

Response 2: Reopening Operations, Monitoring, Containment & Closure

The required items below are detailed on pages 3-6 of the DOH Interim Guidance.

2d. Closure

Closure includes contingency plans and procedures for decreasing the scale or scope of in-person education and/or closing the school. At a minimum plans must incorporate the following, again detailed in the DOH Interim Guidance at page 6.

ACS has a plan for decreasing the scale of in-person education and/or closing the school in the event that there is an increase in the occurrence of positive COVID-19 cases within the school community.

Closure Triggers:

Identification of the condition(s) that may warrant reducing in-person education or closing the school, in consultation with DOH and local health departments, and plan for an orderly closure.

Closure trigger for a pod: If there is a confirmed COVID-19 positive case in a pod, that pod will shift to remote learning for a quarantine period of 14 days.

Closure trigger for a school: If there are more than three positive cases reported in three separate pods within five days, this is a definite early warning sign that the level of COVID-19 transmission is increasing in the school setting beyond acceptable levels. ACS leadership, school principals and the on site Department of Health will monitor the number of positive cases reported and keep a record throughout the school year. Once a second case is reported outside the pod of the initial case, high vigilance will be necessary during the span of five days. If a third case is confirmed within those five days, guidance will be sought from the NYC DOH to move the whole school to remote learning. Upon advice from NYC DOH and approval from the Board of Trustees, ACS will do as instructed. If DOH advises to move to remote learning for a quarantine period or a cleaning and disinfection period, ACS will comply. During the quarantine period a deep cleaning and disinfection of the entire building will be conducted.

Closure trigger from City: If the City moves out of Phase 4 and back to Phase 3, after August if the infection rate rises above 9 percent using a seven day average ACS will move all cohorts to remote learning until the City is back in Phase 4 status.

Operational Activity:

Determination of which operations will be decreased, or ceased, and which operations will be conducted remotely. Include processes to conduct orderly closures which may include phasing, milestones and involvement of key personnel.

Closure for a pod: If there is a confirmed COVID-19 positive case in a pod, that pod will shift to remote learning for a quarantine period of 14 days. The protocol for cleaning and disinfection will be triggered for the spaces this pod used. Food distribution for this pod will be available for pick up at the school while they are in quarantine. After quarantine is completed the pod will return to in-person instruction on their assigned week.

Closure for a school: If a school needs to close because of a high incidence of confirmed positive COVID-19 case, all operational processes will go remote immediately. The protocol for cleaning and disinfection will be triggered for the entire building. Once the cleaning and disinfection procedures have been completed, and local health officials indicate it is safe to return to the building, the school will reopen for in-person instruction. If the closure is expected to be more than two weeks food service will be suspended, and families will be directed to the local district school for food service, local food pantry

or local community organization food distribution center. Once in-person instruction is resumed, food service will resume as well.

Communication:

Plan to communicate internally and externally throughout the closure process.

Closure for a pod: When a pod needs to shift to remote learning for a quarantine period of 14 days, families will be notified via written notice, and text. Staff and faculty of the pod's school will be notified via email and text. This notice will indicate the following:

- reason for quarantine
- dates of quarantine
- information on health guidelines
- resources of local health organizations
- contact person and email address

The Board of Trustees will be informed via email.

Closure of school: When a school needs to shift to remote learning for a cleaning and disinfection protocol, families will be informed via written notice [email], text, and website. Staff and faculty will be notified via zoom call and email. The notice will indicate the following:

- reason for closure
- dates of cleaning and disinfection
- possible date to return to building
- information on health guidelines
- resources of local health organizations
- contact person and email address

The Board of Trustees will be consulted prior to the decision to close the school. State authorities will be informed in writing of the school closure prior to the closure.