

HAWTHORNE PUBLIC SCHOOLS

The Road Forward Plan

GUIDE TO THE 2021-2022
SCHOOL YEAR



<http://www.hawthorne.k12.nj.us>

Hawthorne Public Schools - The Road Forward Plan 2021-2022

On June 28, 2021, the New Jersey Department of Education (NJDOE) and New Jersey Department of Health (NJDOH) worked collaboratively to develop the following guidance document called “The Road Forward – Health and Safety Guidance for the 2021-22 School Year.” This document outlines the Hawthorne Public Schools’ commitment and plans for providing a safe return to in-person instruction for the 2021-2022 school year.

Hawthorne Public Schools will provide full-day, full-time, in-person instruction and operations for the 2021-2022 school year. This following guidance includes a range of strategies the district will implement to reduce risks to students and staff from COVID-19 while still allowing for fulltime in-person learning.

As a quick reference guide, please find information in the below table pertaining to the upcoming 2021-2022 school year. Additional information will be shared with you by your building administration and has been more extensively discussed in the following pages of this document:

Item	2021-2022 School Year
Masks Indoors (includes masks on buses)	Yes. The school year will begin with all students and staff wearing masks as per the Governor’s Executive Order 251
Social Distancing	3 feet, or to the greatest extent possible
5 Full days of instruction	Yes
Fully Remote Option	No
Changing classes	Yes
Lunches	Yes with distancing to the maximum extent possible
Contact Tracing / Quarantining	Yes, as per the guidelines listed above
IEP Meetings 504 Meetings	In-Person (Remote at the parents request)
In-Person Extracurriculars / Sports / Clubs	Yes
In-Person Performing Arts / Award Ceremonies	Yes
Field Trips / Assemblies	Yes (Busing and distancing rules apply)
Use of Google Classroom	Yes
Back to School Nights	In-Person
Parent-Teacher Conferences	In-Person (Remote at the parents request)

Use of Lockers (6-12)	Yes
Use of Locker Rooms	Yes, with masks
Increased hand washing / hand sanitizer stations	Yes
Increased sanitation of the buildings / equipment	Yes
Daily Screening form / Temperature Checks	No
Desk Shields	No. Available upon request of the teacher
Emphasis on ventilation / air purification	Yes, air purifiers in every classroom, locker room, offices, and gym.
Visitors to schools	Yes. By appointment only
Facility Use for Outside Groups	Yes. However, it may be limited based on transmission level and all school guidelines must be followed.
School Aged Child Care (SACC)	Yes

Full Day In-Person Schedule

- Arrival and dismissal procedures will be communicated to families from the building principal.

School	Full day hours
Hawthorne High School	8:00 a.m. - 2:46 p.m
Lincoln Middle School	8:00 a.m. - 2:31 p.m.
Jefferson Elementary School	8:45 a.m. - 3:00 p.m.
Roosevelt Elementary School	8:45 a.m. -3:00 p.m..
Washington Elementary School	8:45 a.m. -3:00 p.m.

Vaccination - Appendix A

The district will continue to provide vaccination information for eligible students and staff through collaboration with the local health department and the department of education.

As of 10/18/21, all faculty and staff must provide proof that they have been fully vaccinated or submit to COVID-19 testing 1-2 times weekly. ([EO 253](#) released 8/24/21) The district is awaiting specific protocols and procedures from the NJDOE to develop a local plan.

Students who are vaccinated are requested to share their vaccination status with the school nurse. Anyone who chooses to not disclose their vaccination status will be considered “not fully vaccinated” for the purpose of contact tracing.

Communication with Health Department - Appendix B

School officials will continue to maintain communication with the local Department of Health in order to provide information and share resources with the staff and community on COVID-19 transmission, prevention, and control.

Overall community COVID-19 data will continue to be monitored for the impact upon the district’s ability to maintain programs and services. In the event of significant increases in community transmission, the district may remove activities.

Students and staff are required to self-monitor for COVID-19 symptoms and remain home if:

- At least two of the following symptoms: fever (measured or subjective), chills, shivers, 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.

Close contact notification will be conducted by the school nurses and administration to respect privacy and confidentiality. School nurses and administrators are continually consulted for building based issues relevant to cases and quarantine.

Masks- Appendix C

As per Governor Murphy's announcement on August 6, 2021, and [Executive Order 251](#), masks will be required while inside the school for students, staff, and visitors throughout the day. Masks are optional *outdoors*, *indoors* during lunch, while students are playing musical instruments, during rigorous PE class activities and during excessive heat.

Masking is required on all school vehicles. Windows and ceiling vents will be open to allow for the flow of fresh air. Students are encouraged to remain socially distanced on busses. Parents may decide to transport students to school and can advise the transportation office of this decision. Students may sit more than one student per seat only if necessary due to bus occupancy.

The district will follow the policy regarding mandatory use of face masks except in the following circumstances:

- When doing so would inhibit the individual's health, such as when the individual is exposed to extreme heat indoors; The school district will determine upon checking the daily temperature (at or above 80 degrees) to exempt students and staff from wearing masks due to excessive heat temperatures.
- When the individual has trouble breathing, is unconscious, incapacitated, or otherwise unable to remove a face mask 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 mask;
- 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 mask;
- 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;
- When wearing a face mask creates an unsafe condition in which to operate equipment or execute a task. This shall not impact the obligation of the school district to comply with requirements issued by the CDC on masking on school district transportation.

Physical Distancing - Appendix D

Where possible and as part of our layered prevention strategies, we will create a distance of 3 feet or more. However, no activities will be limited if and when this strategy is not able to be used.

Hand Hygiene and Respiratory Etiquette - Appendix E

Students and staff members will be instructed and reminded to wash hands with soap and water for at least 20 seconds at regular intervals, including before and after eating, after using the bathroom, and after blowing their nose/coughing/sneezing. Signs that articulate proper hand washing etiquette will be placed by hand washing stations.

In instances where washing with soap and water is not an option, students and staff will use alcohol-based hand sanitizer (at least 60% alcohol). Sanitizer stations will be located in high traffic areas such as hallway corridors, entrances and exits, and cafeterias. Hand sanitizer will be available in each classroom for staff and students to utilize.

Meals - Appendix F

School lunches will resume with our full-day schedule. Students will be able to purchase lunch, bring lunch, and eat in the cafeteria. Free lunch will again be available for ALL students throughout the 21-22 school year through the National School Lunch Program. Additional information on meals available will be provided by Pomptonian Food Services and individual school buildings. In the event of a school closure, the district will have access to meals similar to the 2020-2021 school year.

Physical distancing to the greatest extent practicable will be implemented and maintained where possible. No self-serve food options will be available for students. Students will not be permitted to “share” food. The cafeteria will be cleaned and sanitized between each dining group.

Sanitizing stations are available for pre and post dining. If a student is placed in quarantine, they may coordinate with the building administration to provide meals if they are needed.

Cafeterias will have stand-alone air filters as another layer of cleanliness to supplement our HVAC system.

Snacks will continue in the elementary schools and be guided by the individual building’s protocols. While eating, students will be placed within a reasonable distance of each other. While the weather permits, classes will be encouraged to have snacks outdoors.

Transportation - Appendix G

All students and staff as per masking guidelines will wear masks on school buses subject to exclusions and exceptions in the executive order.

The school district will exempt students and staff from wearing masks on school buses in extreme temperatures if it is determined to be an excessive heat advisory by the administration.

Under extreme heat conditions, all school bus windows will be opened in addition to roof vents. In the case of inclement or cold weather, windows will remain closed and vehicle ventilation will be utilized. Social distancing protocols will be in place to the greatest extent possible. School buses will be disinfected daily and high touch areas will be sanitized between routes, when possible.

Physical distancing will be encouraged where possible. Windows will be opened to improve ventilation. The district will evaluate guidance documents as updates are made to adjust local policies and practices.

Cleaning, Disinfection, and Airflow - Appendix H

Touch point cleaning will continue to take place throughout the course of the school day. Lunch rooms will be cleaned between use. Thorough cleaning will take place after school hours and when the facility is closed to students. Bathrooms will be sprayed and disinfected during the day and once again after school closes for the day.

All classrooms, offices, and common spaces have been equipped with air purifiers. These stand-alone units each have Merv filters, 2 UV lights, and a HEPA filter installed. Additionally, the district is undergoing windows projects in all buildings to update and replace current windows. Classroom windows will be kept open when appropriate.

It is verified that filters are installed appropriately before the start of school. All filters are dated and initialized with install dates. Filter evaluations and changes will be made regularly in accordance with district practices.

Screening, Exclusion, and Response to Symptomatic Students and Staff - Appendix I

Students and staff are required to self-monitor for COVID-19 symptoms and remain home if:

- At least two of the following symptoms: fever (measured or subjective), chills, shivers, 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.

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: According to The Road Forward 2021-2022 Health and Safety guidelines (pg. 14) 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 masks the entire time. This exception does not apply to teachers, staff, or other adults in the room.

Students and staff are required to self-monitor for COVID-19 symptoms and remain home if:

- At least two of the following symptoms: fever (measured or subjective), chills, shivers, 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.

Contact Tracing - Appendix J

The District will follow the most up to date quarantine and contact tracing protocols available. Upon notification that a student or staff member has tested positive for COVID-19, contact tracing will begin immediately to determine close contacts. The school district and school nurse will determine close contact as per the definition by the New Jersey Department of Education The Road Forward document. When someone is identified as a close contact, they can choose to disclose if they are vaccinated, so we can determine next steps. Vaccination status impacts quarantine requirements.

- **Unvaccinated** individuals must quarantine in accordance with the “[Activity Level](#)” we are in (e.g. green, yellow, orange)
- Under current guidance, **vaccinated** individuals or those who have recovered from COVID within 90 days do not need to quarantine, regardless of Activity Level.

Please note that the district is currently finalizing plans on how to support students who the NJDOH indicates need to quarantine because of a school based close contact or any student who tests positive for COVID 19. Details can be found [here](#).

The district will provide remote instruction only for a student excluded from school for a COVID-related quarantine or a positive COVID case. Teachers will create schedules for students who are temporarily “virtual” with specific log in times for synchronous instruction and Google Classroom codes.

Students out sick from non-COVID related quarantines, should rest and recover and will not engage in temporary virtual learning.

Testing - Appendix K

Testing is recommended for students who are symptomatic with COVID-19 symptoms. The district requires a PCR or NAAT test for proof of negative results. Rapid antigen tests are not accepted.

To find a free COVID-19 testing site near you:

- Visit [COVID-19 Test Site Finder](#) on NJ COVID-19 Information Hub
- Visit [Castlight COVID-19 Test Site Finder](#)

Student and Staff Member Travel - Appendix L

Follow the recommended CDC guidelines for student and staff members to travel out-of-State. For domestic out of state travel, unvaccinated students and staff should monitor their symptoms upon return and get tested if symptoms develop. For international travel quarantines remain in place for unvaccinated students and staff. Upon return, unvaccinated students and staff should get tested 3-5 days after travel AND stay home and self-quarantine for a full 7 days after travel.

- Even if you test negative, stay home and self-quarantine for the full 7 days.
- If your test is positive, quarantine for 10 days
- If you don't get tested, stay home and self-quarantine for 10 days after travel.

Parents should alert the building principal in advance of their travel in the instance of students who are not of age to be fully vaccinated and as a result must quarantine due to travel. Once notified, building principals in conjunction with teachers, will make a determination in the type of a remote learning plan, if any, that may be implemented. Students who are of age and medically able to be fully vaccinated and choose to travel will not be afforded a remote option due to travel quarantine guidelines.