-19 point of contact) if they (staff) or their child (families) become sick with COVID-19 [symptoms](#), test positive for COVID-19, or have been [exposed](#) to someone with COVID-19 symptoms or a confirmed or suspected case.*

Illness in School

- Immediately separate staff and [children](#) with COVID-19 [symptoms](#) (such as fever, cough, or shortness of breath) at school. Individuals who are sick should go home or to a healthcare facility depending on how severe their symptoms are, and follow [CDC guidance for caring for oneself and others](#) who are sick.
- Close off areas used by a sick person and do not use these areas until after [cleaning and disinfecting](#)
- Wait at least 24 hours before cleaning and disinfecting. If 24 hours is not feasible, wait as long as possible. Ensure [safe and correct use](#) and storage of [cleaning and disinfection products external icon](#), including storing products securely away from children.
- Notify Health Officials and Close Contacts
- In accordance with state and local laws and regulations, school administrators should notify [local health officials](#), staff, and families immediately of any case of COVID-19 while maintaining confidentiality in accordance with the [Americans with Disabilities Act \(ADA\) external icon](#).
- Inform those who have had [close contact](#) with a person diagnosed with COVID-19 to stay home and [self-monitor for symptoms](#), and follow [CDC guidance](#) if symptoms develop.

COVID PROTOCOLS

If anyone (staff or student) does not pass the screening (questionnaire or temperature) then there is no admittance to school that day. Staff member will need to leave/go home, student will need to be brought home by their driver.

Any contacts need to be noted in case of a COVID diagnosis.

In a case of a diagnosis of COVID: (as per CDC guidance will contact DOH and OCFS)

- *If it is a staff member,* they will need to stay home and quarantine for 10 days from the onset of symptoms and may return after 10 days, provided there has been no fever for more than 24 hours (without fever reducing medications) and symptoms are improving.
 - If asymptomatic, the staff member may return 10 days after the positive test for COVID.
 - Any significant contacts with the staff member (more than 15 minutes in the same room) would have to stay home and quarantine for 14 days.
- *If a student tests positive for COVID,* the student needs to stay home and quarantine for 10 days from the onset of symptoms and may return after 10 days, provided there has been no fever for more than 24 hours (without fever reducing medications) and symptoms are improving.
 - If asymptomatic, the student may return 10 days after the positive test for COVID.

All students and teachers in that student's classroom will then have to quarantine at home for 14 days from the last exposure to that student.

Any other significant exposures (more than 15 minutes in the same room) will have to quarantine for 14 days as well.

COMMUNICATION

A letter/email will be sent to all close contacts informing them of the need to now quarantine. Another letter/email will be sent to all other students informing them that there was a case of COVID in the school but that they were not in direct contact with the individual.

****If there is more than one classroom with positive COVID individuals, the school will close for 3 days for extensive cleaning. After the cleaning period, only those classrooms without COVID cases may return.**

COVID PROTOCOLS Continued

Anyone that gets sick while at school:

Staff

- Must inform their supervisor and arrange to leave/go home.

Student

- Will be removed from classroom and held in a holding area (isolation room) until picked up.

All contacts need to be noted in case of COVID diagnosis. Any areas in which the sick individual spent time should be safely vacated and cleaned thoroughly, classrooms included.

COMMUNICATION

A letter/email will be sent to all those in direct contact stating that they were exposed to someone who was sick with an unknown diagnosis. We will provide more information when available. The class may continue to function unless we are made aware of a diagnosis of COVID.

Returning to school or work

Person not diagnosed by healthcare provider with Covid-19 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.

A person diagnosed with Covid-19 by a healthcare provider based on a test or their symptoms, or declines a test but has symptoms should stay home until:

- It has been at least ten 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; and
- It has been at least three days since the individual's symptoms have improved, including cough and shortness of breath.

Staff and students who have recently had [close contact](#) with a person with Covid-19 should also [stay home and monitor their health](#). This includes if a member of one's family has tested positive or someone they had close contact with must complete **14-day quarantine**.

Visited a state listed on the Coronavirus Quarantine travel advisory list must complete **14-day quarantine**.

A Safe Learning Environment for All

Modified Layouts

- Space seating/desks at least 6 feet apart when feasible.
- Turn desks to face in the same direction (rather than facing each other), or have students sit on only one side of tables, spaced apart.
- Students will not be permitted to leave their classroom other than to hold class outside or to use the restroom.

Identifying Small Groups and Keeping Them Together (Cohorting)

- Ensure that student and staff groupings are as static as possible by having the same group of children stay with the same staff.
- Limit mixing between groups if possible.
- Designated COVID-19 Point of Contact
- Designate a staff person to be responsible for responding to COVID-19 concerns. All school staff and families should know who this person is and how to contact them. This person at Limud is Morah Lisa Aamodt
- Participation in Community Response Efforts
- Consider participating with local authorities in broader COVID-19 community response efforts (e.g., sitting on community response committees).
- Develop policies for return-to-school after COVID-19 illness. CDC's [criteria to discontinue home isolation and quarantine](#) can inform these policies.
- Back-Up Staffing Plan
- Monitor absenteeism of students and employees, cross-train staff, and create a roster of trained back-up staff.
- Staff Training
- Train staff on all safety protocols.
- Conduct training virtually or ensure that [social distancing](#) is maintained during training.
- Recognize Signs and Symptoms

Face Coverings

- Students and teachers are required to wear face coverings during Hebrew School hours.
- All students and teachers are asked to bring their own face covering to class each day. If a child or teacher arrives to class without a face covering, one will be provided by Limud.
- In accordance with the Americans with Disabilities Act, should a pre-existing condition or disability make wearing a face covering difficult, a

meeting with the Director must be requested to determine options for the student or teacher.

Meals

- Students are not permitted to bring snack. We recommend eating snack during the car ride to Hebrew School.
- Water bottles are permitted but may not be shared. We recommend the student's name be clearly marked in case it gets left behind.

Drop Off, Early Dismissal and General Dismissal

Drop Off:

Only students and Limud staff are permitted to enter the facility. Drop Off begins 15 minutes prior to the start of class to accommodate health checks.

No Cell Phone use during drop off /pick up.

In order to expedite our drop off procedure, please keep conversations to a minimum and email the teacher in the morning prior to school with any concerns you have for the school day

Early Dismissal Pickups:

Early dismissals may take place before 6:20pm on a School Day. After 6:20pm, parents must wait in the General Dismissal Carpool Line/Parking lot.

Pull into the parking lot and call either 516-835-3589 or 516-676-5080. Your child will then be brought out to you.

General dismissal at the end of the school day:

Parents may pull car up to carpool line starting 10 minutes prior to pick up. *Carpooling with other families at pick up will need to be communicated via a note sent with your child or via email to the School Office 15 minutes prior to pick up. No phone calls will be accepted. In the case on an emergency, phone calls will be accepted.*

School Tours and Visitors

- Tours of the school and Temple will be scheduled when Hebrew School Classes are not in session.
- If there is no convenient time available, a virtual tour via FaceTime or Zoom will be set up.
- Volunteers and Visitors will not be permitted into the building during class times.

Cleaning and Disinfection

- [Clean and disinfect](#) frequently touched surfaces (e.g., door handles, sink handles, tables) within the school daily or between use as much as possible.
- Increased, routine cleaning and disinfection.

Protections for Staff and Children at Higher Risk for Severe Illness from COVID-19

- Remote learning using the same curriculum is available for students at [higher risk of severe illness](#) or choose to learn virtually. Please speak with Morah Lisa Aamodt.